



TOWN COUNCIL
Public Hearing & Regular Meeting
December 16, 2021
Cape Charles Civic Center
6:30 PM

1. Call to Order
 - A. Roll Call
 - B. Establish quorum
2. Moment of Silence and Pledge of Allegiance
3. Public Hearing:
 - A. 602 Tazewell Avenue – Conditional Use Permit – Accessory Dwelling Unit
 - B. 206A Jefferson Avenue – Conditional Use Permit – Accessory Dwelling Unit
 - C. 325 Madison Avenue – Conditional Use Permit – Accessory Dwelling Unit
 - D. 654 Monroe Avenue – Conditional Use Permit – Accessory Dwelling Unit
 - E. 410 Harbor Ave/100 Madison Ave – Conditional Use Permit – Accessory Dwelling Unit
 - F. 4 Lots on Randolph Avenue – Conditional Use Permit – Mini Golf
 - G. 219 Mason Avenue – Conditional Use Permit – 5 Residential Units above First Floor Commercial
4. Recognition of Visitors / Presentations / Recognitions
 - A. [Board of Zoning Appeals Semi-Annual Report](#) – Katie Nunez, Zoning Administrator
5. Public Comments for items not subject to the advertised public hearing (3 minutes per speaker)
6. *Consent Agenda
 - A. Approval of Agenda Format
 - B. [Approval of Minutes](#)
 - C. [Approval of October 31, 2021 Financial Report](#)
7. Unfinished Business: None
8. New Business:
 - *A. [602 Tazewell Avenue – Conditional Use Permit – Accessory Dwelling Unit](#)
 - *B. [206A Jefferson Avenue – Conditional Use Permit – Accessory Dwelling Unit](#)
 - *C. [325 Madison Avenue – Conditional Use Permit – Accessory Dwelling Unit](#)
 - *D. [654 Monroe Avenue – Conditional Use Permit – Accessory Dwelling Unit](#)
 - *E. [410 Harbor Ave/100 Madison Ave – Conditional Use Permit – Accessory Dwelling Unit](#)
 - *F. [4 Lots on Randolph Avenue – Conditional Use Permit – Mini Golf](#)
 - *G. [219 Mason Avenue – Conditional Use Permit – 5 Residential Units above First Floor Commercial](#)
 - *H. [Harbor Area Review Board Member Reappointment](#)
 - *I. [Architectural Services Contract Amendment](#)
 - *J. [Civil War Trail Interactive Signage](#)
 - *K. [Comprehensive Plan Consultant](#)
9. Town Manager Comments
10. Mayor & Council Comments (5 minutes per speaker)
11. Announcements
 - December 17, 2021 – Town Offices closing at 2:00 PM for Employee Christmas Party
 - December 23 & 24, 2021 – Town Offices closed for Christmas holiday
 - December 31, 2021 – Town Offices closed for New Year's holiday
 - December 31, 2021 – Dropping of the Crab Pot
 - January 6, 2022 – Town Council Special Meeting & Work Session
 - January 8, 2022 – Town Council Town Hall Meeting re: Strategic Plan (*tentative*)
 - January 12, 2022 – Town Council Executive Session – Board Interviews (*tentative*)
 - January 13, 2022 – Town Council Special Meeting & Work Session (*tentative*)
 - January 17, 2022 – Town Offices closed for Martin Luther King, Jr. Day
 - January 20, 2022 – Town Council Regular Meeting
12. Adjournment of Public Hearing and Regular Meeting



TOWN COUNCIL

Work Session

December 16, 2021

Cape Charles Civic Center

Immediately Following the Regular Meeting

1. Call to Order
 - A. Roll Call
 - B. Establish quorum
2. FY 2022 Mid-Year Budget Review
3. Adjournment



TOWN COUNCIL
Executive Session
December 16, 2021
Cape Charles Civic Center
Immediately Following the Work Session

1. Call to Order
 - A. Roll Call
 - B. Establish quorum
2. Motion to go into Closed Session

Code of Virginia § 2.2-3711, Paragraph 28: Discussion or consideration of information subject to exclusion in subdivision 11 of § 2.2-3705.6.

§ 2.2-3705.6, Subdivision 11.b.: Information provided by a private entity to a responsible public entity pursuant to the provisions of the Public-Private Education Facilities and Infrastructure ACT of 2002 (PPEA) if disclosure of such information would reveal (i) trade secrets of the private entity; (ii) financial information of the private entity that are not generally available to the public through regulatory disclosure or otherwise; or (iii) other information submitted by the private entity where if such information was made public prior to the execution of an interim agreement or a comprehensive agreement, the financial interest or bargaining position of the public or private entity would be adversely affected.

Specifically: PPEA Proposal Review and Process:

- Aqua Virginia, Inc.
 - Virginia American Water
3. Members of the Public Requested to Leave the Room
 4. Invite Members of the Public back into the Room
 5. Motion to go into Open Session
 6. Motion to Certify

Certification to the best of each member's knowledge (i) only public business matters lawfully exempted from open meeting requirements under this chapter and (ii) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the meeting by the public body. Roll call vote.

7. Review of Upcoming Schedule
8. Adjournment of Executive Session