

**TOWN OF WEST POINT
PLANNING COMMISSION
NOVEMBER 6, 2019**

I. Call to Order

The West Point Planning Commission held its regularly scheduled meeting on Wednesday, November 6, 2019. Chairman Brockwell called the meeting to order.

Members Present: James Brockwell, Chairman
James Vadas
Britney Ball
Mary Montague Sikes
Stuart Daniel, Vice Chairman

Members Absent: James Hudson, III
Don Perry

Also Present: Andrea Erard, Town Attorney
Shari Carnell, Recording Aide.

II. Review of Agenda

Chairman Brockwell asked if there were any changes to the agenda. There were no changes.

III. Citizens Address The Commission

Chairman Brockwell opened the floor to any citizen to address the Commission about matters not listed on the agenda. There being none, the citizens address portion of the meeting was closed.

IV. Old Business

A. Homestay Ordinance Draft.

The Community Development Committee has asked the Planning Commission to review Air BnBs and VRBOs and to report back with a recommendation.

The Planning Commission has been discussing draft options for a Homestay Ordinance as a separate article of the Zoning Ordinance. The proposed draft would include Homestay as a permitted use that requires a Special Use Permit, and remove Bed and Breakfasts in R-1, R-2, R-3, R-4, B-2, SD-1, and MU-1 zoning districts.

A preliminary draft was provided for Planning Commission to review and discuss. Ms. Ball wanted to address the section that stated that no recreational vehicles, buses, or trailers shall

be parked on the adjoining street or visible on the property in conjunction with the homestay use. Ms. Ball said that she agrees with leaving this portion in the homestay ordinance regulations. Mr. Brockwell stated that he thinks that it should be removed from the draft because the town would like to encourage guests to come to town and stay. So in the event a guest is coming to town to go fishing or any kind of water activity prohibiting boats or recreational vehicles would discourage guest from visiting the town. The town would indirectly be excluding a potential customer. Mr. Vadas stated that if it were to remain in the ordinance that it should state that the recreational vehicle would have to be parked in front of the property that the guest is staying. Mr. Daniel stated that most people with campers or recreational vehicles would be looking for camp sites to stay. Guests would want to stay somewhere that they would be able to have access to water and power. Mr. Daniel agrees that boats and jet skis be allowed in front of a residence that a guest has rented because these recreational vehicles are things that can be used here in town with the boat landing and the kayak ramp, this access is what is drawing clients into the town. Ms. Sikes stated that she could understand that allowing recreational vehicles to be parked in front of homestay establishments would cause crowding of the streets. Mr. Vadas suggested taking recreational vehicles out of the ordinance and addressing it at a later time if it becomes an issue. The remainder of the Planning Commission agreed with Mr. Vadas.

Mr. Brockwell moved the discussion to the next section of the homestay ordinance draft that needed to be addressed, what should the maximum time be set as for an Air Bnb, Bed and Breakfast, or VRBO? Previously it was mentioned that because of additional workers that come into town when WestRock has the shutdown period that 90 days would be more ideal to accommodate the need of people staying in town. Mr. Daniel stated that 90 days was excessive, because at that maximum time limit 90 days is considered a rental property or a short term leased property. Mr. Daniel continued that the sole purpose of this homestay ordinance is for vacation rentals only. Ms. Erard stated to the Planning Commission that under the transient occupancy rules you pay transient occupancy tax for up to 29 days. Mr. Brockwell stated that it would be logical that since a time limit is already established for the transient occupancy rules and tax then the maximum time limit for the homestay should be set at 29 days also. The Planning Commission agreed that it should be stated in the draft that the host shall not present occupancy of a homestay unit for a period of less than 24 hours nor greater than 29 days. The definition of short term should state 29 days.

The Planning Commission also discussed removing the requirement that a homestay would have to be the primary residence of a host. Currently there are Bed and Breakfasts, that are operating in town where the host is not the primary resident. The Planning Commission agreed to remove that requirement. Mr. Vadas asked that they extend the definition of host to read property owner or primary resident. Mr. Daniel stated that it should be read the host should be the owner of the property. Mr. Brockwell suggested that the Planning Commission members and the Director of Community Development talk to other committees and or hosts in the area and see what others opinions are of whether a host should be a primary resident or just own the property and discuss at the next meeting.

Homestay Ordinance will state that all hosts will still be required to apply for a Special Use Permit and come before the Planning Commission and Town Council. Ms. Ball asked that when the homestay ordinance has been adopted will the other bed and breakfast, that are already in existence be excluded from new changes added to this type of establishment, or will they be grandfathered in? Ms. Erard stated that with any ordinance change the Director of Community Development will mail all hosts a letter stating the new ordinance and changes

that have been adopted for all hosts to follow. Currently out of the 5 Bed and Breakfasts only 3 are operating so when the homestay ordinance is adopted those 3 hosts will be notified.

V. Committee Reports

Mr. Daniel reported that the Wetlands Board and the Board of Zoning Appeals would be having a meeting on November 19, 2019 at 6:00 p.m.

VI. Adoption of Minutes

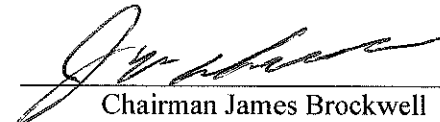
Mr. Vadas made a motion to adopt the minutes from the September 4, 2019 Planning Commission meeting. Ms. Sikes seconded the motion. All in favor responded "Aye." No one opposed. Motion carried.

VII. Next Meeting Date

The next meeting date is set for December 4, 2019.

VIII. Motion to Adjourn

Chairman Brockwell adjourned the meeting.


Chairman James Brockwell
West Point Planning Commission

Commissioner's Terms

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|---------------------|----------|----------|---------------------------|
| 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 | 06/30/23 | britney.ball@gmail.com |
| Don Perry | 843-2224 | 9/30/21 | perry.dl@verizon.net |