

Town of Onancock  
Planning Commission Meeting  
Tuesday  
October 19, 2021  
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, Robert Bloxom, Brandon Brockmeier, T. Lee Byrd, Larry Frey, Scott Schreiber and Carol Tunstall were present. A quorum was established.

Town Manager Matt Spuck and Deputy Clerk Mariellen Mearsheimer were present.

See Attendance Sheet (attached) for others present at the meeting.

Minutes:

Chairman Grier asked for a motion to approve the September 21, 2021 meeting minutes.

*Commission member Bill Bagwell made a motion to approve the September 21, 2021 meeting minutes as presented. Commission member Scott Schreiber seconded the motion. Discussion followed. The motion was approved by unanimous voice vote.*

Chairman Grier shared with the Commissioners that she would be resigning from the Planning Commission after this meeting. (See attached letter)

Items of Business:

- a. Brief update on status of Comprehensive Plan Review  
Mr. Spuck stated he had asked for comments on the Comprehensive Plan from Town Council members by October 06, 2021 and has not received any comments to date and added that Town Council has the Comprehensive Plan on its' agenda for adoption at the October 25, 2021 meeting.
- b. Review zoning for Pine Street  
Mr. Spuck shared with Commission members an Accomack County tax map with highlighted parcels on Pine Street that do not meet setback requirements for Residential 1A (R1A) zoning because of the size of the lots (see attached) and recommended a change from R1A to Residential 1C (R1C) zoning. Discussion followed. Commission member Bloxom stated there was only one lot not developed and asked if the owner of that lot should be asked what he wanted to do about the zoning change. The consensus was that the Planning Commission proceed with the process to possibly change the zoning of these parcels to R1C to align with neighboring properties more closely.
- c. Recommendation to rezone four parcels to Cultural, Recreational and Community Facilities  
Town Manager Spuck made a recommendation to the Planning Commission that they rezone the following four parcels to Cultural, Recreational and Community Facilities: the entrance to the new dog park, the dog park, the entrance to town at the corner of Market Street and Fairgrounds Road and the Town property on Parker Street. This change more closely aligns with the current actual use. Discussion followed and the Commission members agreed unanimously to move forward with the process.
- d. Paper road construction standards and requirements

Town Manager Spuck brought to the Commission members the need to discuss paper road construction and standards due to potential development on a paper road at Merry Lane and shared with them the Virginia Department of Transportation's (VDOT) specifications. Discussion followed. It was agreed that the developer of any land on a paper road would need to build the road first and it would have to meet VDOT specifications which would allow the road to be turned over to VDOT at some point in the future.

These specifications are eighteen feet minimum width, tar, and chip with a slurry seal on a compacted base of crusher run. The Town would require a performance bond from the developer to ensure the slurry seal (which does not get installed for two to three years), is completed. Stormwater drainage system to be installed, the design of which shall be reviewed by VDOT before construction begins. No decision was made as to when to put in the ordinance.

- e. Review most recent version of Homestay ordinance – preliminary, for discussion purposes only  
Town Manager Spuck presented the most recent version of the Homestay ordinance with a change in verbiage in section h dealing with the number of children allowed under the age of eighteen in a nuclear family and section i dealing with insurance. Discussion followed.

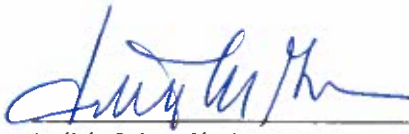
*Commission member Byrd made a motion to recommend this version to Town Council for consideration. Commission member Frey seconded the motion. The motion was approved by unanimous voice vote.*

Adjourn:

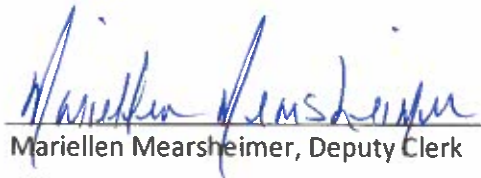
Chairman Grier asked for a motion to adjourn.

*Commission member Carol Tunstall made a motion to adjourn. Commission member Brandon Brockmeier seconded the motion. The motion was approved by unanimous voice vote.*

The meeting adjourned at 6:10 P.M.



Judith Grier, Chair



Mariellen Mearsheimer, Deputy Clerk