TAPPAHANNOCK PLANNING COMMISSION
JULY 2, 2025
7:50 P.M.

PRESENT

Chair:	Dianna Carneal
Planning Commission Members:	David Hammond
	Timothy Bradshaw
Assistant Town Manager	
Zoning Administrator:	James Knighton
Secretary:	Patsy K. Scates

ABSENT

Vice Chair:	Maria Pitts

- **CALLED TO ORDER**

Chair Carneal called the meeting to order.

- **MINUTES**

On motion of Timothy Bradshaw, seconded by David Hammond, the Commission voted unanimously to approve the June 4, 2025, and the June 9, 2025, Planning Commission Meeting Minutes.

Votes were cast as follows:

Dianna Carneal:	Aye	Timothy Bradshaw:	Aye
David Hammond:	Aye		

- **OLD BUSINESS**

  - *Rezone request from Land & Home, LLC – Application withdrawn*

Assistant Town Manager Knighton stated this rezoning request was heard at the Joint Public Hearing meeting between the Town Council and the Planning Commission held on June 9, 2025. He stated he read an article in the Rappahannock Times that the applicant withdrew the application. He stated he heard from the applicants today (July 2, 2025) and they informed him they withdraw the application. He believes the property has been sold to someone else.

- **NEW BUSINESS**

  - *Rezone request from J.L. Howeth*

Chair Carneal stated the rezoning request from J.L. Howeth was presented at the Public Hearing earlier tonight. She asked if the members were ready to take action on this request.

- **REZONE REQUEST - J.L. HOWETH -RECOMMENDED TO TOWN COUNCIL FOR APPROVAL**

On motion of David Hammond, seconded by Dianna Carneal, the Commission voted to recommend to the Tappahannock Town Council to approve the application from J.L. Howeth PC requesting to rezone lots known as tax parcel 36 (2) Parcels 7P1A, 7P1, 7P2, 7P3, 7P4, 7P5, and 7RW. The lots are approximately 3.3 acres and are located at the 1200 block of Desha Rd. in the Town of Tappahannock. The applicant is requesting to rezone the property from R-3 Town Residential to R-4 Multi-Family Residential with the proposed proffers.

Votes were cast as follows:

Dianna Carneal:	Aye	Timothy Bradshaw:	Nay
David Hammond:	Aye		

Commission Member Hammond stated he would like to address one of the concerns made in the public hearing regarding the potential for an additional load on our essential public safety and services (fire department, police and first responders) if the rezone request was approved. He reported the emergency services coordinator for Essex County reviewed the plan for proposed development of the property beside the Town Office and could not see where it would impact the services.

Assistant Town Manager Knighton informed the commission members he will be providing the recommendation to the Town Council and a Public Hearing will tentatively be set for August 11, 2025.

Chair Carneal stated she voted in favor of the rezoning request because she feels it provides affordable housing, it's limited to the number of units he can build in the proffers and she feels the owner will be responsible in the development of this property.

- **ELECT A CHAIR AND VICE CHAIR FROM AMONG ITS MEMBERS**

Assistant Town Manager Knighton suggested this agenda item be taken action on at the August Planning Commission meeting when a full body is present.

- **RECOMMEND TO THE TOWN COUNCIL TO APPOINTMENT MYRA CUPPER DICKERSON TO PLANNING COMMISSION**

On motion of David Hammond, seconded by Timothy Bradshaw, the Commission members voted to recommend to the Town Council the appointment of Myra Cupper Dickerson to the Tappahannock Planning Commission.

Votes were cast as follows:

Dianna Carneal:	Aye	Timothy Bradshaw:	Aye
David Hammond:	Aye		

- **COMMENTS**

  - *Public Comments*

There were none.

  - *Commission Comments*

Commission Bradshaw asked for clarification for the items of discussion for the next scheduled Planning Commission Meeting scheduled for August 6, 2025.

Chair Carneal reported Summitt Design will come to the August 6, 2025, Planning Commission meeting at 6:00 p.m. to discuss the proposed zoning changes and updates and the regular scheduled planning commission meeting is scheduled to begin at 7:00 p.m.

Chair Carneal asked if the Commission members will be provided any of the proposed changes or updates prepared by Summitt Design.

Assistant Town Manager Knighton stated the commission members will be provided with the proposed changes as prepared by Summitt and himself.

- **ADJOURNED**

On motion of Timothy Bradshaw, seconded by David Hammond, the meeting was adjourned.

Votes were cast as follows:

Dianna Carneal:	Aye	Timothy Bradshaw:	Aye
David Hammond:	Aye		

Dianna Carneal

Dianna Carneal, Chair

Patsy K. Scates

Patsy K. Scates, Secretary