

**Town of Onancock
Town Council Meeting
Monday, July 22, 2024
7:00 PM**

- 1) **Call to order and roll call:** Councilmembers Ray Burger, Cindy Holdren, Joy Marino, Sarah Nock, Maphis Oswald, Paul Weitzel and Mayor Fosque were present. Town Manager Matt Spuck and Town Clerk Debbie Caton were also present. A quorum was established.
- 2) **Pledge of Allegiance**
- 3) **Approve minutes from Special Meeting June 5, 2024** – Councilmember Oswald moved to approve the meeting minutes from the June 5, 2024, meeting. Councilmember Nock seconded the motion. The motion passed with a 6-0 vote.
- 4) **Approve minutes from the June 24, 2024, meeting** – Councilmember Nock moved to approve the meeting minutes from the June 24, 2024, meeting. Councilmember Oswald seconded the motion. The motion passed with a 6-0 vote.
- 5) **Closed Session** – Councilmember Nock moved to go into closed session for consultation with legal counsel as allowed per section 2.2-3711 A.7. Councilmember Holdren seconded the motion. The motion passed with a 6-0 vote. Closed session started at 7:06 PM.

Councilmember Nock moved to exit closed session of this regular meeting of the Onancock Town Council and certify by roll call vote that the item discussed in Closed Session align with the purpose stated in the motion made in Open Session. Councilmember Oswald seconded the motion. A roll call vote was taken:

- Councilmember Burger – yes
- Councilmember Holdren – yes
- Councilmember Marino – yes
- Councilmember Nock – yes
- Councilmember Oswald – yes
- Councilmember Weitzel – yes
- Mayor Fosque – yes

Open session reconvened at 7:37 PM.

- 6) **Public Hearings**
 - a. None scheduled.

Town of Onancock

Town Council Meeting

Monday, July 22, 2024

7:00 PM

7) Public Presentation

- a. None scheduled.

8) Council Action

- a. None scheduled.

9) Council Discussion

- a. Discuss the Parking ordinance. – Article II and Article XII (Joint public hearing held 2-26-24) – Because of some confusion with changes to the ordinance and clarity of certain recommendations from the Planning Commission, the ordinance needs to be reviewed again by the Planning Commission at the meeting scheduled for Monday, August 5, 2024. Another joint public hearing will be scheduled.
- b. Discuss town staff support for Onancock Economic Development Authority (ODEA) – Town Manager Spuck explained a few councilmembers thought his time was better spent on other duties and tasks as opposed to duties required to effectively run ODEA. Town Manager Spuck agrees. Town Manager Spuck will continue to do applications for reimbursement from the lender but grant research and legwork should be the responsibility of the committee.
- c. Discuss notes from Queen Street Parking meeting. – Councilmember Holdren reviewed the notes from the Queen Street Parking lot meeting which was available online as an attachment in the meeting materials. The purpose of the meeting was to hear from the stakeholders of the immediate properties around the parking lot. Another meeting will be scheduled as progress is made on the project.

10) Committee Reports

- a. Personnel (Cindy Holdren) – The personnel committee did not meet in July. A meeting will be scheduled in August to discuss the Town Manager’s evaluation.
- b. Onancock Main Street (Cindy Holdren) – Councilmember Holdren reported OMS met with the town stakeholders to plan advertising and events around the bike tour in October. OMS is hosting two community engagement events in September. There will be an uptown event at the Peninsula Center on September 5, 2024, from 5:00 PM – 8:00 PM. A second meeting for downtown at the Historic Onancock School on September 7, 2024, from 10:00AM – 1:00 PM. These events are designed to get feedback from residents, businesses, and tourist about what is working well in the town and improvements. OMS is mailing a postcard with a QR code for an online survey. The data collected will be used for future programming. OMS will soon apply for the Virginia Tourism Commission micro-business grant to help market businesses in the off season.

Town of Onancock

Town Council Meeting

Monday, July 22, 2024

7:00 PM

If awarded, the grant will be \$10,000, and the match is an in-kind match. OMS has added Cindy Mackey as a new member.

- c. Historic Onancock School (HOS) (Sarah Nock) – Councilmember Nock reported the July 3rd ice cream social was busy and the studios were open for Wine Wednesday. Paul Nolz’s Soccer camp was delayed for weather. Hopefully, the camp will run for the rest of the week. Performance Pavilion construction is progressing nicely, and fundraising efforts continue. There was a substantial gift by an anonymous donor. A search for a new office assistant and executive director is underway. OBCA is putting together a candidate forum for the upcoming election. The Champagne and Oyster fundraiser is Sunday, November 17, 2024. The Artisan Guild Holiday Tour will include the school as a site the Friday and Saturday after Thanksgiving.
- d. Planning Commission (Fletcher Fosque) – The Planning Commission did not meet because several commissioners were on vacation and a quorum could not be established.
- e. Waterfront (Fletcher Fosque) – The Waterfront Committee meeting was canceled.
- f. Onancock Economic Development Authority (OEDA) (Joy Marino) – OEDA did not meet.

11) Public Comment

- a. Priscilla Hart – Ms. Hart noted that Article XII – Off Street parking is still on the books. At the June 24, 2024, Town Council meeting an unlawful action was taken to remove Article XII from the current ordinance. Ms. Hart read the state code (See attached documents). Advertising in the newspaper for two consecutive weeks is required for any joint public hearing. The action to remove Article XII is invalid.
- b. Rosemary Paparo – Ms. Paparo thinks a hydrologist needs to tell us if we are vulnerable to saltwater intrusion in all the wells and if we are susceptible to ground water settlement. The town needs to hire an independent company to assess the infrastructure. Lastly, what is the cost to the town for connecting the water and sewer for the new neighborhood?
- c. Jay Miller – Mr. Miller has all the same concerns previously stated by Ms. Paparo. Mr. Miller asked if there is already a commitment to hook up the water and sewer to Coastal Square? Mayor Fosque responded there is a letter of intent. Town Manager Spuck explained the developer is completing the necessary application for new developments.
- d. Kasey Grier – Ms. Grier talked about art and culture support. She suggested the town consider a certain amount of money every year to support arts and culture. Organizations would be invited to produce simple proposals to explain things they want to do and why they might deserve the funds. A small group of citizens could be the grant panel and process the applications.
- e. Dr. Greg Felthousen – Dr. Felthousen thanked Councilmember Holdren for her work on the Queen Street parking lot. He also thanked Councilmember Nock for the updates

Town of Onancock

Town Council Meeting

Monday, July 22, 2024

7:00 PM

about HOS. Dr. Felthousen suggested Town Manager Spuck move to a spot that will capture him on video for all meetings. Dr. Felthousen supports the earlier comments about a water engineer to look at the water system. Dr. Felthousen asked who paid for the visual assessment of HOS' shortcomings.

- f. Dana Simpson – Ms. Simpson suggested a meeting with residents to ask for input on how they want Onancock to grow. She thinks the citizens are always playing catch up with ongoing issues and projects.

12) Mayor's Report – Mayor Fosque stated the water engineer will speak at the next town council meeting. Mayor Fosque suggested attending one of the two sessions hosted by OMS to express concerns or pass along ideas for growth.

13) Town Manager's Report

- a. Manager's Report:
 - The front and rear doors for the Welcome Center will be delivered mid-September.
 - Several zoning applications have been approved. This is encouraging as homeowner's are updating and spending money on their homes.
- b. Financial Report – see attached report.
- c. Councilmember Holdren moved to ask Town Manager Spuck to advertise an RFP for a plan and budget for the Welcome Center. Councilmember Nock seconded the motion. The motion passed with a 6-0 vote.

14) Councilmember Comments

- a. Councilmember Burger – no comments
- b. Councilmember Holdren – Some Councilmembers think the financial reports are difficult to interpret. They have expressed interest in another look at the reports. She asked that Councilmember Weitzel review the reports and offer suggestions that might be helpful.
- c. Councilmember Marino – Councilmember Marino agrees with the earlier comments to hire a water engineer. She addressed Mr. Miller's earlier question as to who approves the decision to supply water to an out-of-town housing development. The answer is that the town council will approve the application.
- d. Councilmember Nock – Councilmember Nock commented Mr. Bagwell's death leaves a hole in this town and it is hard to think about. The Blacksmith shop luncheon is from 10:00 AM to 2:00 PM on Saturday, August 24, 2024.

2023 Code of Virginia

Title 15.2 - Counties, Cities and Towns

Chapter 22 - Planning, Subdivision of Land and Zoning

§ 15.2-2204. Advertisement of plans, ordinances, etc.; joint public hearings; written notice of certain amendments

Universal Citation: VA Code § 15.2-2204 (2023)

[Previous](#)

[Next](#)

A. Plans or ordinances, or amendments thereof, recommended or adopted under the powers conferred by this chapter need not be advertised in full, but may be advertised by reference. Every such advertisement shall identify the place or places within the locality where copies of the proposed plans, ordinances or amendments may be examined.

The local planning commission shall not recommend nor the governing body adopt any plan, ordinance or amendment thereof until notice of intention to do so has been published once a week for two successive weeks in some newspaper published or having general circulation in the locality, with the first notice appearing no more than 14 days before the intended adoption; however, the notice for both the local planning commission and the governing body may be published concurrently. The notice shall specify the time and place of hearing at which persons affected may appear and present their views. The local planning commission and governing body may hold a joint public hearing after public notice as set forth in this subsection. If a joint hearing is held, then public notice as set forth in this subsection need be given only by the governing body. As used in this subsection, "two successive weeks" means that such notice shall be published at least twice in such newspaper, with not less than six days elapsing between the first and second publication. In any instance in which a locality has submitted a correct and timely notice request to such newspaper and the newspaper fails to publish the notice, or publishes the notice incorrectly, such locality shall be deemed to have met the notice requirements of this subsection so long as the notice was published in the next available edition of a newspaper having general circulation in the locality. After enactment of any plan, ordinance or amendment, further publication thereof shall not be required.

B. When a proposed amendment of the zoning ordinance involves a change in the zoning map classification of 25 or fewer parcels of land, then, in addition to the advertising as required by subsection A, the advertisement shall include the street address or tax map parcel number of the parcels subject to the action. Written notice shall be given by the local planning commission, or its representative, at least five days before the hearing to the owner or owners, their agent or the occupant, of each parcel involved; to the owners, their agent or the occupant, of all abutting property and property immediately across the street or road from the property affected, including those parcels

ARTICLE XII. OFF-STREET PARKING

REMOVED

Sec. 38-438. Statement of intent.

The purpose of off-street parking provisions is to ensure adequate access to any part of the town by fire and emergency medical services, and to promote the economic well-being of the town by creating a pleasant living and shopping climate.

(Code 1989, § 24-81; Ord. eff. 6-5-1962; Ord. of 3-24-1997; Amd. of 7-14-1997)

Sec. 38-439. Schedule of off-street parking.

- (a) The schedule provided for in subsection (b) of this section shall control the provisions of parking spaces in various town zoning districts.
- (b) The off-street parking requirements for each district are as follows:
 - (1) R-1: Two parking spaces per dwelling unit.
 - (2) R-2: Two parking spaces per dwelling unit.
 - (3) B-D: One parking space for each 100 square feet of gross floor area or fraction thereof.
 - (4) B-H: One parking space for each 100 square feet of gross floor area or fraction thereof.
 - (5) B-W: One parking space for each 100 square feet of gross floor area or fraction thereof.
- (c) Exceptions in the business districts will be decided by the zoning administrator.

(Code 1989, § 24-82; Ord. eff. 6-5-1962; Ord. of 3-24-1997; Amd. of 7-14-1997)

Sec. 38-440. Special exceptions.

The following uses are controlled separately from the district-wide off-street parking regulations required by section 38-438:

- (1) For churches, high schools, college and university auditoriums, and for theaters, general auditoriums, stadiums and other similar places of assembly, at least one parking space for every five fixed seats provided in said building.
- (2) For hospitals, at least one parking space for each two bed capacity, including infants' cribs and children's beds.
- (3) For medical and dental offices, at least ten parking spaces. Three additional parking spaces shall be furnished for each doctor or dentist in such offices in excess of three doctors or dentists.
- (4) For fraternal lodges, hunting clubs, golf courses, yacht clubs country clubs, and marinas, at least 25 parking spaces shall be provided. Additional parking (26 or more) may be required by the zoning administrator.
- (5) Post offices. Parking spaces for post offices, one for each 50 box holders but not less than ten spaces.

-
- (6) Restaurants. One parking space per table or booth plus six for employees.
 - (7) For tourist homes, roominghouses, boardinghouses, bed and breakfasts and motels at least one parking space per accommodation.
 - (8) For mortuaries and liquor stores, there shall be provided at least 30 parking spaces.
 - (9) Parking space as required in this section shall be on the same lot with the main building; except, that in the case of buildings other than dwellings, spaces may be located as far away as 600 feet.
 - (10) Parking of more than two commercial vehicles in residential areas is not permitted.

(Code 1989, § 24-83; Ord. eff. 6-5-1962; Ord. of 3-24-1997; Amd. of 7-14-1997)

Secs. 38-441—38-453. Reserved.

1680

ONANCOCK™

A LITTLE SLICE OF NOWHERE ELSE

JOINT PUBLIC HEARINGS SPECIAL MEETING

**TOWN COUNCIL
TOWN OF ONANCOCK, VA
15 North Street, Onancock, VA 23417**

June 5, 2024, 6:00 PM

The Town Council for Onancock, VA, will hold a Special Meeting on Wednesday, June 5, 2024, at 6:00 PM in the Council Chambers in Onancock Town Hall at 15 North Street. The purpose of this meeting is to discuss using reserves for one-time expenditures.

June 24, 2024, 7:00 PM

The Town Council and the Planning Commission for the Town of Onancock, VA, will conduct two public hearings on Monday, June 24, 2024, at 7:00 PM in the Council Chambers at Onancock Town Hall at 15 North Street. We value your input and invite you to the first hearing to share your thoughts on changing the Zoning from Business to Residential at 24 King Street. The second hearing is an opportunity for you to comment on removing Article XII: Off-street Parking from the Code of Ordinances.

Questions or comments may be directed to Matt Spuck, Town Manager, at 757-787-3363 or via email at Matt.Spuck@Onancock.com.

*Published
5/24/24*

Town of Onancock
Town Council Meeting
Monday, July 22, 2024
7:00 PM

- e. Councilmember Oswald – Councilmember Oswald thanked Ms. Grier for the suggestion for arts and culture funding. The town is nothing without culture. She thinks it would be remiss if we did not support the arts in perpetuity.
- f. Councilmember Weitzel – Councilmember Weitzel thanked everyone for their attendance and please bear with him as he learns the ropes.

15) Adjourn – Councilmember Oswald moved to adjourn the meeting. Councilmember Nock seconded the motion. The motion passed with a 6-0 vote. The meeting adjourned at 9:25 PM.



Fletcher Fosque, Mayor



Debbie Caton, Town Clerk