

**Virginia: At a meeting of the Accomack County Planning Commission held on the 23rd day of February, 2010, in the cafeteria of Metompkin Elementary School in Parksley, Virginia:**

**1. CALL TO ORDER:**

**A. MEMBERS PRESENT AND ABSENT**

**Planning Commission**

**Members Present:**

Mr. E. Phillip Hickman, Chairman  
Mr. George Parker  
Mr. Leander Roberts, Jr.  
Mr. Herbert Thom  
Mr. Dave Vaughn  
Mr. C. Robert Hickman  
Mr. William Fallon  
Mr. David Lumgair

**Members Absent:**

Ms. Tammy Parks, Vice-Chairman

**Others Present:**

Mrs. Tonya Taylor, Administrative Assistant  
Mr. James M. McGowan, Director of Planning  
Mr. Robert Testerman, Land Use Planner  
Mr. Mark B. Taylor, County Attorney  
Mr. Mike Mason, Director of Finance  
Mr. Stewart Hall, Director of Public Works

**B. DETERMINATION OF QUORUM**

There being a quorum, Chairman Hickman called the meeting to order at 7:00 p.m. The Commissioners agreed to follow the Agenda. This Special Meeting was called by Chairman Hickman to make up for the meeting originally scheduled for February 10, 2010, that was cancelled due to the snowstorm.

**2. PLANNING COMMISSION APPOINTMENT:**

Mr. McGowan reported that on January 20, 2010, the Board of Supervisors appointed Mr. David Lumgair of Craddockville to the Planning Commission. Mr. McGowan welcomed Mr. Lumgair on behalf of Accomack County and the Department of Planning staff. Chairman Hickman and the Planning Commissioners also welcomed Mr. Lumgair to the Commission.

**3. PUBLIC COMMENT PERIOD ( Not a Public Hearing):**

Chairman Hickman opened the floor for the Public Comment Period. No one signed up or requested to speak.

**4. DRAFT 2010-2015 CAPITAL IMPROVEMENTS PLAN (CIP):**

The Commission discussed the Draft 2011 - 2015 Capital Improvements Plan (CIP). Mr. Mason gave a PowerPoint presentation overview of the CIP. Mr. Mason and Stewart Hall, Director of Public Works, answered the Commission's questions.

**5. RESCHEDULED PUBLIC HEARING:**

The Public Hearing on the Draft 2011 - 2015 Capital Improvements Plan (CIP) scheduled for February 10, 2010, was cancelled due to inclement weather. Chairman Hickman requested staff to reschedule and advertise the Public Hearing for 7:30 PM on Wednesday, March 10, 2010.

**6. OLD BUSINESS:**

**A. Adopted Planned Unit Development (PUD)**

Mr. McGowan gave the Planning Commission a copy of the adopted Planned Unit Development Ordinance for informational purposes.

**B. Adopted Agricultural Ordinances**

Mr. McGowan gave the Planning Commission a copy of the adopted Agricultural Ordinance for informational purposes.

**C. Virginia Certified Planning Commissioner Training Program**

The opening session for the Virginia Certified Planning Commissioner Training Program was held on January 28-29, 2010, at the Sage Restaurant in Onley. Planning Commissioners Phil Hickman, George Parker, Dave Vaughn, and David Lumgair and staff members Rob Testerman, Tonya Taylor, and Norman Pitt are taking the training. The closing session will be held at another location on March 31, 2010.

**D. Blue & Green Infrastructure Project Work Session**

The Green Infrastructure Center staff will conduct a Joint Project Work Session with the Planning Commission and Board of Supervisors at 5:00 on Wednesday, March 10, 2010, at Metompkin Elementary School. The purpose of the Joint Work Session is to go over project progress to date and get input from the Board and Planning Commission. Sandwiches and softdrinks will be provided for the Planning Commission, Board of Supervisors, and staff.

A Blue & Green Infrastructure Project Public Information Session will be held at the Eastern Shore Heritage Celebration from 10:00 – 3:00 on Saturday, February 27, 2010, at Eastern Shore Community College. Blue & Green Infrastructure Public

Meetings have also been scheduled for 6:00 on Monday, March 8, 2010, at Arcadia Middle School and 6:00 on Tuesday, March 9, 2010 at Nandua Middle School.

**E. Subdivision Agent Report**

Mr. McGowan presented the Subdivision Agent Report.

**F. Draft Proffer Policy**

Mr. Taylor is working on the Draft Proffer Policy.

**7. NEW BUSINESS:**

**A.** Wal-Mart submitted a Conditional Use Permit application to partially change the building color to brown, as well as the signs. Rob Testerman, Land Use Planner, presented the Staff Report and answered the Commission's questions. At the request of Chairman Hickman, a Public Hearing on the Wal-Mart Conditional Use Permit application has been scheduled and advertised for 7:30 PM on Wednesday, March 10, 2010.

**B. Draft General Business Zoning District Amendment**

Mr. McGowan presented the Draft Business Zoning District Amendment Text to the Planning Commission. Mr. McGowan and Mr. Taylor will work on changes to the ordinance and will present an updated amendment at a later date to the Planning Commission. Mr. Parker will meet with Mr. McGowan to discuss landscape requirements.

**C. Draft Industrial Zoning District Amendment**

The Planning Commission will discuss the Draft Industrial Zoning District Amendment Text at the next regular Planning Commission meeting.

**D. Discussion on Planning Commission Policies and Procedures**

At the request of Chairman Hickman, the Commission discussed policies and procedures regarding ex parte communication.

**On a Motion by Mr. Lumgair, Seconded by Mr. Roberts, the Planning Commission requested Mr. Taylor to include draft a Planning Commission policy on ex parte communication.**

**8. OTHER MATTERS:**

**A. "A Conversation about the Future of Accomack County"**

Mr. McGowan reported that "A Conversation about the Future of Accomack County" was held at the Workforce Development Center, Eastern Shore Community College, on Tuesday, January 26, 2010. Approximately 200 people attended the event.

Information about the workshop and project updates will be available at:

<http://www.co.accomack.va.us/conversation>

**9. MINUTES:**

The following minutes were presented for the Commission's review and approval:

**A. Minutes of January 13, 2010**

**On a Motion by Commissioner Thom, Seconded by Commissioner Vaughn, those present voted unanimously to approve the minutes of January 13, 2010.**

**10. NEXT MEETING:**

The next regular Planning Commission meeting is scheduled for 7:00 PM on Wednesday, March 10, 2010 at Metompkin Elementary School.

**11. ADJOURNMENT:**

**On a Motion by Commissioner Thom, Seconded by Commissioner Roberts, those present voted unanimously to adjourn the meeting.**

Chairman Hickman adjourned the meeting at 9:30 p.m.

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Phillip Hickman, Chairman

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Tonya Taylor, Administrative Assistant