



Certificate of Appropriateness Application

Planning & Zoning Department
 2 Plum Street; Cape Charles, VA 23310
 757-331-3259 x31
planningtech@capecharles.org

Revised 05/2023	
Taxes	Paid
Violations	NA
Fee	\$500 PD
Decision	HDRB

Budget Code: HISTF 100-3100-1100

PART 1: APPLICATION NOTES

A Certificate of Appropriateness (COA) is required for all applications for zoning clearances and permits involving any new construction, including accessory structures, within the Cape Charles Historic District Overlay. A pre-application meeting is available upon request prior to submitting this application. ** The applicant is responsible for confirming and obtaining all necessary building permits after approvals.*

The following documents must be submitted to the Town for review before this application can be reviewed. In addition to these documents, the COA application and requested supporting information must be deemed complete prior to being evaluated.

- | | | |
|---|---|---|
| <input checked="" type="checkbox"/> A) Site Plan | <input checked="" type="checkbox"/> B) Elevations | <input checked="" type="checkbox"/> C) Zoning Clearance Application |
| <input checked="" type="checkbox"/> D) Photos of existing lot | <input checked="" type="checkbox"/> E) Renderings | <input checked="" type="checkbox"/> F) Photos of proposed materials |
| <input checked="" type="checkbox"/> G) Owner Permission Affidavit | <input checked="" type="checkbox"/> H) Payment of Fee | <input type="checkbox"/> I) Tree Permit Application |

Owner signature: 

Date: 08/04/2025

PART 2: PROPERTY INFORMATION

Property Address: 614 Washington Ave, Cape Charles

Tax Map #: 83A1-1-20

Is there an active Certificate of Appropriateness on this property? No Yes _____ Date

Zoning District: R-1

PART 3: PROPERTY OWNER INFORMATION

Name and/or Company: RICHARD SASSO, MARIA GABRIELA JARAMILLO AILLON

Mailing Address: 16219 HAMPTON GLEN LN, CHESTERFIELD, VA 23832

Phone Number: 804-332-0445

Email: richard@sassogrp.com, gabriela@sassogrp.com

PART 4: APPLICANT INFORMATION

Check here if applicant is owner. (If applicant is not the property owner, an Owner's Permission Affidavit must be attached.)

Name and/or Company: Altruistic Design

Mailing Address: 311 Virginia Beach Blvd, Virginia Beach, Virginia 23451

Phone Number: 757-839-3095 , 508-498-8494

Email: kevens@altruisticdesign.com , jmaloney@altruisticdesign.com

PART 5: PROJECT INFORMATION

Proposed Project Description (If any tree removal is being proposed a Tree Permit Application must be completed.):
 SCOPE OF WORK INCLUDES THE CONSTRUCTION OF A NEW TWO STORY RESIDENCE LOCATED IN CAPE CHARLES, VIRGINIA. NEW WORK SHALL INCLUDE WOOD STUD FRAMING, FIBER CEMENT EXTERIOR CLADDING, WOOD CLAD WINDOWS, INTERIOR WOOD STUD AND DRYWALL PARTITIONS, SOLID WOOD DOORS, FINISHES INCLUDING BUT NOT LIMITED TO: FLOORING, WOOD WALL BASE, FLOOR AND WALL TILE , PAINT, BATH AND KITCHEN CASWORK

PART 6. NEW CONSTRUCTION

See Section 5.13 & 6 of the Historic District Design Guidelines

First Floor Building Area (sq. ft.): 1'045 sf		Total Gross Floor Area (sq. ft.): 1,895 sf	
Front Building Setback (ft.): 30 ft		Building width (ft.): 25'- 0"	
Building Height	Feet: +/-33' -6"	Stories: 2	Roof pitch: 10/12, 4/12
A. Foundation	Material to be used: Brick veneer		
B. Roofing	Material to be used: Standing seam metal		
	Chimney? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes - Number _____ Materials:		
C. Siding	Material to be used: James Hardie smooth Board & Batten	Dimensions: batten boards @ 12" on center	
D. Steps	Material to be used: Composite wood		
E. Railing	Style and Material to be used: Timbertech pinnacle PVC		
F. Porch	Length: 25'- 0" Width: 7' -8"		
	Material to be used: Floor: Composite wood		Skirting: Composite wood
	Columns? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes - Number 4 Style & Materials: Composite wrapped		
G. Deck	Length: 13'-0" Width: 17'-2" Material to be used: Composite wood		
H. Doors	Width: 3', 6', & 9' Height: 7'-0"		
	Material and Configuration: attach a picture (i.e., glass panes, divisions, decorative details & panels) [front entrance] solid wood entrance door with simulated divided lites [Upper front and rear doors] aluminum clad wood with simulated divided lites, and		
I. Windows	Configuration (i.e., double-hung sash, 2/2, 6/1, 6/6, etc.) attach a picture: double-hung, 2/2, fixed glazing 3/4 [refer to drawings]		
	Material: aluminum clad wood windows with simulated divided lites		
	Width: 2'-2", 2'-10", 6'-0"	Height: 3'-8", 5'-8", 6'0"	Depth:
J. Trim	Material to be used: Azek smooth classic		
	Dimensions: 8/4" X 4", 8/4" X 8"		
K. Hardscape	Indicate the placement and dimensions of any of the following on your site plan.		
	Driveway: <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes – Materials: <u>stamped concrete</u>		
	Walkway: <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes – Materials: <u>pavers</u>		
	Fence: <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes – Materials: <u>pressure treated wood</u>		
	Patio: <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes – Size: <u>17'-11" x 25'-0"</u> Materials: <u>composite wood and pavers</u>		
	Outdoor shower: <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes - <input type="checkbox"/> Not Enclosed <input checked="" type="checkbox"/> Enclosed – Materials <u>composite wood</u>		
	Pool: <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes – Requires a Conditional Use Permit		
	Accessory Structure: <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes – Complete an additional COA application for the structure		

Describe how the proposed construction will relate to the architectural scale, massing, volumes, and styles represented within the historic district. Attach pictures of the neighborhood (e.g., adjacent buildings, streetscapes).

THE PROPOSED NEW CONSTRUCTION 2 STORY HOME IS SCALED TO BE COMPLIMENTARY TO THE NEIGHBORING PROPERTIES INCLUDING THE FULL WIDTH STACKED FRONT PORCHES. THE WINDOWS, FINISHES, AND DIVIDED LIGHTS SELECTED ARE CONTEMPORARY BUT WITH AN AESTHETIC NOD TO THE HISTORIC COASTAL FABRIC OF THE COMMUNITY.

Indicate the proposed materials if not listed above, distinctive architectural features and ornamentation:

REAR COVERED PORCH SCREENING
SCREENEZE FLUSH MOUNT - TEXTILENE NANO
EZE BREEZE VINYL WINDOW SYSTEM - VERTICAL 4 TRACK

I hereby certify that I have the authority to make the foregoing application, that the information given is true and correct, and that the construction or improvements will conform to the regulations in the Virginia Statewide Building Code, all pertinent Town Ordinances, including fire, sewer and water ordinances, and private building restrictions, if any, which may be imposed on the property by deed. Furthermore, I certify that the changes to the improvement before or during construction will be provided to the Zoning Administrator and Building Official before such changes are constructed.

Applicant's signature: 

Date: 08/04/2025

Zoning Administrator's signature: _____

Date: _____



Owner Affidavit for Permission to Represent

Planning & Zoning Department
2 Plum Street; Cape Charles, VA 23310
757-331-3259 x31

planningtech@capecharles.org

Revised 03/2023	
Taxes:	
Violations:	
Fees:	
Decision:	

PART 1: APPLICATION NOTES

Use this form to give permission for a contractor, architect, or other individual to represent the owner of a property in matters within the Town of Cape Charles.

PART 2: PROPERTY INFORMATION

Property Address: 614 Washington Ave Cape Charles VA 23310

Tax Map #: 83A1-1-20

PART 3: PROPERTY OWNER INFORMATION

Name and/or Company: Richard Sasso

Mailing Address: 16219 Hampton Glen Ln Chesterfield VA 23832

Phone Number: 804-332-0445

Email: richard@sassogrp.com

I hereby give authority to the following representative to act on my behalf on the following matter:

Kelly Evans and Jeremy Maloney

PART 4: REPRESENTATIVE INFORMATION

Name and/or Company: Altruistic Design

Mailing Address: 311 Virginia Beach Blvd VA 23451

Phone Number: 508-498-8494

Email: kevans@altruisticdesign.com

to file documents on my behalf

To represent me in meetings with Town officials

Name and/or Company: Altruistic Design

Mailing Address: 311 Virginia Beach Blvd VA 23451

Phone Number: 757-839-3095

Email: jmaloney@altruisticdesign.com

to file documents on my behalf

To represent me in meetings with Town officials

Signature of owner: [Signature] Date: 05/23/2025

State of Virginia County of Chesterfield The foregoing instrument was acknowledged before me this 23rd day of May, 2025, by Richard Sasso (name of person acknowledged)

Signature of Notarial Officer: [Signature]

Notary Registration number: 7696847

My commission expires: 5-31-2028

William McLaughlin
Commonwealth of Virginia
Notary Public
Commission No. 7696847
My Commission Expires 5/31/2028

Seal

SITE CONTEXT:



NEIGHBOR TO LEFT



EMPTY LOT AT 164 WASHINGTON AVE



NEIGHBOR TO RIGHT

EXTERIOR MATERIALS:



FRONT DOOR:
TRUSTILE COASTAL
ENTRY DOOR



WINDOWS:
MARVIN ULTIMATE DOUBLE HUNG
ALUMINUM CLAD WITH SIMULATED
DIVIDED LITES
2'-2" X 3'- 8"
2 LITES HIGH/ 2 LITES WIDE
2'-10" X 5'-8"
2 LITES HIGH/ 2 LITES WIDE

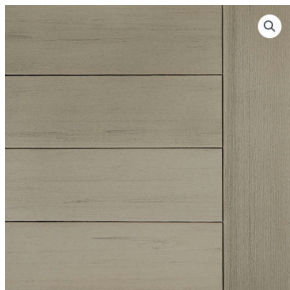


Simulated Divided Lite (SDL)

MARVIN ULTIMATE DIRECT GLAZE
ALUMINUM CLAD WITH SIMULATED
DIVIDED LITES
6' X 6'
3 LITES HIGH/ 4 LITES WIDE



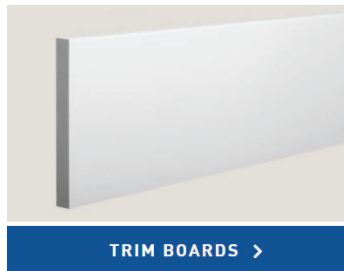
SIDING:
JAMES HARDIE SMOOTH
PANEL 10' X 4'
SMOOTH BATTEN
STRIPS
2.5" X 3/4"
@ 12" O.C.



DECKING:
TIMBERTECH
COMPOSITE
TERRAIN COLLECTION
5.36" X 0.94" BOARDS

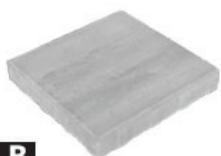


**STANDING SEAM
METAL ROOF:**
MCBI ULTRA DEK
SNAP-LOCK 150 FLAT
PANEL



TRIM BOARDS >

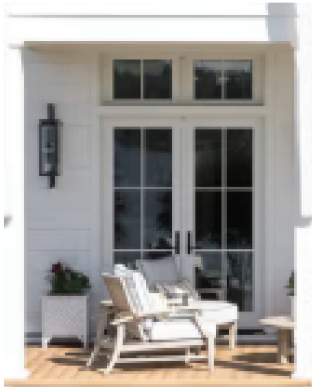
TRIM:
AZEK SMOOTH
8/4" X 4" AND
8/4" X 8" BOARDS



PAVERS:
NICOLOC
ALPINE
CONTEMPORARY
15 5/8" X 15 5/8" X 2 3/8"
PAVERS

B
15 5/8" x 15 5/8" x 2 3/8"

EXTERIOR MATERIALS:



FRONT UPPER PORCH DOOR:
MARVIN ULTIMATE
IN SWING DOUBLE WITH
TRANSOM
2 LITES WIDE/3 LITES WIDE
PER PANEL



REAR DOOR:
MARVIN ULTIMATE
3 PANEL SLIDER
2 LITES WIDE/3 LITES HIGH
PER PANEL



REAR DOOR:
MARVIN ULTIMATE
IN SWING SINGLE
2 LITES WIDE/3 LITES HIGH



RAILINGS:
TIMBERTECH PVC
PINNACLE RAIL
36" HIGH MIN.

COLUMNS:
10" WIDE WITH 12" BASE

Top Rail Options for Pinnacle Rail™

- Actual dimensions: 3.5" x 1.875"
- Lengths available: 6' and 8'
- Available in White
- Screw-together rail system allows for custom baluster spacing and delivers a rigid fit

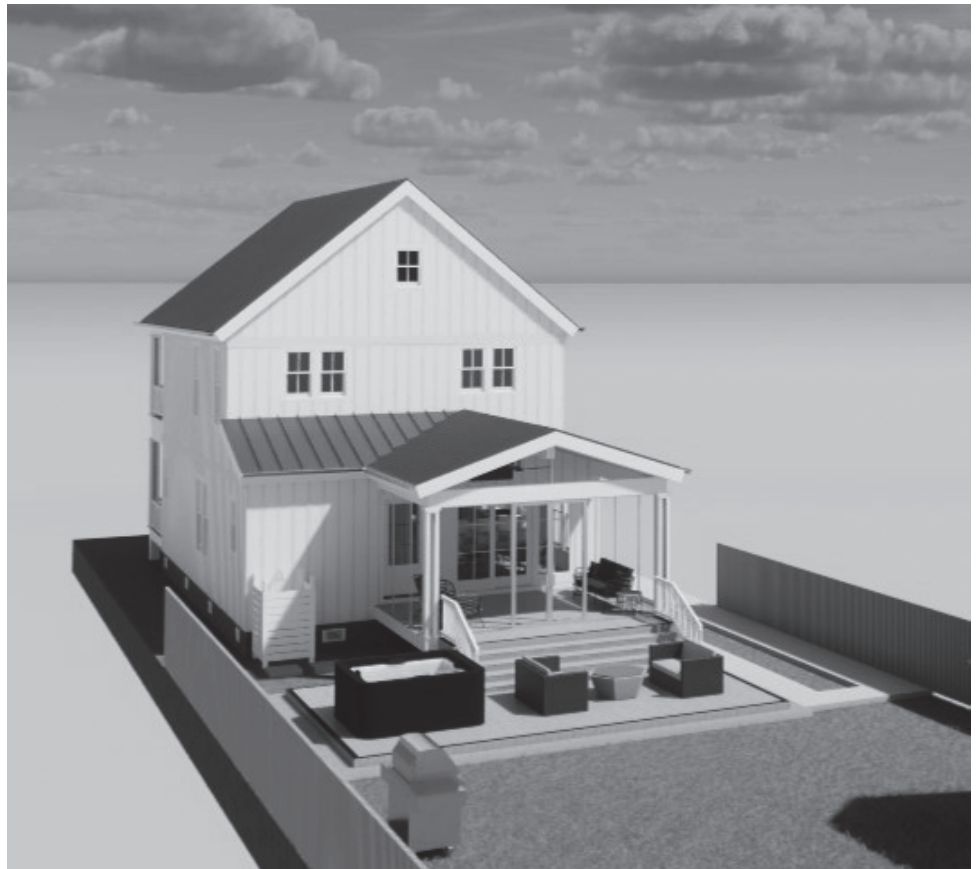
Post Sleeves, Post Caps, and Post Skirt Options for Pinnacle Rail™ systems

- All available in White
- 5" sq. ft. x 48" post sleeve, 3/8" wall with adjustable shims
- 5" sq. ft. x 108" post sleeve, 3/8" wall with adjustable shims
- 1" x 6-3/4" plain flat post cap to fit 5" sq. ft. post sleeve
- Base post skirt ring for 5" extruded post sleeve

FRONT RENDERING



REAR RENDERING

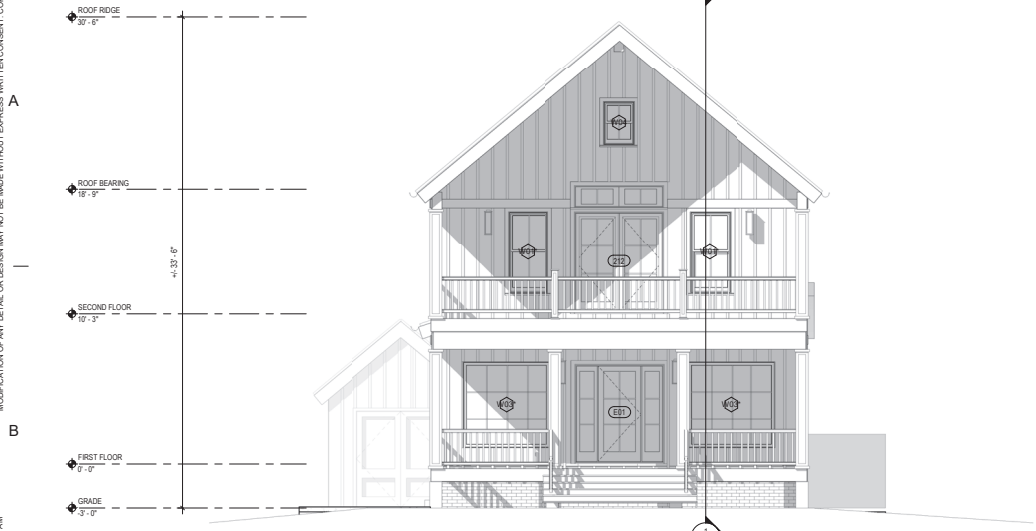


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P:2025 10x12013 Sasso Residence Cape Charles 042525 Sasso Residence R24 V4.rvt

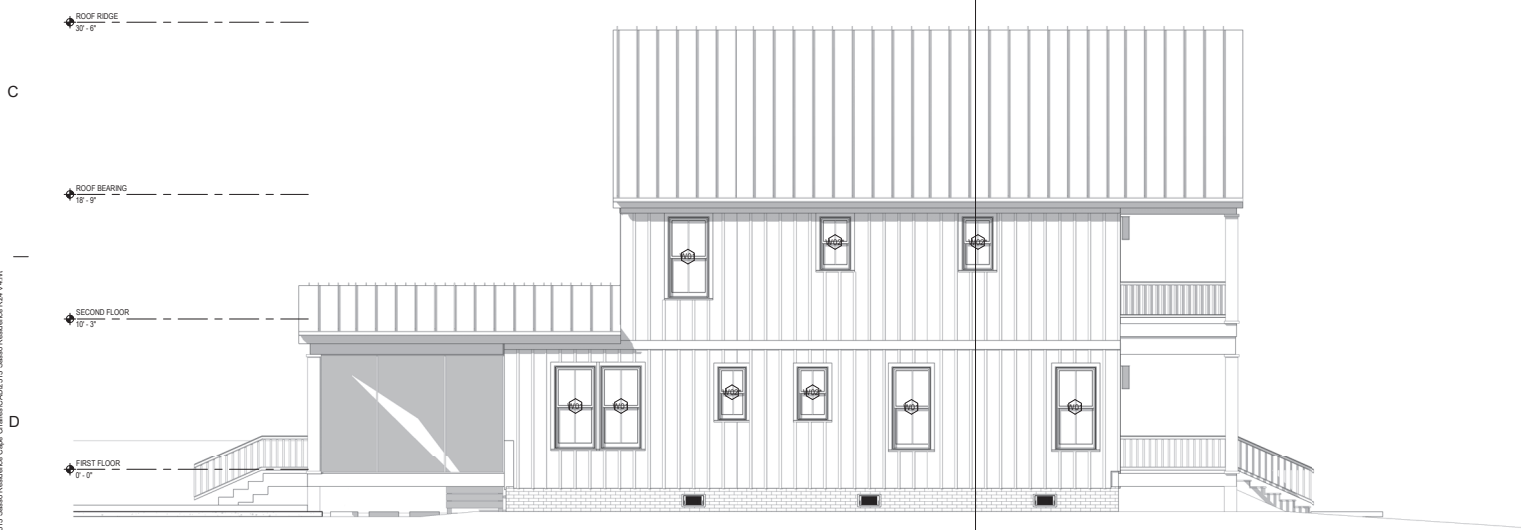
1 | 2 | 3 | 4 | 5



(A) EXTERIOR ELEVATION
1/4" = 1'-0"

EXTERIOR MATERIAL LEGEND	
COMPOSITE WOOD DECKING:	TIMBERTECH LEGACY COMPOSITE
RAILINGS:	TIMBERTECH PINNACLE PVC RAIL WHITE
COMPOSITE WOOD TRIM:	AZEK CLASSIC WHITE TRIM SMOOTH
COMPOSITE WOOD SIDING:	HARDIE ARTISAN LAP SIDING 7" EXPOSURE WITH WOVEN CORNERS
METAL ROOFING:	MCSI METALS ULTRA DEK STANDING SEAM SNAP-LOCK 150 FLAT PANEL CHARCOAL GRAY
SCREEN SYSTEM:	SCREENEZE FLUSH MOUNT TEXTILENE NANO
WINDOWS AND DOORS:	MARVIN ULTIMATE STONE WHITE WITH SIMULATED DIVIDED LITES

* GC TO CONFIRM ALL FINISHES, COLORS, ETC. WITH OWNER PRIOR TO ORDERING
 * GC TO CONSTRUCT A FIELD MOCKUP PANEL FOR OWNER/ARCHITECT REVIEW AND APPROVAL. ALLOW TIME FOR REVIEW, TWEAKING, AND REVISING THE PANEL PRIOR TO ORDERING MATERIAL.



(B) EXTERIOR ELEVATION
1/4" = 1'-0"



NOT FOR
CONSTRUCTION

NEW CONSTRUCTION FOR
SASSO RESIDENCE
 614 WASHINGTON AVE, CAPE CHARLES, VA 23310
 CONCEPTUAL DOCUMENTS

PROJECT #	2513
DATE	7.30.2025
REVISIONS:	

A201
EXTERIOR ELEVATIONS

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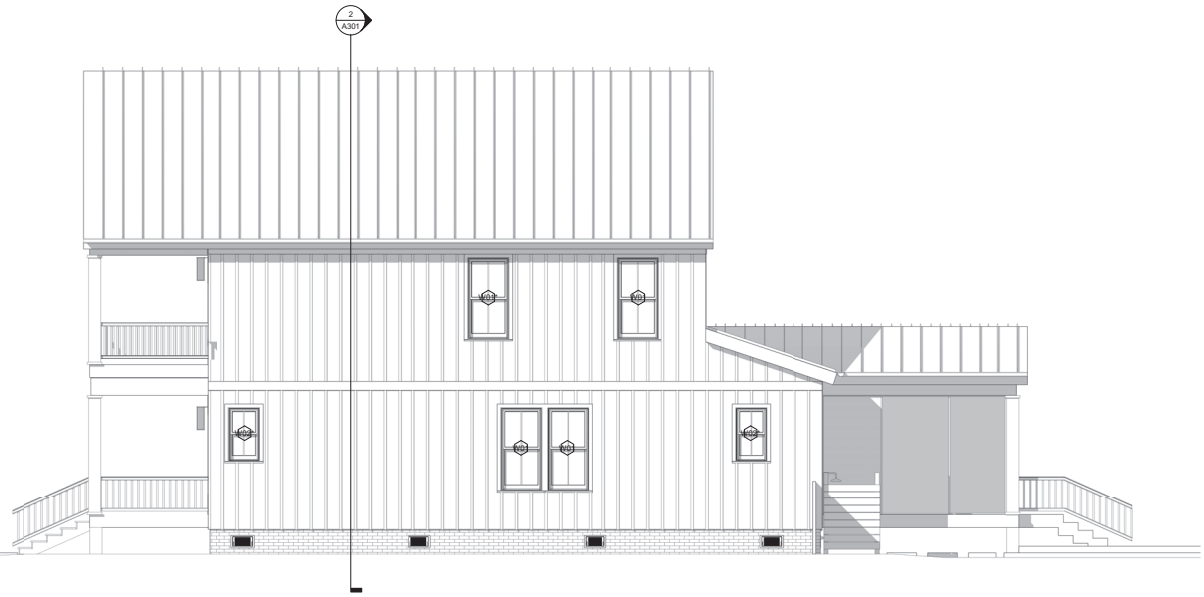
C EXTERIOR ELEVATION
1/4" = 1'-0"



EXTERIOR MATERIAL LEGEND	
COMPOSITE WOOD DECKING:	TIMBERTECH LEGACY COMPOSITE
RAILINGS:	TIMBERTECH PINNACLE PVC RAIL WHITE
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METAL ROOFING:	MCI METALS ULTRA DEK STANDING SEAM SNAP-LOCK 150 FLAT PANEL CHARCOAL GRAY
SCREEN SYSTEM:	SCREENEZE FLUSH MOUNT TEXTILENE NANO
WINDOWS AND DOORS:	MARVIN ULTIMATE STONE WHITE WITH SIMULATED DIVIDED LITES

* GC TO CONFIRM ALL FINISHES, COLORS, ETC. WITH OWNER PRIOR TO ORDERING
 * GC TO CONSTRUCT A FIELD MOCKUP PANEL FOR OWNER/ARCHITECT REVIEW AND APPROVAL. ALLOW TIME FOR REVIEW, TWEAKING, AND REVISING THE PANEL PRIOR TO ORDERING MATERIAL.

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D EXTERIOR ELEVATION
1/4" = 1'-0"



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SASSO RESIDENCE
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PROJECT #	2513
DATE	7.30.2025
REVISIONS:	

A202
EXTERIOR ELEVATIONS

DOOR SCHEDULE					
DOOR NUMBER	TYPE	DOOR		FIRE RATING	COMMENTS
		WIDTH	HEIGHT		
101	SINGLE	2' - 6"	7' - 0"		
102	SINGLE	2' - 6"	7' - 0"		
103	SINGLE	2' - 6"	7' - 0"		
104	SINGLE	2' - 6"	7' - 0"		
105	SINGLE POCKET	2' - 10"	7' - 0"		
201	SINGLE	2' - 10"	7' - 0"		
202	SINGLE	2' - 4"	7' - 0"		
203	SINGLE	2' - 4"	7' - 0"		
204	SINGLE	2' - 4"	7' - 0"		
205	SINGLE	2' - 4"	7' - 0"		
206	SINGLE	2' - 4"	7' - 0"		
207	SINGLE	2' - 10"	7' - 0"		
208	SINGLE	2' - 4"	7' - 0"		
209	SINGLE	2' - 4"	7' - 0"		
210	SINGLE	2' - 10"	7' - 0"		
C01	CASED OPENING	9' - 0"	7' - 0"		
C02	CASED OPENING	3' - 0"	7' - 0"		
E01	EXTERIOR SINGLE WITH SIDELITES	6' - 0 5/8"	6' - 10"		
E02	EXTERIOR 3 PANEL MULTI SLIDE	9' - 2 3/4"	7' - 2"		
E03	EXTERIOR SINGLE	3' - 1 7/16"	7' - 0"		
E04	EXTERIOR DOUBLE INSWING	6' - 0 5/8"	7' - 0"		TRANSOM ABOVE

DOOR GENERAL NOTES:

- A. BASIS OF DESIGN FOR EXTERIOR DOORS IS MARVIN ULTIMATE.
- B. ALL GLAZING IN DOORS TO BE IMPACT RESISTANT SAFETY GLAZING.
- C. BASIS OF DESIGN FOR ALL INTERIOR DOORS TO BE SOLID WOOD TRUSTLE DOORS.
- D. BASIS OF DESIGN FOR ALL INTERIOR POCKET DOORS TO BE CAVITY SLIDER CV WITH SOFT CLOSE
- E. DOOR SIZES ARE ONLY GIVEN FOR REFERENCE. COORDINATE WITH MANUFACTURER FOR ACTUAL FRAME AND ROUGH-IN DIMENSIONS.
- F. COORDINATE ALL HARDWARE STYLE AND FUNCTION WITH OWNER PRIOR TO ORDERING.
- G. CONFIRM DOOR FRAME AND PANEL FINISH WITH OWNER PRIOR TO ORDERING.

WINDOW SCHEDULE								
TYPE	QTY.	APPROX. SIZE		TYPE	MODEL	Sill Height	HEAD HEIGHT	COMMENTS
		WIDTH	HEIGHT					
W01	8	2' - 9 1/4"	5' - 7 1/2"	DOUBLE HUNG	UDHG2 2830	1' - 4 1/2"	7' - 0"	
W01*	3	2' - 9 1/4"	5' - 7 1/2"	DOUBLE HUNG	UDHG2 2830	1' - 4 1/2"	7' - 0"	
W02	4	2' - 1 1/4"	3' - 7 1/2"	DOUBLE HUNG	UDHG2 2018	3' - 4 1/2"	7' - 0"	
W02*	6	2' - 1 1/4"	3' - 7 1/2"	DOUBLE HUNG	UDHG2 2018	3' - 4 1/2"	7' - 0"	TEMPERED GLAZING
W03*	2	6' - 0"	5' - 11 1/8"	FIXED PICTURE	UCAP7272	1' - 0 7/8"	7' - 0"	
W04	2	2' - 1 1/4"	2' - 11 1/2"	DOUBLE HUNG	UDHG2 2014	11' - 6"	14' - 5 1/2"	

WINDOW GENERAL NOTES:

- A. REFER TO BOTH FLOOR PLANS AND ELEVATIONS FOR WINDOW DESIGNATIONS.
- B. BASIS OF DESIGN FOR ALL EXTERIOR WINDOWS IS MARVIN ULTIMATE.
 - a. INCLUDE LOCK STATUS SENSOR IN EACH WINDOW AS A BASIS OF DESIGN.
- C. BASIS OF DESIGN FOR ALL SKYLIGHTS IS MARVIN FIXED CURB MOUNTED SKYLIGHT.
- D. QUANTITIES ARE ONLY SHOWN FOR REFERENCE. GC TO COORDINATE FINAL QUANTITIES
- E. WINDOW SIZES ARE ONLY GIVEN FOR REFERENCE. GC TO COORDINATE WITH MANUFACTURER FOR ACTUAL FRAME AND ROUGH-IN DIMENSIONS.
- F. ALL WINDOWS LOCATED IN BEDROOMS MUST MEET NATIONAL CODE STANDARDS FOR EGRESS - **GC TO REVIEW AND CONFIRM COMPLIANCE PRIOR TO ORDERING.**
- G. PER IRC R310.2.2 ALL WINDOWS IN DWELLING UNITS WHERE THE TOP OF THE SILL OF AN OPERABLE WINDOW OPENING IS LOCATED LESS THAN 18 INCHES (457 MM) ABOVE THE FINISHED FLOOR AND GREATER THAN 20 INCHES (508 MM) ABOVE THE FINISHED GRADE OR OTHER SURFACE BELOW ON THE EXTERIOR OF THE BUILDING, THE OPERABLE WINDOW SHALL COMPLY WITH ONE OF THE FOLLOWING: **GC TO REVIEW AND CONFIRM COMPLIANCE PRIOR TO ORDERING.**
 1. OPERABLE WINDOWS WITH OPENINGS THAT WILL NOT ALLOW A 4-INCH DIAMETER SPHERE TO PASS THROUGH THE OPENING WHERE THE OPENING IS IN ITS LARGEST OPENED POSITION
 2. OPERABLE WINDOWS THAT ARE PROVIDED WITH WINDOW FALL PREVENTION DEVICES THAT COMPLY WITH ASTM F 2096.
 3. OPERABLE WINDOWS THAT ARE PROVIDED WITH WINDOW OPENING CONTROL DEVICES THAT COMPLY WITH SECTION R310.2.2
- H. WINDOW SIZES GIVEN REFER TO FRAME SIZE ONLY. GC TO REFER TO MANUFACTURERS SPECIFICATIONS FOR ROUGH-IN.
- I. GLAZING SHALL BE ULS-772 INSULATED GLASS, TEMPERED WHERE REQUIRED BY CODE AT MIN. SEE SCHEDULE FOR ADDITIONAL SPECIFICATIONS. **GC TO REVIEW AND CONFIRM COMPLIANCE PRIOR TO ORDERING.**
- J. WINDOW MANTIN: PROVIDE SIMULATED DIVIDED LITE WINDOW MANTINS W/ SPACER BARS. SEE ARCHITECTURAL ELEVATIONS FOR MANTIN BAR DESIGN.
- K. PROVIDE SCREENS FOR ALL WINDOWS AND DOORS. COORDINATE INSTALLATION WITH OWNER.
- L. GC TO CONFIRM INTERIOR WINDOW/HARDWARE FINISH WITH OWNER.
- M. SEE A601 FOR TYPICAL WINDOW HEAD, JAMB, AND SILL DETAILS.
- N. COORDINATE FINAL SELECTION, STYLE, INTERIOR AND EXTERIOR FINISH, ETC. WITH OWNER. ALSO, SEE COLOR RENDERINGS FOR REFERENCE.



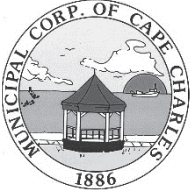
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 CONCEPTUAL DOCUMENTS

PROJECT #	2513
DATE	7.30.2025
REVISIONS:	

A601
 WINDOW SCHEDULE,
 DOOR SCHEDULE, AND
 NOTES

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 P:\2025\06\0213_Sasso Residence-Cape Charles\A601.dwg, Sasso Residence R201 V4.rvt
 7/31/2025 11:50:04 AM



Certificate of Appropriateness Application

Accessory Structure

Planning & Zoning Department
2 Plum Street; Cape Charles, VA 23310
757-331-3259 x31

planningtech@capecharles.org

Revised 05/2025

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Owner signature:

Date: 8/12/25

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Property Address: 614 WASHINGTON AVE. CAPE CHARES

Tax Map #: 83A1-1-20

Is there an active Certificate of Appropriateness on this property? No Yes _____ Date

Zoning District: R-1

PART 3: PROPERTY OWNER INFORMATION

Name and/or Company: RICHARD SASSO, MARIA GABRIELA JARAMILLO AILLON

Mailing Address: 16219 HAMPTON GLEN LN, CHESTERFIELD, VA 23832

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Check here if applicant is owner. (If applicant is not the property owner, an Owner's Permission Affidavit must be attached.)

Name and/or Company: ALTRUISTIC DESIGN

Mailing Address: 311 VIRGINIA BEACH BLVD, VIRGINIA BEACH, VA 23451

Phone Number: 757-839-3095, 508-498-8494

Email: KEVANS@ALTRUISTICDESIGN.COM, JMALONEY@ALTRUISTICDESIGN.COM

PART 5: PROJECT INFORMATION

Proposed Project Description (If any tree removal is being proposed a Tree Permit Application must be completed.):

SCOPE OF WORK INCLUDES THE CONSTRUCTION OF A NEW SINGLE STORY SHED IN CAPE CHARLES, VIRGINIA. NEW WORK SHALL INCLUDE WOOD STUD FRAMING, FIBER CEMENT EXTERIOR CLADDING, WOOD CLAD DOORS.

PART 6. ACCESSORY STRUCTURE
See Section 5.13 & 6 of the Historic District Design Guidelines
Cape Charles Zoning Ordinance Section 4.1 (E)

Main Dwelling First Floor Building Area (sq ft): 1,045 SF		Height of Main Dwelling: +/- 33'-6"	
Building Area (sq. ft.): 150 SF		Total Gross Floor Area (sq. ft.): 1,895 sf	
Distance from Main Structure (ft.): 42'-6"		Building width (ft.): 25'- 0"	
Building Height	Feet: +/-33' -6"	Stories: 2	Roof pitch: 10/12, 4/12

A. Foundation	Material to be used if applicable: on skids		
B. Roofing	Material to be used: Brick veneer		
C. Siding	Material to be used: Standing seam metal	Dimensions: batten boards @ 12" on center	
D. Doors	Width: 6'-0" Height: 7'-0"		
	Material and Configuration: attach a picture (i.e., glass panes, divisions, decorative details & panels) [front entrance] solid wood entrance door with simulated divided lites [Upper front and rear doors] aluminum clad wood with simulated divided lites, and		
E. Windows	Configuration (i.e., double-hung sash, 2/2, 6/1, 6/6, etc.) attach a picture: double-hung, 2/2, fixed glazing 3/4 [refer to drawings]		
	Material: aluminum clad wood windows with simulated divided lites		
	Width: 2'-2", 2'-10", 6'-0"	Height: 3'-8", 5'-8", 6'0"	Depth:
F. Trim	Material to be used: James Hardie smooth Board & Batten		
	Dimensions: 8/4" X 4", 8/4" X 8"		

Describe how the proposed construction will relate to the architectural scale, massing, volumes, and styles represented within the historic district. Attach pictures of the neighborhood (e.g., adjacent buildings, streetscapes).
 THE PROPOSED NEW CONSTRUCTION 1 STORY SHED IS SCALED TO BE COMPLIMENTARY TO THE NEIGHBORING PROPERTIES. THE SIDING AND ROOFING MATERIALS SELECTED ARE CONTEMPORARY BUT WITH AN AESTHETIC NOD TO THE HISTORIC COASTAL FABRIC OF THE COMMUNITY TO MATCH THE MAIN STRUCTURE.

Indicate the proposed materials if not listed above, distinctive architectural features and ornamentation:

I hereby certify that I have the authority to make the foregoing application, that the information given is true and correct, and that the construction or improvements will conform to the regulations in the Virginia Statewide Building Code, all pertinent Town Ordinances, including fire, sewer and water ordinances, and private building restrictions, if any, which may be imposed on the property by deed. Furthermore, I certify that the changes to the improvement before or during construction will be provided to the Zoning Administrator and Building Official before such changes are constructed.

Applicant's signature: _____ Date: 8/12/25

Zoning Administrator's signature: _____ Date: _____

Zoning Ordinance Article VIII Section: _____

1

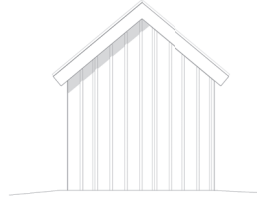
2

3

4

5

A



(E) EXTERIOR ELEVATION
1/4" = 1'-0"

(F) EXTERIOR ELEVATION
1/4" = 1'-0"

(G) EXTERIOR ELEVATION
1/4" = 1'-0"

(H) EXTERIOR ELEVATION
1/4" = 1'-0"

B

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C

D

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