

At a meeting of the Accomack County Planning Commission held on the 11<sup>th</sup> day of December, 2019, at the Accomack County Board of Supervisors Chambers, Room 104, in Accomac, Virginia.

**1. CALL TO ORDER**

**MEMBERS PRESENT AND ABSENT**

**Planning Commission Members Present:**

Mrs. Angela Wingfield, Chairwoman  
Mr. Roy Custis, Vice Chairman  
Mr. David Lumgair  
Mr. James Arnold  
Mr. C. Robert Hickman

**Planning Commission Members Absent:**

Mr. Lynn Gayle  
Mr. Brantley Onley  
Mr. Kelvin Pettit  
Mr. Leander Roberts

**Others Present:**

Mr. Rich Morrison, Deputy County Administrator of Building, Planning, and Economic Development  
Mrs. Katie Nunez, Deputy Director of Planning and Zoning  
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  
Mrs. Barbara Haxter, Airport Manager

**DETERMINATION OF A QUORUM**

There being a quorum, Chairwoman Wingfield called the meeting to order at 7:03 pm.

**2. ADOPTION OF AGENDA**

**On a motion made by Mr. Custis and seconded by Mr. Arnold, 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**

November 6, 2019: *On a motion made by Mr. Arnold and seconded by Mr. Hickman, the Planning Commission voted unanimously to approve the November 6, 2019 meeting minutes as presented.*

## **5. NEW BUSINESS**

### **A. FY 2020 Capital Improvement Plan**

Mrs. Margaret Lindsey commenced with a brief introduction to the Planning Commission and then opened the floor to the Planning Commission for any questions or comments concerning the 2020 Fiscal Year Capital Improvement Plan (CIP). Mr. Arnold began with several questions relating to the requests by the airport and environmental concerning ditch maintenance. Mrs. Haxter was there to speak to the request concerning the airport and the request concerning the refueling truck. Mrs. Haxter also expressed that most of the funding will come from grants, but that the Board of Supervisors requests that they enter the full amount of a project in the CIP, not just the portion coming from the County. Mr. Guvernator was unable to attend the meeting to speak to the concerns about the ditch maintenance equipment requests. Mrs. Lindsey informed the Planning Commission of a memo submitted earlier that day by Mr. Guvernator concerning the changes requested in equipment.

Mr. Lumgair made some comments and suggestions related to several place holders in the CIP as well as related to the potential Hampton Roads Sanitary District (HRSD) project. Mr. Custis stated that the County needs to look at discussing the future building needs of the County Government in the CIP as well. Mr. Hall informed the Planning Commission that there is a place holder for a million dollars for space needs. Mr. Morrison spoke to the current planning for space needs, informing the Planning Commission, that with the new library being built in Parksley, they are looking at the best way to use the space at the old library in Accomac. The Planning Commission continued their discussion with Mr. Hall concerning several other comments, concerns, and recommendations. Mr. Morrison stated that the Planning Commission could send a communication to the Board of Supervisors specifying these ideas/recommendations on the CIP.

## **6. PUBLIC HEARING**

No Public Hearing was held.

## **7. OLD BUSINESS**

### **A. Discussion of the Hampton Roads Sanitation District (HRSD) and Future Land Use**

Mr. Morrison updated the Planning Commission on the status of the HRSD project and went over the proposal and the potential placement of the new sewer line along Rt. 13. Mr. Morrison stated that he wanted to take this time to just look over the current Future Land Use Map (FLUM) along Rt. 13 in the event that the project is approved and completed, what if any changes would need to be made to the FLUM with this development. The Planning Commission looked at the FLUM along the Rt. 13 corridor and had some discussion concerning the issue. The Planning Commission decided to make a note in the Comprehensive Plan stating that as the HRSD project moves forward the Planning Commission is open to potential changes to the FLUM. Mr. Morrison stated that he will work on this for the Planning Commission and present it at a later meeting.

## **8. SUBDIVISION AGENT REPORT**

There were no items to report at this time.

## **9. REPORT ON BOARD OF ZONING APPEALS UPCOMING HEARINGS**

There was one application that has been filed at this time for the January 8, 2020 meeting, for a Special Use Permit for a meat smoking business in the Agricultural Zone.

## **10. OTHER MATTERS**

A. Review of the 2020 Planning Commission Meeting Calendar

Mr. Morrison presented the proposed 2020 Planning Commission Meeting Calendar informing the Planning Commission that their regular meeting date of the second Tuesday of the month, in November will fall on Veteran's Day. Veteran's Day is a County Observed Holiday and therefore the County offices will be closed. The Planning Commission discussed the best plan of action at this time for rescheduling that meeting, and decided to leave the November meeting date open at this time.

*On a motion by Mr. Hickman and seconded by Mr. Arnold the Planning Commission voted to approve the 2020 Planning Commission Meeting Calendar with the condition to leave the November regular session as to be scheduled.*

During this time Mr. Morrison informed the Planning Commission that an application was received for an apartment complex of 48 units behind the Onley Town Center. Mr. Morrison stated that the Planning Commission should be getting a first look at the application during their January meeting.

#### **11. NEXT MEETING**

There was no work session scheduled for the month of December.

The next Planning Commission regular session is scheduled for Wednesday, January 8, 2020 at 7:00 p.m. in the Accomack County Board Chambers, Room 104, Accomac.

#### **12. ADJOURNMENT**

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

The meeting was adjourned at 8:30 p.m.

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Angela Wingfield, Chairwoman

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Katie H. Nunez, Deputy Director of Planning & Zoning