



PLANNING COMMISSION

Work Session

Cape Charles Civic Center

June 21, 2021

3:00 p.m.

At 3:00 p.m., Vice-Chairman Dennis McCoy, having established a quorum, called to order the Work Session of the Planning Commission. In addition to Vice-Chairman McCoy, present were Commissioners Kenneth Butta, Paul Grossman, Jim Holloway, and Michael Strub. Diane D'Amico arrived after roll call. Bill Stramm was not in attendance. Also, in attendance were Town Manager John Hozey, Interim Town Planner/Zoning Administrator Katie Nunez, 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. *Update on Staff Changes*

Katie Nunez informed the commissioners that Ben Sullivan was no longer working for the town.

John Hozey went through some emergency preparedness training with the commissioners.

B. *Comprehensive Plan Update*

i. *Economy Chapter as drafted by Commissioner McCoy dated 12/7/2020*

Dennis McCoy gave some background on the resources used to compile the data.

Discussion ensued on the economy chapter.

ii. *Discussion on Future Workload and Calendar for remaining chapters, including on Town Budget & funding for consultant to assist with Comp Plan update*

Katie Nunez informed the board that a consultant firm would be hired to assist with the updating comprehensive plan. She encouraged all members to continue working on their chapters.

Future Work Sessions and Chapter to be reviewed as follows: (i) July 19 – Introduction; (ii) August 16 – Land Use; (iii) September 20 – Community Facilities; and (iv) October 18 – Population.

Motion made by Jim Holloway, seconded by Kenneth Butta, to adjourn the Planning Commission Work Session. The motion was approved by unanimous vote.

The meeting adjourned at 5:10 p.m.

Vice-Chairman Dennis McCoy

Planning Technician