



PLANNING COMMISSION

Regular Meeting

Cape Charles Civic Center

January 12, 2015

6:00 PM

At approximately 6:00 p.m. in the Cape Charles Civic Center, Chairman Dennis McCoy, having established a quorum, called to order the Regular Meeting of the Planning Commission. In addition to Chairman McCoy, present were Commissioners Andy Buchholz, Dan Burke, Sandra Salopek, Bill Stramm and Mike Strub. Commissioner Joan Natali was not in attendance. Also present were Code Official Jeb Brady and Assistant Town Clerk Amanda Hurley. There were no members of the public in attendance.

A moment of silence was observed followed by the Pledge of Allegiance.

Mayor George Proto introduced new Town Planner Larry DiRe who would be officially starting the position on February 2, 2015.

PUBLIC COMMENTS

There were no comments from the public nor any comments submitted in writing prior to the meeting.

CONSENT AGENDA

Motion made by Bill Stramm, seconded by Andy Buchholz, to accept the agenda format as presented. The motion was unanimously approved.

The Commissioners reviewed the minutes for the October 27, 2014 Comprehensive Plan Work Session with Accomack-Northampton Planning District Commission (A-NPDC), the November 4, 2014 Regular Meeting, the November 22, 2014 Comprehensive Plan Public Input Session and the December 2, 2014 Comprehensive Plan Public Input Session.

Mike Strub recommended deletion of a sentence in the November 22, 2014 Comprehensive Plan Public Input Session minutes.

Mike Strub noted a word change in the December 2, 2014 Comprehensive Plan Public Input Session minutes.

Motion made by Mike Strub, seconded by Sandra Salopek, to approve the minutes from the October 27, 2014 Comprehensive Plan Work Session with Accomack-Northampton Planning District Commission and the November 4, 2014 Regular Meeting as presented and the November 22, 2014 Comprehensive Plan Public Input Session and the December 2, 2014 Comprehensive Plan Public Input Session as amended. The motion was unanimously approved.

REPORTS

Jeb Brady reported the following: i) The Historic District Review Board met on December 16 and approved the application for 1 Mason Avenue – the former Northampton Hotel. The building was a contributing structure with a proposed use as a hotel/restaurant; ii) The Town received notification from the Army Corps of Engineers stating that the final Supplemental Environmental Assessment had been completed and a Finding of No Significant Impact was signed on December 4,

2014 for the Cape Charles Harbor Federal Navigation Project. Dredged material would be placed at the Cape Charles beach and transported across the Bay for the Craney Island Eastward Expansion project. The Wolf Trap site, which was initially approved for placement, would not be used due to concerns about potential impacts to blue crabs. This site may be utilized in the future with further coordination with the State; and iii) There was nothing new to report on the Tourism Zone. This had been placed on hold temporarily until the new planner came on board. As part of the process for the development of the draft Tourism Zone, the new planner would need to meet with Andrew Follmer, President of the Cape Charles Business Association, to get input regarding possible incentives.

It was noted that the variance application for the Bay Creek Nicklaus Golf Course was approved at the January 7, 2015 Board of Zoning Appeals meeting.

OLD BUSINESS

A. Flood Plain Ordinance – Set Public Hearing

FEMA updated the Flood Insurance Rate Maps which would become effective on May 18, 2015. In August 2014, the Planning Commission reviewed the sample ordinance provided by Mr. Charley Banks, NFIP Coordinator for the Virginia Dept. of Conservation & Recreation (DCR) and several revisions were made. The draft Flood Plain Ordinance was forwarded to Mr. Banks who suggested additional changes, which were incorporated and reviewed by the Commissioners again. On October 31, 2014, the final draft was submitted to Mr. Banks. FEMA required that the Town adopt and/or submit a floodplain management ordinance by March 2, 2015.

Motion made by Bill Stramm, seconded by Andy Buchholz, to schedule a joint public hearing with the Town Council on February 3, 2015. The motion was unanimously approved.

B. Comprehensive Plan Update – Final Review

The Planning Commissioners reviewed the Draft Comprehensive Plan provided by Ms. Elaine Meil of the A-NPDC and made appropriate changes where necessary in an effort to finalize the Comprehensive Plan.

Dan Burke left at 8:22 p.m.

NEW BUSINESS

There was no New Business to review.

ANNOUNCEMENTS

There were no announcements.

Motion made by Andy Buchholz, seconded by Sandra Salopek, to adjourn the Planning Commission meeting. The motion was unanimously approved.

Chairman Dennis McCoy

Assistant Town Clerk