

TOWN OF COLONIAL BEACH PLANNING
COMMISSION

Agenda

Date: Thursday, May 5, 2016

Time 5:30 p.m.



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- 1) Call the meeting to order at 5:30 p.m.
 - 2) Approval of Agenda
 - 3) Approval of Minutes from the April 2016 Regular Meeting
 - 4) Public Comment on Planning Commission Matters (not on the agenda)
 - 5) Committee Reports
 - 6) Resolution #29-16 – Conditional Use Permit-02-2016 – 125 Wilder Avenue
 - 7) Resolution #30-16 – Comprehensive Plan Amendment-01-2016 – Housing Section
 - 8) Review of Harry Prassenos’s application for Planning Commission
 - 9) Other Topics
 - 10) Adjournment

Town of Colonial Beach Planning Commission Meeting Minutes

Date: Thursday, April 7, 2016 – Town Center, 22 Washington Avenue

Time: 5:30 p.m.

Present: Robin Schick, Chairwoman
Maureen McCabe, Vice Chairwoman
Diana Clopton
Eric Nelson
Pam Tolson

Absent: Bob Busick

Staff: Brendan McHugh, Planning and Zoning Administrator
Tori Haynes, Planning Assistant

Other: Jack Clark, RRMM Architects
Jason Mullins, Timmons Group

Item 1: Call to Order

Ms. Schick called the meeting to order at 5:35 p.m.

Item 2: Approval of the Agenda

Ms. Schick amended the agenda to include a committee appointment and a citizen letter from Dr. Peter Fahrney under Other Topics.

Ms. McCabe asked to include a discussion on a mural ordinance under Other Topics.

Ms. Schick called for a voice vote.

The amendments to the agenda were approved unanimously.

Item 3: Approval of the Minutes of the January 2016 Special Meeting, February 2016 Regular Meeting, and March 2016 Regular Meeting

Ms. Schick called for a voice vote to approve the minutes of the January 2016 Special Meeting, February 2016 Regular Meeting, and March 2016 Regular Meeting.

The minutes were approved unanimously.

Item 4: Public Comment on Planning Commission Matters (Not on the Agenda)

There was no public comment.

Item 5: Committee Reports

Ms. Schick welcomed Mr. Nelson to the Planning Commission.

Ms. Tolson said she was trying to do a weekly Facebook posting. The most recent post had 485 views.

Ms. McCabe said she was working on revising the CIP applications for next year.

Item 6: Informal Review and Recommendation of Nuisance/Trash Ordinance

Mr. McHugh said the Town Attorney has been working on amendments to the nuisance ordinance, and the Town Council asked the Planning Commission to offer recommendations.

Ms. Clopton expressed concern over replacing the nuisance ordinance with a trash ordinance, which the town already has. She asked why we aren't just amending the trash ordinance.

Ms. McCabe said she also felt we need a public nuisance ordinance. She said there's a need for changing it, but not for throwing it out.

Mr. Nelson said this is his first meeting and he's not sure how this came up or what the background is.

Ms. Schick asked why it's being reviewed.

Mr. McHugh said he believed it was to be more in line with state code.

Ms. Schick said the current ordinance seems to be very clearly in line with state code.

Ms. Tolson said she had the same concerns as Ms. Clopton. She asked if this is in response to a problem we're seeing in the town, or is this a one-time occurrence. She expressed concern that "reasonable notice" is too vague.

Ms. Schick said we don't have enough information.

Mr. McHugh said he would speak with the Town Attorney for clarification.

Ms. Schick said the new ordinance is too non-specific. We're removing a very clear notification process with a very clear set of appeals and putting in a less enforceable version. If we're going to rewrite it completely, we need to pull the trash ordinance and not necessarily the nuisance ordinance. She also asked for the opinion of the code enforcement official.

Ms. McCabe suggested doing a study of other towns' nuisance ordinances.

Ms. Clopton said the old ordinance talks about snow removal, and the revised doesn't.

Ms. Schick said she's not against rewriting the ordinance, but this doesn't seem to give more authority to staff, or protect the citizen either.

Item 7: Public Hearing on CUP-01-2016, Colonial Beach Elementary School

Mr. McHugh presented the following staff report:

PLANNING & COMMUNITY DEVELOPMENT STAFF REPORT

PROJECT NAME: Colonial Beach Elementary School CUP		TOWN COUNCIL MEETING DATE: 04/14/2016	
CASE NUMBER: CUP-01-2016		APPLICANT: Colonial Beach Public Schools	
PROJECT STATUS: <input type="checkbox"/> Preliminary Sketch <input type="checkbox"/> Rezoning <input type="checkbox"/> Preliminary Plat <input checked="" type="checkbox"/> Conditional Use Permit <input type="checkbox"/> Prelim. Final Plat <input type="checkbox"/> Concept Plans <input type="checkbox"/> Final Plat <input type="checkbox"/> Text Amendment <input type="checkbox"/> Vacation <input type="checkbox"/> Comp. Plan Amend.		OWNER: Colonial Beach Public Schools	
		LOCATION: 1 st Street	
		VOTING DISTRICT:	
		PARCEL NUMBER:	
		TOTAL SITE AREA: 8.127 acres	
		SITE AREA DEVELOPED:	
		CBPA: RMA	
EXISTING STRUCTURES: High School and Middle School/Elementary School Mod Pods		ADDITIONAL SITE DATA:	
FLOOD HAZARD: N/A			
CURRENT ZONING: R-2			
ACTION REQUEST: Recommendation to Town Council		STAFF: B. McHugh	DATE: 04/07/2016

PRIOR ACTIONS/CASE HISTORY

REZONINGS:	N/A
CONDITIONAL USE PERMIT:	N/A
VARIANCES:	N/A
SUBDIVISIONS:	N/A
OTHER DATA:	N/A

BACKGROUND

Colonial Beach Public Schools have applied for a Conditional Use Permit (CUP) to build a new Elementary School in the Residential General (R-2) District. This property already has two CUPs for the High School and the Elementary School Mod Pods. The previous conditional use permits contain conditions requiring any further modifications to the property to require a new conditional use permit.

DISCUSSION

The site is zoned Residential General (R-2). For this use, a conditional use permit is required, per Article 6 of the Colonial Beach Zoning Ordinance. The Comprehensive Plan identifies this site as being located within the Central Area of Town. The plan continues by stating that the numerous schools, churches and other public/semi-public uses help maintain activity levels in the core of the Town. Additionally, one of the goals of the plan states:

Provide an adequate level of public services to all people of the Town and recognize the regional aspects of certain facilities/services and the need for regional cooperation.

An objective under this goal states that the Town should support top quality educational opportunities for all students. The elementary school proposal will be a major step in meeting this objective as stated in the comprehensive plan. Furthermore, the Future Land Use Map identifies the site as a school use.

Staff has been working closely with the school and some of the professionals that have been contracted for the job. Concerning the project, the following points have been addressed:

Zoning

- The current Mod Pods will be removed when the building is constructed.
- Lot and Structure, Development Standards and parking meet the requirements of the Colonial Beach Zoning Ordinance.
- Chesapeake Bay Act Regulations meet requirements.
- E&S Plans have been approved by the Environmental Inspector.

Transportation

- The children will from the back of the building in the same manner as is currently conducted.

Building

- Plans have not been submitted, however RRMM Architects have met with the Building Official and Fire Marshall to determine what is needed for architectural plans. Those plans will need to be approved by the Building Official before the contractors receive a building permit to start work.

Public Works

- Water and sewer will be run through the back of the building through an unimproved section of Given Street off of Jackson Street.
- The Utility Design has been approved by Public Works.
- The plan will require utility easements to be approved by Town Attorney.

Police Department

- Plans have been reviewed and approved with no comments.

Fire Department

- An emergency access route is proposed to be installed behind the building off of 1st Street. The Entrance off of 1st Street will require an approved Land Use Permit from Public Works.

Department of Environmental Quality (DEQ)

- Stormwater is being addressed through two bio-retention ponds located in the front and rear of the building.
- A Stormwater Management Plan has been submitted to DEQ.
- Engineers addressed the comments from the DEQ review and resubmitted the plans.
- The School plan will require a State Stormwater Permit from DEQ before work can begin.

STAFF RECOMMENDATION

Staff recommends sending this proposal to the Town Council with a favorable recommendation with the following conditions:

1. The applicant shall record the To Wit (approval form) with the Westmoreland County Circuit Court Clerk's office within 30 days of receipt and provide a copy of the recorded document to the Planning Department with the deed book and page number.
2. This CUP is for operation of an elementary school.
3. The applicant shall have a plat/deed prepared dedicating the easements for water and sewer lines that cross the property. This plat and the associated deeds of dedication shall be submitted and approved by the Town prior to a final Certificate of Occupancy (CO).

4. The applicant shall install an emergency access route off of 1st Street behind the proposed school.
5. The building plans shall be approved by the Colonial Beach Building Official.
6. BMP facilities installed on the property shall require the execution of a BMP agreement and it's recordation in the Westmoreland County Clerk's Office prior to the issuance of the final Certificate of Occupancy.
7. No type of CO shall be issued until this conditional use permit has been approved by Town Council.
8. The owner shall comply with all Federal, State and Local Laws and/or Ordinances.
9. A State Stormwater Permit from the Department of Environmental Quality shall be approved prior to beginning work.

Ms. Schick opened the public hearing at 5:55 p.m. There were no speakers. Ms. Schick closed the public hearing and opened commissioner discussion.

Ms. McCabe expressed concern that, although the plans meet state stormwater requirements, there is not enough mitigation for stormwater runoff.

Ms. Clopton said she agreed with Ms. McCabe. She expressed concern that the plans only mitigate for a 1" rain event when it should be mitigating for a 2" rain event, according to data she obtained from NOAA [National Oceanic and Atmospheric Administration]. She also noted inconsistencies in the site plans which confused her.

Ms. Schick agreed about encouraging higher than the minimum requirements.

Ms. Tolson said it's her understanding that DEQ has not approved the plans.

Jack Clark of RRMM Architects explained that the typical process is to submit the first set of plans, receive comments from DEQ, then respond to those comments and resubmit the plans. DEQ approval is currently pending.

Ms. Tolson asked if it's appropriate for the Planning Commission to approve the plans before DEQ approval.

Ms. Schick explained that the conditional use permit will require the plans to meet state stormwater requirements, but the Planning Commission cannot require that they be stricter.

Ms. Clopton said we're trying to set the standards for meeting stormwater here, and the school is basically going to set the standard. If it's set at the minimum, then we're not really going to move forward very well.

Ms. Schick addressed growth data she obtained from the US Census. She expressed concern that the proposed school will not appropriately handle the town's projected student growth. She added the following conditions to the conditional use permit: 1) expand plans to accommodate 10% growth over the next 30 years, 2) add 20 parking spaces, 3) widen the sidewalk to the main public entrance, and 4) provide site plan for recreation and sports equipment.

Ms. Clopton asked if the new school is supposed to be a disaster center.

Ms. Schick said it's not technically a disaster center because they have to meet additional requirements.

Ms. Clopton said the rear entrance is kind of a second class entrance. She asked if the rear entrance could be as grand as the front entrance for kids getting dropped off.

Dr. Kevin Newman, Superintendent of Colonial Beach Public Schools, clarified that the front entrance is for parent drop-off and students who walk. The rear entrance is for bus traffic, so that cars and bus traffic will be separate.

Ms. Clopton reiterated that she wants a more grand rear entrance.

Ms. Schick asked for an elevation of the rear entrance.

Mr. Clark said an elevation has been developed. It will be a nice entrance in that it's wide, it's got lots of glass and double doors. It's not going to be as nice as the front of the building, it's the back entrance to the building. Administratively it works great. For safety and security it works great because buses are completely separate from cars. There will never be a conflict between the two, and that's the main issue with students entering and leaving the building.

Ms. Clopton said what I'm trying to say is, these kids are coming in the back of the school. Can we make it as lovely and nice and grand an entrance instead of a second class entrance?

Mayor Ham said with all due respect, we're here to talk about a conditional use permit for putting a building there. The school is responsible for setting size requirements, design, and meeting state standards. I think the Planning Commission is getting a little far off field in trying to redesign the school that the School Board, various architects, and management officials have been working on for close to three years in planning for this.

Ms. McCabe said she agrees with the Mayor, but she has never seen a strategic plan that is developed and happens overnight. She asked for strategic plans to be developed in the future.

Ms. Schick said that she agrees that she doesn't want to design the school, but if there was more involvement it would've been more understood that this is truly going to accommodate our needs in the next 20-30 years. She reiterated that widening the sidewalk is important for the public entrance. Also, with a conditional use permit it is common to include additional parking if necessary, or health and safety concerns.

Ms. Schick formally added the following conditions to the conditional use permit:

1. The applicant is encouraged to exceed the state stormwater regulations.
2. The applicant is encouraged to consider accommodations for strategic growth within the Town concerning the size of the school and parking adjustments.
3. The applicant is encouraged to develop a site plan for recreational uses on the property.
4. The applicant shall widen the sidewalk at the entrance to the proposed school to accommodate for larger groups entering the school.

Ms. Schick read the following paper:

PLANNING COMMISSION PAPER
AT THE REGULAR MEETING HELD, THURSDAY, APRIL 7, 2016 AT THE COLONIAL BEACH TOWN CENTER

Whereas, the Colonial Beach Planning Commission finds that public necessity, convenience, general welfare and good zoning practice would be served by the recommending approval of CUP 01-2016;

Now therefore be it resolved that the Colonial Beach Planning Commission hereby recommends approval of the CUP 01-2016, with amended conditions, and forwards the plan to the Town Council with a favorable recommendation in accordance with §15.2-2200 of the Code of Virginia, 1950 as amended.

The motion was moved by Ms. McCabe. Mr. Nelson seconded. Ms. Schick called for a voice vote.

The motion passed unanimously.

Item 8: Review of Harry Prassenos' Application for Planning Commission

Ms. Schick asked if Mr. Prassenos was present. She requested his presence at the next meeting and postponed any action until then.

Item 9: Review of Member Tolson's Memo to the Planning Commission

Ms. Tolson said she and Ms. Clopton had recently completed the first part of Planning Commissioner training. She said she is concerned that we have not had certain processes in place. The Planning Commissioners have to step up and take a part of this, if not take authority of it. She suggested that the Planning Commission develop an orientation for new members, provide more clarification on the roles and responsibilities of the Planning Commission, and develop a process for responding to citizen input. She expressed concern that she doesn't think Town Council receives any clarification on the Planning Commission's reasoning for recommendations.

Ms. Clopton asked for a transmittal receipt to prove Town Council has received all Planning Commission documents and recommendations.

Ms. Schick said many of the items in their memo were already addressed through the Planning Commission's 2016 goals. She asked Mr. Nelson if he received any documents from the Planning Department.

Ms. Haynes said all documents were available online.

Ms. Schick asked for printed copies to be made available.

Ms. Clopton asked for the schedule to be planned six months in advance so that every meeting has substance, not just keeping up with the flow. She requested a financial forum to provide budgetary input on future projects.

Ms. Schick said the Comp Plan update is in the 2016 goals. She said she is excited that the Commissioners want to take on more roles and responsibility. She said being more involved with staff is a positive, and another 2016 goal.

Eddie Blunt, Vice Mayor, approached the podium as a citizen. He thanked the Commissioners for everything they're doing. He encouraged better communication between the Planning Commission and Town Council.

Ms. Schick said they have formally requested a joint work session with Council to be more fluid. She said in the past the Planning Commission has been very regimented, but now the Commissioners are certified and want to plan for the future.

Mr. Blunt reiterated that there is often a lack of communication, which can be remedied by reaching out and asking questions.

Ms. Clopton asked how we make that happen, because sometimes she feels like Planning Commission gets pushed back. She said they have asked for meetings that got canceled.

Mr. Blunt said he would not answer on behalf of Council, but his personal view is that better communication is key to making informed decisions. Planning Commission and Town Council should be seamless.

Ms. Schick said the attendance of Mayor Ham at Planning Commission meetings has been a step in the right direction.

Mr. Blunt said everybody's working for the same thing, and that is for the town to improve.

Mr. Nelson asked if Planning Commission could be copied on Town Council's emails.

Mr. McHugh asked Mr. Nelson if he was asking for Town Council's packets.

Ms. Schick suggested that he get on the Town Clerk's email list to receive the packets. She said the Planning Commission's voice recordings are available at the office and anybody is welcome to review them. We are still working on finding a new resource for videotaping. She agreed with the memo's suggestion to have a formal transmittal. She suggested writing a summary of each meeting for the Council's reference.

Ms. Tolson asked if whoever felt most comfortable with a topic could write the summary to be transmitted to Council. She expressed concern that if Council sends something back to Planning Commission, it seems to take months.

Ms. Clopton said the transmittal is a matter of acknowledging that information has been received. The mayor signs to show he has received it and it's been handed out to everybody. She asked if anything was received back about the CIP.

Ms. Schick said the only thing in front of Town Council right now is the CIP and there has been clear acknowledgment of that. She said we can try a transmittal going forward.

Ms. Clopton said it can just be a standard form. It doesn't have to have a summary per se. It's basically a form that gets signed and given back to us, like an invoice in a way.

Ms. Schick said she understood. She worried that it's adding more bureaucracy and paperwork to the process.

Ms. Clopton reiterated that she wants something that acknowledges the work Planning Commission has done.

Ms. Tolson said it appears to her that Town Council gets no input from Planning Commission.

Ms. McCabe said the problem is that everybody's overwhelmed. She noted certain items began years ago and are only now being addressed, such as Chapter 5 of the Comprehensive Plan. She said she felt frustrated and stymied by the work load. She hoped Town Council read the CIP because it took a lot of hours.

Ms. Schick said the Town Council doesn't have the same investment in the CIP. It's very easy to get passionate because we've all spent so much time on it, and at least a signature on a transmittal will be acknowledgment of that.

Ms. Tolson said Ms. Schick doesn't get it and disagreed with her interpretation. She asked for a point-by-point summary of key reasons why we've voted and made a recommendation.

Ms. Schick clarified that that information is in the staff reports to Council.

Ms. Tolson said she's never seen one.

Mr. McHugh confirmed that he sends updated staff reports with Planning Commission's revisions to Town Council.

Ms. Tolson asked how she would know that because she's never seen one.

Mr. McHugh said it's in the Town Council packet which can be requested from the Town Clerk.

Ms. Clopton expressed concern that the Town Clerk doesn't provide full packets.

Ms. Schick said she understood that there's frustration. She said she could do a better job of giving more background information when she speaks at Town Council meetings.

Ms. McCabe said I don't think they give you the opportunity to do that.

Ms. Schick said they give me an opportunity to speak, but I try not to overdo it.

Ms. Tolson reiterated her concerns.

Ms. Schick asked for someone to volunteer to write the transmittal.

Ms. Clopton volunteered.

Item 9.1: Other Topics – Committee Appointment

Ms. Schick appointed Mr. Nelson to the Public Outreach Committee. She called for a voice vote.

The appointment was approved unanimously.

Ms. Schick clarified that Ms. Tolson would serve as Chair and Mr. Nelson would serve as Vice Chair of the Public Outreach Committee.

Item 9.2: Other Topics – Dr. Fahrney’s Letter

Ms. Schick addressed the letter from Dr. Fahrney about the requested improvements to the community center. She said this is something that’s handled through the Town Manager and Town Council, but she wanted to publicly acknowledge and thank Dr. Fahrney for the letter.

Susan Pietras-Smith of the Westmoreland News, speaking as a citizen, asked if the repairs included handicap accessibility.

Ms. Schick confirmed.

Ms. Clopton asked if a structural study has been done.

Ms. Schick said the town’s building official visited the property by request of the Town Council and provided an analysis of the building.

Item 9.3: Other Topics – Mural Ordinance

Ms. Schick proposed developing a mural ordinance for public art. She noted that Montross can be used as an example.

Ms. Haynes clarified that staff has been aware of the need for a mural ordinance and has been researching provisions recommended by the Virginia Municipal League to make it compliant with federal law.

Ms. Schick suggested researching other local ordinances so we don’t reinvent the wheel.

Ms. Clopton asked what is on the calendar for the next meeting.

Ms. Schick said Comp Plan review Chapter 1, as well as an update to the housing section prepared by Land Studio.

Ms. Haynes said the housing section update is funded through a mixed-use/mixed-income grant obtained from the Virginia Housing Development Authority, and incorporates updated housing statistics and an analysis of the current housing stock.

Item 10: Adjournment

The meeting was adjourned at 7:10 p.m.

PLANNING & COMMUNITY DEVELOPMENT STAFF REPORT	
PROJECT NAME: 125 Wilder Avenue Mixed Use CUP	Town Council Meeting Date:
Case Number: CUP-02-2016	Applicant: Robin Schick (Agent)
Project Status: <input type="checkbox"/> Preliminary Sketch <input type="checkbox"/> Rezoning Application <input type="checkbox"/> Preliminary Plat <input checked="" type="checkbox"/> Conditional Use <input type="checkbox"/> Preliminary Final Plat <input type="checkbox"/> Concept Plans <input type="checkbox"/> Final Plat <input type="checkbox"/> Text Amendment <input type="checkbox"/> Vacation <input type="checkbox"/> Comp Plan Amend.	Owner: Kay Marlin
	Location: 125 Wilder Avenue
	Voting District: NA
	Parcel Number: 3A2-2-87-2
	Total Site Area: 4,993 square feet
	Site Area Developed:
Existing Structures: two story frame dwelling and metal shed	CBPA: RMA
Flood Hazard: NA	Additional Site Data: NA
Current Zoning: Resort Commercial	
Action Request: 1st Review	
	Staff: B. McHugh Date: 5/5/2016

Prior Actions / Case History

Rezoning: NA
Conditional Use Permit: NA
Variances: NA
Subdivisions: NA
Other Data: NA

BACKGROUND:

Ms. Robin Schick has applied as the agent for Ms. Kay Marlin for a Conditional Use Permit (CUP) to operate a Mixed Residential/Commercial Use Building. A Mixed Residential/Commercial Use Building is defined as:

A building which provides commercial or office space together with one or more residential units.

Ms. Marlin would like to accommodate for four apartments including one master suite apartment on the first floor and two office spaces.

DISCUSSION:

The site is zoned Resort Commercial (RC). For this use, a conditional use permit is required, per Article 7 of the Colonial Beach Zoning Ordinance.

The Comprehensive Plan identifies this site as being located within the Historic Resort Commercial Area. According to the Comprehensive Plan, development in the Historic District,

"...should preserve the historical integrity of the area."

The Comprehensive Plan further states:

"Improve the town's aesthetic quality to make a positive and lasting impression on visitors to the community and enhance the quality of life for residents."

As well as...

"Attract new businesses and support existing businesses that serve the needs of our residents and provide local employment."

The property was previously a rooming house and has been in a dilapidated state for many years. Ms. Marlin bought it in 2014 and has been working diligently to revitalize it ever since.

Currently, the property does not provide for parking however the property is located adjacent to a municipal parking lot. The Zoning Ordinance states:

Any non-residential use located within five hundred (500) feet of a municipal or publicly owned parking lot shall be exempt from this ordinance.

STAFF RECOMMENDATION:

Staff recommends that the Planning Commission review this permit and vote to recommend the Conditional Use Permit at their regular meeting in June with the following recommendations:

1. The applicant shall record the To Wit (approval form) with the Westmoreland County Circuit Court Clerk's office within 30 days of receipt and provide a copy of the recorded document to the Planning Department with the deed book and page number.
2. This CUP is for operation of a Mixed Residential/Commercial Use Building.
3. The owner shall notify the Planning Department of any new occupants within the office spaces to determine if the occupant's use is permitted based on the building code. A building compliance inspection may be required based on the building officials determination.
4. No type of CO shall be issued until this conditional use permit has been approved by Town Council.
5. The owner shall comply with all Federal, State and Local Laws and/or Ordinances.

CUP 125 Wilder Street

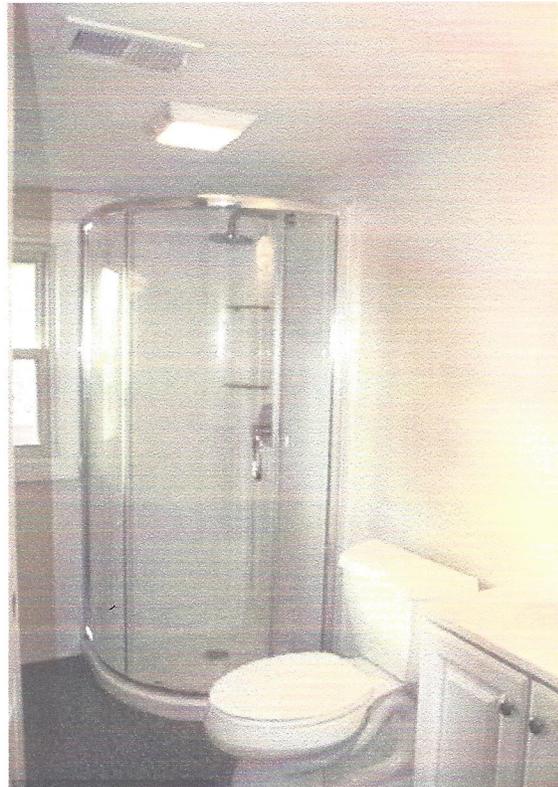
The building located at 125 Wilder Street is also known as “The Vernon House.” It was built in the early 1900’s and is one of the few buildings in the Resort Commercial Zoning District left that may qualify the district for Downtown and Historic status by the state. Kay Marlin bought the building in a state of neglect, and currently has a by right use as a boarding/rooming house. It was run down with part-time low income tenants and eventually closed with lack of maintenance and management. Ms. Marlin is rejuvenating the building instead of tearing it down and has used the Revitalization Façade Grant in this process. The outside is restored to a better glory with a timeless quaint front porch but the inside reveals updates and new life.

This has-been 11 bedroom rooming house is transformed into a Mixed Use Residential/Commercial property complete with 3 studio apartments, 2 professional offices, and a large private 2 bedroom Owner’s Suite. The new Conditional Use Permit will replace the “Rooming House” by right use and change it to “Mixed Use” to allow for both commercial and residential within the building. This type of development is a positive for our downtown region, economic development, and a huge improvement to the streetscape at such a prominent location in town.

BEFORE PHOTOS



AFTER PHOTOS!





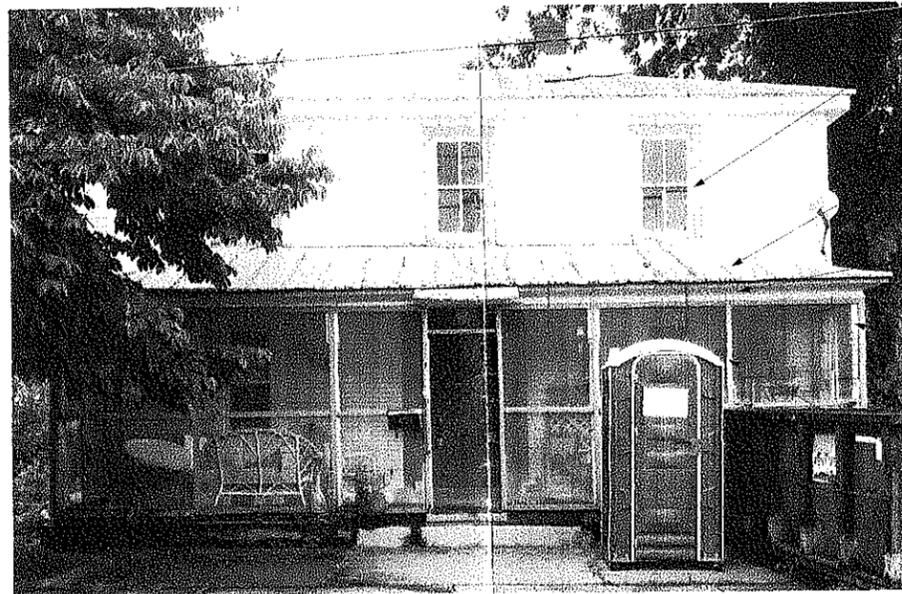
THE DRAWINGS AND IDEAS DESCRIBED ON THESE DRAWINGS AND SPECIFICATIONS ARE THE PROPERTY OF THE ARCHITECT. THESE DOCUMENTS ARE NOT TO BE REPRODUCED, COPIED, OR USED IN CONNECTION WITH ANY CONSTRUCTION PROJECT OR PERSON OTHER THAN FOR THE SPECIFIC PROJECT FOR WHICH THEY WERE PREPARED WITHOUT WRITTEN CONSENT OF THE ARCHITECT. WRITTEN DIMENSIONS ON THESE DOCUMENTS SHALL TAKE PRECEDENCE OVER SCALED RELATIONSHIPS. EXISTING RELATIONSHIPS SHOWN ARE BASED ON INFORMATION PROVIDED BY THE OWNER TO THE BEST OF THE ARCHITECT'S ABILITY, AND SHOULD BE VERIFIED BY THE CONTRACTOR PRIOR TO CONSTRUCTION. THE CONTRACTOR SHALL NOTIFY THE ARCHITECT IF DIMENSIONAL OR CONSTRUCTION CONDITIONS IN THE WORK VARY FROM THE CONDITIONS SPECIFIED IN THESE DOCUMENTS. CONTRACTOR IS RESPONSIBLE FOR ALL REPAIRS & REWORKS OF CONSTRUCTION. ALL JOBSITE SAFETY AND COMPLIANCE WITH APPLICABLE SAFETY REGULATIONS.

COLONIAL BEACH FACADE
IMPROVEMENT

125 WILDER AVENUE, COLONIAL BEACH, VIRGINIA 22443

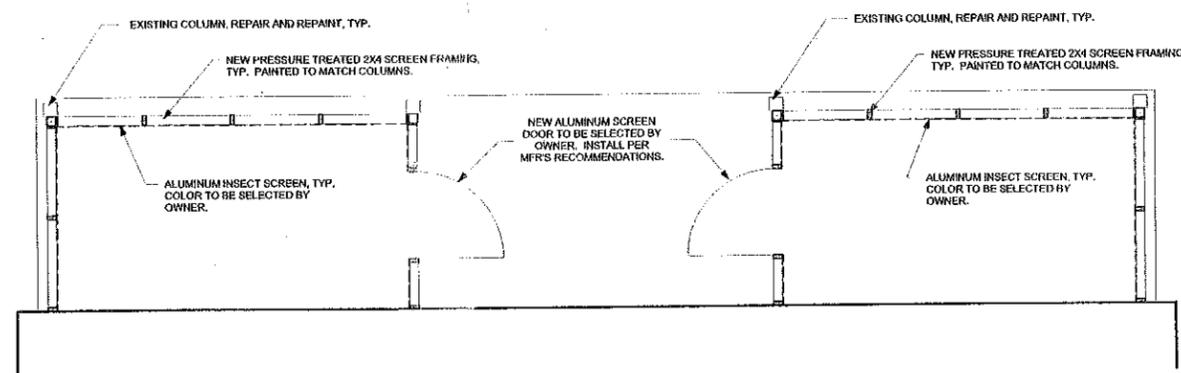
GENERAL NOTES:

- CONTRACTOR SHALL TEST EXISTING PAINT FOR PRESENCE OF LEAD PRIOR TO DISTURBING PAINT. CONTRACTOR OR SUBCONTRACTOR RESPONSIBLE FOR WORK AFFECTING ITEMS WITH LEAD PAINT SHALL BE CERTIFIED FOR LEAD PAINT REMOVAL PER FEDERAL REQUIREMENTS AND OTHER REQUIREMENTS OF THE STATE OF VA AND COUNTY. REMOVAL OF LEAD PAINT SHALL BE PERFORMED BY QUALIFIED PERSONNEL TRAINED AND CERTIFIED AND BE PERFORMED IN A SAFE MANNER.
- PAINTING:
PRIMER - KILZ EXTERIOR
FINISH PAINT - 100% ACRYLIC SEMIGLOSS (2 COATS)

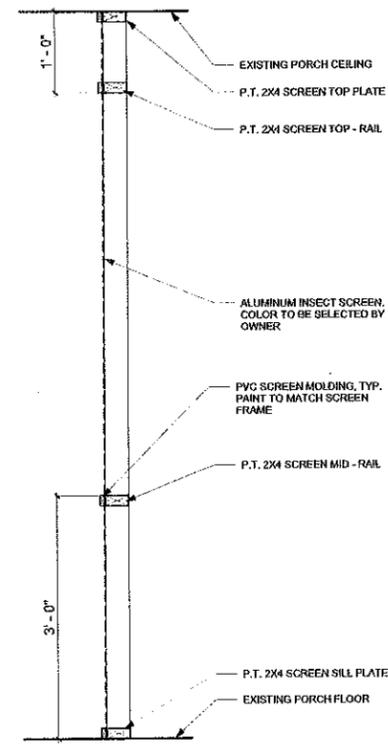


- REMOVE PAINT FROM EXISTING WINDOW TRIM TO BARE WOOD. PATCH AND REPAIR WOOD AS REQUIRED. REPLACE TRIM MORE THAN 30% DAMAGED WITH NEW TRIM TO MATCH EXISTING. PRIME AND PAINT 2 COATS. COLOR TO BE SELECTED
- PATCH AND REPAIR EXISTING STANDING SEAM METAL ROOF. PAINT ROOF WITH METAL ROOFING PAINT FOLLOWING MFR'S RECOMMENDATIONS AND SPECIFICATIONS.
- INSTALL NEW 4" ALUMINUM GUTTERS WITH OGEE PROFILE. COLOR: WHITE. INSTALL DOWNSPOUTS ON SIDE OF CORNER COLUMN. TYP.
- REMOVE PAINT FROM EXISTING COLUMN TO BARE WOOD. FILL AND PATCH ANY HOLES OR DAMAGED WOOD. SAND FLUSH. PAINT TO MATCH EXISTING COLOR. TYPICAL AT ALL COLUMNS.
- REMOVE EXISTING SCREEN AND SCREEN FRAMING. INSTALL NEW SCREEN AND FRAME BEHIND EXISTING COLUMNS. SEE DETAILS THIS SHEET.

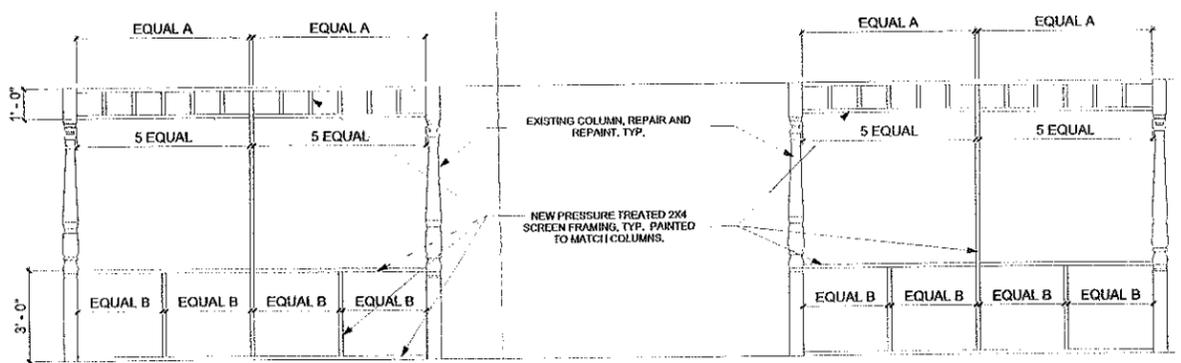
1 ELEVATION
A1 1/4" = 1'-0"



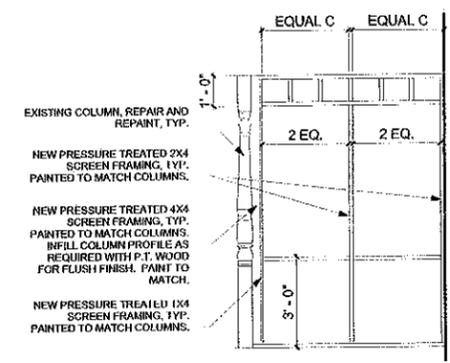
2 PORCH PLAN
A1 3/8" = 1'-0"



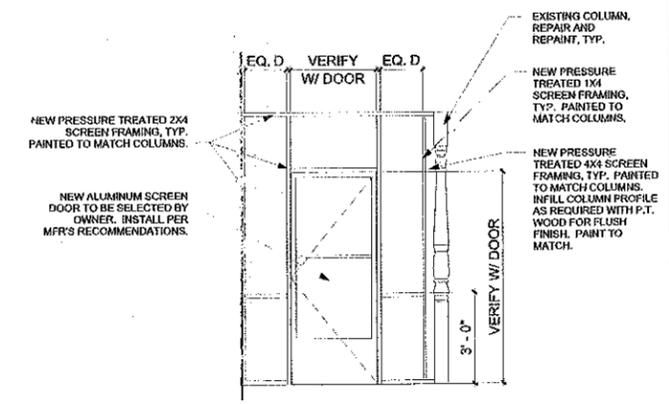
6 PORCH SCREEN SECTION, TYP.
A1 1" = 1'-0"



3 PORCH SCREEN ELEVATION
A1 3/8" = 1'-0"



4 PORCH SCREEN SIDE ELEVATION, TYP.
A1 3/8" = 1'-0"



5 PORCH SCREEN DOOR ELEVATION
A1 3/8" = 1'-0"

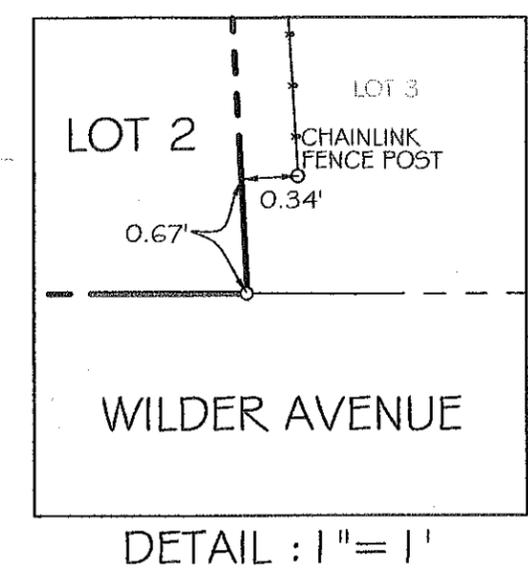
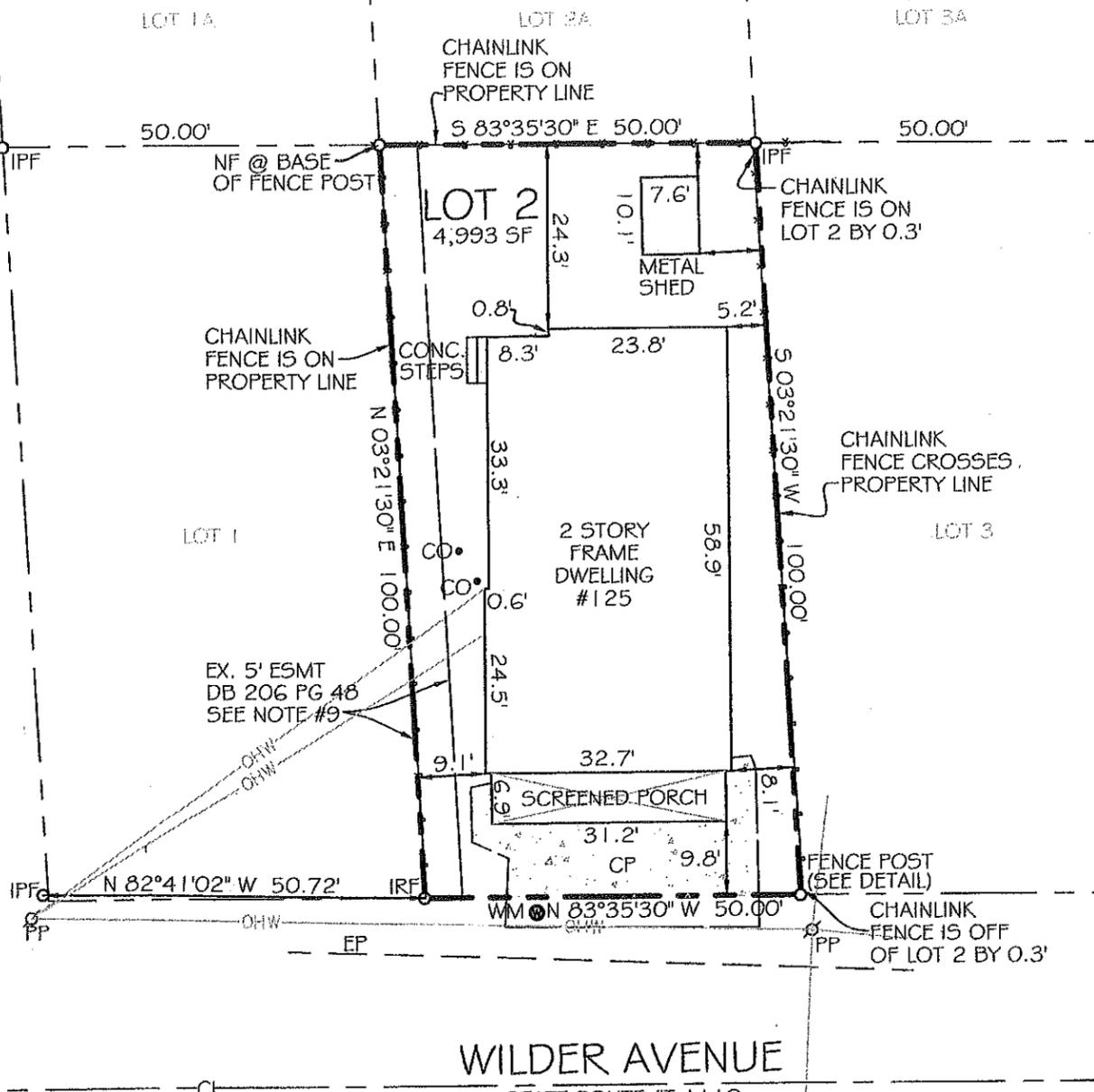
#	Revision	Date

DRAWN BY: RDC
CHECKED BY: TJS
PROJECT #: 1514
DATE: 11/20/15
SCALE: AS NOTED

SHEET NAME:
ELEVATIONS AND DETAILS

DRAWING #:
A1
DRAWING: 4

SUBDIVISION PLAT
WASHINGTON AVENUE
STATE ROUTE #1-1102
50' RW

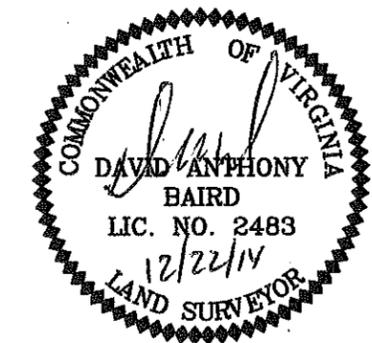


LEGEND

CL	DENOTES	CENTERLINE
CO	DENOTES	CLEANOUT
CONC.	DENOTES	CONCRETE
CP	DENOTES	CONCRETE PAD
EP	DENOTES	EDGE OF PAVEMENT
ESMT	DENOTES	EASEMENT
EX	DENOTES	EXISTING
IPF	DENOTES	IRON PIPE FOUND
IRF	DENOTES	IRON ROD FOUND
NF	DENOTES	NAIL FOUND
OHW	DENOTES	OVERHEAD WIRE
PG	DENOTES	PAGE
PP	DENOTES	POWER POLE
RW	DENOTES	RIGHT OF WAY
SF	DENOTES	SQUARE FEET
TM	DENOTES	TAX MAP
WM	DENOTES	WATER METER

NOTES:

1. THIS PLAT HAS BEEN PREPARED WITHOUT BENEFIT OF A TITLE REPORT, AND DOES NOT, THEREFORE, SHOW ALL ENCUMBRANCES ON THE PROPERTY.
2. IMPROVEMENTS SHOWN.
3. UNDERGROUND UTILITIES AND SUBSURFACE FACILITIES HAVE NOT BEEN LOCATED EXCEPT FROM SURFACE APPURTENANCES.
4. PLAT PREPARED FOR THE BENEFIT OF: KAY MARLIN.
5. THE PROPERTY DELINEATED ON THIS PLAT LIES IN ZONE "X", AREAS DETERMINED TO BE OUTSIDE THE 0.2% CHANCE ANNUAL FLOODPLAIN, AS SHOWN ON FIRM FLOOD INSURANCE RATE MAP #51193C0039D, EFFECTIVE DATE AUGUST 18, 2009. AN ELEVATION CERTIFICATE WILL BE REQUIRED IN ORDER TO DETERMINE AN ACCURATE FLOOD ZONE DETERMINATION OF THE EXISTING DWELLING ON THIS PROPERTY.
6. THE EXISTENCE OF VEGETATED OR TIDAL WETLANDS AND HAZARDOUS WASTE HAS NEITHER BEEN INVESTIGATED NOR CONFIRMED FOR THIS SURVEY.
7. ADDRESS: #125 WILDER AVENUE.
8. BOUNDARY INFORMATION SHOWN HEREON REPRESENTS A CURRENT BOUNDARY SURVEY BY THIS FIRM.
9. THE EXISTING 5' EASEMENT IS FOR THE PURPOSE OF CONSTRUCTION, MAINTENANCE AND OPERATION OF A SEWER PIPELINE OR LINES AND OF A WATER PIPE LINE OR LINES AS RECORDED IN DEED BOOK 206 AT PAGE 48 AMONG THE LAND RECORDS OF WESTMORELAND COUNTY, VIRGINIA.



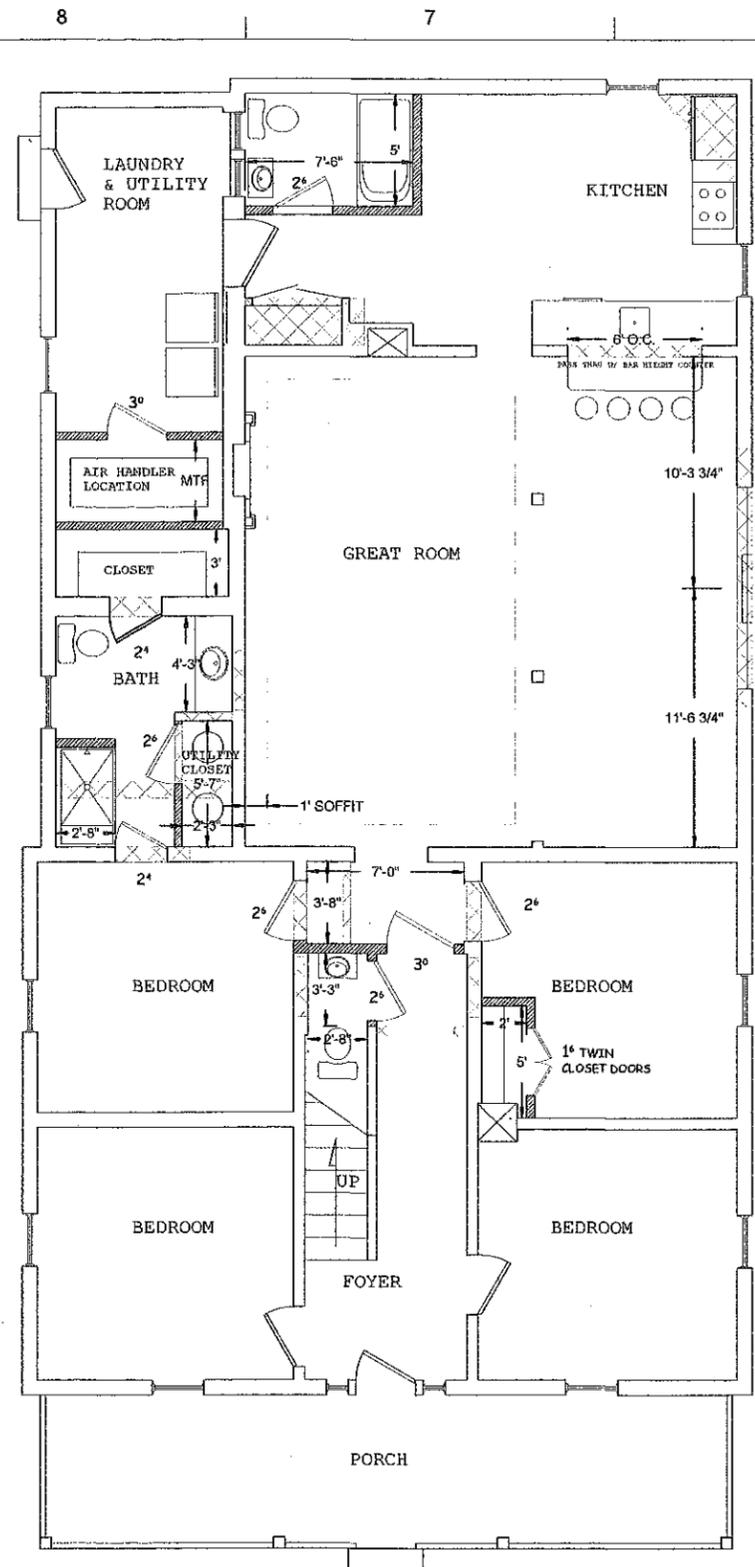
TAX MAP 3A2 ((2)) (87) PARCEL 2

DAB

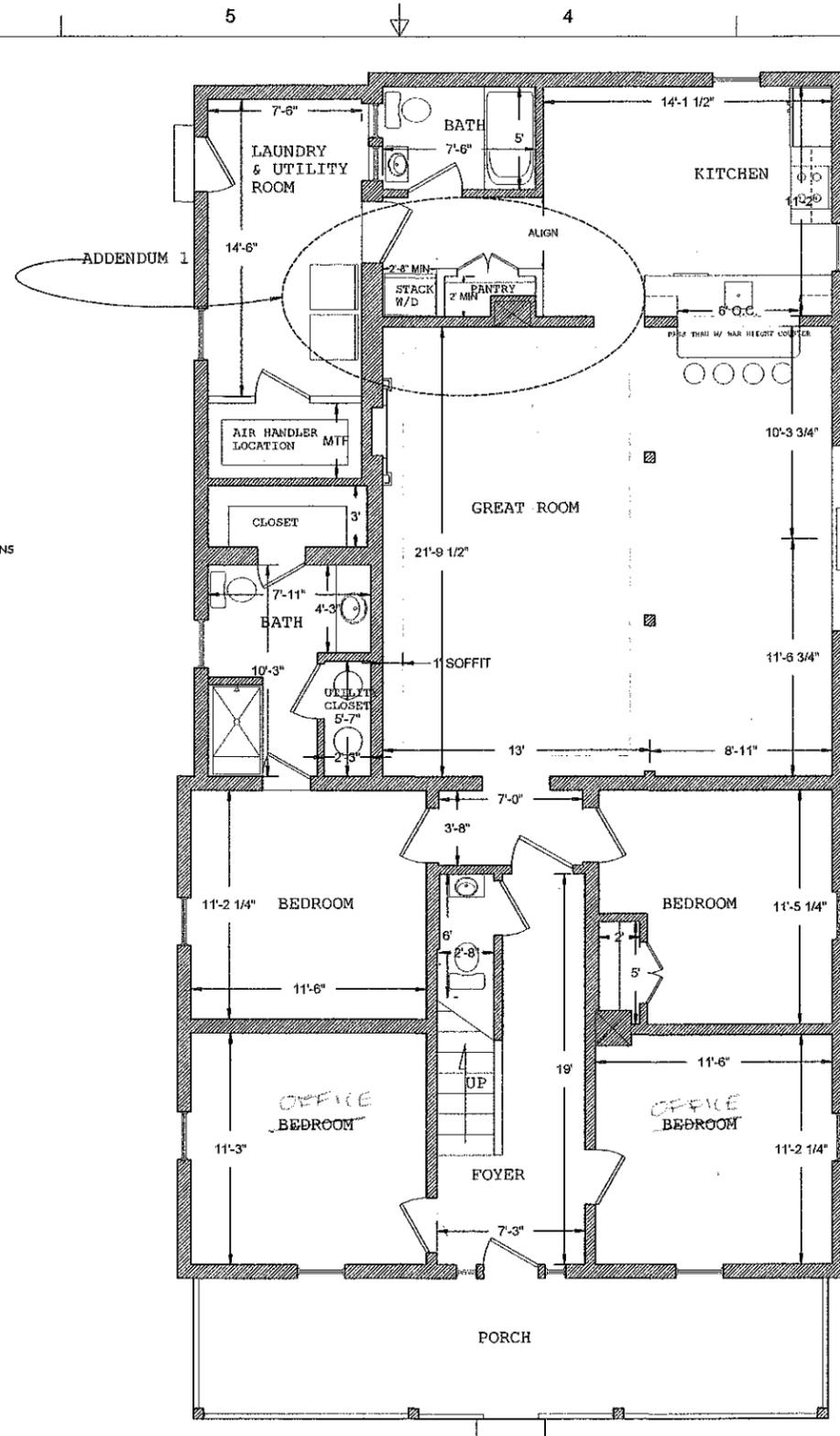
HOUSE LOCATION SURVEY
BLOCK 87, LOT 2
TOWN OF COLONIAL BEACH

14961 KINGS HIGHWAY
P.O. BOX 838
MONTROSS, VIRGINIA 22520
PHONE: 804-493-9066
FAX: 804-493-9926

WESTMORELAND COUNTY, VIRGINIA
DATE: DECEMBER 22, 2014
SCALE: 1" = 20' SHEET 1 OF 1 11042.CRD
JOB NO.: 11042 FILE NAME: 11042 HLS.DWG



1 First Floor Demo Plan
A1 NTS



2 First Floor Finish Plan
A1 NTS

SHEET NOTES

DRAWINGS FOR REPRESENTATION ONLY.
 NOT FOR PERMIT.
 VERIFY ALL WITH EXISTING.
 DO NOT MEASURE ON DRAWING.

ABBREVIATIONS:
 NTS - NOT TO SCALE
 ETR - EXISTING TO REMAIN
 OC - ON CENTER
 TBD - TO BE DETERMINED

SQUARE FOOTAGES:
 MASTER SUITE APARTMENT: 1265 SQFT
 LAUNDRY & HVAC ROOM: 158 SQFT
 FRONT COMMERCIAL SPACE: 460 SQFT
 TOTAL INTERIOR: 1883 SQFT

FRONT PORCH: 210 SQFT

SCOPE OF WORK:

DEMO HATCHED EXISTING.

NEW CLOSET AND BATHROOM WALLS PER FLOOR PLAN. (BOLDED IN DEMO PLAN)
 COORDIANTE TO CLEAR EXISTING ELEC AND WINDOW LOCATIONS.

NEW KITCHEN APPLIANCE LOCATIONS AND PASS-THRU WINDOW TO GREAT ROOM.

CORODINATE AIR HANDLER AND SOFFIT REQUIREMENTS WITH HVAC.

RELOCATED DOORS AND NEW DOORS, INCLUDING EXTERIOR 9°-SGD LOCATION.

REUSE DEMOED WINDOWS, PERGO, AND NAUTI PINE.

PROVIDE CAT DOOR AT EXTERIOR LAUNDRY DOOR LOCATION, AND INCREASE SECURITY OF WINDOWS AND DOORS TO PRIVATE MASTER SUITE.

COORDIANTE LAUNDRY MACHINE LOCATION WITH OWNER.

JOB # 000117	
DATE: 03/12/15	
REVISIONS	DATE
ADDENDUM 1	8/17/15

VERNON HOUSE
 COLONIAL BEACH, VA

RMS DESIGN 804-761-5366
 RMS-DEISGN.COM

SCALE: 1/4" = 1'-0"
SHEET SIZE: D 24X36
SHEET:
A1
1st Floor Options
OF 1 SHEET

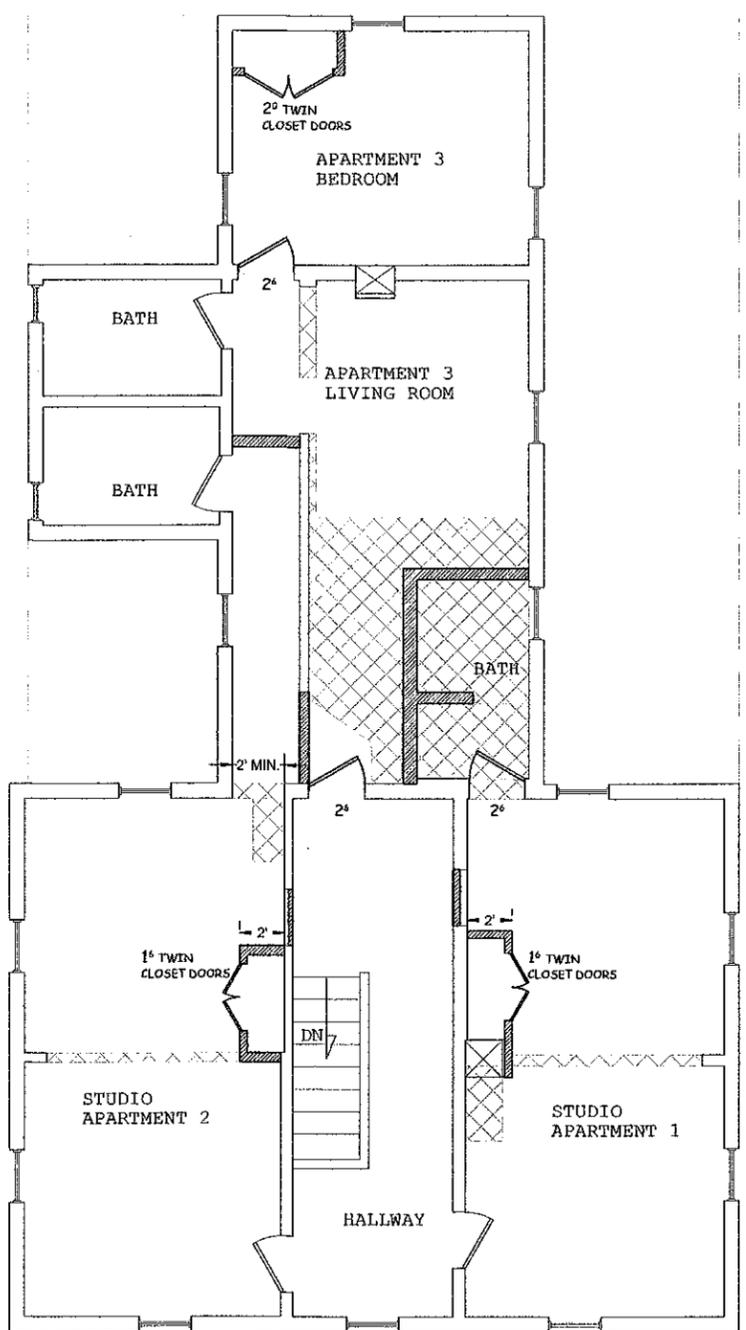
8 7 6 5 4 3 2 1

D

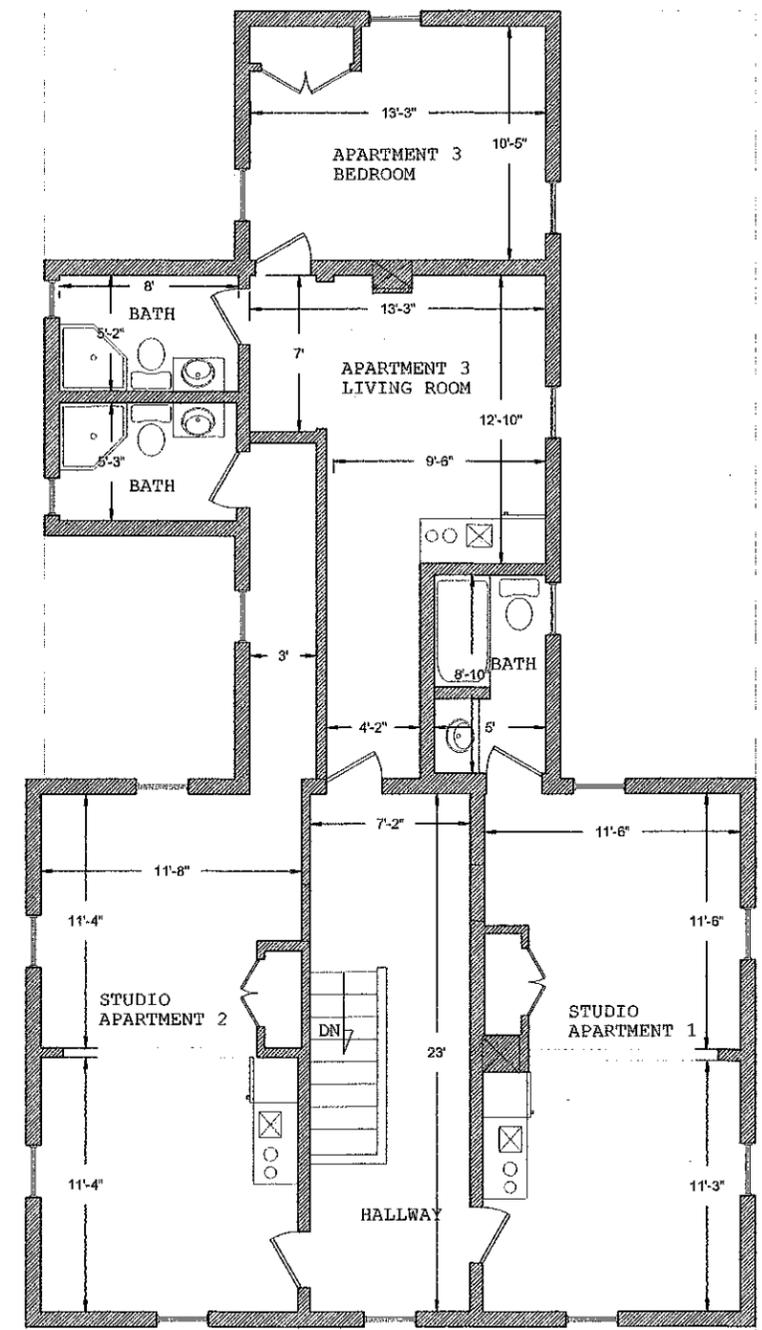
C

B

A



1 Second Floor With Demo Plan
A2 NTS



2 Second Floor Finish Plan
A2 NTS

SHEET NOTES

DRAWINGS FOR REPRESENTATION ONLY.
NOT FOR PERMIT.
VERIFY ALL WITH EXISTING.
DO NOT MEASURE ON DRAWING.

ABBREVIATIONS:
NTS - NOT TO SCALE
ETR - EXISTING TO REMAIN
OC - ON CENTER
TBD - TO BE DETERMINED

SQUARE FOOTAGES:

APT. 1 LIVING SPACE 270 SQFT
APT. 1 BATH 45 SQFT
APT. 1 TOTAL: 315 SQFT

APT. 2 LIVING SPACE 270 SQFT
APT. 2 BATH & HALL 90 SQFT
APT. 2 TOTAL: 360 SQFT

APT. 3 LIVING SPACE 150 SQFT
APT. 3 BEDROOM 137 SQFT
APT. 3 BATH & ENTRY 83 SQFT
APT. 3 TOTAL: 370 SQFT

SCOPE OF WORK:

DEMO HATCHED EXISTING.

NEW CLOSETS AND BATHROOM WALLS PER FLOOR PLAN. (BOLDED IN DEMO PLAN)
COORDINATE TO CLEAR EXISTING ELEC AND WINDOW LOCATIONS.

CLOSE AND INSULATE UNUSED DOOR LOCATIONS IN HALLWAY, LEAVE FRAMES.

NEW DOOR LOCATIONS AS NOTED.

NEW BATHROOM & KITCHENETTE LOCATIONS AS NOTED. REPLACE EXISTING BATH FIXTURES.

REPLACE WINDOWS AT EXISTING LOCATIONS, COORDINATE WITH OWNER.

FLOOR FINISHINGS TO BE COORDINATED WITH OWNER.

JOB # 000117	
DATE: 02/24/15	
REVISIONS	DATE
VERNON HOUSE COLONIAL BEACH, VA RMS DESIGN 804-761-5366 RMS-DESIGN.COM	

SCALE: 1/4" = 1'-0"

SHEET SIZE: D 24X36

SHEET:

A2

FLOOR PLANS

OF 3 SHEETS

8 7 6 5 4 3 2 1

PLANNING & COMMUNITY DEVELOPMENT STAFF REPORT

PROJECT NAME: Comp Plan Chapter 1.6 Housing Update	TOWN COUNCIL MEETING DATE: 4/28/16 Work Session	
CASE NUMBER: CPA-01-2016	APPLICANT:	Town
PROJECT STATUS: <input type="checkbox"/> Preliminary Sketch <input type="checkbox"/> Rezoning <input type="checkbox"/> Preliminary Plat <input type="checkbox"/> Conditional Use Permit <input type="checkbox"/> Prelim. Final Plat <input type="checkbox"/> Concept Plans <input type="checkbox"/> Final Plat <input type="checkbox"/> Text Amendment <input type="checkbox"/> Vacation <input checked="" type="checkbox"/> Comp. Plan Amendment	OWNER:	N/A
	LOCATION:	N/A
	VOTING DISTRICT:	N/A
	PARCEL NUMBER:	N/A
	TOTAL SITE AREA:	N/A
	SITE AREA DEVELOPED:	N/A
	CBPA:	N/A
EXISTING STRUCTURES: N/A	ADDITIONAL SITE DATA: N/A	
FLOOD HAZARD: N/A		
CURRENT ZONING: N/A		
ACTION REQUEST: Recommendation to Planning Commission	STAFF: Tori Haynes	DATE: 5/5/16

PRIOR ACTIONS/CASE HISTORY

REZONINGS:	N/A
CONDITIONAL USE PERMIT:	N/A
VARIANCES:	N/A
SUBDIVISIONS:	N/A
OTHER DATA:	N/A

BACKGROUND

In July 2014, the Town was awarded a \$10,000 Mixed-Use/Mixed Income (MUMI) Grant by the VA Housing Development Authority (VHDA). The VHDA offers the MUMI Grant to support the planning process of local governments that have identified an area for revitalization, identified potential local resources to support revitalization, and envision mixed-use/mixed-income as a component of the revitalization efforts.

The grant was awarded to the Town to update and amend the housing section (Section 6) of Chapter 1 of the Comprehensive Plan. Land Studio PC provided the research and authored the update, which was reviewed by Town staff. Staff also worked closely with VHDA to ensure the update satisfies requirements of the grant.

DISCUSSION

This Comprehensive Plan Amendment includes new housing and income data from the 2010 Census and 2014 American Community Survey, as well as an analysis of the current housing stock versus current housing needs within the Town. Opportunities for mixed-use/mixed-income development are addressed, as

per grant requirements. Other minor corrections were made to grammar and formatting. Copies of the final draft were sent to VHDA for review. VHDA did not offer any further notes or revisions.

STAFF RECOMMENDATION

The update to Chapter 1 Section 6 has been specifically catered to meet the requirements of the VHDA grant and has been extensively reviewed by both Town staff and Land Studio consultants. Staff recommends that Council refer this Comprehensive Plan Amendment as presented to the Planning Commission for formal review and public hearing.

6. Housing (Updated in 2015)

Introduction

Housing is a basic need of all citizens. The quality of housing within a community indicates its economic stability and social values. The town of Colonial Beach is an important residential center in the region, offering both seasonal and year-round residents a wide choice of living environments.

The Code of Virginia specifies that a Comprehensive Plan shall include “the designation of areas and implementation of measures for the construction, rehabilitation and maintenance of affordable housing, which is sufficient to meet the current and future needs of residents of all levels of income in the locality while considering the current and future needs of the planning district within which the locality is situated” (Code of Virginia § 15.2-2223). This section addresses this requirement. The following pages provide a more detailed understanding of the characteristics of the town’s housing stock (type, age, quality, location), as well as occupancy trends, growth, and house values/affordability.

Several other existing town documents provide further direction and details related to housing in Colonial Beach. The *Colonial Beach Design Guidelines*, hereby adopted as part of this plan, were developed in 2013 to guide new development and redevelopment. The guidelines exemplify the unique characteristics of Colonial Beach and promote context-sensitive, sustainable design. Colonial Beach’s Zoning Ordinance and Subdivision Ordinance regulate development in the town. Recommended revisions to these documents, as well as other key conclusions and recommendations based on the findings in this update, are listed on pages 1-59 through 1-62.

Housing Stock

Types of Residential Units

The town’s existing housing stock consists of a variety of housing opportunities: detached single-family dwellings (most prominent), attached single-family dwellings, townhomes, apartments, condominiums, and garage/accessory apartments. Lot sizes range from 2,500 square feet to 40,000+ square feet. However, the vast majority of the existing lots are in the 5,000 to 15,000 square feet range. According to the 2014 American Community Survey (ACS), detached single-family dwellings make up 85.6% of residential units, a slight increase from the 2000 Census. The percentages of 1 and 2 units attached and 20 or more units attached increased between 2000 and 2010, while percentages of 3-19 units, mobile homes, and other units decreased. Mobile home units continued their decline from 4% in the 1990 Census to 1.2% in the 2014 ACS. There are two remaining mobile home parks in the town’s Central Planning Area. They are limited following an amendment to the Zoning Ordinance, which grandfathered in existing mobile home units but does not allow any new units within the town. See Table 1 on the following page for detailed information related to Colonial Beach’s existing residential units.

A variety of housing options, beyond owner-occupied detached single-family dwellings, are needed to serve the diverse needs of community members. Younger individuals who are new to the workforce (ages 18-24), those with limited incomes (at or below the poverty level), and older residents (ages 65+) who are looking for housing with significantly less maintenance all need options. Over one third (1/3) of the population (1,282 individuals) falls into one of these categories. Table 2 on the following page highlights this information.

Approximately 332 of the town’s 2,305 housing units, or 14.4%, offer options to the detached single-family dwelling. Assuming the average of 2.1 individuals per household (2010 Census), the existing housing stock can provide 697 individuals alternatives to the detached single-family dwelling, leaving an additional 585 individuals (17% of the population) potentially needing housing alternatives. This points to a current need for an additional 278 housing units that are not detached single-family dwellings to serve these individuals, or almost double the amount currently provided.

Table 1. Types of Residential Units

	Number (2000 Census)	Percentage (2000 Census)	Number (2014 American Community Survey)	Percentage (2014 American Community Survey)	% Change
1 Unit Detached	1,687	83.3	1,973	85.6	+ 2.3
Attached / Other Units	339	16.7	332	14.4	- 2.3
1 Unit Attached	69	3.4	132	5.7	+ 2.3
2 Units	34	1.7	61	2.6	+ 0.9
3-4 Units	72	3.6	44	1.9	- 1.7
5-9 Units	72	3.6	30	1.3	- 2.3
10-19 Units	43	2.1	16	0.7	- 1.4
20 or More Units	8	.4	22	1.0	+ 0.6
Mobile Home	34	1.7	27	1.2	- 0.5
Boat, RV, Van, etc.	7	.3	0	0	- 0.3
Totals	2,026	100	2,305	100	

Source: 2000 Census & 2014 ACS

Table 2. Colonial Beach Population Potentially Needing Alternatives to Detached Single-Family Dwellings

	<i>Percentage of Population</i>	<i>Individuals</i>
Residents New to the Workforce (Ages 18-24)	5%	185 +
Older Individuals (Ages 65+)	21%	743
Individuals at or Below Poverty Level	10% +	354
Total	36%	1,282

Source: 2010 Census—population & 2014 ACS—poverty

Subsidized and Assisted-Living Complexes

Two subsidized apartment complexes built during the 1980s have given residents of modest means an alternative form of housing. Both apartment complexes are income-restricted communities. The larger complex, Riverwood Apartments, contains 83 units located along McKinney Boulevard between 4th and 6th Streets. Colonial Beach Village Apartments, the smaller complex, contains 32 units located in the 300 block of 12th Street. One assisted-living facility for older adults, The Meadows, is located on McKinney Boulevard at Meadow Avenue. Bay Aging, the region’s premier provider of social services and programs for people of all ages, constructed it. The Meadows offers affordable housing for people of retirement age. Table 3 on the following page provides data on these residential communities and the number of Colonial Beach residents they serve compared to the estimated number of residents in need.

Table 3. Colonial Beach Subsidized and Assisted-Living Complexes

<i>Name</i>	<i>Type</i>	<i>Number of Units</i>	<i>Individuals Served</i>	<i>Individuals in Need (Approx.—See Table 1)</i>	<i>Gap</i>
Subsidized (Total)		115	241	539 (ages 18-24 & those at or below poverty level)	298
Colonial Beach Village Apts	Section 8	32	67		
Riverwood Apartments	FmHA	83	174		
Assisted-Living (Total)		33	69	743 (65+ individuals)	674
The Meadows—65+	FmHA 515	33	69		

Source: Local Subsidized and Assisted-Living Complexes

New Housing Starts

As shown in Table 1, detached single-family dwellings continue to be the most popular choice for new units. This is partially due to the existing zoning code, which defines detached single-family dwellings as a by-right use in residential districts. Compact or attached housing styles may require additional action by the Town Council, Planning Commission, and/or the Board of Zoning Appeals. However, over the past 10-15 years, several attached housing options have been approved and built in the town:

- Potomac Renaissance is a five-story mixed-use condo development located in the Resort Commercial zoning district. Virginia Marine Investments, LLC completed construction on the second of two buildings in late 2015, adding 24 two- and three-bedroom units.
- Monroe Point, located on Monroe Bay in the Monroe Point Planning Area, is a waterfront community offering attached single-family townhomes. A total of 190 units were approved, with 73 units constructed as of February 2016. An additional 117 units await development.
- Potomac Crossing, approved in the early 2000s but not constructed, is a Planned Urban Development (PUD) golf course community. The project was designed to accommodate 617 housing units (448 detached single-family dwellings and 169 townhome units), but the re-zoning proffers allow for up to 900 housing units.

Additional residential development in the historic Resort Commercial zoning district is desired, primarily in the form of upper-floor residential uses and bottom-floor commercial uses. Several existing buildings have a potential for mixed-use/mixed-income residential units. Though these units currently require a conditional use permit, the town is interested in encouraging mixed-use/mixed-income development and working with area property owners who might consider it. See Table 4 on the following page for more information related to new housing starts.

These developments will add almost 300 apartment and townhome housing units to the Colonial Beach market. This number exceeds the current need of an additional 278 non-single-family dwelling housing units, but they will take many years to realize buildout. Additionally, many of these developments do not specifically address the needs of low- to moderate-income and older individuals.

Table 4. Colonial Beach New Housing Starts (2000-2015)

<i>Name</i>	<i># of Single-Family Detached</i>	<i># of Townhomes</i>	<i># of Apartments/ Condos or Mixed Use Units</i>	<i>Total Remaining to be Built</i>
Potomac Reissuance			48	0
Monroe Point		190		117
Potomac Crossing	448	169		617 (448 detached single-family and 169 townhomes)
Downtown Revitalization Efforts			Approximately 11	8+ (Desired, but not currently planned)
Totals	448	359	59	742

Source: Colonial Beach Planning Department

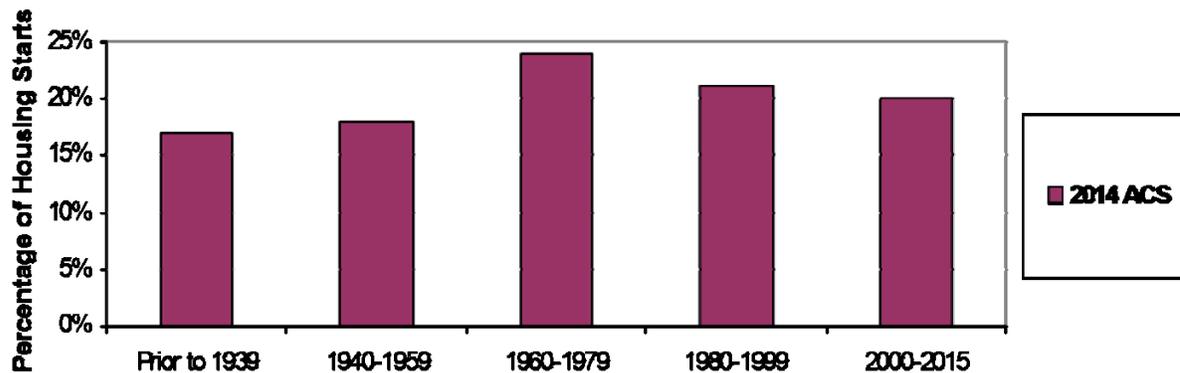
Indicators of Housing Stock Quality

Based on a review of several indicators, the quality of the overwhelming majority of Colonial Beach’s housing stock is good. Below is a brief discussion of the indicators reviewed: age, plumbing, kitchen, telephone, and inspections.

Age

According to the 2014 ACS, 35% of Colonial Beach’s housing stock was constructed prior to 1959, and 65% after 1960. The homes built after 2000 represent approximately 20% of the homes in Colonial Beach. See Chart A below.

Chart A. Colonial Beach Age of Housing Stock



Source: 2014 ACS—Selected Housing Characteristics

Plumbing, Kitchen, and Telephone Service Characteristics

Another measure of the health of the housing stock is the presence or lack of complete facilities, such as plumbing, kitchens, and telephone service. The town, as evidenced in Table 5 on the following page, fares well in the plumbing and kitchen categories when compared to Westmoreland County and the Commonwealth of Virginia. The town’s small size, in addition to the fact that it has its own public water and sewer treatment facility, enables it to possess such figures. The lack of telephone service to 3.6% of Colonial Beach households is believed to be due to seasonal residents that rely on cell phones versus landlines.

Table 5. Comparative Plumbing, Kitchen, and Telephone Service Characteristics

	Lacking Complete Plumbing	Lacking Complete Kitchen	Lacking Telephone Service
Colonial Beach	0%	0%	3.6%
Montross	0%	0%	1.7%
Westmoreland County	1.4%	1%	1.4%
State of Virginia	.4%	.6%	2.3%

Source: 2014 ACS—Physical Characteristics for Occupied Housing Units

Inspections

Housing construction standards in the town must comply with the Virginia Uniform Statewide Building Code, which establishes minimum standards for both new construction and renovations to existing structures. The town’s designated building official and code enforcement official are responsible for inspecting new, renovated, and existing housing units to ensure they meet code requirements. The town’s code enforcement official noted only isolated violations each year related to the habitability of a house.

Private upkeep of the town’s more soundly built homes has helped maintain the overall quality of the community’s housing stock. Public initiatives in the form of block grant projects and Housing Authority programs have also contributed measurably to improving living conditions for area residents. Additionally, the Colonial Beach Redevelopment & Housing Authority established a Minor Home Repair Program that has improved housing conditions for eligible town residents.

In 2013, the Northern Neck Planning District Commission (NNPDC) conducted a preliminary housing and infrastructure assessment for Colonial Beach. The commission identified a total of 57 apparent substandard housing structures in the town. The Central Area contained 29 of those structures, of which 12 were mobile homes. All the units were occupied. This planning area, also challenged with stormwater drainage and flooding problems, received planning and implementation grants from the Virginia Department of Housing and Community Development (DHCD) to further study the area’s needs related to housing and infrastructure. The town’s building and code enforcement officials should work with the NNPDC and owners of other potentially substandard properties to assist in bringing these housing units up to code.

Location of Housing, Neighborhood Character, and Available Lots

Housing can be found throughout the town in each of the seven (7) planning areas (from north to south): Bluff Point, Potomac Crossing, Riverside Meadows, Classic Shores, Central Area, Monroe Point, and The Point. Summaries of the relative housing and neighborhood characteristics of each planning area are below. The number of available residential lots in each planning area is shown in Table 6 on page 1-49. Additional information related to the location and characteristics of each planning area can be found in Chapter 2 on pages 2-9 through 2-23.

Bluff Point and Riverside Meadows

Detached single-family dwellings on large lots dominate the Bluff Point and Riverside Meadows Planning Areas. Density ranges from 2.8 to 3.6 units per acre. These two planning areas represent typical suburban-style single-family dwellings. Approximately 75 vacant lots are available for infill development in keeping with the character of the neighborhood.

Central Area

With its wide range of land uses, the Central Area is the most diverse planning area. Colonial Avenue, the town's primary commercial corridor, roughly bisects the Central Area beginning at McKinney Boulevard and ending in the Resort Commercial zoning district along the Potomac River. Smaller homes and cottages on compact lots comprise most of the residential development, and density ranges from 2.8 to 6.8 units per acre. Approximately 125 vacant lots are available for infill development. Older, small condominium and multi-family developments are scattered throughout the planning area. Most recently, revitalization efforts in the town's historic commercial core are encouraging mixed-use/mixed-income housing units as part of the area's revitalization.

Classic Shores

The Classic Shores Planning Area contains a variety of dwelling units on smaller lots. Density ranges from 5.6 to 7.6 units per acre. Approximately 825 lots are available for infill development; however, the small platted lots (typically 25 feet in width) require the consolidation of multiple lots prior to building to meet the minimum buildable lot size of 5,000 square feet. Therefore, the number of potential infill housing units would be closer to 400.

Monroe Point

The Monroe Point Planning Area contains the Beachgate Shopping Center and the Monroe Point mixed-use development that includes high-density townhomes and planned commercial development along Rt. 205. The commercial development has not begun as of February 2016, but 73 of the 190 approved townhomes have been built, leaving an additional 117 townhomes planned.

Potomac Crossing

The Potomac Crossing Planning Area was approved for a large-scale golf course community PUD in the early 2000s. The economic downturn in the late 2000s postponed its development and the site currently sits vacant. Since then, the profitability of golf course communities has declined. Current zoning requires that the golf course be developed in conjunction with housing. The PUD was approved for a total of 900 units, but was designed to accommodate 617 units. If developed as planned, this area will provide a combination of 448 detached single-family dwellings and 169 townhome units spread over 500+ acres of the former Wilkerson Farm. Density is planned for approximately 2 units per acre. The developer may be interested in modifying the PUD to eliminate the golf course from the project. If so, the town may have an opportunity to consider incorporating a certain percentage of workforce and/or mixed-income housing units as part of the revised PUD.

The Point

The southernmost section of town, the Point Planning Area is situated on a peninsula bordered by the Potomac River to the east and Monroe Bay/Creek to the west. The Point contains some of the oldest homes in the town, and the lots are relatively small (5,000 to 8,000 square feet). Density is approximately 5.5 units per acre. The town owns two larger tracts that offer a number of opportunities for future use and development. The first is referred to as the Lions Club Property, which is a passive recreation open space currently planned for preservation. The other is the site of the former Eleanor Mobile Home Park, which the town is planning to sell. Both sites are currently zoned R-2 (General Residential).

Table 6. Available Residential Building Lots by Planning Area

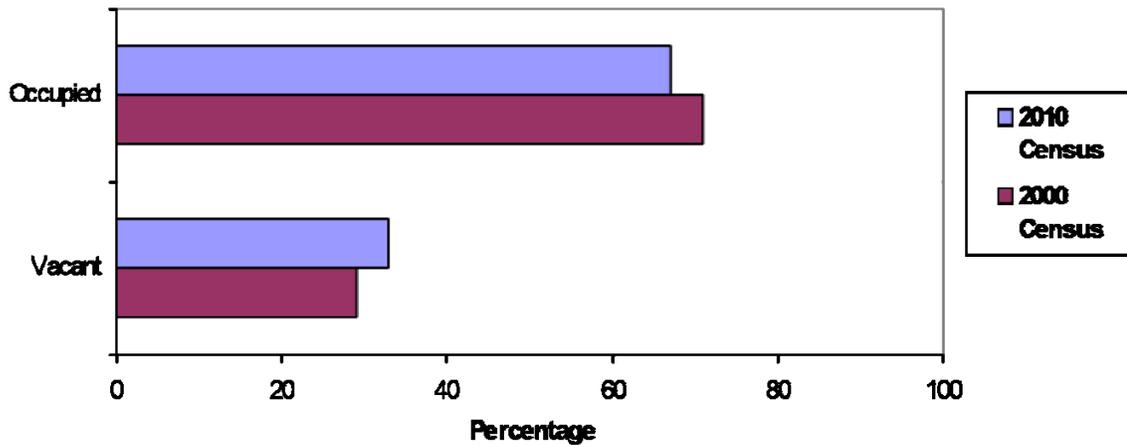
	Available Residential Lots	Notes/Comments
Bluff Point & Riverside Meadows	75	Infill Development
Central Area	125	Infill Development
Classic Shores	*400	Infill Development—*825 vacant lots available but two are needed to construct a home.
Monroe Point	117	Continuation of planned town-home development
Potomac Crossing	614	448 Single-Family Detached and 169 Townhomes
The Point	8	Infill Development
Total	1,339	

Source: Colonial Beach Planning Department

Housing Occupancy

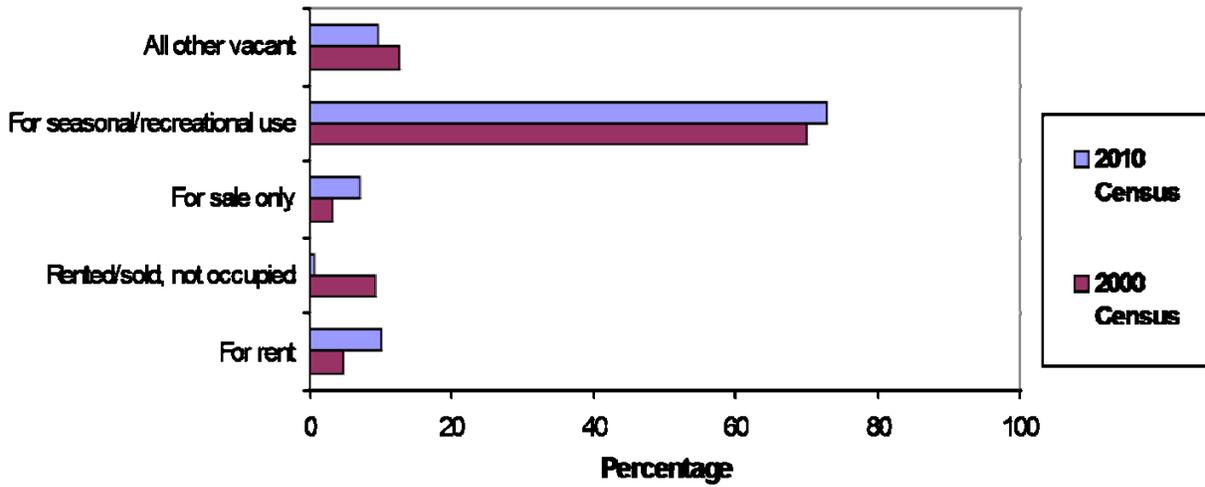
The percentage of occupied and vacant housing units in 2010 was 65.6% and 34.4%, respectively, as depicted in Chart B below. The 2000 Census revealed similar findings. The high vacancy percentage can be deceiving, as it includes homes that are for seasonal or recreational use. These uses make up 73% of Colonial Beach’s vacancy percentage. (See Chart C on the following page.) According to the 2000 Census, there were 415 seasonal and recreational housing units. This number increased to 579 in the 2010 Census, an increase of 40%. The “true” vacancy rate, those houses that are vacant and not currently on the market to be sold or rented, went down from 12.5% to 9.4%.

Chart B. Percentage of Occupancy and Vacancy



Source: 2000 & 2010 Census—General Housing Characteristics

Chart C. Vacancy Percentages



Source: 2000 & 2010 Census - General Housing Characteristics

The data supports the claim that second home ownership for seasonal or recreational purposes is an important factor in Colonial Beach’s housing market. The town continues to attract second home buyers, which brings revenue into the local economy. The total number of rental units also went up between 2000 and 2010. This may be due in part to the credit crisis of 2008-2009. Many homeowners needing to sell their homes were not able to do so, causing these previously owner-occupied units to transition to renter-occupied units. (See Table 7 below.)

Table 7. Changes in Occupancy of Housing Units

	2000 Census (Number)	2010 Census (Number)	Percentage Increase or Decrease	Population / Individuals Served 2010 Census (Number / % of Popula- tion)
Total Housing Units	2,030	2,382	117%	
Occupied Housing Units	1,437	1,588	10%	
Owner-Occupied	933	1,042	12%	2,195 / 62%
Renter-Occupied	504	546	8%	1,292 / 36%
Vacant Housing Units	593	794	34%	
Seasonal or Recreational Use	415	579	40%	1,222 / NA
For Rent	29	81	179%	
For Sale	55	55	None	
Rented/Sold, Not Occupied	19	4	-79%	
All Other Vacant	75	75	None	

Source: 2000 & 2010 Census—General Housing Characteristics

The relative consistency of these numbers and the increase in owner-occupied and seasonal/recreational units represent a stable community, economy, and housing market. As the town grows, and its economy continues to diversify, this trend should remain consistent well into the next decade. Table 8 below compares Colonial Beach’s rental and seasonal housing market to the surrounding region and the Commonwealth of Virginia in general.

Table 8. Percentage of Rental and Seasonal-Use Housing

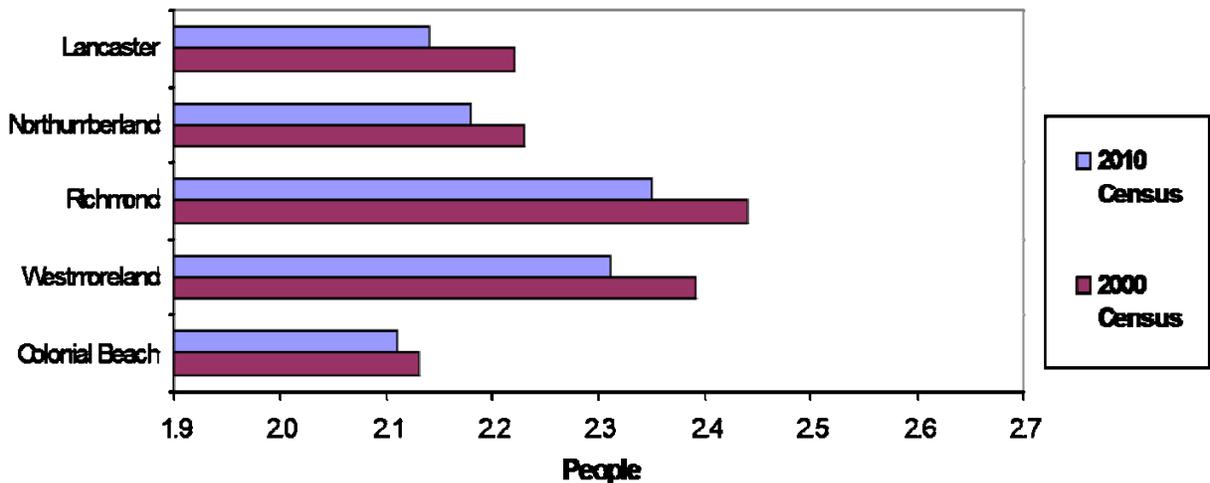
	2010 Census Rental Housing Units (%)	2010 Census Seasonal Housing Units (%)
Virginia	33%	2%
Colonial Beach	26%	24%
Westmoreland County	18%	20%
Richmond County	22%	7%
Northumberland County	11%	29%
Lancaster County	18%	18%

Source: 2010 Census—General Housing Characteristics

Owner-Occupied Average Household Size

The average household size of owner-occupied dwellings in Colonial Beach decreased slightly between 2000 and 2010. This decline in household size is not a new phenomenon. Household sizes have been declining both nationally and statewide since at least 1850 when the average number of people per household was 5.55. This trend holds true throughout the Northern Neck region where the average household size for owner-occupied units went down in all counties. (See Chart D below.)

Chart D. Owner-Occupied Average Household Size



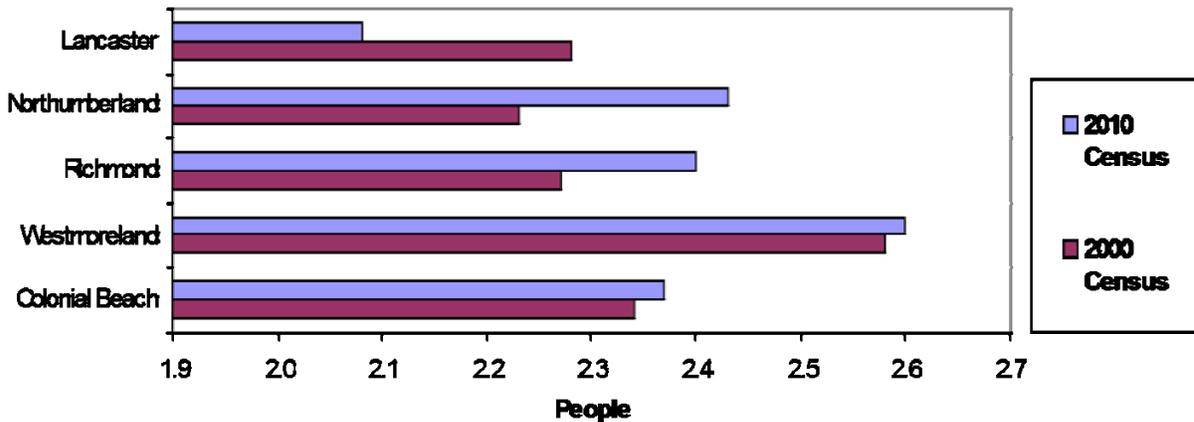
Source: 2000 & 2010 Census—General Housing Characteristics

Renter-Occupied Average Household Size

While the average size of owner-occupied households decreased, the average size of renter-occupied households increased. The town of Colonial Beach along with Northumberland, Richmond, and

Westmoreland Counties all saw increases in the average household size for renters. Only Lancaster County experienced a decline. (See Chart E below.) An increase in Colonial Beach’s renter-occupied household size was preceded by a decrease in the previous decade. A possible explanation for this apparent shift in average household size for renter-occupied units could be due to the 2008-2009 national credit crisis, during which time many people across the country lost their homes due to foreclosures and short sales. Many of these families moved to rental housing and took on additional occupants to make ends meet.

Chart E. Renter-Occupied Average Household Size

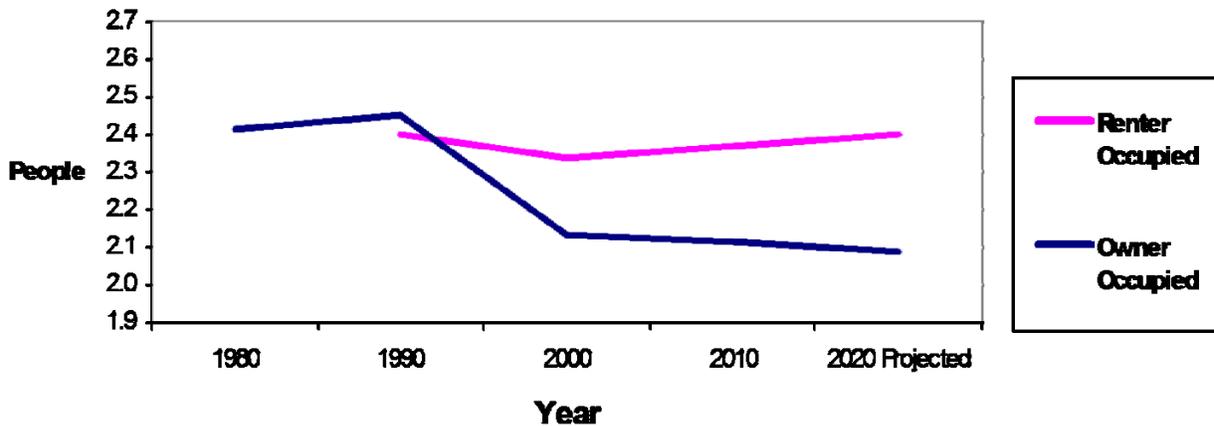


Source: 2000 & 2010 Census—General Housing Characteristics

Projected Average Household Size

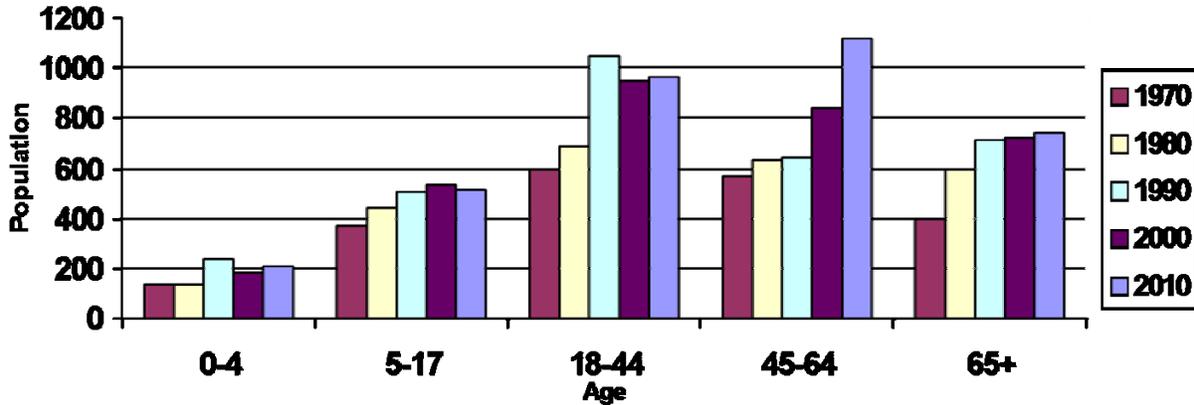
The average household size for renter-occupied homes in Colonial Beach increased by a factor of 0.03 between 2000 and 2010. Carrying this forward to 2020, the average household size for renter-occupied homes could increase to 2.4. On the other hand, the owner-occupied average household size decreased by a factor of 0.02. This decline, if it continues, would further decrease the average household size of owner-occupied units to 2.09 by 2020. These trends are shown in Chart F below. The continuous decline in owner-occupied household size, both locally and nationally, may lead to the need for smaller, more compact homes. This may especially hold true for Colonial Beach, which has a high percentage of older individuals. (See Chart G on the following page.)

Chart F. Colonial Beach Average Household Size - Renters vs. Owners



Source: 1980—2010 Census

Chart G. Colonial Beach's Population By Age

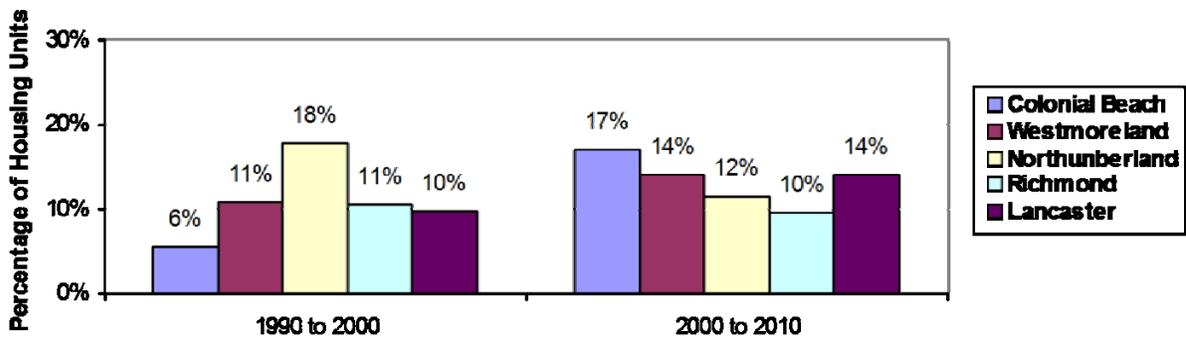


Source: 1970–2010 Census

Housing Growth

Despite the 2008-2009 credit crisis, Colonial Beach has continued to have positive growth in its housing stock. Chart H below illustrates the growth in the number of housing units over the past 20 years. The total number of housing units in the town in 2000 was 2,030. By 2010 it had increased to 2,382. This represents an increase of approximately 17%. Between 1990 and 2000, the housing growth rate was much lower at 5.5%. During these two decades, the town experienced the lowest and the highest housing growth rates in the region. Between 2012 and 2015, the town issued 89 permits for new housing units (63 detached single-family dwellings and 24 condos). This represents an approximate average of 22 permits per year for new housing, which coincides with the number of new housing starts averaged annually between 1990 and 2000.

Chart H. Growth Rate in Housing Units



Source: 1990, 2000, & 2010 Census

The current number of zoned lots available for infill development far exceeds the anticipated number of housing starts for the next 20 years. (See Table 6 on page 1-49.) Additional residential lots also exist in approved, but not yet constructed, developments such as Monroe Point and Potomac Crossing. This supply of by-right lots suggests that the town does not need to identify additional areas for residential development. However, the following factors impact the town's residential lot supply:

- *Environmental:* A parcel may be undevelopable due to the presence of environmental constraints. For example, lots located in wetlands, floodplains, or Chesapeake Bay Resource Protection Areas will have development restrictions.
- *Cultural:* Some parcels may not be buildable due to local zoning requirements, such as minimum lot size or setback restrictions. Section 15.2-2309 of the Code of Virginia authorizes the local Board of Zoning Appeals to grant variances to local zoning ordinances under certain circumstances if a hardship can be proven.
- *Location:* The town may wish to encourage development in certain areas by providing incentives or promoting mixed-use/mixed-income development. Mixed-use development allows for one building to have a combination of residential and commercial uses, such as residences above retail shops.
- *Choice:* The inventory of available lots is limited to detached single-family dwellings and townhomes by right. These housing options may not meet the needs of certain segments of the population (namely low- to moderate-income individuals and older adults) and do not provide adequate choice to prospective homeowners.

Water and Sewage Supply

The amount of future growth the town can support is also dependent on the availability of the town's water and sewer capacity. Nearly every home in the town is on the public water and sewer system. Those homes not on the town's public system are required by town code to connect to the public system when their existing systems fail.

Water System

Colonial Beach has a permit for 1,282,400 gallons per day (gpd) of potable water. This system is currently undergoing major capital improvements, including the installation of meters for individual parcels. Under the projected annual average of 22 new dwelling units per year, between 2010 and 2030 there will be an additional 440 dwelling units in the town, bringing the total number of dwelling units to 2,822. The typical engineering standard for potable water is 400 gpd per dwelling unit. The projected potable water demand in 2030 will be 1,128,800 gpd.

Sewer System

The town's state-of-the-art wastewater treatment plant has a capacity of 2 million gpd. When the new plant was constructed, 30% of its capacity (600,000 gpd) was reserved for Westmoreland County, leaving 1.4 million gpd available for the town. Currently the town uses just over 40% of its allocated capacity, or 560,000 gpd. The county is presently using 96,000 gpd of its 600,000 gpd capacity, or almost 16%. Current use by both the town and county amounts to 656,000 gpd, thus the excess capacity of the plant is 1.34 million gpd.

The typical engineering standard is that each dwelling unit produces 300+ gpd in wastewater. Based on the average projected growth rate of 22 housing units per year, the town will have 2,822 housing units by 2030. If each of these homes produces 300 gpd in wastewater, the town will be using 60% of its allocated capacity (846,600 gpd). This projection predicts excess capacity beyond 2030, assuming average growth rates. Due to the significant infiltration/inflow (I&I) issues associated with the town's aging infrastructure, during large storms and heavy rain events, the plant uses some of this excess is used to treat the increased flows into it. The town has been upgrading its system to address the existing I&I problems.

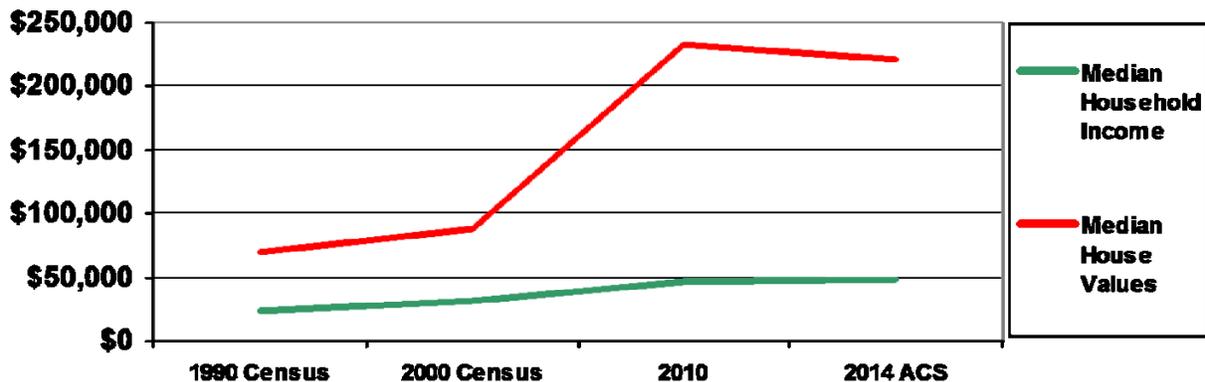
Housing Values and Affordability

The availability of safe and affordable housing is an important determinant of the quality of life and vitality of a community. In recent years, one of the most widespread problems across the country has been the lack of affordable housing. Colonial Beach faces the same problem. To effectively meet the needs of the entire population, a portion of new and existing residential units should be compatible with the income of the town’s workforce to ensure that those who wish to live in town are able to find adequate housing. As rent and housing prices rise, availability of affordable housing decreases for low and moderate income households. Without affordable housing, individuals and families with modest incomes often must rent or reside in aging, deteriorated housing that has remained affordable largely due to its substandard condition. The following pages present findings related to the affordability of Colonial Beach’s housing market.

Home Values

Home values have been rising in Colonial Beach and most areas of Westmoreland County over the last several decades. However, housing values peaked in 2006 and began to decline in 2007 as a result of the housing market bubble. Based on the ACS, the median house value in Colonial Beach was \$232,600 in 2010 and \$224,000 in 2014. Chart I below shows the town’s median house/condo values between 1990 and 2014. It also shows the changes in median household income. Colonial Beach saw a 27% increase in home values from 1990 to 2000, and a 252% increase from 2000 to 2014, despite the decline in housing values that began in 2007. The prevalence of waterfront homes, as well as many homes being used seasonally/recreationally by those with disposable income, has inevitably raised the median home value in the town. For many existing homeowners who were not negatively affected by the housing market bubble, their homes’ rise in value represents a significant portion of their personal wealth.

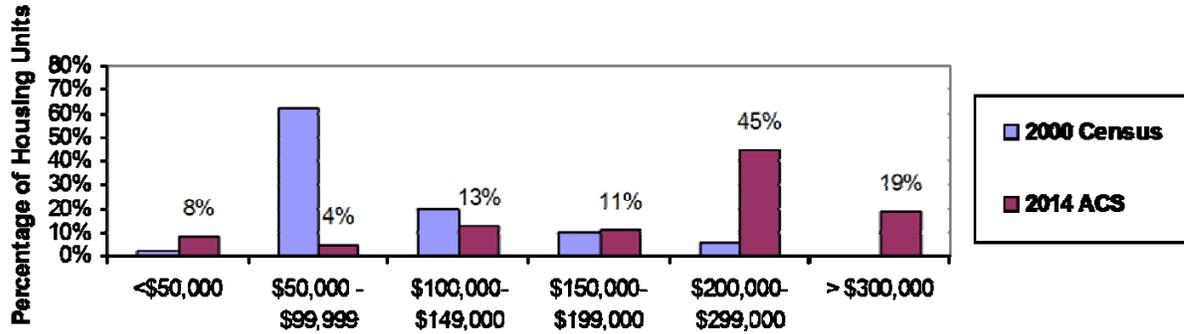
Chart I. Rise in Colonial Beach’s Median Home Values Compared to Household Income



Source: 1990 & 2000 Census along with 2010 & 2014 ACS

The changes in Colonial Beach’s housing values between 2000 and 2014 is detailed in Chart J on the following page. According to the 2014 ACS, 25% of the homes in Colonial Beach (263 housing units) are valued under \$150,000. Of those 263 units valued under \$150,000, nearly half (131 housing units) are valued under \$100,000.

Chart J. Changes in Owner-Occupied Home Values Between 2000 and 2014



Source: 2000 Census & 2014 ACS

Income Levels

Between 1990 and 2014, median household salaries have risen, but not at the same pace as home prices. (See Chart I on the previous page and Table 9 below.) Household incomes in Colonial Beach increased 49% from 2000 to 2014, compared to a 156% increase in home values during the same time period. This inequality keeps many potential homeowners out of the market. New home buyers may find themselves unable to qualify for a loan if their income has not risen as much as home values. As stated previously, quickly rising home values negatively impact low- to moderate-income individuals and first-time homebuyers. Additionally, rising personal property values lead to an increase in personal property taxes. People on fixed incomes may have trouble budgeting for these sharp increases.

Table 9. Changes in Home Values and Median Household Income

	1990 Census	2000 Census	% Change	2000 Census	2014 ACS	% Change
Median Home Value	69,000	87,600	27%	87,600	224,000	156%
Median Household Income	23,614	31,711	34%	31,711	\$47,273	49%

Source: 1990 and 2000 Census & 2014 ACS

Table 10 below depicts changes in the household income/housing price ratio since 1990. Historically, the typical median home in the United States has cost 2.6 times as much as the median annual income. This ratio was close to being met in Colonial Beach in 1990 and 2000. However, the current ratio of 4.74 indicates that residents in town cannot afford to buy a local home if their income is around the town’s median income.

Table 10. Colonial Beach’s Historical and 2014 Household Income / Housing Price Ratio

Year	Median Household Income	Median House Value	Ratio	Maximum Affordable (2.8 x Annual Income)	Gap
1990	\$23,614	\$69,000	2.92	\$66,119	\$2,881
2000	\$31,711	\$87,600	2.76	\$88,791	\$0
2014	\$47,273	\$224,000	4.74	\$132,364	\$91,636

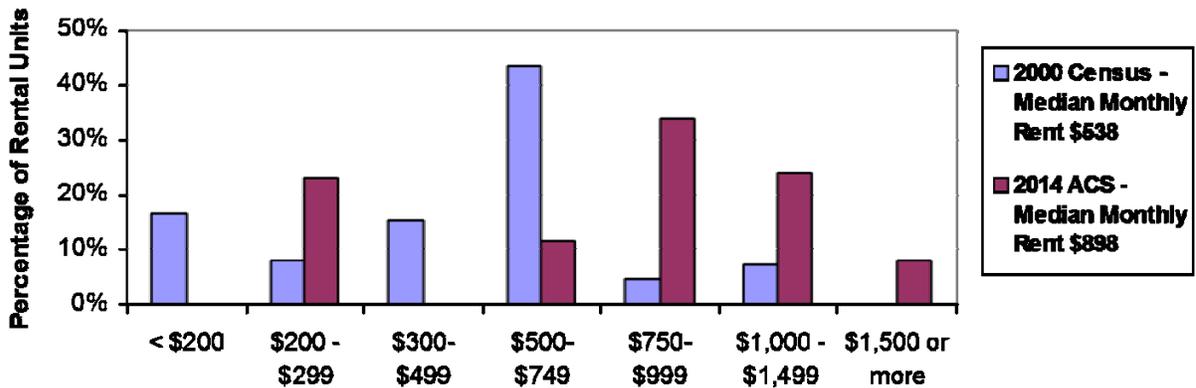
Source: 1990 and 2000 Census & 2014 ACS

To ensure a stable community and good quality of life for all residents, the housing stock must include homes that the community’s workforce can afford. Based on the town’s median household income of \$47,273, and using an affordable housing price ratio of 2.8, the maximum home value for someone earning the median income level in Colonial Beach would be \$132,364. The Urban Land Institute defines “workforce housing” as housing for households making between 60% and 120% of the area median income. In Colonial Beach this equates to an annual income of \$28,364 to \$56,727. This implies that housing prices between \$79,419 and \$158,836 will serve the town’s workforce. Approximately 25% of the town’s homes are valued at \$150,000 or less.

Rental Costs

Individuals unable to afford a house turn to the rental market. Chart K below depicts the changes in monthly rental costs between 2000 and 2014. According to the 2014 ACS, the median monthly housing cost for rentals in Colonial Beach increased 67% between 2000 and 2010, from \$538 to \$898. Using the Housing Wage Calculator on the National Low Income Housing Coalition’s website (www.nlihc.org/library/wagecalc), the annual household salary must be at least \$35,920 (hourly wage of \$17.27) to comfortably afford \$898 per month in rent. This calculator uses the accepted standard of affordability that no more than 30% of the household income is spent on rent. Earning the state minimum wage of \$7.25 per hour, a person would have to work 95 hours per week to afford \$898 per month.

Chart K: Changes in Monthly Rental Costs Between 2000 and 2014



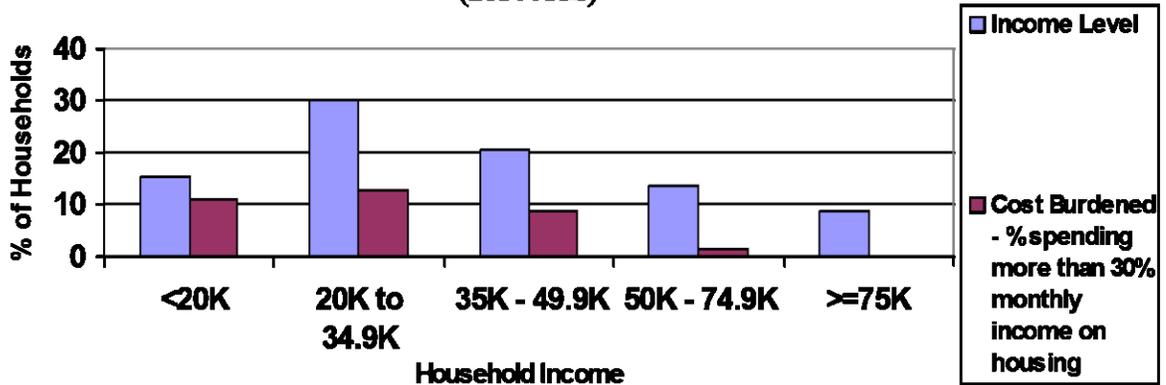
Source: 2000 Census & 2014 ACS

Cost Burdened Households

Given the rising cost of housing compared to income, many families have become cost burdened. Based on the U.S. Department of Housing and Urban Development’s (HUD) recommendation, no more than 30% of the household income should be spent on housing. Those spending over 30% are considered cost burdened. Charts L and M on the following page highlight the percentage of cost-burdened individuals by income bracket in Colonial Beach. Over one third of households that rent and more than one quarter of households that own are cost burdened. As annual household income increases, the percentage of those cost burdened goes down.

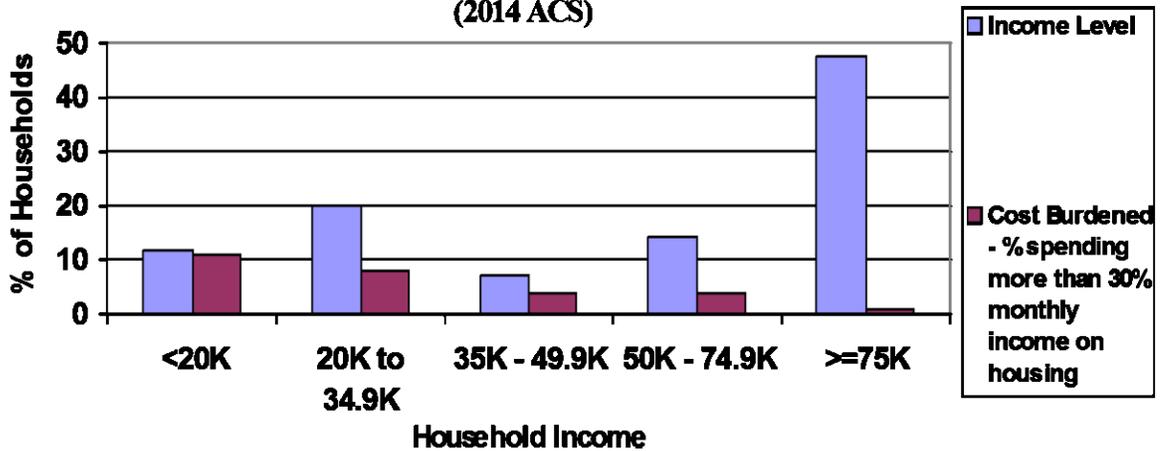
Another factor that may shift individuals into the cost-burdened category is rising interest rates. The historically low mortgage rates currently available create the illusion of affordability, driven by smaller monthly payments. For many, current affordability depends in part on low interest rates. As rates begin to rise, homes will become even less affordable.

Chart L. Percentage of Renter-Occupied Cost-Burdened Households by Income (2014 ACS)



Source: 2014 ACS

Chart M. Percentage of Owner-Occupied Cost-Burdened Households by Income (2014 ACS)



Source: 2014 ACS

Subsidized and Assisted-Living Complexes

As stated on page 1-44, the town has three subsidized, income-restricted apartment communities that help meet the housing needs of low- to moderate-income individuals. Colonial Beach Village Apartments and Riverwood Apartments have a combined total of 115 units and offer affordable housing to people of all ages. The Meadows has 33 total units and offers affordable housing to people of retirement age. All three communities are currently at 100% capacity with waiting lists. This shows that the need in Colonial Beach for affordable and assisted-living facilities far exceeds the availability. Table 11 on the following page provides data on these residential facilities.

Table 11. Colonial Beach’s Subsidized and Assisted-Living Complexes

<i>Name</i>	<i>Type</i>	<i>Number of Units</i>	<i>Units Occupied</i>	<i>Rents</i>
Subsidized Housing				
Colonial Beach Village Apartments	Section 8	32	100% - 3 on Waiting List	1 Bdr \$570 2 Bdr \$708 (\$744 Market)
Riverwood Apartments Public Housing	Section 515 Housing Program	83	100% - 23 on Waiting List	
Elderly Assisted-Living				
The Meadows Age Requirement—62 and above	FmHA 515	33	100% - 10 on Waiting List	30% of income— 1 Person HUD Limit: \$29,850 2 Person HUD Limit: \$34,100

Source: Individual Subsidized and Elderly Assisted-Living Complexes

Key Conclusions & Recommendations

Key conclusions and recommendations from this section are included below. The specific recommendations provide a variety of strategies that will help improve the town’s housing stock and encourage the construction of varied housing that meets the needs of all Colonial Beach residents. Those sectors currently not adequately served include low- to moderate-income families, first-time homeowners, and older residents who are looking for housing that will address their needs in light of changing employment and family dynamics.

Housing Stock

Conclusion

Colonial Beach’s housing stock consists of mostly detached single-family dwellings. More variety in the housing stock, to include attached, multi-family, and mixed-use homes, is needed to meet the needs of a diverse population. It is well established that town residents are getting older, and there is a need for more senior housing. There is also a need to attract younger adults and young families. Housing will play a major role in drawing these populations to the town. Additionally, over one-third of the existing population falls into a demographic that desires alternatives to the detached single-family dwelling (low-income individuals, ages 18-24, and ages 65+). Recent years have seen more diversification of the housing stock, but these developments are not complete and do not provide adequate housing diversification for existing Colonial Beach residents.

Recommendation—Encourage development of a range of new housing types to better address the needs of all citizens by providing locations for by-right development of multi-family and mixed-use communities.

Recommendation—Encourage the development of mixed-use units within the historic Resort Commercial zoning district to allow for both new businesses and new housing types to be available to the citizens.

Recommendation—Open up discussions with developers of proposed developments to include provisions that encourage diversity in housing types and affordability. Provisions could include

minimum lot sizes, maximum house sizes, the maintenance of certain housing units as workforce housing for a defined period of time, and the integration of compatible workforce housing into conventional subdivisions.

Conclusion

Overall housing quality is good, but 57 apparent substandard houses were identified in town, the vast majority of which (29) were located in the Central Planning Area.

Recommendation—The town should continue to work with the NNPDC and owners of identified possible substandard housing to bring units up to code. A number of funding programs and regional organizations are available to assist these homeowners.

Recommendation—The town should continue to work with the NNPDC to obtain funding to make improvements to infrastructure elements, such as stormwater drainage and utilities, to protect and preserve the existing housing stock.

Conclusion

The current availability of subsidized and assisted-living units does not meet existing community needs.

Recommendation—Work with Bay Aging to identify possible locations for new assisted-living facilities in town.

Recommendation—Given the town’s large aging population, support retrofitting existing houses and promoting universal design to provide options for citizens to age in place.

Location, Neighborhoods, and Available Lots

Conclusion

More than enough vacant lots are available for infill development to serve the growth of the town for the foreseeable future. Existing housing generally conforms to the characteristics of individual planning areas. Certain planning areas, such as Classic Shores and the Central Area, are more adept at incorporating mixed-use and multi-family housing.

Recommendation—All new and infill housing should be built to blend into the fabric of the existing neighborhood to preserve its sense of place.

Recommendation—Identify areas for mixed-use developments that can offset some of the development costs of affordable housing units.

Recommendation—Identify areas for multi-family rental units to serve those priced out of the housing market.

Recommendation—Identify areas for older-adult and assisted-living communities in appropriate locations in the town. This will allow these residents to remain within the community in which they have lived and been active. Consider the development of senior apartments in proposed mixed-use areas so residents are close to services and shopping areas.

Occupancy

Conclusion

The town continues to have a strong market for second home ownership for seasonal and recreational use.

Conclusion

The average household size continues to decrease in Colonial Beach and nationally, with Colonial Beach having the lowest owner-occupied average household size in the Northern Neck region. This may be due in part to the large older-adult population. As the town population ages, it is anticipated that the demand for housing to accommodate this population will increase significantly within the next decade.

Recommendation—Encourage a percentage of smaller homes to be included in future developments to respond to the continuing reduction in the average household size and to increase affordability.

Growth

Conclusion

The availability of residential lots far exceeds the anticipated number of housing starts for the next 20 years.

Recommendation—Encourage all developers to include a percentage of housing that meets the need for workforce housing through incentives and other programs.

Conclusion

If the town maintains its current average growth rate, the town's water supply will be adequate for the next 20 years. Its sewer system has additional capacity beyond a 20-year average growth rate.

Recommendation—Continue to make improvements to the sewer system and address I&I issues to enhance the capacity of the sewage treatment plant.

Affordability

Conclusion

The median home value in Colonial Beach has increased at a tremendous rate (156%) since 2000, while the median household income has only risen 49%. This inequality can keep potential homeowners out of the market because their income does not qualify them for many available houses. Colonial Beach's rental market is also affected. The median monthly rent has increased 67% since 2000. Lower-income individuals cannot afford many rental units. Those who do find housing are often cost burdened. One third of Colonial Beach households that rent and over one-quarter of households that own are cost burdened.

Recommendation—Continue to work with NNPDC, DHCD, and area property owners to identify opportunities to transition current substandard housing into affordable/workforce housing units. Through the housing planning grant awarded by DHCD in 2013, the town has been evaluating the feasibility of transitioning two private mobile home parks into affordable/workforce housing. This process requires the approval and willing participation of the property owner.

Recommendation—Encourage developers of new housing projects to partner with nonprofits to provide workforce and low-income older-adult housing opportunities.

Recommendation—Encourage nonprofit housing organizations and developers to take advantage of financial assistance opportunities to fill the gaps in financing the development of new and rehabilitated affordable housing for low-income individuals. One such program is the Affordable and Special Needs Housing Program through the Virginia Department of Housing and Community Development.

Recommendation—Offer density incentives to encourage developers to include lower-cost housing units within projects to satisfy the needs of the town’s workforce. Consider approaching the Potomac Crossing developer to see if there is any interest in modifying the PUD to eliminate the golf course and add a percentage of workforce housing.

Recommendation—Consider a series of revisions to the town’s Zoning Ordinance to allow:

- By-right multi-family housing in certain locations in the Central Planning Area and possibly Classic Shores, provided a certain percentage of affordable housing is included.
- By-right mixed-use developments in the Resort Commercial zoning district, provided a certain percentage of affordable housing is included.

Recommendation—Establish a procedure to annually review the number of existing and new homes that are affordable to those meeting the definition of workforce housing to ensure that progress is being made to increase the supply of workforce housing in the community.

**QUESTIONNAIRE FOR APPOINTMENT BY TOWN COUNCIL
TO VARIOUS BOARDS, COMMISSIONS, COMMITTEES, ETC.**

Date: 3-19-2016

Check One:

Board of Zoning Appeals

Planning Commission

Redevelopment & Housing Authority

Tourism Council

Erosion Commission

Other

NAME: Harry G. Piossanes DATE OF BIRTH 11-22-1982

ADDRESS: 17 Marine Bay Ave Colonial Beach VA 22443

YEAR MOVED TO COLONIAL BEACH _____ TELEPHONE NO: (H) 910-539-4418

PLACE OF WORK & OCCUPATIONAL TITLE: MCIOC MCB Quantico
(W) _____

Training and Exercise Developer

RESIDE WITHIN TOWN LIMITS? YES NO

OCCUPATIONAL HISTORY (MAY ATTACH PROFESSIONAL RESUME) AND SPECIFIC EXPERIENCE THAT WOULD PREPARE YOU FOR SERVICE AS AN ADVISOR TO TOWN COUNCIL:

Resume attached - I have years of leadership experience and experience in operational planning that would lend itself to service on the CB Planning Commission.

ACADEMIC CREDENTIALS: (PLEASE LIST COURSES TAKEN THAT WOULD RELATE DIRECTLY TO PUBLIC ADMINISTRATION/PROBLEM SOLVING):

Resume Attached

MEMBERSHIP ON BOARDS AND COMMISSIONS OFTEN ENTAILS SEVERAL EVENING MEETINGS THROUGHOUT THE YEAR. NORMALLY, MOST BOARDS AND COMMISSIONS MEET AT LEAST ONCE MONTHLY, WITH AN OCCASIONAL EXTRA MEETING PER MONTH.

CAN YOU EXPECT TO BE AVAILABLE FOR THESE MEETINGS? yes

IS THERE ANY PARTICULAR EVENING(S) PER MONTH ON WHICH YOU WOULD NORMALLY NOT BE AVAILABLE? Wednesday

HAVE YOU SERVED, OR DO YOU CURRENTLY SERVE, ON BOARDS OR COMMISSIONS OF OTHER JURISDICTIONS? yes IF YES, PLEASE EXPLAIN: _____

co-Chairman of Promotions Committee Downtown Colonial Beach
Board Member - Board of Directors - Downtown Colonial Beach

IN WHAT CIVIC OR SERVICE ORGANIZATION (S) ARE YOU ACTIVE? _____
VFW - Downtown Colonial Beach

WOULD YOUR MEMBERSHIP IN SUCH ORGANIZATIONS OR YOUR PROFESSIONAL ASSOCIATION(S) OR BUSINESS ACTIVITY POSE ANY POTENTIAL CONFLICT OF INTEREST OR INAPPROPRIATE ASSOCIATION AS A MEMBER OF A TOWN BOARD OR COMMISSION? no

IN A FEW WORDS, PLEASE DESCRIBE YOUR INTERESTS IN LOCAL GOVERNMENT AND INDICATE HOW YOUR APPOINTMENT TO A BOARD OR COMMISSION WOULD CONTRIBUTE TO THE OVER-ALL QUALITY OF LOCAL GOVERNMENT IN COLONIAL BEACH: I have a vested interest in the advancement and enhancement of the town. There is a lot of potential in this town and I want to see it reach its full potential.

WHY DOES THIS BOARD OR COMMISSION INTEREST YOU MOST? Having a hand in the shaping of the direction that Colonial Beach takes in the future is exciting.

HARRY G. PRASSENOS II
17 Monroe Bay Ave
Colonial Beach, VA 22443
(910) 539-4418
Hprassenos@Gmail.com

Item 8 - 2 of 2
PC Applicant

Objective: Seeking a career in the public or private sectors within the greater Washington, DC area in the field of information operations, influence operations, training management, curriculum development, C4I, or security services where I can best apply my abilities, experiences, and energy to ensure success and growth for any organization I am fortunate enough to be a part of.

HIGHLIGHTS OF QUALIFICATIONS

- Former Marine Staff Sergeant with current DOD Top Secret/SCI Security Clearance and valid U.S. Passport
- A proven leader with a reputation for building and leading successful teams of diverse people.
- A common sense task manager capable of solving the most complex problems in fast-paced environments.
- Able to instill a sense of pride and focus amongst subordinates, peers, and seniors alike.
- A highly effective communicator with superb public speaking and writing skills.
- Proficient with the Microsoft Office suite of software.
- Familiarity and experience navigating LINUX systems.
- Understands and applies the Systems Approach to Training (SAT) process and the ADDIE (Analysis, Design, Development, Implementation, Evaluation) Model of instructional design.

EXPERIENCE

- 2015 – Pres Training and Exercise Developer, Legion Systems LLC**
- Serves as Subject Matter Expert for integrating Information Related Capabilities (IRCs) into Marine Corps training and exercises. This includes development, review and update of a broad range of training and exercise materials relevant to: electronic warfare, operations security, military information support operations, military deception, cyberspace operations, civil military operations, public affairs, and other IRCs.
 - Utilizes the Joint Event Life Cycle (JELC) and Systems Approach to Training (SAT) to integrate USMC Information Operations (IO) during training of Marine Corps Information Operations Center (MCIOC) and other unit military personnel.
 - Develops IO and Military Information Support Operations (MISO) Master Scenario Events Lists to support Marine Air Ground Task Force (MAGTF) Training events.
 - Provides planning and exercise evaluation support to all levels of USMC training evolutions.
 - Reviews curriculum for Marine Corps Professional Military Education and training, providing feedback and recommendations.
 - Attends and provides IO related input to the Training & Readiness manuals and conferences.
 - Provides scheduling and coordination for MCIOC home-station training requirements.
 - Provides review and change recommendations to the Marine Corps Task List and Mission Essential Task List Conferences and Operational Advisory Groups as related to IO and MISO.
- 2014 – 2015 Military Trainer, Technical Services Sector, Northrop Grumman Corporation**
- Trained all system users, to include: System Administrators, Security Manager, Site Chiefs, System Security Administrators, Foreign Nationals, and Deployable users.
 - Conducted 34 Operator Courses and 6 Administrator Courses
 - Maintained classroom environment composed of 12 student workstations, datacenter server, and VTC components ready for trainees.
 - Continually refined course materials, practical exercises and examinations to maximize student learning and ensure the training software suite reflected the currently fielded configuration.
- 2013 – 2014 Staff Non-Commissioned Officer in Charge, Military Information Support Operations (MISO) Company, Marine Corps Information Operations Center (MCIOC)**
- Oversaw the daily operation of the company while simultaneously developing 5 SNCOs and 34 NCOs.
 - Advised and provided SNCO perspective to 5 Officers.
 - Prepared MISO Teams that supported all seven MEUs, OEF, and numerous USMC and COCOM Exercises.
 - Supervised and coordinated the execution of 4 iterations of the MISO Company field exercise which included more than 75 external participants per exercise from the MCIOC, USMC Civil Affairs, U.S. Army Military Information Support Operations Command, Canadian Army PSYOPS, and UK 15th PSYOPS Group. These exercises included

integrated culturally-attuned role players and immersive environments designed to replicate scenarios in the Philippines, Jordan, Malaysia, and Tunisia.

- Prepared 17 Marines to succeed academically and physically at the MISO qualification course at the U.S. Army John F. Kennedy Special Warfare Center and School.
- Coordinated revisions to the MISO Company table of equipment.
- Refined accountability procedures, ensured maintenance readiness, conducted training on, and established issuing procedures for more than \$2.5 million of MISO Company equipment to include, Next Generation Loud Speaker (NGLS) Mounted and Dismounted versions, Long Range Acoustical Device (LRAD) 100X and 300X, Klas GRRIP, AN/PSC-15, MISO Product Distribution System VSAT, and radio in a box (RIAB) broadcasting system.
- Selected for and deployed to the Canadian PSYOPS Analysts Course as the Marine Corps representative and guest instructor to the Canadian Inform and Influence Activities Task Force.
- Completed and evaluated the first ever Advanced MAGTF Information Operations Planners (AMIOPC) Course taught at EWTGLANT.
- Provided critical inputs to Information Operations (IO) and MISO training and readiness manual revisions.
- Managed the MISO Company training plan: scheduling training, ensuring compliance with standards, and overseeing implementation.
- Maintained MISO Company's command chronology and provided input to the MCIOC's historian for documentation in historical records.
- Managed MISO Company's SharePoint portal and Training, Exercise, and Employment Plan (TEEP).
- Worked in conjunction with the MCIOC Social Scientist to develop and conduct assessments of MISO Marines to monitor individual and collective training and sustainment readiness.

2012 - 2013

Expeditionary MISO Detachment SNCOIC, MISO Company, Marine Corps Information Operations Center / Team Leader Expeditionary MISO Team (EMT) 15, 15th MEU

- Conducted all phases of the MISO process in support of mission requirements: analyzing target audiences, developing series, and conducting evaluations.
- Ensured the administrative and logistical readiness of the EMT throughout the conduct of distributed operations.
- Facilitated the pre-deployment training of the EMT throughout a rigorous training package, while simultaneously ensuring the conduct of individual advanced MOS training.
- Developed IO and MISO training events and coordinated with Expeditionary Warfare Training Group Pacific (EWTGPAC) and Special Operations Training Group (SOTG), Exercise Control Group (ECG) to incorporate those events into the exercise Master Scenario Events Lists (MSEL) to support major exercises throughout the 15th MEU Pre-Deployment Training schedule, to include: Rapid Response Planning Process (R2P2) exercises, the Amphibious Squadron MEU Integration Exercise (PMINT), Realistic Urban Training (RUT), the Composite Training Unit Exercise (COMPTUEX), and the Certification Exercise (CERTEX).
- Deployed with the 15th Marine Expeditionary Unit Command Element throughout WESTPAC 12-2.
- Served as an IO planner and conducted tactical MISO during exercises CROCODILO and IRON MAGIC 13.
- Developed and staffed IO and MISO concepts of operations for several AFRICOM and CENTCOM contingency operations.
- Coordinated with Theatre Security Cooperation (TSC) elements, Key Leader Engagement teams, and Higher MISO commands to maximize IO and MISO efforts during the conduct of exercises.
- Planned, executed, and coordinated the conduct of MISO TSC event Red Reef 13-1.
- Served as a watch chief in a joint combat operations center with Kingdom of Saudi Arabia armed forces, ensuring the commonality of the operating picture possessed by all joint and partnered nation participants.
- Developed and staffed an IO concept of operations for a CENTCOM Operations Plan.
- Served as a MEU Landing Forces Operations Center Watch Officer throughout the deployment.
- Accounted, maintained and employed all team equipment to include, Next Generation Loud Speaker (NGLS) Mounted and Dismounted versions, Long Range Acoustical Device (LRAD) 100X and 300X, Klas GRRIP, AN/PSC-15, and other generic gear.

2010-2012

Training Chief, Marine Corps Information Operations Center

- Coordinated the conduct of pre-deployment training and deployment of 3 Expeditionary MISO Detachments and 3 IO Planning teams consisting of 36 Marines and 1 DOD contractor in support of Operation Enduring Freedom.
- Ensured adherence to the Annual Training Plan through coordination, monitoring, and enforcement of monthly and annual training requirements for over 150 Marines, Government Civilians, and Department of Defense contractors.
- Coordinated with the Information Management section to make improvements to the MCIOC SharePoint portal, providing improved capabilities for senior leadership to track an individual Marine's progress in preparation for attending a formal school or PME course.
- Coordinated with Marine Corps Community Services to provide training to MCIOC Marines in the areas of lifelong learning, educational benefits, financial management, and operational stress.

- Conducted regular synchronization meetings with company and battalion training chiefs to ensure the viability of the training program.
- Developed techniques for monitoring training completion throughout a complex organization with a non-traditional hierarchy.
- Managed individual requests for PME, annual, and formal schools training.
- Lead a team that developed a large segment of the curriculum of the Intermediate MAGTF IO Practitioners Course.
- Provided input for the creation of the IO and MISO training and readiness manuals.

2009-2010 Instructor, Train the Trainer School

- Served as an instructor and faculty advisor for the Curriculum Developers Course (CDC) and the Formal Schools Instructor Course (FSIC).
- As a sergeant was the only instructor ever to hold this billet below the rank of staff sergeant.
- Provided over 440 hours of instruction to more than 200 students, with a 100% mastery and graduation rate and several locations. Provided input regarding curriculum revisions to the CDC Course Content Review Board (CCRB).
- Assisted in a learning analysis and provided feedback to the CDC to redesign portions of the program of instruction.
- Continually refined lesson plans, student materials, and instructional materials to maximize student learning.
- Instructed career level Marines, from the ranks of corporal to lieutenant colonel regarding the skills required of a curriculum developer and formal school instructor.
- Coordinated and executed a Curriculum Assist Visit (CAV) for Marine Corps Embassy Security Command.
- Chosen to represent Train the Trainer Schools at a Marine Corps Combat Development Command sponsored Cyber Warfare Planning Conference.
- Created and planned the detachment destructive weather plan.
- Awarded a Navy and Marine Corps Achievement Medal for contributions to Train the Trainer School.

2008 - 2009 Lead Navigation Instructor, Small Boat Training Detachment

- Served as the lead instructor for the Over the Horizon Maritime Navigation Course and Level I and II Coxswain Skills Course.
- Organized and led instruction for Small Boat Familiarization Training at Marine Corp Training and Advisory Group, training 23 Marines and 1 Sailor.
- Served as the lead instructor for mobile training team Paris Island, training Weapons Field Training Battalion range personnel in maritime navigation and coxswain skills.
- Provided more than 150 hours of formalized instruction.
- Conducted small boat operation underway for over 200 hours during daylight.
- Conducted small boat operation underway for over 25 hours during darkness.
- Served as the subject matter expert at Small Boat training and readiness manual conference.
- Organized and led a Course Content Review Board that revised three courses subsequent to revisions of the Small Boat training and readiness Manual.
- Served as lead coxswain throughout numerous events supporting external units such as the U.S. Coast Guard public affairs office and 2d Reconnaissance Battalion.
- Served as the Safety Officer for all training and waterborne evolutions.
- Conducted proficiency training, testing, and remediation for all boat team instructors.

2007 - 2008 Infantry Squad Leader, 2d Battalion, 9th Marines

- Meritoriously promoted to the rank of Sergeant.
- Trained a motorized infantry section for deployment to Iraq.
- Led a motorized infantry section during 53 counter-IED and route clearance patrols, during the conduct of which 5 IEDs were found and cleared, 7 convoys, and 15 security combat patrols.
- Supervised the execution of live fire ranges, Arabic language training, and mission-oriented training regarding counter-insurgency tactics, techniques, and procedures during pre-deployment training.
- As company Sergeant of the Guard, supervised Expeditionary Security Guard posts at 2 forward operations base entry control points contributing to the defense of over 3800 protected persons, 200 refugees, and 1050 U.S. and Coalition Force personnel.
- Supervised the accountability and maintenance readiness of equipment and weapons worth in excess of \$1.5 million.
- Supervised the deployment and redeployment of the section to and from Iraq in support of Operation Iraqi Freedom.
- Recognized as NCO of the Quarter- 2nd Quarter Fiscal Year 07
- Was awarded the Navy and Marine Corps Achievement Medal for meritorious achievements during the conduct of combat operations in support of Operation Iraqi Freedom.

TRAINING AND EDUCATION

- Graduated, PDAS Operator Course and Privileged User Course
- Graduated, Advanced MAGTF Information Operations Planners Course
- Graduated, USMC Expeditionary Open Source Intelligence Course
- Graduated, ARG/MEU Staff Planning Course
- Graduated, Incidental Radio Operators Course
- Graduated, Intermediate MAGTF Information Operations Planners Course
- Graduated, Psychological Operations Qualification Course JFK, SWCS Ft. Bragg
- Graduated, USMC Curriculum Developers Course
- Graduated, USMC Formal School Instructors Course
- Certified, US Navy Small Arms Weapons Instructor
- Certified, USMC Range Coach / Marksmanship Instructor
- Certified, NCIS Protective Service Operator, FLETC, Glynco, GA
- Certified, Advanced First Aid with Live Tissue Training
- Graduated, USMC Over the Horizon Maritime Navigation Course
- Graduated, USMC Level I and II Coxswain Skills Course
- Graduated, USMC Infantry Squad Leaders Course
- Certified, USMC Martial Arts Instructor

VOLUNTEER EXPERIENCE

- Quartermaster, VFW Post 10574 - June 2015 - February 2016
- Co-Chairman Promotional Committee, Downtown Colonial Beach Organization - March 2016- Present
- Member, Board of Directors, Downtown Colonial Beach Organization - March 2016- Present