

**Historic District Review Board
Regular Meeting Agenda
Cape Charles Civic Center @ 500 Tazewell Avenue
March 19, 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) February 20, 2024 Historic District Review Board Regular Meeting
5. **Unfinished Business:** None
6. **New Business: Applications for Certificate of Appropriateness:**
 - A. **FENCE INSTALLATION:** None.
 - B. **MODIFICATION TO APPROVED Certificate of Appropriateness:**
 - (1) 110 Tazewell Avenue: Blake and Sara Manners represented by Coastal Craftsman Builders –
 - (i) Driveway: to extend the pavers to the rear of the house than continue with shells to the alley;
 - and (ii) Front and Side Porch Steps: add wrought iron or aluminum balustrades.
 - C. **RENOVATION, MINOR:**
 - (1) 612 Pine Street: Howard Helenbrook – to replace: (i) two 9/1 GBG front vinyl windows with two 9/1 GBG front vinyl windows, and (ii) an existing wooden rear fence with a wooden picket fence.
 - (2) 614 Pine Street: Howard Helenbrook – to replace six 9/1 GBG vinyl windows with two 9/1 GBG vinyl windows
 - D. **RENOVATIONS, ADDITIONS, & NEW CONSTRUCTION:**
 - (1) 535 Jefferson Avenue: Barnett and Vanessa Thourogood – to construct a 130.4 sq. ft rear deck with steps on the single-family dwelling, a 144 sq. ft. rear paver patio, and install a 16 sq. ft. rear outdoor shower.
 - (2) 122 Peach Street: Peachy Keen Getaway, LLC represented by Peacock Cottage LLC – (i) to remove the front porch brick steps and replace with wood treads and PVC risers, (ii) to replace the front porch step balustrades with wood custom designed to be historically correct to original style (iii) to remove an existing 168.6 sq. ft. one-story portion on the right south side of the single-family dwelling and construct a 156 sq. ft. two-story addition with a 21.7 sq. ft. porch.
 - E. **COMMERCIAL-3 DISTRICT:** None
 - F. **OTHER:** None
7. **Other Business:**
 - A. Monthly Report from Zoning Administrator Katie Nunez
8. **Adjourn**