

## ACCOMACK COUNTY PLANNING COMMISSION MINUTES OF DECEMBER 11, 2013

At a meeting of the Accomack County Planning Commission held on the 11<sup>th</sup> day of December 2013, in the Accomack County Administration Building Board Chambers, Room #104, in Accomac, Virginia.

### 1. CALL TO ORDER

#### A. MEMBERS PRESENT AND ABSENT

##### **Planning Commission Members Present:**

Mr. Phil Hickman, Chairman

Mr. Leander Roberts, Jr.

Mr. Spiro Papadopoulos

Mr. Bob Hickman

Mr. Alan Silverman

Mr. David Lumgair, Jr.

##### **Planning Commission Members Absent:**

Mr. Pete Onley

Mr. Tony Picardi

##### **Others Present:**

Mr. Rich Morrison, Director of Planning and Community Development

Ms. Kristen Tremblay, Assistant Planner

Mrs. Hollis Parks, Administrative Assistant

#### B. DETERMINATION OF A QUORUM

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

### 2. ADOPTION OF AGENDA

**On a motion made by Mr. Roberts and seconded by Mr. Silverman, the Planning Commission voted to adopt the agenda.**

### 3. PUBLIC COMMENT PERIOD (Not a public hearing)

Chairman Hickman opened the floor for the public comment period.

No one signed up or requested to speak.

### 4. MINUTES

#### A. November 13, 2013

**On a motion made by Mr. Papadopoulos and seconded by Mr. Lumgair, the Planning Commission voted to approve the minutes of November 13, 2013.**

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### 5. OLD BUSINESS

Prior to the discussion of the Capital Improvement Plan, Mr. Morrison wanted to introduce the Planning Commission to the new Assistant Planner, Kristen Tremblay, and the Commission welcomed her to Accomack County.

#### A. **Capital Improvement Plan (CIP)**

Mr. Morrison announced that he would be facilitating the CIP discussion on behalf of Mr. Mason, the Director of Finance.

Mr. Mason prepared a brief PowerPoint presentation for the Planning Commission for Mr. Morrison to present in his absence. The PowerPoint covered topics such as what the CIP is, why have a CIP, eligible projects, the historical role of the Planning Commission, and changes in this year's process.

At its meeting on November 13, 2013, the Planning Commission asked if it could prioritize the projects listed in the CIP. In an email dated Monday, December 2, 2013, Mr. Mason stated that he had no objections to the Planning Commission suggesting top priorities for the Board of Supervisors. Mr. Morrison suggested limiting the prioritizing to the top five projects and Chairman Hickman suggested establishing a public hearing first to receive input from the public.

**Mr. Lumgair moved, seconded by Mr. Silverman, to schedule a public hearing on the FY 2015-2019 Capital Improvement Plan (CIP) for January 8, 2014.**

Before the question was called, Mr. Morrison asked if the Planning Commission had any questions for Stewart Hall, Director of Public Works.

Some members of the Planning Commission stated that they thought the Northern Accomack Wastewater Treatment Facility project (07-PW-20) needed to stay in the CIP.

The Planning Commission then asked Mr. Hall about the old NASA Ferry Dock project, which generated some discussion at the November 13, 2013 meeting. Mr. Hall provided the Planning Commission with pictures of several of the waterfront projects (Harborton, Folly Creek, and NASA Ferry Dock) that are included in the CIP and discussed them individually.

Following discussion with Mr. Hall, Chairman Hickman called for the question on the motion made by Mr. Lumgair and seconded by Mr. Silverman. **On a 6-0 vote, the Planning Commission unanimously voted to schedule a public hearing on the FY 2015-2019 Capital Improvement Plan for January 8, 2014.**

**6. NEW BUSINESS**

**A. Draft 2014 Planning Commission Meeting Schedule**

Mr. Morrison announced that the Planning Commission will have to change the meeting location for its January 8, 2014 meeting because the Board of Supervisors will be having its organizational meeting in the Board Chambers on the same date. Staff committed to locating and securing a meeting location. Once the location is secured, staff will inform the Planning Commission.

Mr. Morrison then presented the draft 2014 Planning Commission Meeting Schedule to the Planning Commission.

**On a motion made by Mr. Roberts and seconded by Mr. Silverman, the Planning Commission voted to approve the 2014 Planning Commission Schedule.**

**B. Town Center at Wallops Island Spaceport Planned Unit Development Ordinance**

Chairman Hickman recused himself from this matter due to a conflict of interest and turned the Chair to David Lumgair.

Mr. Morrison presented a brief PowerPoint presentation regarding the Town Center Planned Unit Development (PUD) Ordinance.

He reminded the Planning Commission that at its September 11, 2013 meeting, it recommended denial of the Bridge Hill Conditional Rezoning Amendment and the Town Center at Wallops Island Spaceport Planned Unit Development applications to the Board of Supervisors. He went on to inform the Planning Commission that the Board held a public hearing on both applications on October 16, 2013 and at its November 20, 2013 meeting, voted to deny the Bridge Hill Conditional Rezoning Amendment and to send the PUD Ordinance that was submitted by the applicant back to the Planning Commission to schedule and conduct a public hearing.

The Planning Commission asked why a public hearing on this was needed and Mr. Morrison informed the Planning Commission that Mark Taylor, the County Attorney, advised the Board of Supervisors that this needed to be done for due process.

**On a motion made by Mr. Roberts and seconded by Mr. Bob Hickman, the Planning Commission voted to schedule a public hearing on the Town Center at Wallops Island Spaceport Planned Unit Development Ordinance for January 8, 2014.**

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### **C. Mark-Dana Corporation “Accomack Village” Conditional Use Permit**

Chairman Hickman returned to the Chair.

Mr. Morrison presented a brief PowerPoint presentation regarding the recently-submitted Conditional Use Permit application for Accomack Village and requested that a public hearing be scheduled for January 8, 2014.

Accomack Village is a proposal for 96 affordable-family-housing units and is proposed for property located between Route 13 and the existing senior-citizen apartment building complex known as Accomack Manor, near the intersection of Route 13/Lankford Highway and Route 679/Metompkin Road.

The Planning Commission asked Mr. Morrison why this application was being rushed and he informed the Commission that the applicant is applying for low-income-housing tax credits necessary to make the project viable and must have an unconditional approval from the County by March 14, 2014.

The Planning Commission then asked if it could put conditions on this project and Mr. Morrison informed the Commission that it can as long as it is completed before it goes to the Board of Supervisors. He advised the Planning Commission to schedule the public hearing for January 8, 2014 and if need be, further discuss the matter at its January 28, 2014 work session.

**Mr. Bob Hickman moved, seconded by Chairman Hickman, to schedule a public hearing on the Accomack Village Conditional Use Permit for January 8, 2014.**

**Mr. Lumgair moved to amend the motion to make the public hearing contingent upon the Planning and Community Development Department receiving a completed application and its attachments before Friday, December 20, 2013 [the date that staff needs to send the public hearing advertisement to the newspaper].**

**Mr. Bob Hickman accepted the amendment and the motion passed on a 6-0 vote.**

After the public hearing had been scheduled, the Planning Commission asked the applicant questions and raised some concerns regarding the proposed playground location, stormwater retention, parking areas, entrance for the project, permeable pavement, lighting, and the need for this project, in hopes that the concerns could be addressed and answers given at the public hearing.

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### 7. OTHER MATTERS

#### A. **Resolution of Appreciation – George T. Parker**

Chairman Hickman presented and read the Resolution of Appreciation for Mr. George Parker, which is attached, and the Planning Commission unanimously moved and voted to approve the resolution.

The Planning Commission and staff graciously thanked Mr. Parker for his service to Accomack County.

#### B. **Resolution of Appreciation – E. Phillip Hickman**

Mr. Roberts, the longest standing member of the Planning Commission other than Chairman Hickman, presented and read the Resolution of Appreciation for Mr. E. Phillip Hickman, which is attached, and the Planning Commission unanimously moved and voted to approve the resolution.

The Planning Commission and staff graciously thanked Mr. Parker for his service to Accomack County.

#### C. **Subdivision Agent Report**

Mr. Morrison informed the Planning Commission that the Subdivision Agent Report from October 16 – November 15, 2013 was included in the packet.

### 8. ELECTION OF 2014 PLANNING COMMISSION OFFICERS

Mr. Morrison addressed the Planning Commission regarding the election of the 2014 officers and admitted that the election of officers is usually done in January but thought Chairman Hickman would like to take part in the election. The Planning Commission agreed.

Mr. Morrison opened the floor for nominations for Chairman:

**Mr. Papadopoulos moved, seconded by Mr. Bob Hickman, to nominate Mr. David Lumgair, Jr. as Chairman. After no other nominations were made, the Planning Commission voted unanimously to elect Mr. David Lumgair, Jr. as Chairman for 2014.**

Mr. Roberts moved to nominate Mr. C. Robert “Bob” Hickman as Vice-Chairman and he respectfully declined.

Mr. Silverman moved to nominate Mr. Leander Roberts, Jr. as Vice-Chairman and he too respectfully declined.

Mr. Roberts moved to nominate Mr. Alan Silverman as Vice-Chairman and he too

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respectfully declined.

Mr. Silverman moved to nominate Mr. Spyridon “Spiro” Papadopoulos as Vice-Chairman and he too respectfully declined.

The Planning Commission then agreed to conduct the election of a Vice-Chairman for 2014 at its January 8, 2014 meeting.

**9. NEXT MEETING**

The next regular Planning Commission meeting is scheduled for Wednesday, January 8, 2014 at 7:00 p.m. at a location to be determined.

**10. ADJOURNMENT**

Chairman Hickman announced that the Planning Commission and the staff would be meeting at the Blarney Stone in Onancock and that no business would be conducted. The public was invited to join the Planning Commission and staff in wishing Mr. Phil Hickman and Mr. George Parker best wishes and thanking them for their service to Accomack County.

**The Planning Commission unanimously voted to adjourn the meeting.**

The meeting was adjourned at 8:15 p.m.

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E. Phillip Hickman, Chairman

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Hollis Parks, Administrative Assistant