

**Historic District Review Board  
Regular Meeting Agenda  
Cape Charles Civic Center @ 500 Tazewell Avenue  
February 20, 2024 @ 5:00 P.M.**

1. **Call to Order; Roll Call**
  - A. Roll call and establish a quorum.
2. **Invocation and Pledge of Allegiance**
3. **Public Comment**
4. **Consent Agenda**
  - A. Approval of agenda format
  - B. Approval of Minutes
    - (1) January 3, 2024 Historic District Review Board Special Meeting
    - (2) January 16, 2024 Historic District Review Board Regular Meeting
5. **Unfinished Business: None**
6. **New Business: Applications for Certificate of Appropriateness:**
  - A. **FENCE INSTALLATION - EXTENSION:** None.
  - B. **MODIFICATION TO APPROVED Certificate of Appropriateness:**
  - C. **RENOVATION, MINOR:** None.
  - D. **RENOVATIONS, ADDITIONS, & NEW CONSTRUCTION:**
    - (1) 514 Washington Avenue: Diane and Evan Laws – to remove the existing open front porch and rebuilt a new 146.4 sq. ft. covered front porch; to construct a 146.4 sq. ft. rear addition; and replace: the existing 1/1 vinyl/aluminum windows with new 1/1 vinyl windows, and existing aluminum siding with new James Hardie siding on the single-family dwelling
    - (2) 10 Tazewell Avenue: Stephen Niemerski and Elfriede Noonan represented by Coastal Craftsman Builders – to construct: (i) a 228 sq. ft. rear addition, (ii) 192 sq. ft. rear screen porch, (iii) 204 sq. ft. rear/side deck, and (iv) 306 sq. ft. side addition on the single-family dwelling; install custom wood doors on the accessory structure; and install fencing on the remainder of the property to match existing.
  - E. **COMMERCIAL-3 DISTRICT:** None
  - F. **OTHER: WORKING WITHOUT AN APPROVED CERTIFICATE of APPROPRIATENESS:**
    - (1) 616 Strawberry Street: Jessica and Perry Coburn – to construct a 256 sq. ft. detached patio in the rear yard
7. **Other Business:**
  - A. Discussion on Whole House Window Replacement
  - B. Alternative Material Flowchart PowerPoint
  - C. Monthly Report from Zoning Administrator Katie Nunez
8. **Adjourn**