



Board of Zoning Appeals Regular Meeting

December 09, 2025 at 10:00 AM

Cape Charles Civic Center - 500 Tazewell Avenue

Agenda

1. Call to Order

- A. Roll Call
- B. Establish Quorum

2. Invocation and Pledge of Allegiance

3. Reorganization and Election of Officers

- A. Election of Chair, Vice-Chair, and Secretary

4. Review and Approval of Minutes

- A. Approval of Agenda Format
- B. Approval of October 14th, 2025 Minutes

5. Old Business/Matters Deferred from Previous Meetings

6. New Business

- A. Application from Derek Roncaioli appealing a decision from the Zoning Administrator dated October 3, 2025, which provided a Zoning Determination letter, which was further amended on November 10, 2025, regarding licensing a houseboat as a Short-Term Rental (STR) in the Harbor-Commercial (HAR-C) District that stated:

The houseboat is not a structure and is not exclusively used for human habitation; therefore, it does not fit the definition of a Short-Term Rental, and

The houseboat is a non-navigable, floating home; therefore, it is not within the US Coast Guard's jurisdiction and falls under the Town's zoning jurisdiction. The Town's Zoning Ordinance Section 3.8 does not permit single-family homes in the Harbor Commercial District (HAR-C).

The appeal application is authorized pursuant to Cape Charles Zoning Ordinance Section 2.6.4. This property is located in the HAR-C Zoning District.

7. Other Matters

- A. Acceptance of 2026 Board of Zoning Appeals Meeting Calendar
- B. Review of BZA By-Laws

8. Next Meeting

- A. January 13th, 2026

9. Adjournment