



Meeting Minutes
Historic and Architectural Review Board (HARB)
May 4, 2023
Public Safety Operations Center

ROLL CALL

HARB Members Present: Vice Chair Marilee Peterson, Ervin Young, Ellsworth Spicher, Frank Lilley, Gerald Martin, and David Walski

Staff: Adam Lantz, City Attorney – City Attorney’s Office; Carlos Rodrigues, Code Enforcement Officer – Developments and Permits; Marvin Hodges, Senior Planner – Planning Department; Nat McCormick, Community Design Manger – Planning Department, and Kevin Finn, Recording Secretary – Planning Department.

Vice Chair M. Peterson called the meeting to order at 5:30 p.m.

MINUTES

Approval of April 6, 2023 regular meeting minutes, ***motion to accept minutes made by G. Martin and seconded by E. Spicher, all members present voting for.***

COMMITTEE REPORTS

None

ADMINISTRATIVE APPROVALS

K. Finn reported ten (10) administrative approval.

ZONING REPORT

None

Motion to move Old and New Business to the end of the agenda made by M. Peterson and seconded by E. Spicher, all members present voting for.

CONSENT AGENDA

None

REGULAR AGENDA

Motion made to move review of 1214 Chesapeake Avenue to the end of the agenda made by E. Spicher and seconded by M. Peterson, all members present voting for.

1134 Seaboard Avenue (PLN-CAPP-2023-024)

Original Request

- Install approximately 16’x48’ concrete driveway.
- ***Motion to approve the application with the amended dimensions of 10’ wide by 48’ driveway made by M. Peterson and seconded by E. Spicher, with three (3) members voting for, two (2) members voting against, and one member failing to vote.*** To allow for the member to place a vote, a second motion was made.
- ***Motion to approve the application as amended to be a single driveway, 10’ by 48’ made by M. Peterson and seconded by E. Spicher, four (4) members voting for and two (2) members voting against.***

1408 Rodgers Street (PLN-CAPP-2023-002)

Original Request

- After-the-fact replacement of three vinyl windows to be replaced with correctly sized windows, like-for-like; after-the-fact removal of chimney to be replaced with vinyl siding to match existing.
- ***Motion to accept the application as amended to reinstall the original windows and to cover the original location of the chimney with vinyl siding made by E. Spicher and seconded by D. Walski, with three (3)***

members voting for and three (3) members voting against. The members began the discussion of the application following the tied motion rather than continuing the application.

- ***Motion to approve the application with the following exceptions, that the existing 6-over-6 window on the right side of the home be removed and replaced with a vinyl window in a size to match the existing window opening, that the two windows on the front elevation that are currently undersized be replaced with vinyl windows within the size of the existing opening, that one window on the right side be replaced with a vinyl window be replaced within the size of the existing opening, and that the masonry chimney that has fallen off the structure be reconstructed with a wood frame profile with a thin, brick veneer to match the configuration of the original chimney made by G. Martin and seconded by E. Spicher, with five (5) members voting for and one (1) member voting against.***

1400 Seaboard Avenue (PLN-CAPP-2023-036)

Original Request

- Install 15 solar panels on roof; replace roof shingles with architectural shingles, in black.
- ***Motion to deny the application as presented made by M. Peterson and seconded by G. Martin, all members present voting for.***

1130 Decatur Street (PLN-CAPP-2023-040)

Original Request

- New construction.
- ***Motion to approve the application as presented with the Franklin brick and the square spindles to be a minimum of 2.25" by 2.25" or larger, painted white made by M. Peterson and seconded by E. Spicher, all members present voting for.***

1214 Chesapeake Avenue (PLN-CAPP-2023-021)

Original Request

- After-the-fact repainting of exterior siding to be Platinum Gray HC-179, previously unpainted foundation, porch floorboards, porch ceiling, face boards and roof soffit to be Amherst Gray HC-167, window trim and porch columns to be Super White OC-152; After-the-fact removal of porch steps' wrought iron handrail to be replaced in similar style, material and color, like-for-like; After-the-fact replacement of porch railing, to be painted Super White OC-152; After-the-fact replacement of 15-light front door with sidelights to be replaced with 60"x80" fiberglass full lite door with sidelights; After-the-fact replacement of exterior light fixture, in similar style, material and color; After-the-fact removal of second floor wooden window to be replaced with six-over-one vinyl window.
- K. Finn read into the record the following amendments to the proposed application: After-the-fact repainting of exterior siding to be Platinum Gray HC-179, porch floorboards, porch ceiling, face boards and roof soffit to be Amherst Gray HC-167, window trim and porch columns to be Super White OC-152; After-the-fact removal of porch steps' wrought iron handrail to be replaced in similar style, material and color, like-for-like; After-the-fact replacement of porch railing to be painted Super White OC-152 and restore porch railing to original dimensions with booster rail; After-the-fact replacement of 15-light front door with sidelights to be replaced with wood full lite door with sidelights to fit original width of door; After-the-fact replacement of two exterior light fixtures, in similar style, material and color; After-the-fact removal of second floor wooden window to be replaced with six-over-one wooden window; painted foundation to be stripped of paint.
- ***Motion to approve the application as presented by K. Finn made by M. Peterson and seconded by G. Martin, with all members present voting for.***

PUBLIC INPUT

None

LEGAL GUIDANCE

None

OLD AND NEW BUSINESS

M. Peterson requested K. Finn discuss the change in meeting location and time in 2024. K. Finn stated that meetings will ideally be held in South Norfolk out of convenience for the residents however, given the early closing time of the South Norfolk Public Library, suggested that this topic be discussed at a later date once the South Norfolk Municipal Building has been completed.

K. Finn presented the Board with an ordinance amending Chesapeake Zoning Ordinance Section 12-732 to amend the architectural guidelines for the Caleb Williamson House in the Chesapeake Arboretum Historic and Cultural Preservation Overlay District. If adopted, the Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings will no longer serve as the architectural guidelines for the Caleb Williamson House. Rather, an

architectural review by the Board of Historic and Architectural Review and the Chesapeake Historic Preservation Commission will be performed. Alternations made the to the Caleb Williamson House will no longer require a Certificate of Appropriateness. K. Finn requested that the Board provide comments on the proposed ordinance by May 16th, 2023 and be prepared to provide a letter of support or opposition at their next meeting on June 1st, 2023.

N. McCormick informed the Board that the City has signed a contract with a consultant to perform an update to the South Norfolk Design Guidelines and related ordinances. The City will be holding an internal kick off meeting in roughly two weeks.

ADJOURNMENT:

Motion to adjourn the meeting made by M. Peterson and seconded by E. Spicher, with all members present voting for.

Meeting adjourned at 7:52 PM

MEETING MINUTES APPROVED: 6/1/2023