CITY OF VIRGINIA BEACH
BAYFRONT ADVISORY COMMISSION
MEETING AGENDA

Thursday, August 20, 2026
3:30 P.M.
Ocean Park Fire and Rescue Squad Building
3769 E. Stratford Road

The mission of the Bayfront Advisory Commission is to review and make recommendations to the City Council regarding public and private projects and issues associated with the Bayfront area.

CALL TO ORDER
3:30 P.M.

ROLL CALL

APPROVAL OF MINUTES
Review and approval of minutes from 7/16/26 special meeting and regular meeting.

CHAIR'S REPORT AND INTRODUCTIONS

STAFF REPORTS
1) Public Works
    - Shore Drive Phase III CIP Project Update

2) Planning
    - Shore Drive Corridor Plan and Design Guidelines Scope of Work

COMMITTEE REPORTS
- Design and Infrastructure Committee
- Communications and Outreach Committee
- Lynnhaven Boat Ramp Committee
- Student Committee

OLD BUSINESS

1. Vote to Adopt FY 2025-2026 Annual Report
2. Virginia Pilot Association CUP Discussion

NEW BUSINESS

PRESENTATIONS/PROJECT BRIEFINGS

1) Pleasure House Point Kayak Launch Presentation

PUBLIC COMMENTS

ADJOURN

CITY OF VIRGINIA BEACH
BAYFRONT ADVISORY COMMISSION
DRAFT MEETING MINUTES

Thursday, July 16, 2026
1:00 P.M.
Ocean Park Fire and Rescue Squad Building
3769 E. Stratford Road

MEMBERS PRESENT:
Andrea Lindemann (Chair), Morgan Ayers (Vice Chair), Ed Amorosso, Sandy Cohen, John Crouse, Windy Crutchfield, Chase McConnell, Elle Pero, Bill Prince, Bailey Quarg, Cole Trower, Elena Vilches, Planning Commissioner Holly Cuellar, Planning Commissioner John Coston

MEMBERS ABSENT:
Joe Bovee, Bill Hearst, JB Maas, Audrey Perry, Neel Singh

CITY STAFF PRESENT:
Saba Shirazi – Planning, Diamond Royster – City Attorney

CALL TO ORDER:
Chair Lindemann called the meeting to order at 1:10 P.M.

ROLL CALL:
Saba Shirazi did roll call.

AGENDA:
- Committee Breakout Session (15 minutes)
- Achievements and Goals for FY2027
    - Design and Project Outlook Committee
        - Achievements:
            - Mr. Cohen reviewed the list of Seven Design projects completed in the past year; the committee provided substantive design recommendations that were largely incorporated into the Planning Commission application submittals.

- Mr. Crouse enquired if the City requires developers to present to the committee. Chair Lindemann and Ms. Shirazi respond that it is not required but highly encouraged. Planning Commissioner Cuellar emphasized the importance of community engagement and input from various commissions for better project outcomes.
- Goals for FY2027:
    1. Participate in and drive the update to the Shore Drive Corridor Plan and Design Guidelines to provide better guidelines on land use, parking, and beach access, and design/architecture in the Bayfront Area.
        a. Revisit units per acre for residential, apartment, and mixed-use districts.
        b. Review and identify important topics to update the Shore Drive Corridor Plan.
        c. Encourage all project owners and developers to present their projects to the BAC and to work with the BAC to best comply with the new Shore Drive Corridor Design Guidelines.
    2. Advocate for responsible and suitable redevelopment that reflects and maintains the character of the area and supports the community.
        a. Thoughtfully redevelop by creating incentives for better building design and development patterns.
        b. Develop strategies for housing for form, function, and architectural style in the Bayfront Area and the Shore Drive Design Guidelines.
        c. Include approaches to retail and commercial projects in the updated Shore Drive Corridor Design Guidelines.
    3. Monitor implementation of City projects as they begin design through completed construction.
        a. Monitor applications within the Bayfront.
    4. Address other Design and Project related issues as they arise during the year.

- Infrastructure Committee

    - Achievements:
        - Mr. Cohen reviewed the list of Seven Infrastructure projects completed in the past year.
    - Goals for FY2027:
        1. Advocate for an improved streetscape along the bayfront area. Areas of emphasis include:
            a. Bike paths
            b. Sidewalks

    c. Landscaping
    d. Beach accesses
    e. Bike racks
    f. Features such as flags, signs, artwork, etc.
    g. Crosswalks
    h. Transit (oceanfront shuttle, parking, etc.)
2. Monitor implementation of Shore Drive improvements as designed and constructed by the City.
3. Monitor Implementation of City projects (spreadsheets) as they begin design through completed construction.
4. Address other infrastructure issues as they arise during the year.

- Discussion highlights:
    - Multiple suggestions to improve corridor identity (underpass at Route 13, flags/entrance signage, landscaping continuity); being prescriptive about specific areas, such as the underpass at Route 13, for landscaping improvements; Discussion on signage, the potential benefits of a Business District Identity, and proper signage to enhance the corridor's local flavor and attract visitors.
        - Chair Lindemann (Based on her conversation with the RAC Chair) suggested coordinated flag design with the Oceanfront for the Shore Drive Corridor to enhance uniformity being neighborhood specific.
        - Ms. Crutchfield mentioned not being in favor of the flags in the corridor, that they should go away, and maybe that will eliminate the problems such as what they look like and what they are designated. She emphasized having trees instead and that will designate what the community is about.
        - Mr. Trower suggested focusing on having a Coastal Design Guideline; To have continuity from one end to another, so the corridor looks uniform, clean, and pristine. He mentioned that consistency is critical and suggested focusing on the Design Guidelines.

Mr. Prince arrived at 1:33 PM

- Mr. Prince highlighted the importance of signage to attract visitors and businesses to Shore Drive.
- Mr. Trower proposed to pursue state VDOT tourism signage funding (IDSP Signe Program) with city staff and staff and legislatives to create wayfinding/gateway signage for Shore Drive business district.

- Action Items:

    - Staff to investigate VDOT tourism sign program (IDSP Signe Program) and coordinate with Council office/state delegation and outreach to Business Coalition

- Communications and Outreach Committee

  - Achievements:
    - Ms. Ayers reviewed the Communications Committee's achievements, including the establishment of the Bayfront Business Coalition (BBC) and efforts in social media.
  - Goals for FY2027:
    - Build a Shore Drive "sphere of influence" and establish strategic relationships with priority partners.
    - Execute at least six strategic outreach meetings with priority partners (goal: one or two BAC Commissioners attend each).
    - Transition BBC meetings from monthly to quarterly and focus on information dissemination (e.g., Shore Drive phases, planning updates).
  - Discussion highlights:
    - Difficulty engaging busy small businesses; preference to "go to them" rather than expect attendance.
  - Action Items:
    - Communications Committee to finalize list of priority outreach targets and schedule six meetings for FY2027.
    - Ensure sign-in list process is routed to Communications for post-meeting distribution (City staff / Communications).

Mr. Trower left the meeting at 2:23 PM

- Lynnhaven Boat Ramp Committee

  - Achievements:
    - Ms. Cruchfield noted that they will have the report for next session.
    - The Committee provided an update on the boat ramp traffic situation, noting improvements but ongoing issues with neighborhood traffic and emphasized the need for better traffic management.
  - Issues identified:
    - Ongoing severe summertime congestion and trailers cutting through adjacent neighborhoods.
    - Temporary signs used are not VDOT-compliant, therefore, are difficult to enforce; enforcement gaps remain.

        - Unregulated on-site behavior (pop-ups, parking in neighborhoods) remains a concern.
    - Proposed solutions discussed:
        - Using the sand area for trailer parking during the summer months to alleviate traffic issues.
        - Permanent enforceable signage (VDOT/City)
        - Reservation/permit system for trailer launches (e.g., timed reservations, refundable deposit).
        - On-site management/valet model or contracted private operator.
        - Seasonal restrictions on sand staging in peak months.
        - Explore nearby private/adjacent business overflow parking partnerships.
        - Consider gated access or managed entry during peak periods.
    - Goals for FY2027:
        - Having a holiday plan sooner in order to start the conversation earlier with the City planners, and provide it to the neighborhoods.

  - Student Committee

    - Achievements:
        - Active student participation; continuing coordination improvements.
    - Primary Goal:
        - Secure a BAC recommendation and City Council support for public restrooms at Pleasure House Point.
    - Considered options:
        - Permanent restroom facility (preferred).
        - Interim solutions: year-round porta-potty service or modular restroom units; evaluating cost and security/maintenance.

- Remote Participation Policy Discussion

  - Summary
    - Chair Lindemann introduced remote participation policy (model used by other City Commissions).
    - Clarification provided by Ms. Royster from City Attorney's Office: remote participation requires a physical quorum present' personal-reason remote participation limited (per policy/state la) to two meetings or 25% of meetings annually (whichever is greater); medical reasons handled separately; remote participation must be noted in minutes.

  - Pros raised: increases flexibility for members with travel/family obligations; allows members to hear presentations if unable to attend in person.
  - Cons raised: concerns about reduced engagement/participation quality when remote; technology/equipment needs; Committee meeting logistics.
  - Implementation consideration: use of Webex or Teams; need for adequate microphones and meeting setup; Committees may limit remote participation to general BAC Meetings only.

MOTION TO APPROVE REMOTE PARTICIPATION POLICY:
Motion by Ms. Ayers, seconded by Ms. Crutchfield. The policy was approved by Five Ayes and Two Noes (Mr. Crouse and Mr. Cohen)

  - Action Item:
    - City staff to coordinate technical/logistical setup and procedures for remote participation and provide guidance.
    - Update official meeting templates/minutes to record remote participation reasons per policy.

- Open Discussion
  - Future presentations suggested:
    - Kayak launch concept presentation (scheduled for next month).
    - Quarterly update on Shore Drive Phase 3 by project staff.
    - Briefing from Director of Economic Development on business retention and targeted economic development for Shore Drive Corridor.
    - Parking study briefing; including discussion of new parking initiatives at Oceanfront and applicability to Shore Drive.
    - Presentation on fire/community risk (Assistant Fire Chief) focused on Bayfront community impacts.
    - Briefing on zoning code rewrites (timing and implementation for overlays and alignment with Comprehensive Plan).
    - Natural resources/wildfire briefing (Department of Wildlife Resources) and environmental impacts

  - Other items:

    - Discussion about corridor identity: continued emphasis on unified streetscape/landscaping/wayfinding (flags, banners, underpass treatment, consistent Coastal theme.
    - Communications Committee to consider naming/branding alternatives for district identity (e.g., not necessarily “Bayfront Business District”) and to involve business coalition in branding efforts.

- Design committee invited public/commissioners to attend design committee meetings for detailed project feedback; members requested a Marlin Bay case review at an appropriate forum.

ADJOURNMENT INTO REGULAR MEETING

There being no further business, the meeting was adjourned at 3:25 P.M.

Andrea Lindemann, Chair
Saba Shirazi, Planner I
Hank Morrison, Comprehensive Planning Administrator

CITY OF VIRGINIA BEACH
BAYFRONT ADVISORY COMMISSION
DRAFT MEETING MINUTES

Planning & Community Development

Thursday, July 16, 2026
3:30 P.M.
Ocean Park Fire and Rescue Squad Building
3769 E. Stratford Road

MEMBERS PRESENT:
Andrea Lindemann (Chair), Morgan Ayers (Vice Chair), Ed Amorosso, Sandy Cohen, John Crouse, Windy Crutchfield, Bill Hearst, Chase McConnell, Elle Pero, Bill Prince, Bailey Quarg, Cole Trower, Elena Vilches, Planning Commissioner Holly Cuellar, Planning Commissioner John Coston

MEMBERS ABSENT:
Joe Bovee, JB Maas, Audrey Perry, Neel Singh

CITY STAFF PRESENT:
Saba Shirazi– Planning, Diamond Royster – City Attorney, Katie Shannon – Public Works

CALL TO ORDER:
Chair Lindemann called the meeting to order at 3:35 P.M.

ROLL CALL:
Saba Shirazi did roll call.

MOTION TO APPROVE THE MINUTES FROM 6/18/26 MEETING:
Motion by Ms. Ayers, seconded by Mr. Amorosso, The amended meeting minutes were approved unanimously.

CHAIR'S REPORT and INTRODUCTIONS:
- Chair Lindemann announced an open house on July 27, 6:00–7:30 PM at Bayside for conceptual plans for the kayak launch; all invited.
- Two student members introduced: Elle Pero (Bayside High School, rising junior) and Elena Vilches (Ocean Lakes senior, interning with Wetlands Watch).

- Council Member Cummings introduced Phil Hines as a nominee to join the Commission; vote expected on August 11th.
- Farewell and thanks to graduating senior Reese Longwater.

STAFF REPORTS

- Public Works:
  - Shore Drive pedestrian improvement project: construction started May 1; multiple sidewalk sections completed and in use; concrete crew scheduled July 20 for remaining areas with minimal utilities; one small north Shore Drive segment likely in fall pending site acquisition.
  - Bayville Lake Water Quality Improvement Project: stormwater/water-quality project at Lake Joyce (West Shore Drive). Project webpage and project manager contact available; staff to send details to commission.
  - HAWK signal at Cape Henry Trail: explained operation (High-intensity Activated crosswalk), benefits (reduced collisions, high driver compliance) and construction timeline (project start date is October 2026; earlier public information dated Sept 11). Discussion of programming (activation/hold times), enforcement concerns, and potential speed limit change on section from Great Neck Bridge to Shore Drive (staff to confirm with traffic engineers).
  - Other items: fencing at Cape Henry Towers site where the staging is for the Shore Drive Improvement project, has been installed; pump station site/location follow-up requested (staff to research prior evaluated sites).
- Planning: No report

COMMITTEE REPORTS

- INFRASTRUCTURE COMMITTEE –
  - Recommendation to merge Infrastructure and Design committees due to limited membership and overlap; proposal to form the "BAC Design and Infrastructure Committee" with co-chairs Mr. Cohen and Mr. Bovee.
  - **MOTION TO APROVE FORMING THE "BAC DESIGN AND INFRASTRUCTURE COMMITTEE:**

    Motion by Mr. Cohen, seconded by Ms. Ayers, approved unanimously.
  - Mr. Cohen reviewed the committee's achievements and goals discussed in the Special Meeting.
- COMMUNICATIONS AND OUTREACH COMMITTEE –

- Committee to switch from pre-meeting reminders to post-meeting recaps (sign-in required to capture attendee emails). Recaps will include votes, conditions, and presentation summaries for broader community distribution.

- DESIGN & PROJECT OUTLOOK COMMITTEE –
- STUDENT COMMITTEE –
  - The student Committee presented the need for public restrooms at Pleasure House Point, highlighted the current lack of facilities and the impact; Continuing to work on a plan.
- LYNNHAVEN BOAT RAMP COMMITEE –
  - Ongoing operational issues: traffic and parking remain significant concerns; staff continuing efforts to improve operations, particularly during busy weekends; communications committee to include updates in recaps.

OLD BUSINESS

- Discussion re: Restroom Facilities at Pleasure House Point Natural Area
  - Parks & Rec (Frank Fentress) explained Placer AI usage to quantify visitation and duration and offered to pilot portable restroom placement during peak times and coordinate with landowner partners (Chesapeake Bay Foundation) and Parks-owned parcels to identify feasible locations.
  - **MOTION TO SUPPORT THE PROJECT AND PROVIDE A LETTER:** Motion by Mr. Amorosso, seconded by Ms. Crutchfield, approved unanimously.

NEW BUSINESS

1) Committee Discussion re:
   a. Combining Infrastructure and Design and Project Outlook Committees
      i. **MOTION TO APROVE FORMING THE "BAC DESIGN AND INFRASTRUCTURE COMMITTEE:** Motion by Mr. Cohen, seconded by Ms. Ayers, approved unanimously.
   b. Student Committee
      i. Students introduced and welcomed; student committee activities to continue.
      ii. Discussion about the student Committee having their own Chair; Ms. Cruchfield volunteered to supervise.

PRESENTATIONS/DISCUSSIONS

1) Clark Nexsen, Inc (Virginia Pilot Association) presentation re: Conditional Use Permit to operate a Commercial Marina at 3329 Shore Drive

a. Project overview:
    i. Replace two aging buildings (40+ years) with a consolidated resilient three-story building (lifted above floodplain) combining offices, pilot lounge, bunk rooms/apprentice quarters, maintenance shop, training space, and associated site improvements.
b. Approvals requested:
    i. Conditional Use Permit for dormitories for marine pilots (B-4 zoning; dormitories as conditional use).
    ii. Setback deviation: request to reduce/remove front-yard 35-foot setback to zero because an existing right-of-way and encroachment create an effective larger setback; the building remains well set back from Shore Drive.
    iii. Conditional Use Permit related to private/commercial marina operations (explicitly limited to private Virginia Pilots operations; not open to general public).
    iv. Expanded/modified right-of-way encroachment agreement to allow overhangs, eaves, balconies, site walls, and similar features; encroachments are primarily non-usable overhangs (no interior building space).
c. Parking and phasing:
    i. Parking analysis indicates 36 spaces required; phasing plan maintains pilot operations during construction (temporary mobile sleeping quarters; off-site administrative space secured; sequence demolition/build to maintain slip/operations).

Mr. Trower arrived at 4:10 PM

d. Discussion:
    i. Security and operations: Site is gated/secured; security measures (cameras, walls, operational controls) discussed to maintain 24/7 operations.
    ii. Virginia Pilots will fund the project individually; not the State.
    iii. **MOTION TO APPROVE THE LETTER OF SUPPORT:**
    Motion by Ms. Crutchfield, seconded by Mr. Trower, approved unanimously.

Council Member Cummings left at 4:19 PM

Council Member Shulman left at 4:23 PM

2) U.S. Army Corps of Engineers, Nicole Miller, Community Planner presentation re: Coastal Storm Risk Management (CSRM) Study
    a. Project overview:
        i. Study background: Authorized by American Water Infrastructure Act (Section 1201); initiated 2022; coordinated with City's Sea Level Wise strategy (2020).
        ii. Goal: identify long-term solutions to reduce risk to life, health, safety, and economic damages from coastal storms. Total study duration ~5 years 11 months with a targeted Chief's Report in spring 2028; draft Integrated Feasibility Report & Environmental Impact Statement (EIS) expected end of current year (opens formal public comment period).
        iii. Approach and modeling: "Future Without Project" scenarios developed, modeling wide range of storm events and sea level change projections; economic consequence modeling quantifies expected damages (present value).
        iv. Lynnhaven planning area identified as highest present-value damage area in the study (multi-billion dollars in modeled damages due to low elevations, high structure density, and vulnerability).
        v. Lynnhaven Inlet Surge Barrier identified as the early actionable element.
        vi. Three sets of movable tide or sector gates that close during a rising tidal surge to lock water levels out.
    b. Discussion:
        i. Significant concern was expressed about visual impacts, beach/shoreline changes, environmental/turbidity impacts, navigation and boating impacts, potential for redirected surge elsewhere, frequency of closures, timeline and cost, and origins of the study (Council-directed request).
        ii. Corps and City staff reiterated study stage is preliminary, modeling/analysis ongoing, and multiple opportunities for public input remain.

Council Member Cuallar left at 5:07 PM

PUBLIC COMMENTS

- No public comments

ACTION ITEMS (as noted in discussion)

- Public Works to circulate Bayville Lake Water Quality Improvement Project information (project manager contact, website, status) to commission.
- Public Works / Traffic Engineering to confirm reported speed limit change and report back.
- Public Works to follow up on pump station site evaluations discussed at Council and share details of other candidate sites.
- Staff to ensure presentation materials (PDFs/ADA-compliant versions) are included in meeting minutes/archival materials when possible.
- Commission to prepare letters of support as approved:
    - Support letter for Virginia Pilots Association conditional use and related modifications.
    - Letter(s) or guidance related to Pleasure House Point restroom support as motioned.

ADJOURNMENT

There being no further business, the meeting was adjourned at 5:22 P.M.

Andrea Lindemann, Chair
Saba Shirazi, Planner I
Hank Morrison, Comprehensive Planning Administrator