



TOWN COUNCIL & PLANNING COMMISSION

**Joint Work Session
Cape Charles Civic Center
November 9, 2022
6:30 PM**

At approximately 6:30 p.m. Mayor William "Smitty" Dize, having established a quorum, called to order the Work Session of the Town Council. In addition to Mayor Dize, in attendance were Vice Mayor Bennett, Councilmen Buchholz, Follmer and Grossman, and Councilwomen Holloway and O'Brien. Also, in attendance were Mayor-elect Adam Charney, Councilman-elect Ken Butta, Town Manager John Hozey, Planner & Zoning Administrator Katie Nunez, Planning Technician Tracy Outten, and Town Clerk Libby Hume. There were no members of the public in attendance.

Chairman Bill Stramm, having established a quorum, called to order the Work Session of the Planning Commission. In addition to Chairman Stramm, in attendance were Commissioners Ken Butta, Paul Grossman, Jim Holloway, and Dennis McCoy. Commissioner Michael Strub was not in attendance and there was one vacancy on the Commission.

The purpose of the joint work session was to continue the review and discussion of the draft Comprehensive Plan and the comments received, specifically the Future Land Use Map and Land Use Designations.

Katie Nunez stated that the new Future Land Use Map had been updated based on discussions at the October 27th joint work session. At that session, many in attendance felt that more designated land uses were needed, so "Residential" and "Mixed Use" were added. The Future Land Use Map was updated to show Residential areas in yellow and Mixed Use areas in orange hash marks. There had also been discussion about the Entrance Corridor along Route 184 coming into the Town which were shown in orange. (Please see attached.)

There was further discussion this evening regarding i) the area to be designated as Entrance Corridor; ii) a number of other parcels and their designations; iii) the Harbor District Industrial – Town Parcels where the wastewater treatment plant was located and the area proposed for the new municipal building and the Rosenwald School property; iv) existing commercially zoned perpendicular streets off of Mason Avenue – the first blocks of Harbor, Pine, Strawberry, Peach, Plum and Fig Streets. There was a general consensus to also include the first block of Nectarine Street; v) A number of area designations were changed when reviewing the Future Land Use Map dated November 9, 2022. Several corrections were also noted. (Please see attached staff report.)

Katie Nunez stated that she had conversations with several property owners in the downtown area regarding possible rezonings. i) There were three undeveloped lots and an adjacent building on the corner of Harbor and Mason that would be appropriate for mixed use. She planned to advance a proposal in the near future to rezone these parcels from Commercial-1 to Commercial-Residential. The property owner was supportive of rezoning; ii) The location of the former Peach Shave Ice building had been approved for commercial use as a home business by a prior town official. When the business changed to a coffee shop earlier this summer, it was no longer a home business since the business owner did not live on the property. This area of Peach Street was conducive for commercial use. She proposed that the area on the corner of Peach and Randolph and along Peach to the corner of Mason be rezoned for some level of commercial designation, probably Commercial-Residential. (Please see attached staff report.)

Council noted several properties along Jefferson Avenue which formerly had businesses such as a convenience store and laundromat, as well as the current location of Cake Charles.

Katie Nunez stated that the final draft of the Comprehensive Plan was expected to be received on November 18th. It would be provided to the Planning Commissioners and Council for review upon receipt. The plan could be advertised for the joint public hearing scheduled for December 5th, and she hoped that the Commissioners could achieve a recommendation to Council after the public hearing.

John Hozey added that if significant comments and concerns were received, the project calendar could be pushed out for further review of the plan. The goal was to do it right, not fast.

Councilman Follmer asked about the Historic District on the existing Land Use map. Katie Nunez responded that the existing Land Use map was incorrect and did not reflect the decision made at the October joint meeting. The Historic District actually encompassed Washington Avenue. She located information stating that the map was approved but had no copy of the map. The Historic District Review Board had been enforcing the Historic District map to Washington Avenue. The correct map was distributed at the October meeting. The only change would be that the Harbor Historic District was being moved onto this map. The map would be brought to Council for an official vote on December 15th.

Motion made by Commissioner Holloway, seconded by Commissioner McCoy, to adjourn the Planning Commission Work Session. The motion was approved by unanimous vote.

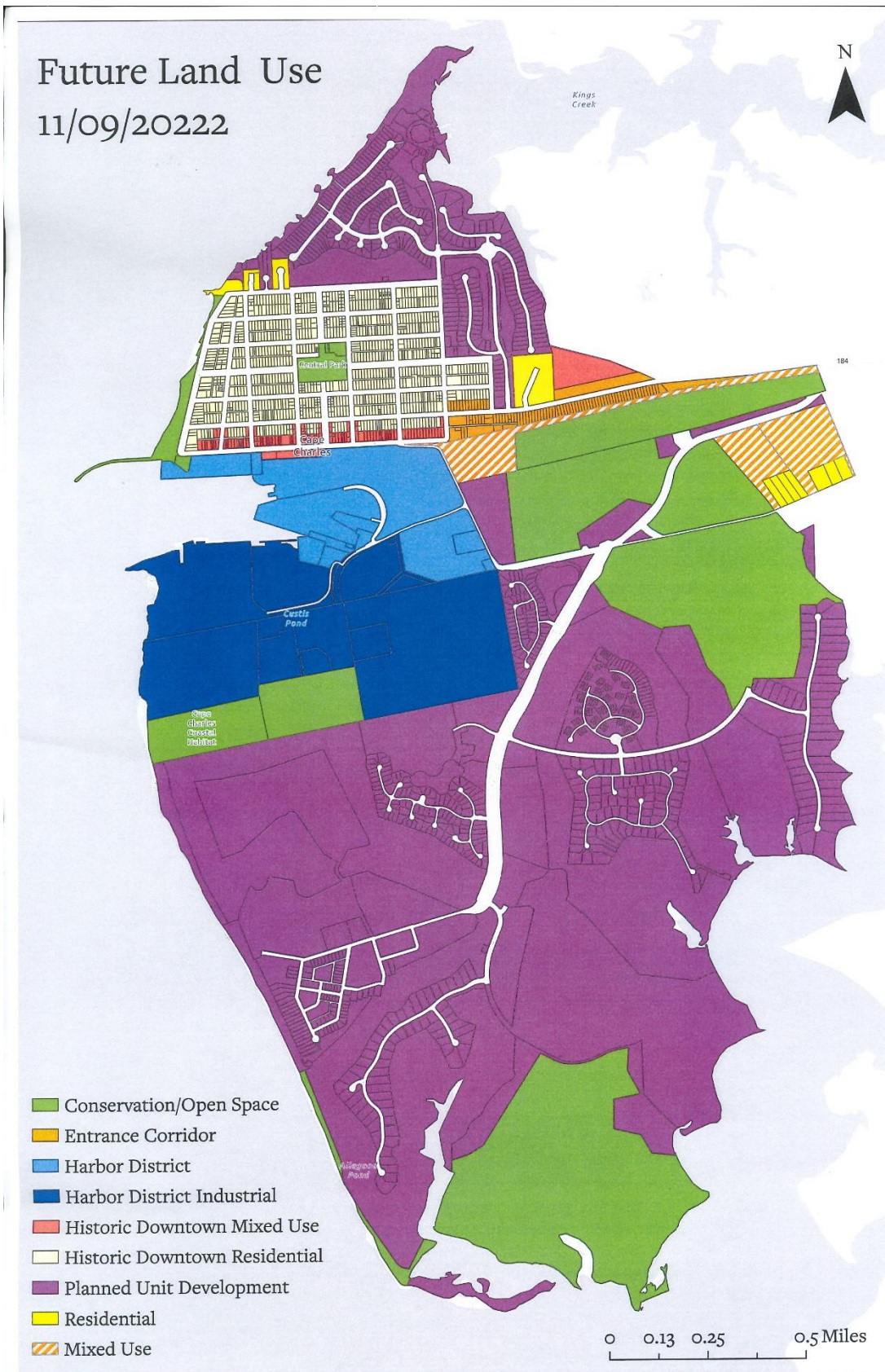
Motion made by Councilman Buchholz, seconded by Councilwoman Holloway, to adjourn the Town Council Work Session. The motion was approved by unanimous vote.

The meeting adjourned at 7:33 p.m.

Mayor William "Smitty" Dize

Chairman Bill Stramm

Town Clerk





PLANNING COMMISSION & TOWN COUNCIL STAFF REPORT

Meeting Date: November 9, 2022

Prepared by: Katie H. Nunez, Planning & Zoning Administrator

Date: November 3, 2022

JOINT WORK SESSION with TOWN COUNCIL RE: COMP PLAN –

Continuation of Review of Public Comments

At the October 27, 2022 Joint Work Session of Town Council & Planning Commission, we completed a review of all of the comments submitted with the exception of those for the Land Use & Community Design Chapter, including the Future Land Use Map as well as the Existing Zoning Map.

I have provided the Land Use Chapter as an attachment to this report so that you do not have to bring the full packet from the 10/27/22 Joint Work Session, if you don't want to.

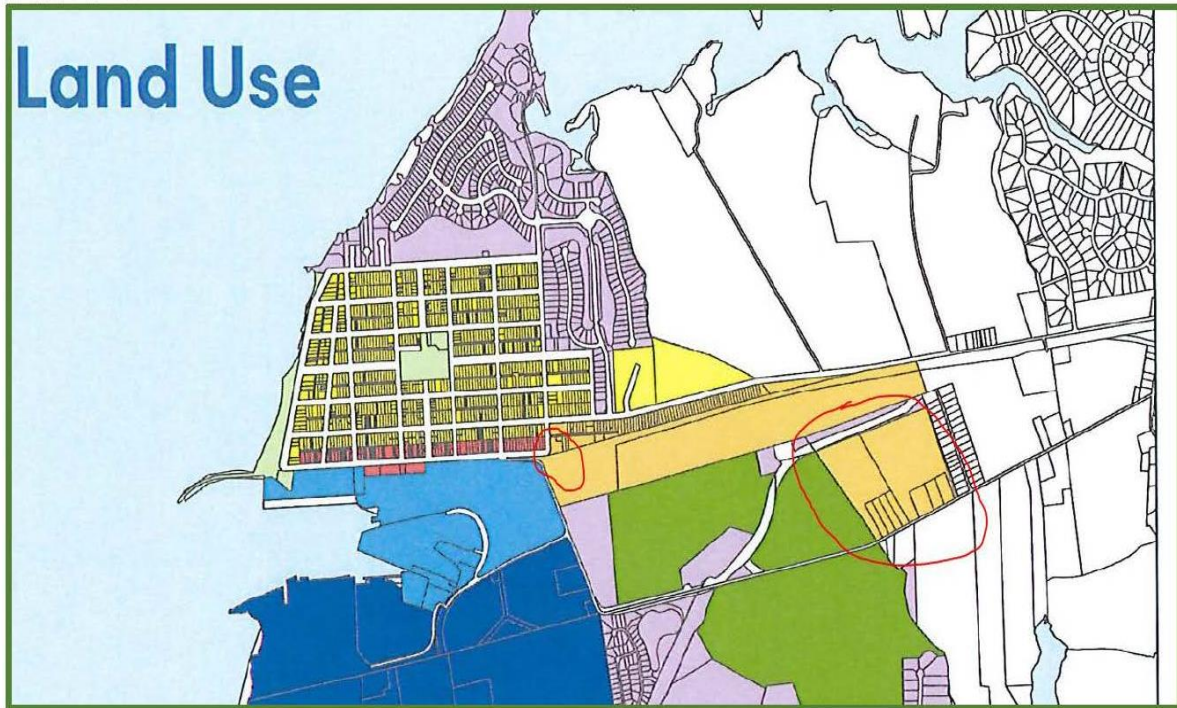
I. ITEMS DISCUSSED ON 11/9/2022 – NEED TO RE-AFFIRM

While discussion started on the Future Land Use components, we finally agreed to end the meeting and come back on 11/9/2022 to take up this chapter. It appeared that we did have some discussion about the need to create two additional, new Future Land Use Designation Categories: SEE PICTURE 1 on next page to assist in this discussion.

- Residential – while there is a Land Use Designation of Historic Downtown Residential, there is not a more “generic” residential category which could be applicable on the Keck/Angelo Manuel/workforce housing possible project off of Old Cape Charles Road. This was based upon the position that these two parcels should not be shown as Entrance Corridor
- Mixed Use - with characteristics of Commercial and Residential along with Community Facilities – this could also be applicable to the Keck/Angelo Manuel/workforce housing possible project off of Old Cape Charles Road as well as the lot next to Rayfield's Pharmacy where there has been interest from the Town residents to locate some recreational services/amenities there.

We need to discuss the potential two new Land Use Designations and any specific criteria (Consultant will assist with fleshing out the description fully) and the land(s) that should receive these designations.

PICTURE 1

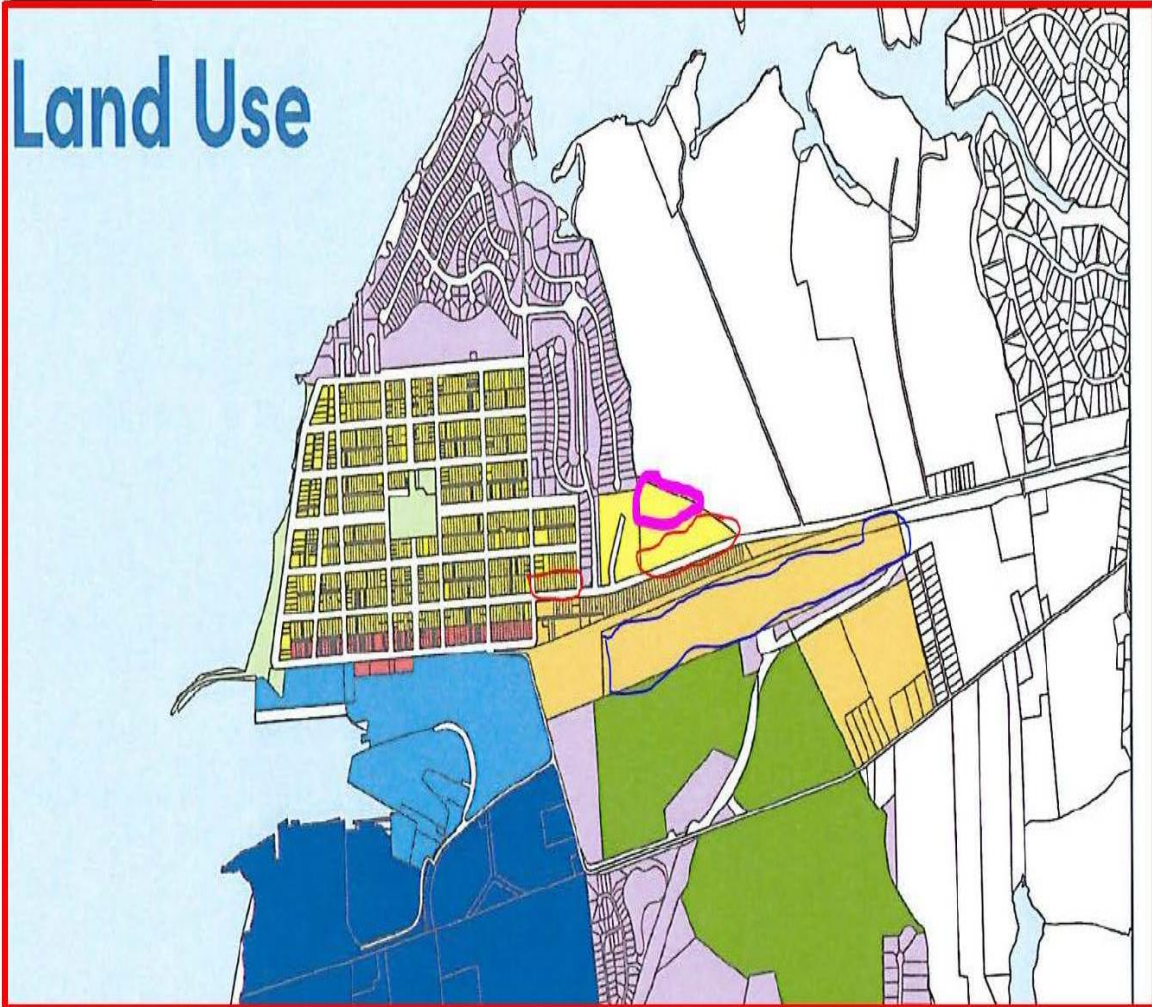


II. REMAINING ITEMS FOR DISCUSSION re: FUTURE LAND USE COMPONENTS

A. Entrance Corridor

Consider expanding this designation to also be on the north side of Stone Road, except to exclude the Myrtle Landing property (which should be Mixed Use), and continue to the corner of Fig & Randolph and to run one block's distance (140 ft) from Randolph/Stone north into all of the property - All of the red circled areas in PICTURE 2 below.

PICTURE 2



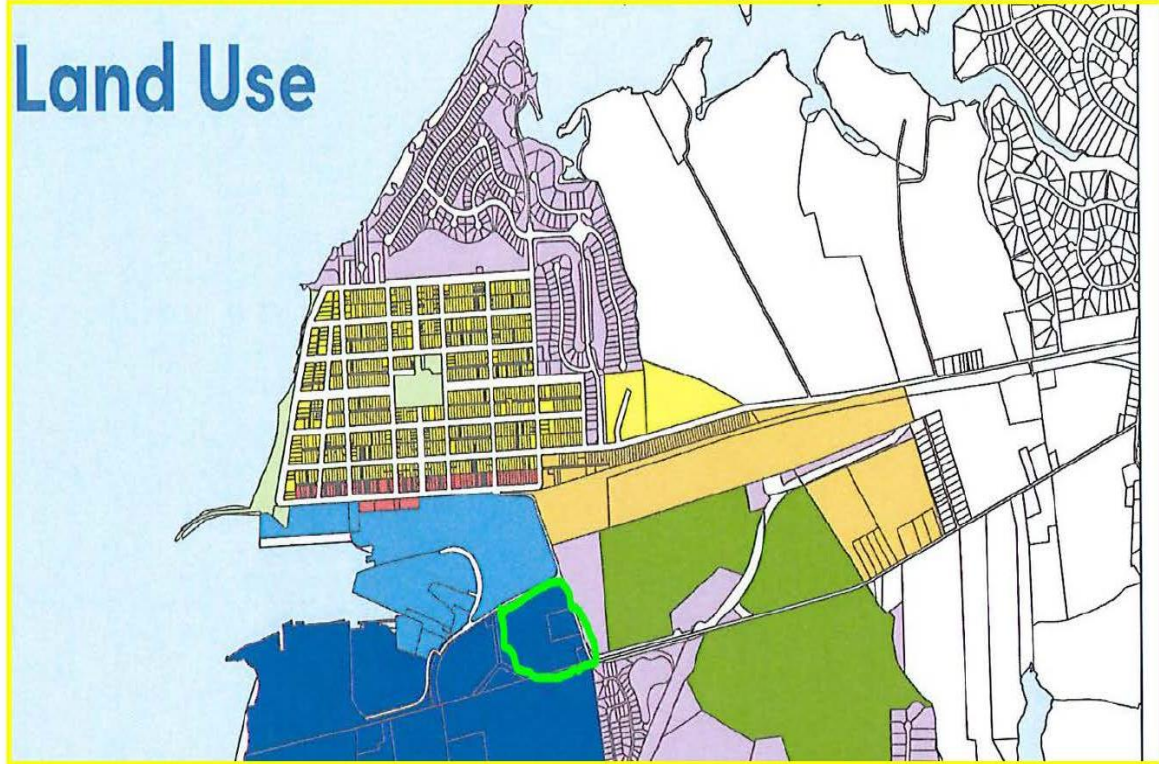
If this is acceptable, then we need to deal with the “residual triangle lot” as you come into town and determine if the remainder should be the bright yellow (Historic Downtown Residential) or one of the other Future Land Use Designations – the pink circled area in PICTURE 2 above

Lastly, we should discuss the area circled in blue in PICTURE 2 above – the Spoils Site and consider changing that from Entrance Corridor to Conservation/Open Space

B. Harbor District Industrial – Town Parcel

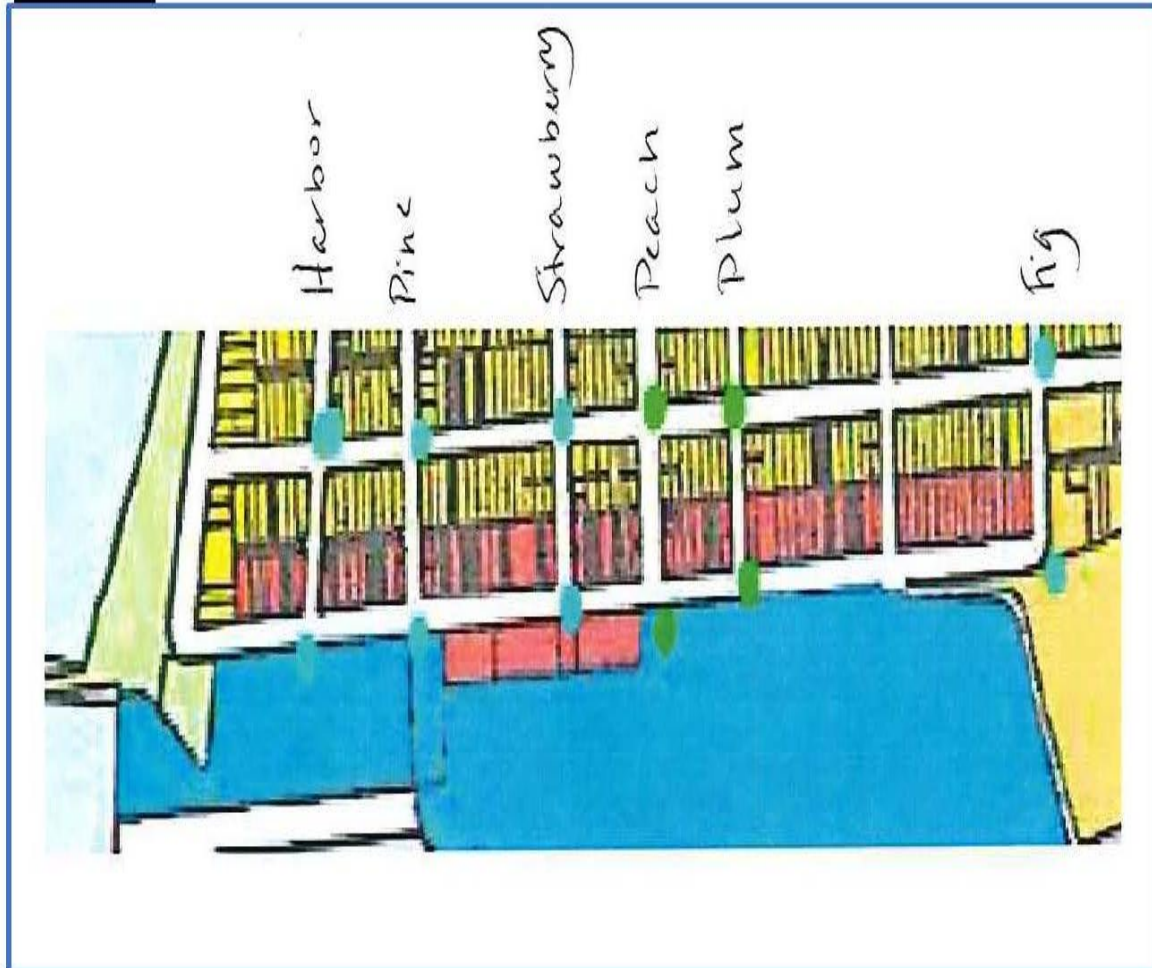
The Town Parcel where Wastewater Treatment Plant is located which is outlined in Neon Green in PICTURE 3 below – this area will also be the new home for the Municipal Building and the Rosenwald School property is the square lot within that outlined area fronting Old Cape Charles Road: we should discuss whether this should be moved to light blue or Harbor District Future Land Use Designation.

PICTURE 3



- C. Existing Commercially Zoned “perpendicular” streets off of Mason Avenue (Harbor, Pine, Strawberry and Fig) – just the one block back to Randolph Avenue: These should show the Historic Downtown Mixed Use Future Land Use Designation in keeping with their already existing zoning district designation.

PICTURE 4



Additionally, we should consider doing the same for Peach and Plum Street, especially since Peach is truly established as a full commercial street with the parking layout and Plum should be considered as such, since the Town Hall will be relocated in the near future and the re-use of the building as well as the remainder of the block should be considered with both residential and commercial as possibilities.

- D. Any other areas that the Town Council or Planning Commission would like to discuss further.

III. Existing Zoning Map

Thru this process on the Comprehensive Plan, I wanted to make you aware that I have had conversation with several property owners in the downtown area about possible rezonings.

- 1) On the corner of Harbor & Mason, there are 3 undeveloped lots and an adjacent building that I would like to propose in the near future when we look to amend the Zoning Ordinance and Zoning Map that the first half of that block from the corner of Harbor and going up Mason Avenue be rezoned from Commercial-1 to Commercial-Residential. **HIGHLIGHTED IN BLUE on LEFT SIDE OF PICTURE 5**
- 2) On the corner of Peach and Randolph and going up Peach to the corner of Mason, I would like to propose that this section of Peach Street have some level of Commercial designation, probably Commercial-Residential. **HIGHLIGHTED IN BLUE on RIGHT SIDE OF PICTURE 5**

PICTURE 5

