



TOWN COUNCIL
Work Session
Cape Charles Civic Center
August 2, 2016
Immediately following Executive Session

1. Call to Order: Roll Call

2. Order of Business
 - A. Randy Custis Park Request
 - B. Board of Zoning Appeals Parking Recommendation
 - C. Clarification of June 2016 Harbor Report
 - D. Town Council Work Session Priorities
 - E. Town Council Retreat/Strategic Planning Topics

3. Motion to Adjourn



The Randy Custis Memorial Fund

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Randy Custis Memorial Fund

A Community Asset

History

In most areas of the United States, the local Little League organization has developed a single or multiple baseball and softball field complex. That has not occurred in the southern Virginia Eastern Shore because the area has a small population and low household income. Northampton County today is the sixth poorest county in Virginia. In 1988, Phil and Barbara Custis formed the Randy Custis Memorial Fund (RCMF), which became a 501-c-3 not for profit entity with the mission of creating, maintaining and improving a childrens sports complex. They started their all volunteer effort with one baseball field on rented land.

Progress to Date

Today the Randy Custis Memorial Park (the Park), is located in Nassawadox, Virginia and offers the following at its 31 acre complex:

- | | |
|------------------------------------|----------------------------|
| 1- Tee-ball field | 3- Outdoor batting cages |
| 1-Machine pitch field | 2- Indoor batting cages |
| 1-Softball field | 2- Beach volleyball courts |
| 2-Baseball fields (one is lighted) | 1- Football field |
| 5-Soccer fields | 1- Childrens playground |
| | 1- Concession stand |

The land and all assets are owned and there is no debt associated with the Park, the Randy Custis Memorial Fund, Shore Little League, or Shore Soccer League.

Selected Measures of Success

Shore Little League- 254 participating athletes in 2016

Shore Soccer League- 262 participating athletes in 2015

Shore Volleyball League- 60 participating athletes in 2016

Selected Measures of Success- Cont'd-

The 13-16 year old softball team are the District 8 champions and the State Little League champions. They start competing against the other Southeast State Champions tomorrow.

10 year old Suzanna Long of Cheriton and Henry Smith of Northampton County –south of Cape Charles, won the Pitch, Hit and Run Competition at the Randy Custis Memorial Park in May, 2016. They each then recorded a “Top Performance” at the “Sectional Championships” at Harbor Park in Norfolk. On June 12, 2016, they competed in the “National Team Championships” at Nationals Stadium in Washington D.C. where their team finished third.

The local travel ball (baseball) team has begun using the Park as its practice facility.

Pop Warner is set to use the football field in 2016 as a practice field.

158 non-athlete children played on the playground from April- June 2015 in the hours surrounding the Shore Little League game schedule. Other children play on the playground routinely year round.

Six area high school seniors who graduated in June 2016, and played sports at the Park as children, have signed college athletic letters of intent. They are:

Derek Bjorlo	Kennedy Webb
Jake Guy	Taylor Webb
Sydney Parks	Dante Weatherly

The Future

The organization’s strategic plan suggests the following projects in the near future:

Light the softball field;

Turn and light the second baseball field;

Expand the batting cage building to add pitching cages;

Add a walking trail around the Park’s perimeter;

Add tennis courts;

Add a fitness center;

Add an indoor soccer complex.

To date a variety of fund raising projects have funded the Park as it exists today. The cost of future projects requires grant funding due to dramatically increasing costs in recent years. As an example- the cost of lighting the boys baseball field in 2011 was about \$75,000. Today that same project applied to the softball field exceeds \$105,000. The other projects envisioned by the strategic plan require significantly more funding.

The Challenge

The Board gave significant consideration about how to move forward. An executive director was hired in 2015. One major responsibility for this position is to gain the needed grant funding that will fulfill the vision created in the Strategic plan. During 2015 the first grant was achieved in the amount of \$20,000 towards lighting the softball field. Inquiries for other grants to complete the funding have been pursued, but winning grants takes considerable time and effort.

The Randy Custis Memorial Fund respectfully is requesting that several local governments help support operations for a limited time to create the opportunity to gain funding that will achieve the strategic plan. Exmore, Cheriton and Nassawadox have given generously.

The Town of Cape Charles is asked to fund at least \$5,000 in 2016 and again in 2017 to help the Randy Custis Memorial Fund successfully develop the Park to optimally serve the citizens of Northampton and Accomack Counties.

The Board and staff of the Randy Custis Memorial Fund appreciates The Town of Cape Charles's consideration of this request.

Respectfully submitted

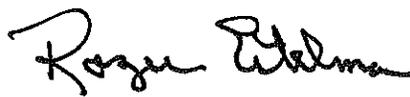


Elizabeth Martin Jones

Member

Board of Directors

Randy Custis Memorial Fund



Roger Eitelman

Executive Director

Randy Custis Memorial Fund

 <p>TOWN OF CAPE CHARLES</p>	AGENDA TITLE: Board of Zoning Appeals Parking Request		AGENDA DATE: August 2, 2016
	SUBJECT/PROPOSAL/REQUEST: Town Council review of BZA letter addressing off-street parking options and future potential off-street parking requirement variances.		ITEM NUMBER: 2B
	ATTACHMENTS: Board of Zoning Appeals letter; Zoning Ordinance Sections 4.5.D and 4.5.E.		FOR COUNCIL: Action () Information (X)
	STAFF CONTACT (s): Larry DiRe	REVIEWED BY: Brent Manuel, Town Manager	

BACKGROUND:

On June 15th and July 25th the Board of Zoning Appeals met to consider two separate applications for variance from off-street parking requirements. These applications were submitted by commercially-zoned property owners in the Harbor District and Commercial-Residential District respectively, and both properties are on Mason Avenue. The attached letter was drafted by the Board to request Town Council consider improvements to the leased parking area as one means of providing relief for Mason Avenue commercial properties not currently zoned Commercial-1. The Commercial-1 District is exempt from off-street parking requirements for ground floor commercial uses.

ITEM SPECIFICS:

The gravel lot that runs approximately 800 linear feet east-west (parking may be omitted from the lot directly parallel to the future Strawberry Street Plaza), immediately south of the Strawberry Station mixed-use development and the site of the future Strawberry Street Plaza was leased by the Town from the railroad for the purpose of providing additional off-street parking for the central business district and the harbor. Currently the gravel lot is under-utilized on a daily basis, but is used for major events. There is signage that directs drivers to the entrance and exit points. Currently this lot is not well lit and in parts obscured from view by vegetation (railroad side) and buildings (Mason Avenue side). In the near future the first phase of the Strawberry Station mixed-use development will be fully operational and the parking lot controlled for use by the residents and businesses. In several years the next phase of that mixed-use development will also become operational and the lot currently used by downtown visitors will likewise be controlled for use by residents and businesses of that development. At present Article IV Sections 4.5.D and 4.5.E of the Zoning Ordinance allow for satellite and shared parking. This language predates the Town securing the leased parking lot area. Improvements to the lot and amendments to the text may allow commercial developers more by-right off-street parking options and reduce the number of variance applications.

RECOMMENDATION:

Pending Town Council review and discussion provide direction to staff.

The BZA has granted a variance to allow for commercial property to be built on the south side of Mason Avenue. The property is not of the “standard” depth of 140’, but is only 100’ deep. This shallow depth limits the footprint of the proposed building because the builder/owner is required to provide adequate parking for the proscribed building use. In this particular case, the construction site has/will eliminate a large paved area that has been continually used as off-street parking by both citizens and visitors alike, even though it has been “private property” that the owners have allowed to be used without recourse. This emphasizes a problem that presently exists and will worsen as our town grows, i.e., the lack of adequate parking within the commercial district.

During our variance deliberations, members of the BZA learned that our town has leased from the railroad a section of land that measures approximately 50’ X 800’ which parallels Mason Avenue and adjoins the commercial property to which we have granted a variance. This space has access from the west end and it is our understanding that the town has the ability/plan to extend Peach Street to allow access from the east side of the leased tract. If this tract is used for perpendicular parking it would provide approximately 80 off-street parking spaces. This number of spaces coupled with the 79 parking spaces which are included in the BZA approved commercial property plans will go a long way to alleviate our parking dilemma.

The developer to whom we have granted the variance has offered to construct two walkways/footbridges across the swale that divides the leased area from direct access to Mason Avenue. He would be amenable to working with the proper town authority to create these walkways.

Your BZA was pleased to learn of this leased space and strongly urges our town to adequately develop the leased land into a viable parking area, complete with signage that will direct drivers into legal parking spaces. This properly developed parking area could influence future BZA decisions as adequate parking will remain a major concern when addressing commercial development.

Thank-you for your consideration.

or remote parking for themselves, employees, and loading facilities where possible (i.e., alleys to back yard areas). Owners shall evaluate existing parking and access and submit proposed plan to Town. Projects will be evaluated on a case-by-case basis. New or change of use second and third floor units shall be required to conform to parking requirements as set forth herein.

C. Reading the Table of Parking Standards. When a determination of the number of parking spaces required by this table results in a requirement of a fraction of a space, any fraction shall be counted as one parking space.

D. Adjustments--Satellite Parking

1. General. If the number of off-street parking spaces required by this Article cannot reasonably be provided on the same lot where the principal use associated with these parking spaces is located, then spaces may be provided on adjacent or nearby lots in accordance with the provisions of this section.
2. Location. Off-street parking, other than those intended for employees' use, shall be located within 600 feet of a public entrance of a principal building housing the use associated with such parking.
3. Condition. Property owners who obtain satellite parking in accordance with this section shall not be held accountable for ensuring that the satellite parking areas from which they obtain their spaces satisfy the design requirements of this ordinance. This means that the person owning the lot on which the satellite parking is being provided must secure a zoning or conditional use permit for the use and must meet the requirements of this ordinance. A developer desirous of taking advantage of the provisions for satellite parking must present satisfactory written evidence that he has the permission of the owner or the person in charge of the lot or parcel to use such space.

E. Adjustments--Shared Parking

One parking area may contain required spaces for several different uses, but except as provided below, the required space assignment to one use may not be credited to any other use. The extent that developments wish to make joint use of the same parking spaces operated at different times, the same space may be credited to both uses. In determining the parking requirements where the uses intend to share parking, the permit-issuing authority will establish the peak hourly demand by calculating such a need from appropriate methodology set out in the most recent version of ITE Reference Manual entitled "Parking Generation," or where that methodology is inadequate from studies done in the town or similar towns and communities. Persons intending to take advantage of this provision are required to demonstrate that an enforceable agreement exists between two parties who intend to share parking.

F. General Design of Parking Areas

1. Vehicular accommodation area
 - a. Safety in relation to streets. Every off-street vehicular accommodation area shall be designed so it has access to a public street without impeding vehicular movement in that street. Vehicle accommodation areas, other than for single-family dwellings and duplexes on local or



Pending Matters

Task	Due Date	Status	Priority	Completed	Delivery Date	Notes
Harbor Breakwater Project/Jetty Project	TBD	Ongoing	High	No	TBD	Discussed 7/21/16 TC Meeting; Moving forward with jetty and re-apply for VPA
Library Board Bylaws, policies, etc.						Original Resolution found (2/14/1949)
CC Master Trail Plan - Art Walk and prioritize phases						
Ethics Training for TC, PC, and all other Boards						w/ Mike Sterling (Town Attorney)
FOIA Training for TC, PC and all other Boards						w/ Virginia Freedom of Information Advisory Council
Beach Safety - Lifeguards						
Annexation Overview						w/ Mike Sterling (Town Attorney)
Town Code Modifications		Ongoing				
Tourism Zone with Planning Commission						Joint Meeting held 11/5/15; Sent to attorney 11/2015
Comp Plan with Planning Commission						PC finalized; Need Council adoption
Accessory Dwelling Units						Joint work session w/PC

Task	Due Date	Status	Priority	Completed	Delivery Date	Notes
Strategic Planning/Retreat						Check with Tedd Povar Re: facilitator
VA Main Street Program						Work Session in Sept. with Felicia Hart Re: Board Makeup
Beautification of Downtown						
CC Tourism Committee or Board						
Tax Structure						
Parking meters, permits						
Bike Trail						
Boundary Adjustment						
Harbor Development - Future Phases						
Organic Tourism						GP added 07-2015
NH County Town Edge Zoning						GP added 07-2015