

**HTRC/PRE-DESIGN MEETING  
INTER-OFFICE AGENDA  
Meeting – Wednesday, February 5, 2025  
at 10:00 AM**

This meeting will be held at 1911 Boundary Street (City Hall) in the first-floor Planning Conference room.

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/86706195142?pwd=jJ30InKNRWe0OUaFPABt6QIptxe8Cg.1>

Password: 242241      Meeting ID: 867 0619 5142      Call in Phone#: +1 929 205 6099

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**Agenda items:**

**I. Projects:**

- a. **1109 Craven Street** – Request to remove, redeck first-floor porch & repaint first- and second-floor porches (contributing – ca. 1820); Submitted by Leith Webb (Rectory of St. Helena’s Episcopalian Church).
- b. **701 Greene Street** – Request for adding hedges, brick wall and a staircase from rear porch to garden (contributing – ca. 1785); Submitted by Jeremiah Smith with Allison Ramsey (Architect)
- c. **1406 Greene Street** – Discussion on proposal for several exterior house improvements, including roof, shutters, stucco siding, front door, etc. (non-contributing); Submitted by Lekshmi Poe (Homeowner)
- d. **510 Craven Street** – Follow-up discussion on proposal for family-room addition, partial rear porch enclosure, changes to stairs leading to garden (contributing – ca. 1885); Submitted by Michael Frederick (Architect)
- e. **605 West Street** – Discussion on revisions to foundation piers and screening (contributing – ca. 1890); Submitted by Cary Tolley (Homeowner)

**II. Staff Discussion**

**III. Adjournment**

If you have any questions, please call (843) 525-7014.  
Thank you.

cc: Leith Webb  
Jeremiah Smith  
Lekshmi Poe  
Michael Frederick  
Cary Tolley