



# Harbor Area Review Board

## Regular Meeting

Cape Charles Civic Center  
April 11, 2016  
6:00 p.m.

At approximately 6:00 p.m. in the Town Hall, Chairman Ralph Orzo, having established a quorum, called to order the Harbor Area Review Board (HARB) Meeting. In addition to Ralph Orzo, present were Board members Steve Bennett, Edward Eichman, Dennis McCoy, Joan Natali, Sandra Salopek and Stuart Smith. Also present were Town Planner Larry DiRe, Town Manager Brent Manuel, Town Clerk Libby Hume, and Assistant Town Clerk Tracy Outten. Applicant of Lots 19 and 20 Dan Brown of Southport Investors, LLC was in attendance. One Member of the public was in attendance.

Ralph Orzo offered the invocation and led the Pledge of Allegiance.

### CONSENT AGENDA

**Motion made by Joan Natali, seconded by Steve Bennett, and unanimously approved to accept the agenda format as presented.**

The Board members reviewed the minutes from the December 21, 2015 Regular Meeting.

**Motion made by Sandra Salopek, seconded by Stuart Smith, and unanimously approved to accept the minutes from the December 21, 2015 Regular Meeting as presented.**

### OLD APPLICATIONS

There was no Old Business to review.

### NEW BUSINESS

A. *Lot 19 Harbor District – locate wood-frame, single-story commercial building and new construction bath house on lot 19;*

Ralph Orzo stated this was a relocation of a building, Ms. Kitty. Ms. Kitty was currently located on the Webster property in Cheriton. Discussion continued as follows: i) The roof was currently cedar shake and would most likely remain as such; ii) The roof on the north elevation and south side porch would be metal; iii) The sheds would match the existing buildings; iv) Dan Brown stated that the Ms. Kitty building would be open during regular business hours and locked after hours. There was some discussion regarding installation of a keypad to allow boaters access afterhours; v) There would be no washer and dryer nor a kitchen; vi) Edward Eichman commented that the handicap ramp appeared to go to the staff entrance. It was not connected to the covered deck nor did it allow ADA public access to the building. Dan Brown responded that the rendering was drawn by the architect and was not sure why it was drawn the way it was but the ramp could be modified. Mr. Brown added that the project would be completed in compliance with the building code guidelines. Mr. Brown went on to state that the Ms. Kitty building would be for the dock master and staff, not visitors. The Harvey building would house the ship store for visitors; vii) Edward Eichman questioned why the South Elevation foundation had exposed masonry block vs. brick veneer. The rendering for the Harvey Building showed a footnote regarding the brick veneer foundation but the Ms. Kitty rendering did not. This would be added since it was a requirement of the Harbor Area Design Standards; viii) There was much discussion regarding pedestrian traffic on the walkway and green area. Stuart Smith suggested a sidewalk to extend across the green area. Steve Bennett added that the parking area was gravel but a stoop could possibly be installed for access to the stairs vs. a sidewalk. Dan Brown responded that something could possibly

be integrated. There was additional discussion regarding a hard surface for walking or wheelchair accessibility; ix) There was also some concern regarding pedestrians on the seawall/bulkhead which did not have railings. Stuart Smith stated that people would walk on it to look at the boats and it could be a hazard. If the facility ever became a marina facility with docks, the walkway would be public access and this safety issue needed to be considered; x) The parking area would include curb stops and lines to delineate the parking spaces. There was much discussion regarding handicap spaces. The Board requested the applicant to include handicap parking for both parking lots as required by code.

**Motion made by Dennis McCoy, seconded by Joan Natali, to recommend Council approval of a Harbor Development Certificate for a Bath/Shower House and Dock Master Station on Lot 19 with three conditions: 1) Possible extension of the ramp to connect with the covered deck and to allow ADA public access to the building; 2) The foundation should have brick veneer vs. exposed masonry; and 3) Handicap accessible parking should be added if required by code.**

B. *Lot 20 Harbor District – locate wood-frame, two-story mixed use building on permanent block and brick foundation on lot 20.*

The use of the Harvey building had changed but the look would remain the same as the previous application and the building was reviewed thoroughly at the last meeting. There would be a mercantile store on the first floor offering marina supplies, commonly used engine parts, beach-related merchandise, safety equipment, packaged snacks and drinks. The second floor would have a single unit short-stay accommodation for transient boaters. There was discussion as follows: i) Dan Brown stated that the Harvey building would be located at the northeast corner of lot 20 with a view of the harbor. The “dirty” work would be across the street and lots 19 and 20 would remain more aesthetically acceptable; ii) Larry DiRe stated that green space would not be an issue since there were minimal requirements for a development of this size. Dan Brown added that beach grasses, beds and other plantings would be planted; iii) The hours of operation were 8:00 a.m. – 5:00 p.m. but the hours could possibly be extended during the summer to 8:00 p.m. The Bathhouse would be accessible to overnight and transient boaters; iv) Work would start on the project as soon as permitted.

**Motion made by Stuart Smith, seconded by Steve Bennett, to recommend Council approval of a Harbor Development Certificate for a mercantile on the first floor and overnight accommodations on the second floor of the Harvey building on Lot 20 with the condition that handicap accessible parking be added if required by code.**

Edward Eichman commended Southport for their historic preservation efforts and adaptive reuse was a good historic preservation option. South Port spent a lot of money in relocating these two buildings to Cape Charles. Mr. Eichman expressed his pleasure with the historic preservation commitment.

Stuart Smith asked whether the office building was being kept. Dan Brown responded that the existing building would remain as is but that more support, clerical and bookkeeping staff would be needed.

Ralph Orzo stated that this was currently a repair facility but when it was changed to a marina, more approvals and modifications would be required. Dan Brown stated that when the facility was converted, he would work with the US Army Corps of Engineers for pier permits, etc.

Larry DiRe mentioned that the Harbor Development Certificate applications would be reviewed by Council at their April 21<sup>st</sup> meeting.

**OTHER BUSINESS**

There was no Other Business to discuss.

**ANNOUNCEMENTS**

There were no announcements.

**Motion made by Joan Natali, seconded by Sandra Salopek, to adjourn the Harbor Area Review Board meeting. The motion was approved by unanimous vote.**

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Chairman Ralph Orzo

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Assistant Town Clerk