

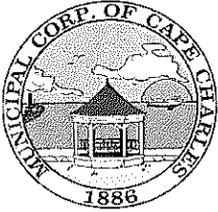
Planning Commission

Regular Session Agenda

January 9, 2013

6:00 P.M.

1. Call to Order – Planning Commission Regular Session
 - a. Roll Call – Establish a quorum
2. Invocation and Pledge of Allegiance
3. Public Comments
4. Consent Agenda
 - a. Approval of Agenda Format
 - b. Approval of Minutes
 - c. Reports
5. Old Business
 - a. Density – Harbor District – Mason Avenue Corridor
 - b. Sign Ordinance - Review
6. New Business
 - a. Park Restrooms
7. Announcements
8. Adjourn



DRAFT
PLANNING COMMISSION
Public Hearing & Regular Meeting
Town Hall
December 4, 2012

At approximately 6:00 p.m. in the Town Hall, Chairman Dennis McCoy, having established a quorum, called to order the Public Hearing & Regular Meeting of the Planning Commission. In attendance were Vice-Chair Mike Strub and Commissioners Joan Natali, Sandra Salopek and Bill Stramm. Commissioners Andy Buchholz and Malcolm Hayward were not in attendance. Also present were Town Planner Tom Bonadeo, Town Clerk Libby Hume and Messrs. Eyre Baldwin from South Port Investors and Don MacLennan from Engineering Resources Group, LLC. There were 10 members of the public in attendance.

PUBLIC HEARING

Town Planner Tom Bonadeo read the public hearing advertisement which appeared in the November 21st and 28th editions of the Eastern Shore News and gave a brief description of the project.

Tom Bonadeo introduced Don MacLennan who was representing South Port Investors regarding the Cape Charles Yacht Center Project – Phase 1. Mr. MacLennan gave a presentation on the proposed boat repair and storage facility. The facilities would be built on Parcels 12 and 17 which were leased from the Town. Phase 1 consisted of waterfront improvements, a 75-ton travel lift pad, floating docks, power, water and storm water management features. On Parcel 12, a small building would be built with equipment storage on the first floor and a dwelling unit on the second floor. Next to the building, an open storage rack would be constructed to hold 33 boats. Parcel 17 would be for boatel uses and trailer parking. Preliminary approval for crossing Bayshore Road with boats, cars, etc. was granted by VDOT and they also had permits from the Corps of Engineers and the Wetlands Board. Mr. MacLennan went on to explain that tonight's meeting was to review the conditional use permit application to allow boat and marine engine repair, a boatel, equipment storage and dwelling unit, and a 6' chain link fence similar to the fencing at the new wastewater treatment plant.

PUBLIC HEARING COMMENTS

Paul Strong, 7 Carissa Court

Mr. Strong stated that he was on the Board of Directors of the Cape Charles Yacht Club and spoke in favor of the boat and engine repair facility. Mr. Strong added that all the members of the Cape Charles Yacht Club agreed that this facility would be a great addition to Cape Charles and the Town Harbor and would favorably impact the economy of Cape Charles.

Tom Bonadeo read an email submitted by Talley and Jim Powell, owners of "Dawn to Dusk" currently docked in slip D-2 of the Cape Charles Harbor. (Please see attached.)

There were no other comments from the public nor any other written comments submitted prior to the public hearing.

Motion made by Joan Natali, seconded by Mike Strub, and unanimously approved to close the public hearing.

A moment of silence was observed followed by the Pledge of Allegiance.

PUBLIC COMMENTS

There were no comments from the public nor any written comments submitted prior to the meeting.

CONSENT AGENDA

Motion made by Joan Natali, seconded by Mike Strub, and unanimously approved to accept the agenda format as presented.

The Commissioners reviewed the minutes for the November 26, 2012 Regular Meeting.

Under "Reports," Mike Strub suggested that the specific building in the Sea Breeze Apartments be identified as number 207 and the damage sustained at the Bay Creek golf courses should be changed to show "significant erosion." There was some discussion regarding this issue and the specific damages sustained and Tom Bonadeo stated that the minutes did not need to be in such detail.

Under the "Election of Chairperson and Vice-Chairperson," Mike Strub noted that the minutes should show that the By-Laws "called for" vs. "outlined" that the election of the Chairperson and Vice-Chairperson be held each year in November.

Under "Conditional Use Permit – South Port Investors LLC – Parcels 12 and 17," on page 3, the last paragraph, Joan Natali noted a typographical error which should show "applicant" vs. "application."

Motion made by Bill Stramm, seconded by Sandra Salopek, to approve the minutes from the November 6, 2012 Regular Meeting as corrected. The motion was unanimously approved.

REPORTS

Tom Bonadeo reported the following: i) The South Port project received a modification to its Corps of Engineers Permit and was also approved by the Cape Charles Wetlands Board for a one-year permit for wetlands mitigation. The work was expected to start soon; ii) The old wastewater treatment plant had been demolished and South Port had moved into the area and was clearing, replanting and making preparations for the new entrance for their project; iii) The Historic District Review Board reviewed two applications for additions or modifications to homes in town. The Board also reviewed the modification request for the Hotel Cape Charles and voted to require the Hotel to install the second floor rail as proposed; iv) The Town was working with VDOT on a sidewalk repair project and the work was progressing on the streets between Madison and Monroe Avenues; v) The owners of Sea Breeze Apartments were working on a plan to recover their building after the hurricane damage. Permit applications were being prepared for submittal to the Virginia Marine Resources Commission; vi) The old teller line had been removed from the new library building. The furniture was being sold or reused and the safe deposit boxes had been recycled. ADA bathroom and other items were getting ready for installation; and vii) The fishing pier was still closed awaiting structural engineer review. The President declared Virginia a disaster area. The Town was already working with FEMA which was inclined to replace the pier vs. repairing it.

OLD BUSINESS

A. Conditional Use Permit – South Port Investors LLC – Parcels 12 and 17

Tom Bonadeo stated that the process for issuing conditional use permits was found in § 4.2 of the Zoning Ordinance and the Commissioners discussed the application and plans for the project to ensure that the proposed uses would not i) adversely affect the health, safety or welfare of the persons residing or working in the neighborhood of the proposed use or adversely affect other land uses within the particular surrounding neighborhood; ii) be detrimental to the public welfare or injurious to property or improvement in the neighborhood; and iii) be in conflict with the purpose of the comprehensive plan. There was some discussion

regarding the letter from Mr. MacLennan which stated that the project was working towards the designation as a Virginia Clean Marina and whether this project could attain this designation since it would not actually be a marina. There was also some discussion regarding the sewage pump out stations which were not addressed in the application. Mr. MacLennan stated that there would be two locations for vacuuming pump out stations which would be piped to the forcemain to the Town's wastewater treatment plant.

Tom Bonadeo noted that this project was a \$5M investment in the port of Cape Charles and would bring boats into the Harbor for repair, etc. as noted by Mr. Strong and Mr. Powell during the public hearing.

Motion made by Mike Strub, seconded by Joan Natali, to refer the conditional use permit application to the Town Council for consideration and recommend approval with the condition that the Virginia Clean Marina standards be satisfied to the greatest extent possible. The motion was unanimously approved.

B. *Density - Harbor District - Mason Avenue Corridor*

Tom Bonadeo explained the concept of Floor Area Ratio (FAR) using visual aids adding that by using FAR, the height and amount of open space could be controlled without a concern for the number of units. The Commission discussed various buildings in Town and their FARs. § 4.5.1 of the Zoning Ordinance was discussed regarding parking spaces as well as subterranean levels as proposed by Landmark Holdings.

Tom Bonadeo stated that he would have the modifications to the Zoning Ordinance for review at the January meeting.

C. *Sign Ordinance - Review*

Tom Bonadeo stated that the Town limited the quantity of signs and did not allow signs to be placed just anywhere. There had been some issues this year with signage and freedom of speech rights. Municipalities had the ability to limit the size and location of signage, but could not limit the content. This was upheld by the Supreme Court. The Zoning Ordinance required the zoning administrator to send a letter to the owner of the sign but was very difficult to enforce. VDOT had purview of all signs visible on highways. This year, VDOT sent letters requiring all signs to be permitted. VDOT did not allow signs in rights-of-way nor telephone poles, with the exception of the pole at the post office. The Commission had been working on the Sign Ordinance using the International Ordinance as a base but Tom Bonadeo stated that he was not sure that was the correct method and added that he would like to combine the two ordinances.

Joan Natali stated that she would like to be able to support all businesses in Town, even those on side streets. Currently, the Drizzles signs were not in compliance with the Ordinance.

Tom Bonadeo stated that staff was working on some way-finding signs at the Harbor which would direct people to the area with more detailed signage at the location.

Bill Stramm added that some small towns had directories showing the businesses in the town on a map.

The Commissioners would continue their review of the Sign Ordinance beginning in January.

NEW BUSINESS

There was no New Business to review.

OTHER

Joan Natali stated that the Commission needed to work on the Tourism Zone.

Mike Strub asked about the status of the boat parking issue. Tom Bonadeo stated that per the Code of Virginia, the Town did not have the ability to ban boat parking on the streets. The Town could have gone to the Virginia legislature to get permission to regulate parking on the streets but the Town Council opted not to pursue this issue at this time.

Mike Strub was concerned with having to cross the yellow line to get around parked boats. Tom Bonadeo informed the Commission that the Police Department had the authority to enforce unsafe parking.

ANNOUNCEMENTS

There were no announcements.

Motion made by Joan Natali, seconded by Sandra Salopek, to adjourn the Planning Commission meeting. The motion was approved by unanimous consent.

Chairman Dennis McCoy

Town Clerk

DRAFT

Public Comments Submitted in Writing

Talley & Jim Powell, "Dawn to Dusk" lying in the Cape Charles Harbor, Slip D-2
We are pleased to offer our support for the proposed Cape Charles Yacht Center.

We brought our boat to Cape Charles Town Harbor in May 2012 and intend to be long term, tax paying slip holders in your harbor. We are members, and Mentoring Committee chairs, of the Marine Trawler Owners Association (MTOA). Also, we are the regional coordinators of the Southern Chesapeake Bay Cruisers, and the MTOA Port Captains and Representative for the Cape Charles Town Harbor to the MTOA. We are active in the cruising community, and have sponsored a significant number of cruisers spending extended weekends in your harbor. At one such event, the Vice Mayor, Chris Bannon, was our guest speaker.

Our experience as long distance cruisers and writers of reviews for Active Captain, Cruisers Net, and the MTOA lead us to anticipate the commercial success of Cape Charles Yacht Center. At the present time, we would have to cruise to the Atlantic Yacht Basin in Great Bridge, Virginia (42.75 nautical miles) to have work done that could be accomplished here in Cape Charles. We are not the only cruisers who have this opinion. Numerous cruising friends complain that there is not yacht center within the Southern Chesapeake Bay area, proximate to the Atlantic Ocean and along the Intra Coastal Waterway, where repairs and regular maintenance can be performed.

We hope the Planning Commission approves the Conditional Use Permit application. We are in contact with a number of long distance cruisers who are waiting to hear good news.

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Planning Commission Staff Report

From: Tom Bonadeo
Date: January 9, 2012
Item: 4C – Reports
Attachments:

Item Specifics

1. The Northampton County website is www.co.northampton.va.us and contains the updated information from county meetings. The Northampton Planning Commission also meets on this night and a copy of their agenda is attached when available prior to printing.
2. The Southport Project is underway. The Wetlands mitigation is in progress and the spoils area has been made ready. Some preliminary work started on parcel 12 for the removal of the old fender piles. This work is part of the Corps of Engineers' permit. The Town Council Public Hearing for the CUP is scheduled for tomorrow night. The CUP is also on the Town Council Agenda tomorrow as an action item.
3. The old WWTP is demolished. The sediment from the polishing pond has been moved to the new wastewater plant site. It was not drying well confined on the old site. Good progress was made until Hurricane Sandy rained on it for several days.
4. The Historic Review Board did not meet in December as not application were presented.
5. The storm damage is being reported to FEMA. Beach Assessment and the Fun Pier are just two of the damaged areas.
6. Working with VDOT on a sidewalk repair project. The Public Works Department will be reviewing the progress to-date to assess the progress against the total contract value. The contract timeline runs for most of next year but is limited to specified amounts of sidewalk and curb replacement.
7. Sea Breeze met to review scenarios for future protection of their land and buildings against storm surges. A Joint Permit Application (JPA) should be coming in the next month.
8. The New Library Building is being readied for occupancy. The old teller line has been removed in its entirety, the carpet has been removed on the teller side and the ESVBA has visited the site for the installation of fiber optic cable.
9. The planner has worked with many banks and legal staff on the many foreclosures currently taking place. This can be time consuming work as most don't really know what it is they have and most of the work is with "third parties".
10. The fishing pier is still closed. The engineer recommended replacement of the "mid-section" of the pier. The first section from Bay Avenue to the shoreline needs now deck, the "mid-section" covering the area from the shoreline to the fishing section is the most damaged from the wave action. FEMA will review it from here.

Planning Commission Staff Report

From: Tom Bonadeo

Date: January 9, 2013

Item: 5A – Density in Harbor District Zone – Mason Avenue Corridor

Attachments: Harbor Conceptual Master Plan, page 18

Item Specifics

The Commission reviewed the Density issue at the December meeting. The Harbor Area Conceptual Master Plan divides the zone into areas relative to their relationship with other zones such as the north side of Mason Avenue and the existing Historic District.

The Harbor District Zone is the least developed area of Town. Two large projects were submitted and approved under this zoning ordinance. Both projects had positive growth potential while showing some of the potential weaknesses of the ordinance. No specific number of residential units (density) is specified in the Harbor Zone.

Discussion

Statement of Intent for Harbor District, Section 3.9 of the Zoning Ordinance states, “The south side of Mason Avenue shall provide a visually inviting connection to the harbor via continuous environments for multi-modal means of transportation and connect to the other existing and future links to Cape Charles and environs. This zoning district is also intended to implement the Cape Charles Harbor Area Conceptual Master Plan (Plan).”

The implementation of the Plan can be accomplished in a variety of ways including amendments to the existing zoning districts to reflect the guidelines and recommendation of this document.

The Commission reviewed ways to measure density, by Units per Acre and Floor Area Ratio (FAR). FAR is the generally preferred method for measuring density, especially in commercial districts. FAR also takes into account open space and height. Some facts about Harbor District are:

1. 25% open space is required.
2. Parking is not part of open space.
3. Current height regulation is 40' with a CUP for some higher to 55'.
4. The Mason Avenue corridor is between the National Historic District and the Harbor. The Master Plan recommends that this area be treated more like Mason Avenue than like the Harbor.
5. The Harbor District Zone allows residential units over commercial space. It also allows partial use (50%) of the first floor as residential space. All residential space must have its own entrance at street level.
6. There is currently no limitation of the number of units (residential) on a property.

The Commissioners have reviewed the math ratios relative to the floor area ratio and have reached consensus that a FAR of about 1.25 provides the density, open space and height that most resembles the north side of Mason Avenue.

There are several modifications to the ordinance required to implement the FAR concept in Harbor District.

1. The existing Harbor District zoning language does not make any differentiation between any of the areas around the harbor as described on page 18 of the Plan. The areas around the harbor should be delineated in the ordinance so that FAR can be applied to each area differently.
2. These areas should also have the elevation requirements applied differently. The areas along Mason Avenue should be lower heights while the areas on the south side of the harbor should be higher allowances. Eliminate the height averaging formula and require "broken" elevations along Mason Avenue.
3. Parking at levels other than ground level count as floor space.
4. Create a FAR table with smaller ratios (1.25) along Mason Avenue and larger ratios (1.5 to 1.75) on the south side of the harbor.
5. Define lots existing as of today bordering Mason Avenue and bordering the harbor (water) on the south and north sides.

Recommendation

Forward a letter to Council recommending modification to the Harbor District to incorporate FAR into the Ordinance.

LAND USE PLAN



The Land Use Plan is overlaid on top of the basic circulation and open space networks developed above. The general locations and types of land uses reflect the vision for the area as a mixed-use district that incorporates residential, employment, industrial and transportation uses, with a working waterfront and public amenities.

The diagram below shows the general disposition of land uses in the area. The location of land use elements also took into account the pattern of ownership in the area, as well as the discussions with property owners in the area for development intentions on their properties.

The primary uses anticipated in the Harbor area include:

- Main Street Mixed Use
- Rail Yard
- Employment Mixed Use
- Residential Mixed Use
- Employment
- Industrial
- Civic
- Working Waterfront
- Public Utilities
- Nature Area

This is not intended to be an exhaustive list or a definitive prescription of permitted uses in the area, as would be found in a zoning ordinance. Moreover, the uses are not described definitively in this document. The intent is to provide a general guide, with ultimate flexibility to respond to opportunities for new development in the area that are consistent with the overall design concept and vision, and compatible with the design guidelines described in this document.

Planning Commission Staff Report

From: Tom Bonadeo
Date: January 9, 2013
Item: 5B – Sign Ordinance
Attachments: Ordinance pages to be reviewed

Background

The sign ordinance has had review and has been marked up. Attached are pages 1 - 20. The session this evening will be a review of the existing ordinance, the modifications of the ordinance and where we will go next. The modified ordinance is based on the International Zoning Code. This code is written by the International Code Council.

Item Specifics

This marked up ordinance is based on the sample ordinance form the International Zoning Code, the existing sign ordinance and work done during previous planning commission meetings. This document does not include enforcement measures or other items specific to Virginia Law.

The ordinance does define the types of signs, specify the sizes of sign types and describes where each type is allowed or not allowed. The work for this session will be to discuss the following:

1. Sign types and categories.
2. Allowed, Exemptions, Sizes and Prohibited Signs based on existing ordinances.
3. Changes previously made to the sample ordinance.

The next step will be to brief Town Council of recommendations, get feedback on recommendations and to send the ordinance to legal review. Once the ordinance is in draft form it will be ready for public comment.

Recommendations

The attached ordinance has been marked-up for review. This copy is not the same as was distributed last month. Read and review this ordinance for the three items listed above.

Section 4.1 Sign Regulations

A. Purpose

The purpose of this sign ordinance is to encourage the effective use of signs as a means to communicate in the Town, to maintain and enhance the aesthetic environment and the Town's ability to attract sources of economic development and growth; to improve the pedestrian and traffic safety, to minimize the possible adverse effect of signs on nearby public and private property, and to enable the fair and consistent enforcement of these sign restrictions.

B. Definitions

The following words and terms shall, for the purposes of this chapter and as used elsewhere in this code, have the meanings shown herein.

ANIMATED SIGN. A sign employing actual motion or the illusion of motion. Animated signs, which are differentiated from changeable signs as defined and regulated by this code, include the following types:

Electrically activated. Animated signs producing the illusion of movement by means of electronic, electrical or electro-mechanical input and/or illumination capable of simulating movement through employment of the characteristics of one or both of the classifications noted below:

1. Flashing. Animated signs or animated portions of signs whose illumination is characterized by a repetitive cycle in which the period of illumination is either the same as or less than the period of nonillumination.
2. Patterned illusionary movement. Animated signs or animated portions of signs whose illumination is characterized by simulated movement through alternate or sequential activation of various illuminated elements for the purpose of producing repetitive light patterns designed to appear in some form of constant motion.

Environmentally activated. Animated signs or devices motivated by wind, thermal changes or other natural environmental input. Includes spinners, pinwheels, pennant strings, and/or other devices or displays that respond to naturally occurring external motivation.

Mechanically activated. Animated signs characterized by repetitive motion and/or rotation activated by a mechanical system powered by electric motors or other mechanically induced means.

ARCHITECTURAL PROJECTION. Any projection that is not intended for occupancy and that extends beyond the face of an exterior wall of a building, but that does not include signs as defined herein. See also "Awning;" "Backlit awning;" and "*Canopy, Attached and Free-standing.*"

AWNING. An architectural projection or shelter projecting from and supported by the exterior wall of a building and composed of a covering of rigid or nonrigid materials and/or fabric on a supporting framework that may be either permanent or retractable,

including such structures that are internally illuminated by fluorescent or other light sources.

AWNING SIGN. A sign displayed on or attached flat against the surface or surfaces of an awning. See also "Wall or fascia sign."

BACKLIT AWNING. An awning with a translucent covering material and a source of illumination contained within its framework.

BANNER. A flexible substrate on which copy or graphics may be displayed.

BANNER SIGN. A sign utilizing a banner as its display surface.

BILLBOARD. Any large sign/panel including supporting structure used as an outdoor display for the purpose of displaying advertisements; the product, business, or service so advertised or displayed being remote from the site of the sign. This sign is typically seen alongside roadways or on the sides of buildings. (Sometimes referred to as "Off-premise sign" or "Outdoor advertising sign.")

OR

~~A large permanent sign erected, maintained or used in the outdoor environment for the purpose of the display of commercial or noncommercial messages. (Sometimes referred to as "Off-premise sign" or "Outdoor advertising sign.")~~

BUILDING ELEVATION. The entire side of a building, from ground level to the roofline, as viewed perpendicular to the walls on that side of the building.

CANOPY (Attached). A multisided overhead structure or architectural projection supported by attachments to a building on one or more sides and either cantilevered from such building or also supported by columns at additional points. The surface(s) and/or soffit of an attached *canopy* may be illuminated by means of internal or external sources of light. See also "Marquee."

CANOPY (Free-standing). A multisided overhead structure supported by columns, but not enclosed by walls. The surface(s) and or soffit of a free-standing *canopy* may be illuminated by means of internal or external sources of light.

CANOPY SIGN. A sign affixed to the visible surface(s) of an attached or free-standing *canopy*. For reference, see Section C.

CHANGEABLE SIGN. A sign with the capability of content change by means of manual or remote input, including signs which are:

Electrically activated. Changeable sign whose message copy or content can be changed by means of remote electrically energized on-off switching combinations of alphabetic or pictographic components arranged on a display surface. Illumination may be integral to the components, such as characterized by lamps or other light-emitting devices; or it may be from an external light source designed to reflect off the changeable component display. See also "Electronic message sign or center."

Manually activated. Changeable sign whose message copy or content can be changed manually.

COMBINATION SIGN. A sign that is supported partly by a pole and partly by a building structure.

COPY. Those letters, numerals, figures, symbols, logos and graphic elements comprising the content or message of a sign, excluding numerals identifying a street address only.

DEVELOPMENT COMPLEX SIGN. A free-standing sign identifying a multiple-occupancy development, such as a shopping center or planned *industrial* park, which is controlled by a single owner or landlord, approved in accordance with Section I.2 of this chapter.

DIRECTIONAL SIGN. Any sign that is designed and erected for the purpose of providing direction and/or orientation for pedestrian or vehicular traffic.

DOUBLE-FACED SIGN. A sign with two faces, back to back.

ELECTRIC SIGN. Any sign activated or illuminated by means of electrical energy.

ELECTRONIC MESSAGE SIGN OR CENTER. An electrically activated changeable sign whose variable message capability can be electronically programmed.

EXTERIOR SIGN. Any sign placed outside a building.

FASCIA SIGN. See "Wall or fascia sign."

FLASHING SIGN. See "Animated sign, electrically activated."

Need to add size. 8/2/11

FREE-STANDING SIGN. A sign principally supported by a structure affixed to the ground, and not supported by a building, including signs supported by one or more columns, poles or braces placed in or upon the ground. For visual reference, see Section C.

Need to compare to existing. 8/2/11

FRONTAGE (Building). The length of an exterior building wall or structure of a single premise orientated to the public way or other properties that it faces.

FRONTAGE (Property). The length of the property line(s) of any single premise along either a public way or other properties on which it borders.

GROUND SIGN. See "Free-standing sign."

Need to add language re: dark sky compliance. 8/2/11

ILLUMINATED SIGN. A sign characterized by the use of artificial light, either projecting through its surface(s) (internally illuminated); or reflecting off its surface(s) (externally illuminated). Lighting fixtures must be dark sky compliant.

INTERIOR SIGN. Any sign placed within a building, but not including "window signs" as defined by this ordinance. Interior signs, with the exception of window signs as defined, are not regulated by this chapter.

MANSARD. An inclined decorative roof-like projection that is attached to an exterior building facade.

MARQUEE. See "*Canopy* (attached)."

MARQUEE SIGN. See "*Canopy sign.*"

Rayfield's
could have
one. 11/1/11

MENU BOARD. A free-standing sign orientated to the drive-through lane for a restaurant that advertises the menu items available from the drive-through window, and which has no more than 20 percent of the total area for such a sign utilized for business identification.

MULTIPLE-FACED SIGN. A sign containing three or more faces.

OFF-PREMISE SIGN. See "Billboard."

ON-PREMISE SIGN. A sign erected, maintained or used in the outdoor environment for the purpose of the display of messages appurtenant to the use of, products sold on, or the sale or lease of, the property on which it is displayed.

OUTDOOR ADVERTISING SIGN. See "Billboard."

PARAPET. The extension of a building facade above the line of the structural roof.

POLE SIGN. See "Free-standing sign."

POLITICAL SIGN. A temporary sign intended to advance a political statement, cause or candidate for office **during an election**. A legally permitted outdoor advertising sign shall not be considered to be a political sign.

PORTABLE SIGN. Any *sign* not permanently attached to the ground or to a building or building surface. See "Temporary Sign."

PROJECTING SIGN. A *sign* other than a wall sign that is attached to or projects more than 18 inches (457 mm) from a building face or wall or from a structure whose primary purpose is other than the support of a sign. For visual reference, see Section C.

REAL ESTATE SIGN. A temporary *sign* advertising the sale, lease or rental of the property or premises upon which it is located.

REVOLVING SIGN. A *sign* that revolves 360 degrees (6.28 rad) about an axis. See also "Animated sign, mechanically activated."

ROOF LINE. The top edge of a peaked roof or, in the case of an extended facade or parapet, the uppermost point of said facade or parapet.

ROOF SIGN. A *sign* mounted on, and supported by, the main roof portion of a building, or above the uppermost edge of a parapet wall of a building and which is wholly or partially supported by such a building. Signs mounted on mansard facades, pent eaves and architectural projections such as canopies or marquees shall not be considered to be roof signs. For a visual reference, and a comparison of differences between roof and fascia signs, see Section C.

Need to add.
11/1/11

SANDWICH BOARD.

SIGN. Any device visible from a public place that displays either commercial or noncommercial messages by means of graphic presentation of alphabetic or pictorial

symbols or representations. Noncommercial flags or any flags displayed from flagpoles or staffs will not be considered to be signs.

SIGN AREA. The area of the smallest geometric figure, or the sum of the combination of regular geometric figures, which comprise the sign face. The area of any double-sided or "V" shaped *sign* shall be the area of the largest single face only. The area of a sphere shall be computed as the area of a circle. The area of all other multiple-sided signs shall be computed as 50 percent of the sum of the area of all faces of the *sign*.

SIGN COPY. Those letters, numerals, figures, symbols, logos and graphic elements comprising the content or message of a *sign*, exclusive of numerals identifying a street address only.

SIGN FACE. The surface upon, against or through which the *sign* copy is displayed or illustrated, not including structural supports, architectural features of a building or sign structure, nonstructural or decorative trim, or any areas that are separated from the background surface upon which the sign copy is displayed by a distinct delineation, such as a reveal or border. see Section C.

1. In the case of panel or cabinet type signs, the sign face shall include the entire area of the sign panel, cabinet or face substrate upon which the *sign* copy is displayed or illustrated, but not open space between separate panels or cabinets.
2. In the case of *sign* structures with routed areas of sign copy, the *sign* face shall include the entire area of the surface that is routed, except where interrupted by a reveal, border, or a contrasting surface or color.
3. In the case of signs painted on a building, or individual letters or graphic elements affixed to a building or structure, the *sign* face shall comprise the sum of the geometric figures or combination of regular geometric figures drawn closest to the edge of the letters or separate graphic elements comprising the *sign* copy, but not the open space between separate groupings of sign copy on the same building or structure.
4. In the case of *sign* copy enclosed within a painted or illuminated border, or displayed on a background contrasting in color with the color of the building or structure, the *sign* face shall comprise the area within the contrasting background, or within the painted or illuminated border.

SIGN STRUCTURE. Any structure supporting a sign.

TEMPORARY SIGN. A sign intended to display either commercial or noncommercial messages of a transitory or temporary nature. Portable signs or any sign not permanently embedded in the ground, or not permanently affixed to a building or *sign* structure that is permanently embedded in the ground, are considered temporary signs.

UNDER CANOPY SIGN OR UNDER MARQUEE SIGN. A sign attached to the underside of a *canopy* or marquee.

V SIGN. Signs containing two faces of approximately equal size, erected upon common or separate structures, positioned in a "V" shape with an interior angle between faces of not more than 90 (1.57 rad) degrees with the distance between the sign faces not exceeding 5 feet (1524 mm) at their closest point.

WALL OR FASCIA SIGN. A *sign* that is in any manner affixed to any exterior wall of a building or structure and that projects not more than 18 inches (457 mm) from the

building or structure wall, including signs affixed to architectural projections from a building provided the copy area of such signs remains on a parallel plane to the face of the building facade or to the face or faces of the architectural projection to which it is affixed. For a visual reference and a comparison of differences between wall or fascia signs and roof signs, see Section C.

WINDOW SIGN. A *sign* affixed to the surface of a window with its message intended to be visible to and readable from the public way or from adjacent property. A business is permitted to hang a sign in a window relating to something within their establishment. A business is not permitted to hang a sign in their window advertising another business.

C. General

Sign types and the computation of *sign* area shall be as depicted in Figures C.1(1) through C.1(4).

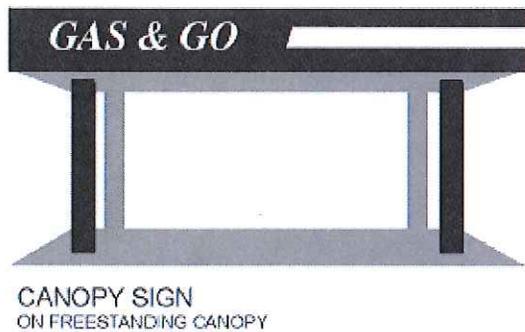
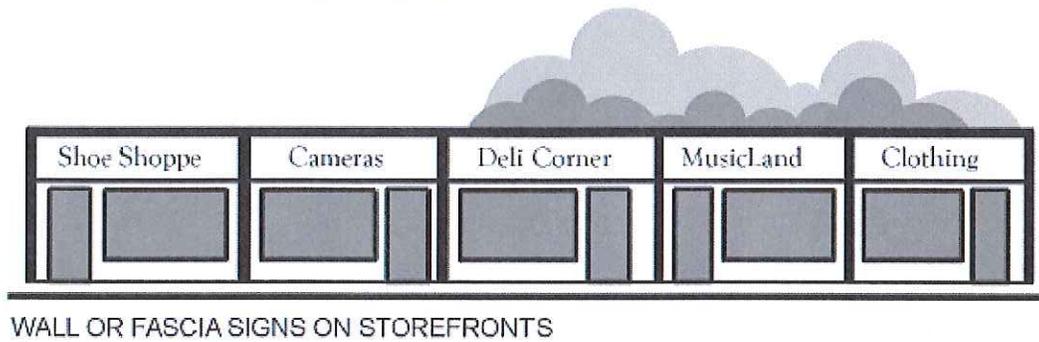
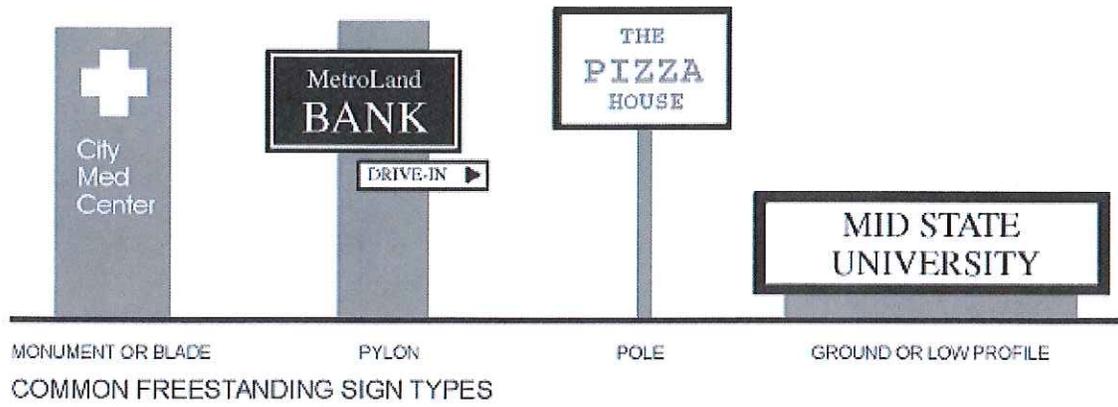


FIGURE C.1(1) GENERAL SIGN TYPES

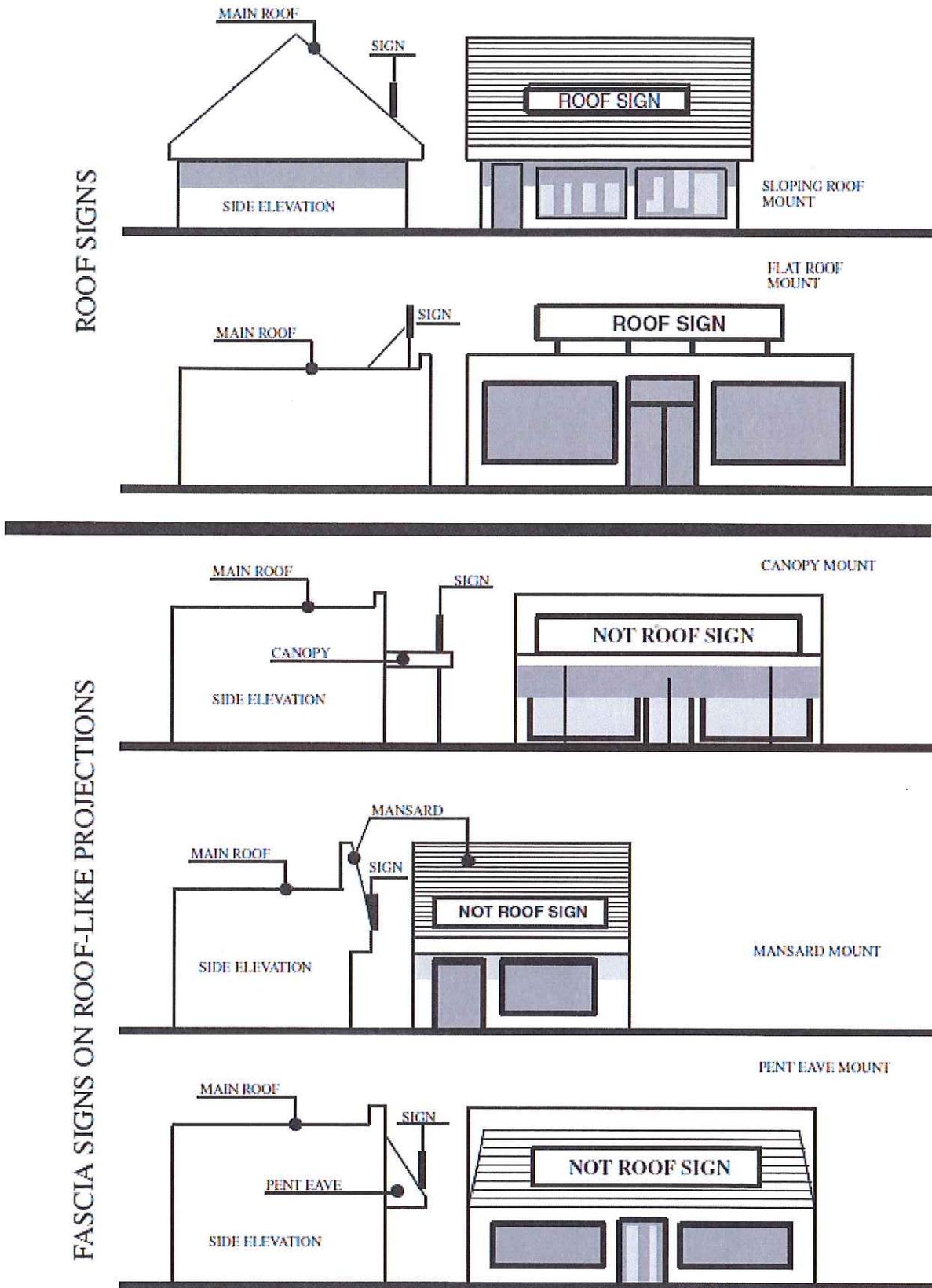
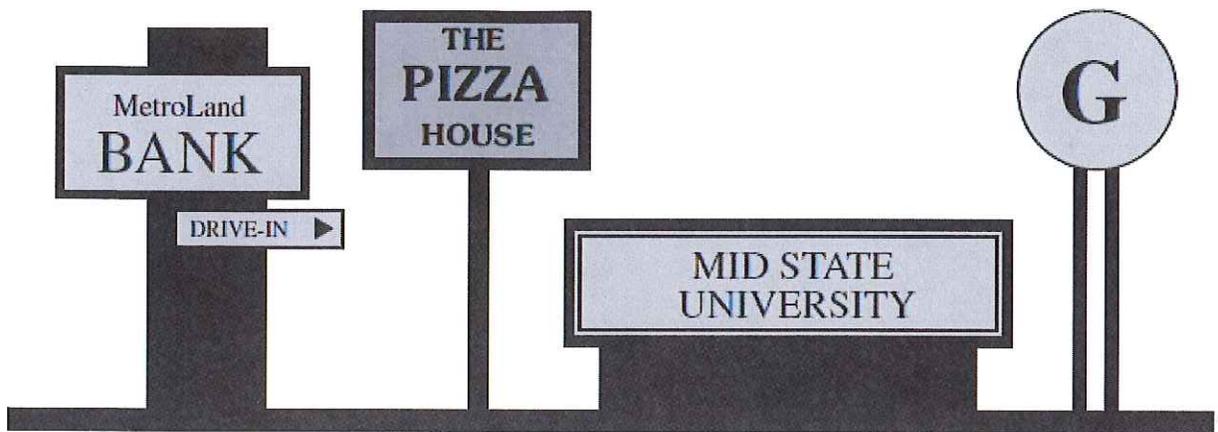
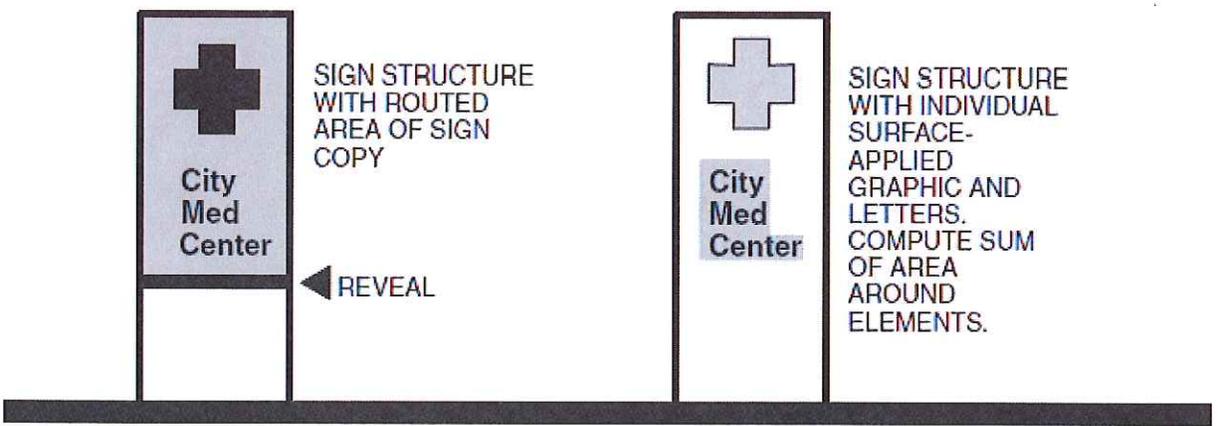


FIGURE C.1(2) COMPARISON—ROOF AND WALL OR FASCIA SIGNS



SIGN STRUCTURES



Notes: Sum of shaded areas only represents sign area. Sign constructed with panels or cabinets.

FIGURE C.1(3) SIGN AREA—COMPUTATION METHODOLOGY

METROLAND BANK
 Drive-In Branch

◀ COMPUTE AREA AROUND COPY ELEMENTS ONLY.

COMPUTE AREA INSIDE DEFINED BORDER OR INSIDE CONTRASTING COLOR AREA. ▶

METROLAND BANK
 Drive-In Branch



Arrowhead

COMPUTE SUM OF AREAS OF INDIVIDUAL ELEMENTS ON WALL OR STRUCTURE.

PARKING ▶

Village Center

IN COMPUTING AREA FOR UPPER- AND LOWER-CASE LETTERING, INCLUDE ASCENDERS OR DESCENDERS, BUT NOT BOTH. CALCULATE SUPER ASCENDERS SEPARATELY AS INDICATED.

Notes: Sum of shaded areas only represents sign area for code compliance purposes. Examples of signs consisting of individual letters, elements or logos placed on building walls or structures.

FIGURE C.1(4) SIGN AREA—COMPUTATION METHODOLOGY

- D. General Provisions
 - 1. Conformance to codes
 Any sign hereafter erected shall conform to the provisions of this ordinance and of any other ordinance or regulation within this jurisdiction.

2. Signs in rights-of-way
No sign other than an official traffic sign or similar sign shall be erected within any public way, unless specifically authorized by other ordinances or regulations of this jurisdiction or by specific authorization of the Town Manager and VDOT.
3. Projections over public ways
Signs projecting over public walkways shall be permitted to do so only with the approval of the Town Manager on a temporary basis. These signs are subject to the projection and clearance limits either defined herein or, if not so defined, at a minimum height of 8 feet (2438 mm) from *grade* level to the bottom of the sign. Signs, architectural projections or *sign* structures projecting over vehicular access areas must conform to the minimum height clearance limitations imposed by the jurisdiction for such structures.
4. Traffic visibility.
No sign or sign structure shall be erected at the intersection of any street in such a manner as to obstruct free and clear vision, nor at any location where by its position, shape or color it may interfere with or obstruct the view of or be confused with any authorized traffic sign, signal or device.
5. Computation of frontage
Business signs with an area of two square feet for each foot of facade width to a maximum of fifty square feet in sign area (where more than one business exists in a building, each maximum sign area is to be proportionate to the business square footage). For buildings with more than one wall facing a street, each side of the building will be computed separately.
6. Animation and changeable messages
Animated signs, except as prohibited in Section F, are permitted in commercial and *industrial* zones only. Changeable signs, manually activated, are permitted for nonresidential uses in all zones. Changeable signs, electrically activated, are permitted in all nonresidential zones.
7. Maintenance, repair and removal
Every sign permitted by this ordinance shall be kept in good condition and repair. When any sign becomes insecure, in danger of falling or is otherwise deemed unsafe by the zoning administrator, or if any sign shall be unlawfully installed, erected or maintained in violation of any of the provisions of this ordinance, the owner thereof or the person or firm using same shall, upon written notice by the zoning administrator forthwith in the case of immediate danger, and in any case within not more than 10 days, make such sign conform to the provisions of this ordinance, or shall remove it. If within 10 days the order is not complied with, zoning administrator shall be permitted to remove or cause such sign to be removed at the expense of the owner and/or the user of the sign.
8. Obsolete sign copy
Any *sign* copy that no longer advertises or identifies a use conducted on the property on which said *sign* is erected must have the sign copy covered or removed within 30 days after written notification from the zoning administrator; and upon failure to comply with such notice, the zoning administrator is hereby authorized to cause removal of such sign copy, and any expense incident thereto

10/4/11-Not permitted.

6/5/12 TB to call Chincoteague

6/5/12 Need to obtain legal opinion re: removal of damaged signs.

shall be paid by the owner of the building, structure or ground on which the sign is located.

In some instances, the historic significance of the sign will exempt the property from adherence to this ordinance. Such cases will be determined by the zoning administrator.

9. Nonconforming signs

Any sign legally existing at the time of the passage of this ordinance that does not conform in use, location, height or size with the regulations of the zone in which such *sign* is located, shall be considered a legal nonconforming use or structure and shall be permitted to continue in such status until such time as it is either abandoned or removed by its owner, subject to the following limitations:

6/5/12 Need legal review re: handling of non-conforming signs.

- a. Structural alterations, enlargement or re-erection are permissible only where such alterations will not increase the degree of nonconformity of the signs.
- b. Any legal nonconforming *sign* shall be removed or rebuilt without increasing the existing height or area if it is damaged, or removed if allowed to deteriorate to the extent that the cost of repair or restoration exceeds 50 percent of the replacement cost of the sign as determined by the zoning administrator.
- c. Signs that comply with either Item 1 or 2 above need not be permitted.

E. Exempt Signs

The following signs shall be exempt from the provisions of this chapter. No sign shall be exempt from Section D.4.

1. Official notices authorized by a *court*, public body or public safety official.
2. Directional, warning or information signs authorized by federal, state or municipal governments.
3. Memorial plaques, building identification signs, historical markers and building cornerstones when cut or carved into a masonry surface or when made of noncombustible material and made an integral part of the building or structure.
4. The flag of a government or noncommercial institution, such as a school.
5. Religious symbols and seasonal decorations within the appropriate public holiday season.
6. Works of fine art or historical signs displayed in conjunction with a commercial enterprise where the enterprise does not receive direct commercial gain.
7. Street address signs and combination nameplate and street address signs that contain no advertising copy and which do not exceed 6 square feet (0.56 m²) in area.

Too big
11/1/11

F. Prohibited Signs

The following devices and locations shall be specifically prohibited:

Need to compare with current.
10/4/11

1. Signs located in such a manner as to obstruct or otherwise interfere with an official traffic sign, signal or device, or obstruct or interfere with a driver's view of approaching, merging or intersecting traffic.
2. Except as provided for elsewhere in this code, signs encroaching upon or overhanging public right-of-way. No *sign* shall be attached to any utility pole (with the exception of the utility pole located at the Post Office on Randolph

Avenue), light standard, street tree or any other public facility located within the public right-of-way.

3. Signs which blink, flash or are animated by lighting in any fashion that would cause such signs to have the appearance of traffic safety signs and lights, or municipal vehicle warnings from a distance.
4. Portable signs except as allowed for temporary signs.
5. Any *sign* attached to, or placed on, a vehicle or trailer parked on public or private property, except for signs meeting the following conditions:
 - 5.1. The primary purpose of such a vehicle or trailer is not the display of signs.
 - 5.2. The signs are magnetic, decals or painted upon an integral part of the vehicle or equipment as originally designed by the manufacturer, and do not break the silhouette of the vehicle.
 - 5.3. The vehicle or trailer is in operating condition, currently registered and licensed to operate on public streets when applicable, and actively used or available for use in the daily function of the business to which such signs relate.
6. Vehicles and trailers are not used primarily as static displays, advertising a product or service, nor utilized as storage, shelter or distribution points for commercial products or services for the general public.
7. Balloons, streamers or pinwheels except those temporarily displayed as part of a special sale, promotion or community event. For the purposes of this subsection, "temporarily" means no more than 20 days in any calendar year.

Need to define
"static" displays.

G. Permits Required

1. Unless specifically exempted, a permit must be obtained from the zoning administrator for the erection and maintenance of all signs erected or maintained within this jurisdiction and in accordance with other ordinances of this jurisdiction. Exemptions from the necessity of securing a permit, however, shall not be construed to relieve the owner of the sign involved from responsibility for its erection and maintenance in a safe manner and in a manner in accordance with all the other provisions of this ordinance.
2. Construction documents
Before any permit is granted for the erection of a sign or sign structure requiring such permit, construction documents shall be filed with the ~~code official~~ zoning administrator showing the dimensions, materials and required details of construction, including loads, stresses, anchorage and any other pertinent data. The permit application shall be accompanied by the written consent of the owner or lessee of the premises upon which the sign is to be erected and by engineering calculations signed and sealed by a registered design professional where required by the *International Building Code*.
3. Changes to signs
No sign shall be structurally altered, enlarged or relocated except in conformity to the provisions herein, nor until a proper permit, if required, has been secured. The changing or maintenance of movable parts or components of an approved sign that is designed for such changes, or the changing of copy, business names, lettering, sign faces, colors, display and/or graphic matter, or the content of any sign shall not be deemed a structural alteration.
4. Permit fees
Permit fees to erect, alter or relocate a sign shall be in accordance with the fee schedule adopted within this jurisdiction.

H. Specific Sign Requirements

1. Identification signs.

Identification signs shall be in accordance with Sections H.1.a through H.1.c.

a. Wall signs

Every single-family residence, multiple-family residential complex, commercial or *industrial* building, and every separate nonresidential building in a residential zone may display wall signs per street frontage subject to the limiting standards set forth in Table 1008.1.1(1). For shopping centers, planned *industrial* parks or other multiple occupancy nonresidential buildings, the building face or wall shall be calculated separately for each separate occupancy, but in no event will the allowed area for any separate occupancy be less than [JURISDICTION TO INSERT NUMBER] square feet.

TABLE H.1.a(1) IDENTIFICATION SIGN STANDARDS—WALL SIGNS

LAND USE	AGGREGATE AREA (square feet)
Single-family residential	2 SQFT
Multiple-family residential	12 SQFT
Nonresidential in a residential zone	Up to 50 SQFT
Commercial and industrial	See Table 1008.1.1(2)

For SI: 1 square foot = 0.0929 m².

b. Free-standing signs

In addition to any allowable wall signs, every single-family residential subdivision, multiple-family residential complex, commercial or *industrial* building, and every separate nonresidential building in a residential zone shall be permitted to display free-standing or combination signs per street frontage subject to the limiting standards set forth in Table H.1.b.

TABLE H.1.b IDENTIFICATION SIGN STANDARDS—FREE-STANDING SIGNS^{a,b,c}

LAND USE	NUMBER OF SIGNS	HEIGHT (feet)	AREA (square feet)	SPACING
Single-family residential	1	4'	12 Sq Ft	1 per subdivision entrance ^a
Multiple-family residential	1	??	[JURISDICTION TO INSERT NUMBER]	1 per driveway ^a
Nonresidential in a residential zone	[JURISDICTION TO INSERT NUMBER]	[JURISDICTION TO INSERT NUMBER]	[JURISDICTION TO INSERT NUMBER]	300 ^a
Commercial and industrial	1	??	See Figures 1008.1.2 (1), (2) and (3)	150 ^b

For SI: 1 foot = 304.8 mm, 1 square foot = 0.0929 m², 1 acre = 4047 m².

a. For subdivision or apartment identification signs placed on a decorative entry wall approved by the ~~code official~~ zoning administrator, two identification signs shall be permitted to be placed at each entrance to the subdivision or apartment complex, one on each side of the *driveway* or entry drive.

b. For shopping centers or planned *industrial* parks, two monument-style free-standing signs not exceeding 50 percent each of the permitted height and area, and spaced not closer than 100 feet to any other free-standing identification sign, shall be permitted to be allowed in lieu of any free-standing sign otherwise permitted in Table H.1.b.

c. For any commercial or *industrial* development complex exceeding 1,000,000 square feet of gross leasable area, or 40 acres in size, such as regional shopping centers, auto malls or planned *industrial* parks, one free-standing sign per street front shall be permitted to be increased in sign area by up to 50 percent.

~~e. Directional signs~~

~~No more than two directional signs shall be permitted per street entrance to any lot. There shall be no limit to the number of directional signs providing directional information interior to a lot. In residential zones, the maximum area for directional signs shall be 4 square feet. For all other zones, the maximum area for any directional sign visible from adjacent property or rights of way shall be 4 square feet. Not more than 25 percent of the area of any directional sign shall be permitted to be devoted to business identification or logo, which area shall not be assessed as identification sign area.~~

2. Temporary signs

Temporary signs shall be in accordance with [Sections H.2.a](#) through [H.2.f](#).

a. Real estate signs

Real estate signs shall be permitted in all zoning districts, subject to the following limitations:

Add AUCTION Signs – size up to 48 SQFT. Can be displayed up to 30 days.

- (1) Real estate signs located on a single residential lot shall be limited to one sign, not greater than 4 square feet in area. (Open House Signs)
- (2) Real estate signs advertising the sale of lots located within a subdivision shall be limited to one sign per entrance to the subdivision, and each *sign* shall be no greater than 32 square feet in area nor 6 feet in height. All signs permitted under this section shall be removed within 7 days after sale of the last original lot.
- (3) Real estate signs advertising the sale or lease of space within commercial or *industrial* buildings shall be no greater than 12 square feet in area nor 8 feet in height, and shall be limited to one sign per street front.
- (4) Real estate signs advertising the sale or lease of vacant commercial or *industrial* land shall be limited to one sign per street front, and each sign shall be no greater than 8 feet in height, and 20 square feet for property of 10 acres or less, or 32 square feet for property exceeding 10 acres.
- (5) Real estate signs shall be removed not later than 7 days after execution of a lease agreement in the event of a lease, or the closing of the sale in the event of a purchase.

- b. Development and construction signs
Signs temporarily erected during construction to inform the public of the developer, contractors, architects, engineers, the nature of the project or anticipated completion dates, shall be permitted in all zoning districts, subject to the following limitations:
- (1) Such signs on a single residential lot shall be limited to one sign, not greater than 6 feet in height and 4 square feet in area.
 - (2) Such signs for a residential subdivision or multiple residential lots shall be limited to one sign, at each entrance to the subdivision or on one of the lots to be built upon, and shall be no greater than 6 feet in height and 32 square feet in area.
 - ~~(3) Such signs for nonresidential uses in residential districts shall be limited to one sign, and shall be no greater than 6 feet in height and 4 square feet in area.~~
 - (4) Such signs for commercial or *industrial* projects shall be limited to one sign per street front, not to exceed 6 feet in height and 12 square feet for projects on parcels 5 acres or less in size, and not to exceed 6 feet in height and 32 square feet for projects on parcels larger than 5 acres.
 - (5) Development and construction signs may not be displayed until after the issuance of construction permits by the building official, and must be removed not later than 7 days following issuance of an occupancy permit for any or all portions of the project.
- c. Special promotion, event and grand opening signs
Signs temporarily displayed to advertise special promotions, events and grand openings shall be permitted for nonresidential uses in a residential district, and for all commercial and *industrial* districts subject to the following limitations:
- (1) Such signs shall be limited to one sign per street front.
 - (2) Such signs may be displayed for not more than 30 consecutive days in any 3-month period, and not more than 60 days in any calendar year. The signs shall be erected no more than 5 days prior to the event or grand opening on weekends only, and shall be removed not more than 1 day after the event or grand opening.
 - (3) The total area number of all such signs shall not exceed 5 square feet in any single-family residential district, [JURISDICTION TO INSERT NUMBER] square feet in any multiple-family residential district and [JURISDICTION TO INSERT NUMBER] square feet in any commercial or *industrial* district.
- d. Special event signs in public ways
Signs advertising a special community event shall not be prohibited in or over public rights-of-way, subject to approval by the zoning administrator and the Virginia Department of Transportation as to the size, location and method of erection. The zoning administrator may not approve any special event signage that would impair the safety and convenience of use of public rights-of-way, or obstruct traffic visibility.

Currently not allowed. TB asked the Commissioners to think about. Possibly could use to eliminate the number of event signs. 4/3/2012

e. ~~Portable signs~~
~~Portable signs shall be permitted only in the C, CR and FI districts, as designated in this code, subject to the following limitations:~~

- ~~(1) No more than one such sign may be displayed on any property, and shall not exceed a height of [JURISDICTION TO INSERT NUMBER] feet nor an area of [JURISDICTION TO INSERT NUMBER] square feet.~~
- ~~(2) Such signs shall be displayed not more than 20 days in any calendar year.~~
- ~~(3) Any electrical portable signs shall comply with NFPA 70, as adopted in this jurisdiction.~~
- ~~(4) No portable sign shall be displayed prior to obtaining a sign permit.~~

f. Political signs
Political signs shall be permitted in all zoning districts, subject to the following limitations:

- (1) Such signs shall not exceed an area of 4 square feet.
- (2) Such signs for election candidates or ballot propositions shall be displayed only for a period of 45 days preceding the election and shall be removed within 7 days after the election.
- (3) Such signs shall not be placed in any public right-of-way or obstruct traffic visibility.

3. Requirements for specific sign types
Signs of specific type shall be in accordance with Sections H.3.a through H.3.g.

a. Canopy and marquee signs

- (1) The permanently-affixed copy area of *canopy* or marquee signs shall not exceed an area equal to 25 percent of the face area of the *canopy*, marquee or architectural projection upon which such sign is affixed or applied.
- (2) Graphic striping, patterns or color bands on the face of a building, *canopy*, marquee or architectural projection shall not be included in the computation of sign copy area.

b. Awning signs

- (1) The copy area of awning signs shall not exceed an area equal to 25 percent of the background area of the awning or awning surface to which such a sign is affixed or applied, or the permitted area for wall or fascia signs, whichever is less.
- (2) Neither the background color of an awning, nor any graphic treatment or embellishment thereto such as striping, patterns or valances, shall be included in the computation of sign copy area.

c. Projecting signs

- (1) Projecting signs shall be permitted in lieu of free-standing signage on any street frontage limited to one sign per occupancy along

any street frontage with public entrance to such an occupancy, and shall be limited in ~~height and~~ area to (2) square feet per each lineal foot of building frontage, except that no such sign shall exceed an area of 50 square feet.

- (2) No such *sign* shall extend vertically above the highest point of the building facade upon which it is mounted ~~by more than [JURISDICTION TO INSERT NUMBER] percent of the height of the building facade.~~
- (3) Such signs shall not extend over a public sidewalk ~~in excess of [JURISDICTION TO INSERT NUMBER] percent of the width of the sidewalk~~ without approval of the Town Manager.
- (4) Such signs shall maintain a clear vertical distance above any public sidewalk a minimum of 8 feet.

d. Under *canopy* signs

- (1) Under *canopy* signs shall be limited to no more than one such sign per public entrance to any occupancy, ~~and shall be limited to an area not to exceed [JURISDICTION TO INSERT NUMBER] square feet.~~
- (2) Such signs shall maintain a clear vertical distance above any sidewalk or pedestrian way a minimum of 8 feet.

e. Roof signs

- (1) Roof signs shall ~~not~~ be permitted in ~~commercial and industrial~~ any districts ~~only~~.
- (2) ~~Such signs shall be limited to a height above the roofline of the elevation parallel to the sign face of no more than [JURISDICTION TO INSERT NUMBER] percent of the height of the roofline in commercial districts, and [JURISDICTION TO INSERT NUMBER] percent of the height of the roofline in industrial districts.~~
- (3) ~~The sign area for roof signs shall be assessed against the aggregate permitted area for wall signs on the elevation of the building most closely parallel to the face of the sign.~~

f. Window signs (Inside).

Window signs shall be permitted for any nonresidential use in a residential district, and for all commercial and *industrial* districts, subject to the following limitations:

- (1) The aggregate area of all such signs shall not exceed 25 percent of the window area on which such signs are displayed. Window panels separated by muntins or mullions shall be considered as one continuous window area.
- (2) Window signs shall not be assessed against the sign area permitted for other sign types.

g. Menu boards

Menu board signs shall not be permitted to exceed ~~50 square feet (4.6 m²)~~ 10 square feet (2' x 5').

I. Signs for Development Complexes

1. Master sign plan required

All landlord or single-owner controlled multiple-occupancy development complexes on parcels exceeding 8 acres (32 376 m²) in size, such as shopping centers or planned *industrial* parks, shall submit to the ~~code~~ official zoning administrator a master sign plan prior to issuance of new sign permits. The master sign plan shall establish standards and criteria for all signs in the complex that require permits, and shall address, at a minimum, the following:

- a. Proposed sign locations.
- b. Materials.
- c. Type of illumination.
- d. Design of free-standing sign structures.
- e. Size.
- f. Quantity.
- g. Uniform standards for nonbusiness signage, including directional and informational signs.

2. Development complex sign

In addition to the free-standing business identification signs otherwise allowed by this ordinance, every multiple-occupancy development complex shall be entitled to one free-standing sign per street front, at the maximum size permitted for business identification free-standing signs, to identify the development complex. No business identification shall be permitted on a development complex sign. Any free-standing sign otherwise permitted under this ordinance may identify the name of the development complex.

3. Compliance with master sign plan

All applications for sign permits for signage within a multiple-occupancy development complex shall comply with the master sign plan.

4. Amendments

Any amendments to a master sign plan must be signed and approved by the owner(s) within the development complex before such amendment will become effective.

Planning Commission Staff Report

From: Tom Bonadeo
Date: January 9, 2013
Item: 6A – Park Bathroom
Attachments: Park Bathroom Layout and Site Plan and photos

Background

The Citizens for Central Park (CCP) proposed building a permanent bathroom facility in Central Park and as a Civic Partner formed to support the development of Cape Charles Central Park. The park has had Porta-Potty facilities for a few years. Citizens have complained about the quality of this service and have reported person spending the night in them occasionally.

CCP offered to apply for a grant to fund the project. The CCP was successful in securing a grant and the Town Council agreed to fund the matching funds.

Item Specifics

The Comprehensive Plan and the Trail Master Plan discuss the further development of the Park but do not identify bathroom as a specific element. The CCP has funded partially or in full the Pergola, the Gazebo, Park Benches, Trees and a watering system.

The organization comes to the Council from time to time for these improvement projects. While not a major building in size, the bathroom building will be a permanent structure. As such, the CCP and staff worked to locate it in such a position that it would serve the most functions, the proper amount of people and be constructed at an affordable cost. The location should also allow for the connection to the required electrical, water and sewer systems with the least cost and disruption to the completed systems in the park.

The site chosen is located on the site plan in the package. This site is at the East Node opposite the Pump Station. It is situated symmetrically with the pump house building also to maximize the view shed down the park for neighboring houses.

The building is designed to be compatible with the pump house and to have matching brick to the pump house, house across the street, the Old High School, Gazebo Base and the accessory building along South Park Row. Most of these buildings can be seen in the attached photos and are visible from the site.

The other Nodes of the park were reviewed, as well as interior locations. The East Node is nearest the gathering point for park activities and is close to utilities (electric, water and sewer). The South Node is the location of food vendors and little level land is available at that node. The West Node land is covered by the fountain and would require a street cut to reach utilities. The North Node and interior locations have little access to utilities and little unplanted or level land is available. No location inside the sidewalk was considered.

The design of the building was approved by the Historic District Review Board. That approval has been appealed to the Town Council and will be heard on January 10, 2013 at their regular meeting.

Recommendations

Review the attached plans and photos and recommend the construction of the bathroom building by CCP at the East Node of Central Park.

Historic District Review Board Staff Report

From: Tom Bonadeo
Date: November 20, 2011
Item: 4B -- Central Park Bathroom Building
Attachments: Photo and plans

Application Specifics

An application has been received to construct a permanent bathroom building at the east end of the Park. The proposed building would be sited symmetrically with the pump station along Plum Street.

The construction is being done in conjunction with Citizens for Central Park, a grand and Town matching funds. The building is owned by the Town and the grant was obtained by CCP.

Discussion

The plan sheets show the orientation of the building. The entry doors open to the park (west) side of the building. The Plum Street side (east) of the building has a "notice board". The north and south sides are brick with no openings.

The building is designed to be compatible with the existing pump house also along the Plum Street side of the park. The building is brick to match the pump house and the shingles will be colored to match the pump house also. The bathroom shingles will be architectural rather than three tab, as is on the pump house building.

The bathroom will be ADA accessible from the park trail by a concrete walkway

Recommendation

Staff recommends the approval of the bathroom building design as it meets the compatibility requirements of the ordinance.

MUNICIPAL CORPORATION OF CAPE CHARLES, VIRGINIA

Application for Historic District Review

Date 11-13-2012
*(Attach plans)

Permit No. _____
Fee: \$50.00 WAIVED - TOWN BLDG.

Applicant Citizens for Central Park, LLC Signature [Signature] President
Address PO Box 624 Cape Charles, VA 23310 Telephone 757-331-3493

Owner Town of Cape Charles
Address 2 Plum St. City Cape Charles State VA ZIP Code 23310

Contractor R.S. LLC
Address PO Box 1090 City Cheriton State VA ZIP Code 23316
Town License No. 12-0038 State License No. 2705142263A

Location of Improvement Cape Charles Central Park
Lot No. 83A3-1-23 Block No. _____ Lot Size 5 acres Lot Area 5 acres
Type of Improvement Restroom (660' x 380')
Proposed Use Public Use
Estimated Construction Costs \$ 37,000

Dimension of Structure or Improvement Width 14' Length 18' Height 16'
Total Square Footage 252

Structure or Improvement will be set back
10' from front property line
100' from side property line
from side property line on corner lot
630' from rear property line
from alley

Town Water Permit N/A Town Sewer Permit N/A

CERTIFICATION OF APPLICANT

I hereby certify that I have the authority to make the foregoing application, that the information given is true and correct, and that the construction or improvements will conform to the regulations in the Virginia Statewide Building Code, all pertinent Town Ordinances, including fire, sewer, and water ordinances, and private building restrictions, if any, which may be imposed on the property by deed. Furthermore, I certify that the changes to the improvement before or during construction will be provided to the Zoning Administrator and Building Official before such changes are constructed.

Signature of Owner/Agent [Signature]

BUILDING PERMIT

Issuance of a Certificate of Appropriateness in itself does not permit the applicant, owner, or contractor to proceed with the improvements noted above. Improvements can proceed only after issuance of a building permit from the Cape Charles Building Official, whose office is in the Municipal Building at 2 Plum Street in Cape Charles and who can be reached at 757-331-2176.

Date Approved _____ Date Denied _____

Zoning Administrator _____

 <p>TOWN OF CAPE CHARLES</p>	AGENDA TITLE: Central Park Restrooms		AGENDA DATE: November 8, 2012
	SUBJECT/PROPOSAL/REQUEST: Release of allocated funds to CCP for Central Park Restrooms		ITEM NUMBER: 6A
	ATTACHMENTS: None		FOR COUNCIL: Action <input checked="" type="checkbox"/> (X) Information <input type="checkbox"/> ()
	STAFF CONTACT (s): Heather Arcos	REVIEWED BY: Heather Arcos, Town Manager	

BACKGROUND:

Council approved a plan for the Town to partner with Citizens for Central Park (CCP) to build permanent restrooms in Central Park. The building would be similar in design to the Plum Street Pump Station in the northeast corner of the park, and would be located in the southeast corner for symmetry. CCP applied for a \$45,000 grant from the Eastern Shore of Virginia Community Foundation, but received only \$20,000. Council included \$15,000 in the FY 2013 budget as the Town match for the project. CCP has been working with Town staff to determine whether it can be accomplished for the amount of funding available through a design-build contract.

DISCUSSION:

CCP contacted six local contractors to ascertain interest in the project: Boytos & Boytos, J.A. Habel, Jesse Philpott, Manning Construction, QS, and Schneider Development. The decision was made by CCP to limit the proposal process to local contractors since those off the Eastern Shore did not prove competitive in the Harbor Bath House design-build competition.

CCP conducted individual meetings with the four interested contractors, focusing on the proposed site, locations for utility connections, flood plain, conceptual drawings, desired features and the funding available. It was emphasized that CCP was looking for the best balance of building aesthetics, features, maintainability and cost. Proposals were received on October 15, 2012 from Boytos & Boytos, Manning and QS.

CCP President Bob Panek asked Town staff to review the proposals regarding preliminary compliance of the Building Code and Town Code.

Manning's proposal significantly exceeded the funding available. The remaining two contractors were contacted for clarifications and modifications to the proposals based on the initial review.

QS provided the best value proposal within the \$35,000 budget. Boytos & Boytos did not meet the budget. CCP will pay for the architectural plans from Parham, at a cost of \$2,000.

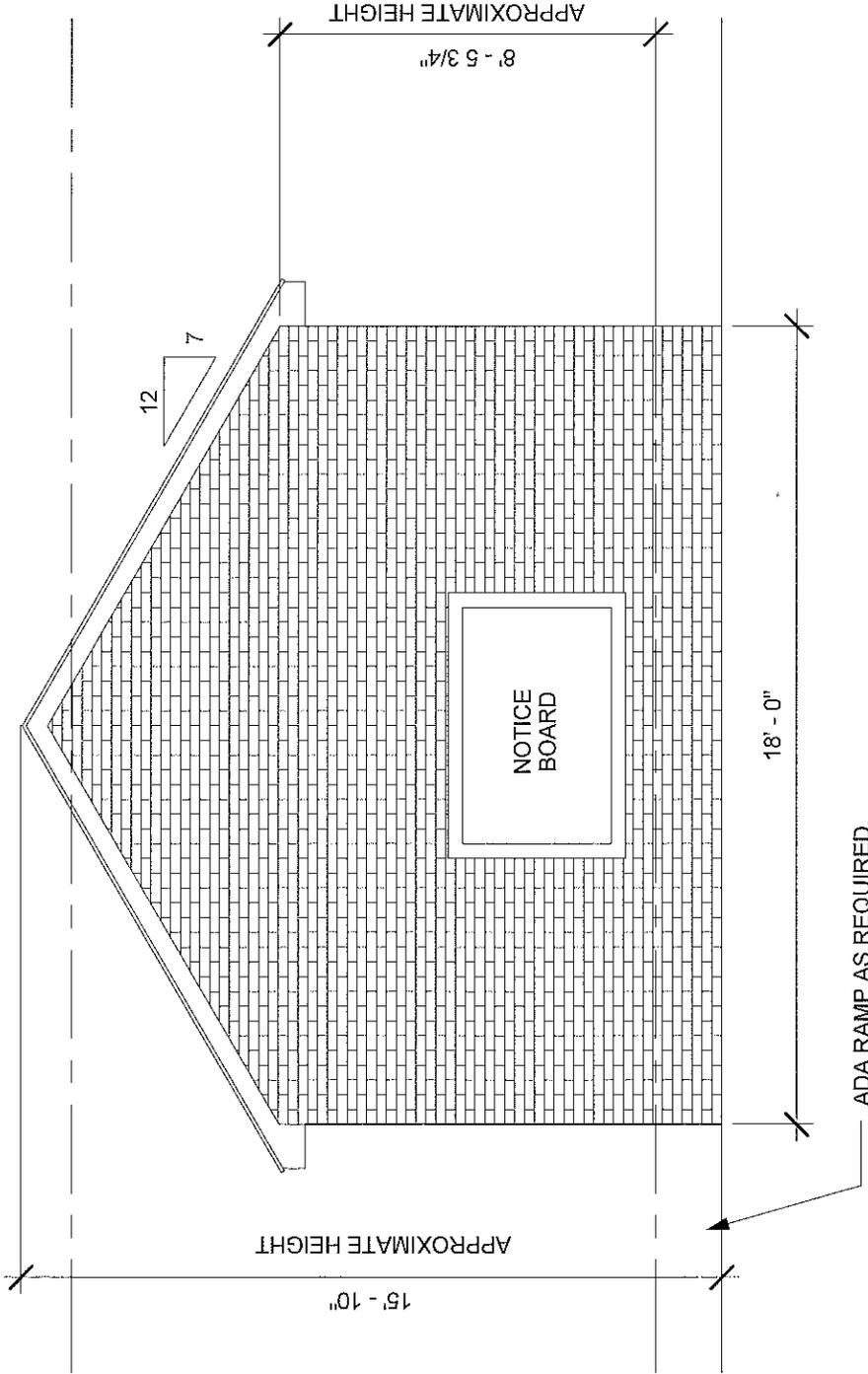
RECOMMENDATION:

Staff requests Council authorization to disburse the allocated \$15K to the CCP for the completion of the Central Park Restrooms.

PEAK OF EXISTING BUILDING
13' - 2 3/8"

NOTE:
ALL MATERIALS, DESIGN, AND CONSTRUCTION TO MATCH EXISTING BUILDING TO THE NORTH (INCLUDING BUT NOT LIMITED TO BRICK, ROOFING, ROOF PITCH, DOORS, FACIAS/OFFIT/EAVE TRIM, ETC)

NEW FLOOR LEVEL 0"
GRADE -1' - 6"



1 EAST ELEVATION
1/4" = 1'-0"

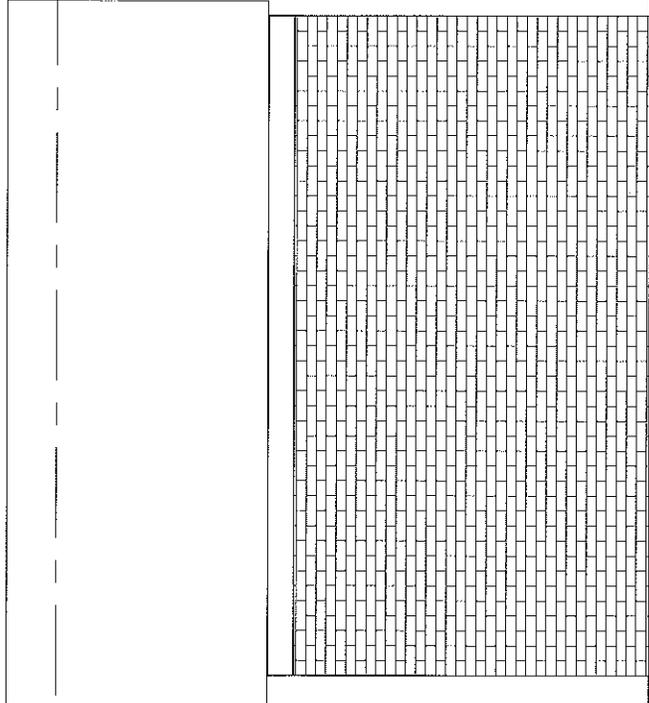
GREEN COTTAGE
SARAH B. ROSTER
PRESIDENT
DRAWN BY:
565 BRYANT STREET, #804
PALO ALTO, CA 94301
sarah@greencottagehomes.com
(650) 475-6668

PARK BATHROOMS Cape Charles, VA	SHEET NAME EAST ELEVATION	SHEET NUMBER A301	DATE 11/14/2012
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PEAK OF EXISTING BUILDING
13' - 2 3/8"



NOTE:
ALL MATERIALS, DESIGN, AND CONSTRUCTION TO MATCH EXISTING BUILDING TO THE NORTH
(INCLUDING BUT NOT LIMITED TO BRICK, ROOFING, ROOF PITCH, DOORS, FACIA/SOFFIT/EAVE TRIM, ETC.)



NEW FLOOR LEVEL



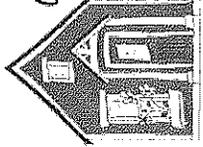
0"
GRADE

-1' - 6"

14' - 8"

1 NORTH ELEVATION
1/4" = 1'-0"

DRAWN BY:

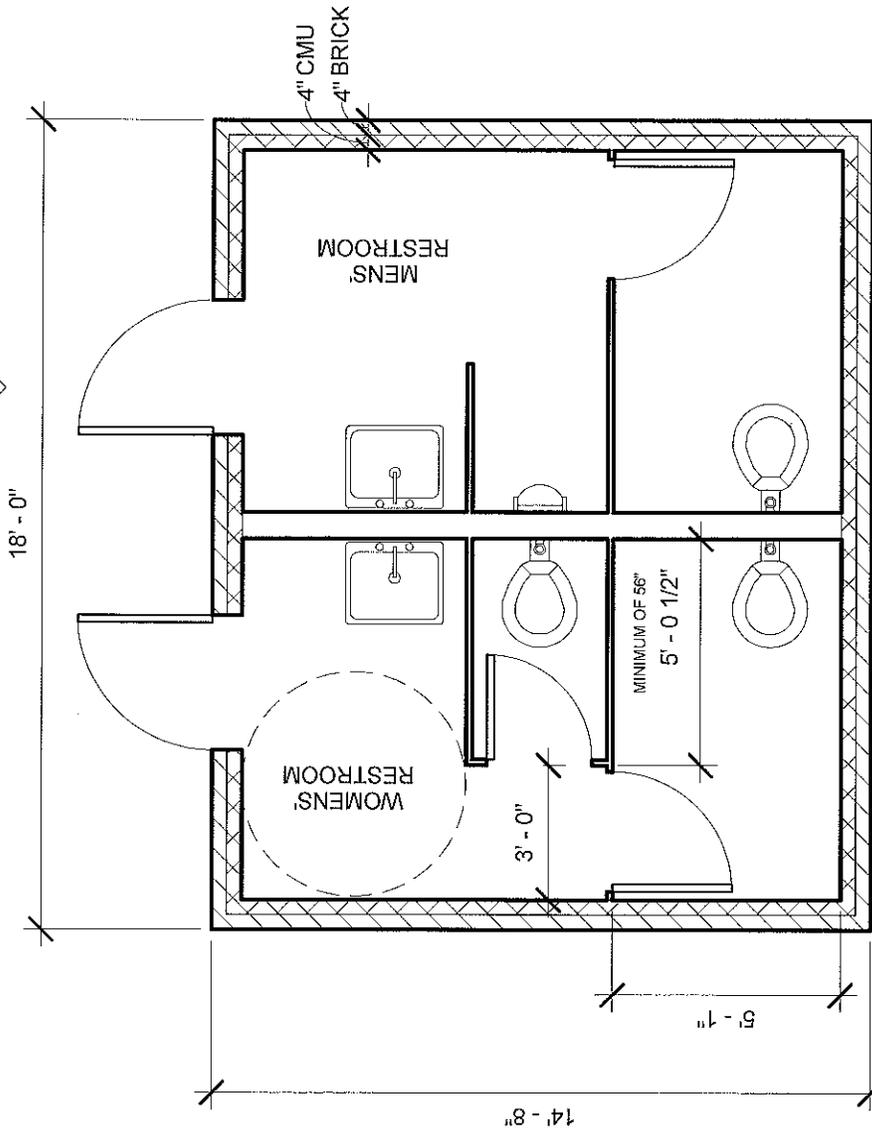


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PARK BATHROOMS Cape Charles, VA	SHEET NAME NORTH ELEVATION	SHEET NUMBER A302	DATE 11/14/2012
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NOTE:
 ALL MATERIALS, DESIGN, AND
 CONSTRUCTION TO MATCH
 EXISTING BUILDING TO THE
 NORTH
 (INCLUDING BUT NOT LIMITED
 TO BRICK, ROOFING, ROOF
 PITCH, DOORS,
 FACIA/SOFFIT/EAVE TRIM, ETC)

A303
1



A304
1

A302
1



1 FLOOR PLAN
 1/4" = 1'-0"

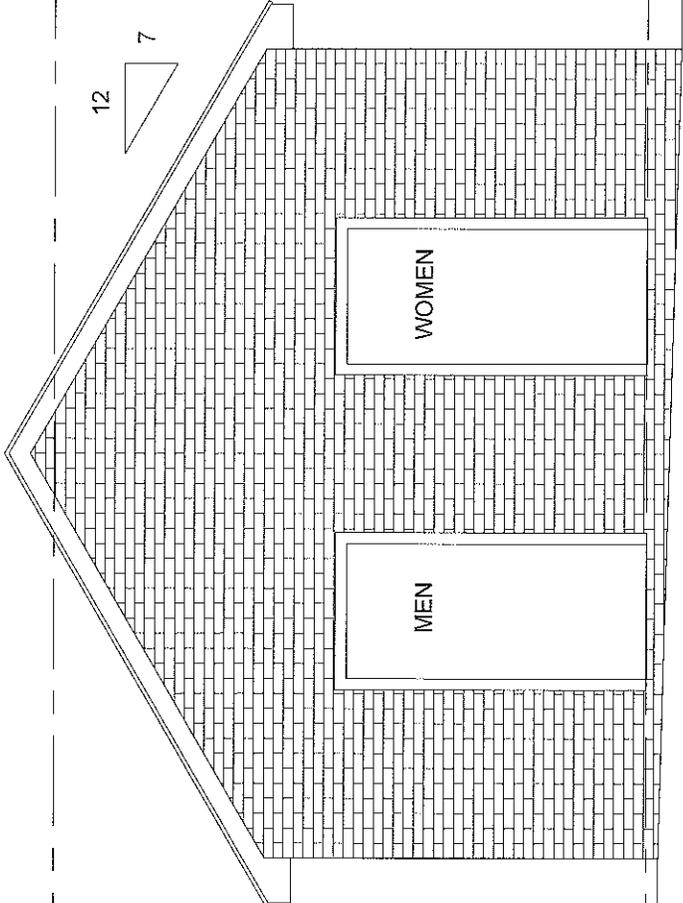
A301
1

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DRAWN BY:

PARK BATHROOMS Cape Charles, VA	SHEET NAME FLOOR PLAN	SHEET NUMBER A101	DATE 11/14/2012
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PEAK OF EXISTING BUILDING
13' - 2 3/8" 

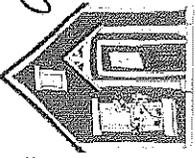


NOTE:
ALL MATERIALS, DESIGN, AND CONSTRUCTION TO MATCH EXISTING BUILDING TO THE NORTH (INCLUDING BUT NOT LIMITED TO BRICK, ROOFING, ROOF PITCH, DOORS, FACIA/SOFFIT/EAVE TRIM, ETC.)

NEW FLOOR LEVEL 0"
GRADE -1' - 6"

① WEST ELEVATION
1/4" = 1'-0"

DRAWN BY:



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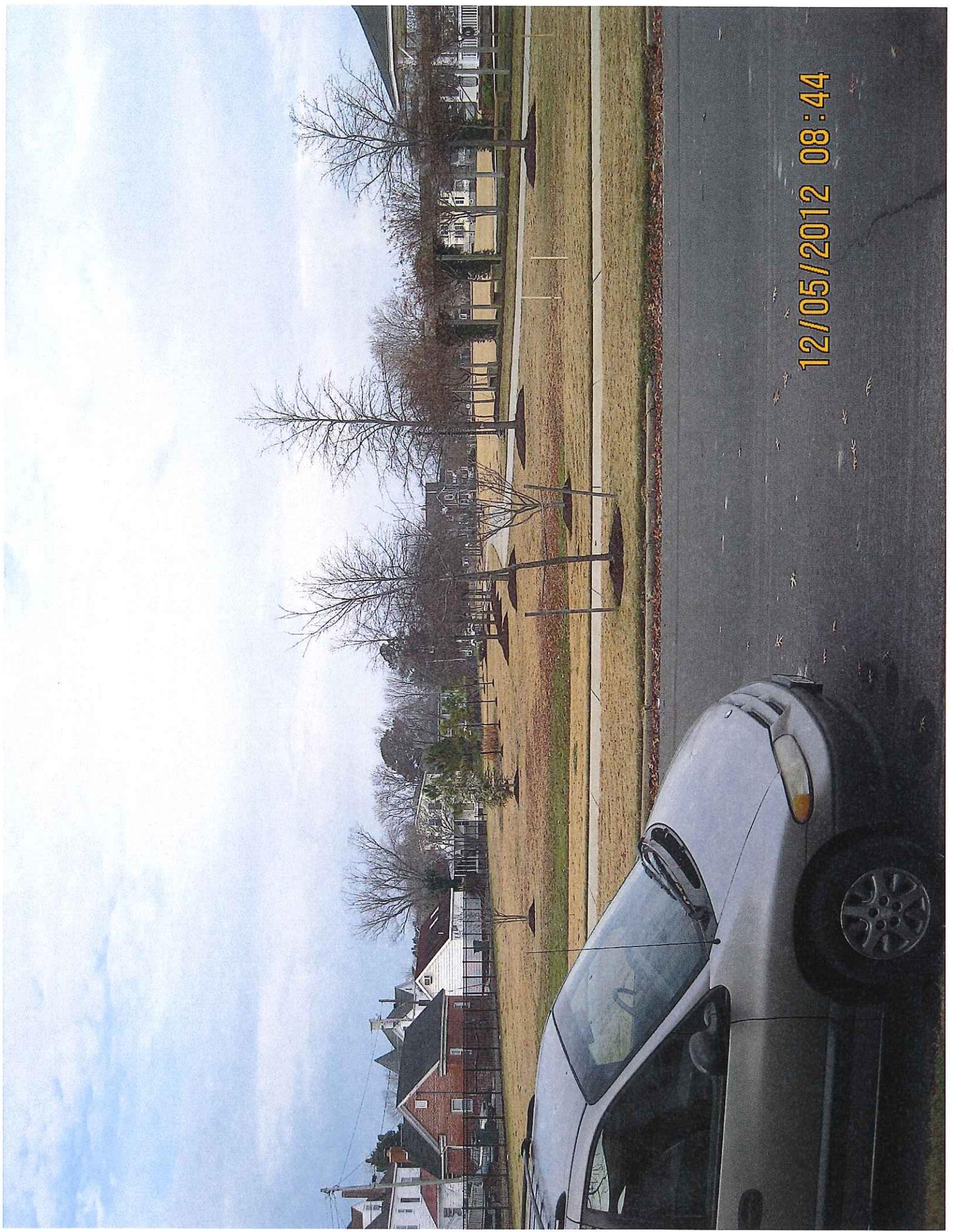
<p>PARK BATHROOMS Cape Charles, VA</p>	<p>SHEET NAME WEST ELEVATION</p>	<p>SHEET NUMBER A303</p>	<p>DATE 11/14/2012</p>
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11/14/2012 14:44



11/14/2012 14:44



12/05/2012 08:44



12/05/2012 08:43



12/05/2012 08:42



12/05/2012 08:42

Tom Bonadeo

From: Bob Panek <bob.panek@capecharles.org>
Sent: Tuesday, December 04, 2012 11:22 AM
To: 'Dora Sullivan'; 'Heather Arcos'
Cc: 'Tom Bonadeo'
Subject: RE: bathrooms in the park

Dora & Heather,

I met with Mr. Riley at the site. As you indicated, he expressed concern that the location lines up with the front porch of the house on the southwest corner of Monroe and Plum. We have not received a complaint from the owner of that property. I told Mr. Riley that the location we selected balanced aesthetics, constructability and cost.

Mr. Riley's suggestion is to shift the location of the restroom building 24 feet to the south. This would put some of the structure inside the drainage swale. I told Mr. Riley that this location would surely increase construction costs and that I would talk with the contractor to get an estimate. I've talked with Sean Ingram and his rough estimate is that it would add about \$3,500 (10%) because of the following:

1. Additional foundation height due to building from elevation 5' (bottom of swale) as opposed to 7'.
2. Additional backfill both within and around the foundation.
3. Possibly some additional length to the handicap accessible path.
4. Additional length of electrical and water service connections.

There would be additional costs to modify the site plan and construction drawings, relocate an existing memorial tree and re-contour the drainage swale; guesstimate of \$2,500.

I also made Mr. Riley aware that the location had been vetted through the public process. The information provided to the Historic District Review Board showed the location equidistant (38 feet) from the brick path (Plum Street to the Gazebo) as the pump station building on the other side. We also told Council that this would be the case. The equidistant location attains symmetry in location of structures in the park. Arguably, a change in location might require another review by the HDRB.

In summary, relocation would add about \$6,000 (16%) to the project cost and certainly delay start of construction.

CCP obtained the \$20,000 ESVCF grant and is kicking in another \$2,000 for the construction drawings. As you know, we went through a comprehensive design-build process to drive costs down since we were awarded only half the grant amount applied for. We can't afford to provide any significant amount of additional funding.

Unless you think the Council would be amenable to the non-symmetrical location suggested by Mr. Riley and would be willing to increase Town funding from \$15,000 to about \$21,000, I recommend that CCP allow the contractor to proceed as now planned.

Please let me know.

Bob

From: Dora Sullivan [<mailto:dora@capecharles.net>]
Sent: Monday, December 03, 2012 3:48 PM
To: 'Heather Arcos'; bob.panek@capecharles.org; planner@capecharles.org
Subject: bathrooms in the park

All,

Just got a visit from a neighbor who wants to know if the positioning of the bathroom is in stone.. is it too too late to re think the location as to not block the view from the first house as you go up Monroe.

The visitor is Don Riley and his number is 757-395-0797.... Someone please call him and let me know...

He did mention that we talk about Vistas and this is not a nice Vista...

Dora

CAPE CHARLES CENTRAL PARK TOILET FACILITIES

Cape Charles Central Park, Cape Charles, VA

opw

INDEX TO DRAWINGS:
C-1 COVER SHEET - SURVEY AND NOTES
A-1 TYPE SHEET TITLE HERE

CODE & ZONING NOTES
TYPE CODE AND ZONING NOTES HERE

1.1 DESCRIPTION OF THE PROJECT AND ARCHITECTURAL CONCEPT

A. This project consists of the construction of a new 1/2 story frame residence in Kings Bay neighborhood in The Colony at Bay Creek, Cape Charles, VA. The house is to conform to community design guidelines.

1.2 PROJECT SEQUENCE AND CONSTRUCTION LIMITS

A. The project shall be limited to area shown on plans. Contractor shall comply with all applicable codes and ordinances.

1.3 SCOPE OF WORK

- A. The scope of the project is shown and described in as great a detail as is practicable in the drawings and these specifications.
- B. It is the intention of these drawings and specifications that all labor and materials required for this project whether or not specifically shown or specified shall be furnished and installed so that the new residence when turned over to the Owner will be ready for continuous and satisfactory occupancy.
- C. The Contractor is invited to make suggestions and recommendations about different methods of accomplishing the work. The Contractor is responsible for calling to the Architect and Owner's attention work not specifically called for which, in his opinion should be considered at this time.
- D. In general, written dimensions take precedence over scaled dimensions. Any discrepancies in the plans shall be brought to the Architect's attention and resolved prior to construction.

1.4 EXAMINATION OF SITE

A. The Contractor shall be responsible for examining the site. The determination of the soil, underground conditions, water, access, utilities and other conditions not otherwise indicated in the contract documents, but affecting the execution of the agreement is the responsibility of the Contractor.

1.5 APPROVED EQUALS AND SUBMITTALS

A. Specified manufacturers shall be considered the standard for items called for. Equals will be considered by the Architect upon submission of substitute manufacturer's literature, specifications and samples if required.

1.6 DELIVERY, STORAGE AND HANDLING OF MATERIAL

- A. Materials shall be stored and handled with appropriate protection and care to prevent damage. Damaged materials shall not be installed if the damage is objectionable aesthetically, structurally or functionally.
- B. Contractor shall be responsible for the ordering and delivery of materials so as not to impede the progress of the project.

1.7 INSTALLATION AND FINISHING OF MATERIALS

A. Installation and finishing of materials shall be as recommended and specified by the manufacturer, whether or not the procedures are detailed in these specifications.

1.8 PROTECTION

- A. Adjacent property: Contractor shall take all reasonable precautions to protect adjacent properties from damage due to this project. Contractor shall be responsible for repair and or settlement of any such damage.
- B. This property: Contractor shall take all reasonable precautions to protect this site from damage and loss due to work performed under this contract. Contractor shall be responsible for repair and or replacement of any such damage.

1.9 SITE MAINTENANCE

- A. During construction, the Contractor shall keep the area free from excess trash and shall maintain the area as neatly as possible for safety, health and appearance.
- B. Upon completion the Contractor shall clean the premises thoroughly, removing all construction debris, dust, broom and or vacuum etc. Wash all glass and appropriate surface.

1.10 SITE SAFETY AND FIRE PROTECTION

A. Job safety is the sole responsibility of the Contractor and he shall conform to all safety requirements of all applicable authorities.

1.11 GUARANTEES

- A. The Contractor shall guarantee his workmanship and the workmanship of the subcontractors for a period of one (1) year after the project is completed.
- B. The Contractor shall provide the new owner all guarantees and warranties provided by the several manufacturers.

1.12 TEMPORARY FACILITIES

- A. Structure: The Contractor shall provide sufficiently safe ramps, scaffolds, hoists, shoring, and guardrails as required to accomplish the work in this contract.
- B. Temporary utilities:
 1. Heat- provide safe temporary heat as required for the work of the various trades, ventilation for human safety and proper drying.
 2. Electricity and Water- Contractor shall coordinate with power company for temporary services as required.
 3. Toilets- Contractor shall provide temporary facilities.

1.13 REGULATIONS AND PERMITS

- A. All work shall be in conformance with the regulations of all authorities having jurisdiction.
- B. Contractor shall obtain and pay for all required permits. Contractor shall obtain and pay for all required inspections.

Division 2- Site Work

1.1 EARTHWORK

- (Earthwork consists of excavating, filling, grading and seeding)
- A. Excavation
 1. Excavate to elevations, and dimensions indicated and normal practice dictates.
 2. Remove topsoil from areas to be excavated and stock pile for future use.
 3. If suitable bearing is not encountered at the depths indicated for foundations, the contractor shall immediately notify the Architect. He shall not proceed further until correct bearing is determined.
 4. Contractor shall control the grading around the building so that ground is pitched to keep water from running into excavations. Maintain all trenches and pits where footings are to be placed free of water. Provide pumping necessary to keep excavated areas free of water during construction.
 5. Where exact conditions permit, footing trenches may be excavated to the exact dimensions of the concrete and side forms omitted. Place footings and foundations on undisturbed and firm earth. Fill with concrete any excess cut under footings and foundations.
- B. Filling
 1. Remove from areas to be filled all debris subject to termite attack, rot, or corrosion and all discarded construction material such as blocks, concrete, or mortar.
 2. Excavated material that is suitable may be used for fills and backfills, as required. All surplus excavated material not required for grading etc. shall be removed from the site.
 3. Fill and backfill shall be compacted to a dry density of at least 95% of the modified Proctor maximum dry density (ASTM C-1557)
 4. The compaction shall be accomplished by placing the fill in essentially level lifts of not more than 8" and mechanically compacting each lift to at least specified dry density.
- C. Grading
 1. Do all filling, compacting of fills and rough grading required to bring the areas outside and inside the building to subgrades for finish grades as shown.
 2. Finish grading of all areas where work is to be performed, including excavated and fill sections and adjacent transition areas shall be reasonably smooth, compacted and free from irregular surface change and free of debris.
 3. Finish grading around structures shall pitch away from structure, areaways, etc.
 4. Seeding and planting by others.

1.2 PAVING MATERIALS

- A. All areas to be paved shall use project standard concrete pavers installed per Manufacturer's direction.
- B. Color shall be in accordance with "Design & Construction Guidelines" art 11.1 materials.

Division 3- Concrete

1.1 FOOTINGS

- A. Concrete shall have 28 day strength of 3000 psi.
- B. Assumed foundation pressure is 2000 psf. Contractor shall inform the Architect if there is any reason to doubt the soil bearing capacity.
- C. Footings shall be placed on undisturbed soil or compacted fill no less than 2'-0" below finish grade.
- D. Any fill material shall be free of organic or deleterious substances, rock, ice, or lumps larger than 6".

1.2 CONCRETE

- A. All concrete work including reinforcing materials and details, mixing placing and curing shall conform to ACI-318-77, and building code requirements for reinforced concrete.
- B. Do not cast any Aluminum conduit or inserts in concrete. Cast concrete only against the surface of aluminum items which have a protective bituminous coating.
- C. Products
 1. Cement- Portland cement, fresh stock, conforming to ASTM C150-78a, Type 1.
 2. Fine aggregates - clean, hard, washed natural sand conforming to ASTM C 40-79.
 3. Coarse aggregates - ASTM C33-78a.
 4. Water-clean, fresh, free from harmful matter. All concrete shall be ready mixed in accordance with ASTM C94-78a.
 5. Mix for grout and tiepack shall be one (1) part Portland cement and two (2) parts sand.
 6. Follow recommendation procedures of ACI 304-73 for placing concrete.

1.3 CONCRETE REINFORCING

- A. Concrete reinforcing shall conform to ASTM A615-78 and shall be manufactured from new billet steel, clean and free from rust.
- B. Welded wire fabric shall conform to ASTM A 185-79.
- C. Place reinforcing accurately in forms in secure and substantial manner in accordance with CRSI publication "Placing Reinforcing Bars", latest edition and to conform to code requirements.
- D. Securely space and hold reinforcing and dowels with required ties, clips, and accessories to prevent displacement before and during concrete placement.
- E. Protect reinforcing by thickness of concrete recommended in ACI 318-77.
- F. Bending and tying of reinforcing bars shall be as per ACI 318-77.
- G. Install wire fabric in lengths as long as possible. Lap adjoining edges and ends at least one full mesh, lace splices with 16 gauge wire.
- H. Where drawings indicate continuous reinforcing bars, lap corners and splices a minimum of 36 bar diameters and tie tightly with wire.

Division 4- Masonry

1.1 CONCRETE MASONRY UNITS

- A. Provide all concrete block for foundation.
- B. Provide concrete footings as shown.
- C. Block to conform to ASTM C-90
- D. Provide Type M mortar below grade ASTM 270
- E. Provide horizontal reinforcing as shown.
- F. Finish exterior.

Division 6 - Wood and Plastics

1.1 ROUGH CARPENTRY

- A. All lumber shall conform to American Soft Wood Lumber Standard PS-20-70, ASTM D 245 visual grading rules and shall bear the grade mark of National Forest Product Association approved agency.
- B. All lumber shall be S4S, surfaced four sides, unless otherwise noted.
- C. Moisture content of lumber 2" or less in thickness shall be 19% or less at time of enclosure.
- D. Roof and wall framing shall be adequately braced against lateral and other forces during construction.
- E. Unless otherwise shown, all structure shall comply with international residential code as a minimum for all timber connections.
- F. Framing lumber including roof sheathing to be in accordance with the standards and specifications of the American Institute of Timber Construction. AITC framing lumber shall be as follows:
 1. minimum bending stress shall be 1200 psi
 2. light framing #2
 3. plates, blocking and nailers #2
 4. studs, load and non-loadbearing #2
 5. 2x4 and wider plates, blocking and nailers #2
 6. posts and columns #2
- G. Treated lumber: All wood used in contact with concrete or masonry, below grade or embedded therein and where indicated on the drawings shall be treated on all surfaces, including field cuts with Wolman CCA wood preservatives and shall bear the trade mark "Wolmanized" by Koppers Co. Inc., or equal.
- H. Provide structural connections by TECO, or Simpson Strongtie or equal. Provide hurricane ties at each rafter. Joist hangers, post bases etc. shall be size and type as required for the installation.

1.2 FINISH CARPENTRY

- A. Interior wood work for paint finish: All interior wood trim, see drawings.
- B. All exterior siding to be "Hard Plank" or equal. First floor shall be plain clapboard with 7" exposure. Second floor shall be plain clapboard with 4" exposure. Third floor shall be as shown on elevations.
- C. All exterior trim to be white cellular dimensional PVC as shown or equal.

Division 7- Thermal and Moisture Protection

1.1 GENERAL

- A. It is the intention of this project to create water and air tight building envelope. The following special considerations shall be made.
 1. Seal foundation walls as per manufacturer direction and at openings created by incoming or outgoing services. Insulate basement wall space.
 2. Insulation in exterior walls shall run behind electrical boxes, piping, etc. for a continuous barrier and shall have vapor barrier.
 3. Provide Tyvek building wrap or equal on plywood siding, typical.
 4. All voids around windows and doors shall be filled.

1.2 FLASHING

A. Provide through wall flashing at all windows, doors, top of masonry walls, and at base of walls.

1.3 INSULATION

- A. All materials shall be Owens Corning or equal. Always install with vapor barrier toward the warm (heated) side. Install in accordance with manufacturers specifications.
- B. Schedule:
 1. In exterior walls & floors 6" R-19 min. batt with vapor barrier.
 2. In ceiling/attic 9" R-30 min. batt with vapor barrier.
 3. In interior walls at bathrooms and bedrooms, unfaced-sound attenuation blankets, 3 1/2" typical.

1.4 CAULKING

- A. Primer, joint filler, and caulk shall be of type, material and color appropriate to the installation.
- B. Follow manufacturers recommendations and specifications in regard to use of primers and surface conditions, required for optimum adhesion and water resistant conditions.
- C. Caulk at all windows and doors, joints, dissimilar materials and elsewhere to create a watertight condition.
- D. Tool joints immediately to assure maximum contact between caulk and substrate.
- E. Caulking shall have a smooth even appearance and finish.

1.5 ROOFING

- A. Provide "galvalume" clear coat, 24 gauge, 1.76" standing seam at 18" on center metal roofing.
- B. Provide concealed metal fasteners and clips.

1.6 SIDING

- A. Siding to be Hardplank smooth clapboard or as shown on elevations.
- B. Trim shall be cellular PVC.

Division 8- Doors and Windows

1.1 DOORS

- A. Interior doors to be semi-solid panel hard wood as selected. See schedule.
- B. Exterior doors to be Andersen as selected. See schedule.

1.2 FINISH HARDWARE

- A. Owner to select from Andersen hardware for exterior doors and windows.
- B. Provide appropriate interior hardware as selected.

1.3 WINDOWS AND VENTS

- A. Provide Andersen windows. See schedule. Install per manufacturers recommendations.
- B. Provide roof vents as shown on the new roof.

Division 9- Finishes

1.1 GYPSUM WALL BOARD

- A. Gypsum wall board to be manufactured by US Gypsum or equal.
- B. Regular wall board to be 1/2" thick by 48" wide with tapered edges by the longest practicable length to minimize joints. Use WR or green board in damp locations. Wonderboard or equal at wet locations behind tile or marble.
- C. Trim accessories - Corser bead- USG
- D. Joint treatment: Tape and compound shall be by same manufacturer as the board. Products shall conform to ASTM C474 and C745.
- E. Fasteners: Nails and or screws used for fastening board shall be of size, type and spacing recommended by the manufacturer for the specific location and use.
- F. Installation: Installer shall inspect all parts of the supporting structure and notify contractor or correct any condition detrimental to the application. Follow manufacturers recommendation and specification for installation and trim. All joints shall be sanded smooth and finish work shall appear monolithic and be cleaned prior to painting. Any reworking of joints and or nail pops shall be repaired to the satisfaction of the Owner.
- G. Provide 5/8" type-X fire rated at garage as shown.

1.2 PAINTING

- A. Contractor shall supply the Owner with color selection for the paint to be used. Acceptable manufacturers are:
 - Simon
 - Benjamin Moore
 - Marlin Senour
 - Sherwin Williams or equal
- B. No painting shall be done when the temperature is below 50 degrees.
- C. Contractor shall take all necessary precautions to protect other work already installed.
- D. All painted surfaces to be smooth, free of dirt, oil, wax, and dust.
- E. All materials used for painting and resultant debris shall be removed from the site. Provide owner with paint for touch ups.
- F. Contractor shall touch up the work, clean all splatters, glass, smears etc. for a first class product.
- G. Schedule:
 - Interior
 - Gypsum board- 1 coat primer
 - 2 coats latex flat
 - Gypsum board-bathroom
 - 1 coat oil base primer
 - 2 coats semi gloss oil base
 - Wood work
 - 1 coat oil base primer
 - 2 coats semi gloss oil base
 - 2 coats exterior latex (or factory finish)
 - (back prime all exterior finish wood trim)
 - trim to receive 1 coat primer and 2 coats semi gloss oil base.
 - Exterior
 - 1 coat sealer
 - 2 coats polyurethane semi gloss, follow manufacturer's direction for stone or ceramic tile subjected.
 - Floor
 - 2 coats polyurethane semi gloss, follow manufacturer's direction for stone or ceramic tile subjected.

1.3 CERAMIC TILE and MARBLE

- A. See drawings for locations.
- B. Provide Wonderboard or equal backing for all ceramic or marble.

1.4 FLOORING

- A. Flooring to be red oak through out unless otherwise noted.

Division 10 -Specialties

1.1 BATHROOM ACCESSORIES

- A. Provide all bathroom fittings, fixtures and accessories see interior elevations.

Division 11 -Equipment

- A. Provide all appliances, coordinate with cabinets.

Division 15/16 Mechanical / Electrical

1.1 GENERAL NOTES

- A. These notes and requirements govern the work of mechanical and electrical divisions.
- B. Architectural drawings indicate wiring and HVAC for guidance only. Contractors are responsible for code conforming installation. Coordinate with owner for exact locations of visible equipment. Coordinate work with local cable TV, telephone, and owner for installation and final location.
- C. Provide 3 zone HVAC.

1.2 PERMITS, FEES, AND CODES

- A. The Contractor shall obtain and pay for all permits and inspections required and all fees required by any local authority or utility for connections or changes to their equipment which may be required by work under this contract.
- B. Work shall conform to all applicable codes, ordinances, regulations.
- C. Contractors shall be licensed.
- D. Contractors shall be responsible for design and installation of their work. All work to conform to current standards applicable.

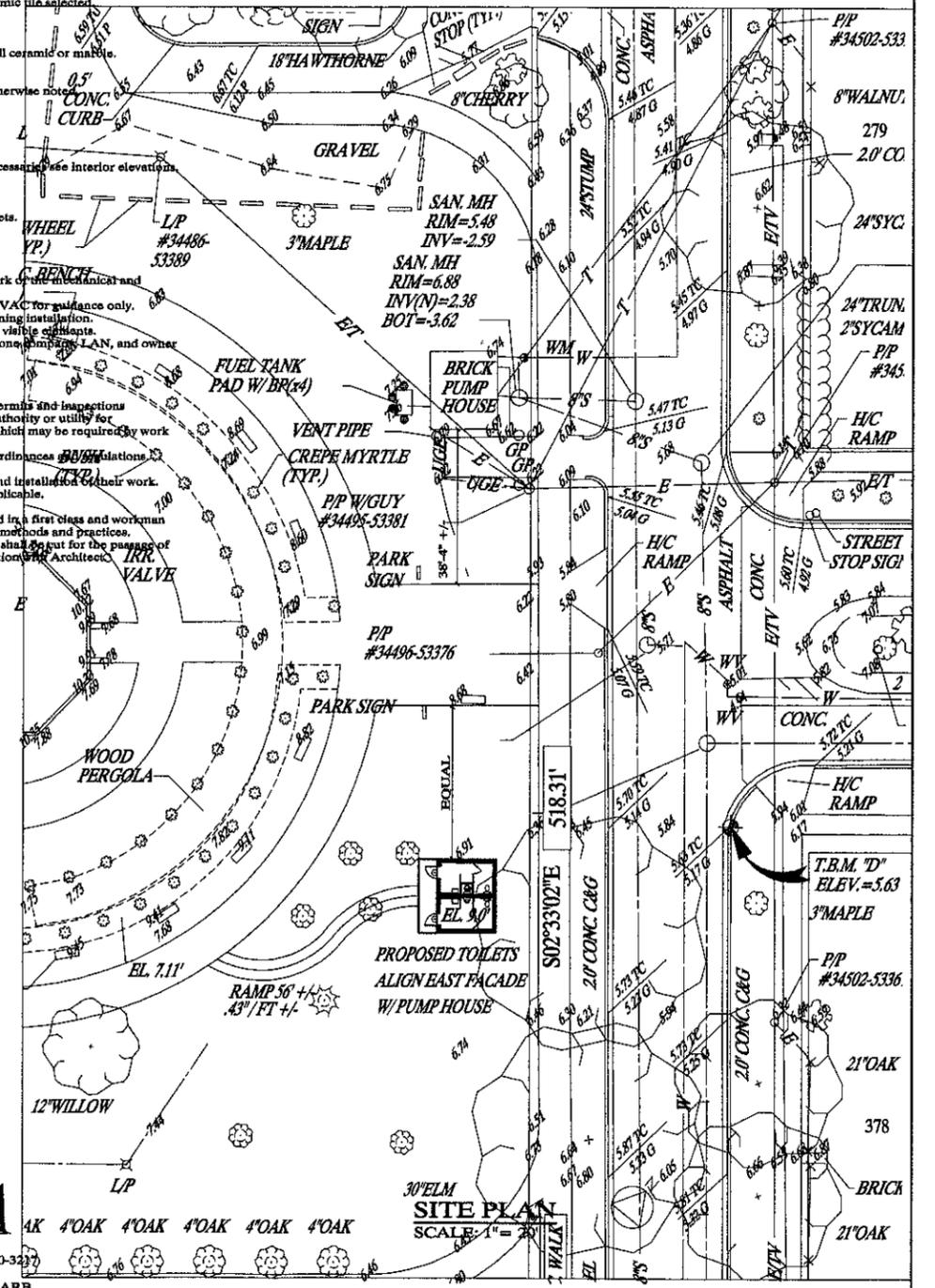
1.3 WORKMANSHIP

- A. All materials and equipment shall be installed in a first class and workman like manner and in compliance with the best methods and practices.
- B. No beams, columns, structural members, etc. shall be cut for the passage of piping, ducts, conduits, etc. without consultation with the Architect.
- C. All wiring, ducts, etc. shall be run concealed.

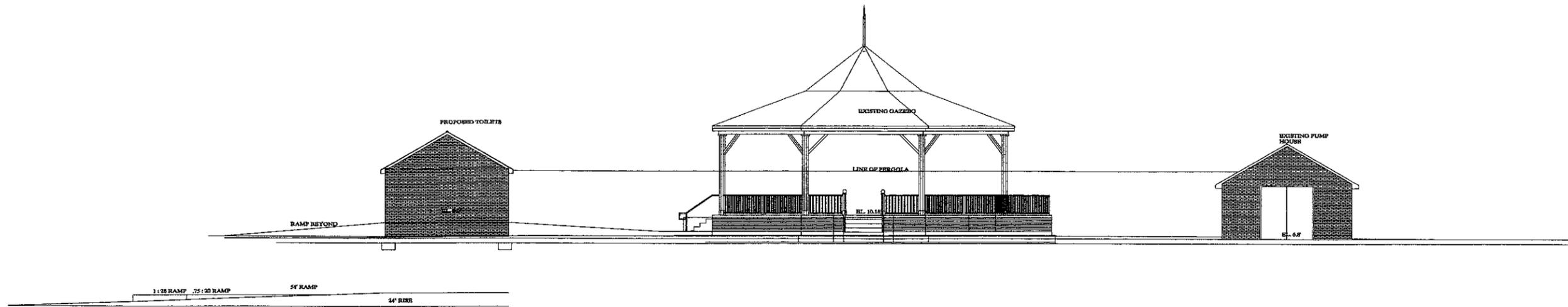


PARHAM

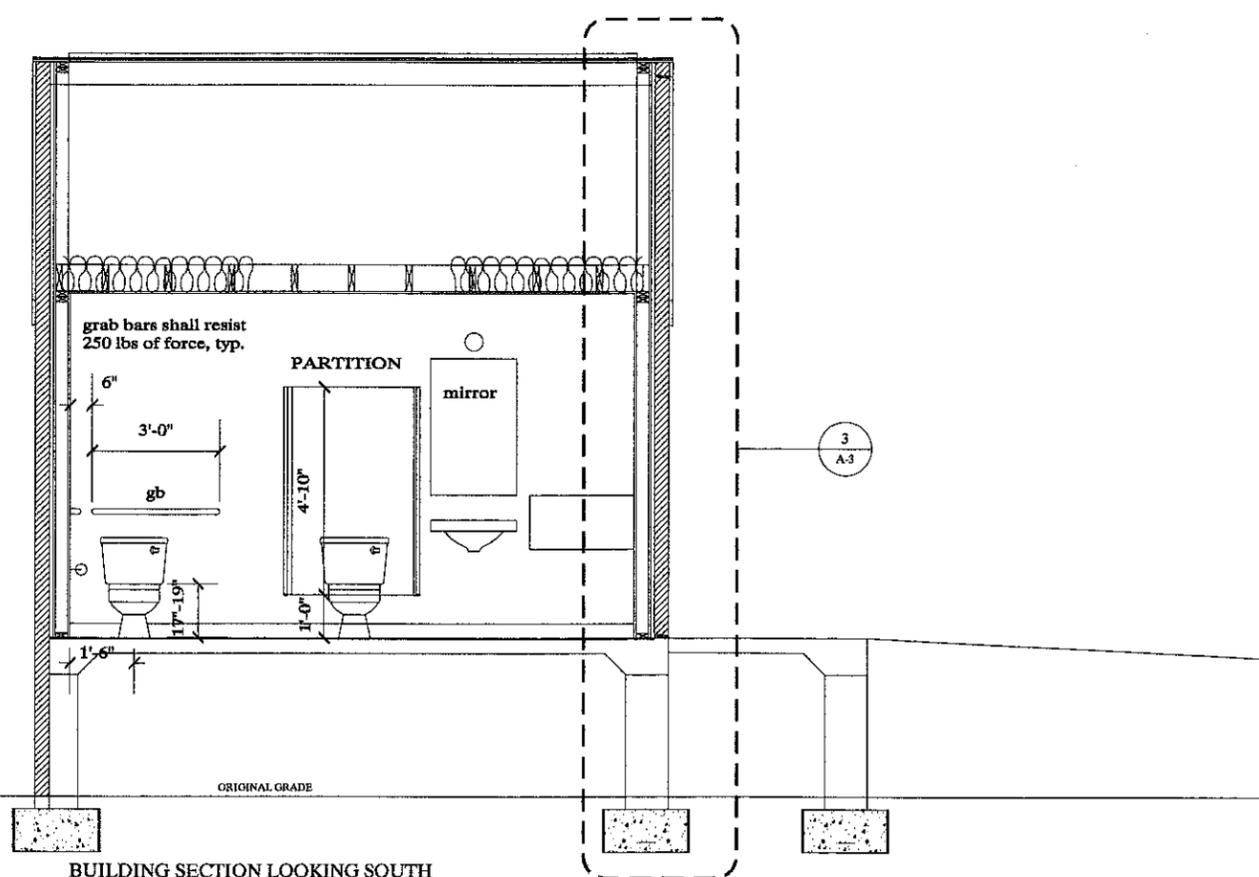
403 TAZEWELL, CAPE CHARLES VIRGINIA 23310-3330
757.331.8133 ... rtkel@verizon.net
LEON FULLER PARHAM, ARCHITECT, R.A., NCARB



02/12



VIEW LOOKING WEST FROM PLUM
Viewport Scale



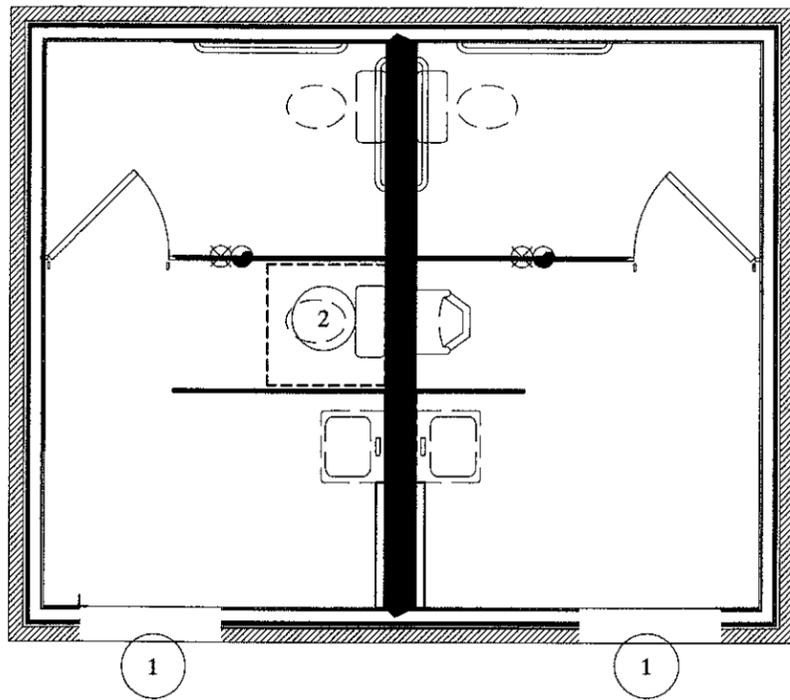
BUILDING SECTION LOOKING SOUTH
Viewport Scale



PARHAM
403 TAZEWELL . CAPE CHARLES VIRGINIA 23310-3217
757.331.8133 ... rktek@verizon.net
LEON FULLER PARHAM . ARCHITECT, R.A, NCARB

CAPE CHARLES CENTRAL PARK TOILETS
INTERIOR ELEVATIONS AND DETAILS

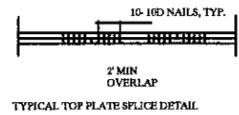
LP	11/1/12		A-3
201210	1/2"=1'		



ELECTRICAL LEGEND:
 ALL LIGHTS AND FANS IN PUBLIC AREAS TO BE MOTION ACTIVATED WITH OVER RIDE
 SURFACE MOUNT FIXTURES TO BY MARTEK OR EQ. 872WF-2E32 WHITE

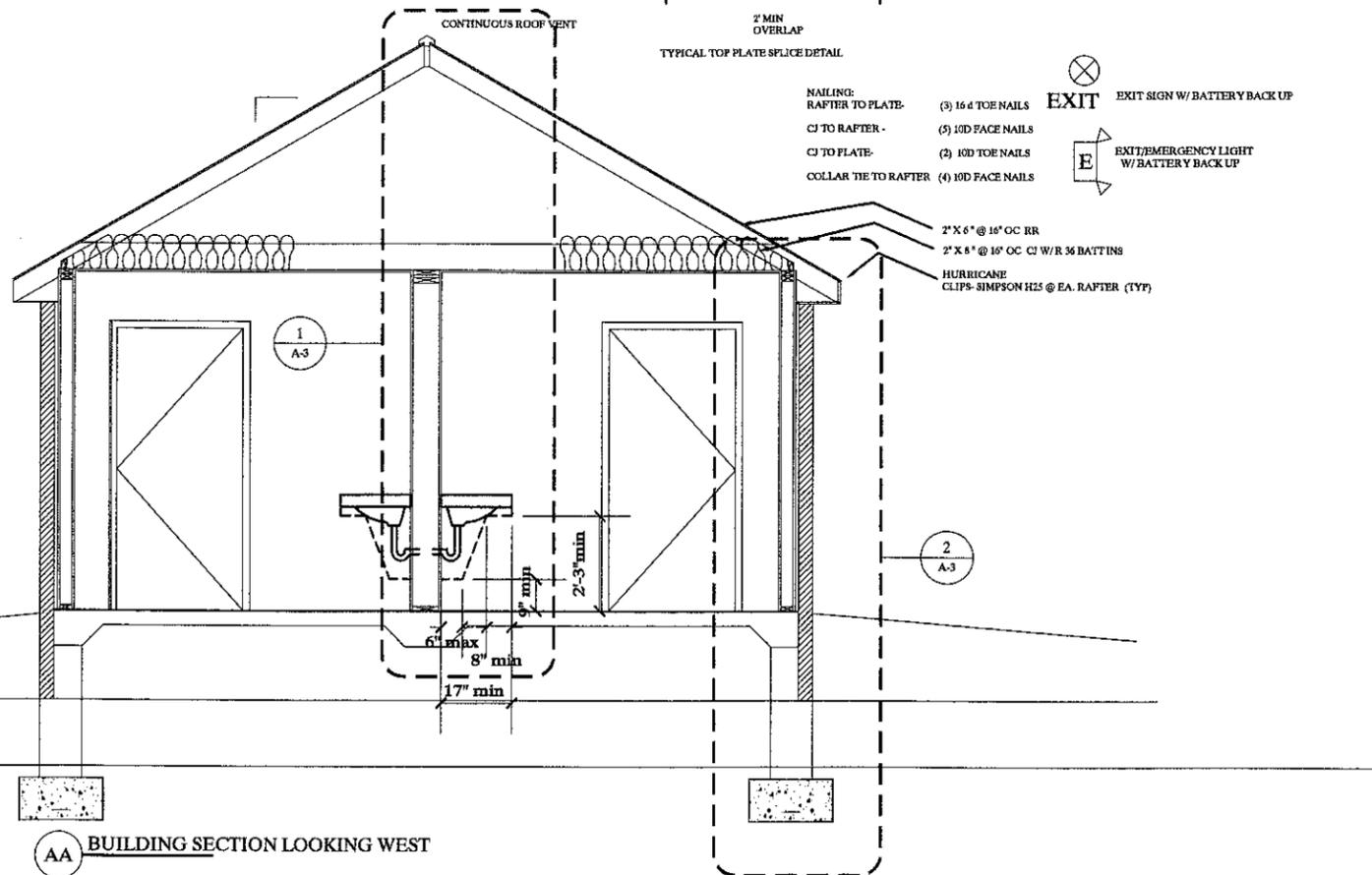
- ⊗ RECESSED CAN LIGHT
- ⊗ RECESSED DIRECTIONAL LIGHT
- ⊗ P SURFACE MOUNT LIGHT
- ⊙ SD SMOKE DETECTOR
- FLOURESCENT
- EXHAUST REGISTER
- SW SWITCH
- 3W 3 WAY SWITCH
- 4W 4 WAY SWITCH
- ⊕ QUAD OUTLET
- ⊕ DUPLX OUTLET
- ⊕ GROUND FAULT INTERRUPT DUPLX OUTLET
- ⊕ WP WEATHER PROOF GROUND FAULT INTERRUPT DUPLX OUTLET
- ⊕ OHI
- ⊕ C COUNTER OUTLET

REFLECTED CEILING PLAN
 Viewport Scale

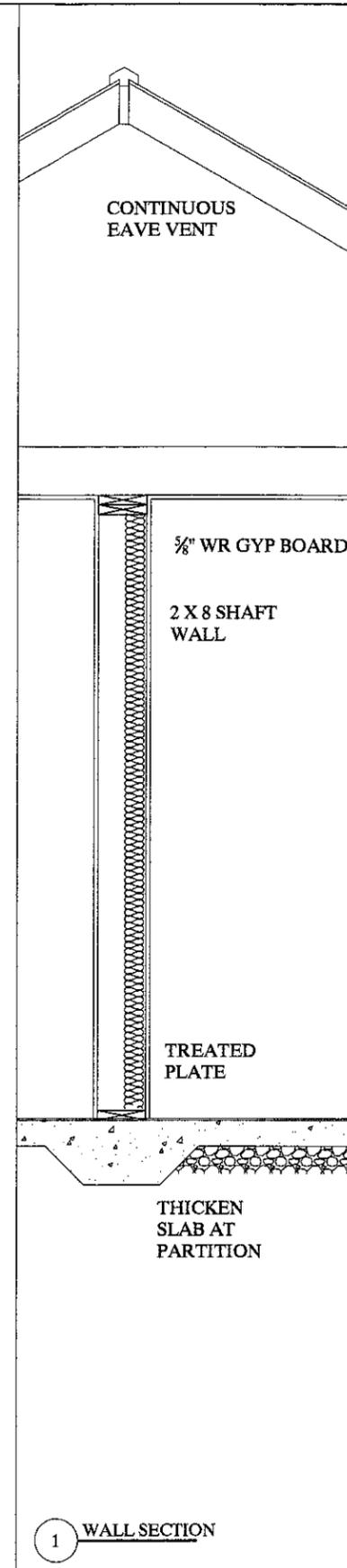


- NAILING:**
- RAFTER TO PLATE: (3) 16d TOE NAILS
 - CJ TO RAFTER: (5) 10D FACE NAILS
 - CJ TO PLATE: (2) 10D TOE NAILS
 - COLLAR TIE TO RAFTER: (4) 10D FACE NAILS

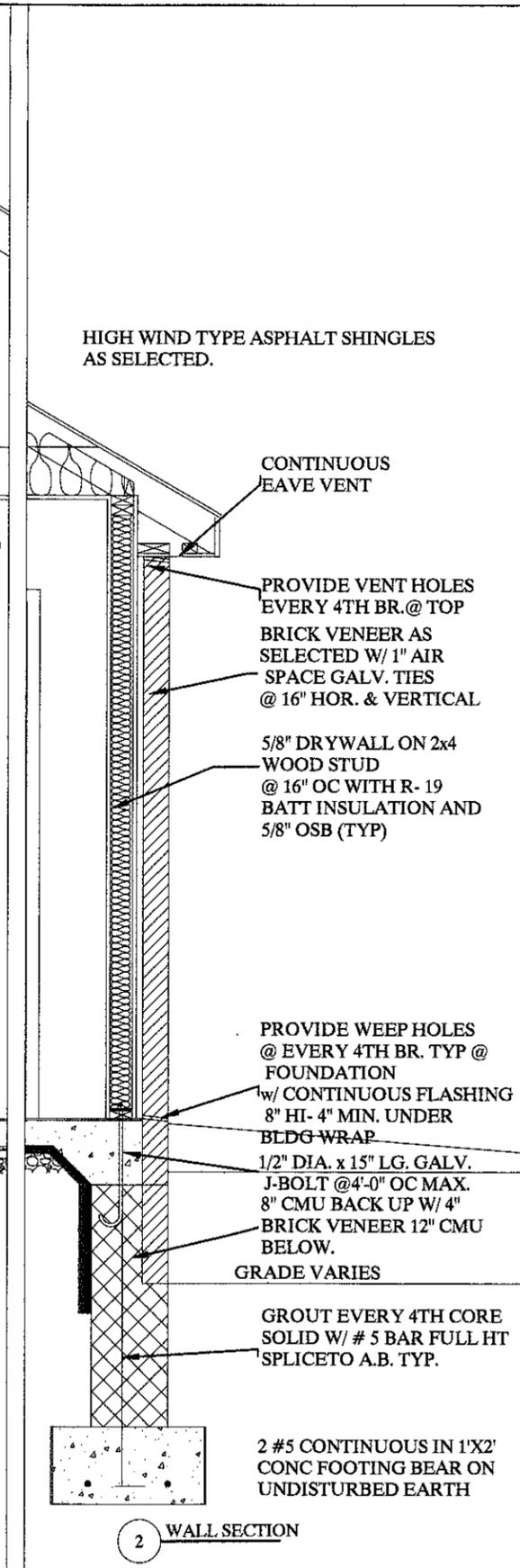
- ⊗ EXIT EXIT SIGN W/ BATTERY BACK UP
- ⊗ E EXIT/EMERGENCY LIGHT W/ BATTERY BACK UP



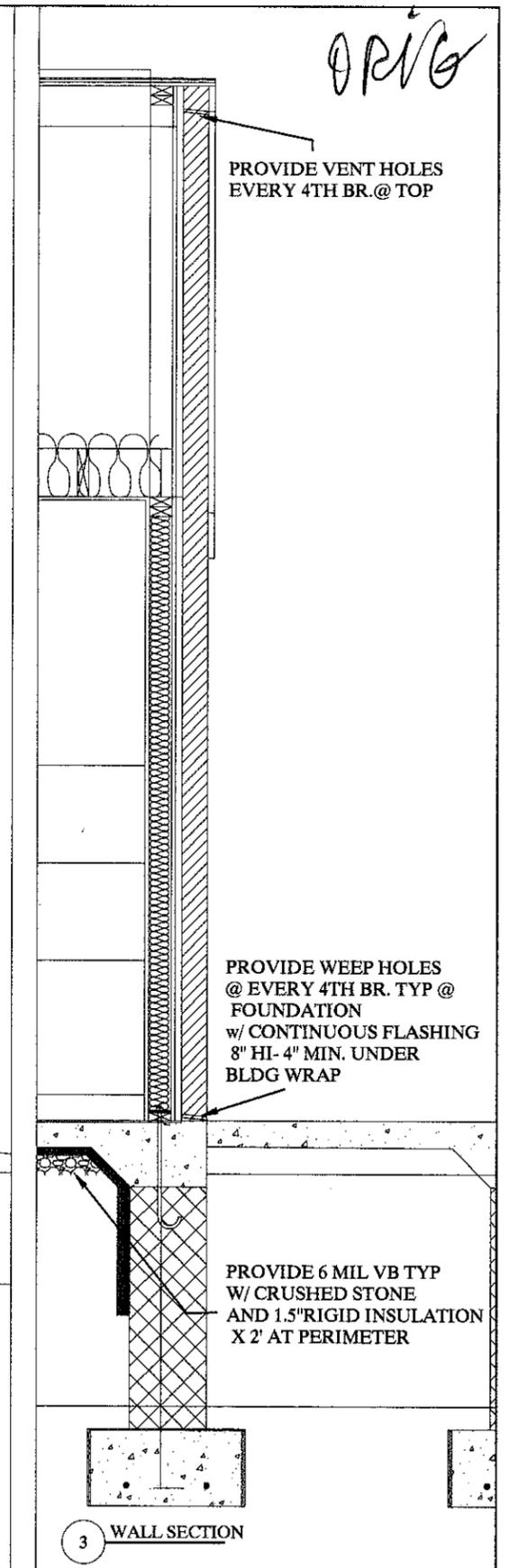
AA BUILDING SECTION LOOKING WEST



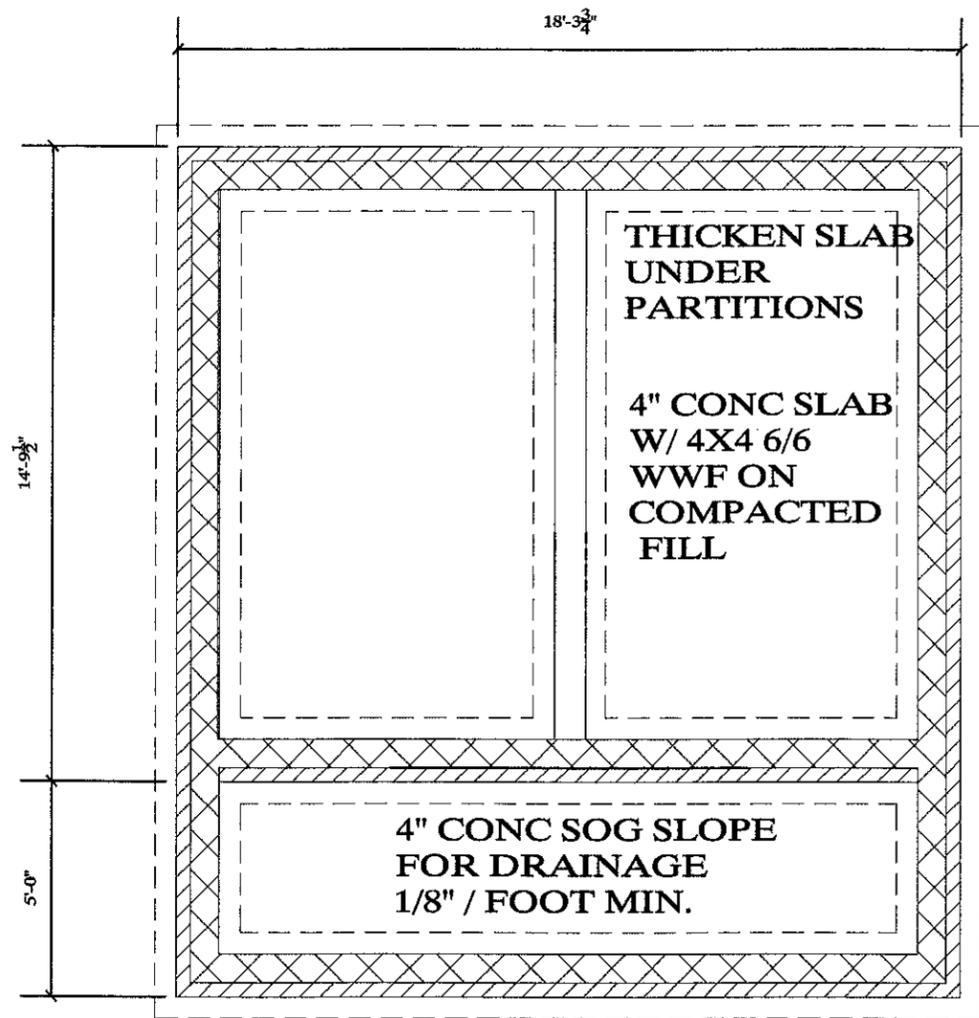
1 WALL SECTION



2 WALL SECTION

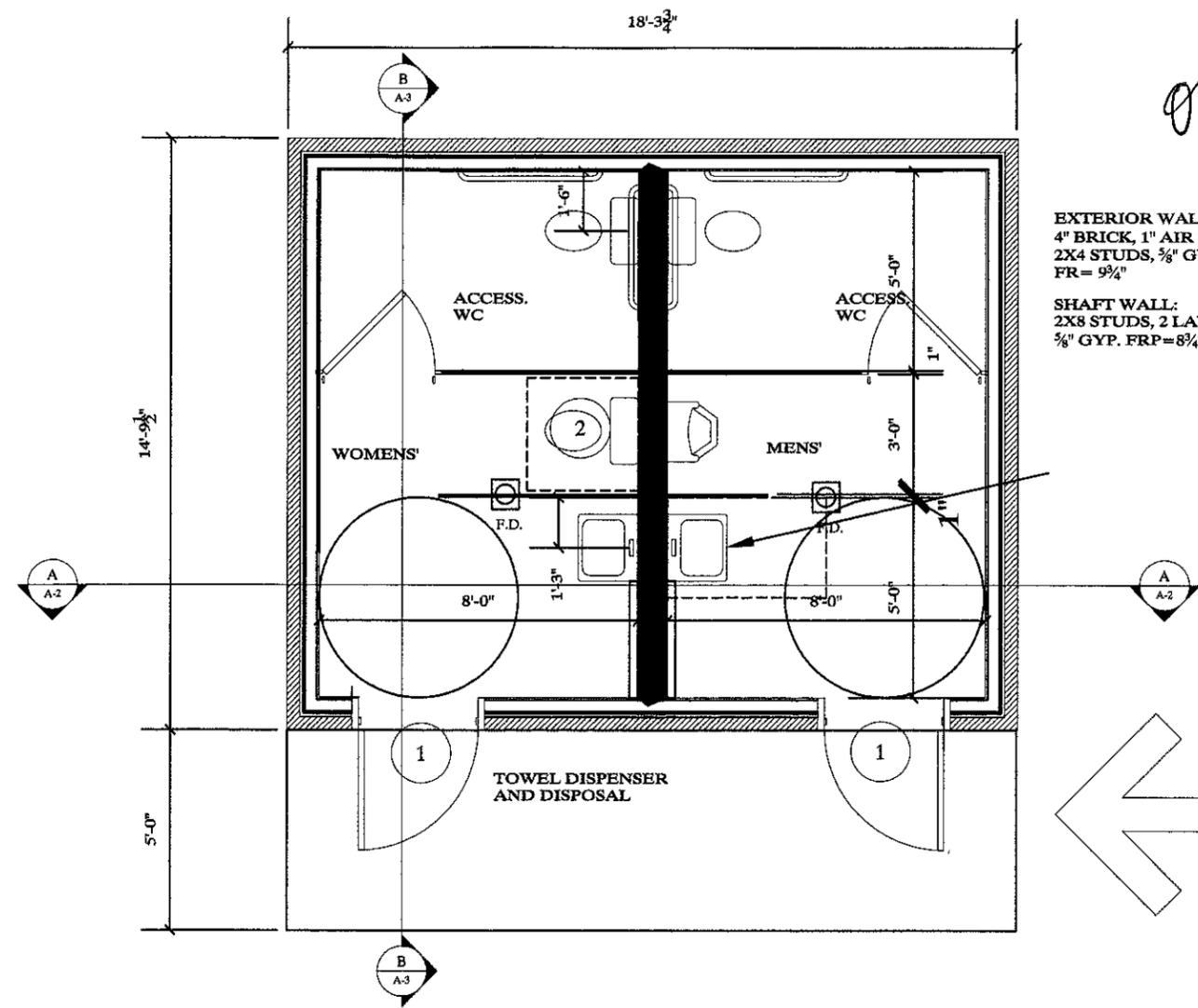


3 WALL SECTION



NOTE: FOOTINGS TO BEAR ON UNDISTURBED EARTH SEE ELEVATIONS

FOUNDATION PLAN
1/2"=1'

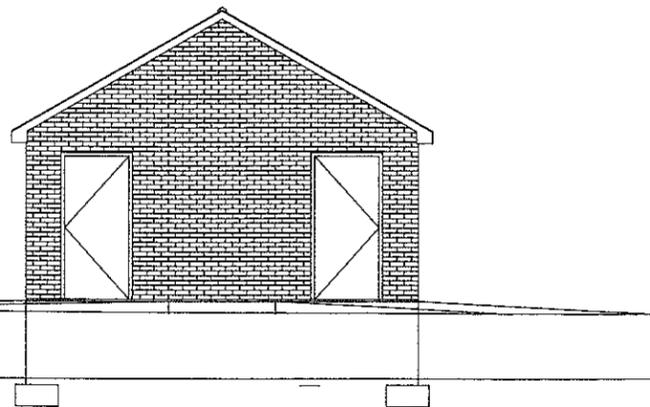


OTW/G

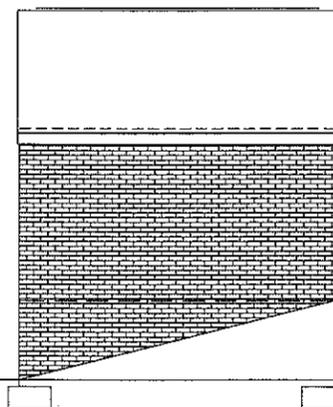
EXTERIOR WALL:
4" BRICK, 1" AIR SPACE, 3/8" SHEETIN
2X4 STUDS, 3/8" GYP.
FR= 9 3/4"

SHAFT WALL:
2X8 STUDS, 2 LAYERS
3/8" GYP. FRP= 8 3/4"

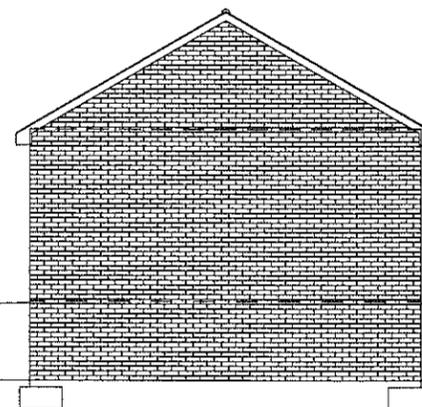
FIRST FLOOR PLAN
1/2"=1'



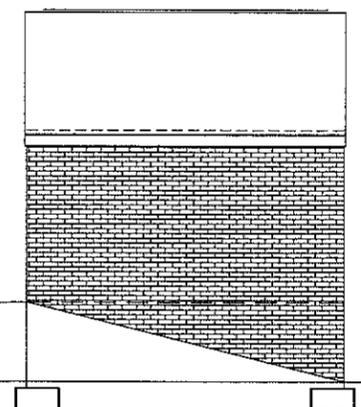
WEST ELEVATION
1/4"=1'



NORTH ELEVATION
1/4"=1'



EAST ELEVATION
1/4"=1'



SOUTH ELEVATION
1/4"=1'



PARHAM

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LEON FULLER PARHAM . ARCHITECT, R A, NCARB

CAPE CHARLES CENTRAL PARK TOILETS

PLANS AND ELEVATIONS

LP	11/12/12		A-1
201210	1/2"=1'		