



**THE TOWN OF IRVINGTON
PLANNING COMMISSION REGULAR CALLED MEETING MINUTES
Irvington Town Office – 4203 Irvington Rd., Irvington, VA**

March 4, 2025 6:30 pm

1. Call to Order

- **Chairman** Chapman called the Meeting to Order at 6:30 pm

2. Roll Call and Determination of Quorum

- Commission Members present: Tom Chapman, David Clark, Steve Strait
- Jeremy Taylor, participated via phone with approval from Commissioners

3. Approve Minutes

- A Motion was made to approve the minutes from February 4th, 2025 as submitted. All in favor.

4. Report From Chair – T. Chapman

- R. Camillo has resigned from Planning Commission. R. Camillo held the office of Secretary
- We have two applicants for replacement that are up for review by the Town Council: Vivian Ralls & Allen Whitaker
- S. Strait volunteered to prepare the minutes for this meeting
- The sign ordinance amendment to permit limited feather signs was approved by the TC

5. Public Comment – None

6. Report from Zoning Administrator

- J. Nelson reported that certain residents of Vineyard Grove requested a waiver for only Vineyard Grove of the ordinance clause prohibiting STR's on both sides of a residence. This request is based on the fact that their HOA rules specifically allow short term rentals. PC did not approve of changing the STR ordinance for just one neighborhood in town.

7. Old Business

- CUP STR #Crone.2025 (31 Spring Street).
 - Motion made to approve CUP #Crone.2025. Motion approved 4-0
- CUP Policy Changes update
 - S. Strait to contact Fran Westbrook before TC meeting.
- STR Cup Form
 - J. Nelson proposed a new STR CUP application form for the website.
 - Motion made to approve new STR CUP application form. Motion approved 4-0
- Comprehensive Plan – Review Strategies and Tactics
 - Discussed PC actions necessary to support Comprehensive Plan strategies & tactics
 - PC recommended that TC appoint committee to work on Traffic Calming and another committee to work on State of the Art Cell Service and Broadband service.
- 2026 Capital Budget Priorities to be discussed at the next meeting

8. New Business – None

9. Roundtable Discussion – None

10. Next Meeting Schedule

- TC Meeting, March 13th, Regularly Scheduled Meeting 6:30 PM at IBC.
- TC Workshop on Training, TC Committees and Priorities March 13th, 5:30 PM at IBC
- PC Meeting, April 1st, Regularly Schedule Meeting 6:30 PM at Irvington Town Hall

11. Adjournment

- A Motion was unanimous to adjourn at approximately 7:15 pm.