



PLANNING COMMISSION

Work Session

Cape Charles Civic Center

December 20, 2021

3:00 p.m.

At approximately 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 Kenneth Butta, Diane D'Amico, Jim Holloway, Dennis McCoy, and Michael Strub. Paul Grossman was not in attendance. Also, in attendance were Interim Town Planner/Zoning Administrator Katie Nunez and Planning Technician Tracy Outten. There were no members of the public in attendance.

Katie Nunez informed the commissioners that Summit Design and Engineering Services was awarded the contract for the Comprehensive Plan and Zoning updates.

APPROVAL OF AGENDA

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

ORDER OF BUSINESS

A. Comprehensive Plan update

i. Community Facilities and Services

Diane D'Amico gave an overview of how the chapter was written.

Discussions were on the following: (i) Water and Wastewater data: Bob Panek and Katie Nunez were in the midst of working with an engineer to figure out the capacity; (ii) internet hotspot locations in the Town; (iii) The Harbor District Overlay; (iv) whether or not to include the Cape Charles Yacht Center; (v) include beach maintenance as service; (vi) Action amenities need to be written out; (vii) Diane D'Amico based emphasis on year-round residents rather than tourist. (viii) The section written about the Historic District should be moved to the Land Use chapter. (ix) The Streetscapes section would be better placed in the Land Use and Environment chapters. (x) The Tree Advisory Committee and Tree City USA were mentioned in the Environment chapter. and (xi) All schools in our area need to be included in the comprehensive plan.

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

The meeting adjourned at 5:00 p.m.

Chairman Bill Stramm

Planning Technician