

TOWN COUNCIL
First Subcommittee Meeting
January 10th, 2023

The Honorable Joshua T. “Jack” Lawson called the meeting to order at 4:00 p.m. at 802 Main Street, West Point, Virginia.23181.

Members Present: Mayor, Jack Lawson; Vice Mayor, Deborah Ball; Johnny Nein; James Pruett; John Ragsdale and Chris Vincent.

Also Present: John Edwards, Town Manager; Karen Barrow, Town Clerk; Tim Sawyer, Chief of Police; Walt Feurer, Director of Public Works; Susan Harlow, Town Treasurer; Holly McGowan, Director of Community Development; Walt Feurer, Director of Public Works; Donna Pauley, Human Resource Officer; Ron Minick Building Inspector and other Interested Persons.

I. Agenda Changes

Mr. Edwards advised that there were no changes to the agenda, but he does have some items under General Information. Mr. Edwards also stated that there might a member of the public in attendance to address the Committee regarding an item not on the agenda.

Mr. Lawson stated that will be fine, that we will listen to he has to say.

II. Adoption of Minutes

December 13th 2022

Mr. Ragsdale made a motion to adopt the minutes, seconded by Mrs. Ball. Upon a unanimous vote, the motion was approved.

III. Community Development Committee

A. SUP2022-03, Thomas Gertin - Homestay

Mr. Pruett asked if Ms. McGowan or Mr. Edwards had any comments regard the Special Use request.

Mr. Edwards advised that Town Council conducted a public hearing on SUP2022-03 at the December Town Council meeting and Town Council postponed action on the request pending addition information from the applicant and inspections by the Building Official on renovations to the structure. The applicant was not present for the public hearing and has been notified that his request will be on the agenda for discussion, the town has not received any response from the applicant.

Mr. Lawson stated that the town will not take any action until we receive a response from the Applicant. If the Town does not receive any kind of response, ten eventually we will have to take action to deny the request.

Mr. Edwards advised that at the January Town Council meeting, there will be a public hearing on transient tax. If Town Council adopts the transient tax and the Special Use Permit, Mr. Edwards suggested that there be a condition on the Special Use Permit regarding the Tax.

Mr. Ragsdale asked how the tax will be administered.

Mr. Edwards stated that the tax will be collected by the Treasurer just as sales tax and meals tax is collected. The tax will be due as the proprietor collects the tax on a monthly basis.

IV. Finance Committee

A. Annual Meeting Resolution

Mrs. Ball advised that a draft resolution with a meeting schedule in the packet for review and asked if anyone had any changes.

Mr. Edwards stated that regular monthly meeting will be on the last Monday of each month except the May and December. The Committee meetings will be on the second Tuesday and third Thursday of each month.

The consensus of the Committee is for the Town Manager to place the resolution and meeting schedules on the Town Council agenda for adoption.

B. Resolution for Tina Gulley

Mrs. Ball advised that a draft Resolution Honoring Tina Gulley for services to the Town as a Town Council member is the packet. Mrs. Ball asked if anyone had any changes.

The consensus of Town Council is that there are no changes and for the Town Manager to proceed with the preparations of the resolution for presentation at the Town Council meeting.

Mr. Edwards stated that Town Council will need to sign the resolution and the resolution will be presented to Mrs. Gulley at the January Town Council meeting.

V. Public Works

A. Update on 7th Street Parking, Spencer Cheatham

Mr. Edwards advised that Mr. Lawrence was not available for the meeting today and that Chief Cheatham and Chief Sawyer will provide updates on the 7th Street Parking.

Chief Cheatham presented the attached power point presentation. Chief Cheatham reviewed page one and the space between the fire trucks and vehicles parked on 7th Street. Chief Cheatham also stated that there are two issues with the parking. One is the width of the street and the passing ability of the fire trucks; the second is the ability of the fire truck to turn out of the fire house onto 7th Street without having to do a multi-point turn which takes time when we are responding to an emergency. The major concern of the fire department is the response time for a call. While having to do multi-point turns out of the building delays the response time.

Chief Cheatham advised that the residents from the area attended the public hearing at the December Town Council meeting. The citizen comments and questions are listed on page two of the presentation. Chief Cheatham reviewed the comments.

Mr. Nein asked to view the GIS map to continue the discussions.

Mr. Edwards connected to the GIS map and reviewed the areas of 7th Street that would have no parking. Mr. Edwards reviewed other options for the parking.

Chief Cheatham stated that one suggestion was to move the fire truck to a different bay. The attached presentation reviews the options on parking in the

firehouse. Regardless of which bay the truck is parked in, we would still have to do a multi-point turn.

Chief Sawyer stated that if Town Council decides to act on width restrictions. Any vehicle over 102 inches wide would require a wide-load, it is unlawful to have anything over 102 inches wide. The boat wheel base is 96 inches wide and that does not include any over-hang. The average pickup truck is six foot seven (79) inches. Somewhere between 79 and 96 inches would be the number for a width restriction.

Chief Cheatham stated that the width of a fire truck is 112 inches wide mirror to mirror with a six-foot rear over hang from the back wheel and a four-foot front over hang from the front wheel.

Mrs. Ball and Mr. Pruett stated that they would like to see 7th Street and the issue.

George Chapman, 621 Lee Street advised that the yellow boat of Mr. Keith's has been moved down 7th Street to Walter Parker, and the reason the seconded boat is parked in front of Mr. Keith's house is because Town Council has already adopted an ordinance requiring a homeowner to park his boat in front of his residence. Mr. Keith is complying with the current ordinance, and Mr. Miles has moved his trailer. Mr. Chapman asked if the property the Town owns down 7th Street towards the river can be used for parking.

Mr. Edwards stated no, that the property was purchased with FEMA mitigation funds and has to stay as green space.

Mr. Chapman stated that Ms. Hasenyager who lives in the Healy house has a parking garage behind her house and parks one car on the street. She would happy to park in the parking lot beside her house.

Mr. Chapman advised that part of the problem is the ladder truck was not purchased yesterday. Mr. Keith has parked his boat in front of his house for nine years. The fire department has had the truck for a while. Mr. Chapman asked if you can paint on the exit apron telling the driver when to start turning.

Mr. Chapman stated that he is disturbed at the thought of parking in the 7th Street parking lot and hauling your groceries a couple of doors down to your house, and Town Council would not want to do that. Mr. Chapman said that he would like to see the Town and residents work something out.

The consensus of Town Council is to hold a site visit at 7th Street on Monday, January 30th 2023 during the Work Session.

VI. General Information

A. Charles Canova

Charles Canova stated that he purchased a lot on King William Avenue across from the Day Care. The lot is zoned MU-1. Mr. Canova advised that he is trying to figure out what would be a permitted use and asked if a duplex a permitted use? Mr. Canova also stated that there is a percentage break down in the zoning ordinance that he is not sure how it works.

Ms. McGowan stated that there is a percentage in the ordinance that is required and that an engineer would need to figure out the percentage when the plan of development is done. Ms. McGowan advised that she has spoken to Mr. Canova and that he is aware of what he needs to do regarding the percentage.

Mr. Lawson stated that with his real estate background, the lot will be difficult to develop. The lot belonged to the house next door and the homeowner separated the lot for sale to make a bit of money.

Mr. Canova asked what the setbacks are on the lot.

Mr. Edwards advised Mr. Canova that he will have to contact the Director of Community Development tomorrow to discuss the setbacks. Mr. Edwards stated that he had a conversation with Mr. Canova and that Mr. Canova's was to come here today to discuss rezoning the property.

Mr. Canova stated that is another possibility.

Mr. Edwards advised Mr. Canova that to rezone the property would spot zone the lot and the Town would not consider spot zoning.

Mr. Lawson agreed that spot zoning would not be possible for the lot.

Mr. Canova asked if a variance would be possible.

Mr. Edwards advised that Town Council cannot approve a variance, the Board of Zoning Appeals would review a variance request. Mr. Edwards asked Mr. Canova to contact the Director of Community Development tomorrow.

B. Public Hearing, Ordinance 01-2023, Transient Tax

Mr. Edwards advised that a public hearing has been scheduled for January 30th 2023 at 6:30 p.m.

Mr. Nein asked what the background of the transient tax is.

Mr. Edwards advised that Town Council decided 7% for the tax rate. We reviewed what other localities are charging, the range went from zero to 13%. We advertised the 7% because after advertising you cannot go up on the percentage, but you can come down.

C. Communication Manager

Mr. Edwards stated that the Town has received ten applications for the Communication Manager. Interviews are scheduled for tomorrow for four of the applicants.

D. King William County Board of Supervisors Chairman

Mr. Edwards advised the Bill Hodges has been elected Chairman of the King William Board of Supervisors.

E. Public Works Power Upgrade

Mr. Edwards reported that Public Works are working on upgrading the power at Public Works.

F. Town Manager out of Town

Mr. Edwards stated that he will be out of town from January 18th through the 25th and that Walt Feurer will be the Acting Town Manager.

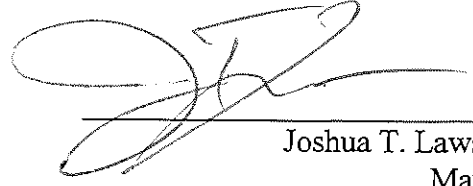
VII. Town Council Agenda

Mr. Edwards advised that the Transient Tax public hearing will be on the Town Council agenda, Annual Meeting Schedule and the presentation of the FY 2023-24 Budget request.

VI. Next Meeting: January 19th 2023 @ 4:00 p.m.

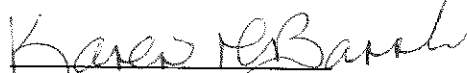
VII. Adjournment

There being no further business, the meeting was adjourned at 5:25 p.m.



Joshua T. Lawson
Mayor

ATTEST:



Karen M. Barrow
Town Clerk