



**TOWN OF IRVINGTON, VIRGINIA
TOWN COUNCIL REGULAR MONTHLY MEETING MINUTES
IRVINGTON BAPTIST CHURCH
THURSDAY, September 10, 2026; 6:30 p.m.**

AGENDA –

A. CALL TO ORDER - 6:30 p.m.

Before roll call, the Mayor took a moment to note that the 25th anniversary of the September 11th attacks would occur the following day.

B. ROLL CALL

F. Westbrook, present
M.W. Cline, present
W. Nunnally, present
P. Robinson, present
S. Van Saun, present
M.C. Bradley, present
J. Harris, present

Before proceeding, Mr. Nunnally requested that the assembly observe a moment of silence in honor of the September 11th anniversary. The moment was observed.

C. APPROVE AGENDA

Motion made by F. Westbrook to approve the agenda.

Seconded by S. Van Saun.

Motion carried 6-0-0.

D. APPROVE MINUTES

- August 13, 2026 Town Council Regular Called Meeting
Motion made by S. Van Saun to approve the minutes.
Seconded by M.C. Bradley.
Motion carried 6-0-0.

E. FINANCIAL REPORT

- Treasurer's Report – Accepted.

F. PUBLIC COMMENT

- Comments from citizens on any topic.
 - G. Kuper (Haydon Hall): Mr. Kuper noted that the Council would be voting that evening on his replacement on the Board of Zoning Appeals and expressed his appreciation for having had the opportunity to serve. He then commented on the Renaissance Group's September 8 presentation regarding its proposed development of its property. Mr. Kuper requested that, as the development is considered, the process include meaningful opportunities for residents to provide feedback.
 - J. McGeorge (Sanders Lane): Requested that the town consider placing speed feedback signs on Route 200.



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G. REPORT FROM THE MAYOR, *J. Harris*

- Mayor Harris shared a few words in memory of Bonnie Schaschek, who had recently passed away. The Mayor noted Ms. Schaschek's long-time service to the town as a resident and former member of the Village Improvement Association, the Planning Commission, and the Town Council. The Mayor then thanked the individuals who offered remarks during public comments. Regarding the Renaissance Group's September 8 presentation related to its proposed development of its property, the Mayor let the assembly know that the public would be notified as next steps were decided. She encouraged residents to continue to share their thoughts with the Town Office.

H. REPORT FROM TOWN ATTORNEY, *K. Kemp*

- Ms. Kemp updated the assembly regarding Verizon's petition to the FCC concerning the discontinuation of certain landline services, which may affect residents who continue to rely on landline telephone service. She noted that the FCC is currently accepting public comments on the matter and offered to provide additional information to anyone with questions.
- Ms. Kemp also reported that private and independent schools may establish official school crossing zones with flashing lights. She explained that the school generally petitions VDOT for the crossing and is responsible for its maintenance. The Town may also petition VDOT for a school crossing; however, if the Town initiates the request, the Town would likely be responsible for the associated costs.

I. REPORT FROM THE TOWN ADMINISTRATOR, *J. Nelson*

- Mr. Nelson reported that the town had received several applications for permits, including a dock and bulkhead at tax map 33-256 & 33-257 (the old Sanders boat yard), a re-build of an existing garage at 33-245B (Reynolds Landing), and a re-build of a bulkhead at 60 Westham.
- For other items, he noted that the painting of the curbs by Hope & Glory and the Kipp building were on schedule; the basketball backboard was installed; and the tennis backboard would be installed in early October.
- He discussed that 6 Short Term Rentals had been removed from the town's list, per the ordinance, leaving 25 total. Last, he mentioned that he was working with an ad-hoc citizen group to potentially develop a bypass of Irvington Road for golf carts to go from Steamboat Road to King Carter.

J. REPORT FROM PLANNING COMMISSION, *T. Chapman*

- Mr. Chapman reported on the status of previously discussed Chapter 154 amendments. Based on proposed language previously approved by the Planning Commission, the Commission planned to prepare ordinance amendment language for each item and submit the proposed amendments to the Town Attorney for review prior to initiating the public



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hearing process. The items the Commission planned to move forward included amendments concerning farm animals; elimination of building size requirements in the B-2 District; a new definition and limitations for transient lodging; allowing apartments above or behind businesses in the B-1 District; and revisions to the language regarding zoning permit fees.

- Mr. Chapman also updated the Council on several additional items the Planning Commission expected to consider in the future. These included potential amendments related to the Chesapeake Bay Act, including resiliency and mature tree requirements, as well as continued discussion of Accessory Dwelling Unit regulations to address the requirements of Senate Bill 531.
- In conversation with Town Council, there was some discussion on the setback requirements for ADUs related to the new law. Mr. Chapman promised to review before anything came before Council.

K. COMMITTEE REPORTS

- Budget & Finance Report, *M.C. Bradley*
 - Ms. Bradley reported that the Committee met and discussed the importance of ensuring that all proposed projects being considered by the Town's other committees were accounted for in the FY 2026–27 budget. She also announced that the Committee would not meet in October.
- Codes & Charter Report, *W. Nunnally*
 - Mr. Nunnally stated that his committee would review the Planning Commission's proposed amendments and would be studying information and definitions related to overlay districts.
- Facilities Report, *S. Van Saun*
 - No report.
- Public Safety and Events Report, *M.W. Cline*
 - Ms. Cline reported that the Council would consider a resolution later in the meeting authorizing the purchase of speed feedback signs for King Carter. If approved, the Committee would work with the Town Administrator and VDOT to finalize the installation locations. The Committee was also exploring alternative routes for golf carts to travel through Town without using Route 200. In addition, the Committee was working with Dominion to address streetlamp concerns on Pine Circle and would be developing a streetlamp policy for the Town moving forward.
- Town Operations Report, *F. Westbrook*
 - Ms. Westbrook reported that the Committee met with the Town's IT Consultant on September 1 to discuss several recommendations for technology improvements. The consultant will decommission the Town's old website and retain an archived copy for FOIA purposes. Files associated with former email users will be preserved in cold storage. The Committee will continue discussions regarding strategies for digitizing Town records that have not previously been digitized, including tax map



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L. OLD BUSINESS

- Resolution 2026-28 Authorizing the Purchase of Two Speed Feedback Signs

Motion made by P. Robinson to approve Resolution 2026-28.

Seconded by S. Van Saun.

Roll Call Vote:

M.C. Bradley, yes

M.W. Cline, yes

P. Robinson, yes

S. Van Saun, yes

F. Westbrook, yes

W. Nunnally, yes

Motion carried 6-0-0.

M. NEW BUSINESS

- Recommendations by Town Council Members
 - No recommendations.
- Resolution 2026-29 Reappointing Tom Chapman to the Planning Commission

Motion made by W. Nunnally to approve Resolution 2026-29.

Seconded by F. Westbrook.

Roll Call Vote:

M.C. Bradley, no

M.W. Cline, yes

W. Nunnally, yes

P. Robinson, yes

S. Van Saun, yes

F. Westbrook, yes

Motion carried 5-1-0.



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- Motion to refer a property-owner-initiated rezoning request to the Planning Commission (for Tax Map 34M 1 28 – Corner of White Fences and Irvington Rd)
Motion made by F. Westbrook to refer the property-owner-initiated rezoning request to Planning Commission for Tax Map 34M 1 28.
Seconded by M.C. Bradley.
Roll Call Vote:
M.C. Bradley, yes
M.W. Cline, yes
W. Nunnally, yes
P. Robinson, yes
S. Van Saun, yes
F. Westbrook, yes
Motion carried 6-0-0.

- Resolution 2026-30 Requesting the Planning Commission and Town Administrator to Reconcile/Update the Town Zoning Map.
Motion made by F. Westbrook to approve Resolution 2026-30.
The motion was amended by P. Robinson to require that the work be completed by the end of the calendar year.
Motion and amendment seconded by M.W. Cline.
Roll Call Vote:
M.C. Bradley, yes
M.W. Cline, yes
W. Nunnally, absent
P. Robinson, yes
S. Van Saun, yes
F. Westbrook, yes
Motion carried 5-0-1. Mr. Nunnally briefly stepped away.

N. ANNOUNCEMENTS

Next Town Council Regular Called Meeting will be October 8, 2026; 6:30 p.m. in Irvington Baptist Church.

- O. MOTION TO GO INTO CLOSED SESSION** pursuant to State Code §2.2-3711(A)(1) for discussion related to appointments of town personnel (candidates for recommendation of the Board of Zoning Appeals seat).

Candidates: Lee Hood Capps, Ashton Harrison, Gary Hooper



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Mayor Harris provided the resolution language to authorize the closed meeting and asked for a motion pursuant to State Code §2.2-3711(A)(1).

Motion made by S. Van Saun to go into closed session, per the language read by the Mayor.

Seconded by P. Robinson.

Roll Call Vote:

M.C. Bradley, yes

M.W. Cline, yes

W. Nunnally, yes

P. Robinson, yes

S. Van Saun, yes

F. Westbrook, yes

Motion carried 6-0-0.

P. CLOSED SESSION DISCUSSION

MOTION TO RETURN TO OPEN SESSION & CERTIFICATION OF CLOSED SESSION

W. Nunnally, I so certify

M.W. Cline, I so certify

F. Westbrook, I so certify

M.C. Bradley, I so certify

S. Van Saun, I so certify

P. Robinson, I so certify

J. Harris, I so certify

- Resolution 2026-31 Recommending a Candidate for Appointment to the Board of Zoning Appeals

Motion made by P. Robinson to adopt Resolution 2026-31 with Gary Hooper's name added as the recommended candidate for the Board of Zoning Appeals.

Seconded by S. Van Saun.

Roll Call Vote:

M.C. Bradley, yes

M.W. Cline, yes

W. Nunnally, yes

P. Robinson, yes

S. Van Saun, yes

F. Westbrook, yes

Motion carried 6-0-0.



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Q. ADJOURN – 7:15 p.m.

Motion made by W. Nunnally to adjourn.

Seconded by P. Robinson.

Motion carried 6-0-0.

DRAFT