TOWN COUNCIL MEETING
JUNE 9, 2025
7:20 P.M.

PRESENT

Mayor:	Roy M. Gladding
Vice Mayor:	Anita J. Latane
Council Members:	Kay Carlton
	Carolyn Barrett
	Fleet Dillard
	Kenneth A. Gillis
	Troy L. Balderson
Interim Town Manager:	Doug Fawcett
Assistant Town Manager:	James Knighton
Town Clerk:	Patsy K. Scates
Town Attorney:	M. Tolley Gwinn
Chief of Police:	Thomas Carter

- **CALLED TO ORDER**

Mayor Gladding called the meeting to order.

- **MINUTES APPROVED**

On motion of Carolyn Barrett, seconded by Anita J. Latane, Council voted unanimously to approve the May 12, 2025, Joint Public Hearing meeting minutes, May 12, 2025, Public Hearing meeting minutes (regarding the proposed increase in real property), the May 12, 2025 Public Hearing meeting minutes (regarding the proposed budget for FY 2025-2026) and the May 12, 2025 regular Town Council meeting minutes.

Votes were cast as follows:

Kay Carlton:	Aye	Kenneth A. Gillis:	Aye
Carolyn Barrett:	Aye	Troy L. Balderson:	Aye
Fleet Dillard:	Aye	Anita J. Latane:	Aye

- *Committee Reports*

❖ Water/Sewer Report

Wastewater Treatment Plant

Month of May 2025

- Wastewater Treatment Plant had an average daily Effluent flow of 0.499mgd, with an Effluent total discharge of 15,454,000 million gallons processed.
- Mays DMR will be completed and sent out by the end of this week.
- All Nutrient samples for the month of May were within permit required limits.
- Mid Atlantic lab is working out great, sample results are being received in a timely manner.
- Mid Atlantic lab is working with J.B and I to start receiving and processing water samples – this will make for an easier transition from using the state lab.
- Wastewater plant is running smoothly with little repairs needed at this time at the plant site.
- The treatment plant has had higher than normal flows for the month of May due to the excessive amounts of rain we had received, the plant handled the excessive water well but with adjustments having to be made daily and multiple times daily to keep the plant running within permit required limits.
- The new employee Cameron Mothershead is working out well, he shows a high interest in the job, his training is coming along smoothly.
- Delta Systems Calibrated our field Meg Meters for the year; all meters check out in good condition.
- IDC testing completed for some employees – required by DEQ.
- Received Skid Steer at the plant site, the machine is working well.

Public Works

Month of May 2025

SEWER
Wakefield Avenue
- Staff had to replace a sewer lateral from main to property line. Four (4) inch cast iron had a lot of scale inside pipe and also installed clean out at the property line.

Essex Street
- Staff had to replace sewer lateral from house to property line full of roots

WATER
- No leaks on Town end
- Airport Road had a leak under the home – turned water service off
- Rappahannock Town Center has a leak, and they are getting a contractor to fix

Mayor Gladding recognized Council Member Gillis and asked for any comments.

Council Member Gillis did not have any comments.

❖ *Public Facilities*

Mayor Gladding recognized Council Member Balderson.

Council Member Balderson stated that Central Park Phase 2 public information meeting is June 16, 2025, at St. Margaret's School.

❖ *Historic Downtown Tappahannock*

Mayor Gladding recognized Vice Mayor Latane.

Vice Mayor Latane updated the council members on some upcoming Historic Downtown Tappahannock sponsored events such as the Farmers Market, the movie series and the crab fest.

❖ *Interim Town Manager*

Interim Town Manager Report for the Month of May 2025

Capital Projects

Central Park Phase Two

The staff are continuing to work to finalize contract documents and complete other tasks that must be completed prior to the issuance of a Notice to Proceed to Connemara.

The pre-construction meeting with Connemara and Whiting-Turner has been scheduled for June 3.

Also, a public information meeting has been scheduled for **Monday, June 16 at 6:30pm** at St. Margaret's School (in the Reading Room of the Viola. H. Woolfolk Center.) Representatives of the Town and Connemara will attend to update the public on the scope of Phase Two, the construction schedule, etc. We will start advertising this meeting in early June.

We are currently anticipating the start of construction on Phase Two in early-mid July.

Hoskins Creek

There are currently three projects ongoing at Hoskins Creek - the VDOT Access Road, the Boating Infrastructure Grant and development of the hospitality building. The design and engineering of the VDOT Access Road and Boating Infrastructure Grant projects are complete and are in the final stages of permitting. We anticipate having the approval from VDOT for the access road by no later than mid-July. We will advertise the project to secure a contractor to build the access road.

Although the Boating Infrastructure Grant is in the final stages of permitting, the US Army Corps of Engineers still has approximately eighty days to issue its approval. However, the Corps has indicated that it will not be requesting any changes to the alignment of the docks. All other agencies are ready to approve once Corps approval is received. We anticipate a mid-August

issuance of permits and advertisement of the project for bids shortly after to secure a contractor by the end of September.

The hospitality building is currently progressing through the design phase. 510 Architects and the Pack Brothers will be attending the June 9th Town Council meeting to provide an update. Terracon, a geotech firm, has been contracted to assess the slope and develop a foundation plan for the hospitality building.

Commerce Road Extension

The Economic Development Committee, James Knighton and I met with Scott Croxton of the Essex County School Board on May 9 to discuss the School Board's project to construct an extension to Commerce Street to permit direct (but controlled) access between Marsh Street and Airport Road.

We presented an outline of a Memorandum of Understanding to Mr. Croxton containing the terms and conditions the Town would be seeking related to the construction, maintenance and use of the extension. This MOU is currently being reviewed by the School Board.

Operations

Skid Steer Loader

I reported last month that staff were working to obtain a skid steer loader to replace one that had to be removed from service because it needed repairs costing more that was reasonable to invest in it. (This unit has since been sold as surplus property.)

I am pleased to advise that we have succeeded in obtaining a good used loader using primarily the funds received from the sale of the previous loader and a tractor that was removed from service some time ago.

The loader will be used extensively by General Services and the Wastewater Treatment Plant.

Employee Safety

HR Manager Don McAlister is continuing to take various actions to bring the Town up to date in its employee safety practices, as follows:

- Sixteen employees have been enrolled in CPR / Automatic External Defibrilator (AED) training. The goal is to have everyone complete the on-line training by the end of May. The in-person sessions will follow in June.

- Confined space entry training will be held on June 17th. This is a five-hour class. We have 14 - 16 who will attend.

- Workers Compensation processes have been revised. All managers/supervisors have been updated on correct processes for reporting accidents. Also, a new WC panel has been created.

- Hepatitis A and B shots are being scheduled for employees who need them.

After Hours Response

I met on May 23 with the staff of departments involved in responding to after-hours emergencies/incidents to review response procedures. General Services (pump stations and wells), Public Works (water and sewer lines, trees on roadways, etc.), the Wastewater Treatment Plant (malfunctions of equipment at the plant) and Facilities (fire alarm at the Municipal Building, etc.) all have procedures in place for having the staff member on call notified of the need to respond weekday nights and on weekends. We will continue to monitor the effectiveness of these procedures and will revise them, as needed, to make them more effective.

Damage to Town Property (Steps in Front of the Municipal Building)

The railings have been replaced and the steps have been re-opened.

Financial

Virginia Resource Authority Borrowing

The Spring VRA borrowing has been successfully completed, providing the Town $1,808,000 for Central Park Phase Two and reimbursing the Town $192,000 for funds spent to purchase a Sewer Pump Truck.

Mayor Gladding recognized Interim Town Manager Fawcett.

Interim Town Manager Fawcett reported staff held a preconstruction meeting with the contractor and the construction manager and the Phase Two Central Park meeting is moving forward.

- *Community Development Report*

Monthly Report – May 2025
Community Development and Zoning Administration

PLANNING COMMISSION (PC)

- The PC did meet in June and was provided with an update on progress with various zoning ordinance changes.

BOARD OF ZONING APPEALS (BZA)

- The BZA met on May 22nd and discussed three special exception cases. Two for short term rentals and one for a home occupation. One special exception for a whole house short term rental was approved for 704 Water Ln. The other whole house short term rental in Settlers Landing due to a conflict with the property owners association covenants. The special exception for a home occupation, mobile auto repair business was approved for 703 DeShields St.

LARGER PROJECTS

- Town/County Boundary – At the TC meeting on February 12th TC approved the recommended "pink" boundary line as the acceptable town/county boundary line. It is the goal to ensure that the original town boundaries, as reflected on the Official Zoning Map dated September 16, 1993, are honored, and maintained. On February 13, 2024, Essex County's agenda included the discussion of the town/county boundary clarification. At this meeting the County did not take action, asking staff and the County Attorney to clarify a few questions. During this review further research has been taken to evaluate the September 29, 1975, Annexation document (Reference Law Order Book 14 pgs. 97+). This review is on-going. County has indicated a desire to wait until after July 1, 2024, to resume these discussions. Still awaiting response from County.
- Public Maintenance Facility/Access Roads – Boundary Line plat has been recorded and completed. Essex County held a kickoff meeting to discuss the proposed maintenance facility on June 2, 2025.
- VEDP Grant - Staff continues to coordinate with TRC, the Town's consultant engineers. Site design plans are completed and have been sent to various agencies for review. DEQ and VDOT have both returned comments to staff and site engineers for clarifications and revisions. Staff has started the process for grant closeout and begun looking for potential funding sources for site construction.
- FEMA – The FEMA Community Action Visit (CAV) was conducted March 19-21. A summary report from FEMA has been received outlining the corrective action plan with a requirement to respond 60 days from April 24, 2024. The Town's legal counsel and staff have worked with the Berkley Group to form a response to FEMA and provide service to the Town for administration of the Town's Floodplain Ordinance. CAV has been closed out and staff has a policy for council's review in your packet, related to the administrative process for determining substantial damage and substantial improvement.
- Berkley Group – The Berkley Groups main focus is assisting the Town with review of and recommending changes to various Town Ordinances.
- Summit- Summit Design and Staff have kicked off the process for revising the existing zoning ordinance. The first task is centered around the Downtown Tappahannock area and the CC-1 zoning district which was presented to the public in April. We are also drafting changes to the historic overlay zone, sign and parking ordinance. Staff anticipates language to be presented to the Planning Commission and Town Council in the beginning of 2025.

COORDINATION WITH OUTSIDE AGENCIES

- MPPDC - The Monthly planners' meeting was held in May.

NEW ACTIVITY

- Fitzgerald's Sports Bar – Have completed all items relative to Zoning and the Grease Interceptor installation. Grand Opening is proposed for June 4th.
- DevA new site plan had been received for the Primis Bank property located at 307 S Church Ln. The proposed use is a Convenience store. Initial review of the site plan has been completed with revisions requested. VDOT has responded to the traffic impact analysis and received the requested additional information from the designer. VDOT has issued Exceptions for the location of the entrances to this site. Final plats for approval were submitted and approved the week of May 5th. Approval will be released once the bond has been provided.

Mayor Gladding recognized Assistant Town Manager Knighton.

Assistant Town Manager Knighton did not have anything to report.

❖ *Tappahannock Police Department*

Mayor Gladding recognized Chief Carter.

Chief Carter did not have anything to report.

❖ *Finance*

Mayor Gladding recognized Vice Mayor Latane.

Vice Mayor Latane reported she met with the Interim Town Manager Fawcett and the Town Treasurer Brock and reviewed the financial report. She reported the general fund is at 102.87% for revenue and expenditures are at 89.30%. She reported the water and sewer funds look good and the Town is still earning interest on the Central Park project. She reported the Town is in good financial shape.

- **APPROVAL OF THE FINANCIAL REPORT FOR THE MONTH OF MAY 2025.**

On motion of Kay Carlton, seconded by Carolyn Barrett, Council voted unanimously to approve the financial report for the month of May 2025.

Votes were cast as follows:

Kay Carlton:	Aye	Kenneth A. Gillis:	Aye
Carolyn Barrett:	Aye	Troy L. Balderson:	Aye
Fleet Dillard:	Aye	Anita J. Latane:	Aye

- **FY 2025-2026 BUDGET RESOLUTION**

On motion of Troy L. Balderson, seconded by Fleet Dillard, Council voted unanimously to approve the the budget resolution as presented which sets rates, fees and tax rates for FY 2025-2026 and the adoption of the FY 2025-2026 general budget, water and sewer budget and cemetery budget and FY 2026-2030 Capital Improvement Plan (CIP) and appropriation of funds to become effective July 1, 2025. (See Budget Resolution)

RESOLUTION
A RESOLUTION TO ADOPT THE FY26 OPERATIONS BUDGET, SET THE TAX RATES AND APPROPRIATE FUNDS

WHEREAS, it is the responsibility of the Town Council of Tappahannock Virginia to approve and control the Town's fiscal plan for Fiscal Year 2026; and,

WHEREAS, the Town Council has received numerous staff reports; has reviewed each request for funding; and has received comments from residents at a duly advertised public hearing on May 12th, 2025; and

NOW, THEREFORE, BE IT RESOLVED by the Town Council of Tappahannock Virginia this 9th day of June 2025, that the Town of Tappahannock budget totaling **$9,219,290** is adopted and the tax rates for Fiscal Year 2025 or July 1st, 2025– June 30th, 2026, set as given below:

2025 TOWN TAX RATES

Real Estate	$0.09 per $100 of assessed value
Mobile Homes	$0.09 per $100 of assessed value

Public Service Corps.	$0.09 per $100 of assessed value
Personal Property (Residential)	$1.40 per $100 of assessed value
Personal Property (Business)	$0.40 per $100 of assessed value
Machinery and Tools	$0.40 per $100 of assessed value

BE IT FURTHER RESOLVED that the Town Council does hereby budget and appropriate to the TOWN OF TAPPAHANNOCK GENERAL FUND OPERATING BUDGET the following revenues and expenditures:

REVENUES	
Real Property Tax	338,715
Personal Property Tax	248,070
Penalty & Interest	4,950
Other Local Taxes	4,328,805
Permits/Fees/Licenses	2,600
Fines & Forfeitures	54,220
Use of Money & Property	170,155
Charges for Services	353,355
Non-Revenue Sources	1,452,010
State Aid	244,875
Federal Aid	$0,000
TOTAL REVENUE	**$7,197,755**
EXPENDITURES	
General Government	1,752,245
Police	1,579,900
Fire & Rescue	90,395
Public Works	1,450,500
Unclassified	753,185
Water & Sewer Transfer	267,295
Capital Projects Transfer	677,600
Debt Service	626,635
Total Expenses	**$7,197,755**

BE IT FURTHER RESOLVED that for budgeting and accounting purposes, the adopted budget revenues and expenditures for the Capital Improvements Funds are set as follows:

General Government Capital Improvement Projects Fund Revenues*

Grant Revenue	$3,755,920
Loan Proceeds	$3,080,000
Local Use of CIP Reserves	$1,264,455
Local Use of General Fund Balance	$543,600
TOTAL	**$8,643,975**

General Government Capital Improvement Projects Fund Expenditures

Police Department	$115,100
Public Works	$566,000
Administration/Economic Development	$2,818,875
Parks & Recreation	$4,994,000
Surplus/ Capital Reserve	$150,000
TOTAL	**$8,643,975**

Water & Sewer Capital Improvement Projects Fund Revenues*

Grant Revenue	$250,000
Loan Proceeds	$0,000
Local Use of CIP Reserves	$165,000

Local Use of General Fund Balance	$134,000
TOTAL	**$549,000**

Water & Sewer Capital Improvement Projects Fund Expenditures

Water and Sewer Capital Improvements	$439,000
Surplus/ Capital Reserve	$80,000
TOTAL	**$549,000**

Industrial Revitalization Fund

IRF Fund Revenue	$28,281
IRF Budget Surplus	$28,281

BE IT FURTHER RESOLVED that for budgeting and accounting purposes, the adopted budget revenues and expenditures for the TOWN OF TAPPAHANNOCK CEMETERY FUND OPERATING BUDGET are set as follows:

	Revenues		**Expenses**
Balance Forward	$5,000	Legal & Recording of Deeds	$850
Sale of Lots	$11,250	Lights	$300
Interest	$5,500	Grounds Maintenance	$20,600
Total Revenue	**$21,750**	**Total Expenses**	**$21,750**

FINALLY, BE IT RESOLVED that for budgeting and accounting purposes the adopted budget revenues and expenditures for the TOWN OF TAPPAHANNOCK WATER & SEWER ENTERPRISE FUND OPERATING BUDGET are set as follows:

	Revenues		**Expenses**
Water Usage Revenue	$576,160	Surplus Reserve	$58,280
Sewer Usage Revenue	$1,366,445	Personnel Sub-Total	$ 1,011,655
Misc. Revenue Sub-Total	$299,715	Operations Sub-Total	$850,485
Transfer from General Fund	$635,750	Debt Service Sub-Total	$957,650
Total Revenue	**$2,878,070**	**Total Expenses**	**$2,878,070**

Adopted this 9th day of June 2025 by the
Town of Tappahannock Virginia

Votes were cast as follows:

Kay Carlton:	Aye	Kenneth A. Gillis:	Aye
Carolyn Barrett:	Aye	Troy L. Balderson:	Aye
Fleet Dillard:	Aye	Anita J. Latane:	Aye

- **FY 2024-2025 BUDGET AMENDMENT**

On motion of Anita J. Latane, seconded by Kay Carlton, Council voted unanimously to approve the budget amendment as presented to become effective immediately. (See budget amendment)

NOTICE: TAPPAHANNOCK, VA Proposed FY25 Budget AMENDMENT Year Beginning July 1st, 2024

Pursuant to Virginia Code Sections 15.2-2507, the Tappahannock Town Council will hold a public hearing at 7:00 p.m. on Monday, June 9, 2025, in the Town Hall facility at 915 South Church Lane Tappahannock, VA 22560, with respect to the following proposed amendment to the Town's Fiscal Year 2025 Budget:

The adopted FY2025 budget totals $9,219,290 combined budget in revenues and expenditures, $6,980,555 for the General Fund and $2,238,735 for Water & Sewer Funds. The proposed amendement calls for an increase in revenues in the General Fund in the amount of $2,864,037 for the following capital purchase expenses: $1,808,000 (loan) for Central Park PH2; $141,878 for Hoskins Creek emergency sewer line repair; $84,759 for the addditional sewer project expenses; $137,145 for the additional expenses for the Hoskins Creek Shoreline and $692,255 for Central Park PH1.

Complete information concering this amendment is available in the Tappahannock Town Hall, Monday thru Friday, 8:30 AM – 4:30 PM. Copies of the full proposed amended budget are available for public inspection at the Tappahannock Town Hall or can be found on the Town website at tappahannock-va.gov . Anyone needing special assistance or accommodations in order to participate in the hearing should contact Town Hall at 804-443-3336 no later than 4:30 PM on Monday, June 9, 2025.

TAPPAHANNOCK, VA Proposed FY25 Budget Year Beginning July 1st, 2024	**FY25 Council Adopted**	**Increase/ (Decrease)**	**FY25 Council Proposed Budget Amendment**
General Fund Revenues			
Total Real Estate Taxes	$ 262,545	$ -	$ 262,545
Total Personal Property Taxes	$ 228,575	$ -	$ 228,575
Total Property Tax Penalties & Interest	$ 2,940	$ -	$ 2,940
Total Other Local Taxes	$ 4,150,760	$ -	$ 4,150,760
Total Permits/Fees/Licenses	$ 2,600	$ -	$ 2,600
Total Fines & Forfeitures	$ 41,885	$ -	$ 41,885
Total Revenue Use Money/Property	$ 111,910	$ -	$ 111,910
Total Charges for Services	$ 239,450	$ -	$ 239,450
Total Non-Revenue Sources	$ 1,705,450	$ 226,637	$ 1,932,087
Total State Revenue	$ 234,440	$ -	$ 234,440
Total Federal Categorical Aid	$ -	$ -	$ -
Total General Fund Revenue	**$6,980,555**	**$226,637**	**$7,207,192**
General Fund Expenditures			
GENERAL GOVERNMENT	$ 1,622,960	$ -	$ 1,622,960
POLICE	$ 1,327,435	$ -	$ 1,327,435
FIRE & RESCUE	$ 100,395	$ -	$ 100,395
PUBLIC WORKS	$ 1,468,400	$ -	$ 1,468,400
UNCLASSIFIED OPERATIONS	$ 463,375	$ -	$ 463,375
WATER & SEWER TRANSFER	$ 142,030	$ -	$ 142,030
CAPITAL PROJECTS TRANSFER	$ 1,435,725	$ 226,637	$ 1,662,362

DEBT SERVICE	$ 420,235	$ -	$ 420,235
Total Expenditures	**$6,980,555**	**$226,637**	**$7,207,192**

GENERAL GOVERNMENT CAPITAL IMPROVEMENT PROJECTS FUND

General Fund Transfer Revenue	$ 1,195,725	$ -	$ 1,195,725
Grant Revenue	$ 2,265,370	$ -	$ 2,265,370
Loan Revenue	$ 978,050	$ 1,808,000	$ 2,786,050
Use of CIP Fund Balance/Reserves	$ 313,455	$ 829,400	$ 1,142,855
General Governament CIP Revenues	$ 4,752,600	$ 2,637,400	$ 7,390,000
General Government CIP Expenditures	*$ 4,752,600*	*$ 2,637,400*	*$ 7,390,000*

Water & Sewer Fund Revenues

Water Usage Revenue	$ 521,855	$ -	$ 521,855
Sewer Usage Revenue	$ 1,298,770	$ -	$ 1,298,770
Misc. Revenue Sub-Total	$ 134,050	$ -	$ 134,050
Transfer from General Fund	$ 284,060	$ -	$ 284,060
Total Revenue Water & Sewer	**$2,238,735**	**$0**	**$2,238,735**

Water & Sewer Fund Expenditures

PERSONNEL SUB-TOTAL	$ 907,315	$ -	$ 907,315
OPERATIONS SUB-TOTAL	$ 685,875	$ -	$ 685,875
DEBT SERVICE SUB-TOTAL	$ 595,545	$ -	$ 595,545
SURPLUS RESERVE	$ 50,000	$ -	$ 50,000
WATER & SEWER FUND EXPENSES	**$2,238,735**	**$0**	**$2,238,735**

WATER & SEWER CAPITAL IMPROVEMENT PROJECTS FUND

General Fund Transfer Revenue	$ 240,000	$ 226,637	$ 381,878
Grant Revenue	$ 250,000		$ 250,000
Loan Revenue	$ 187,000		$ 187,000
Use of CIP Fund Balance/Reserves	$ -	$ -	$ -
Water & Sewer CIP Expenditures	*$ 677,000*	*$ 226,637*	*$ 818,878*

CEMETERY FUND

Cemetery Fund Revenue	$ 21,750	$ -	$ 21,750
Cemetery Fund Expenses	*$ 21,750*	*$ -*	*$ 21,750*

AMERICAN RESCUE PLAN ACT FUND

ARPA Fund Revenue	$ 1,403,267	$ -	$ 1,403,267
ARPA Fund Expenses	*$ 1,403,267*	*$ -*	*$ 1,403,267*

INDUSTRIAL REVITALIZATOIN GRANT/LOAN

IRF Fund Revenue	$ 28,281	$ -	$ 28,281
IRF Budget Surplus	$ 28,281	$ -	$ 28,281

Votes were cast as follows:

Kay Carlton:	Aye	Kenneth A. Gillis:	Aye
Carolyn Barrett:	Aye	Troy L. Balderson:	Aye
Fleet Dillard:	Aye	Anita J. Latane:	Aye

- **MIDDLE PENINSULA PLANNING DISTRICT COMMISSION APPOINTMENT**

On motion Fleet Dillard, seconded by Carolyn Barrett, Council voted unanimously to reappoint Kay Carlton as a representative of the Town of Tappahannock to the Middle Peninsula Planning District Commission for a term of one year to expire on June 30, 2026, to become effective July 1, 2025.

Votes were cast as follows:

Kay Carlton:	Aye	Kenneth A. Gillis:	Aye
Carolyn Barrett:	Aye	Troy L. Balderson:	Aye
Fleet Dillard:	Aye	Anita J. Latane:	Aye

- **REAPPOINTMENT TO THE TAPPAHANNOCK BOARD OF ZONING APPEALS**

On motion of Carolyn Barrett, seconded by Kay Carlton, Council voted unanimously to reappoint Andrew T. Hammond to the Tappahannock Board of Zoning Appeals for a term of five years to expire on July 13, 2030 and to become effective July 14, 2025.

Votes were cast as follows:

Kay Carlton:	Aye	Kenneth A. Gillis:	Aye
Carolyn Barrett:	Aye	Troy L. Balderson:	Aye
Fleet Dillard:	Aye	Anita J. Latane:	Aye

Assistant Town Manager Knighton stated that two members have resigned from the Tappahannock Board of Zoning Appeals. He stated that as the board of zoning appeals sits now there would have to be a majority vote for approval since the board requires five members to serve and currently, we only have three members at this time.

- **REZONING REQUEST FROM LAND AND HOME, LLC - RECOMMENDATION TABLED BY THE PLANNING COMMISSION**

The recommendation from the Tappahannock Planning Commission to the Town Council was **tabled** regarding the rezoning request from Land & Home LLC requesting to rezone a lot known as tax parcel 32B (1) 74. The lot is approximately 13 acres and is located at the corner of Warner St. and Pegram Ln. in the Town of Tappahannock. The applicant is requesting to rezone the property from CG-2 General Commercial to R-2 Single Family Residential.

- **REZONING REQUEST FROM J.L. HOWETH, PC**

The below request has been postponed until the July 2025 meeting –Request was not heard

Council should consider the recommendation from the Tappahannock Planning Commission regarding the rezoning request from from J.L. Howeth PC requesting to rezone lots known as tax parcel 37 (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.

- **ADJOURNED**

Mayor Gladding asked for any comments or questions.

There being no further business, the meeting was adjourned.

Roy M. Gladding, Mayor

Patsy K. Scates, Town Clerk