

**Town Council:** *Brandon Brockmeier, Ray Burger, Cynthia Holdren, Joy Marino, Sarah Nock and Maphis Oswald*  
**Mayor:** *Fletcher Fosque* | **Town Manager:** *Matt Spuck*

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**Planning Commission**

**May 1, 2023**

**5:30 PM Council Chambers**

**Agenda**

- 1) Call to Order
- 2) Attendance/ Establish Quorum
- 3) Review meeting minutes from April 3, 2023
- 4) Special Use Permit: Homestay: 2 Waples
- 5) Special Use Permit: Homestay: 7 Lake Street
- 6) Special Use Permit: Homestay: 102 Market Street
- 7) Sale of Town Property
- 8) HRSD and Town Project Updates
- 9) Commissioner comments
- 10) Adjourn

**Town of Onancock  
Planning Commission Meeting  
Monday, April 3, 2023  
5:30 PM**

**1) Call to Order**

Chairperson Schreiber called the meeting to order at 5:30 PM.

**2) Attendance/Establish Quorum**

Commissioners Bagwell, Brockmeier, Byrd, Dillon, Frey, and Tunstall were present. Chairperson Schreiber was also present. A quorum was established. Town Manager Matt Spuck and Town Clerk Debbie Caton were present.

**3) Review meeting minutes from March 6, 2023 meeting.**

Commissioner Brockmeier moved to approve the minutes. Commissioner Tunstall seconded the motion. The motion passed with 6-0 vote.

**4) Special Use Permit: Fence – 35 Meadville Dr.**

John and Lisa Fiege submitted a special use permit for a fence because the property is considered a corner lot. Town Manager Spuck verified the right of way with VDOT and the measurements. Upon approval, he will notify the neighbors via certified mail. Commissioner Bagwell moved to pass along the application to Town Council for a public hearing. Commissioner Dillon seconded the motion. The vote passed with a 6-0 vote.

**5) Special Use Permit: Homestay – 16 Market St.**

Fletcher and Janet Fosque submitted a special use permit Homestay application. All requirements were met, and the application is compliant. Commissioner Byrd moved to pass along the application to Town Council for a public hearing. Commissioner Frey seconded the motion. The vote passed with a 6-0 vote.

**6) Zoning penalty process and amounts**

Town Manager Spuck will establish a fee schedule that will allow penalty fees for zoning violations. No objections from the Commissioners.

**7) Commissioner Comments**

No comments

**8) Adjourn**

Commissioner Tunstall moved to adjourn the meeting. Commissioner Brockmeier seconded the motion. The motion passed with a 6-0 vote. The meeting adjourned at 6:30 PM.

# TOWN OF ONANCOCK

15 NORTH STREET  
ONANCOCK, VIRGINIA 23417

RECEIVED  
BY: [Signature]

APR 10 2023

## SPECIAL USE PERMIT APPLICATION

Applicant's Name: Sharon Rohde

Address: 2 Waples street Onancock

Telephone: 757-710-1905 Date: 4/10/23

Location & Legal Description of Property Proposed\* : \_\_\_\_\_

2 Waples street

Onancock, VA 23417

No. of total guests (for homestay applicants only): 4 ✓

No. of proposed parking spaces (for homestay applicants only): 2 ✓

Parcel Number: \_\_\_\_\_

Zoning Classification: Residential

Name and telephone number for local emergency contact: 757-710-2025

Description of Proposed Use: Vacation Rental

I am a very particular home owner. My home is spotless and I will screen all applicants. I have discussed with my neighbor who will make sure no more than four guests are on the property. As I stated above, I will screen all applicants before accepting their application. Thank you for your consideration.

*KATIE DEMO  
ON WAPLES  
LOCAL COURT*

*No pets  
NO SMOKING*

*closest to  
KLEVER-  
D/S 206'*

PAID  
APR 10 2023  
BY: [Signature] #2331  
\$150.

(757) 787-3363  
Phone

(757) 787-3309  
Fax

www.onancock.com  
Website

# TOWN OF ONANCOCK

15 NORTH STREET  
ONANCOCK, VIRGINIA 23417

RECEIVED  
BY: MA  
FEB 07 2023

## SPECIAL USE PERMIT APPLICATION

Applicant's Name: NKM Properties LLC  
Address: 1335 Wakefield Dr Virginia Beach VA 23455  
Telephone: 347-730-3987 Date: 12/28/2022

Location & Legal Description of Property Proposed\* : 7 lake st

No. of total guests (for homestay applicants only): 8

No. of proposed parking spaces (for homestay applicants only): 4 parking space

Parcel Number: 085A2A 0000 38700

Zoning Classification: \_\_\_\_\_

Name and telephone number for local emergency contact: Nishana Morgan  
347 730 3987

Description of Proposed Use: Airbnb, Vrbo

PAID  
FEB 07 2023  
BY: MA 150.-

# TOWN OF ONANCOCK

15 NORTH STREET  
ONANCOCK, VIRGINIA 23417

I certify that the information listed above is true and accurate to the best of my knowledge,  
and I will comply with all provisions of the Code for the Town of Onancock.

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Signature of Applicant

12/28/2022

Date

**\*For requests to operate homestays, the applicant must attach a site plan that provides location of the home, setbacks from all property lines and the street, no. of proposed parking spaces, and traffic flow patterns entering and leaving the property. The zoning administrator will conduct a site visit of the property as part of the review of the application.**



# Accomack County, Virginia

**Tax Map #:**  
85A2-A-387

**Parcel ID:**  
085A2A000038700

The assessment information is obtained from the total value of these tax map numbers...

85A2-A-387

## Summary

**Owner's Name**  
NKM PROPERTIES LLC

**Mailing Address**  
1335 WAKEFIELD DR  
VIRGINIA BEACH, VA 23455

**Base Zoning**

Note: Part or all of this area falls within the limits of an Incorporated Town. Please check with applicable Town for zoning classification within town limits.

**Overlay Zoning**

**Tax District**

Subscription Only



## Sale Information

<b>Transfer Date:</b>	5/24/2022 12:00:00 AM
<b>Sales Price:</b>	0.00000000
<b>Grantor:</b>	MORGAN,KEVIN D
<b>Deed Reference:</b>	2200 02648
<b>Additional Ref:</b>	Book 608
<b>Additional Ref:</b>	Page 703

## Assessment Information

	New 2022 Assessment	Prior Assessment
<b>Land Value</b>	\$31,500	\$31,500
<b>Improvement</b>	\$43,600	\$32,600
<b>Total Value</b>	\$75,100	\$64,100

The assessment information is obtained from the total value of these tax map numbers...  
85A2-A-387

## Land

<b>Property Class:</b>	100-Incorporated Town	<b>Electricity:</b>	Subscription Only
<b>Legal Description:</b>	EVANS RES - LAKE ST	<b>Gas:</b>	Subscription Only
<b>Land Description:</b>	HOMESITE - PAVED ROAD	<b>Sewer:</b>	Subscription Only
<b>Street Type:</b>	Subscription Only	<b>Water:</b>	Subscription Only

# TOWN OF ONANCOCK

15 NORTH STREET  
ONANCOCK, VIRGINIA 23417

## SPECIAL USE PERMIT APPLICATION

Applicant's Name: Steven J. Evans

Address: 2041 Pruett Ct. Glen Allen VA 23059

Telephone: 804-332-4023 Date: 4/21/2023

Location & Legal Description of Property Proposed\* : \_\_\_\_\_

102 Market St. Onancock VA 23417

Onancock Section #1 Lot #163

No. of total guests (for homestay applicants only): 10

No. of proposed parking spaces (for homestay applicants only): 2

Parcel Number: 85A2-A-163

Zoning Classification: Residential

Name and telephone number for local emergency contact: \_\_\_\_\_

Irene Carr Lewin 757-710-6072 Catherine Morphis 804-441-5225

Description of Proposed Use: \_\_\_\_\_

homestay and family's second home  
home has 7 bedrooms and 4 full baths, two 1/2 baths



# TOWN OF ONANCOCK

15 NORTH STREET  
ONANCOCK, VIRGINIA 23417

I certify that the information listed above is true and accurate to the best of my knowledge,  
and I will comply with all provisions of the Code for the Town of Onancock.

---

*Anne Douglas*  
Anne Douglas  
Signature of Applicant

4-24-2023

Date

\*For requests to operate homestays, the applicant must attach a site plan that provides location of the home, setbacks from all property lines and the street, no. of proposed parking spaces, and traffic flow patterns entering and leaving the property. The zoning administrator will conduct a site visit of the property as part of the review of the application.

*Steven J. Evans*  
Steven J. Evans

04/24/23

(757) 787-3363  
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Website

# Accomack County, Virginia

## Legend

Parcels



two off-street parking spots in driveway

- 100' from street to front door lot

- 184' from back of house to lot

- 43' on Hill St. side from house to lot line

- 12' + between house + lot at 100 Market St.



Title: 102 Market St, Onancock

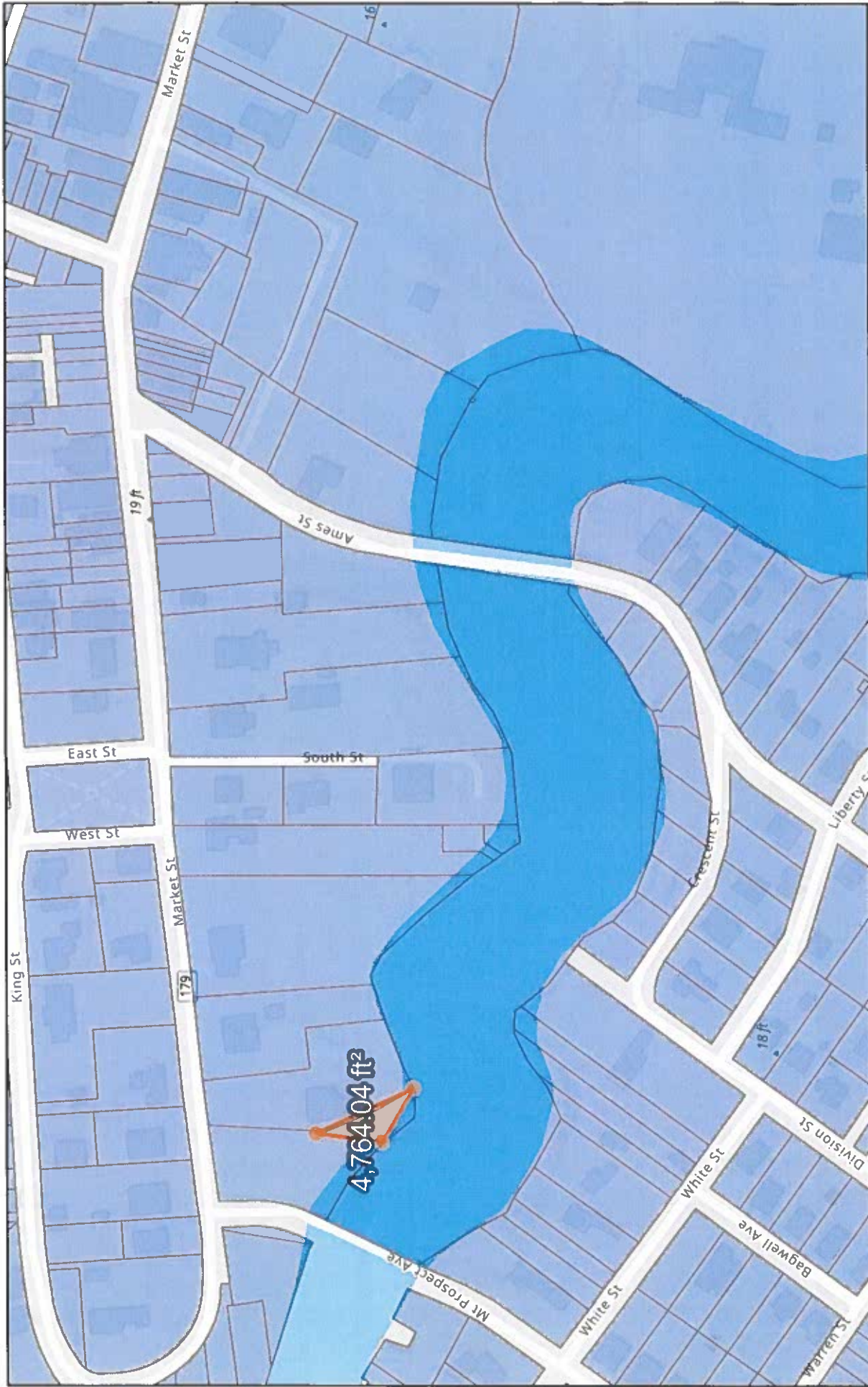
Date: 4/24/2023

Map Printed from AccoMap  
<https://parcelviewer.geodecisions.com/Accomack>



DISCLAIMER: This drawing is neither a legally recorded map nor a survey and is not intended to be used as such. The information displayed is a compilation of records, information, and data obtained from various sources, and Accomack County is not responsible for its accuracy or how current it may be.

# Adler Offer



4/24/2023

1:3,314

0 0.02 0.04 0.08 mi

0 0.04 0.07 0.14 km

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