

	<b>Agenda Title:</b>	<b>Agenda Date:</b>
	Demolition by Neglect Presentation	September 18, 2025
	<b>Subject/Proposal/Request:</b>	
	Powerpoint Presentation – Status Report on Demolition by Neglect Cases in the Building and Planning/Zoning Departments	
<b>Town of Cape Charles</b>	<b>Attachments:</b>	<b>For Council:</b>
	Power Point Presentation	Action: Information: X
	<b>Staff Contact(s):</b>	<b>Reviewed by:</b>
	Katie H. Nunez, Director of Planning & Zoning Administrator	Rick Keuroglan, Town Manager

**Background:** Cape Charles Zoning Ordinance Section 8.22 within the Historic District Overlay Ordinance addresses Maintenance and Repair Required for properties in the Historic District. It specifically reads:

*Section 8.22: Maintenance and Repair Required*

*A. The purpose of this section is solely to stop demolition by neglect, whereby owners of property in the Historic District allow the structure, or historic attributes of the structure, to become a hazardous building or structure. Any building or structure which is determined to be in such an unsafe condition that it would endanger life or property is governed by Town Code Chapter 18, Article III, Unsafe Buildings or Structures and under the sole jurisdiction of the*

*Town's Code Official. The Zoning Administrator may also pursue violations of the ordinance jointly with the Town's Code Official.*

*B. All buildings and structures in the Historic District shall be preserved against decay and deterioration and maintained free from structural defects to the extent that such decay, deterioration, or defects may, in the opinion of the Historic District Review Board and Town Council, result in the irreparable deterioration of any exterior appurtenance or architectural feature or produce a detrimental effect upon the character of the district as a whole or*

*upon the life and character of the structure itself, including but not limited to:*

- 1. The deterioration of exterior walls or other vertical supports, including broken doors and windowpanes;*
- 2. The deterioration of roofs or horizontal members;*
- 3. The deterioration of exterior chimneys;*
- 4. The deterioration or crumbling of exterior plaster, wood, or mortar;*
- 5. The deterioration of any feature so as to create or permit the creation of any hazardous or unsafe condition or conditions.*

*C. After notice by the Zoning Administrator or Code Official by certified mail of specific instances of failure to maintain or repair and of an opportunity to appear before the Historic District Review Board, the owner or person in charge of said structure shall have ninety (90) days to remedy such violation. Thereafter, each day during which there exists*

*any violation of this section shall constitute a separate offense and shall be punishable as provided in this ordinance. In the alternative, if the owner fails to act, the Historic District Review Board may recommend to the Town Council that the Zoning Administrator, after due notice to the owner, enter the property and make or cause to be made such repairs as are necessary to preserve the integrity and safety of the structure and the reasonable costs thereof shall be placed as a lien against the property.*

For the last three years, the Building Official and I have conducted an annual review of the structures in Town and developed a list of buildings that appear to be in a state of disrepair which appear to be leading to a Demolition by Neglect designation. We have taken a pro-active approach to contact the property owner to see if a plan of action to remedy the status and condition of the property can be reached before formal violation action must occur.

**Item Specifics:**

Attached is the 2<sup>nd</sup> annual status report on this program of work by our respective departments, showing the closed property cases, the current property cases we are working on, and the list of properties that will be advanced next, as time permits and prior cases are closed out.

This item is an information only item for Town Council. Staff will review with Council the full presentation.

**Recommendation:** No action required by Town Council.