



Accomack County Planning Commission

Angela Wingfield, Chair, District 2
Leander Roberts, Jr. Vice-Chair, District 8
John Sparkman, District 1
C. Robert "Bob" Hickman, District 3
Kelvin Pettit, District 4
Brantley "Pete" Onley, District 5
Glen "Adair" Tyler, District 6
Lynn Gayle, District 7
Berran Rogers, District 9

1
2 County Administration Building, Board Chambers, Room 104, 23296 Courthouse Avenue, Accomac, VA
3

Minutes for Wednesday, October 9, 2024 at 7:00 PM

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5
6
7 **1. CALL TO ORDER**

8 **MEMBERS PRESENT AND ABSENT**

9
10 **Planning Commission Members Present:**

- 11 **Mrs. Angela Wingfield, Chairwoman**
- 12 **Mr. Leander Roberts, Jr., Vice Chairman**
- 13 **Mr. Robert Hickman**
- 14 **Mr. Kelvin Pettit**
- 15 **Mr. Adair Tyler**
- 16 **Mr. Lynne Gayle**
- 17 **Mr. Berran Rogers**

18
19 **Planning Commission Members Absent:**

- 20 **Mr. Brantley Onley**
- 21 **Mr. John Sparkman**

22
23 **Others Present:**

- 24 **Mr. Leander "Lee" Pambid, Deputy County Administrator**
- 25 **Chontese Ridley, County Planner I**
- 26 **Pamela Dix, Administrative Assistant II**

27
28 **DETERMINATION OF A QUORUM**

29 There being a quorum Chairwoman Wingfield called the meeting of Accomack County
30 Planning Commission to order at 7:00 p.m.

31
32 **REMOTE PARTICIPATION**

33 None

34
35 **2. ADOPTION OF AGENDA**

36 *On a motion by Commissioner Gayle and seconded by Commissioner Hickman, the Planning*
37 *Commission voted unanimously to adopt the agenda.*

38
39 **3. MINUTES**

40 *On a motion made by Commissioner Roberts seconded by Commissioner Gayle to adopt*
41 *September 11, 2024 minutes as written.*

42
43 **4. PUBLIC COMMENT PERIOD**

45 **Chairwoman Wingfield**

46 We'll open the public comment period. Is there anybody signed up?
47

48 **Mr. Lee Pambid**

49 We don't have anybody signed up Madam Chair, but we do have two representatives for what
50 was going to be the public hearing later tonight. When it comes time for the public hearing,
51 staff would have just a couple of remarks, and then if we can afford the applicant just a little
52 bit of time to address their application and their request.
53

54 **Chairwoman Wingfield**

55 Well, they have four minutes now. We don't have a public hearing.
56

57 **Mr. Steve Romine**

58 Good evening, Madam Chair and members of the Planning Commission for the record, my
59 name is Steve Romine. I'm a local attorney. I represent Oak Hall, Energy Storage One LLC. I
60 have with me here tonight, Mike Brungard, our Vice President. We'll be very brief, I know we
61 only have four minutes, but this application was withdrawn on October 2. It was an initial
62 request for a rezoning and a use permit to develop a battery, energy storage system for five
63 megawatts on about a four-acre parcel. It was requested to rezone from residential to industrial
64 with a use permit. We were not able and did not have enough time over the last few months to
65 do adequate outreach to both the community and the elected and appointed officials. So that's
66 why we withdrew with the intention to come back in the future to refile that application. But
67 tonight, I want to take a minute to tell you a little bit about battery storage. Battery storage is
68 an integral part of fortifying and making the electric grid more resilient. And there are three
69 good reasons for having battery energy storage associated with your local utility. The local
70 utility has a substation. They regulate the transmission of electricity and they provide it to
71 residences and businesses. What the battery energy business does is it enters into what's called
72 energy arbitrage. It purchases power when it's abundant and inexpensive, stores it, and then
73 releases it during peak hours when demand is high. What it does is help manage the load of
74 the grid and the pricing of electricity in your community. Historically, they're energy
75 producers, nuclear, natural gas, and coal-fired plants. They put electrons on the grid. They flow
76 across. Some are used, and the rest is wasted. About 30% of the energy production out there,
77 there's no effective or efficient way to store the energy with the battery technology that has
78 come on board in the last five to 10 years. There's now a new way to capture and store that
79 energy when it's less expensive, and then to discharge and use it when it's needed for peak.
80 There's been some news about the safety of batteries, and we won't go into a full-blown
81 presentation tonight, the technology and batteries have changed radically over the last 10 years.
82 The kinds of batteries that are coming to the market now, which this company utilizes, are less
83 flammable and less likely to create a fire hazard. The way they are developed, they're
84 compartmentalized in steel containers, so if there's one section that has an issue it is isolated
85 and doesn't impact the rest of the system, the second benefit that battery storage brings to the
86 market and grid. It increases the capacity for emergency use. If all of a sudden there's a spike
87 in need or you have a weather event, it stores that energy, and then it's available when you need
88 it, to prevent rolling brownouts and blackouts. It makes your grid and your community's
89 reliance on energy much more stable. Lastly, batteries help the grid and the transmission of
90 electricity across those lines to be safer, it regulates the frequencies, takes out the peaks and
91 the loads, and moderates. So those are the three primary benefits, and that's why ANEC and
92 the other co-ops, I mean, on the Eastern Shore, really are looking for this technology to be
93 added in, and we have relationships with them to provide this. The safety concern, which I

94 hope we can address and take that off the table because we intend to do no harm. You won't
95 see it, smell it or hear it.

96
97 **Commissioner Roberts**

98 Time is up Madam Chair. We can continue with the other person
99

100 **Mr. Steve Romine**

101 There are incentives, so I've got 30 seconds. Can I finish about the incentives?
102

103 **Commissioner Hickman**

104 Madam Chair we're on a slippery slope here. I think we all can agree. We've canceled the
105 public hearing. Yes, the public isn't here. We've listened to the gentleman for four minutes, as
106 we rightly should have, but we're on a slippery slope. You'll have to come back to the building.
107 Tell us all you.
108

109 **Chairwoman Wingfield**

110 Thank you. Anybody else like to speak? We'll close the public hearing, I mean the public
111 comment, and move on to old business. Amendments Chapter 78 Subdivision Ordinance and
112 Chapter 106 Zoning regarding the definition of subdivisions.
113

114 **5. OLD BUSINESS**

115 **Mr. Lee Pambid**

116 Lee Pambid, Deputy County Administrator for Community and Economic Development.
117 We're inching slowly towards providing you with all the information on these two
118 amendments. When we first started these amendments, there were four of them, the Planning
119 Commission had held public hearings on the Chesapeake Bay Area Preservation as well as the
120 Poultry and the Board of Supervisors will be holding public hearings on those next week.
121 Pending, we still have two amendments that we provided information to you all last month,
122 and one of them was what the definition of a subdivision is, and the other one was for the terms
123 of validity of how long an approval is good for. We don't have a whole lot for you tonight,
124 other than to go over generally, what was provided in your packet. And if you have any
125 comments or discussion, then we'd be happy to take those notes down, throw them into the
126 hopper, and then revise if we need to. But first of all, with regards to the subdivisions, again,
127 the Board of Supervisors had initiated the amendment process by their resolution on February
128 21st of this year. The central theme of that amendment was basically changing the definition of
129 subdivision from one lot to three lots, to one lot to two lots. It had created, or it has created
130 unnecessary gray area for us, where some folks would immediately go directly to the to the
131 circuit court to record without any kind of county reviewer or approval. So again, the main
132 theme of that amendment was to redefine a subdivision as a split into two lots or more, as
133 opposed to three lots or more. Just yesterday, we were provided some additional guidance by
134 the county attorney, and we would like some additional time to digest. We were provided that
135 just yesterday. With that, I can pause now and see if you have any questions about what was
136 provided in your packet for this month, or I can continue on with the terms of validity, which
137 is going to be equally as brief in terms of my comments, so I can either continue or I can pause
138 now.
139

140 **Chairwoman Wingfield**

141 I have two questions.
142

143 **Chairwoman Wingfield**
144 I guess we're doing the definitions first. Is that right?

145
146 **Chairwoman Wingfield**
147 On page seven, the handout you call cluster lots, I guess number nine. I'm not understanding
148 how the definition of cluster lots in the ag district at the top of the page.

149
150 **Commissioner Hickman**
151 First of all, there's, there's no definition. You need a definition up front. I'm sure there's one in
152 the county, I mean, but under all these definitions we have up front, we should have a definition
153 for cluster lots.

154
155 **Chairwoman Wingfield**
156 No application is required for one cluster a lot. I don't understand. I think a cluster would be
157 more than one.

158
159 **Commissioner Hickman**
160 Well, that's why we need to the definition of cluster lot.

161
162 **Mr. Lee Pambid**
163 In your handout, or rather in your staff report. I'm looking at page seven, the top of the page
164 says the final plat shall include all requirements. What does the top of your page say?

165
166 **Chairwoman Wingfield**
167 Cluster lots. Cluster lots are permitted in the ag district under section 10655.

168
169 **Commissioner Hickman**
170 It's number nine.

171
172 **Commissioner Roberts**
173 Nine on page seven.

174
175 **Commissioner Hickman**
176 Yes, it must be page seven. Seventy-eight six b, and then number nine.

177
178 **Mr. Lee Pambid**
179 Okay, number nine cluster lots permitted in the ag district under that code section shall comply
180 with requirements of this chapter, except that no subdivision application is required for one
181 cluster lot with a minimum area of 30,000 square feet, maximum area of three acres divided
182 from a parent parcel. The division of one such cluster lot shall be shown on a recorded plat
183 approved by the county. I can see where that would be a question about that, because how do
184 we get a chance to review and approve a cluster lot, if no application is received? Is that the
185 general thrust of the question?

186
187 **Chairwoman Wingfield**
188 How do you call it a cluster lot, if it's only one lot?

189
190
191

192 **Mr. Lee Pambid**
193 Well, the cluster lot, I believe what this is saying, is that if you want to have one cluster lot that
194 is less than the five-acre minimum in the ag district, then you can essentially apply, or rather
195 have us review and approve one lot that's 30,000 square feet in area. What's not clear here is
196 the follow-on lots that are supposed to be 30,000 square feet. And I completely understand
197 why you have highlighted this.

198
199 **Chairwoman Wingfield**
200 Would you call that a nonconforming lot?

201
202 **Mr. Lee Pambid**
203 If it's in the subdivision ordinance, or the zoning ordinance says as an option, then it would
204 not be a nonconforming lot.

205
206 **Chairwoman Wingfield**
207 I think that's the only question I have in this section

208
209 **Commissioner Hickman**
210 Aren't cluster lots supposed to be five acres, one of which must be three acres, which is what
211 it says, here? It says that one must be 30,000 square feet and a maximum area of three acres.
212 Is that three acres? Talking about the original, before you divide it.

213
214 **Mr. Lee Pambid**
215 That's also confusing for staff. We've struggled with the cluster lot provision as it's written.
216 The intent behind the cluster lot is to allow lots smaller than five acres and up to a certain
217 number of lots, you would have to leave the remainder in essentially open space.

218
219 **Commissioner Hickman**
220 And I think that's the three acres, but you can have the 30,000 prices.

221
222 **Mr. Lee Pambid**
223 It could be between 30,000 square feet and three acres is what the cluster option is saying. Now
224 the number of lots is established by the area of the parent tract, and it's based on a five-acre
225 minimum. So, if you have, if you have a 20-acre lot, and you want smaller lots that are less
226 than five acres, then you can have four lots that are between 30,000 square feet and three acres,
227 is what that is saying.

228
229 **Commissioner Hickman**
230 Since it represents an exception back in the previous section it delineates exceptions, I think
231 that was under the other heading. And that is 783 behind definitions. It talks about exceptions
232 and to me this is an exception maybe it will fit in there. Take a look at that, and maybe, it
233 should be up there as another exception, instead of hanging out somewhere else. Notice this is
234 an exception to the two minimum which you should have to have a subdivision.

235
236 **Chairwoman Wingfield**
237 Any other questions for staff?

238
239
240

241 **Mr. Lee Pambid**
242 Moving on to terms of validity, again on that same evening of February 21 earlier this year,
243 we wanted to highlight that the ordinances don't say how long certain approvals are for.
244 Especially how long a site plan is good for, especially by the Code of Virginia, they're good
245 for five years. But for whatever reason, our ordinance is silent on that. We wanted to take a
246 look at some of the other approvals with an emphasis on how a site plan is bound. With that
247 being said the information provided to you goes into that a little bit, but we're just here to take
248 your comments at this time.

249
250 **Chairwoman Wingfield**
251 Any comments?

252
253 **Commissioner Pettit**
254 How would we define when a term or an approval has expired? What's required to say that you
255 met the terms of the approval? You started construction, you presented plans, what are you
256 using to determine that.

257
258 **Mr. Lee Pambid**
259 There has to be some significant investment on the ground. When you start mobilizing
260 equipment and opening up ground, you've had a pre-con, for example. You've established your
261 erosion and sediment control measures. I think that is when you have met the requirements for
262 starting your project. Bonding is another one, if you submit a bond, but don't commence any
263 construction activities immediately, we would look at that as having started your project.

264
265 **Commissioner Pettit**
266 Are we talking primarily about subdivisions?

267
268 **Mr. Lee Pambid**
269 Well, it could be a new fast-food restaurant or anything that involves a fully engineered site
270 plan. It could be a subdivision, subdivision construction plans, plans for a new shopping
271 center, or plans for a fast food restaurant, or anything like that. Let me put it this way, anything
272 more than a two-family dwelling, because in the zoning ordinance, anything more than a two-
273 family dwelling requires a site plan. A two-family dwelling or less, including certain
274 agricultural buildings, you can do what they call a minor site plan, which is essentially a plot
275 plan, but it's not fully engineered, like a commercial or multi-family, and industrial site plan.

276
277 **Vice Chair Roberts**
278 What is the time frame to get it done? Once you start moving some land around, and all of a
279 sudden everything goes somewhere else.

280
281 **Mr. Lee Pambid**
282 That is one of the pitfalls, if a project starts, but they don't finish there's not any way for us to
283 force somebody to finish unless it's a subdivision. In the case of a subdivision they're
284 submitting after they've gotten preliminary plat approval, and they go to a final plat, they're
285 supposed to submit a plat for that section of lots. For instance, if you have a 100-lot preliminary
286 plat approval, but you only want to start with a section of 20 lots, you would submit a final plat
287 just for those 20 lots. And then you would also submit a subdivision construction plan just for
288 those 20 lots. At that point, you can do one of two things. You can either install the
289 infrastructure or you can bond it. Installing the infrastructure or bonding allows you to

290 essentially go forth and record those lots and start selling those lots. If as you say, the project
291 goes south and they don't finish, then the county can call the bond and have the developer
292 finish the infrastructure for that one section of 20 lots. However, no such bonding requirement
293 exists for a commercial or an industrial site plan. There may be some bonding for smaller
294 things like erosion and sediment control, or landscaping, for example, but there's no bond put
295 up for the entire project.

296
297 **Commissioner Rogers**

298 Every time there is a change, do you have to go before Zoning?

299
300 **Mr. Lee Pambid**

301 It depends on the nature of the change, certainly, in the case of a subdivision, if you want to
302 increase the number of lots in a section, then you'd have to come back. A change in square
303 footage for a commercial or an industrial site plan would likewise require a review by either
304 the Planning Staff or if warranted, the Planning Commission and Board of Supervisors in the
305 case of a conditional use permit.

306
307 **Commissioner Gayle**

308 When they were doing the hospital, it was initially intended to be three floors, and when they
309 decided to go to two floors, they still had to come before us.

310
311 **Mr. Lee Pambid**

312 Any questions or comments you have about how long a site plan is good, that's basically what
313 we're considering at this point.

314
315 **Vice Chair Roberts**

316 At this point is there a possibility of putting some language with the commercial?

317
318 **Mr. Lee Pambid**

319 I'll have to check with legal counsel. I've never seen a bond for a commercial or industrial
320 project to finish out the project itself. I have seen where certain elements of the development
321 are bonded. Landscaping, erosion and sediment control are the two that primarily come to
322 mind.

323
324 **Commissioner Rogers**

325 Have you engaged in any of these subdivisions before coming to us tonight?

326
327 **Mr. Lee Pambid**

328 I have reviewed many subdivisions before coming to Accomack, but I have not had the
329 opportunity to review a subdivision from beginning to end since getting here. I have reviewed
330 several smaller lot splits, which are technically, you know, subdivision actions. The most
331 recent subdivision I've had the opportunity to touch would be the Coastal Square and
332 Residences between Onley and Accomack. The developer's next step would be to come and
333 submit a preliminary plat for his 465 units. In my 19 months here, I realize I'm still a newcomer.
334 We haven't had an application that entailed anything more than five or six lots, which would
335 not require a preliminary plat.

336
337
338

339 **Chairwoman Wingfield**
340 I have a question on page three (C) detailed preliminary plat. You pick a detailed preliminary
341 subdivision plat that shall be required for tentative approval of any subdivision property into
342 not more than 50 lots. How do you pick 50 lots that need a preliminary plat?
343

344 **Mr. Lee Pambid**
345 I believe that was written in the state code.
346

347 **Chairwoman Wingfield**
348 To get a conditional use permit it's 25. The 25 for a conditional use permit would they have a
349 detailed plot?
350

351 **Mr. Lee Pambid**
352 The reason why we have this is to work out these kinds of inconsistencies and contradictions.
353 But I can see where the question is coming from. As it's written I think it depends on the
354 density, as to whether or not they would need a conditional-use permit.
355

356 **Chairwoman Wingfield**
357 I got. I mean, all right, also on the next page, I'm sorry not that page.
358

359 **Chairwoman Wingfield**
360 Page five, number two used to have for subdivision less than 10 lots, the agent or his appointed
361 representative shall determine whether a detailed preliminary plat, should they have a detailed
362 plat if they're less than 50.
363

364 **Mr. Lee Pambid**
365 If it's 50 or less, they should have it's still significant.
366

367 **Chairwoman Wingfield**
368 This says more than 50 on the first page, page three, for a detailed preliminary plot. And when
369 you go to D on page five, the detailed preliminary plot. Number two, it's 10. Is it contradictory?
370

371 **Mr. Lee Pambid**
372 10 lots right here, and then 50 lots here?
373

374 **Chairwoman Wingfield**
375 Maybe I'm just reading it wrong.
376

377 **Mr. Lee Pambid**
378 What section C on page three is saying, with regards to the detailed preliminary plat, detailed
379 preliminary subdivision plat, shall be required for tentative approval of any subdivision of the
380 property into not more than 50 lots. A detailed preliminary subdivision plan involving 50 or
381 fewer lots may be submitted at the option of the subdivider if required. They don't necessarily,
382 according to this provision and what it says in state law, they don't have to come in for a
383 preliminary plat if they don't want to.
384

385 **Chairwoman Wingfield**
386 I think I have one more on page seven, number five, are you adding that or the graves and
387 burial markers on the property being that's added, right?

388 **Mr. Lee Pambid**
389 Yes. To put that into context, the beginning of the section says the final plat shall include all
390 requirements of the detailed preliminary plat in detail form and the following. There is a list
391 of things, one of those is if there is a graveyard or a cemetery on site, you have to show that.
392

393 **Chairwoman Wingfield**
394 Page 12, number E you're changing from 10 days to five days for notice, the notice of the
395 owner or agent on a conditional use permit shall be considered. The conditional use permit
396 shall be considered by the Planning Commission within five days of any such notice. When
397 sending out the notices to adjacent property owners, they can do it within five days of the
398 meeting.
399

400 **Mr. Lee Pambid**
401 That is not how we interpret the current notice requirements and state code. And we're going
402 to have to take another look at this to see if this jives with what state code reads and how we're
403 currently noticing these major public hearings, but we have taken that to mean we have to give
404 more notice, not less for the public hearing. For example, if we were to have a public hearing
405 tonight under the old rules whether it's a conditional use permit or rezoning or something like
406 that. Under the way that the state code used to be written, we could have advertised on the
407 previous two Fridays, so under the old state code for tonight's public hearing, we would have
408 been able to advertise this past Friday and the Friday before. That's not what the state code
409 says now, we've had to back that up a whole other week to accommodate the state code. I'd be
410 interested to read this provision to see if it jives with the state code, but I've got it circled here
411 for additional review.
412

413 **Chairwoman Wingfield**
414 This one's for the applicant to send out registered mail.
415

416 **Mr. Lee Pambid**
417 For the applicant to do?
418

419 **Chairwoman Wingfield**
420 Yes, to send registered mail. And how much notice the people should have. Five days seems
421 small.
422

423 **Mr. Lee Pambid**
424 Submit to the planning commission proof of notification. In practice, the county and the staff
425 that do the notifications.
426

427 Sometimes you don't get mail in five days.
428

429 **Mr. Lee Pambid**
430 Right? I think that's the reason why they've also backed up that. Why the state legislature has
431 backed up the notice requirements because mail has gotten noticeably slower.
432

433 **Chairwoman Wingfield**
434 It's all my questions. Anybody else?
435
436

437 **Mr. Lee Pambid**
438 What we'll do, if there aren't any further questions on either the definition of subdivisions or
439 the terms of validity, we'll take these questions and comments. We'll take the county attorney's
440 additional guidance from earlier this week, and then we'll come to you with revisions and other
441 notes.

442

443 **Chairwoman Wingfield**

444 Okay, thanks. We have no new business. Do you have any other matters?

445

446 **6. NEW BUSINESS**

447 No new business.

448

449 **7. PUBLIC HEARING**

450 No public hearing is scheduled.

451

452 **8. OTHER MATTERS**

453 **Mr. Lee Pambid**

454 Other matters. I'll go ahead and combine this with the staff report as well if you don't mind. As
455 far as other matters are concerned, as we all know, the public hearing has been withdrawn.
456 Attorney Steven Romine explained the purpose for that, but I just wanted to have this slide
457 ready in case there was any discussion. One of the other things that we wanted to bring up was,
458 again, the review of the commissioner appointments. We have four that are up for
459 reappointment, or, I should say, for expiration. The terms expire on New Year's Eve, three of
460 you have declined, and we still have one pending. The report of the three has been reported to
461 the Board of Supervisors, and Mr. Pettit, whenever you're ready, we'd be happy to take
462 whatever your next step is going to be so we can report to the Board of Supervisors. We will
463 need that in writing when you're ready. The rest of your terms expire two years from now on
464 December 31, 2026. Last Thursday, we had a public information session we entitled
465 Community and Economic Development Primer, which was held at the Public Library in
466 Parksley. We invited several stakeholders from various fields, including attorneys, real estate
467 agents, developers, surveyors, and engineers. We had several interested citizens even come
468 out. But in all, we had 35 registered 22 individuals showed up that did not include the staff,
469 but we did have several staff members there to help answer questions. The three primary
470 presenters were myself, Environmental Planner, Beth Nunnally, and building official, Jacob
471 Jaeger. It was about a two-hour session. We started about 10 minutes late at 10:10, the library
472 doesn't open until 10, but we were there just a little bit early to set up, and then we were done,
473 probably about 5 to 10 minutes after noon. It was a two-hour session. We had a lot of good
474 feedback from that. This was our first time doing this and we're looking forward to improving
475 that format, and then also doing this probably about three or four times a year, so every three
476 or four months. We would like to come up with a topic and present that to the public. We
477 wanted to get out in front of the public. We want to hear what they've got to say about different
478 topics. We want to take that feedback and improve if we can. This was the save-the-date card
479 we sent out a while back, and this was our agenda. We did have an emphasis on due diligence
480 because we want people to understand what the processes and the requirements are before they
481 come in. But we did an overview of what the Community and Economic Development
482 Department does and what they don't do. And we also had some frequently asked questions.
483 We highlighted some of what I would call areas of emphasis, like RVs, agricultural buildings,
484 and exemptions, and we had several questions on a variety of topics. So again, we did not cover
485 economic development as part of the session, but we did cover our regulatory mission. One of

486 the things that I explained to the crowd was that for Community and Economic Development,
487 we're a development agency that's half regulatory, but half strategic. Our comprehensive plan
488 helps the board of supervisors with their strategic priorities. The economic development part
489 is what I would consider the strategic aspect. But as we all know, we also administer the
490 building code, zoning and subdivision ordinances, and environmental regulations, so that's the
491 regulatory half of what we do. And we wanted to begin to clarify for the public, or at least for
492 those who were present. It was a really good session, and we look forward to doing another
493 one. We will keep all of the Planning Commissioners' emails on file for distribution of any
494 future sessions and we'd love for you to come out.

495
496 **Commissioner Tyler**
497 Is there a plan to do those at a different time as opposed to a work day at 10:00, maybe five or
498 six o'clock in the evening?
499

500 **Mr. Lee Pambid**
501 We have not yet polled the attendees on what their preferences were, but during the day
502 typically when I've done these things. I've done a couple of them in other localities. And I'm
503 not saying that Accomack has to be like these other localities. When we did poll in the other
504 localities, all of the stakeholders in the interested parties preferred during the day without
505 variation. We asked if you prefer during the day, the afternoon or evening off-hours or
506 weekends. If we can capture that information, we'd be happy to share it.
507

508 **9. STAFF REPORTS**

509 **Mr. Lee Pambid**
510 **Subdivision Agent**
511 From a subdivision agent standpoint, we don't have any major subdivisions on file. The next
512 major subdivision we're expecting something to happen is Coastal Square and Residences, as
513 I mentioned earlier in the meeting, their next step is to submit a preliminary plat.
514

515 **Zoning Administrator**
516 The Board of Zoning Appeals had one public hearing last week, which was a variance in the
517 Belle Haven area and they approved. It was a front yard setback variance. In November, they
518 currently have three applications. Two are special use permits for accessory buildings or sheds
519 on individual properties without a house, and one variance for front and side yard setbacks.
520

521 **Deputy County Administrator**
522 I mentioned the public information session. Next week, we will have two new staff members
523 starting. A Deputy Director will be coming online on Tuesday, it's going to be Paul Watson,
524 who was the Zoning Administrator from Northampton County. We're taking on another Admin
525 Assistant, that is Grace Woodworth. We're looking forward to having the additional staffers
526 come on, and at that point, we will be three staff members shy of a full deck. But we're looking
527 forward to welcoming the new staff members and to working with them and showing them the
528 ropes.
529

530 **Commissioner Tyler**
531 What are the other three openings?
532
533
534

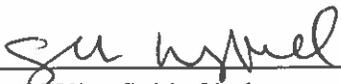
535 **Mr. Lee Pambid**
536 The other three openings are one building inspector position. Open. We have another full-time
537 employee position that was originally intended to be a housing coordinator, we can change the
538 mission or the job description of that full-time employee. I can foresee us changing that to a
539 County Planner type position with an emphasis on housing and grants. We do need a grant
540 writer, which is one of the Board of Supervisors' strategic priorities. And that grant writer could
541 come from, you know, several different departments, but in the Community and Economic
542 Development, we do write grants. I think I mentioned this before we do have a \$497,000 grant
543 that Chontese is administering for two, possibly three dwelling units in the Parksley area, and
544 that's being done in conjunction with the developer out of Northern Virginia. The third position
545 would be an Environmental Programs Manager or a Deputy Director of Environmental
546 Programs. So those are the three vacant positions. That concludes my report. I can field any
547 questions at this time.

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549 **Commissioner Pettit**
550 Is there an update on the townhouses in Captains Cove?

551
552 **Mr. Lee Pambid**
553 The update is there has been no change since the Board of Supervisors extended their
554 conditional use permit by two years. That was done, I believe in June.

555
556 **10. NEXT MEETING**
557 Our next meeting is November 13, 2024.

558
559 **11. ADJOURNMENT**
560 *On a motion made by Commissioner Tyler and seconded by Vice Chair Roberts, the*
561 *Planning Commission voted unanimously to adjourn the meeting at 7:55 pm.*

562
563
564  _____ 12/11/24
565 Angela Wingfield, Chairwoman Date

566
567
568 _____
569 Pamela Dix Date
570 Administrative Assistant II, Building, Planning, and Economic Development