



Accomack County Planning Commission

Angela Wingfield, Chair, District 2
Leander Roberts, Jr. Vice-Chair, District 8
John Sparkman, District 1
C. Robert "Bob" Hickman, District 3
Kelvin Pettit, District 4
Brantley "Pete" Onley, District 5
Glen "Adair" Tyler, District 6
Lynn Gayle, District 7
Larry Giddens, Sr., District 9

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

Minutes for Wednesday, June 14, 2023, 7:00 PM

1. CALL TO ORDER

MEMBERS PRESENT AND ABSENT

Planning Commission Members Present:

Mrs. Angela Wingfield, Chairwoman
Mr. Leander Roberts, Jr, Vice Chairman
Mr. Lynn P. Gayle
Mr. Robert Hickman
Mr. John Sparkman
Mr. Larry Giddens, Sr.
Mr. Glen "Adair" Tyler
Mr. Brantley "Pete" Onley

Planning Commission Members Absent:

None

Others Present:

Mr. Lee Pambid, Deputy County Administrator

DETERMINATION OF A QUORUM

There being a quorum, Chairwoman Wingfield called the meeting to order at 7:00 p.m.

REMOTE PARTICIPATION

None

2. ADOPTION OF AGENDA

On a motion made by Commissioner Tyler and seconded by Vice-Chair Roberts, the Planning Commission voted unanimously to adopt the agenda.

3. PUBLIC COMMENT PERIOD

Chairwoman Wingfield opened the public comment period. There being no one signed up to speak no written comments having been received, Chairwoman Wingfield closed the public comment period.

4. MINUTES

Chairwoman Wingfield asked if there were any changes to the minutes. Vice-Chair Roberts submitted the following changes:

1. Under Determination of a Quorum", Chairwoman Wingfield was indeed present.

- 45 2. Under Remote Participation, “On a motion made by Commissioner Hickman and
46 seconded by Vice-Chair Roberts, the Commission voted unanimously for
47 Commissioner Pettit to participate remotely.”
48

49 *On a motion made by Commissioner Gayle and seconded by Commissioner Pettit, the*
50 *Planning Commission voted unanimously to approve the June 14, 2023 minutes with the*
51 *corrections.*
52

53 **5. OLD BUSINESS**

54 There was no old business.
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56 **6. NEW BUSINESS**

57 There was no new business presented.
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59 **7. PUBLIC HEARING**

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61 **HRSD Eastern Shore Sewer Force Main Project-** Mr. Pambid indicated that though the Staff
62 missed the advertising deadline for a public hearing and no such hearing would take place this
63 night, he would present a short briefing of the “2232 Review” for the HRSD Sewer Force
64 Main- Accomac Spur, including some maps. The public hearing will be held on Wednesday,
65 August 9, 2023.
66

67 Mr. Pambid’s predecessor reported on the 2232 Review in November of 2021 for the main
68 portion of the sewer force main project. The Planning Commission determined at that time that
69 the project was consistent with the Comprehensive Plan. It is being conducted again for the
70 extension from the Town of Onley up the railroad right-of-way and coming across Wharton
71 Road, which would then connect through Front Street. The Board of Supervisors last month
72 passed a resolution requesting the that Planning Commission do another review for this new
73 portion of the sewer line.
74

75 Included in the packet was the Board’s resolution and two maps, the minutes from the
76 November 2021 Planning Commission meeting, and the Section 15.2-2232 of the Code of
77 Virginia. Mr. Pambid explained that the 2232 review is intended to determine if the spur’s
78 location, character, and extent are in substantial conformance with the Comprehensive Plan.
79 While these criteria are not defined in the state code, he suggested that:
80

- 81 Location means dovetailing with existing amenities, facilities and properties;
82 Character means is it compatibility with the surroundings and community’s goals; and
83 Extent means provision of services to areas designated for future development.
84

85 For those that were present in 2021, the answers to all three were in the affirmative, that the
86 proposed line was in conformance with the Comprehensive Plan. From the maps, he then
87 described 1) the location of the entire facility from the Northampton/ Accomack County line
88 all the way through to the Town of Accomac; and 2) the specific location of the proposed spur.
89

90 Planning Commissioners discussed the spur’s proposed location, the locations and capacities
91 of 8” and 4” lines, and future development areas as part of the upcoming Comprehensive Plan
92 review to suggest more thoroughly where sewer could be provided as opposed to individual
93 “one offs”.
94

95 Also discussed was Onancock’s sewer plant capacity, which is operating at around 23%,
96 according to Mr. Pambid’s information, and sewer service for the northern end of the County.
97 He further described the spur’s location in relation to the zoning and future land use maps.
98

99 He reminded the Commission that the sewer line is for transmission, not collection of sewer.
100

101 **8. OTHER MATTERS**

102 **Comp Plan Scope**

103 Mr. Pambid gave a similar Comp Plan overview from the same set of slides from the June
104 meeting. He mentioned it has been recently updated back in 2018. All localities regardless of
105 size need to have a Comprehensive Plan; it is stated in the Code of Virginia and also it states
106 that Comp Plans have to be reviewed every 5 years. It doesn’t state that it needs to be amended
107 or revised every 5 years, just that it needs to be reviewed. Since the last amended version from
108 2018 was completed, nothing else has been done. No wholesale revision has taken place since
109 then. There have been multiple discussions in the past year, and there was a memo last June
110 and July. There were new conditions to consider since 2008 such as:
111

- 112 The housing crisis
- 113 New infrastructure (HRSD sewer and ESVBA fiber optic)
- 114 Economic Development
- 115 Environmental considerations
- 116
- 117

118 He further noted that the current Comprehensive Plan presents data very well but is not easy
119 to read. He expects the next iteration of the Plan to be more accommodating. He also indicated
120 that the timing is right to also look at changes to the zoning and subdivision ordinances, which
121 will be informed by discussions and desires from the Comprehensive Plan review.
122

123 Such a review of all three documents would require the assistance of a consultant, and funding
124 is available in the current 2024FY budget. Next steps would include 1) additional discussion
125 and input from the Board of Supervisors during their strategic planning session in September
126 and 2) most likely issuing an RFP.
127

128 High level questions and consider going into the process include knowing what we want out
129 of the next process, placemaking (community identity from a physical appearance perspective),
130 storytelling (making the data more personal and relatable through humanizing the data), and
131 resilience.
132

133 He indicated that there is plenty of time to shape the scope over the next few months.
134 Commissioner Hickman said that the Commission and the Staff worked hard to de-conflict
135 several aspects of the zoning and subdivisions ordinances, but still acknowledged that conflicts
136 probably still exist. Commissioner Sparkman asked about planning department staffing levels,
137 and Vice-Chair Roberts asked about including safety of the Route 13 corridor in the
138 Comprehensive Plan. Mr. Pambid said once the RFP goes out and a consultant is selected,
139 there will be several public participation opportunities for people to weigh in on and give their
140 specific issues. He also suggested that the data, science, and good planning practices, while
141 important, could let more relatable stories supported by the data take center stage.
142
143

144 **Certified Planning Commission Program**

145 Mr. Pambid encouraged the Planning Commission to consider the CPC. The next opening
146 session is two days, July 27- 28 and two closing sessions September 28-29 located in
147 Richmond. The next session is from October 12 and December 15 which would be virtual.
148 Staff can accommodate Planning Commission if they are seeking to attend the Richmond
149 location. The website for the CPC is: <https://cura.vcu.edu/land-use-education/>
150

151 **9. STAFF REPORTS**

- 152 • Subdivision Agent – The subdivision ordinance amendment regarding illegal lots will
153 go to the Board of Supervisors the next week. Also, Mr. Pambid will be named the
154 subdivision agent.
- 155 • Zoning Administrator –Mr. Pambid will also be named the zoning administrator. Mr.
156 Gayle had a busy day having to attend both the BZA and Planning Commission
157 meetings today. The BZA had 6 hearings on July 12, but have no applications for
158 August, so they will not meet.
- 159 • Deputy County Administrator –
 - 160 ○ Interviews for the planner position are progressing.
 - 161 ○ There are still other vacancies in economic development and environmental
162 programs.
 - 163 ○ The lack of an applicant pool makes filling these vacancies challenging. Local
164 government is a worthwhile field that means something.
165

166 **10. NEXT MEETING**

167 The next Planning Commission Meeting is scheduled for Wednesday, August 9, 2023 at 7:00
168 p.m. in the Accomack County Board of Supervisors Chambers, Room 104. Mr. Pambid
169 requested that the Commissioners let the staff know as soon as possible of any scheduling
170 conflicts. Chairwoman Wingfield indicated that she has a conflict that day.
171

172 **11. ADJOURNMENT**

173 *On a motion made by Commissioner Tyler and seconded by Commissioner Hickman, the*
174 *Planning Commission voted unanimously to adjourn the meeting at 7:48 p.m.*
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179 _____
Angela Wingfield, Chairwoman Date

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184 _____
Shawnta McCain, Administrative Assistant Date
185 of Building, Planning & Economic Development