



PLANNING COMMISSION

Regular Meeting Cape Charles Civic Center November 9, 2022

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, Paul Grossman, Jim Holloway, and Dennis McCoy. Michael Strub was not in attendance. There was one vacancy on the commission. Also, in attendance were Planning/Zoning Administrator Katie Nunez and Town Clerk Libby Hume. There were six members of the public in attendance and five viewers on Facebook Live.

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

CONSENT AGENDA:

Hearing no objections, Bill Stramm approved the Consent Agenda as presented.

PUBLIC HEARING COMMENTS:

There were no public hearings to be heard.

CITIZEN COMMENTS:

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

UNFINISHED BUSINESS

There was no new business.

NEW BUSINESS

- A. Request from Town Council to draft Zoning Text Amendments to Section 4.5 – Off-Street Parking and Loading Standards re: add golf cart parking spaces.*

Katie Nunez said this was suggested because of planning for the new Town Hall was ongoing and golf cart parking would be an option. Town Council would like Planning Commission to address golf cart parking.

A sub-committee would be created at a later date.

- B. Election of Officers.*

The election of officers would be postponed until the January 2023 meeting.

REPORT OF OFFICERS AND COMMITTEES

Bill Stramm summarized the housing subcommittee's process. Paul Grossman wanted commissioners to review the information and provide their thoughts.

STANDING STAFF REPORTS

Katie Nunez gave updates on the following: (i) Subdivision Agent: Preliminary Plats (1) Bayside Village Lots B-301 to B-358 and (2) Bayside Village Lots B-138 to B-146; (ii) Board of Zoning Appeals: No applications filed for the November meeting. and (iii) Consultant Status Reports: (1)

Commonwealth Preservation Group - Historic District Guidelines: Receive final version by November 14, 2022. (2) Summit Design and Engineering – Update to Comprehensive Plan: Public Hearings and Adoption scheduled for December 2022.

ANNOUNCEMENTS

- Joint Public Hearings with Town Council and Regular Meeting – December 6, 2022, at 6:00 p.m. in the Civic Center
 - Comprehensive Plan 5-Year Update
 - Zoning Text Amendment on Article VIII – Historic District Overlay
 - Zoning Map Amendment on Historic District Overlay

Motion made by Paul Grossman, seconded by Jim Holloway, to adjourn the Planning Commission Regular Meeting at 6:27 p.m. The motion was approved by unanimous vote.

Chairman Bill Stramm

Planning Technician