



# HISTORIC DISTRICT REVIEW BOARD STAFF REPORT

Meeting Date: September 16, 2025

Item: Report from Zoning Administrator Katie Nunez

Prepared by: Katie H. Nunez, Director of Planning & Zoning Administrator

Date: September 5, 2025

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## 1) MINOR EXEMPTIONS APPROVED BY ZONING ADMINISTRATOR:

- a. 501 Jefferson Avenue – replacing the roof shingles, pursuant to CCZO Section 8.17 (B).
- b. 512 Madison Avenue – modifying an approved CoA.
- c. 541 Madison Avenue – After the Fact removal of the side chimney and wall due to structural damage, pursuant to CCZO Section 8.17 (H)
- d. 547 Mason Avenue – installing a fence, pursuant to CCZO Section 8.17 (H)
- e. 115 Randolph Avenue – installing railing to the front steps for medical reasons, pursuant to CCZO Section 8.17. (H).
- f. 409 Randolph Avenue – replacing the existing front porch and side porch wood flooring with new wood flooring, pursuant to CCZO Section 8.17 (B).

## 2) COMPLIANCE CHECKS BY ZONING COMPLIANCE OFFICER ON ISSUED CERTIFICATES OF APPROPRIATENESS (COA): None.

## 3) NOTICES OF VIOLATIONS ISSUED ON BEHALF OF THE HDRB: None.