



Harbor Area Review Board

Regular Meeting

Town Hall

September 3, 2009

6:00 p.m.

At 6:00 p.m. in the Town Hall, Chairman Ralph Orzo called to order the Harbor Area Review Board Meeting. In attendance were board members Steve Bennett, Eileen Cobb, Russ Dunton and Joan Natali. Laurie Klingel was not in attendance. Also present were Town Planner Tom Bonadeo and Town Clerk Libby Hume. The applicant, Ms. Judith Morgan of Landmark US was also in attendance. There were no members of the public in attendance.

CONSENT AGENDA

Town Planner Tom Bonadeo stated that he has some announcements to add at the end of the meeting.

Motion made by Joan Natali, seconded by Russ Dunton and unanimously approved to accept the agenda as amended.

The Board members reviewed the minutes for the August 25, 2009 Training Session.

Motion made by Eileen Cobb, seconded by Steve Bennett and unanimously approved to accept the minutes for the August 25, 2009 Training as presented.

OLD APPLICATIONS

There were no old applications to review.

NEW BUSINESS

Pre-Application Meeting for Cape Harbor Project

Tom Bonadeo explained that this meeting was a combined Pre-Application and General Application meeting for the Board to review the Plot Plan for the Cape Harbor Project, which is a simplified version of a site plan.

Judy Morgan thanked the members of the Harbor Area Review Board for their service on this Board and stated that the goal of Landmark Holdings US was to obtain a recommendation from this Board to the Town Council to grant the Harbor Area Development Certificate. Judy Morgan gave a brief history of the Cape Harbor Project going back to February 2008 when the initial application was submitted to the Planning Commission for three conditional use permits for a hotel, multi-family residential and heights exceeding 40'.

Judy Morgan continued her presentation by reviewing the various criteria required for consideration in the granting of the Harbor Development Certificate. (The Criteria for Review is outlined in Article III, Section 3.10, Sub-section A.3 of the Cape Charles Zoning Ordinance.)

The proposed uses for the Cape Harbor property include, but are not limited to, the following: i) bakeries, cafes, restaurants; ii) offices, real estate sales and rentals, business studios; iii) art galleries and studios, conference and cultural centers; iv) retail goods establishments of less than 2500 SQFT such as antique, camera, clothing, music, jewelry, candy, grocery and video stores, news stands, florists; v) retail service establishments of less than 2500 SQFT such as beauty and barber shops, dressmaking shops and bicycle/moped rentals; vi) hotel with 120

rooms and conference facilities to accommodate approximately 200 people; and vii) up to 300 residential units.

The Cape Harbor property is currently vacant land with the exception of a 28' warehouse located south of Harbor Avenue. There are no historic structures to preserve.

The applicant proposes diagonal parking along Mason Avenue, which is subject to approval by the Virginia Department of Transportation (VDOT). If the diagonal parking is approved by VDOT, there will be approximately 70 spaces on the street. There will be approximately 50 spaces on the street if the diagonal parking is not approved. Approximately 1000 parking spaces will be provided in the underground parking facilities. There will be no loading areas located along Mason Avenue. All loading functions will be in the underground parking area or on designated corridors on the east and west sides of the property. Individual units will dispose of their garbage using trash chutes and refuse collection sites will be housed in the underground parking area.

Vehicular circulation within the property will be on designated corridors located on the east and west sides of the property.

There are no alleys within the Cape Harbor Project. Two designated corridors located on the east and west sides of the property will service motorized vehicles. Several corridors throughout the property will accommodate multi-modal transportation and provide access for emergency vehicles.

All loading and unloading areas will be concealed in the underground parking areas and along the two designated corridors on the east and west sides of the property.

A traffic study was commissioned in February 2008 and additional data for the summer months was added which was provided by VDOT. The study showed that the traffic impact generated from the Cape Harbor project itself was not significant. Only with the addition of the Harbor Development, Marina Village and South Port, using optimistic growth projections, did the traffic impact change from the existing A level to a C level.

The site plan of the Cape Harbor project provides for over 39% open space which exceeds the 25% requirement. There is a minimum 30' setback from the harbor's bulkhead line and within this setback will be a 10' – 12' public walkway extending to the Town's planned multi-use trail. Walkways will also be built along the view corridors.

All of the streets, walkways and courtyards in Cape Harbor will allow for multi-modal transportation as is consistent with the planned multi-use trail.

Drawings have been provided in the past to the Planning Commission and Town Council and are also available online at www.capeharbor.net. The proposed buildings will incorporate the conditions imposed by the Town Council, but it is still too early in the process for Landmark Holdings US to provide the architectural details.

A shadow study has been completed based on the proposed heights, not the conditioned heights approved by the Council, which showed that the buildings in Cape Harbor will produce the same shadow effects as the existing buildings on Mason Avenue.

The overall site plan will reflect the Town's historic grid pattern and preserve the view corridors and connectivity to the Harbor. Outdoor seating areas, landscape beds and streetscape amenities will be provided.

The Cape Harbor project will utilize the traditional dark-sky lighting fixtures and will be compatible to or matching the fixtures in the Architectural Guidelines. Perimeter street lighting on Mason Avenue will be provided to meet the Town's requirements. All Cape Harbor light fixture selections will be presented to the Town for approvals at a later date.

The signage themes have not been developed at this stage of the project. An overall graphic theme will be developed and presented to the Town for approvals at a later date.

Tom Bonadeo asked Judy Morgan to review the buildings on the front page of the original Cape Harbor site plan showing the breakdown of commercial vs. residential.

Tom Bonadeo informed the Board that his job was to compare the information received from the applicant to the ordinance and conditions imposed by the Council. After this process has been completed, Tom Bonadeo will present his findings to the Board members for further review and rating. Tom Bonadeo would then present this information to the Council for their feedback. After getting feedback from the Council, the applicant should have enough information to develop a more detailed site plan.

Joan Natali asked whether the fee schedule had been determined to which Tom Bonadeo replied that the Town Council would be reviewing the fees at their September 10th meeting. Tom Bonadeo went on to state that he would provide copies of the application to the Board members next week to give them time to review the documents prior to the September 17th meeting. Tom Bonadeo explained that he would try to get the Cape Harbor project added to the Council Work Session agenda for September 24th.

OTHER BUSINESS

There was no other business.

ANNOUNCEMENTS

- Eight bids were received for the Wastewater Treatment Plant. The lowest bidder was less than the Town's estimate of \$16.3M. In fact, the average of the eight bids was \$16.3M.
- The Town is working on the Breakwater project which should be ready to go to bid soon.

Motion made by Steve Bennett, seconded by Joan Natali and unanimously approved to adjourn the Harbor Area Review Board meeting.

Chairman Ralph Orzo

Town Clerk