

**Town of Onancock**  
**Planning Commission Meeting**  
**May 6, 2024**  
**6:00 PM**

**1) Call to Order**

Commissioner Dillon called the meeting to order at 6:00 PM.

**2) Attendance/Establish Quorum**

Commissioners Bill Bagwell, T. Lee Byrd, Jake Dillon, Larry Frey, and Carol Tunstall were present. Commissioner Brandon Brockmeier and Chairperson Schrieber were not present. A quorum was established. Town Manager Spuck was also present. Town Clerk Debbie Caton was present via Zoom.

**3) Approve minutes: April 1, 2023, meeting** - Commissioner Byrd moved to approve the minutes. Commissioner Frey seconded the motion. The motion passed with a 5-0 vote.

**4) Building Application (23 Market St) –**

- a. John Chandler spoke to the Planning Commission asking for clarification on a few things before moving forward with the purchase of the vacant lot beside 23 Market St. He is proposing a three-story unit with commercial space on the first floor and living space on the second and third floors. Because Section 38-154 states buildings may be erected to a height not to exceed 2-1/2 stories or 35 feet, Mr. Chandler asked for clarification that if the building does not exceed 35 feet, would a three-story building be acceptable?
- b. B-D parking - Town Manager Spuck will edit section 26.42A to say three-hour parking which is consistent with the rest of the ordinance. Also, Article XII: off-street parking will be removed. The new ordinance will be reviewed by the Town Council at the June 24, 2024, meeting. Commissioner Byrd moved to approve the Stopping, Standing and Parking ordinance as amended. Commissioner Tunstall seconded the motion. The motion passed with a 5-0 vote.

**5) Zoning change Commercial to Residential** - Jeff and Dottie Vernimb purchased 14 King Street and requested a zoning change from commercial to residential. Mr. Vernimb spoke to the planning commission explaining the desire to renovate the property to a single unit apartment. Commissioner T. Lee Byrd moved to approve the application and a joint public hearing with Town Council. Commissioner Bagwell seconded the motion. The motion passed with a 5-0 vote.

**6) Special Use Permit – Article XV** – Town Manager Spuck presented the Planning Commission with grammatical edits. Discussion ensued. Commissioner Tunstall moved to the approve the changes. Commissioner Bagwell seconded the motion. The motion passed with a 5-0 vote.

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- 7) **Public Comment** – no public comments
- 8) **Commissioner Comments** – no comments from Commissioner Dillon (sitting in for Chairperson Schrieber.)
- **Commissioner Bagwell** – Commissioner Bagwell asked how many Airbnb applications are in town and if there are any applications pending. Town Manager Spuck responded there are fourteen active Airbnb's and no pending applications. Commissioner Bagwell has concerns because of the issues in Cape Charles.
  - **Commissioner Byrd** – Commissioner Byrd echoed the comments of Commissioner Bagwell.
- 9) **Adjourn** - Commissioner Byrd moved to adjourn the meeting. Commissioner Frey seconded the motion. The motion passed with a 5-0 vote. The meeting adjourned at 6:44 PM.