

Town of Onancock  
Planning Commission Meeting  
Tuesday  
December 18, 2018  
5:30 P.M.

Call to Order and Roll Call:

Chairman Judith Grier called the meeting to order at 5:31 P.M.

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

Onancock residents Janet Fosque and Karin Rush-Monroe, representing The Main Street Program, attended the meeting.

Minutes:

Chairman Judith Grier asked if there were any changes or additions to the October 23, 2018 minutes as presented.

Commission member Robert Bloxom made a motion to approve the minutes as presented. Commission member Bill Bagwell seconded the motion. The minutes were approved by unanimous voice vote.

Items of Business:

a. Main Street Update

Ms. Janet Fosque stated the Main Street Program was looking forward to partnering with the Planning Commission. She presented the Planning Commission the results of their survey. Ms. Fosque stated that the two biggest concerns expressed were issues with wireless internet (WiFi) and empty buildings in town. Ms. Fosque stated the WiFi issues seemed to be taking care of themselves and felt there was not much their group could do even though it was one of the biggest concerns. She stated the Main Street Group felt issues with empty buildings could be solved with a multitude of steps taken with many different organizations and the Town involved. She stated one of the first steps to help make the Town more attractive and usable, which should attract more entrepreneurs to the town, would be to apply for a grant for strategic planning to get professional help with wayfinding and signage. She stated wayfinding was finding your way to things in town and signage being consistency that gives the Town a chosen look. Streetscaping and landscaping were another big concern. Ms. Fosque stated part of the strategic planning could be considering the corridor into town and what kind of impression it gives. The open spaces, public spaces and little alleyways also need to look vibrant and cared for. She stated parking, often considered too late, was also an issue they want to consider in the strategic plan. Ms. Fosque stated this will be our first effort then they will bring that professional study to the Planning Commission and the Town.

Ms. Karin Rush-Monroe stated the importance of partnering with different groups when they are planning such as the Planning Commission or for example, VDOT, which is planning to repave Market

Street, which could have implications for other things. The group can look at projects that are a priority for the Town, be involved in planning efforts and look for resources.

Discussion followed with the Commission about gathering information about what other towns are doing, goal setting for the future and coordinating with the Main Street Group on revising the Town's Comprehensive Plan.

Commission member Matt Spuck was interested in seeing the information the Main Street Group had gathered about incentives and ordinances other towns were using. He also asked if the group would be filtering the information or giving the Planning Commission all the information gathered.

Commission member Bill Bagwell asked Ms. Fosque if she had heard of the guidelines created for façade restoration and streetscapes by the Delmarva Advisory Consortium. Ms. Fosque responded that she had heard of them and that she knew Commissioner Bagwell had used those guidelines when refurbishing his office building in town. Commissioner Bagwell responded he was the only one in town who used the guidelines. Ms. Fosque hoped a copy of those guidelines could be found. Commissioner Bagwell said he thought he had a copy in his files and would look for it. Town Manager William Kerbin stated the Town might have a copy of the guidelines as well and would look for them.

Chairman Judith Grier thanked Ms. Fosque and Ms. Rush-Monroe for their work on the Main Street Program.

b. Review of Proposed Homestay Regulations

Commission member Robert Bloxom gave an overview of why the Planning Commission was reviewing the Homestay regulations for new Commission members Matt Spuck and Larry Frey. Discussion followed about changing the Homestay regulations to allow them in a detached structure located on a homeowners' property after a request by a homeowner and her realtor. Commission member Bill Bagwell stated the big question was whether you can have residency in any detached structure on your property. Commission member Bloxom stated there was precedent set for not allowing residency in a detached structure because zoning does not allow it. Discussion followed concerning set-backs, enforcement, increased property values and taxes and how allowing Homestays in detached structures would affect everyone in town. Commission member Bloxom asked the Commission members if they were in favor of people living in detached structures? Yes or No.

Commission Chair Judith Grier asked for Public Comment.

Town resident Janet Fosque stated her concerns about allowing two buildings on one property, which would be against zoning ordinances, set-backs, the difficulty of enforcement, absentee landlords, the possibility of homestays having many rooms, hardship cases that once constructed become permanent and changing the nature of our neighborhoods.

Commission Chair Grier thanked Ms. Fosque for her comments.

Commission Chair Grier asked if she could get an informal poll of the members. She stated she was opposed to any changes to the Homestay ordinance at this time. Commission member Spuck was also opposed to any changes. Commission member Bagwell was also opposed to changes because it could lead to degradation of quality of life in the residential districts. Commission member Larry Frey was also

opposed to any changes. Commission member Scott Schreiber wanted to find a way to make it work on a case by case basis but if not then he would also be opposed to any changes.

Planning Commission members made a recommendation to the Town Council not to make changes to the homestay regulations.

Ms. Fosque asked if condos were allowed in the residential districts. Discussion followed with an answer of yes, they are allowed. Condos do not have anything to do with zoning they are a form of ownership.

c. Review of Attached versus Detached Zoning Amendment Change

Commission member Bloxom reviewed the reasons why the Town needs a clear definition of an attached structure in the code.

Commission member Matt Spuck found an error in General Provisions (24-1); second line from the bottom, "an Attached Structure should open directly unto the rest", unto should be into. The commission members agreed to the change.

Discussion followed concerning division wall, enclosed walls and shared rooflines.

Commission member Bloxom made a motion to approve the new language for Attached Structure and to amend the definition of Building Accessory in section 24-1 of the Town Code. Commission member Scott Schreiber seconded the motion. The motion was approved by unanimous voice vote.

Commission Chair Grier asked for approval to change the Tuesday January 15, 2019 meeting to Tuesday January 22, 2019, in order to accommodate the speaker. The commission members agreed to the change.

Public Comment:

None

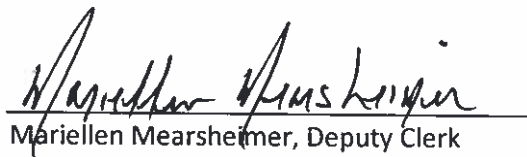
Adjourn:

Commission member Bill Bagwell made a motion to adjourn. Commission member Matt Spuck seconded the motion. The motion was approved by unanimous voice vote.

The meeting was adjourned at 6:28 P.M.



Judith Grier, Chair



Mariellen Mearshamer, Deputy Clerk