



## THE TOWN OF IRVINGTON

### PLANNING COMMISSION REGULAR CALLED MEETING MINUTES Irvington Town Office, 4203 Irvington Rd. IRVINGTON, VA

February 6, 2024, 6:30PM

1. **Call to Order** Tom Chapman, Chairman called the Meeting to Order at 6:30 pm
2. **Roll Call and Determination of Quorum** Commission Members that were present:  
  
Tom Chapman  
Jeremy Taylor by Phone as Approved by Commissioners  
Lee Capps  
David Clark  
Robin Camillo
3. **The Minutes for January 2, 2024, were approved.**
4. **Report From Chair** Tom Chapman reported on the following topics presently before the Planning Commission:
  - a. Suggested Code changes, Chairman and Mayor met with Town Attorney for guidance on the procedures for the possible Charter Code amendment and Ordinance going forward. Mr. Chapman has forwarded it to the Council for their discussion and any actions requested.
  - b. Comprehensive Plan draft will be presented at a Public Meeting February 13, 2024
  - c. Liaison changes to Resolution with agreement from Council that a liaison is not needed currently.
5. **Public Comment**
  - a. Greg Davis, Legal Counsel representing the Tides Inn, brought revised plans to the original conceptual for public review of the Tides CUP request to move the present 5-foot buffer between the Hall/Elliott property owner adjacent to the Tides to a 6"- buffer off the fence since the operations building has been moved north and the present swale is deficient in size.
  - b. Carolyn Hall/Elliott, owner of property adjacent to the Tides Inn spoke regarding the 2022 original CUP and asked the Commission to not approve the new CUP.
  - c. Mary Burgess presented a report to the Commission regarding ADU's and the need to accommodate aging in place in Irvington.

**6. Report from Zoning Administrator** Justin Nelson updated the Commission on a new CUP for a proposed new garage at 334 King Carter Drive, and a dock rebuild at 380 Steamboat Road. In addition, the Administrator is gathering proposals for sidewalk repairs, and reminded the Commission of an upcoming joint public hearing on February 8 for a STR use permit.

**7. Old Business**

- a. The Planning Commission reviewed the Tides revised CUP** and allowed Ms. Elliott to voice her concerns regarding the proposed revised CUP. A Motion was made to recommend approval of the revised CUP application and with a vote of 4-1 the revised CUP has been forwarded to the Town Council for their action.
- b. Sign Ordinance Amendment** David Clark commented that Legal Council gave their content opinion on the regulation for sign content and how it may affect First Amendment rights. The Commission would like to go further with the content revisions and the Commission will check with the mayor's office so Mr. Clark can proceed with ongoing discussion with the Legal Counsel on this issue.
- c. Lancaster 2035 Strategic Plan:** Chairman Chapman requested the Commission members review the Plan and consider if any adjustment to our draft Comprehensive Plan are indicated.

**8. New Business**

- a. Lee Capps announced** this was his last meeting as his term expires. Mr. Chapman thanked Lee for his contributions to the Town and commented that there is interest from a property owner in Irvington who wishes to serve.
- b. Next PC Meeting scheduled for March 5, 2024**

**9. Adjournment**

**A Motion was unanimous to adjourn at 7:37 pm.**