



**The Town of Irvington Planning Commission
Special Called Meeting May 11, 2021, 6:30 PM
Irvington Baptist Church
53 King Carter Drive, Irvington, VA 22480**

1. Call to order - Julie Harris, Chair

2. Roll Call and Determination of Quorum- Julie Harris, Chair

3. Approve Minutes

1. April 13, 2021 Special Called Meeting

4. Report from Chair - J. Harris

5. Report from Zoning Administrator - L. Brown

6. Old Business

1. Second Reading of Resolution 2021-08.PC recommending CUP 2021.CUP1_Hope & Glory Inn to extend food and beverage service to front patio in B1 district
*Discussion/Vote
2. Second Reading of Resolution 2021-09.PC recommending Ordinance 2021-01 pertaining to CUPs for docks and swimming pools
*Discussion/Vote
3. Second Reading of Resolution 2021-10.PC recommending Ordinance 2021-02 pertaining to docks/piers generally
*Discussion/Vote
4. Update on research regarding Comprehensive Plan Review/Updates
5. Discussion of EPA books and categories for survey

7. New Business

1. Election of Officers
2. Bay Design Group will present the preliminary site plan to Town Council at its June 10th meeting

8. Next meeting, Tuesday, June 8, 2021 at 6:30 at Irvington Baptist Church.

9. Adjourn

The Town of Irvington Planning Commission
Special Called Meeting April 13, 2021, 6:30 PM
Irvington Baptist Church
53 King Carter Drive, Irvington, VA 22480

Summary Minutes of the April 13, 2021 Meeting

1. Call To Order - Julie Harris, Chair 6:30 PM
2. Roll Call and Determination of a Quorum - Julie Harris, Chair

Harris - Present
Chapman - Present
Kimmeth - Present
Capps - Absent
Robinson - Present
Braly - Absent
Forrester - Present
Total - Present - 5 Absent - 2 Determination of a Quorum by Chairwoman Harris

Motion of Agenda Change by Chairwoman Harris:
Under New Business, add Item #3 - First Reading of Resolution 2021-10. PC

Motion to Approve - Chapman
Second - Forrester
Voice vote by Commissioners: In Favor - 5. Opposed - 0 Motion Passed.

3. Approve Minutes
1. March 9, 2021 Special Called Meeting

Motion to Approve - Chapman
Second - Robinson
Total - Harris - Yes
Chapman - Yes
Kimmeth - Yes
Capps - Absent
Robinson - Yes
Braly - Absent
Forrester - Yes
Total - Yes - 5 No - 0 Absent - 2. Minutes approved.

4. Report from Chair - J. Harris
At the April Town Council meeting, Council gave responsibility to the Planning Commission to work with a professional organization for the purpose of a citizen survey and review of and changes to the comprehensive plan. Chairwoman Harris then

distributed two books to commissioners: 1) Putting Smart Growth to Work in Rural Communities and 2) Smart Growth For Coastal and Waterfront Communities. Then, a lengthy discussion began regarding a company to assist with the survey process and to possibly include changes to the comprehensive plan. Chairwoman Harris asked if there were 2 commissioners available to research companies to assist on these issues. Commissioner Forrester agreed to assist and Chairwoman Harris said she would ask Commissioner Braly to participate or Vice-Chairman Chapman if Commissioner Braly was unavailable. Town Council Member - Fran Westbrook and Town Council Member - Jackie Brown were in attendance at this meeting and participated in the discussion also.

5. Report from Zoning Administrator - Lara Brown

The Zoning Administrators Report is attached and incorporated within.

6. Old Business

There was no old business.

7. New Business

1. First Reading of Resolution 2021-08.PC recommending CUP 2021.CUP1_Hope & Glory Inn to extend food and beverage service to front patio in B1 district. Read by Zoning Administrator - Lara Brown.

Discussion: Concerns and comments made on possible parking issues in relation to King Carter Drive and also on Tavern Road. Discussion on conflicting parking availability with the Vine Wine Shop, Irvington Baptist Church, and The Hope & Glory Inn -the applicant. Town Council Members - F. Westbrook and J. Brown participated also.

2. First Reading of Resolution 2021-09.PC recommending Ordinance 2021-01 pertaining to CUPs for docks and swimming pools. Resolution read by Zoning Administrator - Lara Brown.

Discussion - There was no discussion.

3. First Reading of Resolution 2021-10.PC recommending Ordinance 2021-02 Pertaining to Docks, Piers, Generally. Resolution read by Zoning Administrator - Lara Brown.

Discussion - There was no discussion.

8. Next Meeting - Tuesday, May 11, 2021 at 6:30 at Irvington Baptist Church.

9. Adjourn

Motion to Adjourn - Robinson

Second - Chapman

Vote - Harris - Yes

Chapman - Yes

Kimmeth - Yes

Capps - Absent

Robinson - Yes

Braly - Absent

Forrester - Yes

Total - Yes -5 No -0 Absent -2 Motion to Adjourn Passed.

Meeting Adjourned at 7:35PM.

Respectfully Submitted - Charles Steven Kimmeth, Secretary.



Town of Irvington Zoning Administrator Report
Prepared for Planning Commission and Town Council
Prepared For: May 11 and May 13, 2021 Meetings
Staff Contact: Lara M. Brown, Zoning Administrator

Zoning Permits

2021-18, Tree removal, 76 York Road

Conditional Use Permit Application

None

Proposed Ordinance Update

Proposed ordinance change, remove piers and swimming pools not in the RPA in the CUP requirement. Public Hearing May 11th at 6:00 PM. No objections from the public to date.

Notice of Violation Update

The matter regarding Tax Map Parcel(s) 34I 1 9 and 34I 1 8, public safety/nuisance violations specifically abandoned trailers, sheds and roll-back trailer. Property owner has contracted with Magic Tree to have the property cleared. **Update: The road has been bush hogged and prep for the equipment to enter the property, BUT, the recent storm this past week has delayed the start of work as the contractor is working around town to clean up emergency debris.**

North Commons Update

On April 29th Bay Design Group met with the Zoning Administrator and to discuss the constraints on the property in relation to the septic report. Bay Design Group would like to present a preliminary Site Plan to the Town Council at the June 10th meeting.

VDOT Work Request #1427621

The drainage pipe at the end of Railway Road is scheduled for cleaning out.



RESOLUTION 2021-08.PC

Recommendation Regarding Conditional Use Permit Application – Extend food, beverage to front patio in B-1, Tax Map 33-436

WHEREAS, the Irvington Planning Commission has reviewed Proposed Conditional Use Permit (“CUP”) Application 2021.CUP1_Hope&Glory to extend food and beverage service to front patio in B-1 zoning district, Tax Map # 33-436, at 65 Tavern Road (“Application”); and

WHEREAS, the joint public hearing on the Application was advertised in the Rappahannock Record on April 29 and May 6, 2021; and

WHEREAS, Council and the Planning Commission held a joint public hearing on May 11, 2021 to hear public views on the Application; and

WHEREAS, the Planning Commission considered the Application at its meetings on April 13 and May 11, 2021; and

NOW THEREFORE, BE IT RESOLVED that the Irvington Planning Commission hereby recommends to the Town Council [approval/no approval] of the Application subject to the following conditions: _____ . (Either state the conditions or indicate there are no conditions.)

Reasons given, if any: _____ .

I, Steve Kimmeth, Secretary of the Planning Commission, do hereby certify that the above is a true copy of Resolution 2021-08.PC adopted at a special meeting of the Planning Commission of Irvington, Virginia held on May 11, 2021, at which a quorum was present and voting. The vote was:

In favor

Opposed

IRVINGTON PLANNING COMMISSION

Steve Kimmeth, Secretary



RESOLUTION 2021-09.PC

Recommendation Regarding Ordinance 2021-01

WHEREAS, the Irvington Planning Commission has reviewed proposed Ordinance 2021-01 which clarifies that a CUP is not required for private docks/piers or for pools outside the RPA in Zoning District R-1/R-2; and

WHEREAS, a joint public hearing on the Ordinance was advertised in the Rappahannock Record on April 29 and May 6, 2021; and

WHEREAS, Council and the Planning Commission held a joint public hearing on May 11, 2021 to hear public views on the Ordinance; and

WHEREAS, the Planning Commission considered the Ordinance at its meetings on April 13 and May 11, 2021; and

NOW THEREFORE, BE IT RESOLVED that the Irvington Planning Commission hereby recommends to the Town Council that it [approve/not approve] the Ordinance.

Reasons given, if any: _____.

I, Steve Kimmeth, Secretary of the Planning Commission, do hereby certify that the above is a true copy of Resolution 2021-09.PC adopted at a special meeting of the Planning Commission of Irvington, Virginia held on May 11, 2021, at which a quorum was present and voting. The vote was:

In favor

Opposed

IRVINGTON PLANNING COMMISSION

_____,
Steve Kimmeth, Secretary



RESOLUTION 2021-10.PC

Recommendation Regarding Ordinance 2021-02

WHEREAS, the Irvington Planning Commission has reviewed proposed Ordinance 2021-02 which clarifies that a CUP is not required for private docks/piers in Zoning District R-1/R-2, and that a CUP is required for docks/piers in the B-1, B-2, and M-1 Zoning Districts; and

WHEREAS, a joint public hearing on the Ordinance was advertised in the Rappahannock Record on April 29 and May 6, 2021; and

WHEREAS, Council and the Planning Commission held a joint public hearing on May 11, 2021 to hear public views on the Ordinance; and

WHEREAS, the Planning Commission considered the Ordinance at its meetings on April 13 and May 11, 2021; and

NOW THEREFORE, BE IT RESOLVED that the Irvington Planning Commission hereby recommends to the Town Council that it [approve/not approve] the Ordinance.

Reasons given, if any: _____.

I, Steve Kimmeth, Secretary of the Planning Commission, do hereby certify that the above is a true copy of Resolution 2021-10.PC adopted at a special meeting of the Planning Commission of Irvington, Virginia held on May 11, 2021, at which a quorum was present and voting. The vote was:

In favor

Opposed

IRVINGTON PLANNING COMMISSION

Steve Kimmeth, Secretary