



Inter Department Correspondence Sheet

**TO:** Norfolk Design Review Committee

**FROM:** Executive Secretary

**COPIES:** Lori Cloud (City Clerk's office)

**SUBJECT:** Preliminary Agenda for January 5, 2009 Meeting

December 30, 2009

Following is the preliminary agenda for the Norfolk Design Review Committee meeting on **Monday, January 5 at 4:00 p.m. in the 10<sup>th</sup> Floor Conference Room at City Hall**. An informal discussion of agenda items is at 3:30 p.m. in the 5<sup>th</sup> Floor conference room for interested parties.

**1. West Freemason Certificate of Appropriateness**

**a. Preliminary Review**

- i. The Botetourt – Installation of signage and fencing for parking lot at 500 Botetourt Street

**2. Private Projects**

**a. Final Review**

- i. Wachovia Center- Phase II -- New construction at Monticello Avenue and Charlotte Street
- ii. Midtown Office Tower – New construction at the corner of Tidewater Drive and Virginia Beach Boulevard

**b. Courtesy Review**

- i. Location between 300 Granby Street and 317 Monticello Avenue – New construction of student services center at Tidewater Community College

**An applicant or representative must attend the Design Review Committee meeting to present the request.**

Frank M. Duke, AICP  
Executive Secretary