

Minutes
Essex County Planning Commission
Regular Meeting
April 4, 2023
7:00 P.M.

A regular meeting of the Essex County Planning Commission was held on April 4, 2023, at the Essex County School Board Office, Tappahannock, Virginia.

Present:

David Jones – Chairman
Angelo Stevens
Trent Taliaferro
Jean Segar
Stephen Walters
Benjamin Scott Mundie

Absent:

Also present:

Rob Hodges – Planning and Zoning Director
Tim Smith - Zoning Compliance Officer
Kelly McKnight – Planning and Zoning Office Manager

CALL TO ORDER

David Jones, Chairman, called the regular meeting of the Planning Commission to order at 7:00 pm.

ROLL CALL

Chairman Jones asked Ms. McKnight to call the roll. A quorum was met.

MEETING AGENDA

Chairman Jones asked if any changes needed to be made to the agenda.

APPROVAL OF MINUTES

A motion was made and seconded to approve the minutes of the March 7, 2022, Planning Commission meeting. AYES: 6 NAYES: 0 ABSENT: 0

PUBLIC COMMENTS

Chairman Jones opened the Public Comments session and as no one came forward to speak, closed the session.

NEW BUSINESS

Chairman Jones introduced Stephen Walters to the Planning Commission. Commissioner Walters stated he has been a resident of Essex since 1994. He is recently retired from the federal government with the weather service. He is the Vice Chairman of the Board of Zoning Appeals and will be a liaison for the groups.

PUBLIC HEARING

Amendment to the Zoning Ordinance 36.442 (Short Term Rental)

Mr. Smith stated that the intent of the proposed Amendment to the short-term rental ordinance is to clarify some of the language and to remove some of the ambiguity.

The first was regarding the permitting. We are able to ask people to get a permit to regulate the property.

The second was under safety and using the statewide building code. Any renovations, additions or construction must comply to the applicable building code at the time when the work is performed.

Last was the short-term rental permit suspension and cancellation. We just wanted to make sure people understood what would happen if a violation were to happen and be found valid.

The following changes were proposed.

Commissioner Taliaferro made a motion to amend (j) Safety (1) – Replace with: Short-term rental shall meet Virginia Uniform Statewide Building Codes as it pertains to the building when it was either modified, remodeled, or constructed. Commissioner Stevens seconded the motion. AYES: 6 NAYES: 0 ABSENT: 0

Commissioner Taliaferro made a motion to add under (k) use regulations (5) Virginia Uniform Statewide building code, delete (Sec.36.422(k)(1)) and replace it with (Sec37.2-203). Commissioner Stevens seconded the motion. AYES: 6 NAYES: 0 ABSENT: 0

Commissioner Taliaferro made a motion to add under (c) (3) available, then the Commissioner of Revenue's property record shall determine the number of bedrooms. Commissioner Mundie seconded the motion. AYES: 6 NAYES: 0 ABSENT: 0

(c) The STR Permit application form shall include the following information

(3) – **ADD:** *...available, then the Commissioner of Revenue's property record shall determine the number of bedrooms.*

(j) Safety

(1) – **REPLACE WITH:** *Short-term rental shall meet Virginia Uniform Statewide Building Codes as it pertains to the building when it was either modified, remodeled or constructed.*

(k) Use regulations

(5) - **ADD:** *Virginia Uniform Statewide building code* and **DELETE:**(Sec. 36.422(k)(1)).
REPLACE WITH (Sec 37.2 – 203)

(l) STR Permit or cancellation

(1) (b) – **REPLACE** (m) with (l)

Commissioner Taliaferro made a motion to close the public hearing. Commissioner Mundie seconded the motion. AYES: 6 NAYES: 0 ABSENT: 0

Commissioner Taliaferro made a motion to send to the Board of Supervisors for approval. Commissioner Segar seconded the motion. AYES: 6 NAYES: 0 ABSENT: 0

OLD BUSINESS

Section Four

Pg 51 make sure that where there is a map or a plan that we actually have one of those to go with it.

Pg 52 make sure that the map 12-1 is correct. Make sure that the percentages and numbers are up to date and correct.

Pg 54 Chairman Jones has reached out to the town and has not gotten a response. Commissioner Walters questions the planning district breakdown for zoning and acreage.

Pg 56 Are there other areas that are growing that would be designated rural service centers.

Pg 58 Find the Tappahannock Buildout Plan to see what it is

Pg 59 Look at the development service district to see what needs to be updated

Pg 61 do we have the highway corridor enhancement district.

Pg 64 double check land use plan summary and the implementation plan

Chairman Jones suggested doing chapter 5 next month.

ADJOURN

Having no further discussion, a motion to adjourn was made and seconded. AYES: 6, NAYES: 0, ABSENT: 0

Chairman