

At a meeting of the Accomack County Planning Commission held on the 13th day of January, 2021, at the Accomack County Board of Supervisors Chambers, Room 104, in Accomac, Virginia. **This was an Electronic Meeting due to the spike in new COVID-19 cases in the County.**

1. CALL TO ORDER

A. ELECTRONIC MEETING DISCLOSURE

Based on the Governor's declaration of emergency due to the Covid-19 pandemic, and the increasingly rapid spread of Covid-19, the Accomack County Planning Commission has determined that it is unsafe to assemble as a body in one place.

The Planning Commission is meeting remotely for purposes of transacting public business necessary to continue operations and to discharge our lawful purpose, duties and responsibilities.

Members of the public may access this meeting and provide comments in writing, by email, or by telephone, as provided on the County's website.

B. MEMBERS PRESENT AND ABSENT

Planning Commission Members Present:

Mrs. Angela Wingfield, Chairwoman
Mr. John Sparkman
Mr. Lynn Gayle
Mr. Brantley Onley
Mr. C. Robert Hickman

Planning Commission Members Participating Electronically:

Mr. Roy Custis, Vice Chairman
Mr. David Lumgair

Planning Commission Members Absent:

Mr. Leander Roberts
Mr. Kelvin Pettit

Others Present:

Mr. Rich Morrison, Deputy County Administrator of Building, Planning, and Economic Development
Mrs. Stephanie Woods, Administrative Assistant to the Deputy County Administrator

C. DETERMINATION OF A QUORUM

There being a quorum, Mr. Morrison called the meeting to order at 7:00 pm. Mr. Morrison read the electronic meeting disclosure.

2. ORGANIZATION OF OFFICERS

A. Election of Chairman and Vice Chairman for 2021

Mr. Morrison gave the option to post to postpone the election of officers for the 2021 calendar year due to several Commissioners not being able to attend due to not being sworn in for their new term.

On a motion made by Mr. Lumgair and seconded by Mr. Onley the Planning Commission voted unanimously to postpone the selection of officers and continue with current officers until election can occur.

3. ADOPTION OF AGENDA

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

4. PUBLIC COMMENT PERIOD

Chairwoman Wingfield opened the public comment period.

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

5. MINUTES

December 9, 2020: *On a motion made by Mr. Sparkman and seconded by Mr. Custis, the Planning Commission voted unanimously to approve the December 9, 2020 meeting minutes as presented.*

6. NEW BUSINESS

There was no new business discussed during this meeting.

7. OLD BUSINESS

There was no old business discussed during this meeting.

8. PUBLIC HEARING

A. Capital Improvement Plan for Fiscal Years 2022 – 2026

The Capital Improvement Plan (CIP) is a long-range 5 year planning tool used to schedule anticipated Capital Projects lasting longer than 3 years and costing more than \$50,000 and to coordinate how they will be funded.

Chairwoman Wingfield opened the public hearing at 7:30 p.m. Mr. Morrison stated that there is no presentation for tonight for the CIP, as the Commission heard from Mr. Stewart Hall, Deputy County Administrator and Mrs. Margaret Lindsey, Finance Director during the December meeting.

Chairwoman Winfield opened the floor for any comments or questions from the Commissioners. Mr. Custis inquired as to how the public was able to submit comments for tonight. Mr. Morrison informed him that staff informed the public to submit written comment electronically, and that none were received.

On a motion made by Mr. Onley and seconded by Mr. Gayle the Planning Commission voted unanimously to recommend approval of the Capital Improvement Plan for Fiscal Years 2022-2026 by the Board of Supervisors.

9. SUBDIVISION AGENT REPORT

Nothing to report on at this time.

10. REPORT ON BOARD OF ZONING APPEALS UPCOMING HEARINGS

Mr. Morrison informed the Planning Commission that there are no public hearings scheduled for the February 2021 meeting of the Board of Zoning Appeals.

11. OTHER MATTERS

A. Coastal Resiliency

Mr. Morrison informed the Planning Commission that the Advisory Statement has been sent to the Board of Supervisors for review and is expected to be taken up at the January 20, 2021 meeting. Mr. Morrison stated that staff has started work on the existing development component and staff expects to bring that before the commission in the February meeting.

B. Public Hearing on Ordinance Amendments concerning Lighting

Mr. Morrison informed the Planning Commission that the Public Hearing for the Ordinance Amendments related to lighting had been postponed due to there being several members needing reappointment and to be sworn in. Mr. Morrison stated that the other reason for the postponement was when the Board of Supervisors decided the need for an electronic meeting, the Planning Commission followed suit. It was decided that this public hearing does need to happen in person while complying with the COVID-19 restrictions.

C. Work Sessions

Mr. Morrison stated that in following suit, due to the high COVID-19 numbers, staff is recommending that the Planning Commission continue to postpone Work Sessions until at least the February meeting or when it is able to be voted on during an in person meeting.

Mr. Lumgair inquired about the previously discussed joint meeting with the Board of Zoning Appeals (BZA) to discuss the issue of excessive car parking at repair shops, and if that could be scheduled as a work session. Mr. Morrison stated that staff is putting together the information and will bring to the Planning Commission, before scheduling a combined meeting with the BZA.

On a motion made by Mr. Gayle and seconded by Mr. Lumgair the Planning Commission voted unanimously to postpone Work Sessions until February 2021.

D. Other Items Discussed

Mr. Gayle stated he was at a meeting on Monday that was also attended by Chris Guvernator, Environmental Programs Director. Mr. Gayle stated that Mr. Guvernator mention about something happening within the County, and inquired if it will have anything to do with the Planning Commission. Mr. Morrison stated that he has spoken with Mr. Guvernator concerning moving the CAPA Ordinance out of the Zoning Ordinance due to the fact that there is now a separate environmental department.

Chairwoman Wingfield inquired if the work that is being done at the Chincoteague Rd. (Rt. 175) and Rt. 13 intersection is part of the widening of Rt. 175 project. Mr. Morrison informed the Planning Commission that the intersection improvement had been approved several years ago, and is a stand-alone project limited to the intersection.

Chairwoman Winfield inquired if the project that had been proposed by the police barracks was officially closed. Mr. Morrison stated that he hasn't heard from the applicant since over the summer. The zoning is still intact, but the Conditional use permit has expired. Mr. Morrison stated he spoke with the applicant about making a smaller scale request, but nothing has been submitted, and staff hasn't heard from the applicant since.

Chairwoman Wingfield inquired about travel trailers and not being to live in them, and what that means for the people who live in Trails End, and if they want to add on. Mr. Morrison

stated that there is an agreement between Trails End and the County, and that Trails End conducts their own zoning essentially being like an incorporated town. Mr. Morrison informed the Planning Commission that it is against the building code to add on to a travel trailer or a manufactured home, and therefore no building permit would be granted.

12. NEXT MEETING

The next Planning Commission regular session is scheduled for Wednesday, February 10, 2021 at 7:00 p.m. location to be determined.

13. ADJOURNMENT

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

The meeting was adjourned at 7:37 p.m.

Angela Wingfield, Chairwoman

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