

**MINUTES OF THE
PLANNING COMMISSION MEETING
TOWN OF CHINCOTEAGUE, VIRGINIA
NOVEMBER 12, 2024 - 7:00 P.M. – Council Chambers**

Commission Members Present:

Mrs. Mollie Cherrix, Vice Chairperson
Mr. David Britton
Mr. Michael Dendler
Mr. Steve Katsetos
Mr. K. Savage, Councilman
Mr. Robert Shendock

Commission Members Absent:

Mr. Ray Rosenberger, Chairman

Staff Present:

Mr. Michael T. Tolbert, P.E., Town Manager
Mr. Mark Bowden, Building Zoning Administrator

Call to Order

Vice Chairman Cherrix called the meeting to order at 7:00 p.m.

Invocation

Councilman Savage offered the invocation.

Pledge of Allegiance

Vice Chairman Cherrix led in the Pledge of Allegiance.

Public Participation

Vice Chairman Cherrix opened the floor for public participation. There was none.

Adoption of Agenda Mr. Katsetos motioned, seconded by Mr. Britton to adopt the agenda as presented. Unanimously approved.

Approval of the Minutes

Mr. Savage motioned, seconded by Mr. Katsetos approve the minutes of the October 8th, 2024 meeting as presented. Unanimously approved.

Review of Subdivision Lot Requirements

Mr. Bowden explained the issue with subdivision of lots using flag lots and the fact that access to such lots is hampered by the practice of granting easements to all lot holders across all other lot holder's lots. Mr. Tolbert explained the issue with the inadequate width of flag lots being less than 10' to assign a 911 address since each 911 number changes on 10' intervals.

A discussion ensued as to the issues with flag lots which include the aforementioned inadequacies and the requirements for water line routing through the flag stems requiring access by vehicles across installed water meters degrading water lines and increasing the risk of damage to water lines and thus costs to the town through water department repairs.

The commission directed Town Manager Tolbert to research and recommend proper routing of water lines through utility easements for subdivisions and also directed Administrator Bowden to research and recommend both the proper number of lots approved for subdivisions using flag lots and also to recommend the proper width of any access road to access these lots.

Announcements or Comments

Mr. Bob Shendock announced his resignation from the commission and expressed his thanks for the work of all commissioners. All commissioners expressed thanks to Mr. Shendock for his dedication and hard work on behalf of the commission.

Adjourn

Mr. Savage motioned, seconded by Mr. Britton to adjourn. Unanimously approved.

Vice Chairman Cherrix