



HISTORIC DISTRICT REVIEW BOARD

Regular Meeting
Cape Charles Civic Center
February 20, 2018
6:00 p.m.

At 6:00 p.m., Chairman Joe Fehrer, having established a quorum, called to order the Regular Meeting of the Historic District Review Board (HDRB). In addition to Joe Fehrer, present were Terry Strub, Sandra Salopek, David Gay, and John Caton. Also in attendance were Town Planner Larry DiRe, Assistant Town Clerk Tracy Outten and the applicants. There was one member of the public in attendance.

Chairman Joe Fehrer started the HDRB Regular meeting with a moment of silence and the recitation of the Pledge of Allegiance.

CONSENT AGENDA:

Motion made by John Caton, seconded by Sandra Salopek, to accept the agenda as presented. The motion was unanimously approved.

The HDRB reviewed the minutes from the January 3, 2018 Joint Work Session with the Planning Commission, the January 16, 2018 Regular Meeting and the February 5, 2018 Special Meeting.

Motion made by Terry Strub, seconded by David Gay, to accept the minutes from the January 3, 2018 Joint Work Session with the Planning Commission, the January 16, 2018 Regular Meeting and the February 5, 2018 Special Meeting. The motion was unanimously approved.

NEW BUSINESS:

A. *Application for Certificate of Appropriateness for 608 Nectarine Street – removal of aluminum siding, door and window replacement.*

Robert Kelly, applicant, gave a description of the proposed work which included removing the aluminum siding and replacing an existing sliding glass door with a window. Joe Fehrer asked if window trim would be replaced; yes.

Motion made by John Caton, seconded by Terry Strub, to approve the Application for the Certificate of Appropriateness at 608 Nectarine Street for the removal of existing aluminum siding and replacing the sliding glass door with a window on the single-family dwelling as presented. The motion was approved by unanimous vote.

B. *Application for Certificate of Appropriateness for 8 Peach Street – exterior changes to a commercial building and rear addition.*

The applicant was not in attendance to answer questions.

Motion made by David Gay, seconded by John Caton, to postpone approval of the Application for the Certificate of Appropriateness at 8 Peach Street for exterior changes and a rear addition to the commercial building until the March Historic District Review Board Regular Meeting. The motion was approved by unanimous vote.

C. *Application for Certificate of Appropriateness for 114 Fig Street – exterior changes to a single-family dwelling, new windows and doors.*

The applicant was not in attendance to answer questions.

Motion made by John Caton, seconded by David Gay, to postpone approval of the Application for the Certificate of Appropriateness at 114 Fig Street for exterior changes and new windows and doors on the single-family dwelling. The motion was approved by unanimous vote.

D. *Application for Certificate of Appropriateness for 424 Randolph Avenue – exterior renovations, rear dormer addition, windows and doors replacement and relocation.*

John Tapscott, applicant, said he was doing a complete renovation and would like to amend the application to include elongating the windows. Joe Fehrer expressed his reservation to the windows being changed from the original size and said it would be a substantial change to the façade of the house. Joe Fehrer asked if any of the original porch décor had been saved. John Tapscott answered the porch trim and columns would be put back if necessary. David Gay said the trim needed to be maintained. John Tapscott informed there was mold.

Motion made by David Gay, seconded by Terry Strub, to approve the Application for the Certificate of Appropriateness at 424 Randolph Avenue for exterior renovations, rear dormer addition and replacement and relocation of windows and doors on the single-family dwelling as presented in the drawing. The motion was approved by majority vote with Joe Fehrer opposed.

E. *Application for Certificate of Appropriateness for tax map lot number 83A1-1-93\200-block of Washington Avenue – new single-family dwelling construction.*

Sean Ingram, contractor, briefly described the proposed new home. Joe Fehrer asked if the pictures presented in the application were accurate; yes except for a few changes to the east side of the house. The board discussed the presented application.

Motion made by Terry Strub, seconded by John Caton, to approve the Application for the Certificate of Appropriateness at tax map #83A1-1-93\200 Block Washington Avenue for a new single-family dwelling as presented with the following exceptions: asphalt roof material, no window on east side of house but potentially a door, a stoop on rear of house, and no shutters . The motion was approved by unanimous vote.

F. *2017 Annual Report.*

Joe Fehrer commented that the staff did an excellent job on the report filed with the Virginia Department of Historic Resources. Larry DiRe summarized the fiscal year report running from October 1, 2016 through September 30, 2017.

G. *Election of officers.*

Joe Fehrer and John Caton were nominated to serve as Chair and Vice-Chair for the HDRB 2018 term.

Motion made by Sandra Salopek, seconded by David Gay, to accept the nomination for Chair for the Historic District Review Board. The motion was approved by unanimous vote.

Motion made by Joe Fehrer, seconded by Terry Strub, to accept the nomination for Vice-Chair for the Historic District Review Board. The motion was approved by unanimous vote.

H. *Community Enhancement Program board representative.*

Discussion was as follows: (i) Jon Caton let the board know he would like to keep serving on the HDRB but still resigned from the Community Enhancement Program Board (CEB). (ii) Terry Strub said she could not commit to all the meetings and Sandra Salopek already served on a couple of boards. (iii) David Gay was on the CEB as a citizen member but was willing to serve as the HDRB representative. Tracy Outten would check to see if this was allowed.

UNFINISHED BUSINESS:

There was no unfinished business.

OTHER BUSINESS:

- David Gay asked about a date to present the Town Council the 2017 Tree Survey. Tracy Outten would check with Town Clerk Libby Hume.

ANNOUNCEMENTS:

- Larry DiRe informed the board that Town Council was presented the revisions to Article VIII and thanked them for their hard work.

Motion made by Joe Fehrer, seconded by Terry Strub, to adjourn the February 20, 2018 Historic District Review Board Regular Meeting. The motion was unanimously approved.

Chairman Joe Fehrer

Assistant Town Clerk