

**Historic District Review Board
Regular Meeting Agenda
Cape Charles Civic Center @ 500 Tazewell Avenue
April 16, 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) March 19, 2024 Historic District Review Board Regular Meeting
5. **Unfinished Business:** None
6. **New Business: Applications for Certificate of Appropriateness:**
 - A. **FENCE INSTALLATION:**
 - (1) 114 Pine Street: Gerry Forbes and Barrett Cree – to install a 3’ vinyl picket fence in the front and side yard and a 6’ vinyl privacy fence in the rear yard.
 - B. **MODIFICATION TO APPROVED Certificate of Appropriateness:** None.
 - C. **RENOVATION, MINOR:**
 - (1) 644 Monroe Avenue: Christopher and Karen Willis to replace the existing slate roof with a new slate roof on the two-story single-family dwelling, to replace the existing tin/metal roof with copper on the one-story side flat roofs, and to add a copper cap to the chimney
 - (2) 543 Mason Avenue: Paige Pollard – to replace: (i) front metal door with new wood 4-lite / 1-panel door, (ii) front vinyl windows with first-floor custom-fabricated 2/2 TDL and second-floor with a center 2/2 wood TDL flanked by narrow 1/1 wood on either side, (iii) existing mailbox with new mailbox, and (iv) rear metal door with new fiberglass 1-lite door on the two-story single-family dwelling; to install a shell driveway; to move the existing fence; to rebuild a rear metal lean-to roof existing accessory structure
 - (3) 210 Tazewell Avenue: William and Jayne Prickett – to replace: (i) shingle roof with a new shingle roof, (ii) various types of wood siding with new Hardie Plank to match house, (iii) wood trim with AZEK trim boards, (iv) wood 6/6 window with new 1/1 double-hung vinyl on east side; remove the front doors and replace with two new 1/1 double-hung vinyl windows and Hardie Plank siding; add new entrance door and lean-to roof on east side of the accessory structure.
 - D. **RENOVATIONS, ADDITIONS, & NEW CONSTRUCTION:**
 - (1) 505 Harbor Avenue: Jennifer Corcoran represented by Eric Adams, dba Adams Home Renovations – to construct a 240 sq. ft. second-floor deck on the rear of the two-story single-family dwelling.
 - (2) Tax Map #83A1-1-58B & 59B on Plum Street: James and Kelly Eldringhoff represented by William Doughty dba Village Builders on the Bay, Inc. – to construct a new 1,449 sq. ft. two-story single-family dwelling with a 216 sq. ft. front porch, 16 sq. ft. side door landing and a 40 sq. ft. rear door landing, a rear 160 sq. ft. patio, and an outdoor shower.
 - E. **OTHER:** None
7. **Other Business:**
 - A. Monthly Report from Zoning Administrator Katie Nunez
8. **Adjourn**