



## Historic District Review Board Staff Report

**Agenda Title:** 614 Peach Street  
**Agenda Date:** May 19, 2026  
**Prepared by:** Tracy Outten, Planning/Zoning Assistant –  
Preservation & Zoning Administrator  
**Reviewed By:** Rick Keuroglan, Town Manager  
**Date:** May 7, 2026

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**Applicant:** QS LLC, representing the owner, Loelyn Renovations, LLC

**Type Of Application:** Pre-Application/Certificate of Appropriateness

**Site Address:** 614 Peach Street

**Work to be Performed:** renovations and construction of new additions

**Tax Map:** 83A1-1-67A

**Current Zoning:** R-1

**Lot Size:** 3,253 sq. ft.

**Historic Register:** NOT LISTED

*Description: NA*

*Accessory Structure: NA*

**Date Application Received:** April 6, 2026

**Pre-Application Meeting:** May 19, 2026

**Date Application Deemed Complete:** April 6, 2026

**Legal Deadline: HDRB Decision (90 Days from Complete Application):** July 6, 2026

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### Overview:

The applicant is seeking to: (1) renovate the existing single-family home as follows: (a) replace the existing windows with new vinyl 1/1 windows; (b) replace the existing metal doors with new fiberglass doors; and (c) rebuild the existing enclosed front porch to be open; (2) construct the following: (a) a 16.25' x 10' (162.5 sq. ft.) rear porch on the existing structure, (b) an 8' x 22.2' (177.6 sq. ft.) side addition, and (c) a 13.75' x 10' (137.5 sq. ft.) rear porch on the new side addition on the single-family home. Also, included in this application is the installation of concrete to finish the existing driveway. Any new additions must be compatible, sympathetic, and complementary to existing buildings.

**Aerial Map:**



**Materials:**

**Renovations:**

**Door:** 4-lite/1-panel Fiberglass

**Window:** Anderson Series 100: 1/1 Fiberglass

**Front Porch:** Roof: Architectural Shingle; Ceiling: Vinyl Beadboard; Decking: AZEK Tongue & Groove; Columns: 8' x 8" Square Fibercast; Baluster – Square Composite, Front: 8' sections, 36" H; Railings: AZEK Premier; Posts: 4 x 4 between rail sections; Post Caps: 4" x 4" Steps: 8" x 11" x 6' AZEK; Skirting: 1 x 6 Vinyl Privacy Lattice

**Addition:**

**Roof:** Pitch: 8:12; Architectural Shingle

**Doors:** **NEED INFORMATION FOR GARAGE AND REAR**

**Windows:** Anderson Series 100: 1/1 Fiberglass

**Siding:** Vinyl

**Rear Porches:** Roof: Architectural Shingle; Ceiling: Vinyl Beadboard; Decking: 5-1/4 x 6 AZEK Boards; Columns: 8' x 8" Square Fibercast; Baluster: Square Composite, Front: 8' sections, 36" H; Railings: AZEK Premier; Posts: 4 x 4 between rail sections; Post Caps: 4" x 4" Steps: 8" x 11" x 6' AZEK; Skirting: 1 x 6 Vinyl Privacy Lattice

**Staff Analysis:**

**Zoning Compliance:**

The property is a legal, non-conforming use. The proposed project seeks to renovate the existing single-family dwelling and to construct a new 6' x 22' (132 sq. ft.) side addition and a rear porch on the single-family dwelling. Although the finished driveway does not meet Town Code Chapter 32, Article IV, Section 32-95 (k) (1) (a), it was pre-existing. Zoning Compliance has been achieved based upon this application to the HDRB.

Any property within the Historic District Overlay is required to meet the Historic District Guidelines, which are superimposed on the underlying zoning district regulations.

**Historic District Guidelines:**

*Section 5.12: Additions*

*Section 7.1: Alternative Materials*

*Section 7.4: Non-Contributing Considerations*

**Staff Recommendation:**

Staff requests that the HDRB review the applicant's application materials and determine whether the proposed renovations, additions, and materials for the single-family dwelling are in keeping with the Guidelines of the Historic District and reflect the character and historic appearance of the neighborhood.

Staff is prepared to assist in developing a motion, if needed.

The Historic District Review Board makes the final determination on whether or not a Certificate of Appropriateness will be issued for this project and may impose conditions on an approval.

If approved, a Certificate of Appropriateness shall expire of its own limitation six (6) months from the date of issuance if the work authorized thereby is not commenced by the end of such six (6) month period; and further, any such certificate shall also expire and become null and void if such authorized work is suspended or abandoned for a period of six (6) months after being commenced.

**Attachments:**

Attachment 1: Total Lot Coverage Sheet

Attachment 2: Application and Supporting Documents