

At a meeting of the Accomack County Planning Commission held on the 11th day of May, 2022, 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. Lynn Gayle
Mr. Brantley Onley
Mr. Leander Roberts
Mr. C. Robert Hickman
Mr. Kelvin Pettit
Mr. Glen ‘Adair’ Tyler

Planning Commission Members Absent:

Mr. John Sparkman

Others Present:

Mr. Rich Morrison, Deputy County Administrator of Building, Planning, and Economic Development
Mr. Paul Seltzer, Deputy Director of Building, Planning, & Economic Development
Mrs. Stephanie Woods, Administrative Assistant of Building, Planning, and Economic Development

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. Onley and seconded by Mr. Gayle, the Planning Commission voted unanimously to adopt the agenda as presented.

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

A. April 13, 2022 Meeting Minutes

On a motion made by Mr. Roberts and seconded by Mr. Hickman the Planning Commission voted unanimously to approve the April 13, 2022 meeting minutes as presented.

5. OLD BUSINESS

There was no old business discussed at this meeting.

6. NEW BUSINESS

A. Consider scheduling a public hearing for June 8, 2022 to add Aerospace offices and Military support related offices as a By-Right Use in the Industrial Zoning District.

Mr. Morrison informed the Planning Commission that aerospace offices are not currently in the County Ordinance under the Industrial District. Mr. Morrison stated that staff recently realized that they are currently not listed in the Industrial District and needs to be added. Mr. Morrison requested the Commission to schedule a public hearing for its June 8, 2022 meeting to amend the Industrial Zoning District Regulations to allow for Aerospace offices and Military support related offices.

Mr. Pettit inquired if this was an opportunity to amend the ordinance to make it more generalized for future uses. Mr. Morrison stated that there is a time constraint due to current interest. The Planning Commission had further discussion on the matter at hand.

On a motion made by Mr. Hickman and seconded by Mr. Gayle the Planning Commission voted unanimously to schedule a public hearing for June 8, 2022 for amendments to the Industrial Zoning District Regulations to add Aerospace offices and Military support related offices as a By-Right Use.

B. Debrief the applications from CCG Note LLC, and Scout Energy/Jupiter Power; and review processes; what was done well, and what can be improved upon.

Mr. Morrison stated that he would like to spend time to check-in with the Planning Commission after having two big cases with public hearings and wanted to get feedback for staff. Mr. Morrison inquired as to any thoughts from the Commission on things that were done well, things that could be improved upon, or any other thoughts it might have.

Mr. Pettit stated that his biggest concern was that the studies provided were primarily completed by the applicant. Mr. Morrison informed the Commission that some municipalities choose to have the applicant reimburse for having the County get the studies done. Mr. Morrison stated that the County does not require certain studies which allowed the applicants to complete them as they were doing them at their expense.

Mr. Tyler inquired if the County would be on the hook for any studies that were to be produced by the County, verifying he wanted to know if the County would be liable. Mr. Morrison explained that the County would hire a firm to complete the study, versus staff completing the study; however there would still be a risk of the County being responsible if the study was found to be wrong after the fact. The Planning Commission had further discussion about studies and the best way they should be completed.

Chairwoman Wingfield stated it is a good idea to potentially complete field visits, such as she did for the Scout Energy/Jupiter Power application. The Planning Commission discussed different scenarios for when and where site visits should be completed.

Mr. Tyler inquired about the process and what is legally required. Mr. Morrison explained the unique circumstances concerning these specific applications and the office being short staffed. Chairwoman Wingfield stated that she feels a public hearing should not be scheduled on an application until all required items are received. Mr. Morrison stated that if that is what the Planning Commission would like they could do that, but stated he would not recommend that for various reasons. Mr. Morrison informed the

Commission that the 100 day review requirement is only on a rezoning application and not a Conditional Use Permit (CUP) application, and the Commission could always move the rezoning forward and not a CUP when filed for in tandem.

The Planning Commission and Staff discussed various ways to give staff direction on high profile cases so that staff knows if a motion for approval or denial should be written up.

C. Discuss April 29, 2022 memo regarding upcoming work items.

Mr. Morrison informed the Commission that there are not currently any live applications at the moment for the Commission so staff wanted to start looking ahead for scheduling work. Mr. Morrison reviewed items listed in the staff provided memo dated April 29, 2022; housing study, review of rules and procedure, ordinance amendments as required due to changes in State Law, and potential billboard ordinance amendments.

Mr. Hickman suggested following interstate regulations concerning billboards. Mr. Morrison stated will potentially run into issues due to roads in the County are non-interstate roads.

On a motion made by Mr. Roberts and seconded by Mr. Tyler the Planning Commission voted unanimously to continue work on the amendments to the Accomack County Zoning Ordinance concerning billboards.

Mr. Morrison informed the Commission that it is time to start thinking about the Comp. Plan update, and reviewed several items to evaluate for the 5 year update. Mr. Morrison informed the Commission that staff will potentially need to bring in consultant work for this review, and that a budget for it will need to be turned in to the County Administrator in December 2022. Mr. Custis stated in response to the list presented that “can’t really do one without the other”, so will need to review all items presented. Chairwoman Wingfield stated that the Commission members can come back with ideas for the Comp. Plan update at the next meeting.

D. Advisory Review of Dreamland Mobile Home Park Expansion Application.

Mr. Morrison stated that the review of the proposed expansion is at the request of the Board of Zoning Appeals (BZA) as they requested a Commission review on larger projects. Mr. Morrison informed the Commission that the expansion meeting the mobile home park ordinance and stated that staff requested a second point of ingress and egress for emergency vehicles. Mr. Morrison stated that C. Ray Pruitt and the Tasley Fire Company have submitted comments to staff concerning several items they would like to see.

Mr. Morrison informed the Commission that the new roads in the expansion will be private roads, but will be built to VDOT standards. Mr. Gayle stated that the public school bus pick-up and drop-off is on RT. 13 for this development. Mr. Gayle inquired if there should be a spot within the mobile home park for a public school bus pick-up and drop-off spot. Mr. Gayle stated this will create a large increase in traffic in and out of the mobile home park, and inquired as to the best way that should be handled.

Mr. Roberts inquired if the second point of ingress/egress set for emergency vehicles could also be used as a full second entrance. Mr. Morrison informed the Commission that the owners of Dreamland want to keep that strictly for emergency vehicles and only one main entrance for security purposes. Mr. Morrison stated it is easier to monitor who is coming into and exiting the mobile home park with a single entrance and exit.

Mr. Morrison informed the Planning Commission that VDOT has reviewed this and that a traffic study is not required and that the project would not need a traffic light. Mr. Roberts inquired if the emergency road would be up to VDOT standards. Mr. Morrison stated it will not be up to VDOT standard but will be up to fire response regulations.

7. PUBLIC HEARING

There were no public hearings held during this meeting.

8. SUBDIVISION AGENT REPORT

Mr. Morrison informed the Planning Commission that a subdivision agent report has been presented on the dais for informational purposes.

9. REPORT ON BOARD OF ZONING APPEALS UPCOMING HEARINGS

There are four applications set for public hearing for the June 1, 2022 BZA meeting:

- An appeal of the Zoning Administrator application has been submitted by Mr. Carl Eason representing Dreamland Acres, LLC pursuant to Accomack County Code Section 106-254. Mr. Eason is appealing the decision made by the Zoning Administrator that an expansion of the Dreamland Mobile Home Park would require a Special Use Permit. The property is located at Tax Map # 87-A-14 located adjacent to 22481 Dreamland Avenue, Accomac, and is zoned agricultural.
- A Special Use Permit request by Dreamland Acres, LLC pursuant to Accomack County Code Section 106-53(13) allowing for Mobile Home parks in which lots are rented or sold. Dreamland Acres, LLC would like to expand the current Dreamland Acres Mobile Home Park to include an additional 130 lots. The parcel is located at Tax Map # 87-A-14 located adjacent to 24064 Dreamland Ave, Accomac, and is zoned Agricultural.
- A variance request by Peggy Waddell pursuant to Accomack County Code Section 106-55 which states that the minimum lot area in the Agricultural Zoning District shall be five (5) acres. Mrs. Waddell is requesting a variance of 4.45 acres, creating a .55 acre parcel. Mrs. Waddell owns two adjacent parcels and would like to reduce the size of one parcel to allow the creation of a larger adjacent parcel to sell. The parcel is located at Tax Map # 112-A-88 which is located at 31513 Ole Road, Melfa, and is zoned Agricultural.
- A variance request by Peggy Waddell pursuant to Accomack County Code Section 106-55 which states that the minimum lot area in the Agricultural Zoning District shall be five (5) acres. Mrs. Waddell is requesting a variance of 2.78 acres, creating a 2.22 acre parcel. Mrs. Waddell owns two adjacent parcels and would like to reduce the size of one parcel to allow the creation of a larger adjacent parcel to sell. The parcel is located at Tax Map # 112-A-89 which is located at 31505 Ole Road, Melfa, and is zoned Agricultural.
- A Special Use Permit Amendment request from Brenden Kettner with AmaRin Coffee. Mr. Kettner would like to amend the site plan approved by the BZA for the Special Use Permit that was approved June 2, 2021 to build a coffee roasting, bakery,

and packaging facility pursuant to Accomack County Code Section 106-403(4); which allows for a manufacturing, compounding, packaging of bakery goods, beverages (including bottling plants), candy, cosmetics, and perfumes.

10. OTHER MATTERS

A. Discussion on August Meeting

Mr. Morrison informed the Planning Commission that he would be unable to attend the Commission's August meeting, and inquired if the Commission would prefer to cancel the meeting or keep it as scheduled.

On a motion made by Mr. Roberts and seconded by Mr. Tyler the Planning Commission voted unanimously to cancel the August 10, 2022 meeting.

11. NEXT MEETING

The next Planning Commission Meeting is Wednesday, June 8, 2022 at 7:00 p.m. in the Accomack County Board of Supervisors Chambers, Room 104.

12. ADJOURNMENT

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

The meeting was adjourned at 8:19 p.m.

Angela Wingfield, Chairwoman

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