Wednesday, February 11, 2026
Planning Commission Regular Meeting 7:00 p.m.
Regular Meetings will be held in the Board Chambers (Room 104) located within the County Administration building located at 23296 Courthouse Avenue - Accomac, VA 23301.
To listen to the live audio, please visit: https://www.co.accomack.va.us/how-do-i/listen-to-meeting-audio

# 1. CALL TO ORDER

| | |
|---|---|
| Subject : | A. Members Present and Absent |
| Meeting : | Feb 11, 2026 - Planning Commission Regular Meeting 7:00 p.m. |
| Category : | 1. CALL TO ORDER |
| Type : | |

# Public Content

**Key Points:** Routine item to determine attendance.

**Staff Contact:** Pamela Dix, Administrative Assistant II

| | |
|---|---|
| Subject : | B. Determination of Quorum |
| Meeting : | Feb 11, 2026 - Planning Commission Regular Meeting 7:00 p.m. |
| Category : | 1. CALL TO ORDER |
| Type : | |

# Public Content

**Key Points:** Routine item. A majority of the members (5) shall constitute a quorum. The Planning Commission is a nine-member body. Each member represents one magisterial district and has one vote.

**Staff Contact:** Pamela Dix, Administrative Assistant II

| | |
|---|---|
| Subject : | C. Consider Allowing Remote Participation of Commissioner(s) (if warranted) |
| Meeting : | Feb 11, 2026 - Planning Commission Regular Meeting 7:00 p.m. |
| Category : | 1. CALL TO ORDER |
| Type : | |

# Public Content

**Key Points:** The Planning Commission has adopted a remote participation policy in accordance with Virginia state law. Should the need arise, the below script is used to document the Commission's consent to allow a member to participate remotely.

## 2. ADOPTION OF AGENDA

## 3. MINUTES

| | |
|---|---|
| Subject : | A. Wednesday, January 14, 2026 Regular Planning Commission Minutes |
| Meeting : | Feb 11, 2026 - Planning Commission Regular Meeting 7:00 p.m. |
| Category : | 3. MINUTES |
| Type : | |

# Public Content

**Staff Contact:** Pamela Dix, Administrative Assistant II

**Number of Attachments & Description:** Add Text

### File Attachments

PC Minutes 2026.1.14 DRAFT.pdf (311 KB)

## 4. PUBLIC COMMENT PERIOD

| | |
|---|---|
| Subject : | A. Description and Rules |
| Meeting : | Feb 11, 2026 - Planning Commission Regular Meeting 7:00 p.m. |
| Category : | 4. PUBLIC COMMENT PERIOD |
| Type : | Information, Presentation |

# Public Content

**Key Points:**

- This time is for public comment on non-agenda/ non-public hearing items.
- Comments are limited to 4 minutes.
- Should a speaker wish to use a presentation or slide deck, it must be provided to the Staff by 4pm on the preceding day (Tuesday).
- The public comment rules are stated below.

**Staff Contact:**Leander N. "Lee" Pambid, Deputy County Administrator for Community & Economic Development

**Number of Attachments & Description:** None

# 5. OLD BUSINESS

# 6. NEW BUSINESS

| | |
|---|---|
| Subject : | A. Receive Briefing on REZ-000188-2025 Duncan Manor Rezoning to VDD and Consider a Work Session for 2/24 /2026 |
| Meeting : | Feb 11, 2026 - Planning Commission Regular Meeting 7: 00 p.m. |
| Category : | 6. NEW BUSINESS |
| Type : | |

# Public Content

**Key Points:** Staff requests a **work session on Tuesday, February 24, 2026** for this item.

**Identification and Location Information**

| | |
|---|---|
| **Applicants** | Atlantic Group and Associates, Inc. (Chris Carbaugh) |
| **Property Owner** | Odachowski Group Inc |
| **Request** | To Rezone a total of 55.45 acres from Business and Agriculture to Village Development |
| **Location** | 35 tax parcels (See Exhibit A- Lot Area Table) |
| **Magisterial District** | 7- Supervisor Jackie Phillips; Commissioner Lynn Gayle |
| **Acreage** | 55.45 total |
| **Zoning** | Business and Agricultural |
| **Future Land Use Recommendation** | Village Development Area |
| **Overlays** | CAPA (part) |
| **Adjacent Zoning** | Agricultural, Business, Village Development Area |
| | |

| | |
|---|---|
| **Adjacent Uses** | Single Family Residential; Vacant Agricultural/ Proposed Village Development; Medical Office; Personal Services |
| **Density** | Overall- **4.04 du/acre**<br><br>East [163 units / 26.26 acres = **6.20 du/acre**]<br><br>West [61 units / 29.19 acres = **2.09 du/acre**] |
| **Staff Contact** | Leander N. Lee Pambid, CZA, MURP, MPA- Deputy County Administrator<br><br>Phone: 757-787-5726 \| Email: lpambid@co.accomack.va.us |

**Background**

The purpose of this brief is to provide general information regarding the application and to request a work session to go further in-depth. **The Staff respectfully requests a work session on Tuesday, February 24, 2026.**

The developer proposes to rezone 55.45 acres in total between two areas labeled East and West (detailed in the chart above) from Agricultural District and Business District to Village Development District to construct 224 residential units. The proposal includes amenities for the residential community as well as two commercial pads.

This proposed development is preceded by the Coastal Square and Residences rezoning/ conditional use permit and a preliminary plat for the rest of the portion of Duncan Manor not considered in this rezoning request.

The staff has received a traffic impact analysis and a resource quality protection plan. These materials are still under review.

To date, no proffers have been included with the application.

**General Project Description**

The housing products are itemized as follows:

1. **140 one-over-one townhouses** in 14 buildings or sticks containing 10 units each.
2. **84 single-family dwellings** on lots with a minimum width of 60.

For the West portion of the development, the concept plan features a landscaped berm along Market Street, 3 ponds, and the two commercial pads along Market Street at the intersections of Duncan Manor Road and Fairgrounds Road.

For the East portion of the development, the concept plan features a large pond, community center with park and pool, as well as a vehicular connection to the previously approved Coastal Square and Residences.

**Exhibit A: Duncan Manor Lot Area Table**

| Tax Parcel | Area |
|---|---|
| **Hopkins Farm:** | |
| 93D-A-2B | ±27.02 AC |
| ***Total*** | ***±27.02 AC*** |
| **Duncan Manor West:** | |
| 93D-4-35 | ±0.69 AC |
| 93D-4-36 | ±0.26 AC |
| 93D-4-37 | ±0.28 AC |
| 93D-4-38 | ±0.31 AC |
| 93D-4-39 | ±0.34 AC |
| 93D-4-A | ±0.29 AC |
| ***Total*** | ***±2.17 AC*** |
| **Duncan Manor East:** | |
| 93D-4-72 | ±0.19 AC |
| 93D-4-73 | ±0.23 AC |
| 93D-4-74 | ±0.23 AC |
| 93D-4-75 | ±0.23 AC |
| 93D-4-76 | ±0.23 AC |
| 93D-4-77 | ±0.23 AC |
| 93D-4-78 | ±0.23 AC |
| 93D-4-79 | ±0.23 AC |
| 93D-4-80 | ±0.23 AC |
| 93D-4-81 | ±0.23 AC |
| 93D-4-82 | ±0.23 AC |
| 93D-4-83 | ±0.23 AC |
| 93D-4-84 | ±0.23 AC |
| 93D-4-85 | ±0.23 AC |
| 93D-4-86 | ±0.23 AC |
| 93D-4-87 | ±0.23 AC |
| 93D-4-105 | ±1.31 AC |
| 93D-4-106 | ±1.36 AC |
| 93D-4-107 | ±1.68 AC |
| 93D-4-107A | ±0.26 AC |
| 93D-4-108 | ±1.99 AC |
| 93D-4-109 | ±2.19 AC |
| 93D-4-110 | ±2.19 AC |
| 93D-4-111 | ±2.41 AC |
| 93D-4-112 | ±2.41 AC |
| 93D-4-113 | ±2.19 AC |
| 93D-4-114 | ±2.19 AC |
| 93D-4-RD00 (partial) | ±2.40 AC |
| ***Total*** | ***±26.26 AC*** |

**Staff Contact:** Leander N. "Lee" Pambid- Deputy County Administrator for Community and Economic Development

**Number of Attachments & Description:** (3) Staff Brief; Staff maps; Applicant's plans

## File Attachments

6A 1 BRIEF REZ-000188-2025 Duncan Manor VDD 2026-02-11.pdf (192 KB)
6A 2 MAPS REZ-000188-2025 Duncan Manor Rezoning VDD 2026-02-11.pdf (3,397 KB)
6A 3 ANNOTATED REZ-000188-2025 Duncan Manor Plans optimized2 2026-02-11.pdf (26,854 KB)

# 7. PUBLIC HEARING

| | |
|---|---|
| Subject : | A. None |
| Meeting : | Feb 11, 2026 - Planning Commission Regular Meeting 7:00 p.m. |
| Category : | 7. PUBLIC HEARING |
| Type : | |

# Public Content

**Key Points:** No Public Hearings have been requested or scheduled.

**Staff Contact:**Leander N. "Lee" Pambid, Deputy County Administrator- Community & Economic Development

# 8. OTHER MATTERS

| | |
|---|---|
| Subject : | A. Proposed Amendments to the Accomack County Zoning Ordinance to include state-mandated resiliency standards in the Chesapeake/Atlantic Preservation Area (CAPA) Overlay District |
| Meeting : | Feb 11, 2026 - Planning Commission Regular Meeting 7:00 p.m. |
| Category : | 8. OTHER MATTERS |
| Type : | |

# Public Content

**Key Points:**

The Planning and Code Administration Divisions have reviewed these changes with the County Attorney. **A public hearing for Wednesday, March 11 is requested.**

- These amendments to Article XVI of Chapter 106 of the Accomack County Code contain regulations governing the**Chesapeake/Atlantic Preservation Area Overlay(CAPA) District.**
- The amendments are **mandated by state law** and will add provisions relating to**resiliency and preservation of mature trees**.
- Resiliency includes adaptation measures to address sea-level rise, storm surge, and flooding.

**Background:**

Note that the CAPA Overlay applies to the entire County, not just the seaside that directly affects the Chesapeake Bay.

- The proposal deletes Section *106-235. - Resource quality protection plan requirements.*
- Deleted provisions are thoroughly covered in the revised amendment.

- No loss of authority results from the proposed amendment.
- Requirements for encroachments into the RPA become more stringent.
- Water quality impact assessment are still required for encroachments into the RPA.
- The Board of Zoning Appeals is still to hear exceptions requests.

There are two key definitions to highlight: **Resource Protection Area and Resource Management Area.** The full definitions are found on pages 17 and 18 of the attachment.

The RPA has always carried with it higher requirements and scrutiny than he RMA.

The key difference between the RPA and RMA is the location. See chart below.

| **Feature** | **Description of Location** |
|---|---|
| **RPA** | i. tidal wetlands;<br>ii. nontidal wetlands connected by surface flow and contiguous to tidal wetlands or water bodies with perennial flow;<br>iii. tidal shores;<br>iv. other lands necessary to protect the quality of state waters; and<br>v. a buffer area of 100 feet in width located adjacent to and landward of the components listed in i) iv) above and along both sides of any water body with perennial flow. |
| **RMA** | The resource management area shall be contiguous to the entire inland boundary of the resource protection area.<br><br>***In simpler terms, everywhere else.*** |

There are few new requirements, summarized below.

- Sea level rise now a consideration.
  - Therefore, resiliency assessments for RPA encroachments are now required. See proposed *Section 106-386.1- Resiliency assessment* on page 29.
- Exemptions are now specified for silviculture with Virginia Department of Forestry oversight
- Penalties for violations are now more specifically listed in the ordinance.
  - Civil penalty of $5,000 per day assessed by Accomack County Circuit Court
  - Civil penalty of $10,000 (one time) assessed by the Accomack County Board of Supervisors

**Staff Contact:** Leander N. "Lee" Pambid, Deputy County Administrator for Community & Economic Development

**Number of Attachments & Description:** (1) DRAFT CAPA Amendments Language 2.2.2026

### File Attachments

CAPA Resiliency Amendments 2.2.26 for PC 2026-02-11.pdf (388 KB)

# 9. STAFF REPORT

| | |
|---|---|
| Subject : | A. Subdivision Agent |
| Meeting : | Feb 11, 2026 - Planning Commission Regular Meeting 7:00 p.m. |

| | |
|---|---|
| Category : | 9. STAFF REPORT |
| Type : | |

# Public Content

**Key Points:**

*Subdivision Agent*

There are no significant subdivisions that have been applied for or are currently under review. The Staff continues to process routine smaller lot splits and lot line adjustments and vacations.

The following major subdivisions have been submitted for review.

| Case # | Subdivision Name | Description |
|---|---|---|
| XXXX-######-#### | X | Preliminary/ Final plat] # acre site, # of lots, [tax parcel #], [general location / municipal utilities] |

**Staff Contact:**Leander N. "Lee" Pambid, Deputy County Administrator for Community and Economic Development

| | |
|---|---|
| Subject : | B. Zoning Administrator |
| Meeting : | Feb 11, 2026 - Planning Commission Regular Meeting 7:00 p.m. |
| Category : | 9. STAFF REPORT |
| Type : | |

# Public Content

**Key Points:**

The BZA held **# public hearings** at its regularly scheduled meeting on **February 4, 2026**.

| Case # | Description | Location | Ou |
|---|---|---|---|
| SUSE-000184-2025 & VAR-000192-2025 | SUP for an RV for temporary habitation and a 4 Variance from the 36' maximum travel trailer lengthin the Residential District. (Wheatley) | 100-A-15, 15467 Pungoteague Road, Painter | App with con |
| SUSE-000189- | SUP tolocate a 199 monopole tower on the property in the Agricultural District. (Harvie) | 68-A-188A, 16400 | App with con |

| | | | |
|---|---|---|---|
| 2025 | | Hopeton Road, Parksley | |
| SUSE-000190-2025 and VAR-000193-2025 | SUP for the placement of two dwellings on a single lot, a Variance of 90' from the 140' minimum separation distance, a Variance of 599 square feet from the 1,200 sq. ft. maximum house size, and a Variance of 37,950 sq. ft. from the 60,000 sq. ft. minimum for lotsin the Agricultural District. (Pitt) | 102-6-B4, 28080 Block of Phillips Drive, Melfa | Def |
| SUSE-000191-2025 and VAR-000194-2025 | SUP for the placement of two dwellings on a single lot, a Variance of 90' from the 140' minimum separation distance, a Variance of 599 square feet from the 1,200 sq. ft. maximum house size, and a Variance of 37,950 sq. ft. from the 60,000 sq. ft. minimum for lotsin the Agricultural District. (Pitt) | 102-6-B5, 28080 Block of Phillips Drive, Melfa | Def |
| APPL-000168-2025 | Appeal of the Zoning Administrator's Determinationthat the value of the renovations to the improvements on the property equal or exceed the 50% threshold under Section 106-369 of the Accomack County Zoning Ordinance and that full compliance with the Flood Hazard Overlay District and the Virginia Uniform Statewide Building Code are required. | 83C-1-23 and 83C-1-22,24070 Tall Pines Drive, Onancock | Def |

The BZA is scheduled to hold **5 public hearings** at its next regularly scheduled meeting on **Wednesday, March 4, 2026**. These cases are pending newspaper advertisement and adjacent property owner notification.

| Case # | Description |
|---|---|
| SUSE-000016-2026 | SUP for an Accessory Dwelling in the Agricultural District. |
| SUSE-000017-2026 | SUP for a Dwelling in the Business District |
| SUSE-000018-2026 | SUP for the Temporary Habitation of an RV in the Agricultur District. |
| SUSE-000021-2026 | SUP for a Dwelling in the Business District |
| SUSE-000024-2026 | SUP for the Temporary Habitation of an RV in the Business District. |

**Staff Contact:**Leander N. "Lee" Pambid, Deputy County Administrator for Community and Economic Development

| | |
|---|---|
| Subject : | C. Deputy County Administrator |
| Meeting : | Feb 11, 2026 - Planning Commission Regular Meeting 7:00 p.m. |
| Category : | 9. STAFF REPORT |
| Type : | |

# Public Content

**Key Points:**

*Deputy County Administrator*

- **Recruitment:**The County hired**Theodore "Ted" Docev** for Environmental Planner. His first day was Monday, January 26.
- **Recruitment:** Interviews for Code Enforcement Officer- Building have concluded.
  - An offer has been extended to one candidate, whoaccepted.
  - This fully staffs up the Building Inspections team in the Code Administration Division.
- **Comprehensive Plan:**A separate report has been filed in this section.
- **Former Accomac Library Update:** The Staff has received the final draft (100% plans) of the proposed rehabilitation of the former Accomac Library.
  - The final draft has been distributed to Public Works and Community and Economic Development for review.
  - The Department of Community and Economic Development will move into the space sometime later this year.

**Staff Contact:** Leander N. "Lee" Pambid, Deputy County Administrator, Community & Economic Development

**Number of Attachments & Description:** (2) Docev announcements; Berkley Group RFP response

## File Attachments

MEMO 2026-01-21 CommEconDev New Staff T Docev.pdf (243 KB)
Berkley Group- Accomack County-RPF 339 - Comprehensive Plan Review.pdf (5,480 KB)

| | |
|---|---|
| Subject : | D. Comprehensive Plan Update |
| Meeting : | Feb 11, 2026 - Planning Commission Regular Meeting 7:00 p.m. |
| Category : | 9. STAFF REPORT |
| Type : | |

# Public Content

**Key Points:**

**The Berkley Group** has been recommended over five other respondents by a selection committee of staff members to conduct the next comprehensive plan review and revision. The Board of Supervisors approved the Berkley Group as the consultant for **RFP #339** at the regularly scheduled board meeting on January 16. The contract is under review, and the Berkley Group has already prepared the first task order to begin work.

Several factors having changed since the original comp plan in its current format was adopted prior to 2010, revision is needed to 1) update facts, figures, statistics, and maps; 2) update for current conditions, best practices, and state code compliance; and 3) perhaps most importantly, to increase the document's "approachability" and readability by the citizenry.

*Background*

The purpose of this update is to review the Comprehensive plan as required by Code of Virginia § 15.2-2223 and to recommend revisions to the Plan. In performing these services, the awardee will review all relevant laws, ordinances, policies, regulations, and other relevant documents; analyze the current demographics and projected future growth of Accomack County; develop and implement a robust community engagement program; and work closely with representatives of the Board of Supervisors, the Planning Commission, County Administration, the Deputy County Administrator for Community and Economic Development, and other members of County staff. The awardee will also the citizens of Accomack County to participate in the revision of the Comprehensive Plan by expressing their vision for the County.

The proposed revisions to the Comprehensive Plan should create a comprehensive, participatory, action-oriented, user-friendly, and implementable future land use plan and policies that address, at a minimum, those subject matter areas required by Article 3 of Chapter 22, Title 15.2 of the Code of Virginia.

*Scope of Work*

The awardee will review and recommend revisions to the Countys Comprehensive Plan in accordance with Article 3 of Chapter 22, Title 15.2 of the Code of Virginia. Recommendations shall include revisions to the Comprehensive Plan policies and future land use map. The Comprehensive Plan, as revised, shall be general in nature and shall provide for coordinated and harmonious development, in accordance with present and probable future needs and resources of the County. It shall best promote the health, safety, morals, order, prosperity and general welfare of its inhabitants. The Comprehensive Plan shall look forward for the next twenty (20) years.

Factors to be considered include:

- Guiding documents such as these should be **understandable**.The document is complete clearinghouse of various data, information, history, and goals and objectives. However, it is very clinical and technical, and therefore not easy for citizens and stakeholders to read or consume.
- The new **Hampton Roads Sanitation District force main** that will serve a major portion of the Eastern Shore is now a reality and must be considered.
- Planning documents need to be considered and incorporated:
    - The Accomack-Northampton Planning District Commission **2022 Regional Housing Study**
    - **The 2015 Joint Land Use Study**
    - **Northern Accomack Sewer Study**
    - The Board of Supervisors **strategic goals and legislative priorities**
- The **presence and expansion of RocketLab** have raised the Eastern Shores and more specifically, Accomack Countys profile to other general economic development prospects, especially other commercial aerospace and defense companies.
- The presence of NASA, the US Navy, and other private sector contractors continues to shape **Northern Accomacks prospects for commercial, industrial, and residential development**.
- The **Eastern Shore Rail Trail** is a significant transportation facility that has not yet been specifically accounted for in previous versions of the comprehensive plan.
- The concept of **placemaking** has become more mainstream as an economic development and quality of life element that must be more visible in the next comprehensive plan.
- Strategies and action steps for **affordable and attainable housing** must be included.
- The **Lankford Highway (US Route 13) Corridor** is Accomack Countys primary transportation corridor. It connects several towns and is the most visible part of the County.
- Review 2018 **Future Land Use** suggestions
    - Review information above to determine if Village Development land use areas as shown on future land use map are in alignment with growth trends and are in appropriate places.
    - Review amount of readily available land in Village Development areas and determine is supply is adequate or additional land designation is warranted.
    - Review Atlantic and Wattsville Village Development areas in particular and possibly look at expanding Village Development area near Captains Cove if sewer service is available.

- A review of **population statistics and trends** needs to be conducted.

*Major Elements of the Update*

The consultant proposes the following elements for the update:

- Joint Work Sessions
- Draft Plan Elements
- Vision and Goal Setting
- Existing Conditions Analysis
- Policy Development
- Implementation Plan
- Public Review & Refinement
- Refinement & Final Revisions
- Plan Adoption/Deliverables

*Public Participation*

A significant public participation element is proposed:

- Kick-off Meeting (Virtual)
- Department Interviews/County Tour
- Kick-Off Work Session (Public Meeting 1 of 8) & Board of Supervisors Interviews
- Review and Diagnostic of Existing Planning and Land Use Tools
- Community-wide survey
- Four (4) public popups and two (2) public charrettes

The complete RFP can be foundhere.

**Recommendation:** Approve Berkley Group, LLC for RFP #339 - Comprehensive Plan Review.

**Staff Contact:** Leander N. "Lee" Pambid, Deputy County Administrator for Community & Economic Development

Chontese Ridley, County Planner

**Number of Attachments & Description: (**1) Berkley Group Response to RFP #339

### File Attachments

Berkley Group- Accomack County-RPF 339 - Comprehensive Plan Review.pdf (5,480 KB)

# 10. NEXT MEETING

| | |
|---|---|
| Subject : | A. March 11, 2026 |
| Meeting : | Feb 11, 2026 - Planning Commission Regular Meeting 7:00 p.m. |
| Category : | 10. NEXT MEETING |
| Type : | |

# Public Content

**Key Points:** The next regularly scheduled meeting is **Wednesday, March 11, 2026at 7 pm** in 23296 Courthouse Avenue, Room 104, P.O. Box 388,Accomac, Virginia 23301.

Handicapped Assistance isavailable. Please contact Pamela Dix at (757) 787-5794 or pdix@co.accomack.va.us.

**Staff Contact:** Pamela Dix, Administrative Assistant II

# 11. ADJOURNMENT