

	Agenda Title:	Agenda Date:
	Resolution Confirming the Town Hall's Physical Address	March 19, 2026
	Subject/Proposal/Request:	
	Confirmation of the official physical address of the Cape Charles Town Hall	
Town of Cape Charles	Attachments:	For Council:
	Resolution 20260319B	Action: X Information:
	Staff Contact(s):	Reviewed by:
	Libby Hume, Town Clerk	Rick Keuroglan Town Manager

Background:

The Town of Cape Charles relocated its municipal administrative offices and Town Hall operations to a leased facility located at 412 Tazewell Avenue. Staff officially began operating from this location on October 27, 2025. The building now serves as the primary location for Town administration, and delivery of municipal services.

Item Specifics:

In order to maintain consistency across official Town records, public notices, legal documents, and governmental correspondence, it is appropriate for Town Council to formally confirm the official physical address of Town Hall. Adoption of the attached resolution will formally establish 412 Tazewell Avenue, Cape Charles, Virginia 23310 as the official physical address of Cape Charles Town Hall.

Recommendation:

Staff recommends that Town Council adopt the attached resolution confirming the official physical address of Cape Charles Town Hall as 412 Tazewell Avenue, Cape Charles, Virginia 23310.

**TOWN OF CAPE CHARLES
RESOLUTION 20260319B**

**A RESOLUTION CONFIRMING THE OFFICIAL PHYSICAL ADDRESS OF
CAPE CHARLES TOWN HALL AS
412 TAZEWELL AVENUE, CAPE CHARLES, VIRGINIA 23310**

WHEREAS, the Town of Cape Charles relocated its municipal administrative offices and Town Hall operations to a leased facility located at 412 Tazewell Avenue, Cape Charles, Virginia 23310; and

WHEREAS, Town staff officially began operating from this location on October 27, 2025, and the facility now serves as the primary location for municipal administration and delivery of Town services; and

WHEREAS, it is necessary for official Town records, legal documents, governmental correspondence, public notices, and other administrative purposes that the Town Council formally confirm the official physical address for the Municipal Corporation of Cape Charles; and

WHEREAS, the confirmation of this address will ensure consistency across municipal documents, intergovernmental communications, public records, and state and federal filings.

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Cape Charles, Virginia, that the official physical address of the Cape Charles Town Hall is hereby confirmed as:

**412 Tazewell Avenue
Cape Charles, Virginia 23310**

BE IT FURTHER RESOLVED that this address shall be recognized as the official location of the Municipal Corporation of Cape Charles for all governmental, administrative, and legal purposes unless amended by future action of the Town Council.

ADOPTED by the Town Council of the Town of Cape Charles, Virginia, this 19th day of March, 2026

Adam Charney, Mayor

ATTEST:

Libby Hume, Town Clerk