

## **Irvington Planning Commission**

### **Report of 2-4-25PC Meeting to Town Council**

**Attendees at PC Mtg: Robin Camillo, David Clarke, Ruth Fuller, Steve Strait, Jeremy Taylor (phone), Tom Chapman**

1. **Pyle 2024 CUP for STR at 122 Edgewood lane:** PC unanimously recommends approval by TC.
2. **Feather Sign Ordinance:** PC Unanimously recommends approval by TC.
3. **Ordinance amendment repealing** Chapter 120, eliminating the Business License Permit Requirement, and amending Chapter 34 and 154 to remove Short Term Registry exemptions, and clarifying the Town's authority for Short-Term Rental regulations. PC Unanimously recommends approval by TC.
4. **CUP Policy Recommendation: See attached.** PC requests TC approve the attached policy which will enable the Zoning Administrator to approve a building owner to get a CUP for a business before the business is identified. This will allow businesses to get online faster and does not conflict with our CUP ordinance.
5. **154 Section Changes:** There are a number of changes to this section of the code that are on your agenda for initiation tonight as recommended by the PC last month. There are other minor cleanup changes PC also recommends. The PC recommends that the next step is for the PC to work with the Town Clerk to come up with a revised 154 for review by the Town Attorney that would then go through the 15.2-2204 public hearing and approval process.
6. **Public Safety- Traffic Calming:** The PC previously proposed the TC appoint a committee to address this issue with two PC members and two TC members. The PC nominated Robin Camillo and Marston Smith. We feel this effort should be a Town Priority.

**Respectfully Submitted,  
Tom Chapman, PC Chair  
2-6-25**

## Policy Change to Minimize the Delay for Opening Zone B-1 Business

Conditional Use Permits (CUP's) are defined in Town Code 154.017 & 154.018. Nothing in these sections of the code require a new CUP for a change in Zone B-1 property ownership, proprietor or manager.

In Zone B-1, a CUP is required for all uses listed in 154.086(B) and "and an additional conditional use permit is required in the event of expansion of or change to an existing permitted use."

We were tasked to see if we how we could allow more timely approval of new businesses. Due to the requirement for a CUP, with normal PC/TC meeting schedules, it can take more than 2-3 months to obtain the CUP for a new business.

Our proposed solution is a policy change to:

a. allow the approval of CUP's for property owners in advance of the property owners identifying the business proprietor. The CUP would be attached to the property, not to the business name, and would apply to any future owners. The Zoning Administrator would not consider it an "expansion or change to an existing permitted use" based only on a change in the name of the business or change in property owner.

b. the property owner would be allowed to include more than one use in their initial or amended CUP application (such as both "Wearing apparel stores" and "Office building"). If a property owner tries to apply for too many different uses, the CUP can be denied or the overall CUP restrictions imposed by the TC may be made too restrictive for any one use.

Town of Irvington  
Planning Commission  
02-05-25