



Commissioners: Jeffrey Adler, Katherine Grier, Cynthia Holdren, Jim McGowan, Greg Temple, Paul Weitzel

Mayor: Fletcher Fosque

Planning Commission Meeting Agenda Monday, July 6, 2026 6:00 PM

1. Call to order and roll call.
2. Approval of Meeting Minutes:
 - Work Session – May 19, 2026
 - Work Session – June 15, 2026
3. Public Hearing – Amendments to Zoning Map
4. Jeffrey Barrett – Staff Report
5. Discussion – Economic Development – Paul Weitzel
6. Schedule Discussion with Town Council on current Comp Plan TOC
7. Public Comment
8. Adjourn

Town of Onancock
Planning Commission Work Session
June 15, 2026
6:00 PM

Attendance

Present:

- Greg Temple
- Cindy Holdren
- Kasey Grier
- Weitzel
- Jim McGowan

Call to Order

The meeting was convened at 6:00 p.m.

Discussion

Water Policy and Water Use

Greg Temple provided an update on his research regarding water use within the Town of Onancock. The Commission discussed Wes Wooton's request that a municipal water policy be developed as part of the Comprehensive Plan.

Comprehensive Plan – Transportation and Housing

Kasey Grier led a discussion of her draft policy statements, goals, and action steps for the Transportation and Housing sections of the Comprehensive Plan. She reported that she is currently drafting the narrative text and expects to distribute a draft for review and comment before the Commission's regular meeting in August.

July Work Session

The Commission agreed not to hold a work session during the month of July.

Adjournment

**Town of Onancock
Planning Commission Work Session
June 15, 2026
6:00 PM**

There being no further business, the meeting adjourned at 7:30 p.m.

Town of Onancock
Planning Commission Work Session
May 19,2026
6:00 PM

Attendance

Present:

- Jim McGowan
- Greg Temple
- Cindy Holdren
- Kasey Grier

Call to Order

The meeting was convened at 6:00 p.m.

Discussion

Virginia Municipal League Small Towns Conference

Cindy Holdren reported on several topics presented at the Virginia Municipal League Small Towns Conference that are relevant to the Planning Commission's work on the Comprehensive Plan.

Comprehensive Plan – Water and Environment

Greg Temple provided an update on his progress and discussed challenges associated with preparing the Water and Environment section of the Comprehensive Plan. He emphasized that water is a strategic resource that the Town of Onancock should consider carefully in planning for future development. He also noted the difficulty of obtaining and compiling accurate statistics related to the town's water system.

Industrial Use Designations

Commissioners discussed whether the Planning Commission has a role in approving Industrial Use (IU) designations for pump stations that are currently located on private property.

**Town of Onancock
Planning Commission Work Session
May 19,2026
6:00 PM**

Commissioner Updates

Commissioners present provided brief progress reports on their respective Comprehensive Plan assignments.

Adjournment

There being no further business, the meeting adjourned at 7:15 p.m.

TRANCHE A

AN ORDINANCE TO AMEND THE TOWN OF ONANCOCK ZONING ORDINANCE BY AMENDING THE DISTRICT MAPS IN ORDER TO ZONE CERTAIN PROPERTY CONTAINING UTILITY FACILITIES INTO THE INDUSTRIAL, UTILITIES (I-U) ZONING DISTRICT; AND TO AMEND AND REORDAIN THE REGULATIONS OF CHAPTER 38, ZONING BY RATIFICATION OF A ZONING ORDINANCE ADOPTED NOVEMBER 18, 2024 RELATING TO ARTICLE X.A, INDUSTRIAL, UTILITIES (I-U), AND SECTIONS 38-1, 38-8, 38-345, 38-440, AND 38-477.

WHEREAS, the Town Council, by resolution adopted on June 22, 2026, initiated amendments to the Town's zoning ordinance; and

WHEREAS, on July 6, 2026 following a duly noticed public hearing, the Planning Commission recommended approval of amendments to the ordinance by a vote of []; and

WHEREAS, on [], the Town Council held a duly advertised public hearing on the amendments to the zoning ordinance; and

WHEREAS, certain public utility facilities currently exist on property located in the Town of Onancock, portions of which the Town Council finds are more appropriately zoned in the I-U district; and

WHEREAS, the Town Council finds that amendments to the zoning ordinance, both the map and regulations, are consistent with Sections 38-2 and 38-554 of the Town Code and are required by the public necessity, convenience, general welfare, and good zoning practice.

NOW, THEREFORE, BE IT ORDAINED that the Town Council for the Town of Onancock, Virginia, does hereby AMEND the zoning ordinance in order to change the zoning district maps applicable to the following properties, such that the utility facilities located thereon, and so much property as is described below, are rezoned to the Industrial-Utilities (I-U) district:

1. A portion of Parcel ID: 085A102A0000200 and 085A102A0000300; Tax Map #: 85A1-2-A-2 and 85A1-2-A-3; comprising 450 square feet (0.010 acres), to be subdivided, located at 1 Mount Prospect Avenue, Onancock, Virginia, Accomack County;
2. A portion of Parcel ID: 085A224000059A0; Tax Map #: 85A2-24-59A; comprising 900 square feet (0.021 acres), to be subdivided, located at 11 Liberty Street, Onancock, Virginia, Accomack County; and,

TRANCHE A

3. Parcel ID: 085A1A000004700; Tax Map #: 85A1-A-47; the Town of Onancock's Pump Station Lot, located off South Street, Onancock, Virginia, Accomack County.

BE IT FURTHER ORDAINED that the Town Council for the Town of Onancock, Virginia, does hereby AMEND and REORDAIN its zoning ordinances, Chapter 38, Zoning of the Town Code by ratifying those amendments adopted by ordinance on November 18, 2024, which added new Article X.A, Industrial, Utilities (I-U), consisting of Sections 38-390 through 38-395, and amended Sections 38-1, 38-8, 38-345, 38-440, and 38-477 as described therein, which amendments are incorporated into this Ordinance by reference.



STAFF REPORT

TO: Town of Onancock Planning Commission

FROM: Wes Wootten, Town Manager

DATE: July 6, 2026

Agenda Item: Status Update – Special Use Permit Application (Jeffrey Barrett)

BACKGROUND

The Town has received a Special Use Permit application from Jeffrey Barrett for a proposed homestay (short-term rental) at 19 North Street. The applicant has submitted the required application materials, including a site plan, and staff has initiated its review of the request.

CURRENT STATUS

Staff has reviewed the application materials and is currently coordinating the required site visit with the applicant. Multiple attempts have been made to schedule the visit; however, staff and the applicant have not yet been able to coordinate a mutually convenient time.

Because the required site visit has not yet been completed, the application is not ready to proceed to the public hearing stage.

NEXT STEPS

Upon completion of the site visit, staff will:

- Complete its review of the application;
- Schedule the required public hearing before the Planning Commission;
- Provide all required public notice in accordance with the Town Code;
- Prepare a staff report and recommendation for the Planning Commission's consideration.

Following the public hearing, the Planning Commission will consider a recommendation to Town Council regarding the Special Use Permit application.

STAFF RECOMMENDATION

This item is presented for information only. No action is requested of the Planning Commission at this time.

Respectfully submitted,

Wesley Wootten
Town Manager