

**TOWN OF WEST POINT
PLANNING COMMISSION
APRIL 3, 2019**

I. Call to Order

The West Point Planning Commission held its regularly scheduled meeting on Wednesday, April 3, 2019. Vice-Chairman Daniel called the meeting to order.

Members Present: Stuart Daniel, Vice-Chairman
Mary Montague Sikes
James Vadas
Britney Ball
James Hudson, III
Don Perry

Members Absent: James Brockwell, Chairman

Also Present: Holly N. McGowan, Director of Community Development
Andrea Erard, Town Attorney
Shari Carnell, Recording Aide

II. Review of Agenda

Vice-Chairman Daniel asked if there were any changes to the agenda. There were no changes.

III. Citizens Address The Commission

Vice-Chairman Daniel opened the floor to any citizen to address the Commission. There being none, the citizens address portion of the meeting was closed.

IV. Public Hearing

A. Public Hearing on Text Amendment- More than one main dwelling on a lot.

The Community Development staff has prepared a draft language for more than one main dwelling on a lot. The Planning Commission was asked to review this language and to report back with a recommendation. The Community Development reviewed the draft language the Planning Commission prepared at their March 14, 2019 meeting and recommended the Planning Commission to precede with a public hearing for a text amendment.

Vice- Chairman Daniel opened the public hearing.

Ms. McGowan introduced the proposed language. The language states that “ Except as otherwise permitted, only one single family detached dwelling shall be permitted on any single lot, provided that all applicable requirements of the district in which such lot situated

shall be met.” Removing all the original language that was located in Section 70-329 of the Town ordinance.

Vice- Chairman Daniel closed the public hearing.

Vice- Chairman Daniel asked the Planning Commission if a recommendation should be made or if the Planning Commission should continue the text amendment discussion until next month?

Mr. Vadas made a motion to recommend approval of Ordinance No. 01-2019, more than one main dwelling on a lot to Town Council.

Mr. Perry seconded the motion. All in favor responded “Aye.” No one opposed. Motion carried.

B. Public Hearing on the Comprehensive Plan.

Vice- Chairman Daniel opened the public hearing.

The Comprehensive Plan has been an ongoing project for the past couple of years and now it is before the Planning Commission to recommend approval or denial to Town Council. A copy of the proposed Comprehensive Plan has been made available to the public at Town Hall and the West Point Public Library, and a digital copy on the Town’s website and facebook page for the past two months for any citizen who wanted to provide any feedback. The Community Development office has received two sets of comments from residents the day prior to the public hearing. Staff recommends that the Planning Commission review these comments and make a recommendation at next month’s Planning Commission meeting. The Planning Commission agreed.

Vice- Chairman Daniel closed the public hearing.

V. **New Business**

A. Air B-N-B

The Community Development Committee has asked the Planning Commission to review Air B-N-B’s and VRBO’s and to report back with a recommendation. Staff’s recommendation is to allow them as permitted uses provided that a special use permit be required as they are for bed and breakfast in the R-1, R-2, R-3, R-4 and MU-1 Zoning Districts, and to amend the R-1, R-2, R-3, R-4, and MU-1 Zoning District to include bed and breakfasts as a permitted use provided that a special use permit be required. New language will include definitions of Air B-N-B’s, Bed and Breakfast establishments, Vacation Rental by Owner. Planning Commission’s next meeting will include new drafted language for consideration.

VI. **Old Business**

There was no old business to be discussed.

VII. Committee Reports

Mr. Daniel stated that the Wetlands Board preformed a site visit to Mennel Milling Co. on March 25, 2019 and that the next Wetlands Board meeting will be on April 16, 2019.

Mr. Hudson reported that the Town Council met on March 26, 2019 where the Town Manager, Mr. Edwards submitted his final draft for this year's budget to Town Council. The proposed budget this year is about sixteen million dollars. Mr. Hudson continued that about 24% of the Town's revenue is real estate tax and that the machinery and tools tax is about 32% of the Town's revenue. Currently WestRock has not provided any report on the improvements that they have performed this year that may affect the machinery and tool tax revenue. Real estate rates should stay the same for the coming year with no proposed changes to real estate or tax rates. The general fund expenditures show that 46% goes to the West Point schools and 8% goes to the West Point Police Department.

VIII. Adoption of Minutes

Ms. Sikes made a motion to adopt the minutes from the March 6, 2019 Planning Commission meeting. Mr. Hudson seconded the motion. All in favor responded "Aye." No one opposed. Motion carried.

IX. Next Meeting Date

The next meeting date is set for May 1, 2019.

X. Motion to Adjourn

Mr. Daniel adjourned the meeting.



Vice-Chairman Stuart Daniel
West Point Planning Commission

Commissioner's Terms

| | | | |
|---------------------|----------|----------|---------------------------|
| James Brockwell (C) | 843-2485 | 9/30/22 | james@brockwellseptic.com |
| Stuart Daniel (VC) | 843-3082 | 9/30/21 | sddaniel4@msn.com |
| James H. Hudson | 843-3262 | 12/31/22 | jHUDSON@west-point.va.us |
| Mary Montague Sikes | 843-3284 | 9/30/20 | monti7olen@verizon.net |
| James E. Vadas | 843-4082 | 9/30/20 | jimvadas@yahoo.com |
| Britney Ball | 843-7438 | 6/30/19 | britney.ball@gmail.com |
| Don Perry | 843-2224 | 9/30/21 | perry.dl@verizon.net |