

At a meeting of the Accomack County Planning Commission held on the 11<sup>th</sup> day of March, 2020, 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. C. Robert Hickman  
Mr. James Arnold  
Mr. Lynn Gayle  
Mr. Brantley Onley  
Mr. Kelvin Pettit

**Planning Commission Members Absent:**

Mr. David Lumgair  
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  
Mr. Chris Daley, Zoning Code Enforcement Officer

**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. Gayle 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**  
February 12, 2020: *On a motion made by Mr. Gayle and seconded by Mr. Arnold, the Planning Commission voted unanimously to approve the February 12, 2020 meeting minutes as presented.*

February 25, 2020: *On a motion made by Mr. Onley and seconded by Mr. Gayle, the Planning Commission voted unanimously to approve the February 25, 2020 meeting minutes as presented.*

**5. NEW BUSINESS**

There was no new business discussed.

**6. PUBLIC HEARING**

There was no public hearing scheduled for this meeting.

**7. OLD BUSINESS**

**A. Continued discussion on non-compliant Wall-Mounted Exterior Light Fixtures along Rt. 13.**

Mrs. Nunez presented the Planning Commission with information collected by staff concerning lighting along Rt. 13 specific to wall-pack lights. Mrs. Nunez stated that forward throwing wall-pack lights are not currently allowed in our ordinance and gave several examples of how staff feels they could be made legal under an ordinance amendment.

Mr. Pettit expressed his concerns that staff may be over defining what lights the public can and cannot use on their own property. Mr. Pettit stated that he feels it should simply be kept to the fact that light should not project past the property line. Mr. Custis inquired if the issue was more of a definition of light distribution versus the specific light itself. Mr. Onley stated that it needed to be clearly defined in the ordinance as to what is and isn't allowed so that in the event enforcement is needed, staff are easily able to say what is and isn't in compliance.

Mrs. Wingfield clarified, stating that at this time staff and the Commission are working to create guidelines for business owners, so they are able to create a lighting plan for their buildings easily and effectively. Mr. Morrison agreed stating that it needs to be kept simple, easy to understand and to enforce. After continued discussion the Planning Commission came to the agreement to have staff create an ordinance amendment to allow wall-pack lighting with specifications stated relating to how far the building is setback from the road, height placement of the light, and keeping the current ordinance of a half foot candle at the property line.

**8. SUBDIVISION AGENT REPORT**

There were no items to report at this time.

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

Mrs. Nunez informed the Planning Commission that there had been originally three applications set for public hearing during the April 1<sup>st</sup> BZA meeting. Mrs. Nunez stated that the following two applications will be on for the April hearing date; a Special Use Permit and Variance application for Pioneer Mobile Home park expansion, and a Special Use Permit for a Hunt Club to permanently keep travel trailers on the property. Mrs. Nunez stated that the third application for a Special Use Permit for an upscale camping facility has been moved to the May hearing date.

**10. OTHER MATTERS**

**A. Receive draft 2020 Planning Commission Workload Calendar.**

Mrs. Nunez presented the Planning Commission with the drafted 2020 Workload Calendar. The Planning Commission reviewed the calendar.

*On a motion made by Mr. Onley and seconded by Mr. Hickman the Planning Commission voted unanimously to adopt the 2020 Workload Calendar as presented.*

**B. Other items discussed.**

Mr. Arnold inquired about the status of the HRSD project. Mr. Morrison informed the Planning Commission that the Circuit Court is holding a public hearing at the end of the month. Once that is completed and the County joins the HRSD district, things should progress quicker.

Mr. Arnold inquired as to the status of the Route 175 upgrade. Mr. Morrison informed the Planning Commission that the Board of Supervisors voted to approve a resolution prioritizing the smart scale applications during their February meeting. The prioritization is:

1. Redwood Road widening and shoulder addition.
2. Route 175 4-lane divided highway.
3. Route 173 3-lane divided highway.
4. Route 13 crossover improvements.

Mr. Morrison informed the Planning Commission that staff completed an application for grant of 7.5 million to aide in funding the Route 175 project.

**11. NEXT MEETING**

The next Planning Commission Work Session is scheduled for Tuesday, March 24, 2020 at 7:00 p.m. in the Accomack County School Board Offices on the Second Floor, Room 201, in Accomac.

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

**12. ADJOURNMENT**

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

The meeting was adjourned at 8:37 p.m.

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Angela Wingfield, Chairwoman

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Katie H. Nunez, Deputy Director of Planning & Zoning