

**City of Suffolk  
HISTORIC LANDMARKS COMMISSION**



**January 9, 2020**

**THE REGULAR MEETING  
OF THE  
HISTORIC LANDMARKS COMMISSION  
WILL BE HELD AT 9:00 A.M. IN  
CITY COUNCIL CHAMBERS  
CITY HALL BUILDING**

**Note: If You Cannot Attend This Meeting,  
Please Notify the Planning Division  
by 12:00 Noon,  
Wednesday, January 8, 2020  
(757) 514-4060**

**PREPARED BY THE CITY OF SUFFOLK  
DEPARTMENT OF PLANNING & COMMUNITY DEVELOPMENT**

*DIVISION OF PLANNING*

**AGENDA**  
Historic Landmarks Commission Meeting  
Thursday, January 9, 2020  
9:00 a.m.

- I. Call to Order: Chairman
- II. Roll Call
- III. Approval of the Minutes
- IV. New Business
  - 1. **Request for Certificate of Appropriateness HLC2018-00026**, submitted by Jean Claude Noel, applicant and property owner, for after-the-fact installation of fencing at property located at 237 Pinner Street. The property is further identified as Zoning Map 34G18(A)\*153, Suffolk Voting Borough, zoned RM, Residential Medium zoning district, and HC, Historic Conservation Overlay District.
  - 2. **Request for Certificate of Appropriateness HLC2019-00038**, submitted by Ben Clay, applicant and property owner, for exterior material alterations and installation of replacement windows on property located at 130 Brewer Avenue. The property is further identified as Zoning Map 34G17(2)B\*18\*19\*20, Suffolk Voting Borough, zoned RM, Residential Medium zoning district, and HC, Historic Conservation Overlay District.
- V. Old Business
- VI. Staff Reports
  - 1. Enforcement Updates
    - a. Property Maintenance
    - b. Zoning
  - 2. Administrative Approvals
- VII. Adjournment



MINUTES  
HISTORIC LANDMARKS COMMISSION  
November 14, 2019  
9:00 A.M.

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The regular meeting of the Historic Landmarks Commission was held on Thursday, November 14, 2019, at 9:00 a.m., in the Council Chambers of Suffolk City Hall, 442 W. Washington Street, Suffolk, Virginia, with the following persons present:

MEMBERS PRESENT:

George Bailey  
William Bissell  
Susan Coley  
Mary Austin Darden  
Merritt Draper  
Oliver Hobbs  
Edward King  
Larry Riddick  
Vivian Turner

STAFF:

Claire Jones, Secretary  
William Hutchings, Deputy City Attorney  
Grace Braziel, Planner I  
Connie Blair, Planning Technician

The meeting was called to order by Chairman Hobbs. The roll was called by Ms. Jones and the Chairman was informed that a quorum was present.

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**APPROVAL OF THE MINUTES:** The minutes of the previous meeting were approved as presented.

**NEW BUSINESS:**

**Request for Certificate of Appropriateness HLC2019-00040**, submitted by Jeffrey Townsend, property owner, for an after-the-fact attached rear patio addition at 178 East Washington Street. The property is further identified as Zoning Map 34G18, Block (6), Parcel 5, Suffolk Voting Borough, zoned CBD, Central Business District, and HC, Historic Conservation Overlay District.

The public hearing item was introduced by Chairman Hobbs, followed by a staff report from Grace Braziel, Planner I. Mrs. Braziel stated that the subject property is part of the East Washington Street District of the Suffolk Historic Conservation Overlay District and features a contributing one-story commercial building that was constructed between 1926 and 1940. A COA was issued for the property in September 2017 for construction of a new flat roof, a new aluminum storefront, and installation of two vinyl clad windows and an aluminum door on the rear elevation. In October of 2017, an after-the-fact request was approved for the removal of nonconforming vinyl siding and an original transom window, which was to be replaced with a powder coated aluminum transom window with wood trim.

A notice of violation was issued in March 2018 for window signage and a wall sign that had been installed without a COA. The applicant received an after-the-fact approval for the wall sign and an application was submitted for the window signs. Additionally, on May 17, 2018 a separate notice of violation was issued for the installation of a covered patio without a COA. The applicant requested an after-the-fact approval for the covered patio; however, the HLC denied the request at the November 8, 2018, meeting and recommended the applicant work with staff for an appropriate design.

The applicant is now seeking after-the-fact approval for the 438 square foot covered patio at the rear of the building by proposing to paint the wood elements and existing metal gutters in the color black and to install brick around the bases of the wooden posts. Ms. Braziel noted that the Guidelines support the use of brick for additions where brick is the common wall material. The subject building has a stretcher bond brick structural system, thus bricking the base of the wooden posts would be an appropriate treatment of the patio supports and tie the structure to the original building. The Guidelines also state that materials used on additions should be compatible with the traditional materials of historic buildings. Mercantile buildings in the district are primarily brick structures with wood trim and metal accents. As stated previously, the applicant is proposing to paint the wood surfaces and metal gutters black so that the appearance of the patio will be similar to metal and more visually appropriate. As such, staff recommends approval of this request with the conditions noted in the staff report.

Ms. Braziel added that the applicant also requested to paint a plywood door that was installed without a COA and is attached to both the neighboring building and a temporary chain link fence that surrounds the site of the former assessor's building. The plywood is being used as a door but is not appropriate as constructed. As such, staff recommends denial of this request.

The public hearing was opened and Mr. Jeffrey Townsend, property owner, spoke in favor of the application. There being no other speakers, the public hearing was closed.

The Commission briefly discussed the site, followed by a motion from Commissioner Bailey to approve staff's recommendations as presented. The motion was seconded by Commissioner Turner and approved by a recorded vote of 9-0.

#### **OLD BUSINESS:**

Ms. Jones provided an update on HLC2019-38. She stated that the applicant is taking extra time to provide additional documentation and is expected to submit information for the next HLC meeting on December 12, 2019.

#### **STAFF REPORTS:**

##### **Enforcement Update:**

Donald Bennett, Property Maintenance Official, reported on the following properties:

- 342 N. Main Street – Court case scheduled to be heard on 12-5-19
- 129 Wellons Street – Court case continued until 12-5-19

- 179 E. Washington Street – Court case continued until 12-5-19
- 131 Clay Street – Still working with new property owner to bring in engineering report and submit COA
- 127 Brewer Avenue – Court case scheduled to be heard on 12-5-19
- 127 Clay Street – Court case continued until 12-5-19

**Zoning Update:**

Matthew Levy, Zoning Inspector II, reported on the following properties:

- 178 E. Washington Street – Continued until December to see outcome of HLC meeting
- 131 Clay Street – Still working with staff to get COA approved
- 237 Pinner Street – NOV sent

**Administrative Approvals:**

Ms. Jones provided a brief report on the two administrative COAs approved since the last HLC meeting in September.

There being no further business, the meeting was adjourned.

HISTORIC LANDMARKS COMMISSION



November 14, 2019

Motion: To approve with staff's recommendations as presented

1<sup>st</sup>: Bailey

2<sup>nd</sup>: Turner

Motion:

1<sup>st</sup>:

2<sup>nd</sup>:

COMMISSIONERS	ATTENDANCE		HLC2019-00040			
	PRESENT	ABSENT	9-0			
			YES	NO	YES	NO
Bailey, George	X		X			
Bissell, William N.	X		X			
Coley, Susan	X		X			
Darden, Mary Austin, <i>Vice Chairman</i>	X		X			
Draper, Merritt	X		X			
Hobbs, Oliver, <i>Chairman</i>	X		X			
King, Edward L.	X		X			
Riddick, Larry	X		X			
Turner, Vivian	X		X			



# CITY OF SUFFOLK

442 W WASHINGTON ST , P O BOX 1858, SUFFOLK, VIRGINIA 23439-1858  
PHONE (757) 514-4060 FAX (757) 514-4099

DEPARTMENT OF  
PLANNING & COMMUNITY DEVELOPMENT

*Division of Planning*

To: Historic Landmarks Commission

From: Grace Braziel, Planner I

Date: January 09, 2020

Subject: **REQUEST FOR CERTIFICATE OF APPROPRIATENESS HLC2018-00026**, submitted by Jean Claude Noel, applicant and property owner, for after-the-fact installation of fencing at property located at 237 Pinner Street. The property is further identified as Zoning Map 34G18, Block A, Parcel 153, Suffolk Voting Borough, zoned RM, Residential Medium zoning district, and HC, Historic Conservation Overlay District.

## STAFF REPORT

### Overview of the Subject Property and Surrounding Area

The subject property is located in the 200 block of Pinner Street at the southwest corner of Pinner Street and Finney Avenue, and is at the northern boundary of the Suffolk Historic Conservation Overlay District. The property is within the original Suffolk Historic Conservation Overlay District (1987) and is part of a residential neighborhood developed as part of John Franklin Pinner's "New Town," which expanded to the north of Bank Street sometime after 1877. The 200 block of Pinner Street is the location of Pinner's residence, at 231 Pinner Street, and that of his son, Beauregard, at 227 Pinner Street. A number of late nineteenth and early twentieth century architectural styles are also present, including Queen Anne, Colonial Revival, Tudor Revival, and Vernacular structures. The period of significance dates from the John Pinner House, circa 1870s, to the construction of the son's house in the 1930s. The streetscape is notable for its wide spacing between houses with low walls and mature landscaping. Overall, this section of the street is largely intact and retains a strongly cohesive historic impression.

According to the National Register of Historic Places, the subject property was constructed circa 1900 and represents one of the Queen Anne residential homes described above. The building features a wood weatherboard structural system with a gable asphalt shingle roof and a Vernacular porch with Tuscan columns. It is the only house on the west side of the street without fencing, with the exception of the 6-foot wooden fence recently installed at the southeast corner adjacent to the front of the house.

### **Case History**

The applicant submitted a request for a Certificate of Appropriateness in 2018 for front yard fencing, which was found to be incomplete. Staff advised the property owner of the application requirements and requested additional information. The subject property received a Notice of Violation in October of 2019 for installing a 6-foot tall wooden fence in the front yard without a Certificate of Appropriateness. The applicant has since submitted additional information that was needed to complete the application.

### **Public Notice**

This request has been duly advertised in accordance with the public notice requirements set forth in Section 15.2-2204 of the Code of Virginia, as amended, and with the applicable provisions of the Unified Development Ordinance. A notice, containing a copy of the staff report, was also provided to the applicant on January 3, 2020.

### **Proposed Actions**

The applicant's request includes the following actions:

1. Install a 4' tall black aluminum fence and gate along the eastern and northern property lines adjacent to the sidewalk and public streets.
2. Install a wood paneled fence, 6' in height, to extend from the front corner of the house to the southern property line. The wood fence is proposed to be painted the color white.

### **Condition Statement**

No material replacement is requested and no condition statement was required for this request.

### **Surrounding Characteristics**

A detailed description of adjacent and nearby properties is provided below.

231 Pinner Street – A contributing 3 story residential house, known as the John F. Pinner House, constructed circa 1895 and 1930. This remodeled Eclectic Vernacular brick home features 3 bay windows, a dual pitched hipped roof, and an eclectic porch with ironwork and beveled glass transom and sidelights.

234 Pinner Street – A contributing 2 story residential house constructed circa 1890. This Queen Anne style home features 3 bays, a wood frame, and a standing seam metal roof.

238 Pinner Street – A contributing 2 story residential house constructed circa 1900. This Queen Anne building features a wood frame, a gable roof, and a Vernacular porch with Tuscan columns.

243 Pinner Street – A 2 story Queen Anne constructed circa 1910. This Queen Anne is currently being used as a church and is located just outside of the Historic Conservation

Overlay District.

### **Site Modifications**

As noted above, the front yard fence along Pinner Street and Finney Avenue is proposed to be a 4 foot tall black aluminum fence. In addition, the applicant is requesting an after-the-fact approval of a front yard 6 foot wooden privacy fence to extend from the front corner of the house to the southern property line.

### **Applicable Regulations**

#### **A. Unified Development Ordinance (UDO)**

- Section 31-413(g)(7), Approval of Major Action by the HLC  
(viii) Landscaping which involves major changes in grade or walls and fences more than three-and-one-half feet in height.

#### **B. Suffolk Historic District Design Guidelines**

1. Chapter 5, Section E.2 Decorative Fences: Decorative fences are usually used where fences will be visible from public streets in front and side yards to accent the yard and provide some degree of enclosure. Decorative fences can be made of wrought iron and wood pickets, with or without brick piers. No fence located in any required yard adjacent to a street which creates a solid screen may exceed 30-inches in height. If such fence is uniformly 50% or more opened, it may be erected to a maximum height of 48-inches. Side yard and rear yard fencing not visible from a public way can be a maximum of six (6) feet as allowed by the Unified Development Ordinance. Plastic and vinyl fencing is not allowed unless specifically approved by the Historic Landmark Commission. Chain link fencing and other wire fencing are prohibited.
2. Chapter 5, Section E.4 Tall Screen Fencing: Tall screen fencing is usually for side and rear yards where it is not visible from a public way to enclose the yard for security, privacy, and/or for restricting pets. These fences can be made of wood, brick, wrought iron, or stucco (when stucco is used for the primary dwelling). Tall fences should be constructed of wood slats of at least ¾" thickness to avoid warping and provide adequate durability. Where wood fencing is used, it shall be painted or stained an opaque color. Chain link fencing and other wire fencing is prohibited.

### **Staff Analysis**

The subject property fronts on both Pinner Street and Finney Avenue and currently has a 6 foot tall wooden fence that was installed adjacent to the front corner of the house and extended to the southern property line. The applicant is requesting after-the-fact approval of the 6-foot tall privacy fence and is proposing to paint the fence with the color white. In addition, the applicant is requesting to install a 4-foot tall black aluminum fence and walkway gate across the eastern property line, extending across the northern property line.

The requested 6-foot tall wooden fence is inconsistent with the existing fencing along the rest of Pinner Street, which includes various low brick walls, wood picket, and black aluminum fencing. The existing fence is typical of residential privacy fencing and is attached at the front corner of the house approximately 25 feet from the sidewalk. This location is highly visible from Pinner Street and is not screened. As stated in the Guidelines, privacy fencing may be appropriate in the rear or side yard where it is not visible from a public way. The existing location of the privacy fence is not appropriate for a 6-foot tall wooden fence due to the high visibility from Pinner Street. Staff recommends that the privacy fence be moved to the rear corner of the home to extend across to the southern property line. This location is set back further from Pinner Street and would offer the opportunity to screen it from the street with bushes like those found elsewhere on the street. This would result in less visible impact from the street and to the Historic District. The applicant is also proposing to paint the fence utilizing the color white. The painting of the fence is an appropriate treatment of wood fencing within the Historic District and is consistent with fencing elsewhere on the street.

In addition, the applicant is proposing to install a black aluminum fence and walkway gate that will extend along the existing sidewalk bordering the eastern and northern property lines. The subject property has two front yards since it fronts on both Pinner Street and Finney Avenue. The proposed location of the fencing is highly visible from both streets. Decorative fences are usually used where fences will be visible from public streets in front and side yards to accent the yard and provide some degree of enclosure. No fence located in any required yard adjacent to a street which creates a solid screen may exceed 30-inches in height. If such fence is uniformly 50% or more opened, it may be erected to a maximum height of 48-inches. The proposed aluminum fencing is to be no more than 4 feet in height and at least 50% open. The requested black aluminum fencing is consistent with the existing front yard fencing along Pinner Street and is the appropriate type of fencing for front yards meeting the height requirements. As such, the requested location and type of fencing would be appropriate to the Historic District. Additionally, this type of fencing is consistent with other fencing throughout the District.

### **Summary and Recommendations**

Based on the previous findings-of-fact, staff recommends **approval** of the following actions requested by Certificates of Appropriateness, HLC2018-00026, with the conditions noted below:

1. Install a 4' tall black aluminum fence along the eastern and northern property lines adjacent to the existing sidewalks.
2. Install one matching black aluminum gate across the front walkway.
3. All aluminum fencing shall be 50% open.
4. Install one section of wood paneled fence, 6' in height, to extend from the rear corner of the house to the southern property line. The fence shall be painted white.
5. Install screen landscaping in front of the section of wood paneled fence to be approved by the Director of Planning and Community Development.
6. Any additional improvements shall require a separate Certificate of Appropriateness.
7. All required building and zoning permits shall be obtained from the City of Suffolk.

Attachments

# Suffolk Historic Conservation Overlay District & National Register Historic Districts

**Legend**

**Type of Overlay**

 Historic Overlay District

**DISTRICT**

-  CEDAR HILL DISTRICT (2006)
-  EAST WASHINGTON STREET DISTRICT (2002)
-  Historic Overlay
-  NORTH MAIN STREET DISTRICT EXTENSION (1998)
-  ORIGINAL SUFFOLK DISTRICT (1987)
-  SUFFOLK DISTRICT EXPANSION (2004)
-  WEST END DISTRICT (2004)
-  WEST END DISTRICT EXPANSION (2004)

## HC2018-00026

Disclaimer: THE CITY OF SUFFOLK MAKES NO WARRANTY, REPRESENTATION, OR GUARANTEE OF ANY KIND REGARDING OTHER ANY MAPS OR OTHER INFORMATION PROVIDED HEREIN OR THE SOURCES OF SUCH MAPS OR OTHER INFORMATION. THE CITY OF SUFFOLK SPECIFICALLY DISCLAIMS ALL REPRESENTATIONS OR WARRANTIES, EXPRESS OR IMPLIED, INCLUDING, WITHOUT LIMITATION, THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.

The City of Suffolk assumes no liability either for any errors, omissions, or inaccuracies in the information provided regardless of the cause of such or for any decision made, action taken, or action not taken by the user in reliance upon any maps or information provided herein.

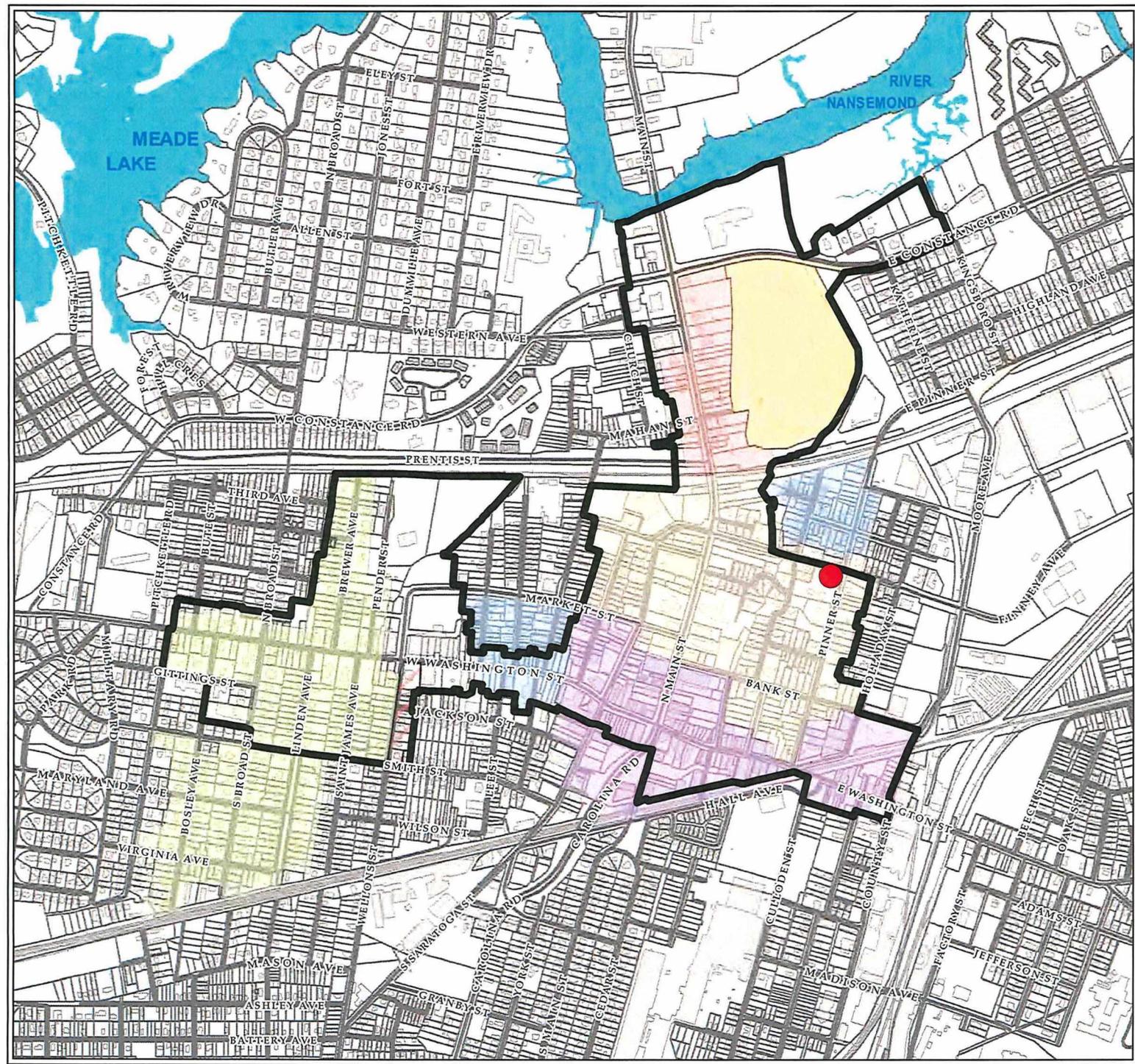
Parcel and Zoning information has been developed to provide a graphic representation of the Real Estate Property Tax Maps. The boundaries of any parcel may have been adjusted to provide a more visually pleasing presentation. User should refer to instrument of transfer ( deed or plat) for legal boundary location and perimeter or area measurements.

Aerial Photography captured March 1999. A limited area of the City was re flown in March of 2001. The most up-to-date photography available was used to capture planimetric information.



1:12,500  
1 inch = 1,042 feet

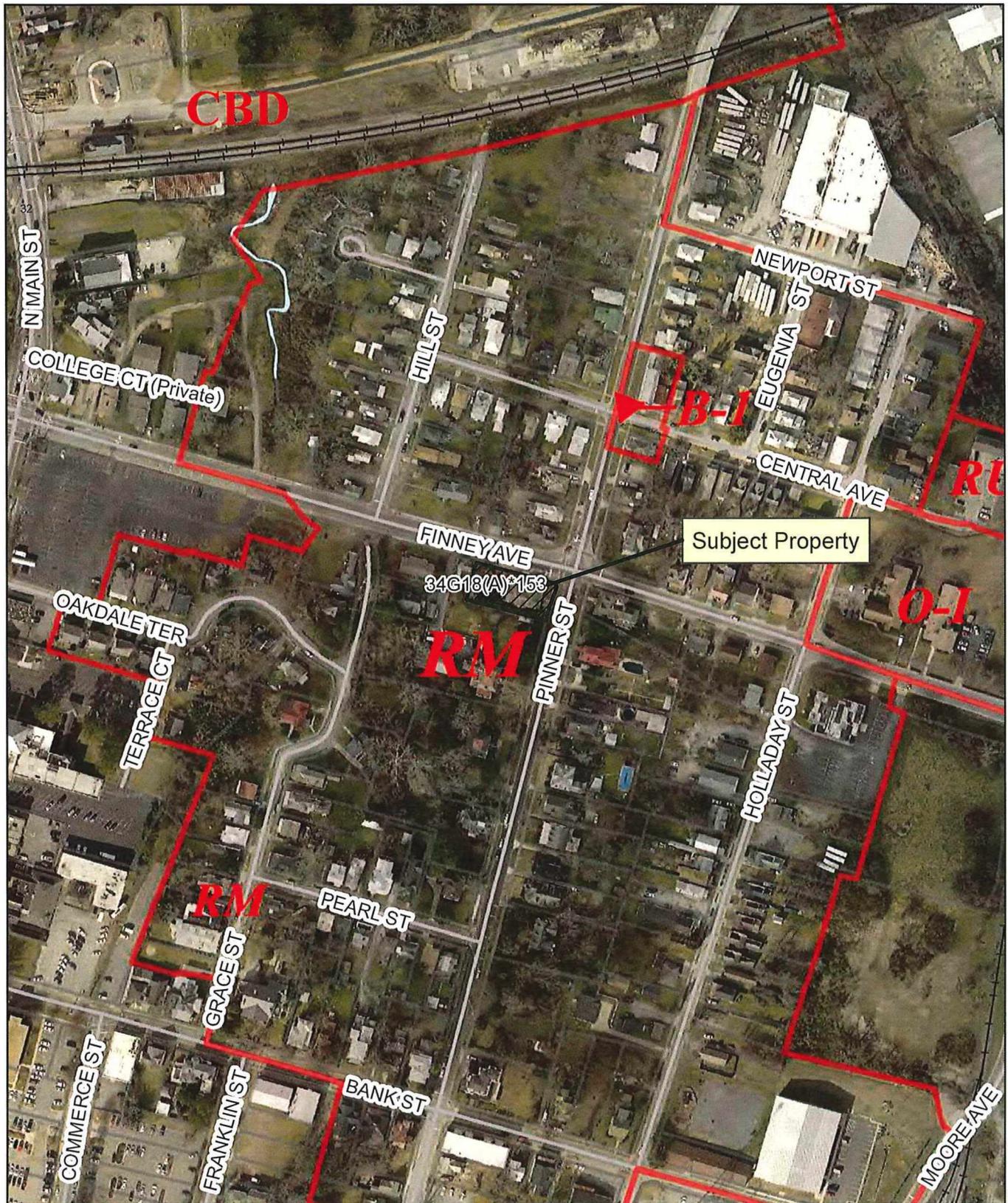
City of Suffolk Department of  
Planning & Community Development  
Updated : 12/18/2019





# ZONING / LAND USE MAP

## HLC2018-00026

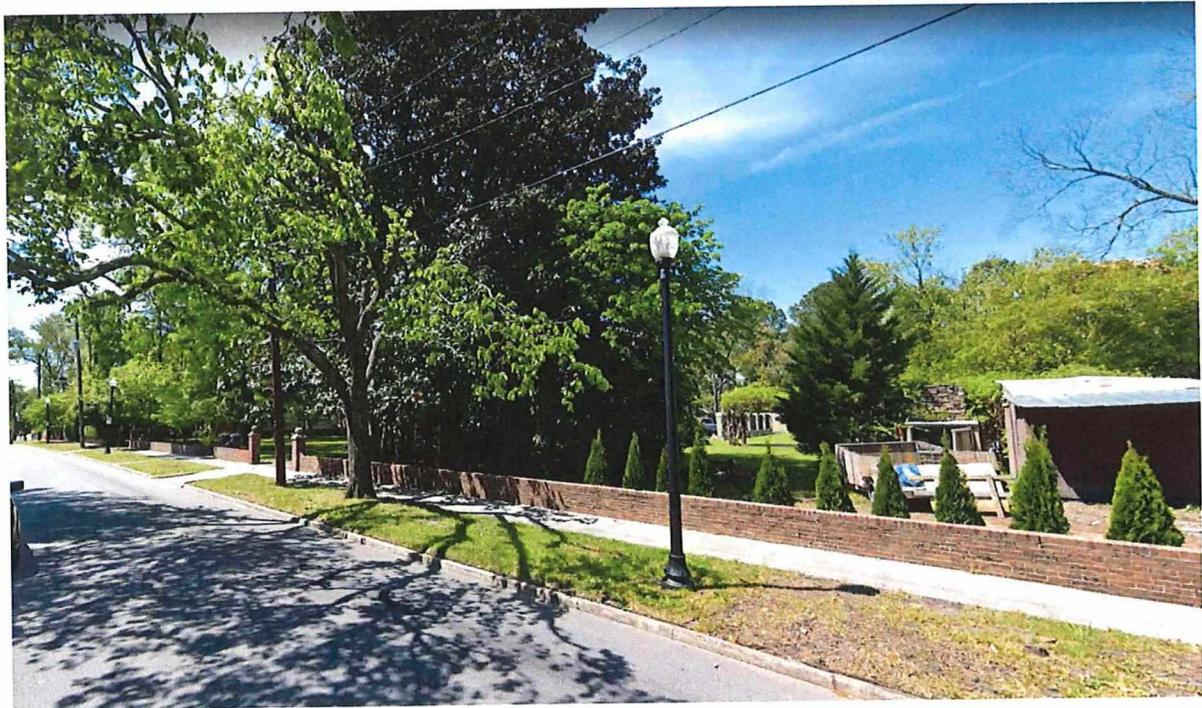


User Name: bsmith  
Date: 12/18/2019

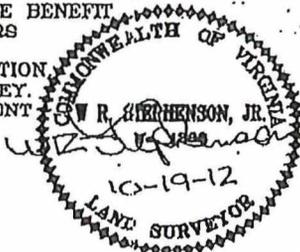
HLC2018-00026 East Side of Pinner Street Streetscape



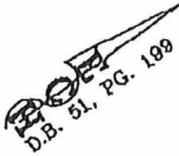
**HLC2018-00026 West Side of Pinner Street Streetscape**



THIS IS TO CERTIFY THAT ON OCTOBER 3, 2012, I SURVEYED THE PROPERTY SHOWN ON THIS PLAT AND THAT THE TITLE LINES AND PHYSICAL IMPROVEMENTS ARE SHOWN. THE IMPROVEMENTS STAND STRICTLY WITHIN THE TITLE LINES AND THERE ARE NO ENCROACHMENTS OR VISIBLE EASEMENTS EXCEPT AS SHOWN. THIS SURVEY PERFORMED WITHOUT THE BENEFIT OF A TITLE REPORT AND CONSEQUENTLY MAY NOT DEPICT ALL MATTERS AFFECTING THE TITLE OF THE PROPERTY SHOWN HEREON. ENVIRONMENTAL CONSIDERATIONS ARE NOT A PART OF THIS CERTIFICATION. THIS DRAWING IS MADE FOR THE ORIGINAL PURCHASER OF THIS SURVEY. IT IS NOT TRANSFERABLE TO ADDITIONAL INSTITUTIONS OR SUBSEQUENT OWNERS WITHOUT THE WRITTEN APPROVAL OF THE SURVEYOR.



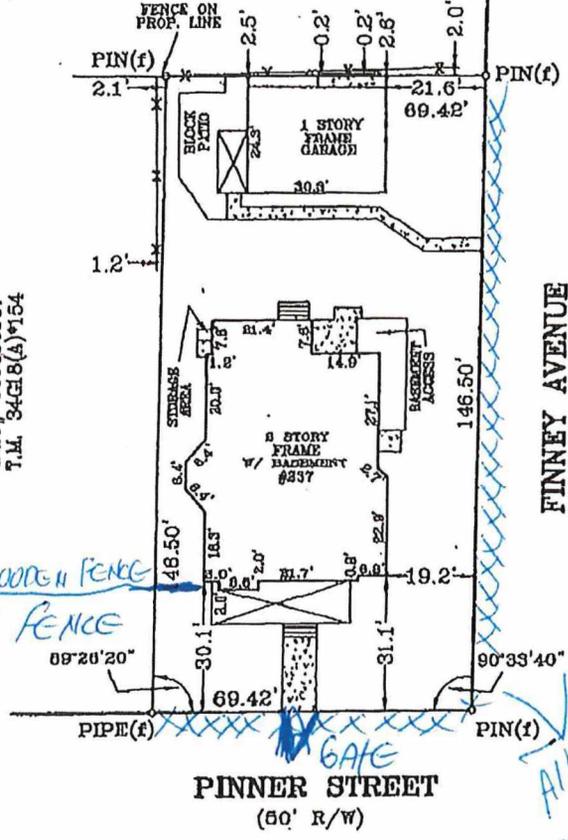
NOW OR FORMERLY  
**ALLYN BROWN &  
 KRISTEN K. BROWN**  
 INST# 030000367  
 T.M. 34618(A)\*154



NOW OR FORMERLY  
**ALLYN BROWN &  
 KRISTEN K. BROWN**  
 INST# 030000367  
 T.M. 34618(A)\*154

*WOODEN FENCE  
 6 FT FENCE*

**FINNEY AVENUE**  
 (50' R/W)



*ALUMINUM FENCE  
 4 FT MAX 50 0/10*

**PINNER STREET**  
 (80' R/W)

AREA = 0.233 ACRES  
 THIS TRACT IS LOCATED IN  
 FLOOD HAZARD ZONE "X"  
 REFERENCE IS MADE TO  
 THE F.E.M.A. MAP  
 COMMUNITY No. 510166  
 PANEL No. 0230D  
 DATED: NOVEMBER 16, 2011  
 LEGAL REFERENCE  
 D.B. 51, PAGE 199

**RECEIVED**  
 DEC 23 2019  
**PLANNING**

PHYSICAL SURVEY  
 OF  
 PROPERTY LOCATED AT  
 #237 PINNER STREET  
 (REF: DEED BOOK 51, PAGE 199)  
 SUFFOLK, VIRGINIA  
 FOR  
**JEAN-CLAUDE NOEL &  
 MARIE L. NOEL**  
 SCALE: 1" = 60'



**ERNEST C. HAWKINS, JR. AND ASSOCIATES**  
 SURVEYORS AND PLANNERS  
 1106 WILROY ROAD  
 SUFFOLK, VIRGINIA 23434  
 PHONE 303-6262 OR 934-0768

HLC2018-00026 237 Pinner Street



View from Pinner Street of the proposed location of the front yard black aluminum fence, walkway gate, and wooden fence along the eastern property



**HLC2018-00026 237 Pinner Street**



View from Finney Avenue of the northern side of the home where the proposed 4-foot tall black aluminum fence will be.





*FINNER AND PINIVER*



# CITY OF SUFFOLK

442 W. WASHINGTON STREET, P.O. BOX 1858, SUFFOLK, VIRGINIA 23439-1858  
PHONE: (757) 514-4060 FAX: (757) 514-4099

DEPARTMENT OF  
PLANNING & COMMUNITY DEVELOPMENT

*Division of Planning*

To: Historic Landmarks Commission

From: Kevin M. Wyne, AICP, Current Planning Manager

Date: January 9, 2020

Subject: **REQUEST FOR CERTIFICATE OF APPROPRIATENESS HLC2019-00038**, submitted by Ben Clay, applicant and property owner, for exterior material alterations and window replacement on property located at 130 Brewer Avenue. The affected area is further identified as Zoning Map 34G17, Block 2 B, Parcels 18, 19, and 20, Suffolk Voting Borough, zoned CBD, Central Business District, and HC, Historic Conservation Overlay District.

## STAFF REPORT

### Overview of the Subject Property and Surrounding Area

The subject property is located within the 2004 West End Historic District of the Suffolk Historic Conservation Overlay District. The majority of the buildings in this neighborhood date from the last decade of the 19th century through the first four decades of the 20th century, and display the fashionable architectural styles of the period in which they were constructed. The dominant forms and styles, albeit vernacular, include Italianate, Queen Anne, Colonial Revival, Classical Revival, Tudor Revival, Bungalow/Craftsman, and American foursquare. Single-family dwellings dominated the area initially with a few multiple-family dwellings beginning to appear in the second quarter of the 20th century. The West End neighborhood is also home to several churches and some early and late 20th-century commercial development. Brewer Avenue itself maintains a strong cohesive historical impression that remains largely intact from its period of significance and is lined with contributing residential structures. In particular, Brewer Avenue is home to several impressive Colonial Revival and Craftsman Style Bungalow homes.

The subject property consists of a contributing single family home in the Colonial Revival style built circa 1910 – 1925. The house is 5 bays wide with a central entrance and projecting center bay. The entrance contains a one lite denticulated transom, one lite paneled sidelights, and fluted pilasters. The wide molded wood cornice features dentils and modillions. The center bay on the second story is arched and contains a tripartite window. The window lintels and sills consist of wood and the front porch columns are scored and rest on concrete piers.

**Surrounding Characteristics**

The subject property is located in an area of contributing residential buildings. A list of adjacent and nearby properties is provided below.

<b>Address</b>	<b>Building Type</b>	<b>Year Built</b>	<b>Style</b>	<b># Stories</b>	<b>Contributing /Non-contributing</b>
125 Brewer Ave.	Residential	ca. 1915	Bungalow / Craftsman	1.5	Contributing
127 Brewer Ave.	Residential	ca. 1910	Bungalow / Craftsman	2.5	Contributing
128 Brewer Ave.	Residential	ca.1915	Colonial Revival	2.5	Contributing
129 Brewer Ave.	Residential	ca.1900	Queen Anne	2.5	Contributing
131 Brewer Ave.	Multi-Family Residential	ca.1950-1965	Colonial Revival	2	Non-contributing
133 – 133 ½ Brewer Ave.	Multi-Family Residential	ca.1950-1965	Colonial Revival	2	Non-contributing
134 Brewer Ave.	Residential	ca.1910	Bungalow / Craftsman	1.5	Contributing
135 Brewer Ave.	Residential	ca. 1900	Queen Anne	2.5	Contributing
136 Brewer Ave.	Residential	ca. 1950-1965	Other	2.0	Non-contributing
137 Brewer Ave.	Residential	ca. 1935	Colonial Revival	2.0	Contributing
138 Brewer Ave.	Residential	ca. 1930	Colonial Revival	2.5	Contributing

**Case History**

On October 17, 2019, the Historic Landmarks Commission considered a request to replace all of the exterior wood siding on this property. At that time, it was revealed that the applicant was proposing changes that were not made a part of the application. Additionally, the Commission discussed the need for additional information in regard to the request, specifically a mock-up of the proposed siding to compare to the existing siding. As such, the HLC tabled this request by a vote to 9-0.

In 2014, the property was subject to Certificate of Appropriateness HC-2014-00037, which authorized the construction of a garage (50' x 20') fronting on Pender Street with access provided by a concrete driveway.

In 2012, Certificate of Appropriateness HC-2012-48 was approved which authorized the construction of a garage (50' x 20') fronting on Pender Street with access provided by a concrete driveway. The Certificate of Appropriateness (COA) for the proposed garage was approved for a six (6) month time period. Construction did not commence on the proposed garage and the COA subsequently expired, resulting in an identical proposal in 2014, which did result in the construction of the approved improvements.

In 2005, Certificate of Appropriateness HC-2005-90AD was received resulting in the reinstallation of the existing wood siding in order to install insulation on the first floor, the replacement of windows with new in-kind wood windows, repair/replace wood railing and columns, and painting of the structure (walls, shutters, and dentils). Of note, the installation of new in-kind wood windows did not come to fruition.

### **Public Notice**

This request has been duly advertised in accordance with the public notice requirements set forth in Section 15.2-2204 of the Code of Virginia, as amended, and with the applicable provisions of the Unified Development Ordinance. A notice containing a copy of the staff report was also provided to the applicant on January 3, 2020.

### **Proposed Action**

The applicant is requesting a Certificate of Appropriateness to replace all existing exterior wood siding with Hardie-Plank siding of similar color, the replacement of existing wood molding, dental block, and window trim with Hardie material, and the replacement of 48 original wood windows with vinyl replacement windows.

### **Condition Statement**

The applicant has provided a contractor's statement, completed by Matt Stuffel of Total Home Improvements, Inc., which operates as a Class A Contractor. The statement notes that the overall condition of the existing siding is poor. It notes that moisture damage is present in areas on all elevations and that cupping and gapping observed would result in poor results if caulking is performed. Furthermore, the statement notes that overall, the existing wood siding is brittle with cracking noted throughout the structure. In total, the statement notes that 40 percent of the front façade, 73 percent of the south elevation, 76 percent of the rear elevation, and 75 percent of the north elevation require replacement.

In regard to the dental block, molding, and window trim, the contractor's statement notes that 90 percent of these elements on the front elevation, 70 percent of the rear elevation, 75 percent of the north elevation and 78 percent of the south elevation require replacement due to observed rotting or the fact they are missing. Additionally, the statement notes that in order to properly install a water vapor barrier between the wood frame and the replacement siding, replacement of these elements is recommended. No pictures were provided that support the condition statement in regard to the trim elements.

The contractor's statement also provides an analysis of the 48 existing wood windows proposed for replacement. The statement recommends that all of these windows be replaced, primarily due to wood rot. Windows proposed for replacement include two of the curved, second story windows on the front façade, and all 12 of the sunroom windows on the rear elevation. While pictures of the curved windows proposed for replacement were provided, the photos are not detailed enough to justify their replacement. Windows 1-6, as labeled on the contractor's statement are not slated for replacement, thus photographs have not been provided for these windows.

### **Applicable Regulations and Analysis**

#### **A. Unified Development Ordinance (UDO)**

1. Section 31-413(g)(7), Approval of Major Action by the HLC  
(v) Any alteration to exterior building materials or color of materials.

#### **B. Suffolk Historic District Design Guidelines**

1. Chapter 1, Section F, Goals within the Historic Conservation Overlay District, Appropriate Design of Additions and Alterations for Buildings: Changes to historic buildings should be appropriately designed to be compatible with the architecture and overall character of the district. Additions and alterations to buildings require careful design in order to preserve and strengthen the character of the district. To this end, repair and maintenance activity involving exterior materials, finishes, windows, doors, awnings, signage, fencing and landscaping should be carefully planned to avoid negatively affecting the district's overall character.
2. Chapter 4, Section C.3, Guidelines for Window Preservation:
  - *Preserve Original Windows:* Insure that all hardware is in good operating condition, that caulk and glazing putty are intact and in good condition, and that water drains off the sills.
  - *Maintain Original Windows:* Maintain original windows by patching, splicing, consolidating or otherwise reinforcing the wooden members. Wood that appears to be in bad condition because of peeling paint or separated joints often can be repaired. Uncover and repair covered-up windows and reinstall windows where they have been blocked in. If the window is no longer needed, the glass should be retained and the back side frosted, screened, covered with dark painted plywood on the inside, or shuttered so that it appears from the outside to be in use.
  - If repair of an original window is necessary, repair only the deteriorated element to match the original in size, composition, material, dimension, and detail by patching, splicing, consolidating, or otherwise reinforcing the deteriorated section. The removal of historic materials shall be avoided.
  - *Avoid Replacing Original Windows:* Replace windows only when they are missing or beyond repair. Reconstruction should be based on physical evidence or old photographs, when available. Replacement windows should be

designated to match the original in appearance, detail, material, profile, and overall size as closely as possible. Do not use inappropriate materials or finishes that radically change the sash, depth of reveal, muntin configuration, the reflective quality or color of the glazing, or the appearance of the frame.

- *Maintain the Original Window Patterns:* Do not change the number, location, size, or glazing pattern of windows by cutting new openings, blocking in windows, or installing replacement sash that do not fit the window opening.
- *New Window Materials:* New windows may be constructed of painted wood, metal clad or vinyl clad. Unfinished or anodized aluminum is not permitted. When evaluating the acceptability of replacement windows, the following criteria shall be used:

- o Kind and texture of materials;
- o Architectural and historical compatibility;
- o Comparison to original window profile;
- o Level of significance of original windows to the architectural style of the building; and
- o Material performance and durability.

3. Chapter 4, Section F.2.b. Guidelines for Wood Materials:

- Repair rotten or missing sections rather than replace the entire element. Use epoxies to patch, piece, or consolidate parts. Match existing materials and details.
- Replace wood elements only when they are rotten beyond repair. Match the original in material and design or use substitute materials that convey the same visual appearance.
- Base the design of reconstructed elements on pictorial or physical evidence from the actual building rather than from similar buildings in the area.
- In areas where wood is the predominant siding material, wood siding should be considered for use.
- Wood is recommended for use on additions on elements such as windows, cornices, porch trim, and all other decorative features.
- Materials other than historic materials which may replicate the qualities of the original may be acceptable as substitutes if the Historic Landmarks Commission determines that the substitute or synthetic material will produce the overall character, appearance, and performance.
- *Conditions Statement:* A signed statement, with exhibits, from a licensed carpenter or general contractor stating the condition of the existing wood, ability to be repaired, need for replacement, proposed corrective measures, and options to replacement is required as supporting documentation for any application for a Certificate of Appropriateness.

4. Chapter 4, Section H.2. Guidelines for Synthetic Siding

- General: Synthetic siding can be acceptable as a substitute for the original materials where the original siding materials have been removed, where the original siding materials have deteriorated beyond repair as determined by the

Historic Landmarks Commission, or to additions to the primary historic building.

- **Economic Hardship:** Economic hardship will not be a factor in the decision-making process; rather the decision will be based solely on the architectural considerations, including the historical and architectural significance of the building, the condition of the original siding, and the feasibility of replacement with in-kind materials.
- **Conditions Statement:** A signed statement, with exhibits, from a licensed siding contractor or general contractor stating the condition of the existing siding, ability to be repaired, need for replacement, proposed corrective measures, and options to replacement is required as supporting documentation for any application for a Certificate of Appropriateness.
- **Cement-Fiber Siding:** Cement-fiber siding is a relatively new product which is made of concrete and wood fibers. It can be cut and fit like wood siding and can be installed adjacent to existing historic wood trim. Although not much is known about its behavior over long periods of time, it appears to offer increased resistance to peeling paint problems, surface rigidity and a similar appearance to historic wood siding materials. This material is acceptable as a substitute for wood siding where the exposure and details of the original siding can be replicated and where the substitution involves an area no smaller than an entire face of the building. It is not appropriate for spot repairs where wood siding will be adjacent on the same face of the building. Substitute siding must align with the original siding and match the existing profile.
- **Vinyl Siding:** Vinyl siding is not acceptable as a substitute siding material.
- **Aluminum Siding:** Aluminum siding is not acceptable as a substitute siding material.

### **3. Secretary of the Interior Standards**

The Secretary of the Interior Standards, which are included in Appendix A of the Historic Guidelines, encourage the repair and preservation of existing historic materials and character defining elements. Where replacement is determined to be necessary, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. The design of replacement features shall also be substantiated by documentary, physical, or pictorial evidence. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, is strongly discouraged.

#### **Staff Analysis**

The structure in question is a large, architecturally significant home that serves as one of the most prominent resources along Brewer Avenue, which itself maintains a strong cohesive historic impression. The size of the structure, approximately 6,000 square feet, makes it stand out along Brewer Avenue, which has an extensive collection of well-maintained contributing resources. Inspection of the property has confirmed that much of the existing wood siding, as noted in the contractor's statement, is in poor condition. While visible evidence of moisture damage of some

of the siding was confirmed, a significant portion of the siding appears to be in a condition where repair is feasible. In accordance with Chapter 4, Section 4.2.b of the Historic District Design Guidelines in regard to wood materials, one should “repair rotten or missing sections rather than replace the entire element” and “replace wood elements only when they are rotten beyond repair.”

During a site visit to the structure, a visual inspection of the molding, wood trim, cornice, dentils, and modillions took place. Aside from a few areas where these features were missing, or moisture damage was noted, the vast majority of these features appear to be in a condition where repair is feasible. The condition of these elements is noted throughout the photographs attached to this staff report.

The applicant requests replacing all these existing wood features with James Hardie-Plank, which is a fiber cement material that is described in Chapter 4, Section H.2 of the Historic District Design Guidelines. Specifically, the Guidelines note that synthetic material such as fiber cement “can be acceptable as a substitute for the original materials where the original siding materials have been removed, where the original siding materials have deteriorated beyond repair as determined by the Historic Landmarks Commission, or to additions to the primary historic building.” Fiber cement lapboard can be designed to replicate wood materials; however, as noted above, it is always recommended to preserve and restore existing wood materials as a first option for the preservation and treatment of historic resources.

With many portions of the siding on the structure being repairable, the Guidelines support restoring it, while replacing any missing siding that is damaged beyond repair with wood that matches the existing siding in material and design. Due to the size and visibility of this structure, repair or replacement in kind is appropriate.

In regard to the cornice, dental boards, molding, modillions, and window trim, visual inspection has revealed these elements to largely be in a state of good repair, as noted above. Restoration of these features is supported by the Guidelines. Only in instances where these features are missing should they be replaced, and in such instances in-kind replacement with wood material is supported. James Hardie does not appear to offer a product that would successfully replicate these wood elements visually or from the standpoint of craftsmanship.

In addition to the proposed changes noted above, the applicant is requesting to replace 48 of the 62 existing wood windows on the home with vinyl replacement windows that match the existing windows in configuration. Aside from the sunroom windows on the rear elevation, these windows consist of a 1/1 configuration. The majority of the sunroom windows consist of a 3/2 configuration. Windows not proposed for replacement include all the first story windows on the front elevation, to include the front door side-lites and all the windows on what is identified in the supplemental materials as a shed addition. Additionally, several windows on the sunroom addition have been boarded up and are not proposed to be replaced as a part of this application.

The Historic District Design Guidelines identify windows as a major character and style-determining feature of a historic building and therefore discourages their replacement. The Guidelines offers clear directions on the preservation of windows and the criteria for evaluating the installation of replacement windows. The Historic District Design Guidelines further state the removal of historic resources shall be avoided, therefore the rehabilitation or repair of the

deteriorated window section(s) should be the primary objective.

The contractor's statement notes that the windows proposed for replacement exhibit wood rot and/or no longer effectively function. Pictures were provided of all of the existing windows proposed for replacement revealing many windows with peeling paint and some with sill damage. These pictures do not appear to demonstrate that all of these windows require replacement and repair options are not addressed. As previously stated, the applicant proposes to replace all windows with vinyl replacement windows that match the configurations but not the details of the existing windows slated for replacement. It is important to note that the curved glass windows on the front façade of the second story will require specific curved glass replacements, and no rendering has been provided by the applicant that details a window that would be an acceptable in-kind replacement of these important and unique windows. Additionally, all of the 1/1 windows feature lugs in the upper sashes that would need to be replicated with any appropriate replacement window. The replacement window proposed by the applicant does not show this feature being included.

In accordance with Chapter 4, C.3 of the Historic District Design Guidelines, new windows may consist of painted wood, metal clad, or vinyl clad. Vinyl replacement windows do not replicate the profile of wood windows, nor do they offer the material quality and craftsmanship that other products can. As such, vinyl replacement windows are not appropriate for contributing historic structures in the district. If the replacement of wood windows is required on the structure, it is recommended that wood windows be used on the highly visible front façade, and a vinyl clad or metal clad replacement window be utilized on all other facades in accordance with the Historic District Design Guidelines. Please note that the replacement of windows requested for this property in 2005 required wood to be used.

As mentioned above, the structure is large, which means the replacement of all the existing wood siding, dental boards, molding, window trim, and the 48 wood windows would have a greater visual impact in the neighborhood. Wood elements, particularly aged, good quality wood, evolves over time and requires maintenance that adds to its historic character. Wood work provides a level of craftsmanship that is not present and cannot fully be replicated with synthetic materials. Furthermore, replacement of these existing wood features with a synthetic material on the entirety of the structure would threaten the contributing status of this valuable historic resource. The Guidelines do not support replacement of original features in good condition or in repairable condition, as is the case with many of the features in question. In addition, conditions that would require replacement of most of the windows and all of the trim have not been demonstrated by the applicant. With the size of the structure in question, the installation of a synthetic siding, dental boards, molding and window trim, and the replacement of 48 wood windows with vinyl replacement windows, will not fully be capable of replicating the design and natural imperfections observed in a quality wood product and will produce a noticeable impact to the street and the District in addition to the resource itself.

### **Summary and Recommendations**

Based on the above findings-of-fact and the conditions outlined below, staff recommends **denial** of the requested actions.

Staff recommends the following actions in regard to HLC2019-00038:

1. The restoration of the existing siding that can be repaired.
2. The restoration of the existing dental boards, molding, cornice, modillions, pilasters, and window trim that can be repaired. Missing features shall be documented and replaced in-kind.
3. Replacement of existing siding that cannot be repaired with wood siding that matches the existing in material, size, detail, and exposure.
4. All wood features shall be painted a color matching the existing feature.
5. The repair of the existing windows that can be repaired.
6. Replacement of front elevation windows that cannot be repaired with wood windows that match the existing in material, size, configuration, detail, and exposure.
7. Replacement of the windows on the north, south, and rear elevations that cannot be repaired with vinyl clad windows that match the existing in size, configuration, detail, and exposure.
8. No additional exterior improvements shall be permitted without the issuance of a separate Certificate of Appropriateness.
9. All required permits shall be obtained from the City of Suffolk prior to commencement of work.

Suffolk Historic & Cultural  
 Overlay District &  
 National Register  
 Historic Districts

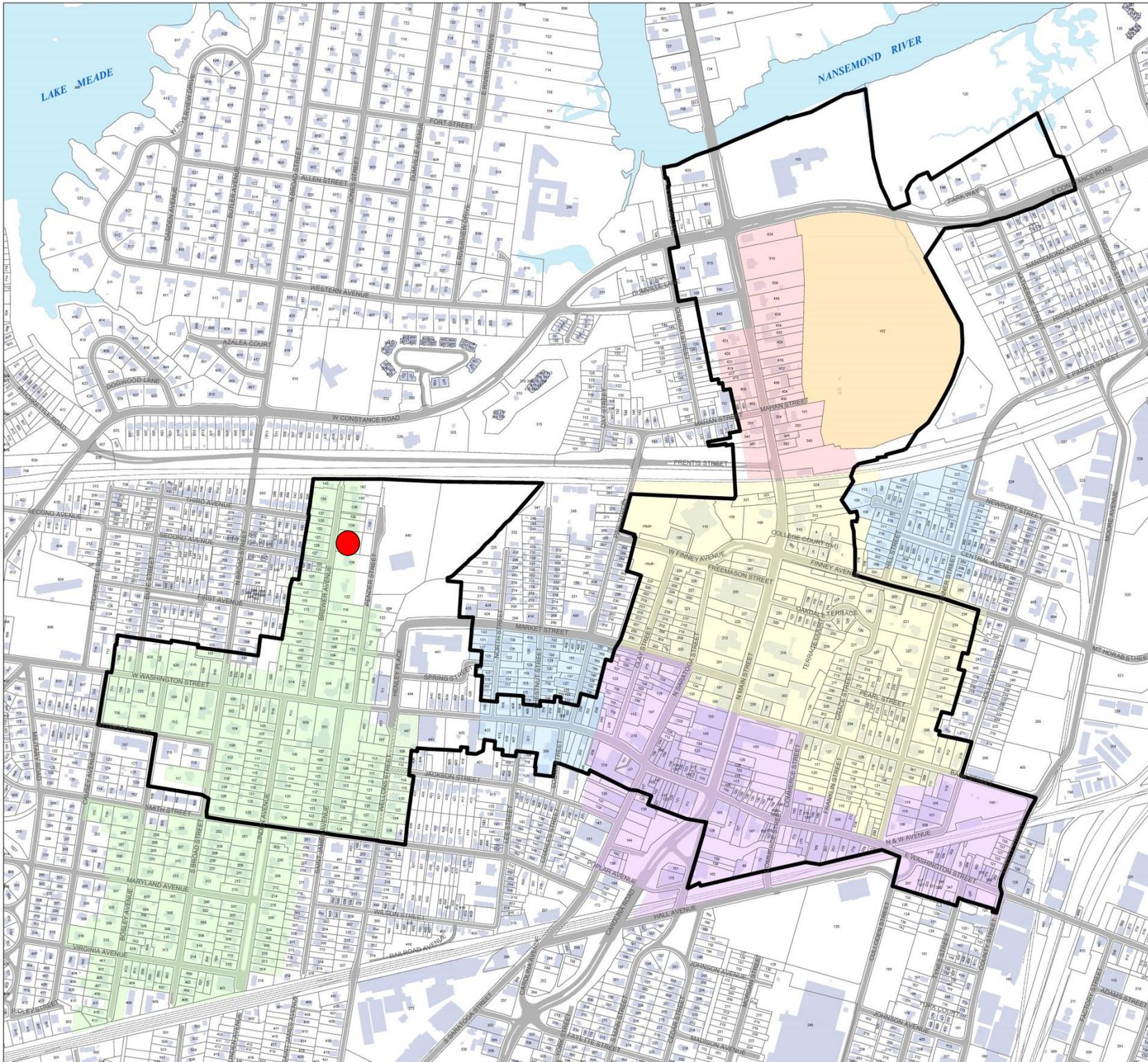
HLC2019-00038

LEGEND

Suffolk Historic & Cultural Conservation Overlay

NATIONAL REGISTER HISTORIC DISTRICTS

- Original Suffolk District (1987)
- North Main Street Extension District (1998)
- East Washington Street District (2002)
- West End District (2004)
- West End District Expansion (2004)
- Suffolk District Expansion (2004)
- Cedar Hill Cemetery (2006)



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Parcel and Zoning information has been developed to provide a graphic representation of the Real Estate Property Tax Maps. The boundaries of any parcel may have been adjusted to provide a more visually pleasing presentation. User should refer to instrument of transfer (deed or plat) for legal boundary location and perimeter or area measurements.

Aerial Photography captured March 1996. A limited area of the City was reform in March of 2011. The most up-to-date photography available was used to capture planimetric information.



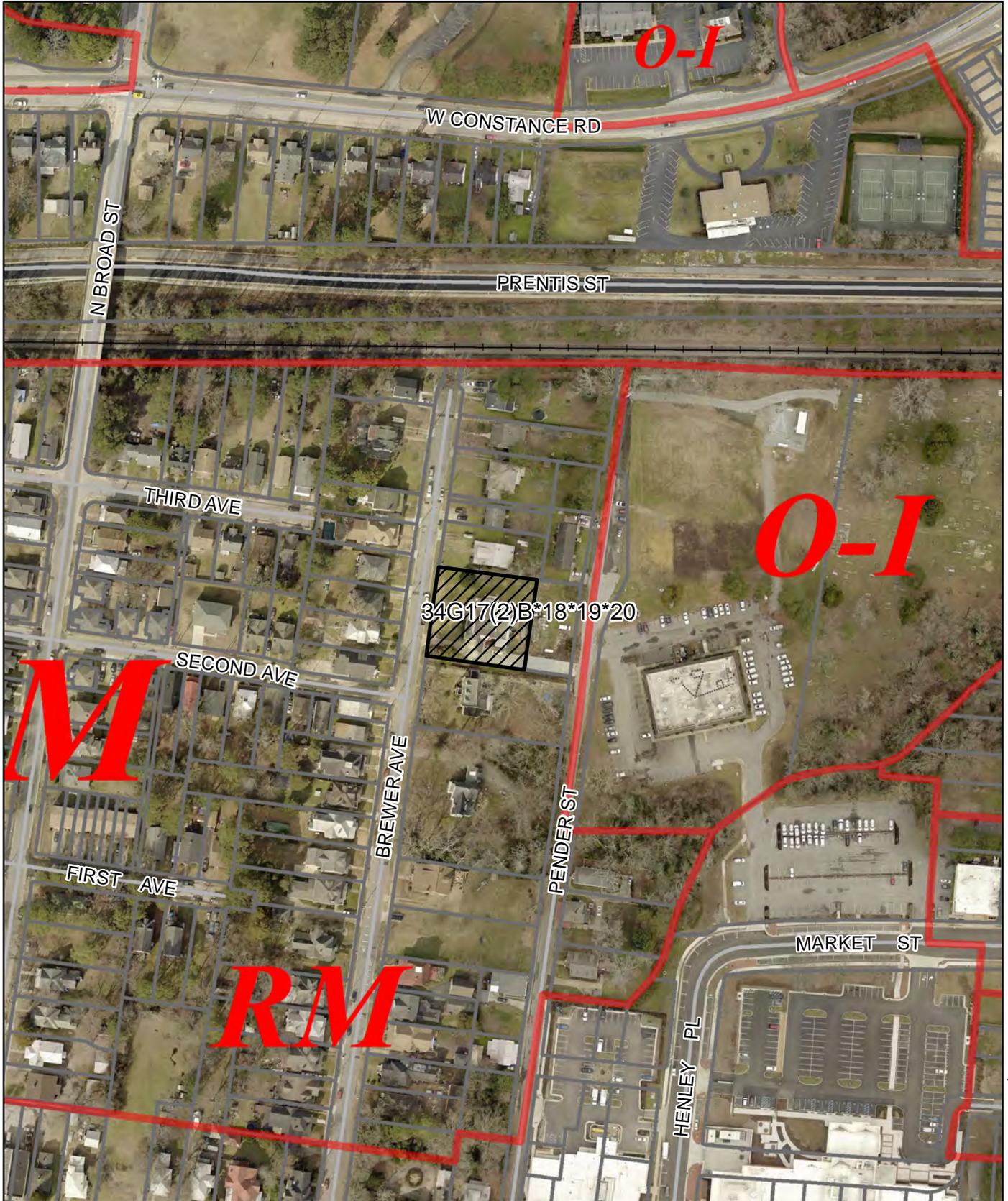
1 : 2,400  
 1 inch = 200 feet





# ZONING / LAND USE MAP

## HLC2019-00038





HLC2019-00038 Nomination Photos



HLC2019-00038 Nomination Photos

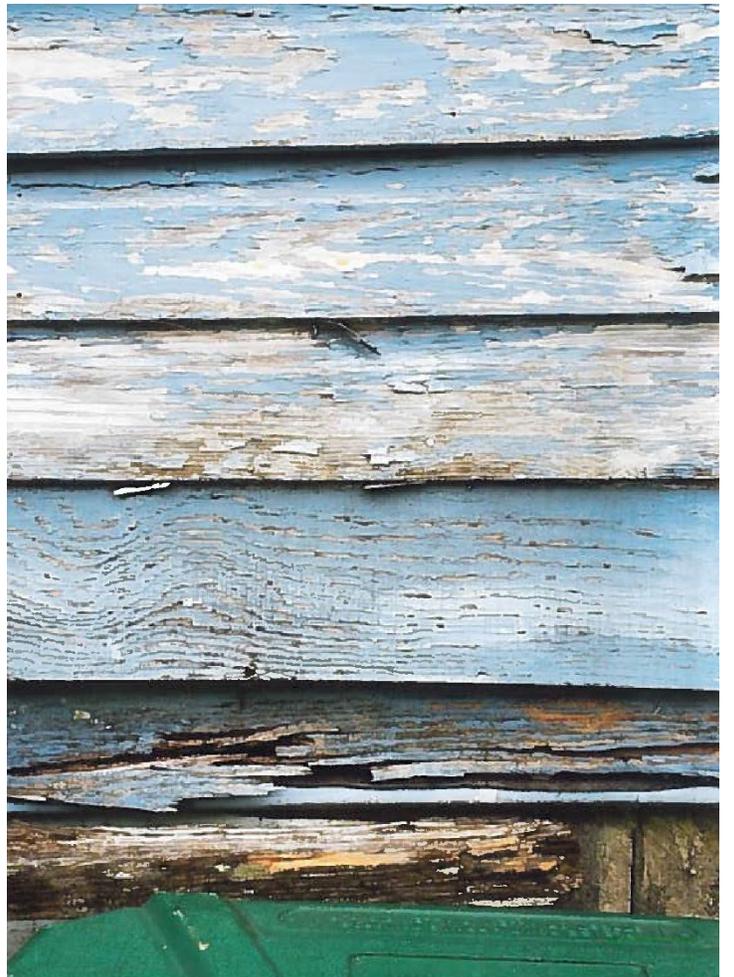
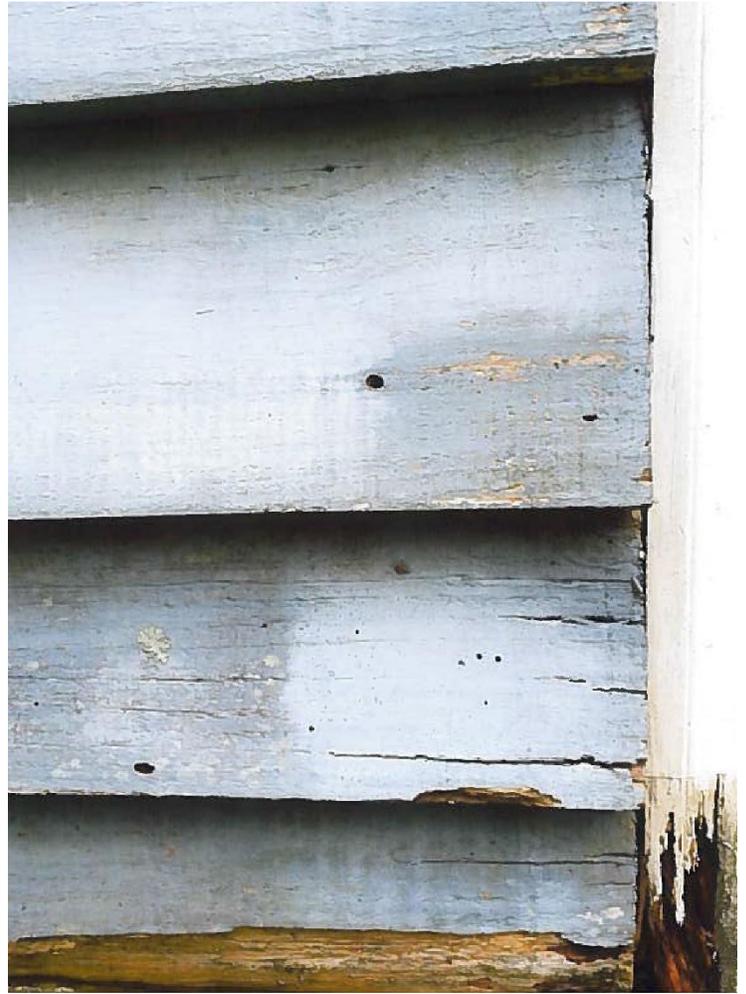












# TOTAL HOME IMPROVEMENTS, INC.

Main Office: 4033 George Washington Memorial Hwy · Yorktown, VA 23692  
Pre-Construction Office: 3630 George Washington Memorial Hwy · Yorktown, VA 23692  
877-2212 · Fax 877-2861 totalhomeimprovements.com

License # 2705045140A  
Class A Contractor      Classification: Builder

Estimator: Matt Stuffel  
Date: 09/03/2019

SUBMITTED TO:  
Ben Clay  
130 Brewer Ave.  
Suffolk, VA 23434

Job Address:  
Same

Primary Phone: 757-739-1023  
Email: [benclay@shine-va.com](mailto:benclay@shine-va.com)

## Overall evaluation:

- Siding is in very bad shape. Preparing for paint will be overly labor intensive and most likely result in a poor end result. Expect to find both lead and oil paint on existing siding.
- Siding edges at every uncovered opening show signs of moisture damage. This could result in significantly more siding needing replaced.
- General cupping and gapping observed over all original siding. Most gaps exceed ¼" and caulking not recommended. Gapping may cause future leaks.
- In general, wood is brittle. Linear cracks observed over majority of structure.
- (3) additions added to house used non-matching siding to the original.

## Front Elevation

- Siding within covered porch is about all that is salvageable
- Missing siding above porch roof
- Bump out need full wall replacement
- Behind all existing shutters damaged

## Right Elevation

- Entire bay needs replaced; cracked boards and missing siding
- Replace all siding on "addition"; has non-matching siding
- Remove siding above addition roof to reflash
- Replace siding on entire band
- Behind all existing shutters damaged

## Rear Elevation

- Replace all siding on "shed"; has non-matching siding
- Replace siding above shed; non-matching siding
- Outer edges of two story walls damaged all the way up
- Full wall damaged behind pipe
- Replace siding on entire band
- Behind all existing shutters damaged

## Left Elevation

- Full wall damaged behind pipe
- Full wall of cupped/damaged siding
- Cracked/damaged outer edges all the way up
- Replace siding on entire band
- Behind all existing shutters damaged

**RECEIVED**  
**SEP 10 2019**  
**PLANNING**

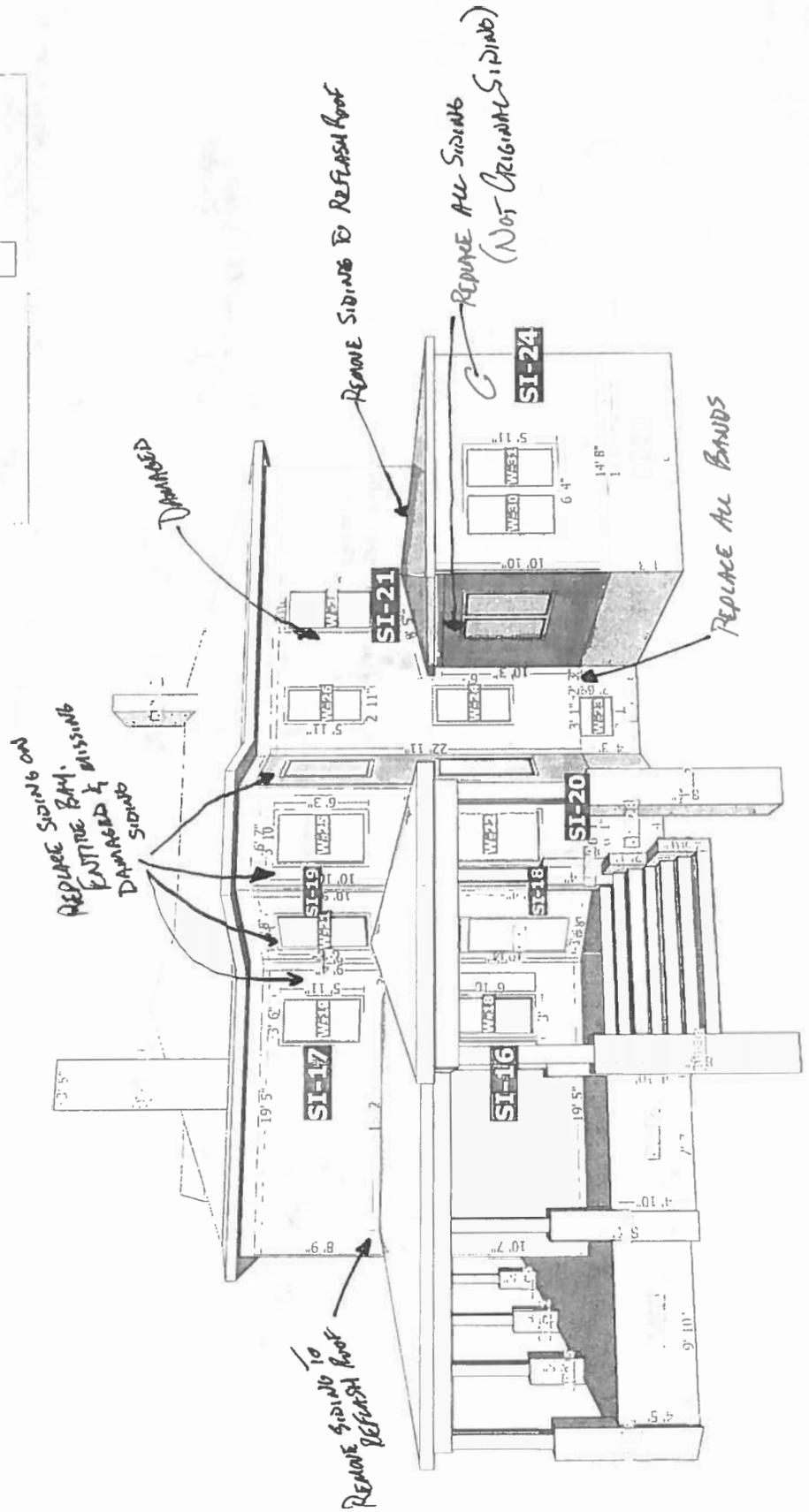




Complete Measurements

130 Brewer Ave, Suffolk, VA  
RIGHT

RIGHT SIDE:  
Approx. 73% REPAIRMENT



RECEIVED  
SEP 10 2018  
PLANNING



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PROPERTY ID: 636988

BEN CLAY

04 JUNE 2018

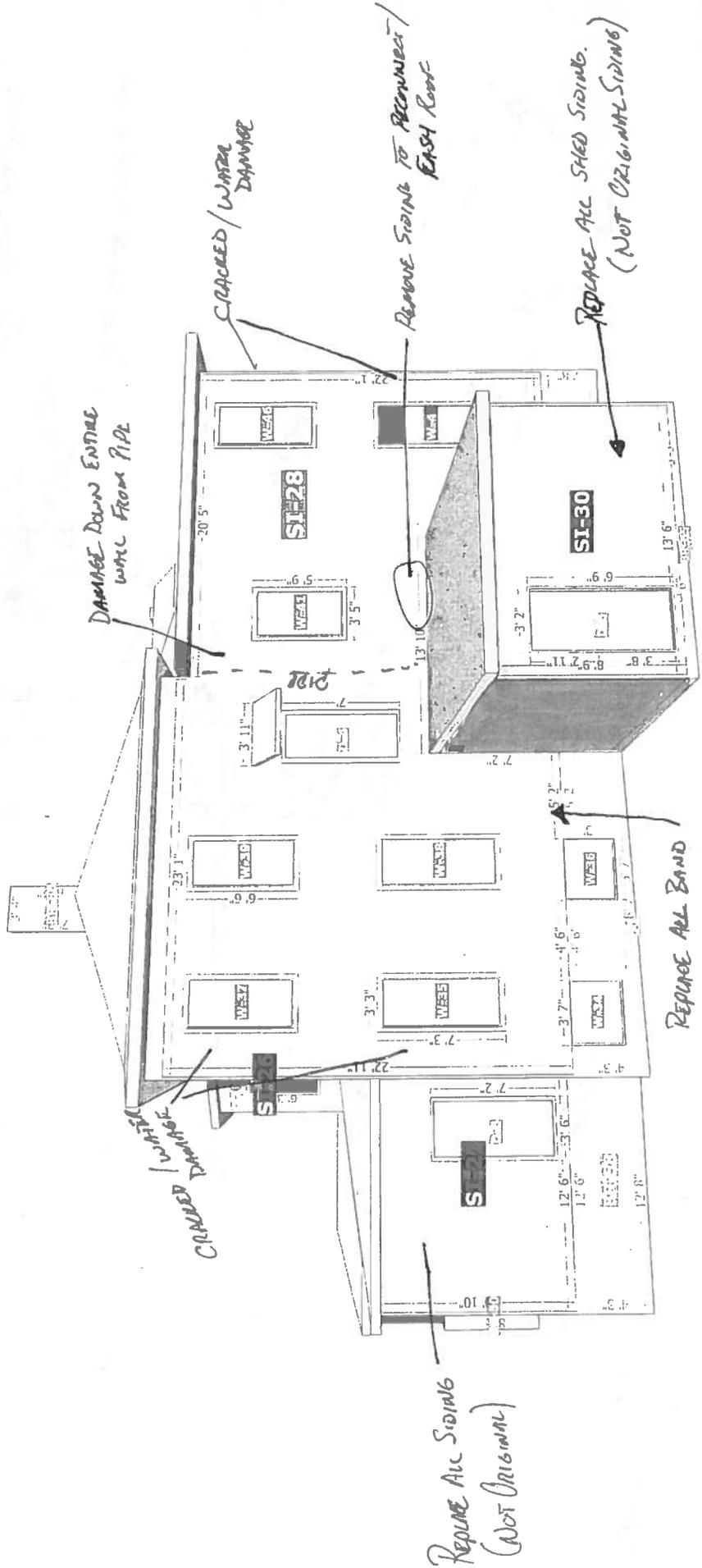
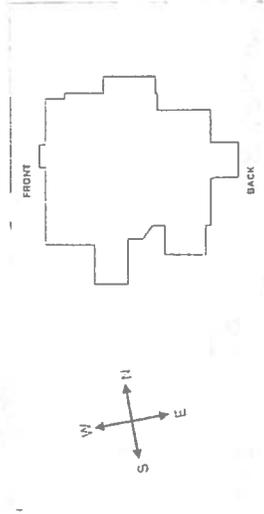
Page 9



Complete Measurements

130 Brewer Ave, Suffolk, VA  
BACK

REAR:  
APPROX. 76% REPAIRMENT



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PROPERTY ID: 636988

BEN CLAY

04 JUNE 2018

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## TOTAL HOME IMPROVEMENTS, INC.

Main Office: 4033 George Washington Memorial Hwy • Yorktown, VA 23692

Pre-Construction Office: 3630 George Washington Memorial Hwy • Yorktown, VA

23692 877-2212 • Fax 877-2861 totalhomeimprovements.com

License # 2705045140A

Estimator: Matt

Stuffel

Class A Contractor

Classification: Builder

Date: 12/02/2019

SUBMITTED TO:

Job Address

Ben Clay

Same

130 Brewer Ave

Suffolk, VA 23434

Primary Phone: 757-739-1023

Overall evaluation of the dental block and molding.

- The majority of all dental molding and block is rotten or falling off the home. There are even sections where the dental blocks are missing.
- To properly install the water vapor barrier behind the siding, all of the molding and siding needs to be removed all the way up to the underside of the gutter.
- The dental block and molding will be replaced with a Hardi brand material. This will ensure that it will not rot again. The sizes of the molding and dental block can be matched to the existing size and shape.

Overall evaluation of the window frames and windows

- When doing the siding, you would need to remove the window trim to properly install the water vapor barrier. Upon removal of the window trim, there is a very high chance that they will be unsalvageable due to the age and wood rot. We would replace with a Hardi material that matches the same width and size, you would not be able to tell the difference from the street.
- We would also recommend replacing the windows as well. There are many that have rotten frames that cannot be replaced. We suggest using an insulated, vinyl frame window. This will help with the energy loss from the house and is maintenance free.

Window Replacement – numbers match the chart provided Window glazing needs redone on all windows.

1. Not replacing
2. Not replacing
3. Not replacing
4. Not replacing
5. Not replacing
6. Not replacing
7. Rotten sill and part of the lower sash frame is rotten. Does not open.
8. Upper frame is rotten and pulled apart
9. Upper glass is not glass, it is plexiglass. Frames are in rough shape and seem to be sound.
10. Sill is rotten and lower sash frame is rotten.
11. Does not open, warped frame Upper and lower sash frame is pulling apart.
12. Does not open, warped frame. Upper and sash frame is pulling apart.
13. Upper and lower sash is rotten. Upper and lower glass is plexiglass
14. Does not open, warped frame. Upper glass is plexiglass
15. Not replacing
16. Rotten sash frame.
17. Rotten sash frame
18. Does not open, warped frame Upper sash is pulling part.
19. Not replacing
20. Not replacing
21. Not replacing
22. Not replacing
23. Not replacing
24. Rotten sill and lower frame
25. Rotten sill and lower frame
26. Upper and lower sash is pulling apart
27. Lower sash is pulling apart
28. Lower sash is pulling apart
29. Upper sash is pulling apart
30. Not replacing
31. Not replacing
32. Sill is rotten
33. Sill is rotten. Bottom sash frame is rotten
34. Upper sash is rotten
35. Upper sash is rotten and lower sash is pulling apart
36. Does not open, warped frames
37. Rotten sill and sash frame
38. Lower sash is pulling apart
39. Lower sash is pulling apart

- 40 Lower sash is pulling apart
41. Upper and lower sash frames are rotten. Center divider is rotten
42. Upper and lower sash frames are rotten Center divider is rotten
- 43 Upper and lower sash frames are rotten Center divider is rotten
44. Upper and lower sash frames are rotten. Center divider is rotten
45. Upper and lower sash frames are rotten. Center divider is rotten
- 46 Upper and lower sash frames are rotten Center divider is rotten
- 47 Upper and lower sash frames are rotten Center divider is rotten
48. Upper and lower sash frames are rotten. Center divider is rotten
49. Upper and lower sash frames are rotten. Center divider is rotten
- 50 Upper and lower sash frames are rotten Center divider is rotten
- 51 Upper and lower sash frames are rotten Center divider is rotten
- 52 Upper and lower sash frames are rotten Center divider is rotten
- 53 Lower sash is rotten
- 54 Broken glass. Upper and lower sash rotten.
55. Upper glass is plexiglass Frame is pulling apart
56. Upper and lower sash frame is pulling apart
- 57 Sill is rotten.
- 58 Upper sash is rotten
- 59 Upper sash is pulling apart
- 60 Upper and lower sash is pulling apart.
- 61 Upper and lower sash frame is rotten.
62. Upper and lower sash frame is rotten.

When the sash frame is pulling apart, pretty much every time, that means that the frame has some rot in the frame to where the joints do not stay together anymore. If that has happened, there is no way to repair the frame, it must be replaced.

If the sash frame is rotten, that means that window trim is also rotten and needs replaced.

When the sash frame is rotten, if you try to replace that piece of rotten frame, you will damage the connecting frame and most likely break the old glass when trying to remove it.

It is our recommendation to replace the windows that have rot. If parts of the window have rot, that indicates that there are other unseen parts of the window that also has rot.

### Dental Molding and Blocks

Front of the house – approximately 90% of the molding is rotten, falling off, or is missing

Right side of house – approximately 78% of the molding is rotten, falling off, or is missing

Rear side of house - Approximately 70% of the molding is rotten, falling off, or missing.

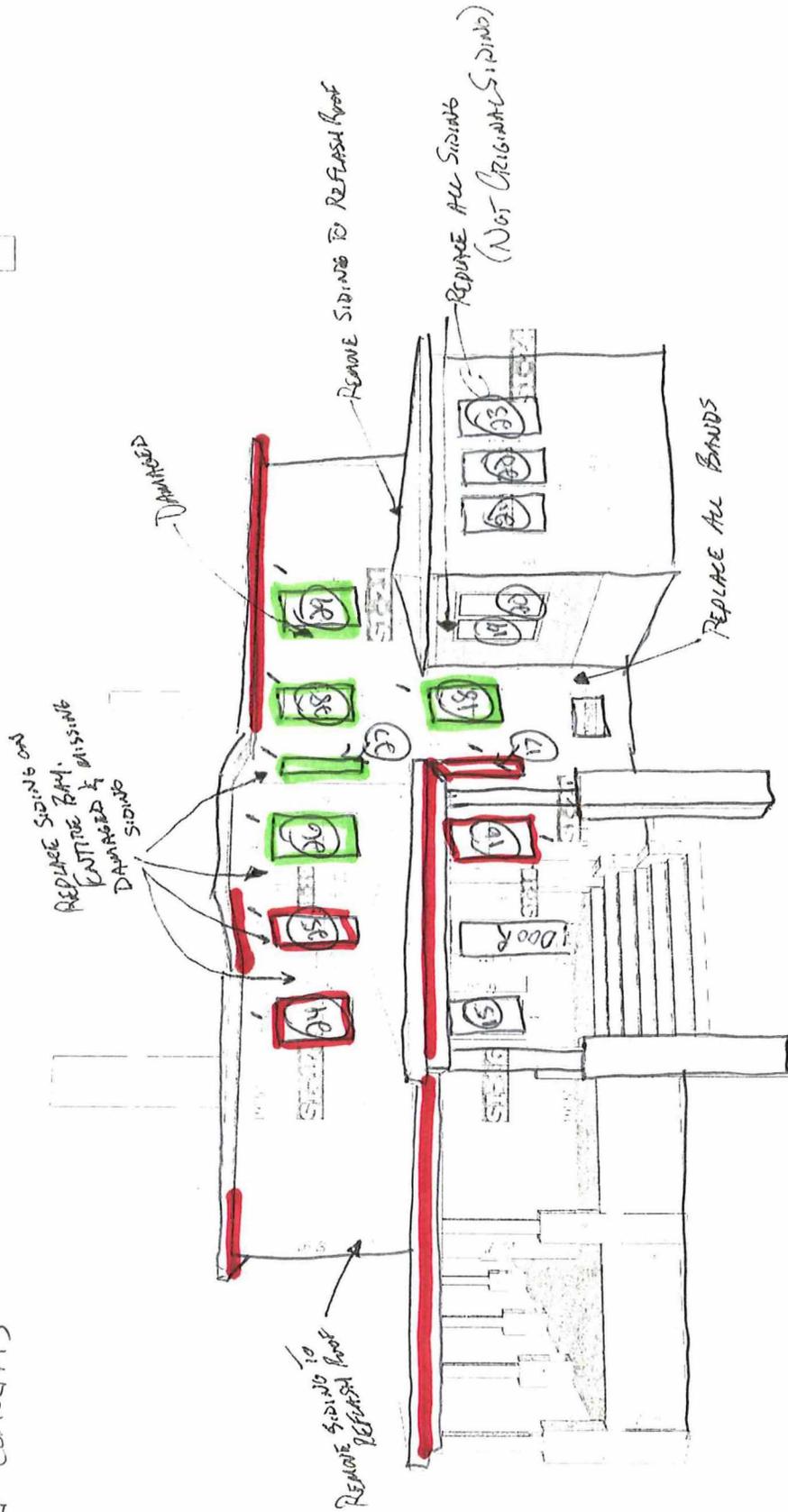
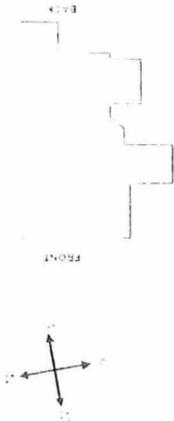
Left side of the house – approximately 75% of the molding is rotten, falling off, or missing.

The replacement material will be a Hardi molding and dental block that will match the existing height and width of each part. The molding will have to be removed in order to install the water vapor barrier when installing the new siding. Since there is so much of the dental molding and block that is rotten or missing, that would lead us to believe that when we remove what is on the home currently, it will not be able to be removed and salvaged due to rot

RIGHT SIDE: Dental Block/Molding/window trim  
Approx. 78% Replacement

█ = rotten, missing or falling off

█ = other concerns



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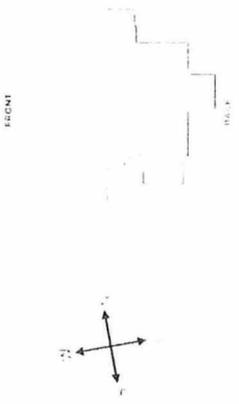


Complete Measurements

130 Brewer Ave, Suffolk, VA  
BACK

REAR: Dental Block/molding/window trim  
Approx. 70% Replacement

- █ = rotten, missing or falling off.
- █ = other concerns



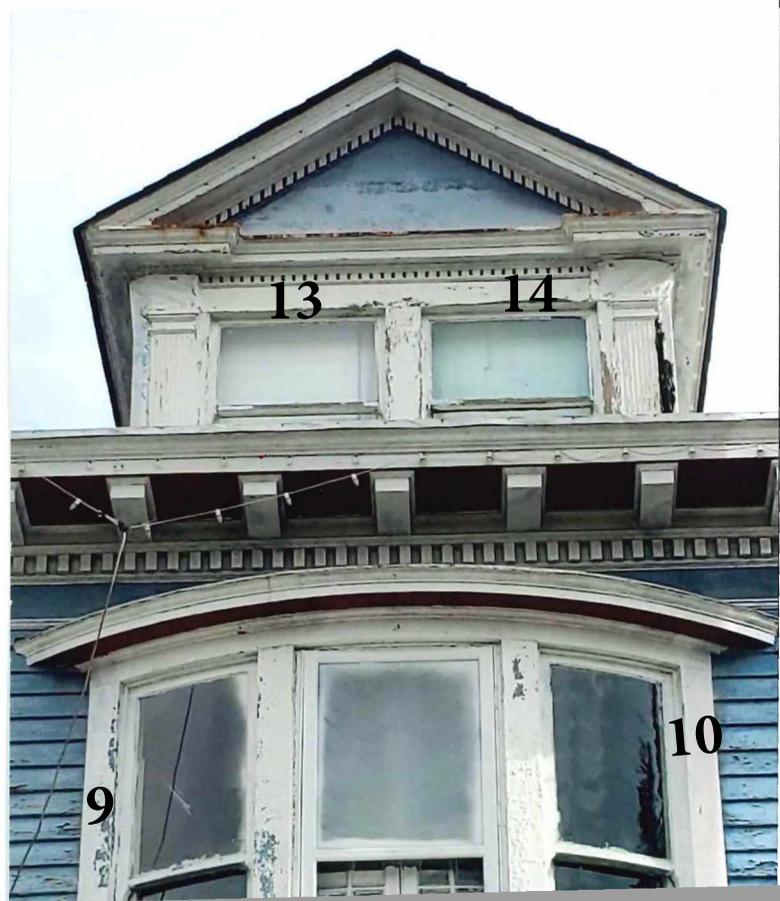
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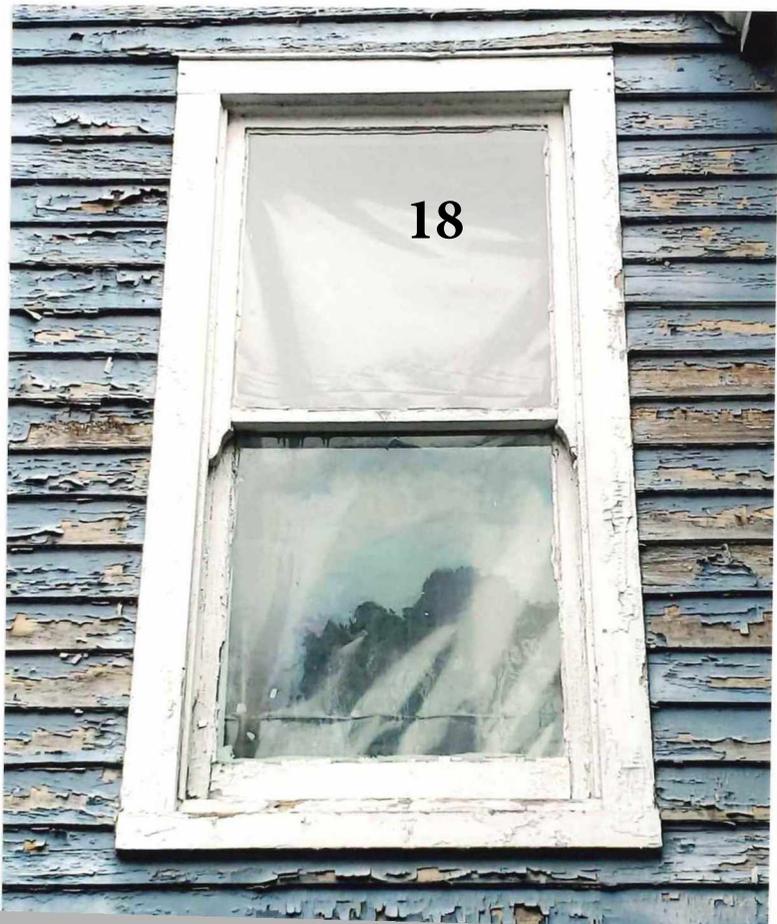
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BEN CLAY



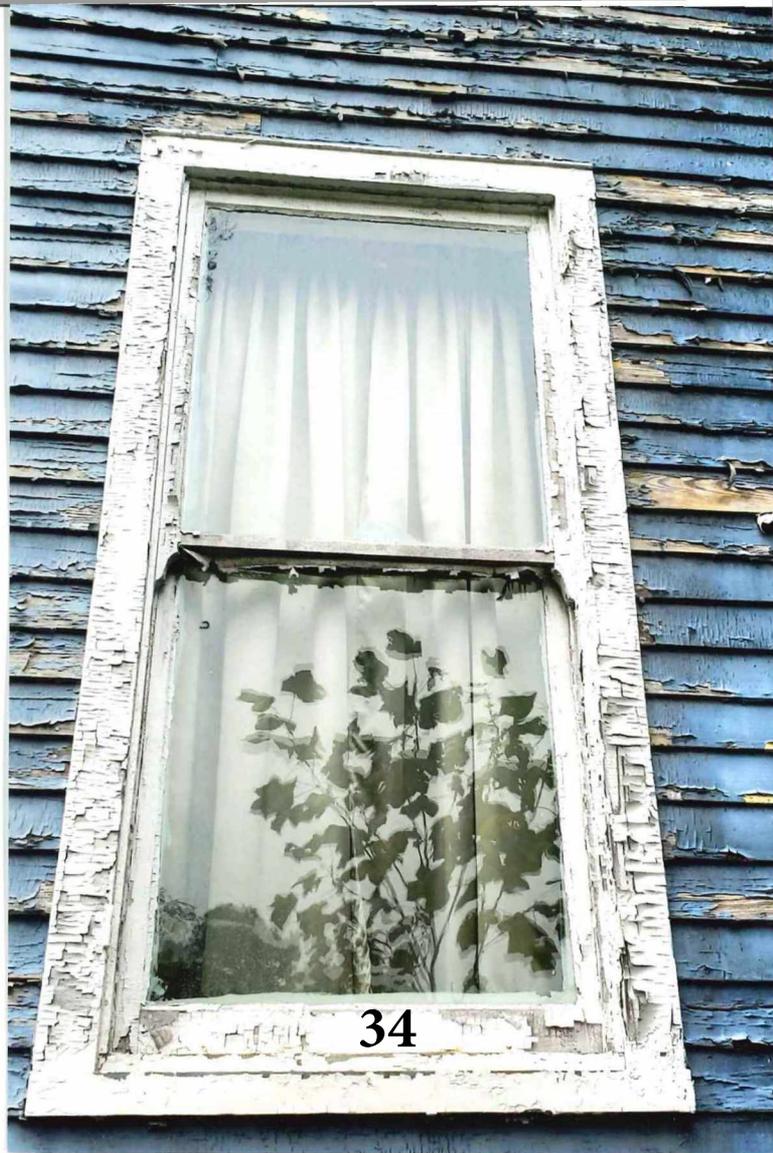




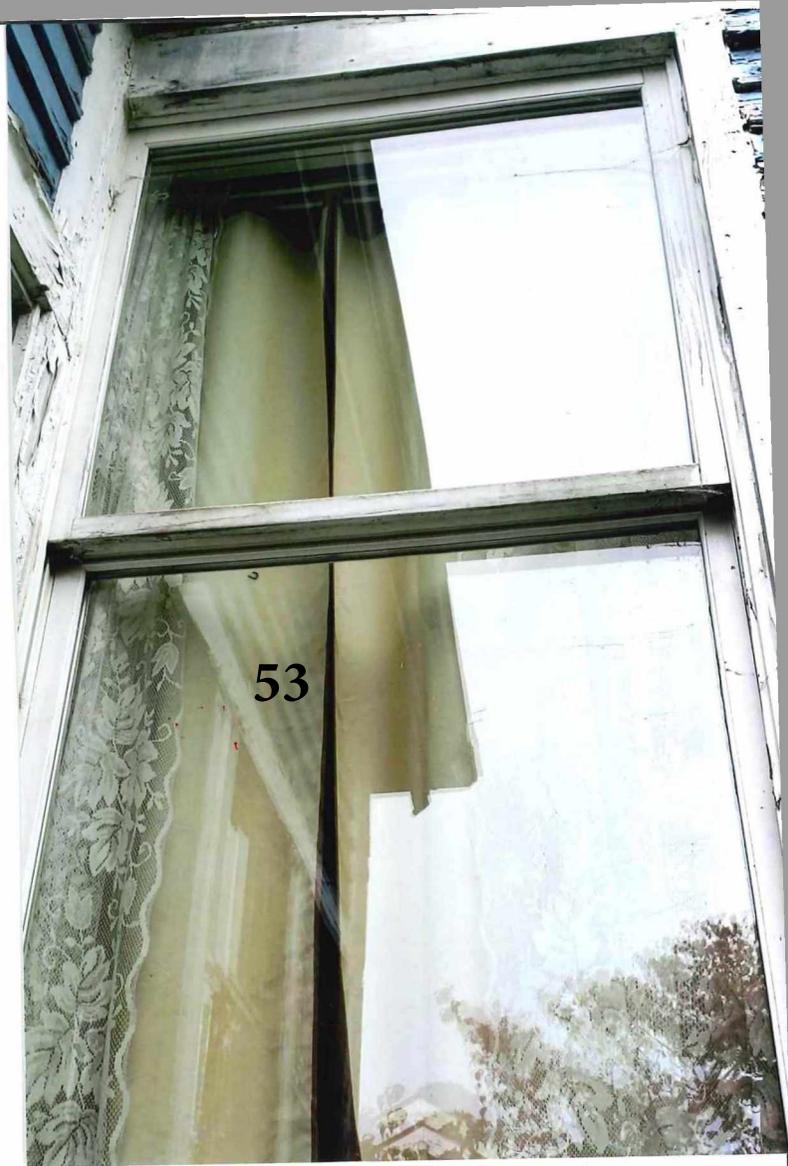


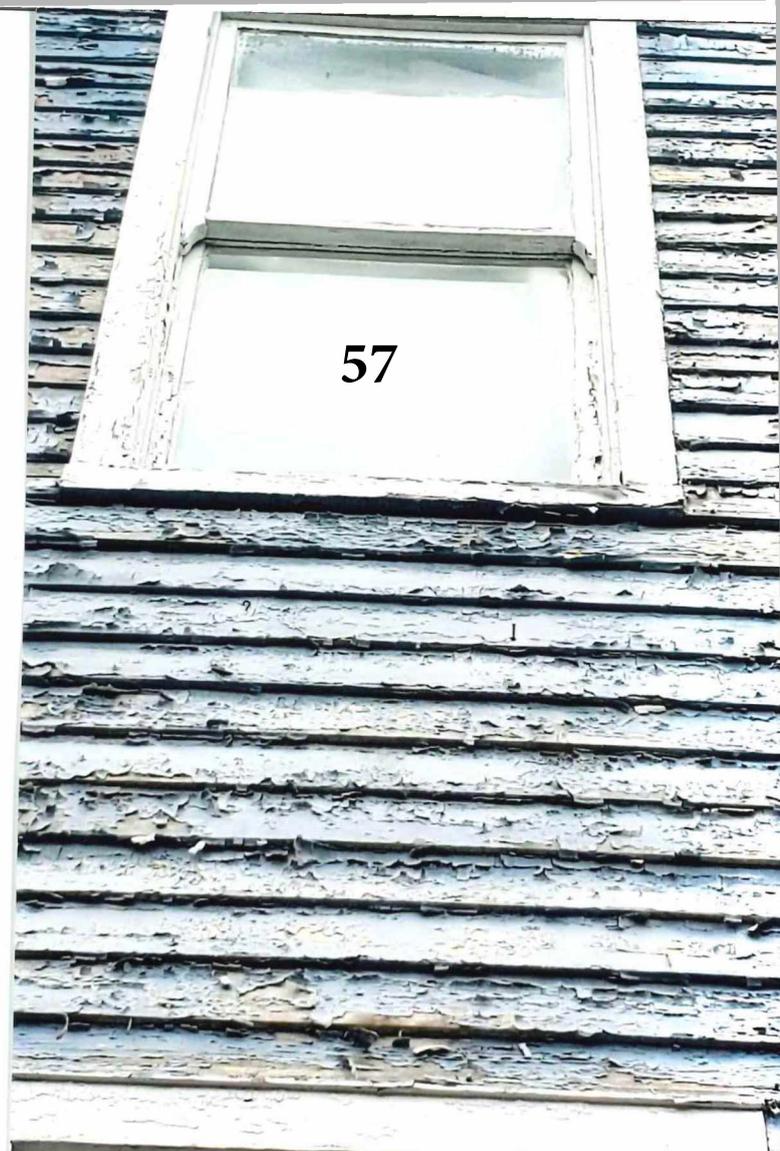














**Proposed Replacement Style**



**PROPERTY MAINTENANCE CODE ENFORCEMENT UPDATE  
JANUARY 2020**

ADDRESS	CODE VIOLATION(S)	STATUS
342 N MAIN ST	PROPERTY MAINTENANCE - PEELING AND PEELING PAINT - DETERIORATED ROOF - DETERIORATED PORCH - DETERIORATED EXTERIOR WALLS	COURT CASE CONTINUED UNTIL 1- 2-20.
129 WELLONS ST	PROPERTY MAINTENANCE - DETERIORATED SHED ROOF - REMOVE MOLD / MILDEW FROM EXTERIOR WALLS -DETERIORATED PAINT -OPEN FOUNDATION	COURT CASE DISSMISSD ON 12-5-19.
179 E WASHINGTON ST	PROPERTY MAINTENANCE -DETERIORATED EXTERIOR WALLS -DETERIORATED WINDOWS AND DOOR.	COURT CASE CONTINUED UNTIL 1-2-20.
131 CLAY ST	PROPERTY MAINTENANCE - DETERIORATED EXTERIOR WALLS - DETERIORATED EXTERIOR DOORS -DETERIORATED FRONT PORCH -DETERIORATED ROOF	THE NEW PROPERTY OWNER IS IN THE PROCESS OF SUBMITTING AN APLPLICATION FOR A COA. NOTE: AWAITING STRUCTURAL ENGINEER REPORT FOR THR REAR FOUNDATION.
127 BREWER AVE	PROPERTY MAINTENANCE - PROPERTY MAINTENANCE - PEELING AND PEELING PAINT ON WOOD SURFACES - DETERIORATED ROOF AND GUTTERS - DETERIORATED PORCH - DETERIORATED EXTERIOR WALLS -DETERIORATED RETAINING WALL AND MASONARY	COURT CASE CONTINUED UNTIL 1-2-20.
127 CLAY ST	PROPERTY MAINTENANCE - PEELING AND PEELING PAINT - DETERIORATED ROOF - DETERIORATED OVERHANG - DETERIORATED PORCH	COURT CASE DISMISSED ON 12-5-19.

*Zoning  
Case Activity Report  
January 2020*

<b>PROPERTY OWNER(S)</b>	<b>LOCATION</b>	<b>VIOLATION(S)</b>	<b>JUDGEMENT</b>	<b>INSPECTOR</b>
Andres Evelio	131 Clay St	Doing work without an approved COA	NOV sent 7/18/2019	Matt
Jean Claude & Marie Noel	237 Pinner St	Fence without COA	NOV Pending	Matt
Justin Thomas Bush, Reg. Agent	205 Grace St	Install trim and fence, no COA	NOV sent 11/7/2019	Christine



HISTORIC CONSERVATION OVERLAY DISTRICT  
GENERAL CERTIFICATE OF APPROPRIATENESS

Application Number: HLC2019-00044

**THIS CERTIFICATE MUST BE POSTED IN A VISIBLE LOCATION  
ON THE PREMISES**

This is to certify that the exterior improvements at the following location has met the requirements of Section 31-413(f)(1) of the Unified Development Ordinance:

Property Address: 310 W. Washington Street

Property Owner: Charles D. Parr, Sr.

Property Owner's Address: 3515 Robs Dr., Suffolk, VA 23434

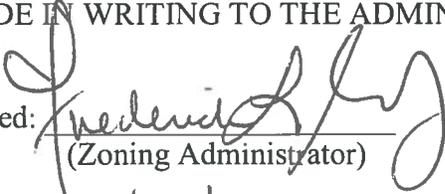
Property Zoning Map Identification: 34G17(A)\*132

Property Zoning: CBD, Central Business District, and HC, Historic Conservation Overlay District

The following actions/conditions are approved:

1. Reconstruct a wooden rear deck, 29' x 8' in size, on the second story of the building as shown on the attached image.
2. Stain the new deck utilizing the color Benjamin Powell House Red (CW108) or equivalent from the approved Williamsburg Color Collection to match the color of the building.

THIS CERTIFICATE IS VALID FOR SIX (6) MONTHS FROM THE DATE LISTED ABOVE. THE APPROVED ACTION(S) MUST COMMENCE WITHIN THE PRESCRIBED PERIOD UNLESS A REQUEST FOR AN EXTENSION IS APPROVED. REQUESTS FOR EXTENSIONS MUST BE MADE IN WRITING TO THE ADMINISTRATOR PRIOR TO COMMENCEMENT OF WORK.

Signed:   
(Zoning Administrator)

Date: 11/25/19

Signed:   
(HLC Secretary)

Date: 11/25/19



## HISTORIC CONSERVATION OVERLAY DISTRICT GENERAL CERTIFICATE OF APPROPRIATENESS

Application Number: HLC2019-00045

### **THIS CERTIFICATE MUST BE POSTED IN A VISIBLE LOCATION ON THE PREMISES**

This is to certify that the signs located at the following location have met the requirements of Section 31-413(f)(1) of the Unified Development Ordinance:

Property Address: 253 W. Washington Street

Property Owner: Ellis Rentals, LLC

Property Owner's Address: 400 Reids Ferry Road, Suffolk, VA 23434

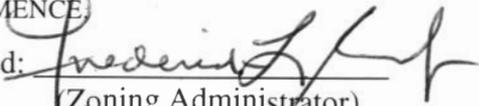
Property Zoning Map Identification: 34G17(A)\*163

Property Zoning: CBD, Central Business District, and HC, Historic Conservation Overlay District

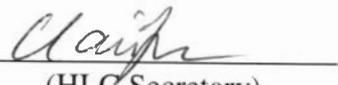
The following actions/conditions are approved:

1. Install one window sign, 700 square inches in area, on the two panel window on the right side of the primary façade as submitted, which is less than 10% of the size of the glass window.
2. Install one window sign, 700 square inches in area, on the two panel window on the left side of the primary façade as submitted, which is less than 10% of the size of the glass window.
3. The decorative design proposed on the primary façade doors is acceptable as submitted.
4. Any additional improvements shall require a separate Certificate of Appropriateness.

THIS CERTIFICATE IS VALID FOR SIX (6) MONTHS. THE APPROVED ACTION(S) MUST COMMENCE WITHIN SIX (6) MONTHS, OTHERWISE A REQUEST FOR AN EXTENSION MUST BE GRANTED BY THE HISTORIC LANDMARKS COMMISSION OR THE ADMINISTRATOR BEFORE SUCH ACTION CAN COMMENCE.

Signed:   
(Zoning Administrator)

Date: 11/26/19

Signed:   
(HLC Secretary)

Date: 11/26/19



## HISTORIC CONSERVATION OVERLAY DISTRICT GENERAL CERTIFICATE OF APPROPRIATENESS

Application Number: HLC2019-00046

### **THIS CERTIFICATE MUST BE POSTED IN A VISIBLE LOCATION ON THE PREMISES**

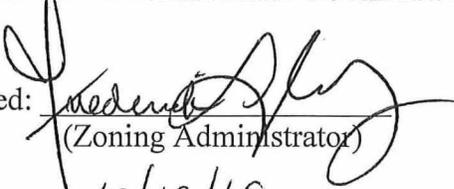
This is to certify that the following actions meet the requirements of Section 31-413 of the Unified Development Ordinance:

Property Address: 118 Wellons Street  
Tax Map #: 34G17(A)\*230  
Property Owner: Janice Signore  
Owner's Address: 132 Brewer Avenue  
Zoning District: RM, Residential Medium, and HC, Historic Conservation Overlay

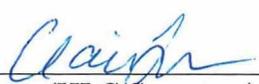
The following actions/conditions are approved:

1. Replacement of a standing seam metal roof with a new standing seam metal roof. The new roofing material shall be Horizon-Loc with concealed fasteners in matte black and shall be applied on the main structure and porches.
2. Replacement of deteriorated and missing wooden cornice elements in five locations with like materials, as submitted. All new wood trim shall match the existing in style and detail. Decorative vergeboard details are to be retained and must be reinstalled when temporary removal is necessary.
3. Install new wooden bead board front porch ceiling where original material is missing.
4. Replace side and rear porch wood deck boards with like materials.
5. Replace damaged ceiling boards on rear porch structure with wood bead board.
6. Remove metal stairway to second floor rear porch, which is not original to the structure.
7. Prime and paint all new wood elements white to match existing structure.

THIS CERTIFICATE IS VALID FOR SIX (6) MONTHS. THE APPROVED ACTION(S) MUST COMMENCE WITHIN SIX (6) MONTHS UNLESS AN EXTENSION IS GRANTED BY THE HISTORIC LANDMARKS COMMISSION OR THE ADMINISTRATOR.

Signed:   
(Zoning Administrator)

Date: 12/19/19

Signed:   
(HLC Secretary)

Date: 12/19/19