

Town Council: Ray Burger, Thelma Gillespie, Cynthia Holdren, Joy Marino, Sarah Nock and Maphis Oswald
Mayor: Fletcher Fosque | **Town Manager:** Matt Spuck

Planning Commission

March 7, 2022

5:30PM Council Chambers

Agenda

- 1) Call to Order
- 2) Attendance/ Establish Quorum
- 3) Review meeting minutes from November 16, 2021, meeting
- 4) Special Use Permit (Homestay) applications
- 5) Conceptual conversations:
 - (a) Performance venue at School
 - (b) Master Plan
 - (c) Parking requirements for residences above retail in Downton District
 - (d) 120 Market Street, possible zoning change request from B-2 to R-2
 - (e) Possible request for business license for a Hookah Lounge in B-2 District
- 6) Process to monitor process on Comprehensive Plan
- 7) Commissioner requests for future agenda items
- 8) Adjourn

Town of Onancock

Calendar 2022 Town Council and Committee Meeting Schedule

	Planning Commission (First Monday @ 5:30)	Personnel Committee (First Tuesday at 3:30)	Waterfront Committee (Second Tuesday at 5:30)	Town Council (Fourth Monday at 7:00)
January		4	11	24
February		1	8	28
March	7	1	8	28
April	4	5	12	25
May	2	3	10	23
June	6	7	14	27
July	No Meeting - July 4	5	12	25
August	1	2	9	22
September	No Meeting - Labor Day	6	13	26
October	3	4	11	24
November	7	1	8	28
December	5	6	13	19

Town of Onancock
Planning Commission Meeting
Tuesday
November 16, 2021
5:30 P.M.

Call to Order and Roll Call:

Town Manager Matt Spuck called the meeting to order at 5:30 P.M.

Commission members Bill Bagwell, Robert Bloxom, Brandon Brockmeier, T. Lee Byrd, Larry Frey and Carol Tunstall were present. A quorum was established. Commission member Scott Schreiber arrived late at 5:31 P.M.

Town Manager Matt Spuck and Deputy Clerk Mariellen Mearsheimer were present. See attendance sheet (attached) for others present at the meeting.

Minutes:

Town Manager Spuck asked for a motion to approve the October 19, 2021 minutes.

Commission member Robert Bloxom made a motion to approve the October 19, 2021 meeting minutes as presented. Commission member Carol Tunstall seconded the motion. The motion was approved by unanimous voice vote.

Items of Business:

a) Appoint a new Chairperson

Town Manager Matt Spuck stated that according to State Code the Planning Commission has enough members but with the resignation of Judith Grier the Commission needed to elect a new Chairperson. Discussion followed.

Commission member T. Lee Byrd made a motion to name Commission member Scott Schreiber as Chairperson. Commission member Bill Bagwell seconded the motion. The motion was approved by unanimous voice vote.

b) Discuss existing and possible changes to ordinances related to Business Districts (B1, B2, BW)
Discussion centered around the types of businesses allowed by right or by permit in the three different Business Districts: Business Downtown (B1), Business Highway (B2), Business Waterfront (BW) and the process of obtaining a business license for these districts. Discussion also included the process and time needed to get a special use permit.

Commission member Bloxom asked if a change could be made to the Planning Commission's meeting date to reach the fourteen-day advertising deadline set by State Code. Discussion followed. A recommendation was made to discuss a change of Planning Commission meeting date with Town Council during their discussion of the yearly calendar.

c) Discuss rezoning 7 Hartman Avenue from R1A to R2

Town Manager Spuck made a recommendation to rezone 7 Hartman Avenue from its' current zoning district Single Family Residential (R1A) to zoning district Multifamily Residential (R2). He explained that the owners have been using the house as a group home which is allowed in R1A. The property is now being sold and the new owners want to use the house as a duplex which is not allowed R1A. Discussion followed. A recommendation was made to approve this request and send it on to public hearing and approval by Council.

Adjourn:

Chairman Schreiber asked for a motion to adjourn.

Commission member Bill Bagwell made a motion to adjourn. Commission member Robert Bloxom seconded the motion. The motion was approved by unanimous voice vote.

The meeting adjourned at 6:43 P.M.

Scott Schreiber, Chair

Mariellen Mearsheimer, Deputy Clerk

RECEIVED

JUL 07 2021

TOWN OF ONANCOCK

15 NORTH STREET
ONANCOCK, VIRGINIA 23417

TOWN OF ONANCOCK

SPECIAL USE PERMIT APPLICATION

Applicant's Name: Suzanne Johnson (Picklez Properties^{LLC})

Address: PO Box 100 Onancock, VA 23417

Telephone: 747-900-3031 Date: _____

Location & Legal Description of Property Proposed*: 49 King St Onancock, VA 23417

Bradshaw Property Scott Storehouse

Glick BLDG - King St

No. of total guests (for homestay applicants only): 4

No. of proposed parking spaces (for homestay applicants only): off premis/public parking

Parcel Number: 085A2A0000 2400 & 085A2A0000 2500

Zoning Classification: Business/Commercial District

Name and telephone number for local emergency contact: Suzanne Johnson
747-900-3031

Description of Proposed Use: Air B & B / Short term
Residential Rental

PAY
JUL 07 2021
BY: M. K. #1095
\$150.



Map data ©2021, Map data ©2021 20 ft

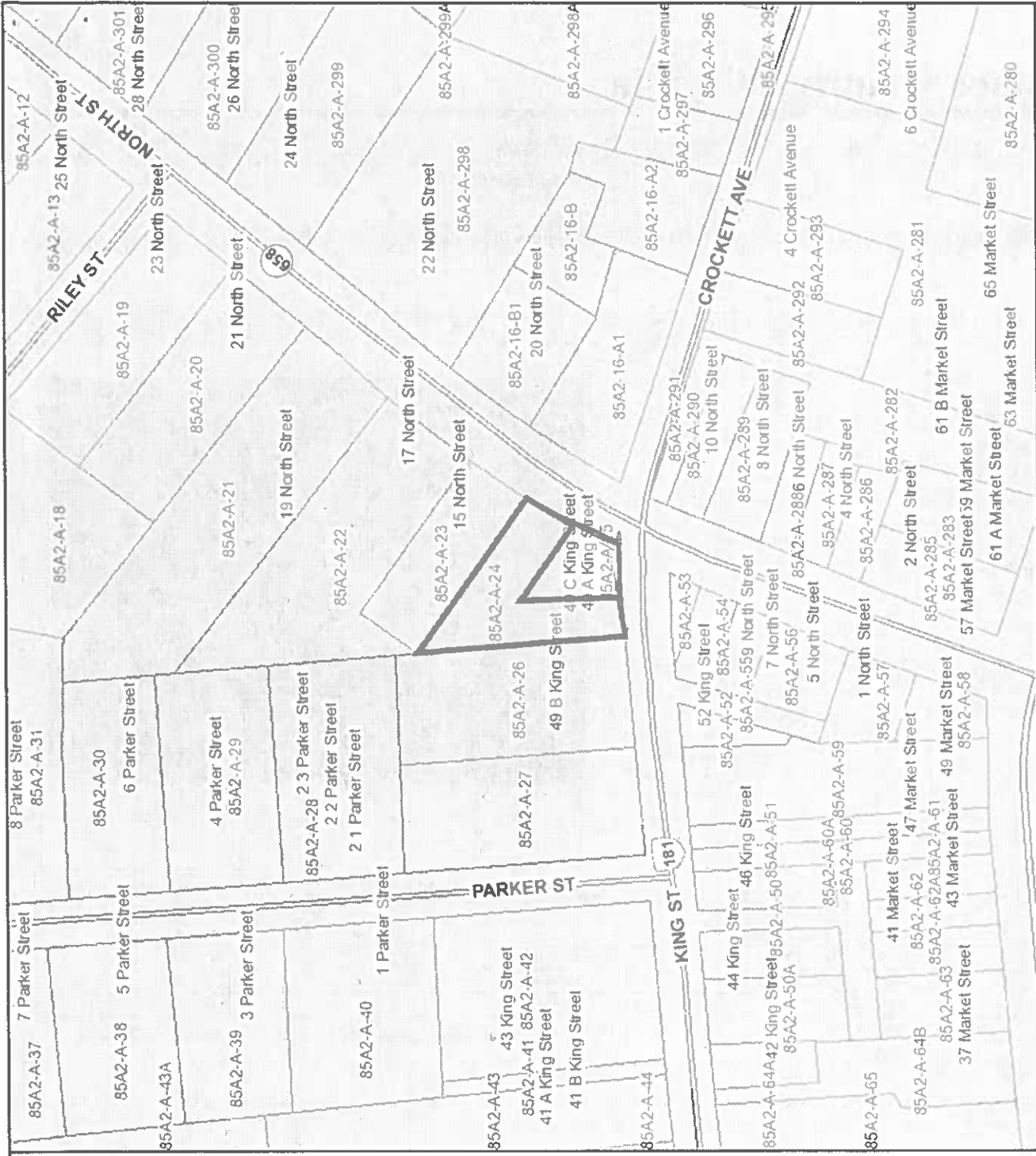
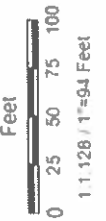
49 King St

Accomack County, Virginia

Legend

Parcels

Map Printed from AccoMap
<https://parcelviewer.godecisions.com/Accomack>

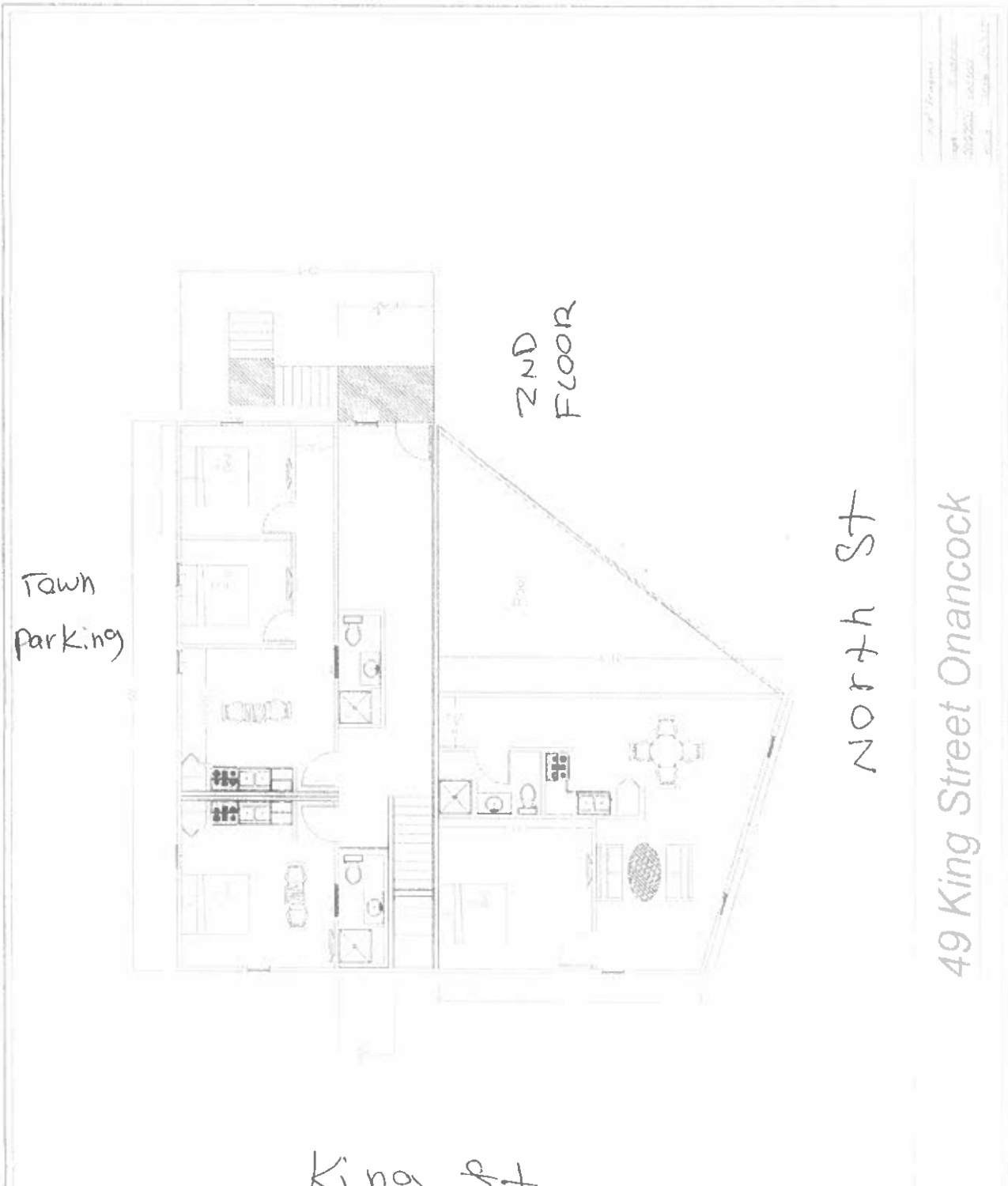


Title: Parcels

Date: 7/1/2021

DISCLAIMER: This drawing is neither a legally recorded map nor a survey and is not intended to be used as such. The information displayed is a compilation of records, information, and data obtained from various sources, and Accomack County is not responsible for its accuracy or how current it may be.

Town Hall



Town Parking

Commercial
Space

- 1st Floor -

General Store

Janet's Cafe

1st
Floor -

1st
Floor

North St

Town
Hall

King
St

49 King Street Onancock

TOWN OF ONANCOCK

15 NORTH STREET
ONANCOCK, VIRGINIA 23417

RECEIVED

SEP 03 2021

TOWN OF ONANCOCK

SPECIAL USE PERMIT APPLICATION

Applicant's Name: George + Linde Phillips
Address: 5 White St Onancock - 4 Crane Ave Lewes De
Telephone: 302-218-0472 Date: 9/3/2021

Location & Legal Description of Property Proposed* : 3 White St. Onancock

No. of total guests (for homestay applicants only): 10

No. of proposed parking spaces (for homestay applicants only): 3-4

Parcel Number: 85A1-2-A5

Zoning Classification: Residential 1B

Name and telephone number for local emergency contact: Richard Schreiber 4 Baywell Ave 842-384-4775

Description of Proposed Use: Create a waterfront retreat for families & friends to gather & explore Onancock & the Eastern Shore.

PAID
SEP 03 2021
BY: M. K. # 3038
\$ 125.00

TOWN OF ONANCOCK

15 NORTH STREET
ONANCOCK, VIRGINIA 23417



BY: LF CC

SPECIAL USE PERMIT APPLICATION

Applicant's Name: Susan McGuire

Address: 12 Jaynes St

Telephone: 757-505-6964 Date: Dec 7, 2021

Location & Legal Description of Property Proposed* :
See attachment #1 & 2

No. of total guests (for homestay applicants only): 2

No. of proposed parking spaces (for homestay applicants only): 2

Parcel Number: 085A 20800000200

Zoning Classification: residential

Name and telephone number for local emergency contact: owner of property
Susan McGuire 757-505-6964

Description of Proposed Use: Home stay providing an
apartment within my home for 1 or 2
guests w bedroom, bath, kitchen and
2 living areas for a total of 1067 square
ft, an outdoor patio and off street
parking - see attachments 3 and 4.

Attachment # 1

Susan McGuire - owner
12 Joynes St

Legal Property description

SCHEDULE "A"

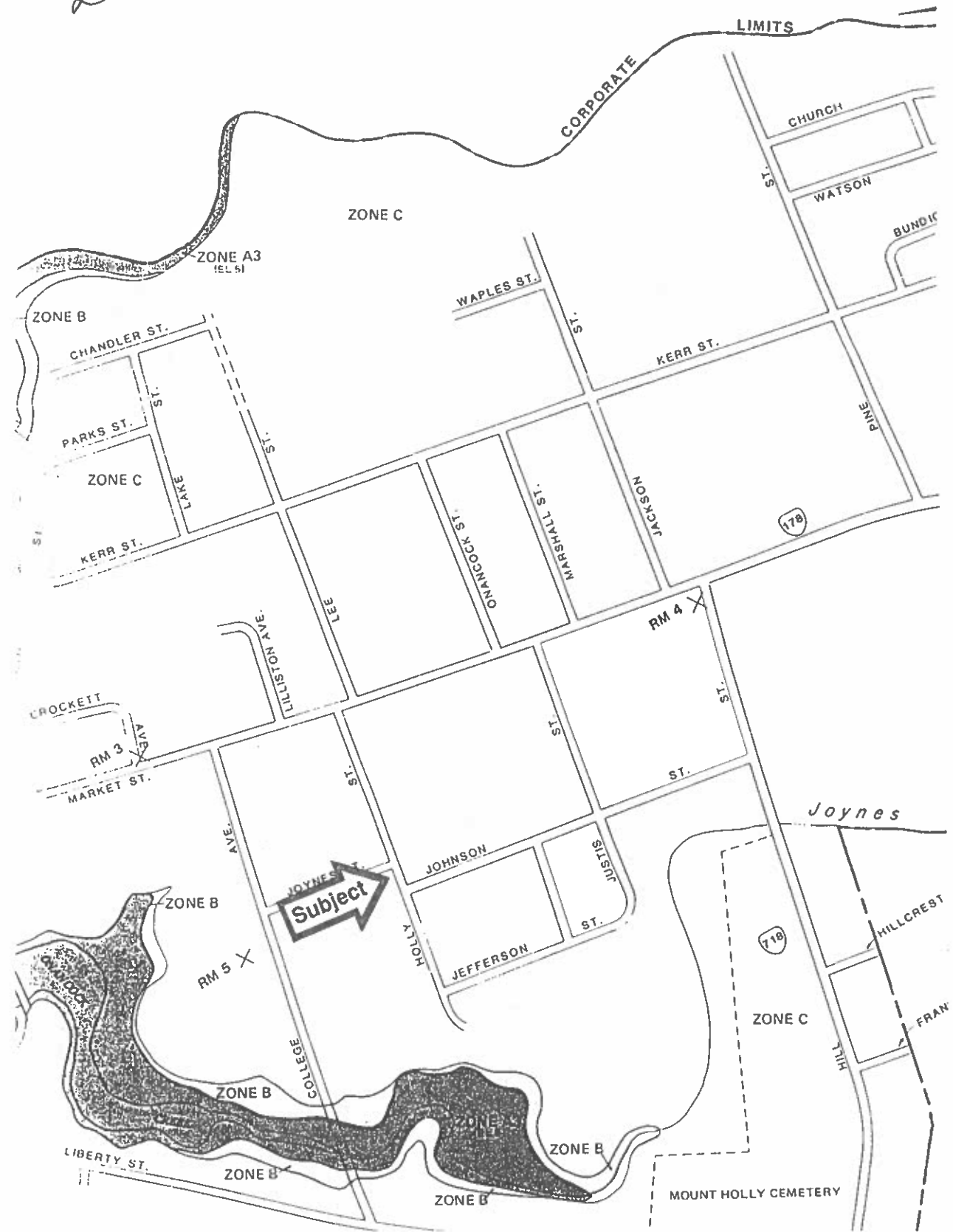
All that certain lot or parcel of land situate at the corner of Joynes Street and Holly Street in the Town of Onancock, Accomack County, Virginia designated as Lot No. 2 on a plat of survey made by J. B. Gibb, County Surveyor for Accomack County, Virginia, on the _____ day of August, 1941, which plat is attached to and made a part of the deed from Arthur B. Parker, Trustee, and others to Arthur B. Parker dated September 8, 1951 and recorded in Deed Book 163, Page 320 in the Circuit Court Clerk's Office of Accomack County, Virginia, said plat being recorded in Plat Book 5, Page 90 of said Clerk's Office, reference to which plat is hereby made, said lot being bounded and described as follows: Beginning at a point marked by a pipe on the South side of Joynes Street on the line between Lot No. 1 on said plat and Lot No. 2 on said plat; thence running South $71^{\circ}27'$ East along said Joynes Street a distance of One Hundred Feet (100 ft.) to said Holly Street; thence along said Holly Street South $18^{\circ}45'$ West a distance of One Hundred Fifty-Nine and Forty-Two Hundredths Feet (159.42 ft.) to a stob; thence North $71^{\circ}15'$ West a distance of One Hundred Feet (100 ft.) to another stob; thence North $18^{\circ}45'$ East a distance of One Hundred Fifty-Nine and Seven Hundredths Feet (159.07 ft.) to the point of beginning.

The herein conveyed property is conveyed together with all the buildings, privileges, tenements, hereditaments, appurtenances and rights of way thereunto belonging or in anywise appertaining; being all and the same lot or parcel of land conveyed to the Grantor herein by deed dated the 17th day of August, 1990 from Charles F. Kline and Gene E. Kline, his wife, which deed is recorded in the Clerk's Office aforesaid in Deed Book 587, at page 643 and is further all and the same real property conveyed to T. Patrick McGuire and Susan Harris by Deed dated June 9, 1993 which Deed is recorded immediately prior hereto in said Accomack County Circuit Court Clerk's Office.

This being all and the same property shown and described in a Plat of Survey dated June 16, 1993 made by Eastern Shore Surveyors, Ltd. entitled "Physical Survey Property of Gene E. Kline, Being Lot 2 on Plat Entitled Survey And Sub-Division of Property Belonging To The Heirs Of Mrs. Helen L. Parker, Dec'd. in Onancock, Lee District, Accomack County, Virginia" which plat is recorded as part of this Deed of Trust.

Borrower T. Patrick/Susan McGuire
Property Address 12 Joynes Street
City Onancock County Accomack State VA Zip Code 23417
Lender Dovemuehle Mortgage

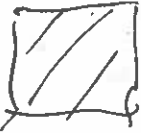
Attachment # 2
Location

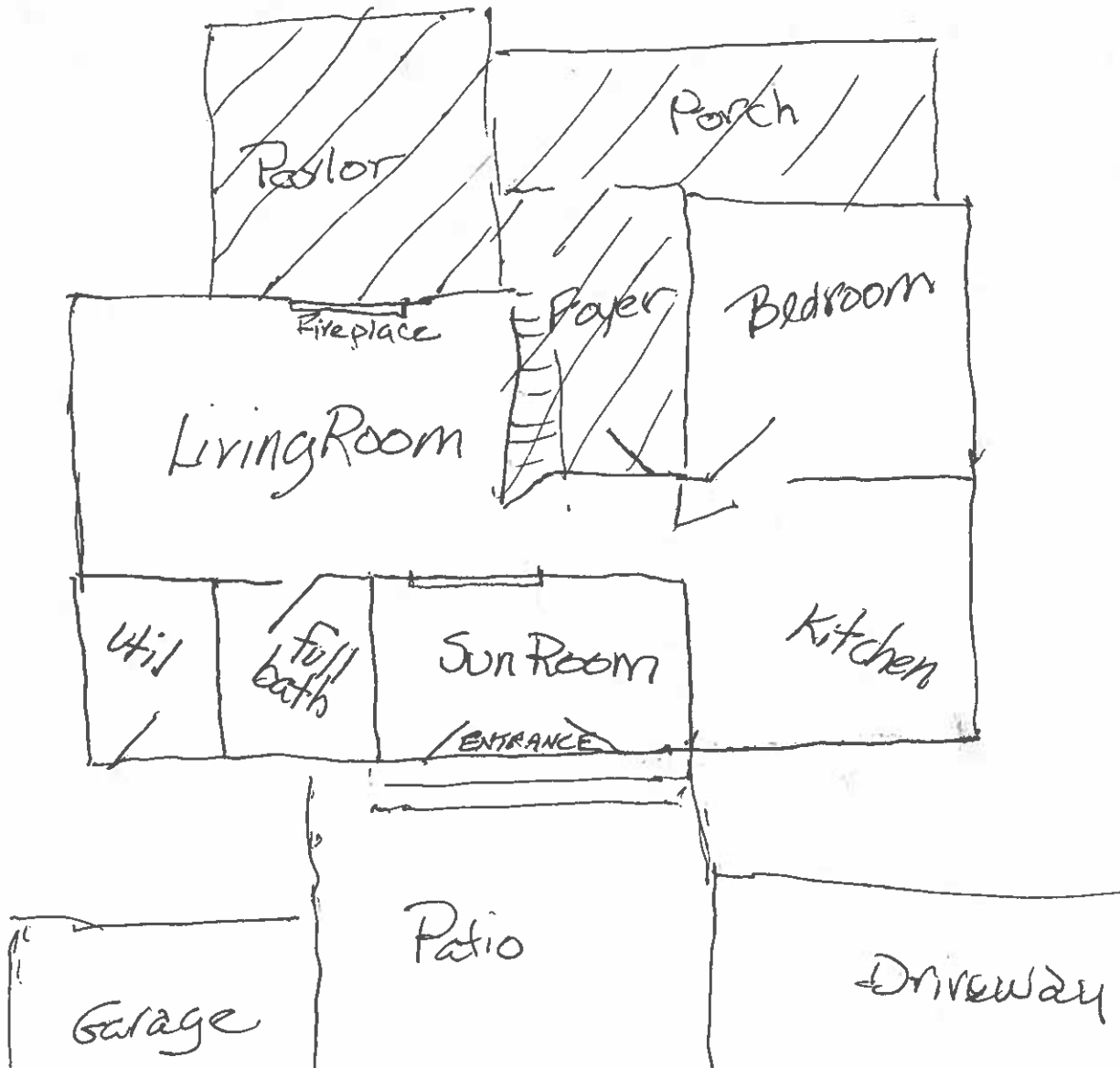


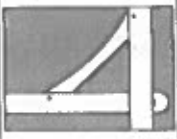
Attachment # 3

12 JOYNES STREET
1ST FLOOR

 Homestay Space 1,067 square feet

 Resident owner space





Lancaster County
Timber Frames Inc.
4625 E. Prospect Rd. York, PA 17405
717.755.2990 1717.755.6971
cfranco@tfc.com wfranco1.com

H.O.S.
Orancock, VA

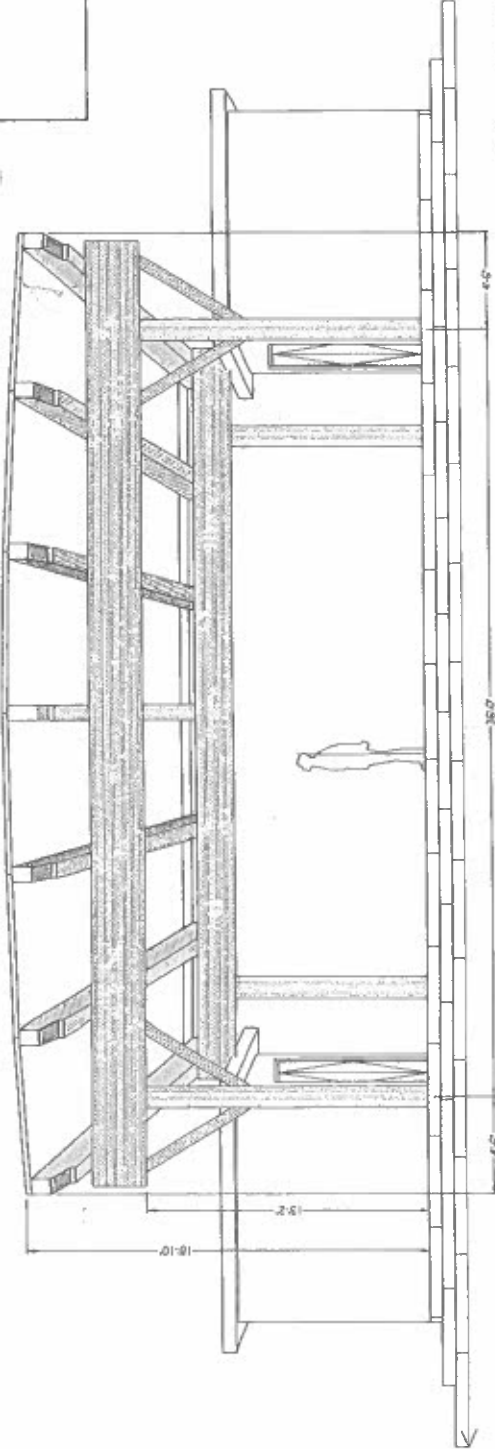
Drawn by: JC
Checked by: JCK
Section
Views

PRELIM	1/20/21

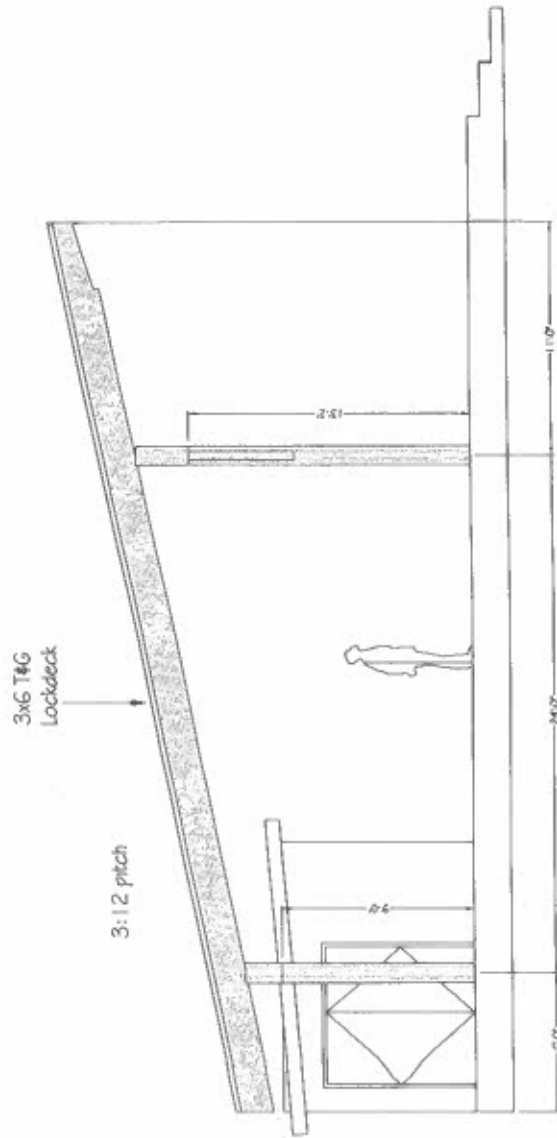
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NOT FOR CONSTRUCTION

Please respect our investment of time and resources in the creation of these drawings. They are being issued to our clients for the purposes of design conceptualization and estimating only and are not to be shared with other timber framing companies.

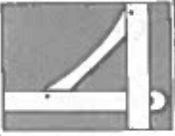


Front Elevation
Scale: $\frac{1}{4}'' = 1'-0''$



Cross Section
Scale: $\frac{1}{4}'' = 1'-0''$





Lancaster County
 Timber Frames Inc.
 4029 E. Pringle Rd. York, PA 17406
 717.755.2890 1717.755.0271
 ctimber@tframes.com www.tframes.com

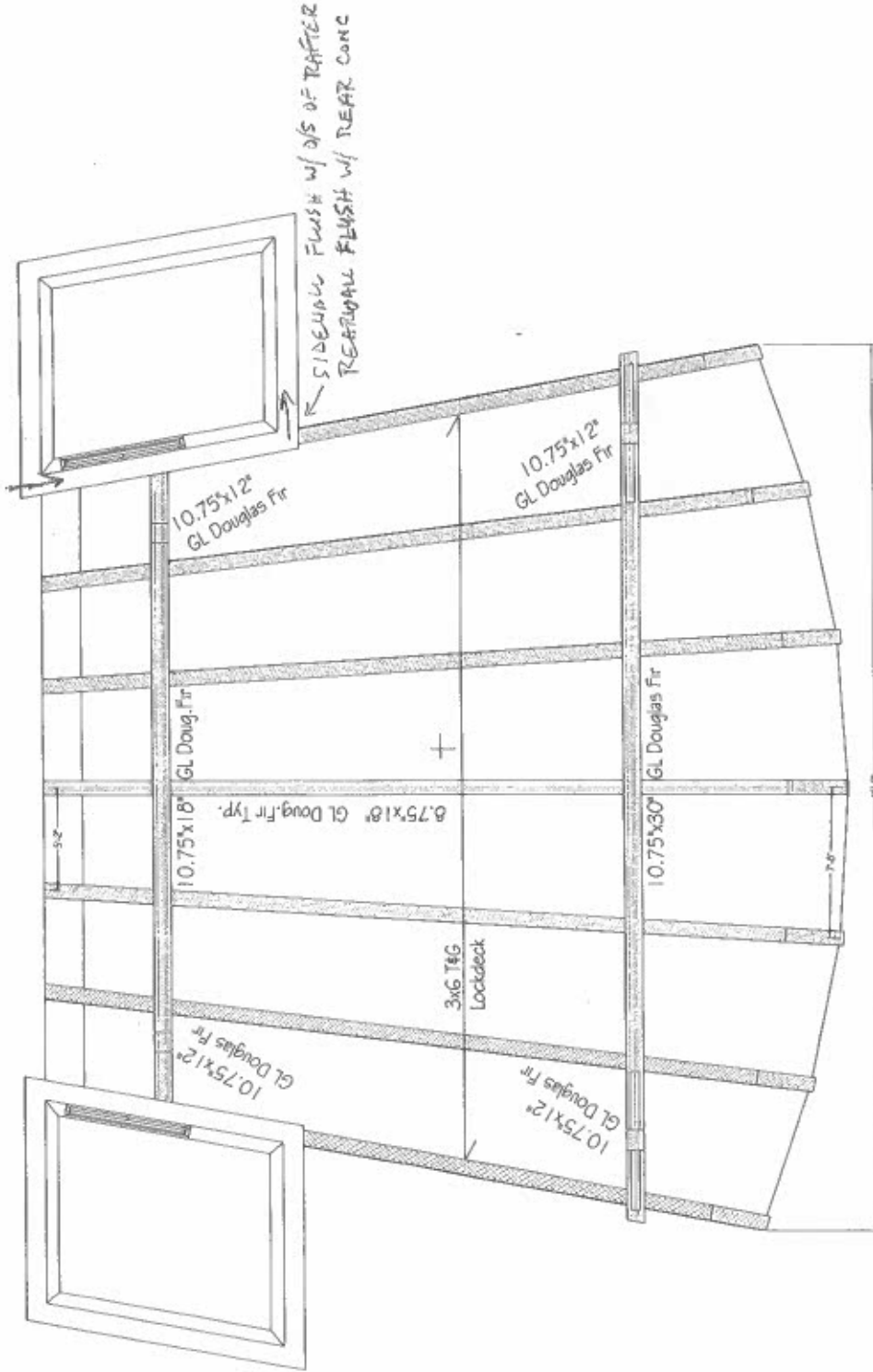
H.O.S.
 Onancock, VA

Drawn by: JAC	Checked by: JAC
Plan	Views
REVISION	1 2/23/21

TF101

Please respect our investment of time and resources in the creation of these drawings. They are being issued to our clients for the purposes of design conceptualization and estimating only and are not to be shared with other timber framing companies.

NOT FOR CONSTRUCTION



Roof Plan
 Scale: 1/4" = 1'-0"

ARTICLE XII. OFF-STREET PARKING

Sec. 38-438. Statement of intent.

The purpose of off-street parking provisions is to ensure adequate access to any part of the town by fire and emergency medical services, and to promote the economic well-being of the town by creating a pleasant living and shopping climate.

(Code 1989, § 24-81; Ord. eff. 6-5-1962; Ord. of 3-24-1997; Amd. of 7-14-1997)

Sec. 38-439. Schedule of off-street parking.

- (a) The schedule provided for in subsection (b) of this section shall control the provisions of parking spaces in various town zoning districts.
- (b) The off-street parking requirements for each district are as follows:
 - (1) R-1: Two parking spaces per dwelling unit.
 - (2) R-2: Two parking spaces per dwelling unit.
 - (3) B-D: One parking space for each 100 square feet of gross floor area or fraction thereof.
 - (4) B-H: One parking space for each 100 square feet of gross floor area or fraction thereof.
 - (5) B-W: One parking space for each 100 square feet of gross floor area or fraction thereof.
- (c) Exceptions in the business districts will be decided by the zoning administrator.

(Code 1989, § 24-82; Ord. eff. 6-5-1962; Ord. of 3-24-1997; Amd. of 7-14-1997)

Sec. 38-440. Special exceptions.

The following uses are controlled separately from the district-wide off-street parking regulations required by section 38-438:

- (1) For churches, high schools, college and university auditoriums, and for theaters, general auditoriums, stadiums and other similar places of assembly, at least one parking space for every five fixed seats provided in said building.
- (2) For hospitals, at least one parking space for each two bed capacity, including infants' cribs and children's beds.
- (3) For medical and dental offices, at least ten parking spaces. Three additional parking spaces shall be furnished for each doctor or dentist in such offices in excess of three doctors or dentists.
- (4) For fraternal lodges, hunting clubs, golf courses, yacht clubs country clubs, and marinas, at least 25 parking spaces shall be provided. Additional parking (26 or more) may be required by the zoning administrator.
- (5) Post offices. Parking spaces for post offices, one for each 50 box holders but not less than ten spaces.

-
- (6) Restaurants. One parking space per table or booth plus six for employees.
 - (7) For tourist homes, roominghouses, boardinghouses, bed and breakfasts and motels at least one parking space per accommodation.
 - (8) For mortuaries and liquor stores, there shall be provided at least 30 parking spaces.
 - (9) Parking space as required in this section shall be on the same lot with the main building; except, that in the case of buildings other than dwellings, spaces may be located as far away as 600 feet.
 - (10) Parking of more than two commercial vehicles in residential areas is not permitted.

(Code 1989, § 24-83; Ord. eff. 6-5-1962; Ord. of 3-24-1997; Amd. of 7-14-1997)

Secs. 38-441—38-453. Reserved.