

South Norfolk  
Historic & Architectural Review Board



September 5, 2019





## AGENDA

Board of Historic and Architectural Review  
September 5, 2019  
South Norfolk Memorial Library  
801 Poindexter Street  
5:30 PM

- A. Call To Order
- B. Roll Call
- C. Approval of the August 1, 2019 regular meeting minutes.
- D. Consent Agenda
  - 1. 1119 Seaboard Avenue**  
New application for previously approved PLN-CAPP-2019-012, replace rotten/damaged wood as needed (keep porch columns), install new vinyl siding in an approved Benjamin Moore Historic Collection color, and install new 2-over-2 vinyl windows with exterior raised muntins.
- E. Regular Agenda
  - 2. 1302 Jefferson Street**  
Remove awning.
  - 3. 1108 Ohio Street**  
Replace front door.
  - 4. 1115 Park Avenue**  
Install new vinyl siding, wrap trim and fascia with vinyl, replace windows.
- F. Old Business
- G. New Business
- H. Committee Reports
- I. Zoning Inspection Status Report
- J. Legal Guidance
- K. Administrative Approvals
- L. Citizen Input
- M. Adjournment

The City of Chesapeake will provide reasonable accommodations and services necessary for sensory-impaired and disabled persons by contacting Mr. Tim Winslow, Facilities Manager, Public Works at 382-6273 at least three-working days in advance and language assistance to individuals with limited English proficiency to the extent possible by contacting the Planning Department at 382-6176 at least 10 days in advance of this meeting. \*While this is not a public hearing, the public and any one or several members of the Chesapeake City Council may choose to attend.



**Meeting Minutes**  
**Historic and Architectural Review Board (HARB)**  
**August 1, 2019**  
**Portlock Gallery – 3815 Bainbridge Blvd.**

**ROLL CALL**

**HARB Members Present:** Joe Maguire; Ed Conner; Tammi Amick; David Schleeper; Ellsworth Spicher.

**Staff:** Meredith H. Jacobi, Legal Counsel – City Attorney’s Office; Pam Witham and Carlos Rodriguez – Development and Permits, Code Compliance Division; Nathen Lamb – Recording Secretary, Planning Department.

Chair J. Maguire called the meeting to order at 5:50 p.m.

**MINUTES**

Approval of the July 9, 2019 regular meeting minutes; ***motion to approve minutes with no amendments made by E. Spicher, and seconded by D. Schleeper, all members present voting yes.***

**REGULAR AGENDA**

**1119 Seaboard Avenue**

Original Request

- Replace rotten/damaged wood as needed (keep porch columns), install new vinyl siding in an approved Benjamin Moore Historic Collection color, install new 2-over-2 vinyl windows with exterior raised muntins; applicant absent; ***motion to continue application as submitted made by D. Schleeper, and seconded by E. Connor, all members present voting yes.***

**1446 Chesapeake Avenue**

Original Request

- Install 4” lap vinyl siding in almond color, applicant absent for a second consecutive month, Board members find vinyl not appropriate; ***motion to deny application made by T. Amick, and seconded by D. Schleeper, two (2) members E. Conner and E. Spicher opposed, three (3) members voting yes, motion carries.***

**Old Business**

None

**New Business**

1. Joint quarterly meetings

***Motion to approve participating in joint quarterly meetings with the South Norfolk Revitalization Commission, Historic Preservation Commission, and Chesapeake Land Bank Authority, by sending two (2) HARB representatives appointed by Chair J. Maguire made by J. Maguire, and seconded by T. Amick, one (1) member D. Schleeper opposed, four (4) members voting yes, motion carries.***

2. Addition of two (2) alternate members to HARB

Board discusses alternate members should be members who have backgrounds in the construction trades or with related expertise such as architecture and design, and that the most appropriate time for alternate members to be appointed would be subsequent to the creation of an additional historic and cultural preservation overlay district.

**Committee Reports**

None

**Zoning Inspection Status Report**

None

**Legal Guidance**

None

**Administrative Approvals**

N. Lamb reported three (3) administrative approvals – all like for like.

**Public Input**

Kellie Alexander of 1336 Chesapeake Avenue discussed her attempt to work with City departments to find a resolution for poor workmanship at the 1300 block of Chesapeake Avenue. Ms. Alexander handed out photographs which show a Public Utilities sewer replacement job in which contractors replaced materials at the work site in substandard condition, particularly as it pertains to the South Norfolk Historic and Cultural Preservation Overlay District Design and Procedural Guidelines. M. Jacobi advised Ms. Alexander that the City Attorney’s Office is close to finalizing and circulating an official memorandum recommending a resolution.

**ADJOURNMENT:** The regular meeting adjourned at 7:26 p.m.

**MEETING MINUTES APPROVED:** \_\_\_\_\_

DRAFT

1119 Seaboard Avenue



**Application for Certificate of Appropriateness**

**CHESAPEAKE PLANNING DEPARTMENT**

APPLICATION NUMBER: \_\_\_\_\_  
(Assigned by Chesapeake Planning Department)

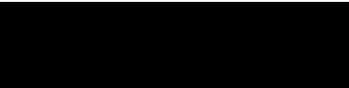
1. Address/Location of Project: 1119 SEABOARD AVE

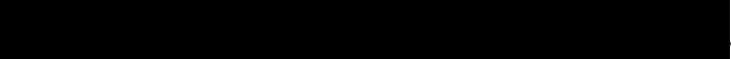
2. Year Structure Built (or write "new construction"): 1925

3. Applicant(s): JAMES R MARTIN

Address: 1125 SEABOARD AVE

City: ches State: VA Zip: 23321

Daytime Phone:  FAX Number: \_\_\_\_\_

E-mail address: 

4. Owner: (If different from applicant)

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Daytime Phone: \_\_\_\_\_ FAX Number: \_\_\_\_\_

E-mail address: \_\_\_\_\_

Signature of Applicant/Agent & Date: JRM 07-

5. Detailed Description of Scope of Work (add additional typed sheets if necessary):

EXTENSION OF PREVIOUS APPROVAL

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

For new construction, additions, driveways, fences, etc. has Zoning signed off on the application? YES \_\_\_\_\_ NO \_\_\_\_\_

**6. Will you be applying for consideration of a financial hardship determination? (please ✓ all that apply)**

- Make temporary alterations, renovations, or repairs as part of the temporary certificate of appropriateness process
- Demolish the structure
- Replace a historic material roof with an architectural shingle roof or comparable substitute material roof

**Planning Staff to Complete:**

Is the Application After the Fact? YES \_\_\_\_\_ NO ✓

If so, request payment of \$250 fee.

Can Application be administratively approved? (See pages 1-2 of the instructions) If so, provide date of approval \_\_\_\_\_ (Date) by \_\_\_\_\_ (Planner Name)

Certificate Number \_\_\_\_\_.

Determination of the Financial Hardship Committee if the applicant has applied for a temporary alteration, renovation or repair, demolition of a structure, and/or replacement of a historic material roof with architectural shingles or a comparable substitute material. YES \_\_\_\_\_ NO \_\_\_\_\_

If application needs to go to Board, please provide the date of the next meeting \_\_\_\_\_ (see calendar and deadlines). See pages 2-3 of the instructions for supplemental submittal requirements.

Certificate Number \_\_\_\_\_.

If application goes to Board, have the applicant complete the following:

I, \_\_\_\_\_, hereby grant permission for City staff & City Council appointed members of the Historic and Architectural Review Board to enter my site to view the exterior areas that are the subject of the application and which are viewable from a public right of way.

*I understand and agree that the Historic and Architectural Review Board onsite inspections shall be exclusively related to this Certificate of Appropriateness Application and that reasonable notice shall be given to the property owners/applicants prior to any onsite inspections. I further agree that any onsite inspections shall be conducted as necessary and at the sole discretion of City staff and the Historic and Architectural Review Board until the Historic and Architectural Review Board has taken final action on the application or the application has been withdrawn by the property owner/applicant.*



# South Norfolk Historic District Certificate of Appropriateness



James Martin

(Name)

1119 Seaboard Avenue

(Address)

*For:*

Replace rotten/damaged wood as needed (keep porch columns), install new vinyl siding in an approved Benjamin Moore Historic Collection color, install new 2-over-2 vinyl windows with exterior raised muntins.

**Recording Secretary,**

**Board of Historic and Architectural Review**

PLN-CAPP-2019-012

**Certificate Number**

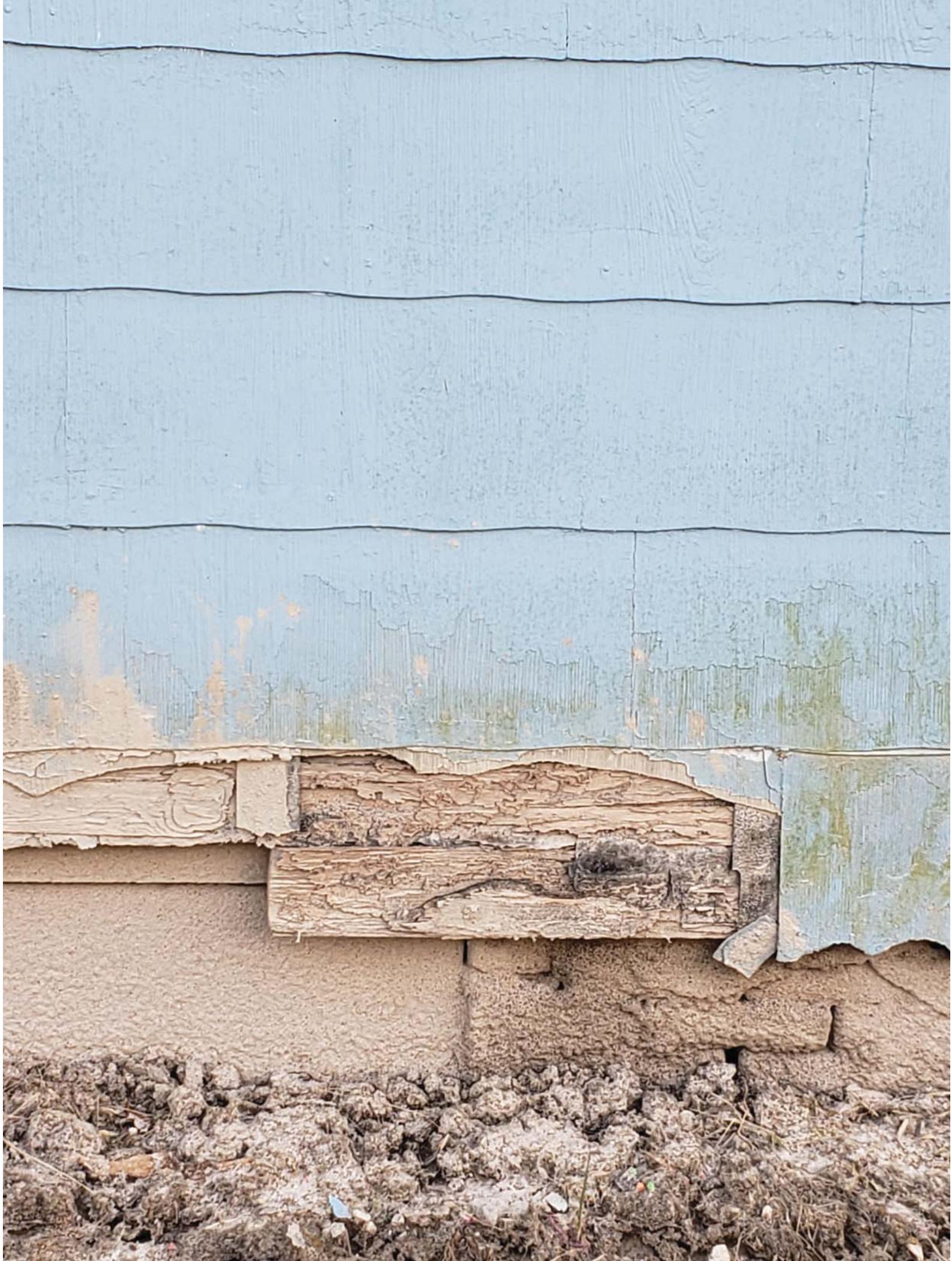
02/08/2019

**Date**

Note: This Certificate of Appropriateness expires 6 months from the approval date.

This Certificate of Appropriateness does not imply an extension to a Notice of Violation for a property maintenance violation. If you have received a Notice of Violation, please contact the issuing inspector at the Development and Permits Department.

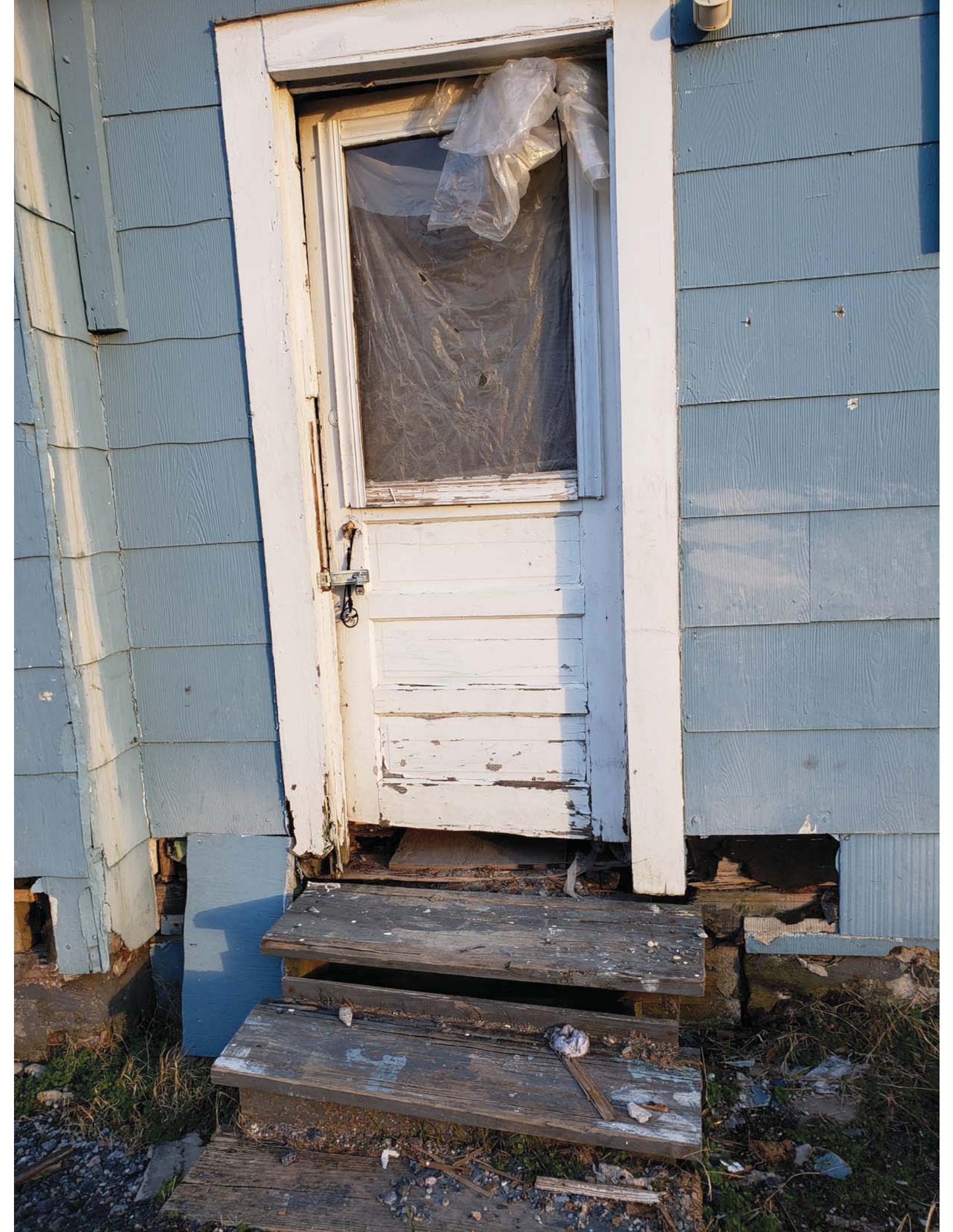
















Item # 89001 Model # 651077A

# Georgia-Pacific Vision Pro Vinyl Siding Panel Double 4 Traditional Beige 8-in x 150-in

5 Ratings



3.0 Average

60%

Recommend this  
product



Community Q&A  
**View Now**



## \$8.88

- Whether you're building a dream home or renovating for years, there's one solution for your home's
- Georgia-Pacific Vision Pro Vinyl Siding offers a versatile design, and great value
- A vision in any color, Vision Pro is an affordable complements traditional or contemporary home

**Manufacturer Color/Finish**



Beige

♡ SAVE

CHECK OTHER STORES

Type here to search



1302 Jefferson Street



## Record Summary for Certificate of Appropriateness

### Record Detail Information

Record Type: [Certificate of Appropriateness](#)

Record Status: [Open](#)

File Date: [August 16, 2019](#)

Record Number: [PLN-CAPP-2019-079](#)

Expiration Date:

Description:

Record Name: [1302 Jefferson Street](#)

-

Parent Record Number:

### Address:

### Owner Information

| Primary             | Owner Name   | Owner Address   | Owner Phone |
|---------------------|--|---|-------------|
| <a href="#">Yes</a> | <a href="#">Children's Health Investment Program INC</a> | <a href="#">1302 Jefferson St, Chesapeake, VA 23324</a> | [REDACTED]  |

### Parcel Information

Parcel No:  
[1340000001770](#)

### Contact Information

| Name   | Organization Name                                    | Contact Type              | Phone      |
|--|--|---------------------------|------------|
| <a href="#">Carol D Haynes</a><br>Address<br><a href="#">1302 Jefferson St, Chesapeake, VA 23324</a> | <a href="#">Children's Health Investment Program</a> | <a href="#">Applicant</a> | [REDACTED] |

### Application Specific Information

#### NATURE OF THE APPLICATION

|                   |  |
|-------------------|--|
| Description       | <a href="#">Removing Awning from outside of building facing Jackson Street. The Awning is becoming a safety hazard, unstable and poles missing and or rusting through.</a> |
| Zoning Sign Off   | <a href="#">No</a>   |
| Economic Hardship | <a href="#">No</a>   |

### PLANNING STAFF TO COMPLETE

|   |   |
|---|---|
| Application After-the-Fact              | - |
| After-the-Fact Fee Paid                 | - |
| Approved Administratively               | - |
| Approving Planner                       | - |
| Approval Date                           | - |
| Certificate Number                      | - |
| See supplemental submittal requirements | - |

Board Approved Certificate Number -  
I, \_\_\_\_\_, hereby grant permission for City Staff & members of the Historic Architectural Review Board to enter my site to view exterior areas related to this Certificate of Appropriateness Application. -  
Structure Designation -

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**GENERAL INFORMATION**

Year Structure Built 1929  
Is this an After-the-Fact application? No  
\$250 After the Fact fee, if required. UNCHECKED  
One original delivered to the Planning Department OR a copy attached to the on-line application UNCHECKED  
One disk containing all photos OR photos attached to on-line application CHECKED  
 Completed and notarized power of attorney form if the applicant is not the property owner. CHECKED

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**NEW CONSTRUCTION**

Completed application form. UNCHECKED  
 Surveyed site plan (including proposed buildings, structure(s), parking, etc.). UNCHECKED  
Front and side elevations UNCHECKED  
Samples UNCHECKED  
Arrangement of proposed exterior lighting. UNCHECKED  
Photographs of the property and adjoining or opposite properties. UNCHECKED

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**ADDITIONS TO EXIST. STRUCTURES**

Completed application form. UNCHECKED  
Surveyed site plan or city tax map UNCHECKED  
Elevations UNCHECKED  
Photographs of the existing structure and property. UNCHECKED  
Samples, photos, and brochures UNCHECKED  
Arrangement of proposed exterior lighting. UNCHECKED  
 Proposed signs with appropriate detail as to character and location. UNCHECKED

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**ALTERATIONS OR REPAIRS**

Completed application form. UNCHECKED  
Written description of work to be performed UNCHECKED  
Photographs of the building/structure. UNCHECKED  
2 quotes each are required for the following: UNCHECKED  
Photos numerically keyed UNCHECKED

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**RELOCATIONS**

|  |           |
|--|-----------|
| Completed application form   | UNCHECKED |
| <input type="checkbox"/> Photographs of the building or structure to be relocated and adjacent properties.               | UNCHECKED |
| <input type="checkbox"/> Photographs of the premises to which the building or structure will be relocated.               | UNCHECKED |
| <input type="checkbox"/> Written description of reasons for the relocation and the proposed use of the vacated property. | UNCHECKED |

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#### DEMOLITIONS

|  |         |
|--|---------|
| Completed application form   | CHECKED |
| <input type="checkbox"/> Photographs of the building or structure to be demolished to illustrate its state of disrepair. | CHECKED |
| Written report on condition of building or structure.  | CHECKED |
| Written description of work to be performed  | CHECKED |

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#### METAL ROOFS

|             |           |
|-------------|-----------|
| Explanation | UNCHECKED |
|-------------|-----------|

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#### SPECIAL POWER OF ATTORNEY

|                                    |           |
|------------------------------------|-----------|
| Special Power of Attorney attached | UNCHECKED |
|------------------------------------|-----------|

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#### METAL ROOFS

|  |           |
|--|-----------|
| Info required to replace metal roof with metal roof.             | UNCHECKED |
| Picture  | UNCHECKED |
| Specification Sheet  | UNCHECKED |
| Roof color sample  | UNCHECKED |
| Info required to replace metal roof with architectural shingles. | UNCHECKED |
| Quotes   | UNCHECKED |
| Roof color sample (asphalt)                                      | UNCHECKED |

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**1108 Ohio Street**



## Record Summary for Certificate of Appropriateness

### Record Detail Information

Record Type: [Certificate of Appropriateness](#)      Record Status: [Open](#)      File Date: [August 26, 2019](#)  
 Record Number: [PLN-CAPP-2019-084](#)      Expiration Date:  
 Description:      Record Name: [Door replacement](#)  
[Door replacement](#)      Parent Record Number:

**Address:** [1108 OHIO ST, CHESAPEAKE, VA 23324](#)

### Owner Information

| Primary             | Owner Name | Owner Address                                      | Owner Phone |
|---------------------|------------|--|-------------|
| <a href="#">Yes</a> | [REDACTED] | <a href="#">1108 OHIO ST, CHESAPEAKE, VA 23324</a> | [REDACTED]  |

### Parcel Information

Parcel No:  
[1270000004210](#)

### Contact Information

| Name  | Organization Name | Contact Type              | Phone      |
|---|-------------------|---------------------------|------------|
| [REDACTED]  |                   | <a href="#">Applicant</a> | [REDACTED] |
| Address<br><a href="#">1108 Ohio st, Chesapeake, VA 23324</a> |                   |                           |            |

### Application Specific Information

#### NATURE OF THE APPLICATION

|                   |   |
|-------------------|---|
| Description       | <a href="#">New door will be the same color and general style, but will have a glass window near the top.</a> |
| Zoning Sign Off   | <a href="#">No</a>  |
| Economic Hardship | <a href="#">No</a>  |

### PLANNING STAFF TO COMPLETE

|   |   |
|---|---|
| Application After-the-Fact              | - |
| After-the-Fact Fee Paid                 | - |
| Approved Administratively               | - |
| Approving Planner                       | - |
| Approval Date                           | - |
| Certificate Number                      | - |
| See supplemental submittal requirements | - |
| Board Approved Certificate Number       | - |

I, \_\_\_\_\_, hereby grant permission for City Staff & members of the Historic Architectural Review Board to enter my site to view exterior areas related to this Certificate of Appropriateness Application.

Structure Designation -

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**GENERAL INFORMATION**

Year Structure Built 1924

Is this an After-the-Fact application? No

\$250 After the Fact fee, if required. UNCHECKED

One original delivered to the Planning Department OR a copy attached to the on-line application UNCHECKED

One disk containing all photos OR photos attached to on-line application UNCHECKED

Completed and notarized power of attorney form if the applicant is not the property owner. UNCHECKED

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**NEW CONSTRUCTION**

Completed application form. UNCHECKED

Surveyed site plan (including proposed buildings, structure(s), parking, etc.). UNCHECKED

Front and side elevations UNCHECKED

Samples UNCHECKED

Arrangement of proposed exterior lighting. UNCHECKED

Photographs of the property and adjoining or opposite properties. UNCHECKED

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**ADDITIONS TO EXIST. STRUCTURES**

Completed application form. UNCHECKED

Surveyed site plan or city tax map UNCHECKED

Elevations UNCHECKED

Photographs of the existing structure and property. UNCHECKED

Samples, photos, and brochures UNCHECKED

Arrangement of proposed exterior lighting. UNCHECKED

Proposed signs with appropriate detail as to character and location. UNCHECKED

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**ALTERATIONS OR REPAIRS**

Completed application form. CHECKED

Written description of work to be performed CHECKED

Photographs of the building/structure. CHECKED

2 quotes each are required for the following: UNCHECKED

Photos numerically keyed UNCHECKED

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**RELOCATIONS**

Completed application form UNCHECKED

Photographs of the building or structure to be relocated UNCHECKED

and adjacent properties.

- Photographs of the premises to which the building or structure will be relocated. UNCHECKED
  - Written description of reasons for the relocation and the proposed use of the vacated property. UNCHECKED
- 

**DEMOLITIONS**

- Completed application form UNCHECKED
  - Photographs of the building or structure to be demolished to illustrate its state of disrepair. UNCHECKED
  - Written report on condition of building or structure. UNCHECKED
  - Written description of work to be performed UNCHECKED
- 

**METAL ROOFS**

- Explanation UNCHECKED
- 

**SPECIAL POWER OF ATTORNEY**

- Special Power of Attorney attached UNCHECKED
- 

**METAL ROOFS**

- Info required to replace metal roof with metal roof. UNCHECKED
  - Picture UNCHECKED
  - Specification Sheet UNCHECKED
  - Roof color sample UNCHECKED
  - Info required to replace metal roof with architectural shingles. UNCHECKED
  - Quotes UNCHECKED
  - Roof color sample (asphalt) UNCHECKED
-









1115 Park Avenue

# Chesapeake VIRGINIA

## Application for Certificate of Appropriateness

### CHESAPEAKE PLANNING DEPARTMENT

APPLICATION NUMBER: \_\_\_\_\_  
(Assigned by Chesapeake Planning Department)

1. Address/Location of Project: 1115 PARK AVE. 23324

2. Year Structure Built (or write "new construction"): 1924

3. Applicant(s): DEBORAH ROUNTREE

Address: 9611 16TH VIEW ST.

City: NORFOLK State: VA Zip: 23503

Daytime Phone: [REDACTED] FAX Number [REDACTED]

E-mail address: [REDACTED]

4. Owner: (If different from applicant)

Name: same

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Daytime Phone: \_\_\_\_\_ FAX Number: \_\_\_\_\_

E-mail address: \_\_\_\_\_

Signature of Applicant/Agent & Date: \_\_\_\_\_

5. Detailed Description of Scope of Work (add additional typed sheets if necessary):

- ① Replace/INSTALL NEW VINYL SIDING
- ② WRAP TRIM / TRIM BOARDS WITH VINYL (excluding ginger Bread trim front porch & Bead Board Porch Ceiling)
- ③ Replace WINDOWS

For new construction, additions, driveways, fences, etc. has Zoning signed off on the application? YES \_\_\_\_\_ NO \_\_\_\_\_

**6. Will you be applying for consideration of a financial hardship determination? (please ✓all that apply)**

- Make temporary alterations, renovations, or repairs as part of the temporary certificate of appropriateness process
- Demolish the structure
- Replace a historic material roof with an architectural shingle roof or comparable substitute material roof

**Planning Staff to Complete:**

Is the Application After the Fact? YES \_\_\_\_\_ NO \_\_\_\_\_

If so, request payment of \$250 fee.

Can Application be administratively approved? (See pages 1-2 of the instructions) If so, provide date of approval \_\_\_\_\_ (Date) by \_\_\_\_\_ (Planner Name)

Certificate Number \_\_\_\_\_.

Determination of the Financial Hardship Committee if the applicant has applied for a temporary alteration, renovation or repair, demolition of a structure, and/or replacement of a historic material roof with architectural shingles or a comparable substitute material. YES \_\_\_\_\_ NO \_\_\_\_\_

If application needs to go to Board, please provide the date of the next meeting \_\_\_\_\_ (see calendar and deadlines). See pages 2-3 of the instructions for supplemental submittal requirements.

Certificate Number \_\_\_\_\_.

If application goes to Board, have the applicant complete the following:

I, \_\_\_\_\_, hereby grant permission for City staff & City Council appointed members of the Historic and Architectural Review Board to enter my site to view the exterior areas that are the subject of the application and which are viewable from a public right of way.

*I understand and agree that the Historic and Architectural Review Board onsite inspections shall be exclusively related to this Certificate of Appropriateness Application and that reasonable notice shall be given to the property owners/applicants prior to any onsite inspections. I further agree that any onsite inspections shall be conducted as necessary and at the sole discretion of City staff and the Historic and Architectural Review Board until the Historic and Architectural Review Board has taken final action on the application or the application has been withdrawn by the property owner/applicant.*

**Alterations or Repairs**

- Completed application form.
- Written description of work to be performed accompanied by samples, photos, or brochures of siding, brick type, roof shingles, paint chips doors, windows, and similar facilities for review.
- Photographs of the building/structure.
- 2 quotes** each Virginia licensed contractors are required for the following: a.) to repair an original material; b.) to replace the original material (except asbestos) with the same material; and, if applicable, c.) to replace the original material with a like or similar material (Also, see special instructions for metal roofs).
- If photos are utilized to demonstrate the need for an alternate material, they must be detailed and numerically keyed to the location on the house utilizing the elevation views of the front, back, rear and side. An ice pick test is useful to demonstrate rotten wood. If deterioration is difficult to prove through pictures or you do not choose to conduct an ice pick test, then a non-biased Virginia licensed architect, engineer, building forensic specialist, or home inspector, certified by the Virginia Board for Asbestos, Lead, and Home Inspectors, shall certify that the element is beyond repair. This individual may not be the contractor making the repairs.

*Will provide photo's and bring material sample  
to meeting - please advise where to email pictures*

**Relocations**

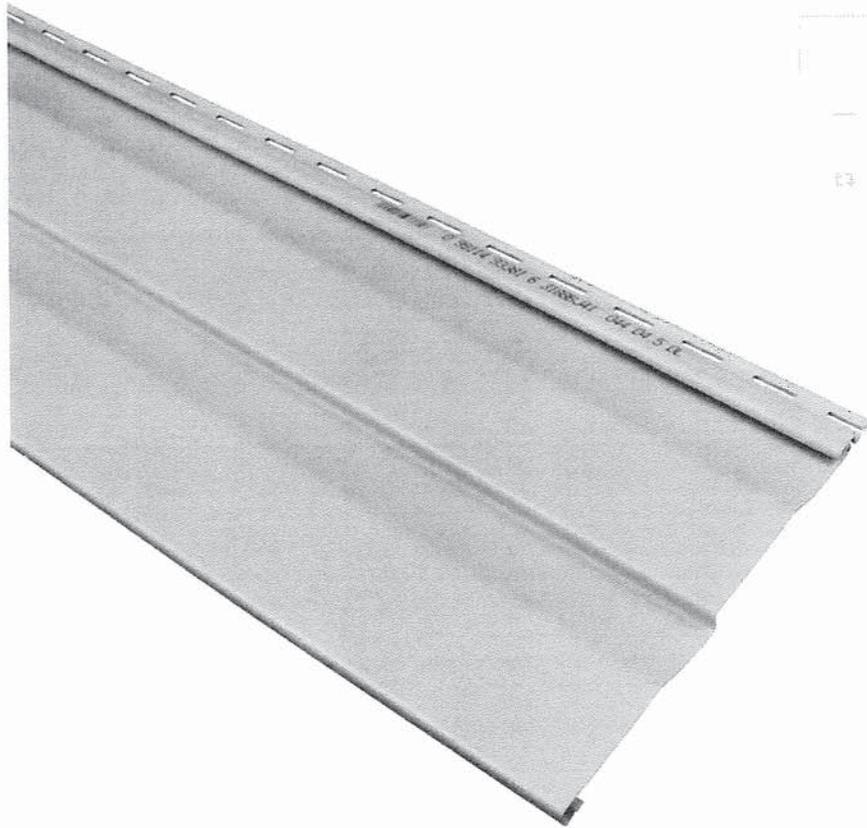
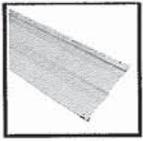
- Completed application form
- Photographs of the building or structure to be relocated and adjacent properties.
- Photographs of the premises to which the building or structure will be relocated.
- Written description of reasons for the relocation and the proposed use of the vacated property.

**Demolitions**

- Completed application form
- Photographs of the building or structure to be demolished to illustrate its state of disrepair.
- Written report from Department of Development and Permits relative to the condition of the building or structure.
- Written description of any building or structure to remain and any new building or structure proposed to replace the demolished building or structure.

Prices, promotions, styles, and availability may vary.

# Georgia-Pacific Compass Wedgewood Double 4.5 Dutch Lap Vinyl Siding X



Wedgewood -siding

WHITE TRIM -



FREE Store Pickup



Shipping

Available

Unavailable for Pickup at Virginia Beach Lowe's

CHAT WITH LOWE'S



