

At the regular meeting of the Accomack County Board of Supervisors, held on the 17th day of December 2025, at the Chincoteague Volunteer Fire Company located at 5052 Deep Hole Road, Chincoteague, VA 23336, at 5:00 p.m.

The Board of Supervisors minutes are a general account of the December 17, 2025 meeting. For full details of discussions, meeting audio can be located on the County of Accomack's website at <https://www.co.accomack.va.us/how-do-i/listen-to-meeting-audio>.

1. Opening of Meeting

MEMBERS PRESENT AND ABSENT

Board of Supervisors Present:

H. Jackie Phillips, Chair
C. Reneta Major, Vice-Chair
Robert D. Crockett
Roger L. DeGeorges
Donald Hart
Vanessa Kay Johnson
Jeffrey A. Parks, Sr.
William J. "Billy" Tarr
Calvin L. Washington, Sr.

Board of Supervisors Absent:

None

Others Present:

Mr. Michael T. Mason, County Administrator
Ms. Jan Proctor, County Attorney
Mrs. Tina Mears, Executive Assistant

There being a quorum, Chairman Phillips called the meeting to order at 5:00 p.m.

1.1 Invocation

Supervisor Crockett gave the invocation.

1.2 Pledge of Allegiance

The pledge of allegiance was made.

1.3 Consider Allowing Remote Participation of Board Member(s) (if warranted)

No remote participation was warranted

1.4 Adoption of Agenda

A motion to approve the agenda with the change to move 'New Business' to the end was made by Supervisor Hart and seconded by Vice-Chair Major. *The motion was approved unanimously.*

2. Public Comment

2.1 Public Comment Rules

Rules were not warranted, as no one signed up to speak.

3. Consideration of Minutes

3.1 Approval of November 18, 2025 Strategic Meeting minutes and November 19, 2025 Regular Meeting Minutes

A motion to approve the November 18, 2025 Strategic Meeting minutes and November 19, 2025 Regular Meeting minutes was made by Supervisor Hart and seconded by Vice-Chair Major. The motion was approved unanimously.

4. Recognitions

There were no recognitions

5. Consent Agenda

There were no items on the Consent Agenda

6. Old Business

6.1 Discuss/Consider Terms of Accomack Manor Loan Extension Agreement

County Administrator Mike Mason gave a brief overview of the history: At the Board of Supervisors October 15, 2025 regular meeting, the Board approved extending the existing loan between the County and Accomack Manor until 1/31/26. This extension was approved to allow staff additional time to examine repayment options and to determine DHCD's position on repayment/forgiveness of the loan. DHCD has since provided guidance on this matter via letter dated 12/4/2025.

Based on DHCD's position, staff recommends a 10–15-year extension to the note be pursued in exchange for affordable rent guarantees for the residents of Accomack Manor.

A motion was made to authorize County staff to draft a 10–15-year extension to the note in exchange for affordable rent guarantees for the residents for review by DHCD and for consideration by the Board of Supervisors at its 1/21/26 regular meeting was made by Supervisor Washington and seconded by Vice-Chair Major. The motion was approved unanimously.



Glenn Youngkin
Governor

Juan Pablo Segura
Secretary of
Commerce and Trade

COMMONWEALTH of VIRGINIA

Maggie Beal
Director

DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT

December 4, 2025

Mike Mason, CPA
County Administrator
Accomack County
232 Courthouse Ave., Suite 203
Accomac, Virginia 23301

RE: Community Development Grant #05-01
Accomack Manor Housing Production Project
Program Income

Dear Mr. Mason:

In November 2005, Accomack County received a Community Development Block Grant in the amount of \$700,000 to provide infrastructure loan financing to Accomack Manor, LLC for the development of affordable senior housing. The resultant outcome was the provision of water/sewer/fire suppression and roadway for approximately 96 one- and two-bedroom units of affordable housing in the County. The developer signed a Deed of Trust guaranteeing affordability for 20 years.

After reviewing the documentation submitted by the County, DHCD has determined that the loan repayment due from Accomack Manor constitutes program income and must be returned. The original loan amount plus interest shall be due and payable no later than June 30, 2026, unless the Board of Supervisors proposes an acceptable alternative.

It is our understanding that the Board of Supervisors may consider allowing the developer to forgo repayment of the loan necessitated by the previous DHCD grant if the developer agrees to keep the rent at Accomack Manor below FMV for a specified period. Please submit a written proposal of any alternative to the repayment of program income by the developer prior to Board Action. This includes but is not limited to consideration of a 10- or 15-year guarantee of affordable rent for the residents. If the Board of Supervisors requests loan forgiveness, the request must explicitly guarantee a defined number of years of affordable rent for low- to moderate-income citizens residing at Accomack Manor.

If DHCD finds the County's proposal acceptable, the next steps will include the submission of draft legal documents to be executed between Accomack County and Accomack Manor, LLC, outlining the conditions of loan forgiveness. Feel free to contact Joanne Peerman at joanne.peerman@dhcd.virginia.gov with questions or concerns.

Sincerely,

Sandra Powell
Senior Deputy Director

c: Joanne Peerman, DHCD



Virginia Department of Housing and Community Development | Partners for Better Communities
Main Street Centre | 600 East Main Street, Suite 300 Richmond, VA 23219
www.dhcd.virginia.gov | Phone (804) 371-7000 | Fax (804) 371-7090 | Virginia Relay 7-1-1

7. Appointments

7.1 Appointments

Supervisor Crockett made a motion to reappoint Mr. Richard Freeman to the Eastern Shore Community Services Board. The appointment begins 01/01/2026 and ends on 12/31/2028. The appointment was seconded by Vice-Chair Major. The motion was approved unanimously.

The following appointments were deferred until the January 21, 2026 meeting:

Agricultural & Forestal District Commission: 2 seats open, at large

Accomack County Wetlands Board: 1 seat open, at large

Accomack County Parks & Recreation Advisory Commission – ED 4

Accomack County Board of Social Services – At-large

7.2 Attendance Report

Attendance reports were included in the Board's agenda packet.

8. Public Hearing (6:00 p.m.)

8.1 Public Hearing Rules

No one signed up to speak, the rules were not read.

8.2 REZ-000142-2025, a rezoning of the Former Seafood Plant from Ag to Industrial with proffers: John Custis on behalf of Debra Bryan & Virginia Spaceport Authority (Virginia Space)

Mr. Lee Pambid, Deputy Administrator for Community and Economic Development presented a slide deck for reference. He stated that this rezoning of 55.148-acre property shall be used for manufacturing, production, fabrication, and assembly of aerospace equipment and launch vehicles in accordance with Section 106-128(1) of the Accomack County Zoning Ordinance and associated activities necessary for such operations. The subject property may be used for accessory uses, such as, but not limited to, office and administrative facilities, cafeterias, classrooms, lunchrooms and snack shops, non-retail motor fuel facilities, company vehicle, service facilities, central heating and power plants, and outside storage (not to exceed 20 percent of the total lot area).

The Chairman opened and then closed the Public Hearing at 6:15 p.m.

A motion was made by Supervisor Crockett and seconded by Supervisor Washington to approve REZ-000142-2025, to conditionally rezone Tax Parcels 50-A-501, 55-A-50B, 55-A-51, and a portion of 55-A-43, consisting of approximately 55.148 acres, owned by Virginia Commercial Space Flight Authority, from Agriculture District to Industrial District, with the proffer statement dated November 18, 2025. The motion passed unanimously.

**AN ORDINANCE AMENDING THE ACCOMACK COUNTY ZONING MAP TO
CONDITIONALLY REZONE TAX PARCELS 50-A-501, 55-A-50B, 55-A-51, AND A
PORTION OF 55-A-43, CONSISTING OF APPROXIMATELY 55.148 ACRES, FROM
AGRICULTURAL DISTRICT TO INDUSTRIAL DISTRICT, SUBJECT TO
PROFFERS.
(REZ-000142-2025).**

WHEREAS, the public necessity, convenience, general welfare, and good zoning practice require the amendment of the Accomack County Zoning Map to change the classification of certain real property owned by Virginia Commercial Space Flight Authority (VCSFA) and described as Tax Parcel Numbers 50-A-501, 55-A-50B, 55-A-51, and a portion of 55-A-43, consisting of approximately 55.148 acres, from Agricultural District to Industrial District, with proffers, said property being located at 13249 Lankford Highway Mappsville, Virginia, at the southeast corner of the intersection of Lankford Highway and John Taylor Road, as shown on the attached plan, entitled "REZ-000142-2025 Virginia Space Seafood Plant," dated September 18, 2025; and

WHEREAS, this change in zoning district classification, hereinafter referred to as a "rezoning," is subject to conditions voluntarily offered by the owner set forth in the attached proffer statement, dated November 18, 2025 ("Proffer Statement"); and

WHEREAS, at a public hearing held on October 8, 2025, the Accomack County Planning Commission recommended approval of the conditional rezoning, subject to the proffers set out in the Proffer Statement, for the reasons set out in the Staff Report dated October 1, 2025; and

WHEREAS, at a public hearing held on December 17, 2025, the Accomack County Board of Supervisors approved the conditional rezoning, subject to the Proffer Statement, as recommended by the Planning Commission.

NOW, THEREFORE, BE IT ORDAINED by the Board of Supervisors of Accomack County, Virginia, that the real property described as Tax Parcel Numbers 50-A-501, 55-A-50B,

55-A-51, and a portion of 55-A-43, consisting of approximately 55.148 acres, said property being located 13249 Lankford Highway Mappsville, Virginia, at the southeast corner of the intersection of Lankford Highway and John Taylor Road, as shown on the attached plan, entitled "REZ-000142-2025 Virginia Space Seafood Plant," dated September 18, 2025, is hereby rezoned from Agricultural District to Industrial District, subject to the proffers set forth in the Proffer Statement signed by the owner, Virginia Commercial Spaceport Authority.

The proffers set forth in the Proffer Statement are incorporated herein and shall be made a part of the Accomack County Zoning Ordinance and shall continue in effect until a subsequent amendment changes the zoning on the rezoned property.

This ordinance shall become effective upon adoption.

ADOPTED by the Board of Supervisors for the County of Accomack, Virginia, on the 17th day of December, 2025.



Jackie Phillips, Chair
Accomack County Board of Supervisors

ATTEST:



Michael T. Mason,
County Administrator and Clerk to the Board

8.3 Public Hearing on the County conditionally accepting dedication of two streets in Eagles Sound Subdivision, Bayview Lane and Eaglet Lane

Stewart Hall, Deputy County Administrator presented to the Board: The Eagles Sound Property Owners Association (POA) has requested the County accept the dedication of Bayview Lane and Eaglet Lane and, once accepted, for the County to request VDOT add these streets to VDOT's Secondary System of State Highways. The POA has been advised that these streets will be managed and controlled by VDOT once they are within the Secondary System meaning the POA and County will have no authority to demand improvements and repairs to, or alteration or vacation of, these streets.

The Planning Commission performed a conformance review, pursuant to Code of Virginia Section 15.2-2232, finding that the location, character, and extent of the acceptance of Bayview Lane and Eaglet Lane into the Public Secondary Highway System as described in the Staff Report are **substantially in accord** with the 2018 Accomack County Comprehensive Plan.

The Chairman opened and then closed the public hearing at 6:18 p.m.

A motion was made by Supervisor Crockett and seconded by Supervisor Parks to approve the acceptance of the dedication of Bayview Lane and Eaglet Lane on the condition that VDOT include the streets into the Secondary System of State Highways and approve Resolution to VDOT requesting such action. The motion passed unanimously.



RESOLUTION REQUESTING THE VIRGINIA DEPARTMENT OF TRANSPORTATION TO INCLUDE TWO OF THE STREETS IN THE EAGLES SOUND SUBDIVISION, BAYVIEW LANE AND EAGLET LANE, INTO THE SECONDARY SYSTEM OF STATE HIGHWAYS

WHEREAS, two of the streets in Eagles Sound Subdivision, Bayview Lane and Eaglet Lane, which are shown on a plat recorded in the Clerk's Office of the Circuit Court of Accomack County, Virginia, have been constructed to standards equal to the Virginia Department of Transportation's Secondary Street Acceptance Requirements as a requisite for acceptance for maintenance as part of the Secondary System of State Highways; and

WHEREAS, the Virginia Department of Transportation has inspected these streets and found them to be acceptable for maintenance; and

WHEREAS, the Accomack County Board of Supervisors does hereby guarantee unencumbered rights-of-way, as described on the following Form AM-4.3.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of the County of Accomack this 17th day of December, 2025, that the Virginia Department of Transportation be, and it hereby is, requested to add and maintain the streets identified on the attached AM-4.3 Form as part of the Secondary System of State Highways, pursuant to Virginia Code Sections 33.2-334 and 33.2-705, 1950, as amended, and the regulatory requirements of the Virginia Department of Transportation.

BE IT FURTHER RESOLVED that copies of this Resolution be forwarded to the property owners association of Eagles Sound and to the Virginia Department of Transportation.

The foregoing Resolution was adopted by the Board of Supervisors of Accomack County, Virginia, at its regular meeting held on the 17th day of December, 2025 in Accomack, Virginia.

VOTING AYE: 9
ABSTAINING: 0

VOTING NAY: 0
ABSENT: 0

Witness the following signatures and seals.

BOARD OF SUPERVISORS OF
ACCOMACK COUNTY, VIRGINIA

By: 
H. Jackie Phillips, Chairman

ATTEST:


Michael Mason, Clerk to the Board

8.4 Public hearing on the conveyance, in fee simple, of a parcel of land, Tax Map 101-5-A, including the improvements thereon, to the Hampton Roads Sanitation District (HRSD)

Stewart Hall, Deputy County Administrator explained that during its regular meeting on October 15, 2025, the Board of Supervisors approved the acceptance of a parcel of land, Tax Map 101-5-A, including improvements thereon, from the Economic Development Authority of Accomack County with the intention of conveying this parcel to the Hampton Roads Sanitation District (HRSD) pursuant to the sewer transfer and service agreement between the County and HRSD. A public hearing was ordered at the November 19, 2025 meeting.

The Chairman opened and then closed the Public Hearing at 6:20 p.m.

A motion was made by Supervisor Crockett and seconded by Supervisor Parks to approve the conveyance, in fee simple, of a parcel of land, Tax Map 101-5-A, including the improvements thereon, to the Hampton Roads Sanitation District. The motion passed unanimously

Drafted by and return to:
Sands Anderson PC
Danielle J. Wang (VSB: 85964)
919 E. Main Street, Suite 2300
Richmond, Virginia 23219
(804) 783-7292 [Va. Code §17.1-223]

Parcel ID: a portion of 101-5-A1
[Va. Code §17.1-252]
Consideration \$0.00
Title Ins. Co.: Fidelity National Title Insurance

THIS DOCUMENT IS EXEMPT FROM RECORDATION TAX PURSUANT
TO VA. CODE §58.1-811(A) AND EXEMPT FROM THE
PAYMENT OF CLERK'S FEES PURSUANT TO VA. CODE §17.1-279(E)
AND EXEMPT FROM GRANTOR'S TAX PURSUANT TO VA. CODE §58.1-811(C)(4)

THIS DEED OF GIFT, made this _____ day of _____, 202__, by **ACCOMACK COUNTY**, a political subdivision of the Commonwealth of Virginia, as grantor (the "Grantor"), and, **HAMPTON ROADS SANITATION DISTRICT**, a political subdivision of the Commonwealth of Virginia, as grantee (the "Grantee").

WITNESSETH

That for no consideration, the said Grantor does hereby grant and convey with general warranty and English covenants of title unto the said Grantee, in fee simple, the following described real estate, to wit:

FOR A DESCRIPTION OF PROPERTY CONVEYED SEE SCHEDULE "A"
ATTACHED HERETO AND MADE A PART HEREOF (the "Property")

The Grantor also conveys to Grantee, for no consideration, any and all under or above-ground pump stations, wastewater mains, water reuse force mains, and/or gravity mains, and any other equipment, accessories, and appurtenances existing over, under, across, and through the Property as of the date of this conveyance. Notwithstanding the foregoing, this conveyance is made subject to the conditions, reservations, restrictions, and easements, if any, contained in the instruments forming the chain of title to the Property. This deed and conveyance was approved by unanimous vote of the Board of Supervisors of Accomack County at an open meeting held on 12/17 2015 following a properly noticed public hearing on the same.

*[Signature pages to follow;
Remainder of this page left intentionally blank]*

WITNESS the following signatures and seals:

GRANTOR:

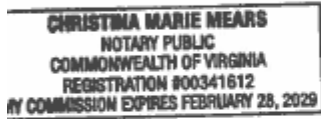
ACCOMACK COUNTY, a political subdivision
of the Commonwealth of Virginia

By: [Signature] (SEAL)
Name: H. Jackie Phillips
Title: Chairman

COMMONWEALTH OF VIRGINIA
COUNTY OF Accomack

The foregoing instrument was acknowledged and executed before me this 17th day of December,
2025, by H. Jackie Phillips as Chairman of Accomack County, a political subdivision of
the Commonwealth of Virginia.

My commission expires: 2, 28, 2029



Christinammears
Notary Public

GRANTEE:

HAMPTON ROADS SANITATION DISTRICT, a political
subdivision of the Commonwealth of Virginia

By: _____ (SEAL)
Name: _____
Title: _____

COMMONWEALTH OF VIRGINIA
COUNTY OF _____

The foregoing instrument was acknowledged and executed before me this _____ day of _____,
20____, by _____ as _____ of Hampton Roads Sanitation District, a
political subdivision of the Commonwealth of Virginia.

My commission expires: / /

Notary Public

GRANTEE'S ADDRESS:
Hampton Roads Sanitation District
Attn: Karen Scarano
P.O. Box 5911
Virginia Beach, Virginia 23471-0911

SCHEDULE A

ALL THAT CERTAIN tract or parcel of land being shown as Parcel 2, 0.119 acres, as shown on that subdivision plat prepared by George E. Young, III, P.C. entitled "Division of the Lands of Industrial Development Authority of Accomack County, Tax Map 101-5-A Parcel ID 101000500A00001, Accomack County, Virginia", dated December 3, 2024, and recorded December 17, 2024 in the Clerk's Office, Circuit Court, Accomack County, Virginia as Instrument No. 240004330.

BEING THAT SAME property conveyed to the Grantor by The Economic Development Authority of Accomack County, formerly known as Industrial Development Authority of Accomack County, Virginia, a political subdivision of the Commonwealth of Virginia, by deed of gift dated _____, ___ and recorded on _____ at the aforesaid Clerk's Office as Instrument Number _____.

3 of 3

8.5 Public hearing on the conveyance, in fee simple, of a parcel of land, Tax Map 101-5-A16, including the improvements thereon, to the Hampton Roads Sanitation District (HRSD)

Stewart Hall, Deputy County Administrator explained this as well to the Board: During its regular meeting on October 15, 2025, the Board of Supervisors approved the acceptance of a parcel of land, Tax Map 101-5-A16, including the improvements thereon, from Blue Barn Properties, LLC with the intention of conveying this parcel to the Hampton Roads Sanitation District (HRSD) pursuant to the sewer transfer and service agreement between the County and HRSD. The Board ordered to send this to public hearing at the November 19, 2025 meeting.

The Chairman opened and then closed the Public Hearing at 6:21 p.m.

A motion was made by Supervisor Crockett and seconded by Supervisor Parks to approve the conveyance, in fee simple, of a parcel of land, Tax Map 101-5-A16, including the improvements thereon, to the Hampton Roads Sanitation District. The motion passed unanimously

Drafted by and return to:
Sands Anderson PC
Danielle J. Wong (VSB: 85964)
919 E. Main Street, Suite 2300
Richmond, Virginia 23219
(804) 783-7292 [Va. Code §17.1-223]

Parcel ID: a portion of 101-5-A16
[Va. Code §17.1-252]
Consideration \$0.00
Title Ins. Co.: Fidelity National Title Insurance

THIS DOCUMENT IS EXEMPT FROM RECORDATION TAX PURSUANT
TO VA. CODE §58.1-811(A) AND EXEMPT FROM THE
PAYMENT OF CLERK'S FEES PURSUANT TO VA. CODE §17.1-279(E)
AND EXEMPT FROM GRANTOR'S TAX PURSUANT TO VA. CODE §58.1-811(C)(4)

THIS DEED OF GIFT, made this 17th day of December, 2025, by ACCOMACK
COUNTY, a political subdivision of the Commonwealth of Virginia, as grantor (the "Grantor"), and,
HAMPTON ROADS SANITATION DISTRICT, a political subdivision of the Commonwealth of
Virginia, as grantee (the "Grantee").

WITNESSETH

That for no consideration, the said Grantor does hereby grant and convey with general warranty
and English covenants of title unto the said Grantee, in fee simple, the following described real estate, to
wit:

FOR A DESCRIPTION OF PROPERTY CONVEYED SEE SCHEDULE "A"
ATTACHED HERETO AND MADE A PART HEREOF (the "Property")

The Grantor also conveys to Grantee, for no consideration, any and all under or above-ground pump
stations, wastewater mains, water reuse force mains, and/or gravity mains, and any other equipment,
accessories, and appurtenances existing over, under, across, and through the Property as of the date of this
conveyance. Notwithstanding the foregoing, this conveyance is made subject to the conditions,
reservations, restrictions, and easements, if any, contained in the instruments forming the chain of title to
the Property. This deed and conveyance was approved by unanimous vote of the Board of Supervisors of
Accomack County at an open meeting held on 12/17, 2025 following a properly noticed public hearing
on the same.

*[Signature pages to follow;
Remainder of this page left intentionally blank]*

WITNESS the following signatures and seals:

GRANTOR:

ACCOMACK COUNTY, a political subdivision
of the Commonwealth of Virginia

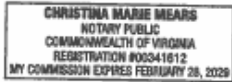
By: [Signature] (SEAL)
Name: H. Jackie Phillips
Title: Chairman

COMMONWEALTH OF VIRGINIA
COUNTY OF Accomack

The foregoing instrument was acknowledged and executed before me this 17th day of December,
2025, by H. Jackie Phillips as Chairman of Accomack County, a political subdivision of
the Commonwealth of Virginia.

My commission expires: 2.28.2029

Christina Mears
Notary Public



GRANTEE:

HAMPTON ROADS SANITATION DISTRICT, a political
subdivision of the Commonwealth of Virginia

By: _____ (SEAL)
Name: _____
Title: _____

COMMONWEALTH OF VIRGINIA
COUNTY OF _____

The foregoing instrument was acknowledged and executed before me this _____ day of _____,
20____, by _____ as _____ of Hampton Roads Sanitation District, a
political subdivision of the Commonwealth of Virginia.

My commission expires: / /

Notary Public

GRANTEE'S ADDRESS:

Hampton Roads Sanitation District
Attn: Karen Scarano
P.O. Box 5911
Virginia Beach, Virginia 23471-0911

SCHEDULE A

ALL THAT CERTAIN tract or parcel of land being shown as Parcel 1, 0.119 acres, as shown on
that subdivision plat prepared by George E. Young, III, P.C. entitled "Division of the Lands of
Blue Barn Properties, LLC, Tax Map 101-5-A16 Parcel ID 101000500A00016, Accomack
County, Virginia", dated December 3, 2024, and recorded April 3, 2025 in the Clerk's Office,
Circuit Court, Accomack County, Virginia as Instrument No. 250001162.

BEING THAT SAME property conveyed to the Grantor by Blue Barn Properties, LLC, a Virginia
limited liability company, by deed of gift dated _____ and recorded on _____ at the
aforesaid Clerk's Office as Instrument Number _____.

8.6 Public hearing on the conveyance, in fee simple, of a parcel of land, designated as "pump station lot" on that certain plat entitled "Subdivision of Shopping Center Tract", Chesapeake Square Associates, LLC, including the improvements thereon, to the Hampton Roads Sanitation District (HRSD)

A motion to move this agenda item to the January 21, 2026 meeting was made by Supervisor Hart and seconded by Vice-Chair Major. The motion passed unanimously

8.7 Public Hearing on an Amendment of the County Budget to recognize award of HMGP grant for elevation of 8 houses

Mike Mason, County Administrator presented the key points of this item. On May 16, 2025, the County was awarded, subject to acceptance, a Hazard Mitigation Grant by VDEM in the amount of \$1,696,800 to be used to elevate eight homes out of the floodplain in Accomack County. On November 19, 2025, the Board of Supervisors authorized the County Administrator to accept this grant. A public hearing on the associated budget amendment is required in order to comply with Code of Virginia Section 15.2-2507. Virginia Code § 15.2-2507 requires a public hearing whenever a County amends its budget and the amendment exceeds one percent of the total expenditures of the adopted budget.

The Chairman opened and then closed the Public Hearing at 6:23 p.m.

A motion was made by Supervisor Crockett and seconded by Supervisor Tarr to amend the County Budget by \$1,696,800 and appropriate the same to recognize last month's acceptance of the HMGP grant #FEMA-4512-DR-VA. The motion passed unanimously

8.8 Public Hearing on Proposed Amendments to Chapter 18 of the Accomack County Code entitled "Buildings and Building Regulations" to allow for waiver of building permit fees and other county fees associated with the construction, renovation or rehabilitation of affordable housing

County Administrator presented the following key points: One of the strategic initiatives the Board approved during its Strategic Planning Meeting held in September 2024 was to utilize existing statutory authority to incentivize affordable housing starts. Code of Virginia 15.2-958.4 authorizes a locality to provide by ordinance the waiver of building and other fees associated with construction, major renovation or major rehabilitation by:

A 501(c)(3) organization with a primary purpose of assisting with the provision of affordable housing; or a private -sector entity that is pursuing an affordable housing development

The attached draft ordinance was crafted to this end. The County revenue impact if the proposed ordinance is adopted is somewhat difficult to quantify however based on past affordable housing starts, it is expected to be minimal. Initiatives such as this not only incentivize affordable housing starts but also demonstrate the County's commitment to affordable housing which can be leveraged by those seeking grant funds and tax credits to reduce construction costs.

The ordinance does require the entities seeking permit fee relief to demonstrate such relief will facilitate construction, renovation or rehabilitation of affordable housing which is defined as housing that is affordable to households with incomes at or below the area median income, provided that the occupant pays no more than thirty percent of his gross income for gross housing costs, including utilities. Entities may demonstrate this either before work commences thereby creating a waiver of the fees or after construction has been completed which would then result in a refund of fees previously paid. The Board ordered to send this to public hearing at the November 19, 2025 meeting.

The Chairman opened and then closed the Public Hearing at 6:25 p.m.
A motion was made by Vice-Chair Major and seconded by Supervisor Hart to approve the proposed Amendments to Chapter 18 of the Accomack County Code designed to incentivize creation of more affordable housing in the County. The motion passed unanimously

AN ORDINANCE AMENDING CHAPTER 18 OF THE ACCOMACK COUNTY CODE, ENTITLED, "BUILDINGS AND BUILDING REGULATIONS," TO ADD SECTION 18-2.1 THERETO, TO PROVIDE FOR THE WAIVER OF BUILDING PERMIT FEES AND OTHER COUNTY PERMIT FEES ASSOCIATED WITH THE CONSTRUCTION, OR MAJOR RENOVATION OR REHABILITATION, OF HOUSING BY A 501(c)(3) ORGANIZATION WITH A PRIMARY PURPOSE OF ASSISTING WITH THE PROVISION OF AFFORDABLE HOUSING OR BY A PRIVATE-SECTOR ENTITY THAT IS PURSUING AN AFFORDABLE HOUSING DEVELOPMENT.

WHEREAS, Section 15.2-958.4 of the Code of Virginia authorizes a locality to provide, by adoption of an ordinance, for the waiver of building permit fees and other fees associated with the construction, renovation or rehabilitation of housing by a § 501(c)(3) organization with a primary purpose of assisting with the provision of affordable housing or by a private-sector entity that is pursuing an affordable housing development; and

WHEREAS, the Accomack County Board of Supervisors finds it to be in the best interest of the public health, safety and welfare to adopt an ordinance providing for the waiver of building permit fees and other County permit fees associated with the construction, or major renovation or rehabilitation, of housing by a § 501(c)(3) organization with a primary purpose of assisting with the provision of affordable housing or by a private-sector entity that is pursuing an affordable housing development.

NOW, THEREFORE, BE IT ORDAINED by the Accomack County Board of Supervisors that Chapter 18 of the Accomack County Code, entitled "Buildings and Building Regulations," is hereby AMENDED and REORDAINED to add Section 18-2.1 thereto as follows:

Chapter 18 – BUILDINGS AND BUILDING REGULATIONS

Sec. 18.2.1. – Waiver of Permit Fees for Affordable Housing.

A. Fees for building permits and other County permits associated with the construction, major renovation or major rehabilitation, of housing shall be waived for (i) a § 501(c)(3) organization with a primary purpose of assisting with the provision of affordable housing that is engaged in the construction, major renovation, or major rehabilitation of affordable housing, and (ii) a private-sector entity that is pursuing an affordable housing development.

B. As used herein, the term "affordable housing" shall mean housing that is affordable to households with incomes at or below the area median income, provided that the occupant pays no more than thirty percent of his gross income for gross housing costs, including utilities.

C. Any entity seeking waiver of permit fees under this section shall present the County with sufficient documentation to demonstrate that such waiver will facilitate the construction, major renovation, or major rehabilitation of affordable housing as defined herein. In the event a permit applicant is unable to demonstrate to the satisfaction of the county administrator or designee that the waiver will facilitate the construction, major renovation, or major rehabilitation of affordable housing, the permit applicant shall pay the applicable fee and be entitled to a refund at such time, if any, that the applicant is able to present sufficient evidence of the construction, major renovation, or major rehabilitation of affordable housing.

D. For housing developments that do not consist entirely of affordable housing, the County will prorate the building permit waiver or refund based on the percentage of housing that qualifies or will qualify as affordable housing.

E. This section shall apply to towns in which the County enforces the Uniform Statewide Building Code.

This ordinance shall be effective immediately upon adoption.

VOTE:
AYES: 9
NAYS: 0
ABSENT: 0

Accomack County Board of Supervisors

By: H. Jackie Phillips
H. Jackie Phillips, Chairman

Dated: 12/17/2025

9. County Administrator’s Report

9.1 Next Board of Supervisors Meeting is scheduled for January 7, 2026, which is the Organizational Meeting.

9.2 Virginia Airport System Economic Impact Study

The Virginia Department of Aviation (DOAV) and Kimley-Horn are pleased to share the economic impact results for MFV as part of the Virginia Aviation System Economic Impact Study. The figures below represent total impacts and include both on-airport and off-airport visitor spending impacts. In 2024, MFV contributed the following impacts to the Commonwealth’s economy:

Accomack County (MFV) Total Economic Impact

Jobs	Wages	GSP	Output
59	\$2,579,000	\$5,831,000	\$9,294,000

The economic impact measures used in the study are described below:

- **Jobs** – The total number of people working because of the airport or company, including both full-time and part-time positions.
- **Wages** – All the money and benefits employees receive for their work, including salaries, health benefits, and taxes paid on their behalf.
- **Gross State Product (GSP)** – The value an airport adds to the economy. It’s calculated by taking what the industry produces and subtracting the cost of its necessary materials such as fuel, maintenance, or utilities.
- **Total Economic Impact (Output)** – The overall value of the airport’s activity, including all spending ripples. It is equivalent to GSP plus the cost of everything it buys- like fuel, maintenance, and utilities- from other businesses.

9.3 Proposed Cedar Island Resilience Project Approved for \$5M in funding by National Fish and Wildlife Foundation

The Cedar Island Resilience Project previously endorsed by the Board and pursued by VIMS has received some encouraging news. It has been approved for a \$5M award from the National Fish and Wildlife Foundation. The Board will recall that this project is designed to improve the resilience of Cedar Island by strengthening and extending the natural marsh behind the southern tip of the island thereby preventing its breach and slowing its landward migration. This award does not cover the projected full cost of the project which is expected to be in \$10M range but it’s a great start. Note that there are also permit approvals pending that need to be approved before this project could commence even if the current budget gap is bridged.

10. Board of Supervisors Comment Period

- ❖ **Supervisor Johnson:** Wishes everyone a safe holiday season.
- ❖ **Supervisor DeGeorges:** Missed the last meeting, wants to give shout outs to the Atlantic and Greenbackville Fire Departments for responding to the Captain's Cove fire and essentially saving the street from burning down.
- ❖ **Supervisor Hart:** Thank you to fellow Board members and others that reached out with courtesies during his recent situation. Merry Christmas & Happy New Year.
- ❖ **Supervisor Tarr:** Welcome to Chincoteague, again and this fine firehouse. There is a rocket launch scheduled between 12:00 a.m. and 4:00 a.m. if anyone is interested in attending.
- ❖ **Supervisor Crockett:** Congratulated Kathy Carmody who is attending her last meeting before retiring, wished her a happy retirement and thanks for her service. Merry Christmas and Happy New Year.
- ❖ **Supervisor Parks:** Attended the ribbon-cutting for the new model affordable homes in Parksley, encourages everyone to go by and see them, it's a good thing for Parksley. Best wishes for the holidays to all and be safe.
- ❖ **Supervisor Washington:** It has been a joy to share alongside this Board. Merry Christmas and Happy New Year.
- ❖ **Vice-Chair Major:** Thanked Kathy Carmody for everything she did for the County, thank you to Chairman Phillips. Merry Christmas, Happy New Year and Happy Kwanza.
- ❖ **Chairman Phillips:** As last meeting as Chair, thank you to the Board, Thanks to Mike Mason, Jan Proctor and staff for all that they do the public doesn't get to see so he wants to recognize them and say thank you. Congratulations to Kathy Carmody on retiring. Merry Christmas and a Prosperous New Year to all!

12. Budget and Appropriation Items

12.1 Consider Approving Resolution to Amend the FY26 Budget.

A motion to approve the resolution to amend the FY26 Budgets was made by Supervisor Hart and seconded by Supervisor Tarr. The motion was approved unanimously.

RESOLUTION TO AMEND THE FISCAL YEAR 2026 ACCOMACK COUNTY GOVERNMENT BUDGET

WHEREAS, it is the responsibility of the Accomack County Board of Supervisors to approve and maintain the budget for Accomack County; and

WHEREAS, on April 14, 2025, the Board of Supervisors finalized the Accomack County Fiscal Year 2026 Budget; and

WHEREAS, during the course of the fiscal year certain unanticipated events occur that compel amendments to the budget be made; and

WHEREAS, staff has reviewed the following requested budget amendments and recommends that it be approved; now, therefore,

BE IT RESOLVED by the Board of Supervisors of Accomack County, Virginia, that the Fiscal Year 2026 County budget be amended by the amounts listed below and the amounts appropriated for the purpose indicated.

Fiscal Year	Requesting Department	Fund/Function	Purpose	Funding Source	Total
FY26	Public Works	General Fund/Public Works	To recognize additional Litter Prevention and Recycling Program funding.	State	\$ 15,134
Total					\$ 15,134


 Jackie Phillips
 Chairman, Board of Supervisors

ATTEST:

 Michael T. Mason, CPA
 County Administrator

Adopted by the Board of Supervisors of Accomack County, Virginia, this 17th day of December 2025.

13. Payables

13.1 Consider Payables

County Administrator Mike Mason certified the November payables as presented.

A motion to authorize payment of November payables was made by Supervisor Crockett and seconded by Vice-Chair Major. The motion was approved unanimously.

9. New Business (moved to end of meeting)

9.1 Receive Group COIA Training to Satisfy Virginia Code Mandate 2.2-3132(b)

Jan Proctor, County Attorney conducted the Conflict-of-Interest Training as required by Virginia Code: § 2.2-3132. Training on prohibited conduct and conflicts of interest.

The Council shall provide training sessions for local elected officials, the members of appointed school boards, and the executive directors and members of industrial development authorities and economic development authorities, as created by the Industrial Development and Revenue Bond Act (§ [15.2-4900](#) et seq.), on the provisions of the State and Local Government Conflict of Interests Act (§ [2.2-3100](#) et seq.). The Council may provide such training sessions by online means.

The following appointed Board members were present and participated in the training:

H. Jackie Phillips
Reneta C. Major
Robert Crockett
Roger DeGeorges
Donald Hart
Vanessa K. Johnson
Jeffrey Parks
William J. Tarr
Calvin Washington
Richard Alloway II (EDA member)

9.2 Receive Group FOIA Training to Satisfy Virginia Code Mandate 2.2-3100.1

The Virginia Freedom of Information Advisory Council (the Council) or the local government attorney shall provide in-person or online training sessions for local elected officials; the executive directors and members of industrial development authorities and economic development authorities, as created by the Industrial Development and Revenue Bond Act (§ [15.2-4900](#) et seq.); and members of any boards governing any authority established pursuant to the Park Authorities Act (§ [15.2-5700](#) et seq.) on the provisions of this chapter
The following appointed Board members were present and participated in the training:

H. Jackie Phillips
Reneta C. Major
Robert Crockett
Roger DeGeorges
Donald Hart
Vanessa K. Johnson
Jeffrey Parks
William J. Tarr
Calvin Washington

14. Adjournment

A motion to adjourn was made by Supervisor Tarr and seconded by Supervisor Parks; the Accomack County Board of Supervisors voted to adjourn the meeting at 7:05 PM. The motion was approved unanimously.

15. Informational Item

15.1 Regional Library and Heritage Report to the Board of Supervisors (December)