

Town of Onancock, Virginia  
Planning Commission Meeting

Tuesday

July 17, 2018

5:30 P.M.

Call to Order and Roll Call:

Town Manager William Kerbin called the meeting to order at 5:35 P.M.

Commission members Larry Frey, Judith Grier, and Scott Schreiber were present. Commission member Ridgway Dunton arrived late. A quorum was established. Commission member Bill Bagwell was absent.

Residents in attendance: Mayor Fletcher Fosque and Matt Spuck.

Minutes:

Town Manager William Kerbin asked if there were any changes or additions to the April 17, 2018 minutes as presented.

A motion was made by Commission member Scott Schreiber to approve the minutes as presented. Commission member Judith Grier seconded the motion. The minutes were approved by unanimous voice vote.

Items of Business:

a. Selection of a new Chairman:

A motion was made by Commission member Scott Schreiber to name Judith Grier as Chairman. Commission member Larry Frey seconded the motion. The motion was approved by unanimous voice vote.

b. Recommendation of new Planning Commission member to Town Council:

Chairman Judith Grier read the names of individuals who expressed an interest in serving on the Planning Commission. They are Jeffery Barrett, Ed Oswald, Shyreka Riley and Matt Spuck. Chairman Grier turned the meeting over to Town Manager Kerbin for discussion.

Discussion:

Mr. Kerbin stated that the Town Council at the May 21, 2018 meeting requested that the Planning Commission provide a recommendation for one of these individuals before making an appointment. Mr. Kerbin gave a brief statement about each candidate. Chairman Grier stated that there should be a better application process in place for use in the future. Matt Spuck was present at the meeting and was asked to give a brief statement about his interest in the position and his qualifications.

Commission member Schreiber asked how many members the Planning Commission should have. Mayor Fosque stated seven members and Mr. Kerbin agreed adding that one member had to be a member of Town Council.

A point of information was made by Deputy Clerk Mariellen Mearsheimer that the commission also needed to choose a Vice-Chairman. Mayor Fosque also stated they also need an Executive Secretary according to the bylaws.

The commission members decided to wait until all members were appointed to make that decision.

Chairman Grier made a motion that the Planning Commission make a recommendation to the Town Council that Matt Spuck be the new Planning Commission member. Commission member Scott Schreiber seconded the motion. The motion was approved by unanimous voice vote.

c. Discussion of Text Amendment: Wireless Communication Facilities in Parks and Open Spaces Zoning District

Town Manager William Kerbin told commission members that Verizon has applied to put a cell tower next to the Town's water tower. Mr. Kerbin stated the Town needs an ordinance since towers are not permitted in the Parks and Open Spaces Zoning district. He also stated Verizon has drafted a text amendment for the commission to look at for discussion purposes. Mr. Kerbin also told commission members that a joint public hearing has been scheduled with the Planning Commission and Town Council for July 26, 2018 at 7:00 P.M. in Council chambers. Mayor Fosque stated that everyone should be there, a quorum is needed to order to have a hearing. Discussion followed about the order of the joint meeting. The Planning Commission will be expected to make a recommendation to the Town Council after discussion.

Commission members asked if Verizon will lease the land from the town and if the cell tower would be revenue producing. Mayor Fosque stated that we sold the rights to anything on the water tower and Verizon would be putting the cell tower outside the circle of land controlling the water tower. Town Manager Mr. Kerbin said it would be revenue producing. Chairman Grier asked if there would be a strobe light for air traffic on top of the tower and what would that do for quality of life. Mayor Fosque stated it would not be a strobe light it would be a red light. Discussion followed about set-backs, tower height and fall zones. Commission members asked how much money the Town would receive for this lease and if it was just a land lease or would the Town receive a percentage of their revenue. Mr. Kerbin stated the Town would receive \$1,000 per month and that the deal with Verizon was just a land lease and the Town will not receive a percentage of their revenue. Mayor Fosque stated that Verizon is not interested in going on top of the water tower. Mayor Fosque stated Verizon first needs to get the text amendment changed to allow the tower in the Parks and Open Spaces Zoning district and then apply for a special use permit.

A commission member asked what the other parks were in town and whether this change would affect those sites. Mayor Fosque stated we could always turn down any request and they would have to meet zoning and set back requirements, but we might have a hard time saying no if another company wanted to put a tower up near the water tower.

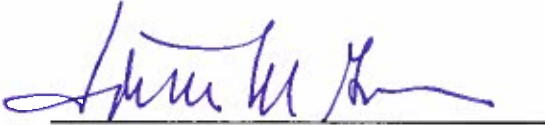
Public Comment:

None

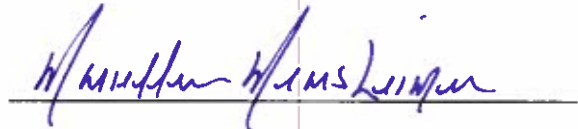
Adjourn:

Chairman Judith Grier made a motion to adjourn. Commission member Scott Schreiber seconded the motion. The motion was approved by unanimous voice vote.

The meeting was adjourned at 6:00 P.M.



Judith Grier, Chair



Mariellen Mearsheimer, Deputy Clerk