

---

**Town Council:** Bob Bloxom, Ray Burger, Thelma Gillespie, Joy Marino, Sarah Nock and Maphis Oswald  
**Mayor:** Fletcher Fosque | **Town Manager:** Matt Spuck

---

**Town of Onancock**  
**Planning Commission Meeting Minutes**

August 17, 2021 at 5:30 p.m.

1. Call to order and roll call
  - a. Chairperson Grier called the meeting to order at 5:33pm
  - b. All members were present.
2. Consideration and approval of meeting minutes from:
  - a. July 20, 2021 meeting
    - i. A motion was made by Commissioner Schreiber and properly seconded by Commissioner Brockmeier. No discussion was held and voted to accept unanimously.
3. Commissioner Business:
  - a. Joint Public Hearing – Onancock Planning Commission and Town Council to hear public comment regarding the FY 2022 Comprehensive Plan
    - i. Mr. Spuck updated the Commission on the upcoming joint public hearing. There was no discussion or questions.
  - b. Review draft Homestay ordinance
    - i. Every Commissioner provided input on the current version and several suggestions were made to refine it to reflect the community opinions and feedback each Commissioner has received.
    - ii. Several Council members and community members were present and allowed to contribute to the discussion
      1. The Commission requested that Mr. Spuck revise the current version to reflect new comments and present to the Commission for review at the September 21, meeting.
  - c. Review ordinances for proposed new construction
    - i. Mr. Spuck presented two current property transactions that may request building construction on the edge of the Creek. One of these possible projects will require construction on a current paper road. He reviewed all ordinances concerning these types of projects regarding, setback requirements, RPA buffer areas and administrative, utility connection requirements, and paper road construction. All Commissioners agreed with Mr. Spuck's interpretation of current Town Code.
      1. No building or zoning permit has been applied for, but in the event they are Mr. Spuck appreciated the support of the Commission in his interpretation of the Code.
4. Adjourn
  - i. A motion was made by Commissioner Brockmeier and properly seconded by Commissioner Frey. No discussion was held and voted to accept unanimously.