

Town Council: Lisa Fiege, Omar Grubb, Cindy Holdren, Sarah Nock, Ashley Pettit, and Ann Quigley
Mayor: Fletcher Fosque | Town Manager: Bill Porter

Planning Commission Meeting Agenda
Monday, May 4, 2026
6:00 PM

1. Call to order and roll call.
2. New Business
 - a. Consideration of SUP – Jeffrey Barrett
 - b. Consideration of Water Extension Application – Duncan Manor
3. Old Business
 - a. Progress of Comprehensive Plan
4. Adjourn

APR 13 2026

TOWN OF ONANCOCK

15 NORTH STREET
ONANCOCK, VIRGINIA 23417

SPECIAL USE PERMIT APPLICATION

Applicant's Name: Jeffrey Barrett

Address: 19 North ST Onancock Va 23417

Telephone: 757-787-8291 Date: 04/09/2026

Location & Legal Description of Property Proposed*: Residence

19 North ST Onancock Va. 23417

No. of total guests (for homestay applicants only): 2

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

Parcel Number: 085A2A000002200

Zoning Classification: R-1

Name and telephone number for local emergency contact: Jeffrey Barrett
757-787-8291

Description of Proposed Use: I am looking to invite an
occasional guest couple using the Airbnb
software platform. In the past we occasionally
did this through another travel club we belonged
to and found the guests to be friendly
and the conversations interesting,

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.**

Debra Barrett

Signature of Applicant

April 10, 2026

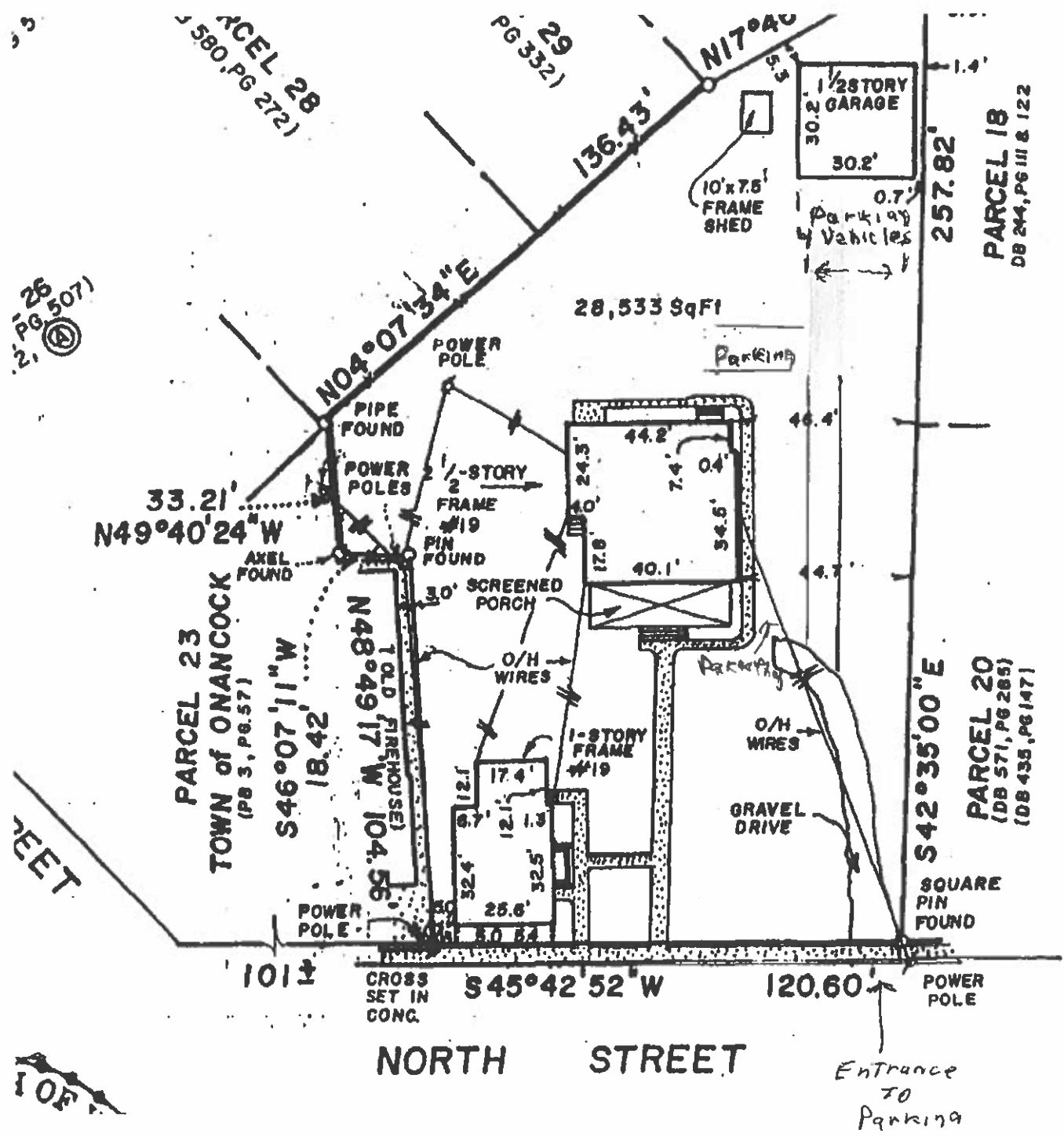
Date

***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.**

(757) 787-3363
Phone

(757) 787-3309
Fax

www.onancock.com
Website



MEMORANDUM

To: Members, Town Council

From: Bill Porter, Interim Town Manager

Subject: Request for Water Extension, Duncan Manor

Date: April 27, 2026

Mr. Chris Carbaugh, Managing Partner, Atlantic Group & Associates, Inc., on behalf of the Odachowski Group, Inc. has requested that the Town of Onancock supply domestic water to the existing and proposed Duncan Manor Project. The Duncan Manor Project is in Accomack County on the north side of Market Street and east of Fairground Road. The development is proposed to be in 6 phases with a total of 253 residential units, two commercial outparcels, and a community center. Duncan Manor is presently before the Accomack Planning Commission.

Staff recommends Town Council refer the Duncan Manor request to the Town of Onancock Planning Commission. And request the Planning Commission:

- to develop a recommendation on the requested water extension outside Town limits
- to develop a recommended policy for when Town Council should permit the extension of water outside Town boundaries.

To: Bill Porter <william.porter@onancock.com>

Subject: Fw: Duncan Manor & Town of Onancock Water Supply

Get Outlook for IOS

ONANCOCK

Fletcher Fosque

Mayor

e: ffosque@onancock.com | w: www.onancock.com

a: 15 North Street, Onancock, 23417

1680

From: Chris Carbaugh <carbaugh@the-atlantcgrp.com>

Sent: Tuesday, February 17, 2026 1:43:38 PM

To: Fletcher Fosque <ffosque@onancock.com>

Subject: Duncan Manor & Town of Onancock Water Supply

Mayor Fletcher & Council:

On behalf of the Odachowski Group, Inc., I am reaching out to the town to request consideration of supplying domestic water to the existing, and proposed expansion, of the Duncan Manor Project. See the attached application, along with the proposed Duncan Manor site plan and phasing plan. Duncan Manor is a planned project to bring additional single family housing and workforce housing to the area. Our options are to provide individual wells to service the project...or preferably become a customer of the Onancock water system. Both options obtain water supply from the same aquifer source.

With service already provided to the hospital and thankfully approved to service the Coastal Square project it is logical to consider allowing for the expansion and utilization of the water system to establish a "looped" system. Instead of the system dead-ended in Coastal Square, the system could continue into Duncan Manor which would establish the opportunity to loop the system back to Fairgrounds Road, and to the Hospital. Dead end water systems can create flow issues and water quality issues and also could be a supply issue should there be a break or other issue in a water main. A looped system provides for optimum water pressure, better water quality and redundancy. We would suspect the potential of redundancy to be of great importance to the hospital...and every customer of the utility. All expansions would be the responsibility of the developer but could become assets of the Town.

Please do let me know if you have any questions or would like to discuss in more detail. We look forward to hearing from the Town after the opportunity to review this request, and hoping that we can work with the town to construct the best water supply solution for the town, and its customers.

Please do confirm receipt of this information. Thanks in advance for your time.



Fw: Duncan Manor & Town of Onancock Water Supply

From Bill Porter <william.porter@onancock.com>

Date Mon 2/23/2026 9:24 AM

To Fletcher Fosque <ffosque@onancock.com>; Omar Grubb <omar.grubb@onancock.com>; Cindy Holdren <choldren@onancock.com>; Sarah Nock <Snock@onancock.com>; Ann Quigley <ann.quigley@onancock.com>; Lisa Fiege <lisa.fiege@onancock.com>; Ashley Pettit <ashley.pettit@onancock.com>

📎 3 attachments (15 MB)

23-115-Duncan-Manor-P102-Phasing.pdf; 23-115-Duncan-Manor-P101-Site-Plan.pdf; Onancock Water System subdivision application1.28.26.pdf;

Below is a letter from Chris Carbaugh, Managing Partner, Atlantic Group, and attached are a set of plans for Duncan Manor. Mr. Carbaugh is requesting that Town water be extended to supply potable water for the Duncan Manor development. Duncan Manor is outside the Town limits. The Atlantic Group also is the developer of Bayview Manor (288 units with commercial on the first floor), which is within the Town limits.

Accomack County has referred the Duncan Manor to the Accomack County Planning Commission.

I am going to request that Mr. Carbaugh be placed on the April 27th Council agenda.

Also, there will be 2 more emails that have been going on between Mr. Carbaugh.

Bill Porter

Interim Town Manager



Bill Porter

e: william.porter@onancock.com | w: www.onancock.com

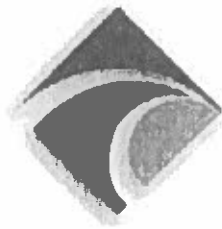
From: Fletcher Fosque <ffosque@onancock.com>

Sent: Tuesday, February 17, 2026 1:50 PM

- Thanks.

Chris Carbaugh, RLA
Managing Partner

Mobile: (443) 614-3240
carbaugh@the-atlanticgrp.com



Atlantic Group
& Associates, Inc.

10044 Old Ocean City Boulevard
Berlin, Maryland 21811
Ph: (410) 629-1160
Fax: (410) 629-1710
www.the-atlanticgrp.com

On Wed, Feb 18, 2026 at 1:56 PM Bill Porter <william.porter@onancock.com> wrote:

From: Bill Porter <william.porter@onancock.com>
Sent: Wednesday, February 18, 2026 10:31 AM
To: carbaugh@the-atlantigrp.com <carbaugh@the-atlantigrp.com>
Cc: Fletcher Fosque <ffosque@onancock.com>; Eric Williams <ewilliams@onancock.com>;
Debbie Caton <debbie.caton@onancock.com>
Subject: Duncan Manor & Town of Onancock Water Supply

ONANCOCK
1680

Bill Porter
e: william.porter@onancock.com | w: www.onancock.com

From: Bill Porter <william.porter@onancock.com>
Sent: Wednesday, February 18, 2026 10:22 AM
To: carbaugh@atlanticgrp.com <carbaugh@atlanticgrp.com>
Cc: Fletcher Fosque <ffosque@onancock.com>; Eric Williams <ewilliams@onancock.com>;
Debbie Caton <debbie.caton@onancock.com>
Subject: Duncan Manor & Town of Onancock Water Supply

Mr. Carbaugh, I am serving as the Interim Town Manager for the Town of Onancock. Mayor Fosque forwarded your email to me. Town Council will need to approve any extension of water outside the Town limits. It is to late get you on the February 23, 2026, Town Council agenda. If

From: Chris Carbaugh <carbaugh@the-atlanticgrp.com>

Sent: Wednesday, February 18, 2026 3:27 PM

To: Bill Porter <william.porter@onancock.com>

Cc: Jason Lindsey <lindsey@the-atlanticgrp.com>; Fletcher Fosque <ffosque@onancock.com>; Eric Williams <ewilliams@onancock.com>; Debbie Caton <debbie.caton@onancock.com>

Subject: Re: Duncan Manor & Town of Onancock Water Supply

Mr. Porter:

I am not in town that day in March, but could have a representative present to answer any technical questions and to review how this proposal would be beneficial to the town. I could make myself available via zoom if possible? So please do place the request on the agenda.

Attached are plans with information that should be helpful in considering our client's request. Included is the Existing Conditions, Preliminary Site Plan, Phasing Plan, Concept Utility Plan.

In response to your questions...

1.) The owner of the existing Duncan Manor subdivision is planning to modify the existing subdivision lots from 50' lots to a min. 60' wide lots. These lot line adjustments will establish 52 single family lots. It also proposes to incorporate 140 multifamily units in the rear portion of the Duncan Manor property. One community clubhouse is proposed. The west corner of Market Street and Duncan Manor Drive is to be retained as a commercial parcel for future development. (Note: Lots 29-57 on the south side of Duncan Manor Drive are included in these calculations).

Our client also purchased the Hopkins Farm to the west of Duncan Manor (Phase 4 & 6). On this parcel the owner proposes 61 single family lots and retains one commercial parcel on the corner of Market Street and Fairgrounds Road.

A total of 253 residential units are proposed, with two commercial outparcels and a community clubhouse.

2.) Lots 29-57 on Duncan Manor Road would be the initial phase located on the south side of Duncan Manor Road as it does not require any further zoning approvals. Phases 1-4 have been submitted to the County for Village Development rezoning. Phase One of the rezoning application will include 80 multi-family units. Phase Two includes 60 multifamily units. Phase three includes 23 single family lots. Phase four includes 61 single family lots. In regards to timing, our builders anticipate a pace of 40 units per year. There is no known time frame for the development of the commercial outparcels at this time.

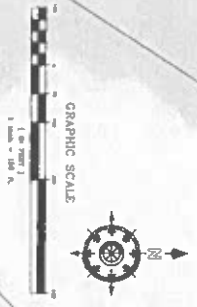
3.) The 29 lots on the southside of Duncan Manor could be available in approximately 12 months. Permitting is expected to require 24 months for areas requiring rezoning. Overall this is planned to be a 6-8 year project after obtaining final approvals.

4.) We propose a 12" Main could be extended into Duncan Manor, which could be continued to the hospital entrance at the same diameter, or an 8 inch if preferred, to Market Street where an easement for water service exists. See attached Concept Utility Plan.

Contact me if you have any further questions...or need further clarification.



- Duncan Manor Phasing Plan:**
- PHASE 1: 14-15 Acres
80 Old Over Oak Lane
 - PHASE 2: 16-17 Acres
80 Old Over Oak Lane
 - PHASE 3: 16-18 Acres
22 Single Family Units
Community/Predevelopment Area
 - PHASE 4: 12-13 Acres
14-15 Acres
Community/Predevelopment Area
Community/Predevelopment Area
Community/Predevelopment Area



PHASING PLAN	DATE	REVISION

Atlantic Group & Associates, Inc.
 Civil Engineer
 Landscape Architect
 Surveyor

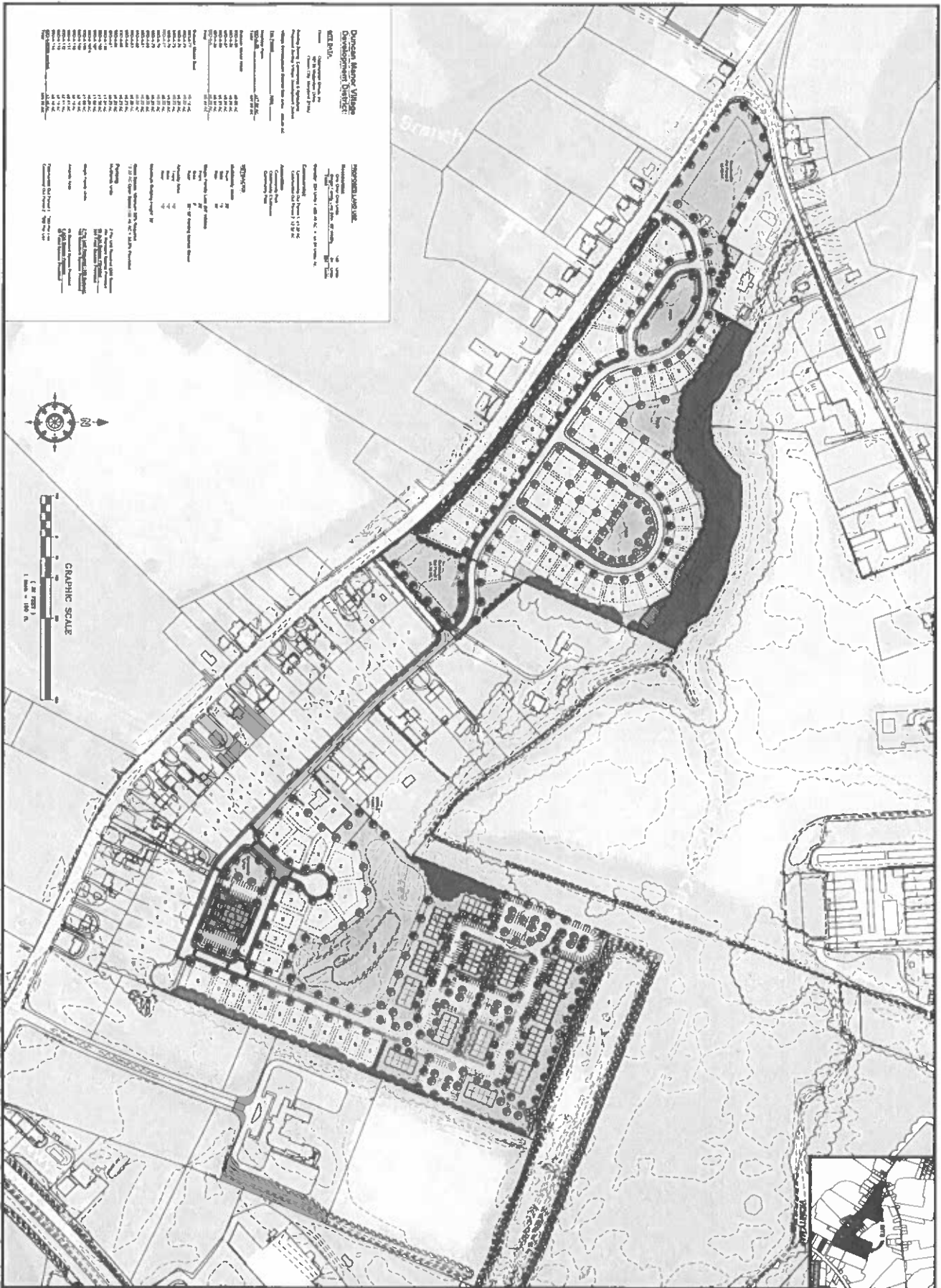
10044 Old Ocean City Boulevard
 Berlin, Maryland 21811
 Ph: (410) 629-1160
 Fax: (410) 629-1710
 www.theatlantgrp.com

DUNCAN MANOR

ONLEY, VIRGINIA
 ACCOMACK COUNTY

NO. 1	DATE	REVISION

P-102



Duncan Manor Village Development District

Site No. 101

Project Name: Duncan Manor Village Development District

Project Location: Onley, Virginia

Project Owner: Atlantic Group & Associates, Inc.

Project Architect: Atlantic Group & Associates, Inc.

Project Engineer: Atlantic Group & Associates, Inc.

Project Surveyor: Atlantic Group & Associates, Inc.

Project Date: 10/10/10

Project Status: Preliminary

Project Description: Residential development consisting of approximately 100 units, including single-family homes and townhomes, with associated parking and landscaping.

Project Area: 10.00 acres

Project Zoning: R-10

Project Subdivision: 100 lots

Project Units: 100 units

Project Parking: 100 spaces

Project Landscaping: 10,000 sq. ft.

Project Water: 10,000 sq. ft.

Project Stormwater: 10,000 sq. ft.

Project Other: 10,000 sq. ft.



PRELIMINARY SITE PLAN

P-101

Atlantic Group & Associates, Inc.

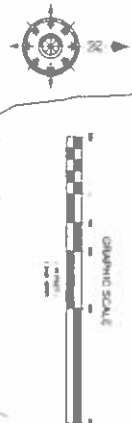
Chief Engineer
Lead Planner
Landscape Architect
Surveyor

10044 Old Ocean City Boulevard
Berlin, Maryland 21811
Ph: 410 628-1190
Fax: 410 628-1710
www.the-atlgroup.com

DUNCAN MANOR

ONLEY, VIRGINIA
ACCOMACK COUNTY

NO.	REVISIONS	DATE



LEGEND

PROPERTY LINE
 ASBESTOS CONTAMINATION
 EXISTING PAVEMENT
 EXISTING ASPHALT DRIVE
 EXISTING CONCRETE DRIVE
 EXISTING SIDEWALK
 EXISTING CURB

LINE TABLE

LINE	DIRECTION	OFFSET
L1	WEST	48.67'
L2	WEST	38.67'
L3	WEST	28.67'
L4	WEST	18.67'
L5	WEST	8.67'
L6	WEST	0.00'
L7	WEST	0.00'
L8	WEST	0.00'
L9	WEST	0.00'
L10	WEST	0.00'
L11	WEST	0.00'
L12	WEST	0.00'
L13	WEST	0.00'
L14	WEST	0.00'
L15	WEST	0.00'
L16	WEST	0.00'
L17	WEST	0.00'
L18	WEST	0.00'
L19	WEST	0.00'
L20	WEST	0.00'
L21	WEST	0.00'
L22	WEST	0.00'
L23	WEST	0.00'
L24	WEST	0.00'
L25	WEST	0.00'
L26	WEST	0.00'
L27	WEST	0.00'
L28	WEST	0.00'
L29	WEST	0.00'
L30	WEST	0.00'
L31	WEST	0.00'
L32	WEST	0.00'
L33	WEST	0.00'
L34	WEST	0.00'
L35	WEST	0.00'
L36	WEST	0.00'
L37	WEST	0.00'
L38	WEST	0.00'
L39	WEST	0.00'
L40	WEST	0.00'
L41	WEST	0.00'
L42	WEST	0.00'
L43	WEST	0.00'
L44	WEST	0.00'
L45	WEST	0.00'
L46	WEST	0.00'
L47	WEST	0.00'
L48	WEST	0.00'
L49	WEST	0.00'
L50	WEST	0.00'
L51	WEST	0.00'
L52	WEST	0.00'
L53	WEST	0.00'
L54	WEST	0.00'
L55	WEST	0.00'
L56	WEST	0.00'
L57	WEST	0.00'
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L61	WEST	0.00'
L62	WEST	0.00'
L63	WEST	0.00'
L64	WEST	0.00'
L65	WEST	0.00'
L66	WEST	0.00'
L67	WEST	0.00'
L68	WEST	0.00'
L69	WEST	0.00'
L70	WEST	0.00'
L71	WEST	0.00'
L72	WEST	0.00'
L73	WEST	0.00'
L74	WEST	0.00'
L75	WEST	0.00'
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L78	WEST	0.00'
L79	WEST	0.00'
L80	WEST	0.00'
L81	WEST	0.00'
L82	WEST	0.00'
L83	WEST	0.00'
L84	WEST	0.00'
L85	WEST	0.00'
L86	WEST	0.00'
L87	WEST	0.00'
L88	WEST	0.00'
L89	WEST	0.00'
L90	WEST	0.00'
L91	WEST	0.00'
L92	WEST	0.00'
L93	WEST	0.00'
L94	WEST	0.00'
L95	WEST	0.00'
L96	WEST	0.00'
L97	WEST	0.00'
L98	WEST	0.00'
L99	WEST	0.00'
L100	WEST	0.00'

CURVE TABLE

LINE	START	END	PC	PT	PI	PE	EA	EB
L1	0+00	0+50	0+25	0+25	0+25	0+25	0+25	0+25
L2	0+50	1+00	0+75	0+75	0+75	0+75	0+75	0+75
L3	1+00	1+50	1+25	1+25	1+25	1+25	1+25	1+25
L4	1+50	2+00	1+75	1+75	1+75	1+75	1+75	1+75
L5	2+00	2+50	2+25	2+25	2+25	2+25	2+25	2+25
L6	2+50	3+00	2+75	2+75	2+75	2+75	2+75	2+75
L7	3+00	3+50	3+25	3+25	3+25	3+25	3+25	3+25
L8	3+50	4+00	3+75	3+75	3+75	3+75	3+75	3+75
L9	4+00	4+50	4+25	4+25	4+25	4+25	4+25	4+25
L10	4+50	5+00	4+75	4+75	4+75	4+75	4+75	4+75
L11	5+00	5+50	5+25	5+25	5+25	5+25	5+25	5+25
L12	5+50	6+00	5+75	5+75	5+75	5+75	5+75	5+75
L13	6+00	6+50	6+25	6+25	6+25	6+25	6+25	6+25
L14	6+50	7+00	6+75	6+75	6+75	6+75	6+75	6+75
L15	7+00	7+50	7+25	7+25	7+25	7+25	7+25	7+25
L16	7+50	8+00	7+75	7+75	7+75	7+75	7+75	7+75
L17	8+00	8+50	8+25	8+25	8+25	8+25	8+25	8+25
L18	8+50	9+00	8+75	8+75	8+75	8+75	8+75	8+75
L19	9+00	9+50	9+25	9+25	9+25	9+25	9+25	9+25
L20	9+50	10+00	9+75	9+75	9+75	9+75	9+75	9+75
L21	10+00	10+50	10+25	10+25	10+25	10+25	10+25	10+25
L22	10+50	11+00	10+75	10+75	10+75	10+75	10+75	10+75
L23	11+00	11+50	11+25	11+25	11+25	11+25	11+25	11+25
L24	11+50	12+00	11+75	11+75	11+75	11+75	11+75	11+75
L25	12+00	12+50	12+25	12+25	12+25	12+25	12+25	12+25
L26	12+50	13+00	12+75	12+75	12+75	12+75	12+75	12+75
L27	13+00	13+50	13+25	13+25	13+25	13+25	13+25	13+25
L28	13+50	14+00	13+75	13+75	13+75	13+75	13+75	13+75
L29	14+00	14+50	14+25	14+25	14+25	14+25	14+25	14+25
L30	14+50	15+00	14+75	14+75	14+75	14+75	14+75	14+75
L31	15+00	15+50	15+25	15+25	15+25	15+25	15+25	15+25
L32	15+50	16+00	15+75	15+75	15+75	15+75	15+75	15+75
L33	16+00	16+50	16+25	16+25	16+25	16+25	16+25	16+25
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L37	18+00	18+50	18+25	18+25	18+25	18+25	18+25	18+25
L38	18+50	19+00	18+75	18+75	18+75	18+75	18+75	18+75
L39	19+00	19+50	19+25	19+25	19+25	19+25	19+25	19+25
L40	19+50	20+00	19+75	19+75	19+75	19+75	19+75	19+75
L41	20+00	20+50	20+25	20+25	20+25	20+25	20+25	20+25
L42	20+50	21+00	20+75	20+75	20+75	20+75	20+75	20+75
L43	21+00	21+50	21+25	21+25	21+25	21+25	21+25	21+25
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L55	27+00	27+50	27+25	27+25	27+25	27+25	27+25	27+25
L56	27+50	28+00	27+75	27+75	27+75	27+75	27+75	27+75
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L58	28+50	29+00	28+75	28+75	28+75	28+75	28+75	28+75
L59	29+00	29+50	29+25	29+25	29+25	29+25	29+25	29+25
L60	29+50	30+00	29+75	29+75	29+75	29+75	29+75	29+75
L61	30+00	30+50	30+25	30+25	30+25	30+25	30+25	30+25
L62	30+50	31+00	30+75	30+75	30+75	30+75	30+75	30+75
L63	31+00	31+50	31+25	31+25	31+25	31+25	31+25	31+25
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L66	32+50	33+00	32+75	32+75	32+75	32+75	32+75	32+75
L67	33+00	33+50	33+25	33+25	33+25	33+25	33+25	33+25
L68	33+50	34+00	33+75	33+75	33+75	33+75	33+75	33+75
L69	34+00	34+50	34+25	34+25	34+25	34+25	34+25	34+25
L70	34+50	35+00	34+75	34+75	34+75	34+75	34+75	34+75
L71	35+00	35+50	35+25	35+25	35+25	35+25	35+25	35+25
L72	35+50	36+00	35+75	35+75	35+75	35+75	35+75	35+75
L73	36+00	36+50	36+25	36+25	36+25	36+25	36+25	36+25
L74	36+50	37+00	36+75	36+75	36+75	36+75	36+75	36+75
L75	37+00	37+50	37+25	37+25	37+25	37+25	37+25	37+25
L76	37+50	38+00	37+75	37+75	37+75	37+75	37+75	37+75
L77	38+00	38+50	38+25	38+25	38+25	38+25	38+25	38+25
L78	38+50	39+00	38+75	38+75	38+75	38+75	38+75	38+75
L79	39+00	39+50	39+25	39+25	39+25	39+25	39+25	39+25
L80	39+50	40+00	39+75	39+75	39+75	39+75	39+75	39+75
L81	40+00	40+50	40+25	40+25	40+25	40+25	40+25	40+25
L82	40+50	41+00	40+75	40+75	40+75	40+75	40+75	40+75
L83	41+00	41+50	41+25	41+25	41+25	41+25	41+25	41+25
L84	41+50	42+00	41+75	41+75	41+75	41+75	41+75	41+75
L85	42+00	42+50	42+25	42+25	42+25	42+25	42+25	42+25
L86	42+50	43+00	42+75	42+75	42+75	42+75	42+75	42+75
L87	43+00	43+50	43+25	43+25	43+25	43+25	43+25	43+25
L88	43+50	44+00	43+75	43+75	43+75	43+75	43+75	43+75
L89	44+00	44+50	44+25	44+25	44+25	44+25	44+25	44+25
L90	44+50	45+00	44+75	44+75	44+75	44+75	44+75	44+75
L91	45+00	45+50	45+25	45+25	45+25	45+25	45+25	45+25
L92	45+50	46+00	45+75	45+75	45+75	45+75	45+75	45+75
L93	46+00	46+50	46+25	46+25	46+25	46+25	46+25	46+25
L94	46+50	47+00	46+75	46+75	46+75	46+75	46+75	46+75
L95	47+00	47+50	47+25	47+25	47+25	47+25	47+25	47+25
L96	47+50	48+00	47+75	47+75	47+75	47+75	47+75	47+75
L97	48+00	48+50	48+25	48+25	48+25	48+25	48+25	48+25
L98	48+50	49+00	48+75	48+75	48+75	48+75	48+75	48+75
L99	49+00	49+50	49+25	49+25	49+25	49+25	49+25	49+25
L100	49+50	50+00	49+75	49+75	49+75	49+75	49+75	49+75

VICINITY MAP
 SCALE: 1" = 200'

DUNCAN MANOR

Onley Virginia
 Accomack County

Atlantic Group & Associates, Inc.

10044 Old Ocean City Boulevard
 Berlin,