



# Harbor Area Review Board

## Regular Meeting

Town Hall

April 15, 2010

6:00 p.m.

At 6:00 p.m. in the Town Hall, Chairman Ralph Orzo called to order the Harbor Area Review Board (HARB) Meeting. In attendance were Board members Laurie Klingel, Steve Michel and Joan Natali. Board members Steve Bennett, Russ Dunton and Eileen Cobb, who resigned from the Board, were not in attendance. Also present were Town Planner Tom Bonadeo and Town Clerk Libby Hume. There were no members of the public in attendance.

Steve Michel was welcomed as a new member of the Board. It was also announced that Eileen Cobb was moving out of the area and had tendered her resignation and another Planning Commissioner will be named to fill her vacancy.

### CONSENT AGENDA

**Motion made by Joan Natali, seconded by Laurie Klingel and unanimously approved to accept the agenda as presented.**

The Board members reviewed the minutes for the September 17, 2009 Regular Meeting.

**Motion made by Joan Natali, seconded by Laurie Klingel and unanimously approved to accept the minutes for the September 17, 2009 Regular Meeting as presented.**

### OLD APPLICATIONS

Tom Bonadeo stated that there were several old applications but they would not be reviewed at this meeting. The purposed of this meeting was to review the draft of the Harbor Design Guidelines which was the next step in the process of obtaining a Harbor Certificate.

Steve Michel asked regarding the mission of the HARB. Tom Bonadeo explained that the Town's requirements were outlined in the Zoning Ordinance. The HARB would review applications for development in the Harbor District, like the Historic District Review Board does for applications in the Historic District. A Harbor Development Certificate must be obtained in order for any type of development to begin in the Harbor District. The HARB reviews the applications to determine whether the required criteria are met by the proposed development and their recommendations are forwarded to the Council.

### NEW BUSINESS

#### *Review of Draft Design Standards*

Tom Bonadeo explained that there was a Steering Committee which provided guidance on the development of this document. Once the HARB reviews the document, the changes will be reviewed with the Steering Committee who will make their recommendations to the Council. Tom Bonadeo requested that the Board take a close look at the pictures and drawing details. Laurie Klingel suggested the Board review the document page by page to allow all members to express their opinions.

Laurie Klingel pointed out that the title of the document, *Cape Charles Design Standards*, was inaccurate and the Board agreed that it should be entitled *Cape Charles Harbor District*

*Design Guidelines.* Laurie Klingel also mentioned that the document refers to Cape Charles as a whole vs. the Harbor District. Tom Bonadeo also added that most of the pictures were “in Town” photos vs. harbor photos.

Joan Natali questioned the terminology in the Introduction referring to the “Central Harbor District.” Tom Bonadeo explained that the architects that developed this document took it upon themselves to divide the Harbor District into three (3) zones – The Mason Avenue Transition Zone, Central Harbor Mixed-Use District and Central Harbor Waterfront District and went on to inform the Board that he would have all references to the zones changed to refer to the Harbor District as a whole since the Town does not treat the waterfront area any differently than non-waterfront within the District.

The Board went through the document by page and pointed out numerous areas / statements that needed to be corrected and several paragraphs were deleted. Tom Bonadeo stated that the “Land Use Standards” section was to be deleted since it is a duplication of the standards outlined in the Zoning Ordinance. The Board noted that many of the photographs were not appropriate for Cape Charles and asked that they be replaced with more “small town” photographs. Many of the photographs contained in the document were of franchise businesses and not appropriate for inclusion in this document.

Tom Bonadeo stated that he would meet with the architects regarding the changes discussed this evening and more discussions were needed with the Planning Commission and the Historic District Review Board regarding appropriate signage.

#### **OTHER BUSINESS**

There was no other business to review.

#### **ANNOUNCEMENTS**

There were no announcements.

**Motion made by Joan Natali, seconded by Laurie Klingel and unanimously approved to adjourn the Harbor Area Review Board meeting.**

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Chairman Ralph Orzo

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Town Clerk