



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

April 1, 2025 6:30 pm

1. Call to Order

- Chairman Chapman called the Meeting to Order at 6:35 pm

2. Roll Call and Determination of Quorum

- Commission Members present: Tom Chapman, Jeremy Taylor, Allen Whitaker, Marston Smith, Steve Strait
- David Clark, participated via phone with approval from Commissioners.
- T. Chapman subsequently report that R. Fuller had also requested to participate by phone but he didn't check his phone in time for this meeting.

3. Approve Minutes

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

4. Report From Chair – T. Chapman

- S. Strait will continue as interim secretary until A. Whitaker is ready to assume the role in a few months.
- T. Chapman reported on the new committee structure adopted by the Town Council, with all committees eliminated except for HR and Budget & Finance. In lieu of separate committees, the Town Council will assign leads & backup leads for other topics.
- The Sewer Committee is renamed to Sewer Advisory Panel.
- T. Chapman reported that the Town Council has taken no action on a citizen's request to revise the STR density rules for the Vineyard Grove HOA.
- J. Nelson noted that the MOU with the Friends of the Rappahannock regarding the Town Commons will be revised to accommodate the farmers' market stall arrangement.
- T. Chapman noted that state law states that PC members may be removed by the TC in the event the member is absent from 3 consecutive meetings or 4 meetings in any 12 month period.

5. Public Comment – None

6. Report from Zoning Administrator

- J. Nelson reported that there will be a public hearing on a Sommardahl RPA CUP at the next TC meeting.
- J. Nelson reported that the sidewalk project is complete & that the gazebo painting will start soon.

7. Old Business

- Proposed changes to 154.051E.
 - Discussed revision of 154.051E to allow non-commercial raising of up to 12 hens or guinea fowl.
 - A. Whitaker to prepare revised language regarding the raising of fowl.
- 2026 Capital Budget Priorities
 - Reviewed the current form of the Capital Improvement Plan and the 2026 Capital Budget.

- T. Chapman reviewed the meanings of the “Estimate Quality”, “Priority”, & “Funding Source” columns in the Capital Improvement Plan.
- M. Smith, as lead, & A. Whitaker, to assist, both volunteered to work with the TC on traffic calming.
- Consensus of PC is to remove the Public Waterfront line item from the capital budget.

8. New Business – None

9. Roundtable Discussion – None

10. Next Meeting Schedule

- TC Meeting, April 10th, Regularly Scheduled Meeting 6:30 PM at IBC. Will need a quorum from the PC for a public hearing.
- TC Budget Workshop, April 10th, 5:30 PM at IBC.
- PC Meeting, May 6th, Regularly Scheduled Monthly Meeting 6:30 PM at Irvington Town Hall

11. Adjournment

- A Motion was unanimous to adjourn at approximately 7:40 pm.