

Town of Irvington, Virginia
Planning Commission Regular Meeting, January 3, 2023
53 King Carter Drive, Irvington, Virginia

Summary Minutes from the January 3 Regular Meeting

1. Call To Order – Tom Chapman, Chair 6:30

2. Roll Call to Determine Quorum

Fuller	Present
Chapman	Present
Taylor	Present
Capps	Present
Pollard	Present
Clarke	Present

- Chair Determines Quorum Is Present

3. Approval of minutes. Minutes of 12/06/2022 Approved

4. Report From Chair. David Clarke will act as Secretary for this meeting.

5. Public Comment. There was no public comment.

6. Report from Zoning Administrator. Zoning Permit issued: to repair boat house at Kendall Hall; Re-build dock on King Carter; renovations for Refuel CUP. Site visit for tree work on The Lane. Site visit to Tides Farm. 28 total STR's now with two more applications for January/February. CUP applications for new yoga studio and Tides Farm. ZA would like to amend 154.085(B)

requirement of an additional CUP for expansion or change to a business in B-1/B-2. Discussion ensued. It was agreed that the ZA would, for the next PC meeting, outline the requirements that would be needed to by-pass the normal requirements.

7. Old Business.

a. STR Ordinance Amendment.

After discussion, a motion to recommend the attached amendments to the STR Ordinance to the town council for approval was approved.

Fuller	Disapprove
Chapman	Approve
Taylor	Approve
Capps	Approve
Pollard	Approve
Clarke	Approve

b. Comprehensive Plan Update Process

Will Cockrell will be interviewing PC Members this week so that he may deliver a draft engagement plan.

8. New Business

a. Fence Ordinance Amendment Progress.

After discussion, it was agreed that PC members recommend new language or adopt the Pollard/Capps suggestions at the next PC meeting.

b. Sign Ordinance Amendment Progress.

After discussion, it was agreed that the ordinance be amended after input from the TC members.

9. Next Meetings

January 12, 2023, Joint PC TC Public Hearing and Joint Workshop on Commons Plan.

February 7, 2023, at the Irvington Town Hall or Irvington Baptist Church, 6:30.

10. Adjournment

Upon motion, duly seconded and approved, the meeting was adjourned.

Motion passed by a vote of 5-1 at 1-3-23 PC Meeting

Language recommended by the Irvington Planning Commission to be included in an Amendment of Ordinance Amendment of #2022-10

(This language mirrors the language in the subject amendment applying to grandfathered STRs)

STR CUPs expire upon the earlier to occur of the following:

- a. The STR ceases active operation for more than ten months. "Active operation" during that period shall include a minimum of two rentals to unrelated guests, payment of STR transient occupancy taxes, and compliance with the safety and insurance regulations of Section 154.184 above.
- b. The property on which the STR operates changes title ownership, beneficial interest, or effective control.
- c. The STR ceases to be validly registered with the Town, or if exempted, the STR Operator fails to have a valid business license permit with the Town.
- d. Town Council adopts an ordinance to revoke the CUP of any Short Term Rental due to a change in circumstances, including but not limited to violations of this ordinance or other applicable state or local laws.

(Following recent discussion at TC meeting the PC recommends adding the following language to incorporate consideration of STR density and/or neighbor objections)

When deliberating on STR CUP recommendations by the Planning Commission or approval by the Town Council both bodies may consider the effects of STR density and/or neighbors' substantial objections. (Neighbors are defined as those whose properties are within 300 feet of the property applying for the CUP).

Respectfully submitted,
Tom Chapman PC Chairmen