

**NOTICE:** Any person requiring accommodation to participate in or observe a public town meeting or hearing shall make a **written request for accommodation** to the Town Clerk, Donna Schwartz, 7 business days in advance of the meeting or hearing.

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**TOWN OF OCEAN VIEW PUBLIC NOTICE**  
**BOARD OF ADJUSTMENT MEETING**  
**December 18, 2025 3:00PM**

NOTICE IS HEREBY GIVEN BY the Board of Adjustment of the Town of Ocean View that a meeting will be held at 3:00pm or as soon as possible thereafter on Thursday, December 18, 2025, to consider matters set out in the attached agenda at 32 West Avenue. The applicable material may be examined prior to the hearing by all interested parties on the second floor of the Wallace A. Melson Municipal Building located at 201 Central Avenue between 8:30 a.m. and noon and 1 through 4 p.m., Monday through Friday.

**AGENDA**

- 1. CALL TO ORDER / PLEDGE OF ALLEGIANCE**
- 2. SWEARING IN OF ERIC THORNTON**
- 3. REORGANIZATION OF BOARD OF ADJUSTMENT**
- 4. APPROVAL OF AGENDA**
- 5. APPROVAL OF MINUTES**
  - A. September 18, 2025, Board of Adjustment Meeting Minutes.**
- 6. NEW BUSINESS**
  - A. V-463 21 Port Royal Road (PIDN:094.730/CTM#134-12.00-2118.00)**

V-463: a request for a variance from Article V, §140-35, which requires decks to adhere to the same front yard setback as the principal structure. The property owners wish to enlarge their existing front porch by way of a 4'x20' deck extension. The front yard setback in the R-1 single-family residential zone is 25' as established in Article V, §140-28 of the Town Code. As proposed, the deck extension would project approximately 3.5' into the required 25-foot front yard setback.

The application is submitted by the applicant and property owners, Mark and Maureen Nicholson, for property zoned R-1 (Single Family Residential), located at 21 Port Royal Rd. (PIDN: 094.730 / CTM: 134-12.00-2118.00).

## **7. ADJOURNMENT**

Note: The agenda items listed may not be considered in sequence.

Posted: December 11, 2025

### **Rules of Order for Meetings (Summary)**

Each person addressing the Town Council, or any Town Commission, shall identify him/herself by name and place of residence for the record and shall address all remarks to the Town Council/Town Commission as a body and not to any member thereof.

Each person shall limit their remarks to the matter under discussion, shall be permitted to speak only one time on any topic, and shall be limited to (3) minutes. A written statement in lieu of or in addition to verbal comments is permissible.

No one other than a member of the Town Council/Commission is permitted to enter discussions without approval of the mayor/presiding officer. No members of the public are permitted to ask questions of any speaker while they are addressing the Town Council/Commission or of a Town Councilmember/ Commissioner without permission from the presiding officer.

All people attending in person or participating electronically in a Town Council/Commission meeting should conduct themselves in an orderly fashion. All shall follow the direction of the mayor/presiding officer, no disruptive behavior is permitted, and electronic devices shall be silent.

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