

**HISTORIC PRESERVATION REVIEW COMMISSION**  
**232 N. Queen Street**  
**February 1, 2016**  
**Regular Meeting 7:00 PM**  
**J. Oakley Seibert Council Chambers**  
**AGENDA**

**I. CALL TO ORDER**

**II. ROLL CALL (and microphone check)**

**III. APPROVAL OF January 4, 2015 MEETING MINUTES.**

**IV. UNFINISHED BUSINESS: none**

**V. NEW BUSINESS:**

1. **CASE #HP 16-012. 126 N. Raleigh Street. Public Hearing.** Application requesting a Certificate of Appropriateness to replace slate shingles with architectural shingles. James Horton, applicant.
2. **CASE #HP 16-013. 406-B W. Race Street. Public Hearing.** Application requesting a Certificate of Appropriateness to install vinyl lettering. Darren Asbury, applicant.
3. **CASE #HP 16-014. 211 W. Burke Street. Public Hearing.** Application requesting a Certificate of Appropriateness to replace deteriorated wire fence with a wooden privacy fence. Ian and Helen Henderson, applicant.
4. **CASE #HP 16-015. 208 E. Martin Street. Public Hearing.** Application requesting a Certificate of Appropriateness to install a six-foot privacy fence and to change trim color/paint structure. Helen Henderson, applicant.
5. **CASE #HP 16-016. 105 W. John Street. Public Hearing.** Application requesting a Certificate of Appropriateness to remove balconies, seal four windows and two paneled façade sections with brick and install ADA accessible ramp. Boys & Girls Club of the Eastern Panhandle, applicant.

**VI. OTHER BUSINESS: none**

**VII. DISCUSSION ITEMS: none**

**VIII. ACTION ITEMS:**

**IX. ADJOURNMENT**

**\*\*NOTE TO ALL APPLICANTS\*\***

**Applicant or a representative must be present at the meeting in order for your case to be heard. If for any reason you cannot be present please notify the Planning Department for the City of Martinsburg 48 hours in advance at (304) 264-2131.**