

Minutes  
Northampton County Planning Commission  
Public Hearing  
April 7, 2015  
16404 Courthouse Road, Eastville, VA  
7:00p.m., Board Chambers

Those present – Dixon Leatherbury, Jacqueline Chatmon, Mark Freeze, Kay Downing, Michael Ward and Sylvia Stanley

Also in attendance was Peter Stith, Long Range Planner and Nyoka Hall, Recording Secretary

The meeting was called to order and a quorum was established.

The agenda was reviewed and amended to remove item 7a. Commissioner Chatmon motioned to approve the agenda as amended. The motion was seconded by Commissioner Ward and carried with all in favor (5-0).

Public Hearings:

Peter Stith read the following into the record in addition to the staff report:

**Special Use Permit 2015-03:** Thomas W. Edmonds has applied to locate an Accessory Single Family Detached Dwelling Unit, Manufactured, Single-Wide H.U.D inspected on property located at 6558 Bayside Road in the Hare Valley area. The property, described as Tax Map 15, double circle A, parcel 12A, is zoned V-2, Village-Two District and contains approximately 1 acre of land.

Chairman Leatherbury opened the hearing to the public for comment. The applicant was not present and no one from the public spoke for or against the application. The Chairman then closed the hearing.

After brief discussion of the application, a motion to approve the application conditioned upon the applicant complying with VDOT's comments was made by Commissioner Downing. The motion was seconded by Commissioner Chatmon. The motion carried with all in favor, (5-0).

Peter Stith read the following into the record in addition to the staff report:

**Special Use Permit 2015-04:** Sugar Run, LLC has applied operate a Conference/retreat center up to 10 guest rooms, with accessory goods/services on property located at 20031 Oakland Farm Road, near Cheriton. The property, described as Tax Map 76, double circle 4, parcel B, is zoned A/RB, Agricultural/Rural Business and contains 17.16 acres of land.

Commissioner Downing read a statement into the record which stated she would abstain and recuse herself from discussion and voting on any matters regarding SUP 2015-04 and 2015-05; as Connie Drummond is a relative and Eyre Baldwin a long time customer of the Downing family business.

Chairman Leatherbury opened the hearing to the public for comment.

Mr. Willam Parr, spoke in favor of the application, stating the applicant has a long history of investing in the community. The community should roll out the welcome mat for investors seeking to bring opportunities, services and revenue into the County.

The applicant, Mr. Eyre Baldwin was present and informed the Commission that a letter was recently obtained from Cathy Plant of the Health Department providing an additional 30 days to provide proof that an adequate septic system is in place. Mr. Baldwin noted that there is adequate septic with a pumping system on site and has been for some time now.

With no further comments from the public, the Chairman closed the public hearing.

There was brief discussion amongst the Commissioners. A motion was then made by Commissioner Chatmon to recommend approval of the application conditioned upon parking areas and tents be located outside of the resource protection area buffer and health department approval be obtained. The motion was seconded by Commissioner Freeze and the motion carried (4-0), Commissioner Downing Abstained.

Peter Stith read the following into the record in addition to the staff report:

**Special Use Permit 2015-05:** Cherrystone I, LLC has applied to operate a Restaurant, including waterfront service, less than 2500 square feet, no drive-thru service on property located at 6499 Sunnyside Road in Oyster. The property, described as Tax Map 85A, double circle 3, parcel 6 and Tax Map 85A, double circle 3, parcel R, and is zoned WV-WC, Waterfront Village Waterfront Commercial.

The Chairman opened the hearing to the public for comment. Mr. Eyre Baldwin, applicant was present and spoke on the behalf of the project. He informed the Commission that the property had a lot of history in Northampton County. The building is an old 1906 general building that was rescued and rehabilitated. The proposed restaurant is 1,000 square feet and will be operated by Eddie Bell, a local person seeking to operate an oyster raw bar. The restaurant will help better

the harbor. He noted that there is a mass drainfield on site that is more than adequate and a letter from his engineer will be forwarded to Cathy Plant of the health department providing details.

William Parr spoke in support of the proposed application. He stated that the use is suitable for the community of Oyster. Northampton needs to build its tax base and increase the value of taxable land and improvements to fund the budget. The process of opening and operating a business in the County has become way too difficult. The proposed business would be a great asset to the Community.

The Chairman closed the hearing to the public as there were no further comments. The Commissioners discussed the application briefly. Commissioner Chatmon motioned to approve the application conditioned upon compliance with VDOT and Health Department and with prior zoning clearances to ensure the conditions of those permits are maintained with the change of use. The motion was seconded by Commissioner Ward and carried (4-0), Commissioner Downing abstained.

**Matters from the public - none**

**Consideration of Minutes**

February 23, 2015 – Commissioner Chatmon motioned to approve the minutes with changes. The motion was seconded by Commissioner Ward. The motion carried with all in favor (5-0).

March 3, 2015 – Commissioner Chatmon motioned to approve the minutes with changes. The motion was seconded by Commissioner Freeze. The motion carried with all in favor (5-0).

*Commissioner Stanley arrived at 7:55pm.*

**Unfinished Business**

Comprehensive Plan Review (Goals)

**Community Facilities and Services**

<b>GOAL 6.1: Support a diverse range of arts and culture to all citizens.</b>			
	<b>Responsible Agencies</b>	<b>Stakeholders</b>	<b>Timeframe</b>
<b>Implementation Strategies:</b>			
6.1.1 Support community-oriented programs by allowing utilization of County facilities for all age groups.	BOS, PC, Staff	Citizens	Ongoing
<b>GOAL 6.2: Efficient and effective emergency services such as fire services, emergency management, and law enforcement will be provided to all citizens of the County.</b>			
	<b>Responsible Agencies</b>	<b>Stakeholders</b>	<b>Timeframe</b>
<b>Implementation Strategies:</b>			

6.2.1 Collaborate with Towns, Volunteer agencies, and any other appropriate agencies to meet emergency needs, related to natural or man-made disasters, fire response and law enforcement needs of all citizens.	BOS, ESVA 911 Communications Center, Community Emergency Response Team (CERT), Medical Reserve Corps (MRC), Fire and Rescue Commission, American Red Cross, Delmarva Emergency Task Force, Eastern Shore Amateur Radio, Eastern Shore Regional Hazmat Team, Hampton Roads Emergency Management Committee, VA Dept. of Emergency Management	Citizens	Ongoing
6.2.2 <del>Create inventory to identify inadequate</del> Ensure adequate access for emergency vehicles to residential sites.	BOS, EMS staff, VDOT, PC	Citizens	Ongoing
6.2.3 <del>Create and adopt County proffer policy regarding emergency services.</del>	BOS, PC, Staff	Citizens	1 year
6.2.4 Support programs and efforts to educate the public on the advantages of the volunteer system, to increase public support, and recruitment and retention of volunteers.	BOS, EMS Staff	Citizens	Ongoing
6.2.5 Educate the public regarding the Emergency Alert Program via the County website (Emergency Services) and other means of outreach.	BOS, EMS Staff	Citizens	Ongoing
6.2.6 Explore the establishment of an Emergency Shelter that could withstand a Hurricane of greater than a category 2.	BOS, EMS staff	Citizens	1 year
6.2.7 Maintain cost effective law enforcement to provide every citizen with public safety services and continue to collaborate with other law enforcement agencies as needed.	Sheriff, State Police, VMRC, ESNWR Police, CBBT Police, DGIF	Citizens	Ongoing
6.2.8 Maintain effective Fire Rescue services for all areas of the County	BOS, Emergency Medical Services, Fire/Rescue Commission		
6.2.9 Reduce cost of jail/prison	BOS, County Admin, Sheriff	Citizens	1 year

through contract services to other agencies			
<b>GOAL 6.3: Assure adequate Hospital/Health Services available, including Emergency Medical Services.</b>			
	<b>Responsible Agencies</b>	<b>Stakeholders</b>	<b>Timeframe</b>
<b>Implementation Strategies:</b>			
6.3.1 Enhance Emergency Medical Services to ensure an adequate response to medical emergencies following the relocation of the hospital including building adequate shelter and staff facilities , improved training for career and volunteer staff, collaboration with the Eastern Shore Emergency Council and the Operational Medical Director (OMD), acquisition of more emergency vehicles, innovative methods of collaboration with service providers and receiving hospitals, and enhanced use of technologies as they become available.	BOS, Health Task Force, Emergency Medical Services (Career and Volunteer), Eastern Shore Emergency Council, OMD	Citizens	1-2 years
6.3.2 Collaborate with existing providers regarding the medical and mental health care needs within the community and how to meet those needs.	BOS, Health Task Force	Citizens	1 Year
6.3.3 Develop and implement policies and programs that promote a healthy diet and lifestyle	BOS, PC, Staff, ES Healthy Communities Coalition, VDH	Citizens	1 Year
6.3.4 Identify appropriate locations for health care, rehabilitation, and assisted living facilities and recruit providers to these locations.	BOS, Staff, PC	Citizens	1-3 years
<b>GOAL 6.4: Government services will be provided in an open, efficient and cost effective manner.</b>			
	<b>Responsible Agencies</b>	<b>Stakeholders</b>	<b>Timeframe</b>
<b>Implementation Strategies:</b>			
6.4.1 Provide opportunities for Northampton County <a href="#">citizens</a> to be fully informed and involved in the governance of their County through staff interactions, and communication vehicles such as the County website, <a href="#">and electronic media</a> . Media and other innovative methods, including social media.	BOS	Citizens	Ongoing
6.4.2 Develop, adopt, and update a Capital-Improvements Plan to ensure that major expenditures are scheduled in a manner compatible with the financial capability of the County.	BOS, Finance Director, <a href="#">PC</a>	Taxpayers	Annually
6.4.3 Provide pertinent studies and reports (groundwater, transportation, housing, and economics) related to the County	Staff	Citizens	1 -2 years

on the County website.			
<b>GOAL 6.5: Ensure the safe, efficient, and economical collection and disposal of solid waste in Northampton County.</b>			
	<b>Responsible Agencies</b>	<b>Stakeholders</b>	<b>Timeframe</b>
<b>Implementation Strategies:</b>			
6.5.1 Support through funding and staffing the ANPDC's regional hazardous household products collection programs to provide collection services in Northampton County at least two times per year.	BOS, Admin.	Citizens	Ongoing
6.5.2 Develop a multi-pronged strategy to increase recycling through (1) programs to educate private citizens and businesses regarding recycling; (2) expanding the County's recycling program to include more plastic products; and (3) explore implementation of a program to recycle waste vegetation by creating a community mulching and composting center.	BOS, Staff, Wastewatchers	Citizens	Ongoing
6.5.3 Support programs to prevent pollution from hazardous waste.	BOS, Admin	Citizens	Ongoing
6.5.4 Support programs and initiatives such as Adopt-A-Highway to keep roadsides free from litter and trash	BOS, Code, Compliance Officer	Citizens	Citizens
6.5.5 Ensure adequate funding to provide appropriate solid waste management.	BOS	Citizens	Ongoing
6.5.6 Collaborate with Law Enforcement to utilize jail inmates and those sentenced to Community Service to assist with litter removal from roadsides.	BOS	Citizens	Ongoing

<b>GOAL 6.6: Create and implement comprehensive planning and funding approaches that manage the community's water supply and waste water treatment.</b>			
	<b>Responsible Agencies</b>	<b>Stakeholders</b>	<b>Timeframe</b>
<b>Implementation Strategies:</b>			
6.6.1 Conduct a master planning effort regarding the current and future needs for public sewer and water facilities that would include: (1) identifying optimal service locations based upon known factors such as population trends, housing needs, water resource availability and land use issues (e.g., availability, zoning, etc.); (2) evaluation of engineering alternatives to determine feasibility of services in a cost effective manner; (3) utilizing a neutral third party facilitator and involving all stakeholders.	BOS, PSA, PC	Citizens	1-2 years

6.6.2 Protect property values by establishing appropriate conditions in the Zoning Code for location of an on-site sewage treatment systems other than individual single family residential units.	BOS	Citizens	Ongoing
6.6.23 Develop citizen support for groundwater-protection strategies through public education.	BOS, School Board, Civic Groups	Citizens	Ongoing
6.6.34 Encourage and support programs to prevent any discharge from sewage treatment systems and/or plants into surface bodies of water.	BOS, PSA, VDH	Citizens	Ongoing
6.6.45 Enforce the septic pump-out provision County-wide.	Zoning Adm.	Citizens	Ongoing
6.6.56 Collaborate with the Health Department to improve tracking of failed septic systems.	Staff, ESHD	Citizens	Ongoing
<b>GOAL 6.7: Provide recreational opportunities that will serve all segments of the Northampton County citizenry and visitors while preserving open spaces.</b>			
	<b>Responsible Agencies</b>	<b>Stakeholders</b>	<b>Timeframe</b>
<b>Implementation Strategies:</b>			
6.7.1 Promote safe and appropriate use of waterways including dredging & navigation aids for channels and harbors.	BOS	Citizens	1-2 Years
<del>6.7.2 Utilize a public process to develop a County-wide parks and recreation master plan that would include additional County parks, small neighborhood parks, and recreational programs for citizens of all ages, as well as an accompanying proffer policy for recreational services.</del>	BOS, PC	Citizens	1-2 years
6.7.23 Consider the development of zoning policies that encourage large landowners to create easements for public hiking, riding trails and beach access.	BOS, PC, Staff	Citizens	1 year
<b>GOAL 6.8: Provide access to comprehensive and innovative educational programs, excellent faculty, and, as funding permits, state-of-the-art educational facilities for Northampton County residents.</b>			
	<b>Responsible Agencies</b>	<b>Stakeholders</b>	<b>Timeframe</b>

**Implementation Strategies:**

6.8.1 Using a variety of documents including but not limited to the Northampton County Public School System (NCPS) Capital Improvement Plan, District and School Report Cards and the NCPS Budget, The Northampton County Superintendent of Schools prepares an in-depth annual Comprehensive Plan to assess the current needs of the NCPS and is responsible for its implementation and monitoring.	School Superintendent, School Board, Advisory Committees	Public School Students and parents, School System Employees, Citizens	Ongoing
6.8.2 Ensure adequate funding to provide appropriate educational facilities.	BOS, School Board	Public School Students and Parents, Citizens, businesses	Ongoing
6.8.3 Support the long-range plans of the Eastern Shore Public Library System for information infrastructure within Northampton County.	BOS	Citizens	1-2 Years
6.8.4 Continue to support educational programs for migrant workers.	BOS, VA Council of Churches	Migrant Children	Ongoing
6.8.5 Support programs and incentives to provide additional educational opportunities for all County residents utilizing available technology such as distance learning, satellite classrooms, and cooperative teaching arrangements including home schooling.	BOS, School Board, ESPL, ESCC, NCPS	Citizens	Ongoing
6.8.6 Support the efforts of the Community College and the Chamber of Commerce to provide workforce development opportunities to County residents.	ESCC, NCCC, BOS	Citizens	Ongoing
6.8.7 Improve public school education on civic responsibility and behaviors favoring economic success	School Board, BOS, State Board of Education	Parents, Students, Citizens, Teachers	Ongoing
6.8.8 Reduce truancy and public school drop-out rates; implement more effective programs to re-assimilate at-risk students.	BOS, School Board, Social Services, Faith Community, NCSD, AA, NA, ESCB	Citizens	1-year
6.8.9 Utilize/adapt existing County facilities for drug and alcohol abuse rehabilitation services. (Table 3.7, Part II Section 3)	ESCC, BOS, School Board	Parents, Students, Citizens	Ongoing

Comment [PS1]: May move to capital improvement section?

6.8.10 Continue to partner with the ESCC to sustain and expand work force training curriculum and opportunities.	ESCC, BOS, School Board	Parents, Students, Citizens	Ongoing
<b>GOAL 6.9: Support investment in appropriate, cost-effective utilities.</b>			
	<b>Responsible Agencies</b>	<b>Stakeholders</b>	<b>Timeframe</b>
<b>Implementation Strategies:</b>			
6.9.1 Support the extension of the Natural Gas pipeline from Accomack County to Cape Charles.	BOS	Citizens	4-5 years
6.9.2 Support distribution of high speed internet access.	BOS, ESBBA	Citizens	1-2 Years
6.9.3 <del>Support</del> <del>Create</del> reliable dual feed electric service to the entire County spine.	ANEC	Citizens	Ongoing
<b>GOAL 6.10: Upgrade and enhance County Facilities.</b>			
	<b>Responsible Agencies</b>	<b>Stakeholders</b>	<b>Timeframe</b>
<b>Implementation Strategies:</b>			
6.10.1 Explore opportunities and funding for energy and resource conservation at County facilities including, but not limited to solar power, wind power, and rain harvesting.	BOS, School Board	Citizens	4-5 years
6.10.2 Plan energy conservation and resource conservation elements into any new construction of County facilities.	BOS	Citizens	Ongoing

Comment [PS2]: Check Chamber involvement and possibly add to this goal

6.2.3 <a href="#">Create and adopt a County proffer policy.</a>	BOS, PC, Staff	Citizens	1 year
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### Transportation

<b>GOAL 7.1: Plan, build, and maintain a safe, efficient, and well-drained highway system that preserves Northampton County's natural and historic assets.</b>			
	<b>Responsible Agencies</b>	<b>Stakeholders</b>	<b>Timeframe</b>
<b>Implementation Strategies:</b>			
7.1.1 <del>Continue to</del> Review rezoning requests and subdivision applications for transportation impacts and identify measures to maintain highway safety and efficiency. <del>such as frontage roads, consolidated entrances, drainage improvements and proffer funded roadway improvements.</del>	BOS, PC, Staff	Developers, Driving Public and Commercial Operators	Ongoing

7.1.2 Recognize and manage changing patterns of development and their impact on traffic patterns.	VDOT, BOS, PC	Driving Public and Commercial Operators	Ongoing
7.1.3 Utilize Safety-Conscious Planning and Context-Sensitive Solutions Design to help prevent accidents and preserve rural character. (Part II Section 8.5.2)	BOS, VDOT	Driving Public and Commercial Operators	Ongoing
7.1.4 Adopt land use policies which minimize flood prone road design and mitigate existing flood prone roadways in areas identified in the Northampton County 2011 Hazard Mitigation Plan.	BOS, VDOT, PC	Citizens	Ongoing
7.1.5 Conduct a drainage survey as recommended in the 2011 Hazard Mitigation Plan Update and in the 2013 study "Recurrent Flooding Study for Tidewater Virginia".	BOS, Staff	Citizens	1 to 2 Years
7.1.6 Nominate suitable roads within the County for Scenic Highway or Virginia Byway designation informed by Code of Virginia (1950, as amended) Sections 33.1-62 through 33.1-66.	BOS	Citizens	1 <sup>st</sup> Quarter 2014-1 to 2 Years
7.1.7 Planning staff should review VDOT's Transportation plan for consistency with the Comprehensive Plan.	Staff	Citizens	Ongoing

Comment [PS3]: Reference section

**GOAL 7.2: Improve safety and maintain traffic capacity on U.S. Route 13.**

	Responsible Agencies	Stakeholders	Timeframe
<b>Implementation Strategies:</b>			
7.2.1 Continue to protect the U. S. Route 13 Highway corridor view shed, access and maintenance through provisions in the zoning ordinance.	BOS and VDOT	Driving Public and Commercial Operators	Ongoing
7.2.2 Support VDOT in obtaining funding for U.S. Route 13 improvements.	BOS	Driving Public and Commercial Operators	Ongoing
7.2.3 Encourage nodal growth along U.S. Route 13 at existing improved intersections.	PC, BOS	Driving Public and Commercial Operators, Healthy Communities Coalition	Ongoing
7.2.4 Establish more frequent mowing of access points and the Rout 13 median.	VDOT, BOS	Citizens	Ongoing

**Goal 7.3: Improve Northampton County's main road network by enhancing safety and capacity**

	Responsible Agencies	Stakeholders	Timeframe
<b>Implementation Strategies:</b>			
7.3.1 Develop and implement a corridor study of Route 184 and Route 642 in cooperation with the Town of Cape Charles	Northampton PC and Cape Charles PC	Driving Public and Commercial Operators	Ongoing
7.3.2 Adopt access management ordinances along Northampton County's main road network	BOS	Driving Public and Commercial Operators	Ongoing

**GOAL 7.4: Improve Northampton County's Multimodal Transportation System by coordinating planning and supporting funding for highways, public transit, bicycle and pedestrian facilities, ports, rail, and a public airport.**

	Responsible Agencies	Stakeholders	Timeframe
<b>Implementation Strategies:</b>			
7.4.1 Support STAR Transit in establishing demand-response transit and additional routes as needed	BOS	Driving Public and Commercial Operators, STAR Transit	Ongoing
7.4.2 Support efforts to maintain harbors and waterways through depth maintenance and depth markers.	BOS, Cape Charles, VPA, USACE, USCG	Watermen, Harbor Management and users, recreational boaters	Ongoing
7.4.3 Assure continued waterfront access for Commercial watermen.	BOS, Staff, PC	Watermen	Ongoing
7.4.4 Continue development of bicycle and pedestrian facilities.	VDOT, BOS, ESNWR	Citizens	Ongoing

**GOAL 7.5: Support economic development and tourism initiatives by improving transportation-related tourism facilities.**

	Responsible Agencies	Stakeholders	Timeframe
<b>Implementation Strategies:</b>			
7.5.1 Support the Southern Gateway Welcome Center as the portal for visitors to Northampton County.	BOS and CBBT	Tourism Industry	Ongoing

7.5.2 Secure grants to implement the Eastern Shore of Virginia Bicycle Plan.	PC, BOS, VDOT, ANPDC	Citizens, Healthy Communities Coalition	Ongoing
7.5.3 Continue expansion of bike trail from the Eastern Shore Wildlife Refuge to the Accomack County line.	BOS, VDOT, VDNR, ESNWR, ANPDC	Citizens, Healthy Communities Coalition	Ongoing
7.5.4 Identify and nominate roads that complement the Eastern Shore of Virginia Heritage Trail and Bicycle Plan for Virginia Scenic Byway designation.	BOS, VDOT	Driving Public, Healthy Communities Coalition	Ongoing
7.5.5 Encourage community organizations and citizens to continue their Adopt-A-Highway efforts.	Northampton Code Officer	Driving Public, Wastewatchers, Tourists	ongoing
7.5.6 Maintain an inventory of Northampton County's Virginia Historical Markers and consider replacing missing markers. Use these historic markers to inform residents and visitors to the county website and elsewhere of the importance of the rich history and culture in the county.	NC Historical Society, VDOT, DHR	Citizens, Tourists	ongoing
7.5.7 Continue to support the Eastern Shore Tourism Commission strategy for signage, branding and beautification of U.S. Route 13.	BOS, ESVATC	Local business and tourists	ongoing
7.5.9 Recognize and manage changes in traffic patterns as new tourism destinations become established and advocate infrastructure to support safe convenient access.	BOS, ESVATC	Local business and tourists	ongoing
<b>GOAL 7.6: Achieve a balanced pattern of future land use that meets the County's physical and economic needs, acknowledges existing highway commercial areas, and preserves and enhances the safety, function, and capacity of the U.S. Route 13 corridor.</b>			
	<b>Responsible Agencies</b>	<b>Stakeholders</b>	<b>Timeframe</b>
<b>Implementation Strategies:</b>			
7.6.1 Continue to implement the U.S. Route 13 Highway Corridor District zoning provisions to preserve and enhance the safety, function, and capacity of the highway corridor.	BOS and VDOT	Driving Public, Commercial Operators and visitors	Ongoing

Comment [PS4]: Send link

With no further business the Chairman asked for a motion to recess. A motion to recess until April 15<sup>th</sup>, 2015 was made by Commissioner Ward and seconded by Commissioner Freeze. The motion carried with all in favor (6-0).