



HISTORIC DISTRICT REVIEW BOARD

Regular Meeting
Cape Charles Civic Center
June 19, 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, David Gay, and John Caton. Sandra Salopek was not in attendance. 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 Terry Strub, seconded by David Gay, to accept the agenda as presented. The motion was unanimously approved.

The HDRB reviewed the minutes from the May 15, 2018 Regular Meeting.

Motion made by John Caton, seconded by Terry Strub, to accept the minutes from the May 15, 2018 Regular Meeting as presented. The motion was unanimously approved.

NEW BUSINESS:

A. *Application for Certificate of Appropriateness for 615 Jefferson Avenue – conversion of existing window into a door on a single-family dwelling.*

Susan Bauer, applicant, explained changing the window to a door would give her easier access. Joe Fehrer confirmed that only one double window would be changed.

Motion made by Terry Strub, seconded by David Gay, to approve the Application for the Certificate of Appropriateness at 615 Jefferson Avenue for a conversion of an existing window into a door on the single-family dwelling as presented. The motion was approved by unanimous vote.

B. *Application for Certificate of Appropriateness for 3 Madison Avenue – new rear porch over existing deck on a single-family dwelling.*

Jesse Philpot, contractor, said the deck was built last year but the area was not shaded.

Motion made by John Caton, seconded by David Gay, to approve the Application for the Certificate of Appropriateness at 3 Madison Avenue for a new rear porch over an existing deck on the single-family dwelling as presented. The motion was approved by unanimous vote.

C. *Application for Certificate of Appropriateness for 627 Madison Avenue – new siding, new rear sliding door and deck on a single-family dwelling.*

Kelly Driscole and William Lewis, applicants, described the proposed work. Joe Fehrer asked if the wood siding would be coming off and/or covered by vinyl siding; yes. Joe Fehrer told the applicants to avoid losing siding to trim detail and reiterated the HDRB guidelines did not allow vinyl. The board recommended a 5” panel be used.

Motion made by Terry Strub, seconded by John Caton, to approve the Application for the Certificate of Appropriateness at 627 Madison Avenue for new siding, a new rear sliding door, and a deck on the single-family dwelling as presented with the requirement that the new siding did not stand proud. The motion was approved by unanimous vote.

D. *Application for Certificate of Appropriateness for 524 Jefferson Avenue – construction of new single-family dwelling.*

Jim Granger, applicant, briefly described the plans for his home. Joe Fehrer asked if the home was a modular; yes.

Motion made by David Gay, seconded by John Caton, to approve the Application for the Certificate of Appropriateness at 524 Jefferson Avenue for construction of a new single-family dwelling. The motion was approved by majority vote with Joe Fehrer opposed.

UNFINISHED BUSINESS:

A. Joe Fehrer asked for an update on the 638 Tazewell Avenue violation. Larry DiRe informed the board that letters were sent to Wendi White, the owner, and she had not responded. The board would like this matter to be resolved. Larry DiRe would be sending another letter of violation.

OTHER BUSINESS:

A. *Tree Update*

Larry DiRe informed the board that the Master Naturalists were meeting with historic district homeowners and residents to discuss the best tree options. The board decided to add a check box for tree removal on the Historic District Review Board Applicant Checklist.

ANNOUNCEMENTS:

- Larry DiRe administratively approved a change of siding material from vinyl to hardi on 542 Madison Avenue.

Motion made by Terry Strub, seconded by Joe Fehrer, to adjourn the June 19, 2018 Historic District Review Board Regular Meeting at 6:56 p.m. The motion was unanimously approved.

Chairman Joe Fehrer

Assistant Town Clerk