

Meeting Notice

Planning Commission Meeting

Tuesday

October 23, 2018

At 5:30 p.m.

The Onancock Planning Commission will hold a meeting at 5:30 p.m. on Tuesday October 23, 2018. The meeting will be held in the Town Hall Council Chambers at 15 North Street, Onancock, VA 23417.

Town of Onancock, Virginia
Planning Commission
AGENDA
October 23, 2018
5:30 p.m.

1. Call to Order and Roll Call
2. Review of the Minutes from the August 21, 2018 Meeting
3. Items of Business
 - a. Review of Homestay Ordinance Language
 - b. Proposed Definition of Attached - Structure Ordinance Language
4. Public Comment
5. Adjourn

Town of Onancock
Planning Commission Meeting

Tuesday

August 21, 2018

5:30 P.M.

Call to Order and Roll Call:

Chairman Judith Grier called the meeting to order at 5:30 P.M.

Commission members Bill Bagwell, Larry Frey, Judith Grier, Scott Schreiber, and Matt Spuck were present. Commission members Robert Bloxom and Ridgway Dunton were absent. A quorum was established. Town Manager William Kerbin and Deputy Clerk Mariellen Mearsheimer were also in attendance.

Minutes:

Chairman Judith Grier asked if there were any changes or additions to the July 17, 2018 minutes as presented.

A motion was made by Commission member Bill Bagwell to approve the minutes as presented. Commission member Larry Frey seconded the motion. Commission member Frey then made a motion to amend the minutes under Items of Business, Section C, paragraph two, from \$1,000 to \$1,000 per month. Commission member Scott Schreiber seconded the motion.

The minutes were approved as amended by unanimous voice vote.

Items of Business:

a. Selection of the Vice Chairman:

A motion was made by Commission member Matt Spuck to select Scott Schreiber as Vice Chairman. Commission member Bill Bagwell seconded the motion. The motion was approved by unanimous voice vote.

b. Site Plan Review: New cell tower in the Parks and Open Space district:

Review and discussion of the site plan for the new Verizon cell tower followed.

c. Strategic Planning:

Discussion centered around the Planning Commission getting together with the Main Street Initiative group for planning purposes. Commission members wanted to know who would take the lead and who the Main Street Initiative group would report to. Commission members asked Town Manager Kerbin to act as a liaison with the group.

Public Comment:

None

Adjourn:

Commission member Bill Bagwell made a motion to adjourn. Vice chairman Scott Schreiber seconded the motion. The motion was approved by unanimous voice vote.

The meeting was adjourned at 5:57 P.M.

Judith Grier, Chair

Mariellen Mearsheimer, Deputy Clerk

Homestay Regulations
February 27, 2017

Section 24-16 (c)

Definitions:

Homestay - Homestay means a home occupation in which an individual owns a dwelling and also provides lodging in a portion thereof for temporary periods of times not to exceed 3 weeks.

- 1. An owner of a Homestay residence must apply for a business license and is subject to the transient occupancy tax.*
- 2. The owner shall only be permitted one (1) homestay in the Town of Onancock.*
- 3. The applicant must provide contact information for a responsible party, if the owner is not the responsible party, the owner must identify a responsible party who will be available 24 hours a day, 7 days a week, to respond to, and resolve issues and complaints that arise during a period in which the dwelling is being used for transient occupancy.*
- 4. The number of overnight guests will be determined by the zoning administrator in consultation with the homeowner based on the number of bedrooms, size of the house and size of the lot subject to approval of the Town Council.*
- 5. The Homestay shall comply with all applicable Town, county, state and federal statutes, regulations and ordinances.*
- 6. The Town reserves the right to inspect the residence based on complaints to verify that the Homestay is being operated in accordance with the regulations set forth within this section.*
- 7. The special use permit may be revoked by the zoning administrator (i) in the event that three (3) or more substantiated complaints are received by the Town in a calendar year, or (ii) failure to maintain compliance with any of the regulations set forth in this section.*

Attached vs Detached Proposed Zoning Amendment Change
Town of Onancock Planning Commission Meeting
October 23, 2018

1. Add in General Provisions (24-1) the following definition:

Attached Structure: For the purpose of this Zoning Code, an Attached Structure is one where a structure is otherwise complete in itself and depends for structural support or complete enclosure upon a division wall or walls and roofline shared in common with an adjacent structure, such that such attachment is not able to be removed without significant damage to either or both structures. Typically an Attached Structure should open directly unto the rest of the dwelling via a doorway such that entry between structures is made without going outside.

2. Amend the definition of Building, Accessory in 24-1 as follows:

Building, Accessory: A subordinate structure customarily incidental to and located upon the same lot occupied by the main structure. No such accessory structure shall be used for housekeeping purposes **unless it meets the definition of an Attached Structure defined in this section.** Garages or other accessory structures such as carports, porches, and stoops attached to the main building shall be considered as part of the main building.