

## Minutes

### Northampton County Planning Commission

#### Work Session

September 17, 2014

Those present were Chairman Dixon Leatherbury, Jaqueline Chatmon, Mike Ward, Sylvia Stanley, Kay Downing, and Mark Freeze. Also in attendance was Bill Parr, agent for the applicant and Angelo Manuel of Kiptopeke Villas, LLC, Peter Stith, Long Range Planner and Nyoka Hall, Recording Secretary.

A quorum was established and the Chairman called the meeting to order.

The agenda was reviewed and a motion to accept the agenda a presented was made by Commissioner Chatmon and Commissioner Stanley seconded the motion. The motion carried with all in favor 6-0.

Mr. Stith presented the zoning map amendment submitted by Kiptopeke Villas for an informal briefing with the Commission. The applicant has requested to rezone a parcel identified as tax map 112, double circle A, lot 69 located in Kiptopeke on the way to the State Park from Hamlet to Commercial-1 for the purpose of building and operating a 12 unit efficiency type motel to be used as a principal multi-family attached dwelling unit-apartments for workforce housing in the off-season. The applicant and agent were present to answer any questions regarding the proposed project. Chairman Leatherbury asked if VDOT had addressed any pressing matters in their report. Mr. Stith informed the commission that VDOT provided a narrative noting the entrance criteria, necessary permits and other matters that needed to be addressed during the site plan review process. The commissioners asked an array of questions concerning the number of stories, were there any restrictive covenants that would impose limitations on the proposal, and how seasonal and off-season accommodations would be determined. Mr. Parr informed the Commissioners that the primary use of the building would be a motel with the option of a few rooms being used for those individuals in need of work force housing in the off-season. He added that there were no restrictive covenants on the parcels and the building would be a story and a half with all living on the ground floor and the half story would be a loft. Mr. Parr followed up noting that the request is broad in scope and may be scaled back, but at this time it was an attempt to ascertain if it could be permitted at this time. There were no other questions or concerns to address, Mr. Parr and Mr. Angelo thanked the Commission for their time and left the meeting.

Mr. Stith provided an agenda update for the upcoming October 7<sup>th</sup>, 2014 hearing. He noted there would be the Zoning Map Amendment and two Special Use Permits from Kiptopeke Villas, the Glebe AFD 10 year renewal, withdrawal request from the Glebe, and a subdivide and withdraw request from the Dalby's AFD.

#### Unfinished Business

The Commission modified the CBPA questionnaire for Mr. Stith to provide a final draft. Chairman Leatherbury informed the Commission that the Board of Supervisors had taken an interest in the questionnaire and looked forward to reviewing it to possibly add a few questions. A list of individuals deemed appropriate to answer has yet to be created. It was determined that

Mark Luchenbach would be a great resource to assist the Commission in contacting qualified individuals.

### Comprehensive Plan Review

The Commission reviewed the following sections of the Comprehensive plan as follows:

#### **2.4.2 Seaside, Bayside, and Stone Road Corridors**

Seaside and Bayside Roads are the primary rural road corridors through the agricultural areas and villages of the County. They are ~~currently~~ relatively undeveloped outside the limited number of historic village areas, and maintain a scenic rural character. Stone Road is the primary and heavily traveled entranceway into the Town of Cape Charles.

~~a. County land use policies and the Future Land Use Map discourage locating new development along these roadways.~~

~~a.b.~~ These road corridors are important to the scenic quality and the historic heritage of the County. In general, future road improvements and signage should minimize impacts to the historic and scenic character of the road corridors, as well as sensitive environmental areas alongside the right of ways.

~~be. Wherever possible,~~ The County should encourage the installation of bike lanes on these corridors.

#### **2.5 Land-Use & Community-Design Implementation Recommendations**

Most of the policies included in this chapter of the Comprehensive Plan can be implemented immediately without further study or action. The following implementation recommendations provide a series of "next steps" to be undertaken by the County to strengthen the Comprehensive Plan and to assure that it is implemented through related regulatory documents and the development process. The timing and priority for actions on these next steps will be established by the Board of Supervisors.

##### **~~2.5.1 Proffer Guidelines~~**

~~The County should work with the development community to develop a framework for proffer guidelines to be used in the evaluation of all rezoning applications. In addition to the regulations in Va. Code §15.2303, the following principles in evaluation and developing capital facility proffer guidelines should be used in conjunction with conditional zoning (rezoning) applications:~~

~~To ensure that the proffer process is reasonable, effective and manageable, any proffer guidelines developed by the County should be based on the following principles:~~

~~(I) Consistency of content. Proffers should be accepted on a consistent basis from one project to another. Uniform standards for capital facilities, based upon the Comprehensive Plan and a Capital Improvements Program, should be followed in determining appropriate proffers for a particular project.~~

~~(II) Consistency of format. The County should develop a consistent format for proffer statements with consistent style and terminology so that proffers are comparable.~~

~~(III) Rational Nexus. All proffers should have a direct and rational relationship to needs created by the project itself. To the maximum extent feasible, proffers should be built or otherwise allocated so as to directly benefit the particular project.~~

~~(IV) Coordination. Proffers from neighboring or adjacent developments should be coordinated to the maximum extent possible in order to ensure compatibility and consistency, and to avoid redundancy and conflict.~~

### **2.5.2 Zoning Study**

~~The County should review the County's existing Zoning Map to identify inconsistencies between existing zoning and this revised Comprehensive Plan.~~

~~The Zoning study should include recommendations for addressing inconsistencies between the revised plan and existing zoning, which might include, but not be limited to, a County initiated remapping of key areas, consideration of incentives such as density bonuses for affordable housing to entice landowners voluntarily to rezone to more appropriate districts.~~

Section 2.5.3 was reviewed and thought to need revising. Mr. Stith will revise this section forward to the Commission for review.

### **2.5.3 Livable Communities**

In 2011, The County adopted the Eastern Shore Healthy Communities "Livable Communities" concept for inclusion in this Plan. The Livable Communities' Vision statement is: *"We imagine a healthier Eastern Shore merging from livable communities where children and adults have healthy eating choices at home, school, and work..."* With increasing rates of chronic diseases like obesity, heart disease and cancer, livable communities provide opportunities for people to become healthy and physically active through active transportation. The County should work with the Eastern Shore Healthy Communities to implement livable community initiatives.

### **2.6 Future-Land-Use Map**

The following Future-Land-Use Map summarizes the districts and policies described in this Comprehensive Plan for the purpose of geographically locating and delineating specific districts and policies. The Future Land Use Map represents planned land uses for the County based on policies developed during the Comprehensive Plan review process and does not necessarily reflect existing zoning or land uses.

The commission briefly reviewed the Future Land Use Map to get an overview of their next task.

A motion was made to recess till October 7, 2014 by Commissioner Chatmon and seconded by Commissioner Downing. With all in favor the meeting was recessed.