



**PLANNING COMMISSION  
COMPREHENSIVE PLAN WORK SESSION WITH  
ACCOMACK-NORTHAMPTON PLANNING DISTRICT COMMISSION**

**Town Hall  
April 28, 2014**

At 6:00 p.m. in the Town Hall, Chairman Dennis McCoy, having established a quorum, called to order the Work Session of the Planning Commission with Ms. Elaine Meil, Executive Director of the Accomack-Northampton Planning District Commission (ANPDC). In addition to Chairman McCoy, present were Commissioners Dan Burke, Joan Natali, Sandra Salopek and Bill Stramm. Commissioners Andy Buchholz and Mike Strub were not in attendance. Also present were Town Planner Rob Testerman and Town Clerk Libby Hume. There were two members of the public in attendance.

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

Dennis McCoy stated that the business for the evening would be to discuss the Comprehensive Plan update process with Ms. Elaine Meil of the ANPDC.

Ms. Meil described the process to the Commissioners, adding that the Commissioners had done an excellent job identifying many areas of the Comprehensive Plan needing to be updated and she hoped to have those changes included in the text for review at the next meeting. A public information session could be scheduled as part of a regular meeting but a public hearing must be held prior to adoption of the Comprehensive Plan.

There was some discussion on how to disseminate the information to the public regarding the Comprehensive Plan update. Suggestions included information placed on the Town's website, in the Gazette, copies at the Library, and requests to the Cape Charles Wave regarding inclusion of the article or press release regarding the update. Rob Testerman stated that when he worked for Accomack County, several copies were printed, placed in binders and placed at popular spots, such as restaurants, for people to review. It was suggested that copies could be placed at Rayfields, the Cape Charles Coffee House, etc.

Ms. Meil stated that she could also research and provide information regarding census and employment data, and public services provided by other towns of similar size in Virginia. The intent was to provide the most current, relevant information available. Ms. Meil requested input from the Commissioners regarding a list of items for possible inclusion in the updated plan. The Commissioners reviewed a list provided by Ms. Meil and the following ideas were suggested by the Commissioners for inclusion in the updated plan: i) Bar charts to break out population data by age, race, etc.; ii) the number of platted lots vs. those with houses; iii) affordable housing information; iv) the need for an emergency medical department and urgent care facilities; v) Historic Town Entrance Corridor; vi) the Cape Charles Civic Center which was the new name for the former library building; vii) the Walkability Study; viii) possible reverse parking along Mason and Bay Avenues; and ix) the Master Trail Plan.

Ms. Meil stated that she would include all the Commissioners' comments into the draft plan and asked for guidance regarding priorities. The Commissioners agreed that the first priority was an emergency medical department, followed by parking and the Harbor (Master Plan, Access Road, Yacht Center and Bayshore Concrete Products).

The next work session with the ANPDC was scheduled for Monday, June 2, 2014, beginning at 6:00 PM.

**OTHER MATTERS**

Rob Testerman stated that the Northampton County staff and representatives from FEMA would be holding a public information meeting on May 12<sup>th</sup> at the Social Services building in Eastville. Affected property owners were mailed a postcard regarding the meeting.

**Motion made by Joan Natali, seconded by Bill Stramm, to adjourn the Planning Commission work session. The motion was unanimously approved.**

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Chairman Dennis McCoy

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Town Clerk