



PLANNING COMMISSION
Public Hearing & Regular Meeting
Cape Charles Civic Center
January 7, 2019
6:00 p.m.

At 6:00 p.m., Chairman Bill Stramm, having established a quorum, called to order the Public Hearing and Regular Meeting of the Planning Commission. In addition to Chairman Stramm, present were Commissioners Diane D'Amico, Paul Grossman, Dennis McCoy, Sandra Salopek and Michael Strub. Commissioner Keith Kostek was not in attendance. Also, in attendance were Town Planner Zach Ponds, Deputy Clerk Tracy Outten and Cape Charles Main Street, Inc. Program Manager Shelly Gorman. There were four members of the public in attendance.

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

PUBLIC COMMENTS:

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

CONSENT AGENDA

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

The Commissioners reviewed the minutes from the December 4, 2018 Planning Commission Public Hearing and Regular Meeting.

Motion made by Paul Grossman, seconded by Dennis McCoy, to approve the minutes from the December 4, 2018 Planning Commission Public Hearing and Regular Meeting as submitted. The motion was approved by unanimous vote.

REPORTS

Zach Ponds summarized the staff reports included in the agenda packet. Bill Stramm informed the new commissioners the annual report was required by the Code of Virginia.

Motion made by Paul Grossman, seconded by Michael Strub, to approve the 2018 Annual Planning Commission Report as presented. The motion was approved by unanimous vote.

UNFINISHED BUSINESS

A. *Parking Joint Working Group update and recommendations.*

Bill Stramm read the recommendations from the Parking Ad Hoc Committee as written in the staff report, which were as follows:

- (1) Replace reverse angle parking with front end parking where reverse angle parking is currently located, and change the angle from a 60 degree angle to a 45 degree angle
- (2) Add parallel parking stripes on the north side of Mason Avenue between Fig Street and Peach Street
- (3) Add parallel parking stripes on the north side of Mason Avenue from Harbor Street to Bay Avenue
- (4) Install better directional signage for the Strawberry Street Plaza parking lot
- (5) Add one handicapped parking space each in the zero block and 100 block of Mason Avenue

Discussion was as follows: (i) Bill Stramm added Chief Pruitt reported two incidents due to the current back in angle parking. (ii) Michael Strub said the visibility issues would not be resolved. (iii) The exact angle of the parking spaces. (iv) Shelly Gorman mentioned the main concern was parking so, signage would not be included in the recommendations to the Town Council.

Motion made by Paul Grossman, seconded by Sandra Salopek, to recommend Town Council approval of the proposed parking changes as follows: (1) Replace reverse angle parking with front end parking along Mason Avenue at a 60 degree angle; (2) Add parallel parking stripes on the north side of Mason Avenue between Fig Street and Peach Street and from Harbor to Bay Avenue; (3) Add handicapped parking spaces in the zero block and 100 block of Mason Avenue. The motion was approved by unanimous vote.

NEW BUSINESS

There was no new business to discuss.

OTHER BUSINESS

- There was some discussion about the new Accessory Dwelling Unit rate approved by the Town Council.
- Zach Ponds informed the commissioners of an upcoming Conditional Use Permit.
- Paul Grossman asked about a plan of action list for reviewing the Comprehensive Plan.

ANNOUNCEMENTS

There were no announcements.

Motion made by Paul Grossman, seconded by Michael Strub, to adjourn the Planning Commission Public Hearing and Regular Meeting. The motion was approved by unanimous vote.

The meeting adjourned at 6:52 p.m.

Chairman Bill Stramm

Deputy Clerk