PLANNING COMMISSION
Work Session
Cape Charles Civic Center
November 17, 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. There was one vacancy on the commission. Also, in attendance were Town Planner Allyson Finchum and Planning Technician Tracy Outten. There were no members of the public in attendance.

APPROVAL OF AGENDA

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

ORDER OF BUSINESS

A. *Comprehensive Plan Update*
   i. Environment

Michael Strub summarized the comprehensive plan update process.

Discussion on the environment chapter was as follows: (i) Goals and objectives needed to have clear strategies for the town council to differentiate; (ii) The commissioners explained to Allyson Finchum that the planning commission did not have any executive input as they were a recommending body and the town council did the implementation; (iii) Allyson Finchum thought that the capital improvement plan should be married to the comprehensive plan; (iv) Michael Strub said an audience needed to be determined; and (v) Paul Grossman suggested converting the 2008 Comprehensive Plan chapter into a word document so that it could be edited. The updated chapter would be the 2019-2020-chapter appendix containing the detailed data. Then, extract the pertinent/salient points from the appendix that would summarize the chapter material along with the goals and strategies.

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 4:15 p.m.

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Chairman Bill Stramm

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Planning Technician