

At a meeting of the Accomack County Planning Commission held on the 9th day of December, 2020, at the Accomack County Board of Supervisors Chambers, Room 104, in Accomac, Virginia, via a hybrid in-person and electronic (conference call) meeting.

1. CALL TO ORDER

MEMBERS PRESENT AND ABSENT

Planning Commission Members Present:

Mrs. Angela Wingfield, Chairwoman
Mr. John Sparkman
Mr. Brantley Onley
Mr. C. Robert Hickman
Mr. Leander Roberts
Mr. Kelvin Pettit

Planning Commission Members Participating Electronically:

Mr. Roy Custis, Vice Chairman
Mr. David Lumgair

Planning Commission Members Absent:

Mr. Lynn Gayle

Others Present:

Mr. Rich Morrison, Deputy County Administrator of Building, Planning, and Economic Development
Mrs. Stephanie Woods, Administrative Assistant to the Deputy County Administrator
Mrs. Margaret Lindsey, Director of Finance
Mr. Stewart Hall, Deputy County Administrator of Public Works

DETERMINATION OF A QUORUM

There being a quorum, Chairwoman Wingfield called the meeting to order at 7:00 pm.

2. ADOPTION OF AGENDA

On a motion made by Mr. Onley and seconded by Mr. Roberts, the Planning Commission voted unanimously to adopt the agenda.

3. PUBLIC COMMENT PERIOD

Chairwoman Wingfield opened the public comment period.

There being no public comments; Chairwoman Wingfield closed the public comment period.

4. MINUTES

October 14, 2020: *On a motion made by Mr. Hickman and seconded by Mr. Roberts, the Planning Commission voted unanimously to approve the October 14, 2020 meeting minutes as presented.*

5. NEW BUSINESS

A. 2020 Capital Improvement Plan

Mr. Morrison introduced Mrs. Lindsey to the Planning Commission. Mrs. Lindsey informed the Planning Commission that the Capital Improvement Plan (CIP) includes projects that cost more than \$50,000 and take up to three (3) years or more to complete. Mrs. Lindsey stated that there will be one correction made. The fire suppression system for the clerk's office will not be deleted, due to the project not being finished. Mr. Hall informed the Planning Commission that most of the changes are maintenance items. Chairwoman Wingfield opened the floor for any questions or comments from the Planning Commission. The Commissioners asked several questions of Mr. Hall pertaining to dock replacements and facility improvements.

On a motion made by Mr. Roberts and seconded by Mr. Hickman the Planning Commission voted unanimously to schedule a Public Hearing for the next Planning Commission meeting when adequate meeting space is available.

6. OLD BUSINESS

A. Discussion on Lighting

Mr. Morrison stated that creating an ordinance that will apply to the "worst of the worst" offenders. Mr. Morrison informed the Planning Commission that staff worked with the County Attorney Jan Proctor to create the necessary language. Mr. Hickman inquired as to what the County will do when a complaint is received. Mr. Morrison stated that the lighting will have to be very excessive, and there will be no grey area of who thinks it's bright. Staff will look at the standards in the area, and see if the lighting in question meets the standards as set by the neighborhood. Mr. Pettit expressed his appreciation for the direction the County took with the ordinance.

On a motion made by Mr. Onley and seconded by Mr. Roberts the Planning Commission voted unanimously to schedule a Public Hearing for the next Planning Commission meeting when adequate meeting space is available.

B. Coastal Resiliency

Mr. Morrison informed the Planning Commission that staff updated the Drafted Advisory Statement per the Commission's request. Mr. Roberts expressed his contentment with the work that was done. Mr. Roberts also expressed his concern with people who are not as computer savvy and how they would be able to get the information provided. Mr. Morrison stated that once the Advisory Statement has been approved by the Board of Supervisors all the information will be printed and released to the public in a statement. Mr. Morrison stated that with the Planning Commission's endorsement of the Drafted Advisory Statement, the next step is for it to go before the Board of Supervisors for approval.

Mr. Lumgair inquired about adding in verbiage concerning the erosion of banks that is occurring. Mr. Morrison stated that staff can create a bullet point to address this concern. Mr. Morrison informed the Planning Commission that the draft that has been created is for new development and/or people who are interested in purchasing property. Mr. Roberts expressed his concern about areas inland that still flood. Mr. Morrison stated that advisory statements for old development, and rain events will be created.

Mr. Morrison stated that staff will create the requested bullet point to add to the drafted advisory statement, and then staff could route out the updated advisory statement to the Planning Commission via email for approval.

7. PUBLIC HEARING

There was no public hearing for this meeting.

8. SUBDIVISION AGENT REPORT

Nothing to report on at this time.

9. REPORT ON BOARD OF ZONING APPEALS UPCOMING HEARINGS

A. Mr. Morrison informed the Planning Commission that there is one application that has been filed at this time for the January 6, 2021 meeting. A Variance request pertaining to an accessory dwelling on a property, which the owner is looking to rebuild in a larger footprint.

10. OTHER MATTERS

A. Board of Zoning Appeals Items

Mr. Morrison informed the Planning Commission that the December Board of Zoning Appeals (BZA) meeting was a long one. Mr. Morrison stated that the BZA would still like to have a joint meeting. Mr. Morrison stated that the BZA is concerned with the excessive parking on the repair sites and that the BZA may want to revisit the ordinance and put some standards in place for this issue to enable enforcement. Mr. Sparkman inquired if there was a separate salvage/junk yard ordinance. Mr. Morrison stated that there is, and that he would bring it to the meeting with pictures of the situation to be discussed.

Mr. Morrison informed the Planning Commission that travel trailer habitation is becoming an issue. The BZA is getting requests to use a travel trailer for habitation of up to two (2) to three (3) years. Mr. Morrison stated that it may be time to reword the ordinance to state a short term with a time limit or take the use a travel trailer for habitation out altogether.

B. Review the Draft 2021 Meeting Schedule

The Planning Commission reviewed the draft meeting schedule.

On a motion made by Mr. Roberts and seconded by Mr. Hickman the Planning Commission voted unanimously to adopt the drafted 2021 Planning Commission meeting schedule.

11. NEXT MEETING

The next Planning Commission regular session is scheduled for Wednesday, January 13, 2021 at 7:00 p.m. in the Accomack County Board Chambers, Room 104, Accomac. To be held as a hybrid – electronic (conference call) and in-person meeting.

12. ADJOURNMENT

On a motion made by Mr. Hickman and seconded by Mr. Sparkman, the Planning Commission voted unanimously to adjourn the meeting.

The meeting was adjourned at 8:13 p.m.

Angela Wingfield, Chairwoman

Stephanie Woods, Administrative Assistant of Building, Planning, & Economic Development