



Accomack County Planning Commission

John Sparkman, District 1
Angela Wingfield, Chair, District 2
TBA, District 3
Kelvin Pettit, Vice-Chair, District 4
Shelia Connor, District 5
Glen "Adair" Tyler, District 6
Lynn Gayle, District 7
Myra Riley-Taylor, District 8
Berran Rogers, District 9

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

Minutes for Wednesday, January 8, 2025, at 7:00 PM

1. CALL TO ORDER

MEMBERS PRESENT AND ABSENT

Planning Commission Members Present:

Mrs. Angela Wingfield, Chairwoman

Mr. Kelvin Pettit, Vice Chairman

Ms. Myra Riley-Taylor

Mr. Adair Tyler

Mr. Berran Rogers

Mr. John Sparkman

Planning Commission Members Absent:

Mr. Lynne Gayle

Others Present:

Mr. Leander "Lee" Pambid, Deputy County Administrator

Chontese Ridley, County Planner I

Pamela Dix, Administrative Assistant II

Leslie Lewis, Finance Director

Stuart Hall, Deputy County Administrator for Public Works

DETERMINATION OF A QUORUM

There being a quorum Mr. Lee Pambid, Deputy County Administrator for Community and Economic Development called the meeting of the Accomack County Planning Commission to order at 7:00 p.m. We're going to do it just a little bit differently at the beginning, since technically there is no chair or vice chair, as those terms ended December 31, 2024, the Board of Supervisors conducted a similar exercise earlier tonight at their organizational meeting at five o'clock. In any case, we appear to have a quorum. We have six members present. We have two seats that the Board of Supervisors has not yet filled, and we have one Planning Commissioner who is absent. That's Mr. Gayle and he is out of town he has not requested to participate remotely.

REMOTE PARTICIPATION

None

INTRODUCTION OF NEW PLANNING COMMISSIONER

Mr. Lee Pambid

We do have Myra Riley Taylor. She is succeeding Leander Roberts in Donald Hart's District, District Eight. Welcome.

45 **2. ADOPTION OF AGENDA**

46 *The Planning Commission unanimously adopted the agenda on a motion by Commissioner*
47 *Pettit seconded by Commissioner Sparkman.*

48

49 **3. ELECTION OF 2025 PLANNING COMMISSION OFFICERS**

50 Chair and Vice Chair

51

52 **Mr. Lee Pambid**

53 I will open the nominations for the Chair, and once that has been done, I will turn the gavel
54 over to the Chair. Then, they can do nominations and the election for Vice Chair and continue
55 with the agenda. The election of 2025 Planning Commission Officers. Are there any
56 nominations for the position of Chair for this calendar year 2025?

57

58 **Commissioner Tyler**

59 I nominate Mrs. Wingfield.

60

61 **Commissioner Rogers**

62 Second.

63

64 **Mr. Lee Pambid**

65 There is a nomination on the floor and a second. Are there any other nominations for Chair?

66

67 **Commissioner Pettit**

68 I move that nomination be closed.

69

70 **Mr. Lee Pambid**

71 A motion for nominations from Mr. Pettit to be closed and a second from Mr. Rogers. All in
72 favor of closing nominations say, "Aye." All opposed. The motion passes. With that being said,
73 we will move to the election of the Chair. All in favor of Angela Wingfield being the chair for
74 calendar year 2025 please say, "Aye." All opposed. The Ayes have it. And with that said, I will
75 now turn over the meeting to Chairwoman Wingfield for the rest of the meeting.

76

77 **Chairwoman Wingfield**

78 Okay, thank you. Can you open nominations for Vice Chair?

79

80 **Commissioner Tyler**

81 I nominate Mr. Pettit.

82

83 **Commissioner Sparkman**

84 I'll second.

85

86 **Chairwoman Wingfield**

87 Is there any other? I forget how we did this before.

88

89 **Mr. Lee Pambid**

90 So, the nomination has been moved and seconded, and you can either ask for more nominations
91 or move that it be closed. It sounds like we have a motion and a second.

92

93

94 **Chairwoman Wingfield**
95 We vote on Mr. Pettit for Vice Chair. All in favor. Say, Aye, "Aye". All opposed.
96 Congratulations. We'll move on to the minutes of Wednesday, December 11. Does anybody
97 have any corrections for the minutes?
98

99 **4. MINUTES**

100 *On a motion made by Vice Chair Pettit seconded by Commissioner Sparkman to adopt*
101 *December 11, 2024 minutes as written.*
102

103 **Chairwoman Wingfield**

104 The motion and second to accept the minutes as written are all in favor. Say, aye. "Aye". We
105 can move on to the public comment period. Is anybody? He signed up to talk at the public
106 hearing. I think it's Mr. Kirby. Are you here for the public hearing or public comment?
107

108 **5. PUBLIC COMMENT PERIOD**

109 No public comments.
110

111 **6. OLD BUSINESS**

112 **Mr. Lee Pambid**

113 Thank you, Madam Chair, this is just an informational item regarding a couple of pending
114 ordinance amendments. Over the past few months, we have been discussing the definition of
115 subdivisions and the terms of validity for site plans and other permits. I just wanted to let you
116 know that the staff has not forgotten and that we intend to bring it back to you next month with
117 some other items. But again, this was just to put this back on the front burner for the planning
118 commission. We do not have anything to present to you tonight.
119

120 **7. NEW BUSINESS**

121 No new business.
122

123 **Chairwoman Wingfield**

124 Okay, thank you. There's no new business. We'll move on to opening the public hearing for
125 the 2026 to 2030 CIP.
126

127 **8. PUBLIC HEARING**

128 **Mr. Lee Pambid**

129 Yes, ma'am, we are going to hold a scheduled and advertised public hearing for the 2026- 2030
130 Capital Improvement Plan. As you know it is the custom and the legal requirement here that
131 the Planning Commission review and forward a recommendation to the Board of Supervisors.
132 We have the finance director Leslie Lewis, who is here to provide that presentation and for any
133 background information on Public Works items, we also have my counterpart, Deputy County
134 Administrator for Public Works and Facilities, Stuart Hall. With that said, I will turn this back
135 over to you, and Ms. Lewis will provide the particulars of the CIP.
136

137 **Ms. Leslie Lewis**

138 I did a CIP presentation at the last meeting, I'll be glad to answer any questions anyone would
139 have because what's in on your Board Doc is pretty thick, and Mr. Hall is here also to answer
140 any additional questions or if you'd like to add anything to the CIP plan. It's the same slide,
141 I'll be glad to go over it again. It's the same one presented last month. It's just the overview of

142 the CIP plan. It pretty much tells what your role is to review, you can add, but it's the Board of
143 Supervisors' decision to adopt, and it's a part of our annual budget.

144

145 **Commissioner Tyler**

146 There are one here listed corrections. Are there any other corrections since last month?

147

148 **Ms. Leslie Lewis**

149 No. Once it's advertised, it cannot be changed. This is just saying what a CIP plan is, it's a
150 long-range planning tool used to schedule anticipated capital projects and coordinate how they
151 will be funded. Typically, a CIP will cover at least five years. However, it is subject to change
152 as the community needs and funding opportunities present. Projects eligible to be considered
153 in the CIP are things that have a life longer than three years, generally and the county has set
154 a minimal cost of projects or items of not less than 50,000. Why have a CIP? To guide the
155 acceptance of proffers by providing a listing of community projects to choose from, to ensure
156 capital projects support the county's comprehensive plan, and to make efforts to plan ahead to
157 meet the capital needs of the community and to inform the community. To plan most important
158 for the financing alternatives when needed. Capital projects typically include facility
159 construction, major equipment purchases, infrastructures, and software. The role of the
160 Planning Commission has been as and is to ensure the projects proposed are consistent with a
161 comprehensive plan. The Board of Supervisors adopts the CIP as part of the yearly annual
162 fiscal plan or budget process the commission may want to communicate which projects its bills
163 are the most important from the perspective of the comprehensive plan, if so, usually, a memo
164 is provided to the Board of Supervisors from the Commission, and you can be may also suggest
165 projects that are not already listed. This is the summary, but there's the detail also in your
166 BoardDocs of the capital summary from last year, and you'll see the ones that we've added,
167 ones that have been deleted, and ones that have been modified. And this is the calendar, and
168 we're currently at the public hearing midway down as of today. Do you have any questions?

169

170 **Commissioner Tyler**

171 I wasn't here last month, are we still getting a consultant to help us with the comprehensive
172 plan?

173

174 **Mr. Lee Pambid**

175 Yes.

176

177 **Commissioner Tyler**

178 That's already been budgeted for last year and is still in the CIP.

179

180 **Ms. Leslie Lewis**

181 Yes, that is still in there.

182

183 **Mr. Lee Pambid**

184 We did not include that in the CIP. I believe that's in the operating budget.

185

186 **Commissioner Tyler**

187 It's over 50, so I didn't know. Just plant and equipment for this, right?

188

189

190

191 **Ms. Leslie Lewis**
192 It can be software as well. It's budget for, you just want to make sure it's somewhere and it's
193 going to happen.
194

195 **Commissioner Pettit**
196 In light of the obvious budget surplus the governor has announced, does the county have any
197 projects that can take advantage of his willingness, I think, particularly in field education, he
198 indicated that he would be granting some additional funds from the surplus from 2024.
199

200 **Ms. Leslie Lewis**
201 I'm sure, we're in the middle of the budget process. I'm sure you will see many come in and
202 ask how that funding will be spent, especially if it's education that will come from the schools.
203

204 **Commissioner Pettit**
205 It indicated that some would be allocated for education.
206

207 **Ms. Leslie Lewis**
208 And we're going to be pretty busy the next few months going over the budget process, so I am
209 sure it will be in there.
210

211 **Chairwoman Wingfield**
212 Any other questions for Ms. Lewis?
213

214 **Commissioner Taylor**
215 Madam Chair, I do have a question. Do we go through this plan to review and give
216 recommendations? Or how is that normally done by the Planning Commission?
217

218 **Chairwoman Wingfield**
219 You look over the items individually and see if they fit in, if it goes with the comp plan like
220 public works may need a trencher or a new bulldozer or something for the landfill. It's just big
221 projects that we plan for.
222

223 **Commissioner Taylor**
224 If we have recommendations, and we bring them back to the board here, or we make those too?
225

226 **Ms. Leslie Lewis**
227 It's usually in a memo to the Board of Supervisors. Usually, a memo is provided to the Board
228 of Supervisors from the Commission if you would like to add.
229

230 **Commissioner Taylor**
231 Okay, because I haven't read it completely, but I have glanced through, there was one, I believe,
232 one recommendation for Wishart's Point for the demolition of two buildings, and that's, yeah,
233 okay, so I'm not sure how that is submitted. I do know two other projects are happening within
234 the county for demolition, and that is through the grant that they just initiated, as well as I think
235 Wishart's Point is one of the communities that's expected to receive a community block grant
236 in which those structures could be removed. I'm not sure if those structures are residential or
237 if those are commercial.
238
239

240 **Mr. Stuart Hall**
241 Back in the heyday of Wishart's Point I understand, there was a restaurant, and boat sheds
242 where they had boat races out on Watts Bay. These have been derelict for really decades. They
243 were in the marsh grass, along where the old ramp was at the very end of the road, almost to
244 the very end. It's a bit of a liability and the county is trying to do its part to clean up derelict
245 properties We put in that request to remove the deck boards and make the old launch safe,
246 which is filled in. You can't even launch a boat there now anyway, but these are nonresidential
247 structures on county-owned land. So that's why we were looking to request from the general
248 tax fund to have those removed. What you're talking I think is a fairly new grant program in
249 different communities, and I think they did some things in Whitesville, and now they're talking
250 about other areas of the county. We wouldn't be looking to pull any money from that program.
251 There are plenty of opportunities to use that money around the county. This would be in
252 addition to, and again, it would be to remediate these issues on county-own land.

253
254 **Commissioner Taylor**
255 And it's commercial properties. Does it go back to the owner of that property so that they're
256 paying for that demolition?

257
258 **Mr. Stuart Hall**
259 No. The County of Accomack owns this property. Where the boat landing was is a natural area
260 now it's grown into grass. And you can probably launch a canoe or kayak at high tide, and I
261 know Mrs. Wingfield lives in that area, she probably knows about that. A lot of people launch
262 on the other side of the road, on the edge of the bay there. But we just want to do our part to
263 keep the area cleaned up. Some people do go birding out of there and different things. Trying
264 to clean up the property is what we're trying to do like at the old NASA ferry dock in
265 Mappsville. Unfortunately, we had the bid opening recently, and it was over budget, so we're
266 going to have to rebid a little bit later. But there's the old gantry where they used to load
267 materials to build the launch pads over on Wallops. And you know that's been an issue as well.
268 One, it's unsightly, and the other is that, unfortunately, even with signs and cables, people
269 climb out on the apparatus, especially during rocket launches, and it's a danger. It's cleaning
270 up county property.

271
272 **Commissioner Taylor**
273 And then there were multiple entries in here for the schools, I know, repainting of schools, or
274 whatever, is there a cycle, or what is the maintenance cycle for those? And if these comply
275 with that maintenance cycle?

276
277 **Mr. Stuart Hall**
278 Yeah, I can't speak to that one, not involved with school projects. Mr. Bobby Bennett is the
279 facilities head there, so I don't know what the process would be. If you have questions, maybe
280 we could get those to Mr. Bennett,

281
282 **Chairwoman Wingfield**
283 Do you have any other questions for Ms. Lewis or Mr. Hall? Okay, we're opening public
284 comment. We have Mr. Mark Kirby. You come up to the podium, state your name and where
285 you live, and you have four minutes.

286
287
288

289 **Mr. Mark Kirby**
290 I'm Mark Kirby. I live at 23613, Front Street Accomack, and I'm a current Councilman and
291 Mayor-Elect for the town of Accomac. I came to this meeting just to hear what the capital
292 improvements were going to be. Our town has some infrastructure issues. We've used some
293 grant money, or ARPA money, to pay for sewer extension that came in from route 13 up to the
294 courthouse, and right now, as a councilman, I've been asking for an extension of that sewer
295 line up to Lilliston Avenue so the sewers can service our business district, or what's considered
296 as our business district. The other thing is I've been in contact with Ann Doyle and through the
297 Resilience Program, the Coastal Resilience Program I've learned that there are monies
298 available to clean our ditches and our creeks that are jam-packed. In 1994, my house flooded,
299 and I'm kind of up on a hill right across the street from the old library, which I thought was
300 kind of weird, and it's because of groundwater. The groundwater builds up because the ditches
301 aren't draining. It's the problem that all the Eastern Shore is having. It's something that
302 everybody's addressing. I've been told they're working their way down from Saxis to the South
303 cleaning these ditches. I just want to make sure that there's some money allocated for us to
304 clean our ditches, if possible, and if there's any money that we can get for extending our sewer.
305 Those are two things that we need in our town. I'd like them at least to be considered.
306

307 **Chairwoman Wingfield**

308 All right, thank you. I think Mr. Hall is part of the ditch cleaning.
309

310 **Mr. Stuart Hall**

311 I didn't want to speak to those points a little bit Sure. Ditch maintenance, there was an issue
312 for quite some period of filling the position for that, happy to say, that the employee, they were
313 supposed to start Monday, but due to the weather and so forth, and human resources not being
314 open, they came in today. By the time they got straight with HR, it was about four o'clock. So
315 between four and five o'clock, he didn't, he didn't get much ditch work done. But the good
316 news is help is coming. We have an employee now. The part about working from Saxis South
317 wasn't quite accurate. We had an emergency project at Saxis. We've been working on
318 Supervisor Parks, and we hired a contract to do that work, and it was just wrapped up in the
319 last week or so. But there's no agenda of going north, south, or what have you. Everything's
320 going to be prioritized. They did some work on a culvert. We came in after the contractor did
321 the part outside of VDOT road. I'd be glad to work with Mayor Kirby on that and the county.
322 I think the Commissioners probably know is generally not a grant funding agency, although
323 we have administered some grants from the Commonwealth and the Fed, particularly during
324 COVID times, We have some small programs with daycare and with the cleanup of derelict
325 buildings and some things like that. But for the scale of a sewer project, we have to go after
326 state and federal dollars. We do have a kind of a placeholder in this CIP, and it was in there
327 last year for some seed money so the county can try to get grants for the unincorporated areas
328 in the Wattsville and NASA area because housing is a concern with employees coming in with
329 the space programs and that type of thing. There is some seed money there. But outside of that,
330 we go to Richmond with our handout.
331

332 **Chairwoman Wingfield**

333 All right. Thank you very much. Does anybody else in the audience want to speak for the
334 public comment? All right, I'll close the public comment for the public hearing. Any other
335 questions for staff?
336
337

338 **Chairwoman Wingfield**
339 Would anyone like to make a motion to accept the CIP?

340
341 **Commissioner Tyler**
342 I make a motion that we accept the CIP as presented. Second by Commissioner Rogers.

343
344 **Chairwoman Wingfield**
345 We have a motion and a second to accept CIP as presented. All in favor, say, Aye. All opposed.

346
347 **Commissioner Tyler**
348 Were we out of order?

349
350 **Mr. Lee Pambid**
351 I was going to ask if you could word that as a recommendation to the Board of Supervisors.

352
353 **Commissioner Tyler**
354 I can amend the recommendation such that we recommend to the Board of Supervisors that
355 they accept the CIP as presented to us in the fashion form and nature in which we have heard
356 it so far.

357
358 **Chairwoman Wingfield**
359 Move on to other matters.

360
361 **9. OTHER MATTERS**

362 **Mr. Lee Pambid**
363 We have just one item under other matters, the 2025 real estate disclosure forms. We had given
364 you a heads-up a couple of months ago this was coming. Now that the time is here, we
365 mentioned before the New Year these forms have to be turned into the county administrator's
366 office and filled out and dated in the new year 2025. The appointed time has arrived you would
367 please consider completing those forms and submitting them directly to Tina Mears if you have
368 them, and if you have them tonight and they are signed and dated in 2025 you can give them
369 to Administrative Assistant II, Pamela Dix. This is just a reminder that those have to be
370 completed essentially this month, by February 2. I believe that there are that there are
371 repercussions for not doing that before February 2, and I believe those are financial penalties
372 involved.

373
374 **Commissioner Tyler**
375 Whoever emailed me the form, I emailed it back to them, whoever that was, I'm just hoping I
376 dated it correctly and didn't use 2024. Well, in case I didn't, I'll sign another one.

377
378 **Mr. Lee Pambid**
379 If they review that and find any deficiencies, I'm sure they'll let you know.

380
381 **Chairwoman Wingfield**
382 All right. Do you still have the ordinance amendments and the book regulations for certain
383 uses?

384
385
386

387 **Mr. Lee Pambid**
388 Yes, ma'am. For other matters, that's exactly right. We do have this, one of the things we have
389 requested the Board of Supervisors to consider at their meeting next week, is a series of
390 initiating resolutions. Initiating Resolutions for the amendment of the zoning ordinance. The
391 first one is actually what you see up here on the screen and what was in your packet. We are
392 asking the Board of Supervisors to pass this initiating resolution in consideration of reducing
393 lot sizes and setbacks and possibly increasing heights in certain bulk regulations in the
394 residential and the Village Development District zoning districts. The purpose is to
395 accommodate smaller lot sizes for requests we are getting from developers. The minimum lot
396 size in the residential district is 10,000 square feet for lots with water and sewer. And large lot
397 sizes tend to increase the cost of housing. One of the things that we want to try to address is
398 the acquisition cost of properties, and by reducing that from 10,000 square feet to something
399 less in areas that are already covered or served, I should say, by water and sewer, or will be
400 served by water and sewer, we believe that this is a prudent thing to do in terms of encouraging
401 development but especially encouraging development that is affordable and attainable for the
402 ultimate homeowner. The Board of Supervisors will consider that resolution at their meeting
403 next week.

404
405 **Chairwoman Wingfield**
406 When you say we, is that staff, or the Planning Commission?

407
408 **Mr. Lee Pambid**
409 The staff has looked at this, we have again been receiving inquiries about smaller lots, and to
410 that end, we have asked the staff again asked the Board of Supervisors to look at this initiating
411 resolution and consider passing that so that we can talk about reducing lot sizes. The
412 recommendation will be up to the Planning Commission, but this is how we're going to start
413 the conversation.

414
415 **Chairwoman Wingfield**
416 Can you not get a smaller lot size with a conditional use permit?

417
418 **Mr. Lee Pambid**
419 Yes, ma'am. You can do in the Village Development District would entail, as we learned earlier
420 in 2024 a rezoning and a conditional use permit. That does add at least four months, if not
421 more, to the time it takes to get the land use entitlements for those smaller lot sizes. We're
422 trying to provide a shortcut to smaller lots where it feasibly makes sense where water and sewer
423 are available.

424
425 **Chairwoman Wingfield**
426 Right? But I mean, isn't our comp plan all about saving agricultural land?

427
428 **Mr. Lee Pambid**
429 There is agricultural land designated on the future land use map as Village Development area.
430 So those areas would be appropriate to rezone for higher density. But again, it does take a little
431 bit of time to get to that point. And what we're trying to provide is some common sense by
432 right options. Again, this is to start the conversation, and the Planning Commission will have
433 that we'll have that discussion. And at some point, we will forward a recommendation, that
434 recommendation, could be yes, it could be no, it could be yes, with modifications. The purpose
435 of this is to initiate that discussion

436 **Commissioner Sparkman**
437 Do you have any lot size in mind? Reducing it from 10,000.

438
439 **Mr. Lee Pambid**
440 Reducing it from 10,000 to something that could accommodate something as narrow as a 16-
441 foot-wide townhouse. The other options are going to be for duplexes. I don't want to throw out
442 a fee. No, we've played around with this a little bit over the past couple of weeks, and it depends
443 on what developers are bringing to us and saying, hey, can we build this in Accomack? Can
444 we build this style duplex in Accomack? It's a 25-foot-wide unit, and when you put those
445 together, becomes 50 feet. And whether those are in those would be on separate lots. But one
446 of the other things we're also looking at is whether or not narrower unit sizes for what they call
447 the missing middle. You will that term a lot over the next few months, and you've heard it
448 couple of times over the past few months, where Accomack does single-family dwellings very
449 well. What we also don't have is multi-family, but in terms of the concept of different housing
450 types, you've got single-family dwellings and then you've got something that goes all the way
451 up to condo towers, apartments and taller apartment buildings. And that's not what we're
452 talking about. We're talking about what's in between a single-family dwelling and what we
453 would consider a multi-family, multi-family structure. Duplexes, triplexes, you could even
454 have four or five plexes as well, but we do not have an easy way for developers to get to that
455 point, especially in areas that are served by public water and sewer. They are required to have
456 a rezoning and conditional use permit. This is something that we've been studying in terms of
457 the National League of Cities and the American Planning Association has what's called a
458 housing accelerator manual. We've been reading up on that, and this is one of the techniques,
459 one of the options, or the alternatives they put forward and they are advocating. While
460 Accomack is primarily a rural, agriculturally based locale, there are areas that we have in the
461 county that would be appropriate for higher density. We say that right now in our future land
462 use map that was most recently adopted in 2018 with the village development area land use
463 classification. So, while this is just an informational item, we will bring you more information.
464 We'll show you the future land use map. We'll show you the areas that we're talking about, and
465 we're also going to show you some exhibits on what those lot sizes look like, as well as the
466 different types of units. We've already started to put together, we've already started to sketch
467 out an exhibit showing you the different types of units, for example, a double wide, a single
468 wide, a lot of these are coming straight out of building permits that we've received and
469 approved, or for other housing units that we've seen in other localities. A Habitat for Humanity
470 house that is under consideration now has a building permit. For the local Habitat for
471 Humanity, I've pulled a Habitat for Humanity house from the Shenandoah Valley, where I had
472 the privilege of working before, to see if that would fit on a smaller lot. But to your question,
473 Mr. Sparkman, we've looked at it and where we are now is kind of a clean slate. We've got
474 some figures in mind, but we don't want to I guess, tip the conversation before it's time to do
475 that. We'll show you those, those different options when we bring this to you.

476
477 **Chairwoman Wingfield**
478 Is this something similar, like Exmore proposed, and got turned down?

479
480 **Mr. Lee Pambid**
481 I'm not familiar.

482
483
484

485 **Chairwoman Wingfield**
486 They wanted a smaller lot size and higher density, and they decided not to change their
487 regulations for the developer.

488
489 **Mr. Lee Pambid**
490 That's something that I'll look into.

491
492 **Chairwoman Wingfield**
493 It was not too long ago, like, right? Five or six months ago.

494
495 **Commissioner Tyler**
496 The public didn't want it.

497
498 **Commissioner Tyler**
499 Well, my only comment on this would be, you know we have to do the comprehensive plan
500 like we're supposed to do because it's been since 2018 Sure, then we need to do that.

501
502 **Commissioner Pettit**
503 Note that access to public water and sewer has a positive impact on whatever you're doing.
504 Have we taken full advantage of the central sewer system that we installed and paid particular
505 attention to how we may add to or route it so that it's positioned to serve residential, which is
506 a caveat for it? Have we considered expanding this sewer system?

507
508 **Mr. Lee Pambid**
509 We have a good idea of where sewer would be most logical. When we talk about HRSD and
510 where their force main exists now, and we've also talked about the Accomack spur, we've
511 referred to it earlier tonight in the CIP. And there's been discussions about Parksley. One of
512 the things that HRSD will ask for when expanding the footprint, or the service footprint, is a
513 copy of the future land use map, and areas where the existing and possible future extensions
514 will serve. They will want to know that if they extend the force main in an area, our
515 comprehensive plan is aligned with that area. And I think it boils down to whether or not the
516 juice is worth the squeeze. And if they're going to get the number of customers they expect,
517 they're not going to put money into an area just frankly speaking, they're not going to extend
518 that force main into an area where they're just not going to get a whole lot of customers unless
519 that area is designated for higher density. Some of the areas that we're looking at when and
520 again, I don't have a copy of the future land use map because we're just talking about the
521 initiating resolution. We're kind of getting into the weeds here. In the areas surrounding the
522 towns of Onancock, Onley, and Accomac, there are several pockets of area, or several pockets
523 of land or territory that are designated Village Development area, which again, is that higher
524 density. It's mixed-use but currently zoned agriculture. At some point in the future, a developer
525 is going to get the idea they might not want to do mixed-use. They may simply just want to do
526 a standard subdivision, if you will, a residential subdivision, which is fine.

527
528 **Chairwoman Wingfield**
529 I think we make a longer process so that the public can be aware of what's happening and
530 what's going on and short cutting the process would not be fair for the county residents.

531
532
533

534 **Mr. Lee Pambid**
535 Well, what I would say to that is there are areas where it does make logical sense to develop
536 higher density.

537
538 **Chairwoman Wingfield**
539 Sure, I think going through the right process of rezoning is the proper way. That's just my
540 opinion.

541
542 **Commissioner Tyler**
543 Well, we've got to do something to move things along with the lack of housing that we have
544 here. And I don't disagree that there's got to be some on the map. The issue is going to be
545 served by public water and potential sewage. I mean, that's the limiting factor up there. I don't
546 disagree, but it goes back to my point to review the maps again.

547
548 **Supervisor Sparkman**
549 And I do remember Captain's Cove and the stuff that went on up there.

550
551 **Commissioner Tyler**
552 Speaking of HRSD, do you know of anything that's moved forward with them taking over
553 NASA, or is that not in the works, or is that still in the works?

554
555 **Mr. Lee Pambid**
556 We occasionally have conversations with HRSD and NASA, not necessarily together, but
557 individually. And those talks are ongoing. HRSD is primarily focused on larger systems. And
558 as you can imagine, NASA is very protective of their system. Let's just put it that way and for
559 good reason, because if you serve outside, you know, outside customers, outside of the fence,
560 then there is a question as to what's going into that system. I can understand their logic,
561 justification, and position going into a conversation about somebody else taking over their
562 system. But for right now it's all just discussion. I wouldn't say they're leaning one way or the
563 other.

564
565 **Commissioner Tyler**
566 Well, I hope we're figuring out a way to move sewer north in the county. It's okay. I know we
567 don't need to get into the weeds of that. I'm from Parksley, and I think Parksley ought to have
568 water and sewer.

569
570 **Mr. Lee Pambid**
571 But I will say that in the current CIP, the staff had requested the Board of Supervisors two and
572 a half million dollars for seed money for a sewer solution in Northern Accomack. Two and a
573 half million dollars isn't going to build you a sewer plant, much less a collection and
574 distribution system. But that is something that I feel was a prudent move by the Board of
575 Supervisors, and that sends a signal that Northern Accomack is primed for some sort of action,
576 some sort of development.

577
578 **Commissioner Pettit**
579 It should come with a long-range plan that projects where we want this in the future. And I'm
580 also concerned that we have to ask the HR commission to do something. Who gave them the
581 right to decide where we go and what we do?

582

583 **Mr. Lee Pambid**
584 As it pertains to central Accomack, that system is now theirs. You know that is true. As far as
585 Northern Accomack is concerned, we haven't landed on any specific option, whether that
586 would be to partner with NASA or partner with HRSD, or with some other private water and
587 or sewer companies such as Aqua or Artesian, there are several that are out there that are in
588 that small to mid-sized system that's what they operate. But you know, signals that we've
589 received from HRSD indicate that they're more interested in the larger systems, such as an
590 Onancock.

591
592 **Supervisor Parks**
593 Madam Chair, if I could.

594
595 **Chairwoman Wingfield**
596 I'm sorry. We've already closed the public comment.

597
598 **Supervisor Parks**
599 I'm speaking as a Supervisor since the question was pertaining to the board's budget.

600
601 **Chairwoman Wingfield**
602 Okay, sure,

603
604 **Supervisor Parks**
605 Thanks, Jeff Parks, District Four. The language that the board used, pertaining to the effort that
606 Lee was speaking to was very clear, not to say just HRSD. So that was intentional, that we left
607 that vague so it was not just focused on HRSD.

608
609 **Chairwoman Wingfield**
610 Thank you. Any more questions for staff on ordinance amendments?

611
612 **Mr. Lee Pambid**
613 There are a couple of other ones coming down the pike as well. I will run down them just very
614 quickly. We have three other initiating resolutions on the board as well. We talked about
615 amending the bulk regulations to reduce certain minimum requirements. There's a related one
616 that entails a housing density overlay district. These came up rather late after the agenda was
617 created, but we wanted to move them forward as a package so that the Planning Commission
618 can consider them together. Especially for those two, there's a third one in regards to amending
619 the definition of height. We have an issue with our definition of height where it does not tell
620 us where to measure to. Right now, the definition of height says that we measure the average
621 along the front of the building, it doesn't say overall height or midpoint to the eave or anything
622 like that. So, we want to put that into the ordinance, and we also want to provide some
623 flexibility in how to calculate sign area. Signage has been a point of discussion recently,
624 especially as we receive sign permit requests. I'm sorry, I went from height to signage. We're
625 talking about height right now. There are some things that we have to clarify with regards to
626 height, where to measure and we've got some language on that that's going to be an initiating
627 resolution by the Board of Supervisors next week. A fourth one is with regards to signage in
628 the industrial District. In the Industrial District, I should say across the board, applicants are
629 limited to 160 square feet, regardless of whether you're in the business district, industrial
630 district, or whatever, and you are limited to four signs. We've got a couple of instances where
631 we've had to either go to the Board of Zoning Appeals for a special use permit and or variance,

632 or we've had to completely turn down a sign because our regulations are too restrictive, so we
633 will be bringing that to the Planning Commission after the Board of Supervisors has amended
634 or has passed the initiating resolution. So those are the four potential initiating resolutions on
635 the Board of Supervisors agenda for next week.

636

Chairwoman Wingfield

637 Move on to the staff report for the Subdivision agent.

639

640 **10. STAFF REPORTS**

641 **Subdivision Agent**

642 **Mr. Lee Pambid**

643 Yes, ma'am. We still have one item from last month, and this is a preliminary plat that the
644 Planning Commission is going to have to look at. And this will go to a public hearing next
645 month. This is the Coastal Square and Residences Development between the towns of Onley
646 and Onancock. The Planning Commission recommended approval of a conditional use permit
647 and a rezoning which the developer or the applicant did receive. As I mentioned at the
648 conclusion of that process, their next step would be to submit a preliminary plat. I believe it
649 was either May or June when the Board of Supervisors had approved that rezoning and
650 conditional use permit. So here we are at the beginning of 2025, six months later, and we are
651 now ready, or the developer is ready for their preliminary plat. The staff has done an initial
652 review, and what we're looking for is to ensure that the preliminary plat matches the conceptual
653 plan that they showed us last spring, which it does, and at that point, if it does match, then, our
654 recommendation would be for approval. But we're going to do is provide you with a staff report
655 and, with your permission advertise for a public hearing.

656

Commissioner Tyler

657 The February 13th meeting is that going to be here?

659

Mr. Lee Pambid

661 Yes, sir. That will be here, yes. At this point, it's more of a ministerial application. Again, if
662 it does comply, we're obligated to approve. With that said, I'd like to ask the planning
663 commission for a motion to authorize a public hearing for February 13th.

664

Commissioner Tyler

666 I make a motion we authorize a public hearing for February 13 for the item.

667

Mr. Lee Pambid

669 February 12th.

670

Chairwoman Wingfield

672 A motion and second. I have one question. Do we normally bring the plot back for a public
673 hearing?

674

Mr. Lee Pambid

676 For major subdivisions like this, yes ma'am.

677

Chairwoman Wingfield

679 Okay, I think don't we've done that before, but that's fine. Okay, I got a motion and a second
680 for a public hearing on February 12th. All in favor. Say, aye. "Aye". All opposed.

681 **Mr. Lee Pambid**
682 Thank you. We'll advertise that.

683
684 **Zoning Administrator**

685 **Mr. Lee Pambid**
686 For the Zoning Administrator, your staff report says the BZA was scheduled to hold five public
687 hearings this morning, but because the public hearing was advertised for 10 o'clock, we didn't
688 open till 10:30 and we had some issues with safety on sidewalks and other surfaces. The
689 meeting was postponed. We do not yet have a date, but it's looking like either the last week of
690 January or their February 5 regular meeting. You've got the five cases on the screen here so
691 where it says, as far as outcome is concerned, those outcomes are still pending because the
692 public hearings have not yet been held.

693
694 **Commissioner Tyler**
695 Did they approve the restaurant in the agricultural district?

696
697 **Mr. Lee Pambid**
698 That was supposed to be on this agenda.

699
700 **Commissioner Tyler**
701 It's on the agenda?

702
703 **Deputy County Administrator**
704 **Mr. Lee Pambid**
705 There were five other public hearings, I'm sorry, these are the same five public hearings. So as
706 far as the Deputy County Administrator report is concerned, I don't have anything to report,
707 staffing levels remain the same. For some of the other things that we're looking at, we have
708 developed a scoping paragraph for the comprehensive plan. We have to put out an RFP so that
709 we can get some responses for some consultants, and that is with legal right now. There's some
710 boilerplate language that has to be added afterward, but once that's done, we do expect to kick
711 that into high gear and advertise and put out that RFP. There is a tentative timeline associated
712 with that, once the RFP is completed, we're going to put that out for bid. The comprehensive
713 plan is coming. That concludes the staff report, I can answer any questions you have at this
714 time.

715
716 **Commissioner Tyler**
717 What vacancies do you still have open?

718
719 **Mr. Lee Pambid**
720 We still have what is listed as a Housing Coordinator that could very well become a Planner
721 position that concentrates on housing but would be doing other land use-type activities. I have
722 discussed this with the staff, and particularly with the County Administrator, that position as a
723 Housing Coordinator, they would probably be doing planning-related activities. That position
724 is still vacant. We also have a Deputy Director of Environmental Programs position Chris
725 Guvernator, was a Director of Environmental Programs, and reported directly to the County
726 Administrator, but that position has since been reclassified or reorganized to operate under the
727 Deputy County Administrator for Community and Economic Development those are our two
728 positions that were that we're lacking right now.

729

