



PLANNING COMMISSION

Regular Meeting

Cape Charles Civic Center

April 5, 2022

6:00 p.m.

At 6:00 p.m., Chairman Bill Stramm, having established a quorum, called to order the Regular Meeting of the Planning Commission. In addition to Chairman Stramm, present were Commissioners Kenneth Butta, Diane D'Amico, Paul Grossman, Jim Holloway, Dennis McCoy, and Michael Strub. Also, in attendance were Interim Planning/Zoning Administrator Katie Nunez, Planning Technician Tracy Outten, and Town Clerk Libby Hume. There were no members of the public in attendance and seven viewers on Facebook Live.

A moment of silence was observed which was followed by the recitation of the Pledge of Allegiance.

CONSENT AGENDA

Chairman Bill Stramm approved the consent agenda as presented by unanimous consent.

PUBLIC HEARING:

There was no public hearing.

CITIZEN COMMENTS:

There were no citizen comments to be heard nor any written comments submitted prior to the meeting.

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

A. Schedule public hearing on Zoning Text Amendment (ZTA) 2022-01: Accessory Dwelling Unit and Definitions.

Dennis McCoy asked why the Town Council wanted to participate in a joint public hearing. Bill Stramm answered to save the applicants time and on advertising cost.

Motion made by Paul Grossman, seconded by Jim Holloway, to schedule a joint public hearing with Town Council on May 3, 2022 for ZTA 2022-01 to amend Section 4.2 (J) and Section 2.9 - Definitions of the Cape Charles Zoning Ordinance for Accessory Dwelling Units. The motion was approved by unanimous vote.

B. Schedule public hearing on Zoning Map Amendment (ZMA) 2022-01: Application from Cape Charles Ventures, LLC to conditionally rezone 238 Randolph Avenue (Tax Map #83A3-1-625A) from Residential-1 to Commercial-1 with proffers to limit the commercial activity of said proposed rezoning.

Jim Holloway asked if this was the same application mentioned in the Interim Planning and Zoning Administrator's Monthly Report for February. Katie Nunez answered no and informed the commissioners that the applicant had withdrew the variance request from the Board of Zoning Appeals.

Motion made by Michael Strub, seconded by Dennis McCoy, to schedule a joint public hearing with Town Council on May 3, 2022 for ZMA 2022-01 from Cape Charles Ventures,

LLC to conditionally rezone Tax Map #83A3-1-625A, located at 238 Randolph Avenue, from Residential-1 to Commercial-1. The motion was approved by unanimous vote.

C. Schedule public hearing on Conditional Use Permit (CUP) 2022-002: Application from Cynthia Emrich & Charles van Dyck at 420 Randolph Avenue for an Accessory Dwelling Unit Permit After the Fact.

Motion made by Paul Grossman, seconded by Dennis McCoy to schedule a joint public hearing with Town Council on May 3, 2022 for a Conditional Use Permit (CUP 2022-002) for an Accessory Dwelling Unit After-the-Fact at 420 Randolph Avenue on an application filed by Cynthia Emrich and Charles van Dyck, pursuant to Cape Charles Zoning Ordinance Section 4.2 (J). The motion was approved by unanimous vote.

REPORT OF OFFICERS AND COMMITTEES

There were no reports from the officers or committees.

STANDING STAFF REPORTS

Katie Nunez gave updates on the following: (i) Subdivision: no new applications filed. (ii) BZA: no new applications. and (iii) The CAMP Training Schedule.

ANNOUNCEMENTS

- Planning Commission & Town Council Joint Public Hearing & Planning Commission Regular Session – May 3, 2022, at 6:00 p.m. in the Civic Center

Motion made by Paul Grossman, seconded by Dennis McCoy, to adjourn the Planning Commission Regular Meeting at 6:10 p.m. The motion was approved by unanimous vote.

Chairman Bill Stramm

Planning Technician