



PLANNING COMMISSION

Work Session

Cape Charles Civic Center

January 27, 2020

3:00 p.m.

At 3:00 p.m., Chairman Bill Stramm, having established a quorum, called to order the Work Session of the Planning Commission. In addition to Chairman Stramm, present were Commissioners Diane D'Amico, Paul Grossman, Dennis McCoy and Michael Strub. Jim Holloway was not in attendance and there was one vacancy on the commission. Also, in attendance were Town Planner Zach Ponds and Deputy Clerk Tracy Outten. There were no members of the public in attendance.

APPROVAL OF AGENDA

Motion made by Michael Strub, seconded by Dennis McCoy, to approve the agenda format as presented. The motion was approved by unanimous vote.

ORDER OF BUSINESS

A. *Comprehensive Plan Update*

Discussion was as follows: (i) Bill Stramm said the goals for this work session were to find any missing information that needed to be included in each section and to identify stakeholder groups and think of the best approach for the meetings; (ii) Zach Ponds informed the commissioners that the only item for February's regular meeting was the comprehensive plan update; (iii) Paul Grossman volunteered to take the priorities table and sort them based on which comprehensive plan chapter covered them. Zach Ponds would help; (iv) Michael Strub thought stakeholders were high ranking individuals who reviewed the final plan and wanted to know how the stakeholders would be used. Dennis McCoy responded to get more input for areas that were not covered in the survey; (v) Dennis McCoy said priorities were needed before any stakeholder meetings were held. Diane D'Amico agreed adding each stakeholder group would have different goals; (vi) Some discussion ensued on what direction the Town was headed whether it would continue as a tourist spot or be a retirement community; (vii) There was much discussion on parking issues; (viii) Dennis McCoy said that when writing the comprehensive plan chapters each should have a goal and overall focus; (ix) Michael Strub wanted to make sure internet would be included within the comprehensive plan. Dennis McCoy agreed and would do some research; (x) Diane D'Amico expressed the need for continuous sidewalks throughout the town; (xi) Dennis McCoy reached out to Cape Charles Police Chief Jim Pruitt about a few results from the survey and that did not go well. He thought more input was needed on safety; and (xii) Bill Stramm read through the priority topics that had been compiled.

Bill Stramm listed the stakeholder groups as follows: (i) Civic Groups; (ii) Builders, Realtors, Rental Agents and Rental Homeowners; (iii) Business Owners and Restaurants; (iv) Long-term Citizens and Full-time Residents; (v) Part-time Residents; (vi) Hotels and Bed and Breakfasts; (vii) Town Boards and Commissions; (viii) Town Employees; and (ix) Churches.

Bill Stramm reminded the commissioners to send any goals they might have to Paul Grossman and next Tuesday the goal was to go over the content of the priorities.

Motion made by Dennis McCoy, seconded by Paul Grossman, to adjourn the Planning Commission Work Session. The motion was approved by unanimous vote.

The meeting adjourned at 4:56 p.m.

Chairman Bill Stramm

Deputy Clerk