

**TOWN OF WEST POINT
PLANNING COMMISSION
December 4, 2019**

I. Call to Order

The West Point Planning Commission held its regularly scheduled meeting on Wednesday, December 4, 2019, 2019. Vice-Chairman Daniel called the meeting to order.

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

Members Absent: James Brockwell, Chairman

Also Present: Andrea Erard, Town Attorney
John B. Edwards, Jr. Town Manager
Holly McGowan, Director of Community Development

II. Review of Agenda

Vice-Chairman Daniel asked if there were any changes to the agenda. Mrs. McGowan requested that Item V. New Business and Item IV. Authorization to Advertise is switched on the agenda.

III. Citizens Address The Commission

Vice- Chairman Daniel 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. New Business

A. Riverwalk Park Pavilion, Case #07-2019-POD-02, Town of West Point.

Mrs. McGowan provided the Commission with the following information:

The Community Development received an application for a plan of development for Riverwalk Park Pavilion, submitted by The Town of West Point, prepared by Bay Design Group. Riverwalk Park Pavilion is located at 1000 Chelsea Road. This park will include a 40' x 60' pavilion; tuff track grass paver parking that includes 40 regular parking spaces with two handicap parking spaces, and a mixture of trees and shrubs for landscaping. The property is zoned B-1, and a park is a permitted use per the Zoning Ordinance. This plan was executed out to the following agencies for review: Department of Environmental Quality,

Town of West Point Public Works, and Virginia Department of Transportation. All three outside agencies have approved the plan.

The applicant is requesting the two following waivers:

- 1) Section 70-360 – (a) Parking
- 2) Section 30-349, Landscape along rights-way and thoroughfares.

John B. Edwards, Jr., Town Manager was present to answer any questions about the application.

A motion was made by Mr. Hudson and seconded by Mr. Perry to approve Plan of Development 07-2019-POD-02, Town of West Point, for Riverwalk Park Pavilion, prepared by Bay Design Group, dated November 13, 2019. All in favor responded “Aye.” No one opposed. Motion carried.

V. Authorization to Advertise

A. Homestay Ordinance

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 permitted use that will require a Special Use Permit in the R-1, R-2, R-3, R-4, B-2, SD-1, and MU-1 zoning districts.

A motion was made by Mr. Perry and seconded by Ms. Ball to authorize the Director of Community Development to advertise for a public hearing on the Homestay Ordinance at the January Planning Commission meeting. All in favor responded “Aye.” No one opposed. Motion carried.

VI. Committee Reports

A. Wetlands/BZA

Mr. Daniel reported that the Wetlands Board held a public hearing on an application submitted by WestRock to install a berm to eliminate tidal flooding along the Pamunkey River.

B. Town Council

Mr. Hudson reported that Town Council held a public hearing and approved the Comprehensive Plan; Hopkins Guy presented Council with marketing strategies on the property he owns on the corner of 14th and Main Streets; and Town Council approved the loan for the tennis courts.

VII. Adoption of Minutes

Mr. Vadas made a motion to adopt the minutes from the November 6, 2019, Planning Commission meeting with corrections. Ms. Ball seconded the motion. All in favor responded "Aye." No one opposed. Motion carried.

VIII. Next Meeting Date – change due to January 1 holiday

Mr. Vadas made a motion to change the January 2020 meeting to Monday, January 6, 2020. Ms. Ball seconded the meeting. All in favor responded with "Aye." No one opposed. Motion carried.

IX. Motion to Adjourn

Vice-Chairman 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 |
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| James E. Vadas | 843-4082 | 9/30/20 | jimvadas@yahoo.com |
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