

Minutes

Northampton County Comprehensive Plan Advisory Committee

Work Session

October 4, 2012

This was a regular meeting of the Northampton County Comprehensive Plan Advisory Committee (CPAC) held on Thursday, October 4, 2012, in the main conference room located at 16404 Courthouse Road in Eastville, Virginia.

Those attending were Chairman Bill Parr, Vice-Chairman Bill Payne, Pat Coady, Charles Bell and Richard Drury. Those absent were Butch Bailey, Billy Moore, David Long and Peter Lawrence.

Also in attendance were Ava Wise, consultant; Sandra Benson Thornton, Director of Planning & Zoning; and Kay Downing, Administrative Assistant.

The meeting was called to order at 9:14 a.m. and a quorum established.

The minutes of the September 27, 2012 minutes were unanimously approved with the following corrections: on page 1, in paragraph 1, delete the word "recessed" from the first sentence and in paragraph 2, delete Mr. Drury's name from the first sentence. Motion to approve as corrected was made by Mr. Payne and seconded by Mr. Bell.

A letter drafted by Mr. Coady dated Oct. 4, 2012 written in response to the Virginia Shellfish Growers letter of September 18, 2012 was distributed. The Chair suggested some minor editing and by consensus those present agreed that the written response be reviewed once again before being sent to Michael Osterling, Executive Director of the Virginia Shellfish Growers.

Discussion of a timeline to complete the CPAC's charge was held with Ms. Wise facilitating using her notes taken during the August 30 and September 6 meetings. November 15, 2012 was set as the charge completion date. While discussing charge Items 3, 4 and 5, Mrs. Thornton noted that the Committee should make recommendations and that staff would draft appropriate language. She suggested that prior to reviewing the future land use map, zoning map and zoning ordinance, evaluation criteria should be developed such as parcel size, soils types, location, signage requirements, parking, etc. It was also suggested that other source documents be used for comparison purposes such as the Accomack County ordinance. Prior to beginning review of county maps, staff was asked to facilitate a zoning ordinance seminar and perhaps supply the Committee with a list of "hot button" zoning or development issues that have been experienced while enforcing existing zoning regulations. However, Mr. Coady noted that CPAC recommendations should not be attributed to staff and cautioned against "getting into the weeds" with specific regulation requirements, but it would be better to lay out broad principles instead. It was suggested that persons engaged in private development be invited to attend the map review meeting in order to provide private sector balance while staff provides

the internal perspective. Mrs. Thornton added that after completion of the plan update the zoning ordinance would be reviewed for compliance and amendments made if warranted.

When asked, Mrs. Thornton noted that by November 2 staff should complete its review of county zoning regulations that may be more restrictive than State Code requirements. It was requested that a copy of those findings be forwarded to the CPAC for information purposes.

It was noted again that prior to hiring a consultant, the work product/job description is needed.

During discussion emerging themes were mentioned. Mrs. Thornton stated that there is a misconception that the county's Bay Act regulations are more restrictive than those required by the State which is erroneous. However, the county's Bay Act regulations are applied to the seaside area which is not mandated by the State. She also clarified that county stormwater requirements are not more stringent than what the State code requires.

It was decided that the next meeting scheduled on Thursday, October 11, would commence at 7:30 a.m., and at 9:00 a.m. the zoning seminar with staff would be held. Members were asked to come prepared by reviewing meeting minutes, the May 14th Vision statement and response, bullet points from the joint work session with the Planning Commission, whiteboard notes from the August 30 and September 6 meetings, and any other information deemed appropriate. The purpose is to specifically identify "Emerging Themes", "Identified Challenges" and "Strategic Recommendations".

Action:

Motion was made by Mr. Payne that the Committee officially acknowledge Ms. Wise's professional expertise, abilities and attributes that have contributed much to the Committee's work. The motion was seconded by Mr. Bell and carried unanimously.

Action:

Mr. Coady made a motion that a three-member subcommittee be appointed by the Chair to determine an appropriate stipend for Ms. Wise. He then suggested that Mr. Drury and Mr. Bell serve with the Chair. Motion was seconded by Mr. Payne and carried unanimously. It was noted that monies to pay Ms. Wise would come from existing funds provided by the Association of Realtors.

Adjourn

There being no other business the meeting was adjourned at 10:42 a.m. upon proper motion by Mr. Drury and second by Mr. Coady.