Town Manager
Eric S. Pollitt
Town Treasurer
Tina F. Brock
Town Clerk
Patsy K. Scates
Chief of Police
Thomas D. Carter
Town Attorney
M. Tolley Gwinn

TOWN OF TAPPAHANNOCK
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Mayor
Roy M. Gladding
Town Council
Troy L. Balderson
Katherine B. Carlton
A. Fleet Dillard III
Kenneth A. Gillis
Carolyn Barrett
Anita Latane

TAPPAHANNOCK TOWN COUNCIL AGENDA
JANUARY 13, 2025
6:00 P.M.
TAPPAHANNOCK MUNICIPAL BUILDING
915 CHURCH LANE
TAPPAHANNOCK, VIRGINIA 22560

6:00 P.M. WORK SESSION

- ❖ Davenport & Company presenting financial policies that may be adopted in conjunction with the FY 2025 Budget
  - o Outline of financial plan related to Capital Improvement Projects for calendar years 2025-2026
- ❖ Sands Anderson presenting benefits of Economic Development Authorities

7:00 P.M.- JOINT PUBLIC HEARING

The Tappahannock Town Council will hold a Joint Public Hearing with the Tappahannock Planning Commission to consider the following:

- **An amendment to the Tappahannock Zoning Ordinance:**

To amend the Tappahannock Zoning Ordinance Article II Sec. 22-15.3 Specific definitions for Short Term Rentals Type A partial house rental and Short Term Rental Type B whole house rental, amend Article XI Supplementary Use Regulations Sec. 22-128.1 Short Term Rental Type A or Partial Houe Rental, add Sec-128.2 Short Term Rental Type B or Whole House Rental and amend Article X, Sec. 22-125 to update the permissible use table to include Short Term Rental Type A partial house rental and Short Term Rental Type B whole house rental. This amendment proposes to establish two different types of short-term rentals, and the zoning districts short term rentals are permitted as a matter of right or special exception as well as supplemental regulations governing short term rentals.

7:00 p.m. PUBLIC HEARING will be held at 7:00 p.m. or immediately following the Joint Public Hearing

The Tappahannock Town Council will hold a public hearing to consider the following:

- **An amendment to the Tappahannock Town Code:**

To add Chapter 62. Short Term Rental Registration to the Tappahannock Town Code. This addition to the Town Code would require owners or operators of short-term rentals within the Town limits to register the short-term rental annually and verify compliance with other regulations this amendment seeks to impose.

Regular Council Meeting will begin immediately following the adjournment of the Public Hearing Meeting.

1. Call to order
2. Welcome Visitors
3. Reading and approval of the December 9, 2024, Joint Public Hearing Meeting Minutes, the December 9, 2024, Public Hearing Meeting Minutes, and the December 9, 2024 Regular Council Meeting Minutes

4. Committee Reports

a. Water/Sewer – Gillis
b. Public Facilities – Balderson
c. Historic Downtown Tappahannock – Latane
d. Finance – Latane
e. Town Manager Report
f. Community Development Report
g. Tappahannock Police Department Report

4.1. Approval of the financial report for the month of December 2024

5.0. New Business

5.1. **Essex High School Football Proclamation**

Council should adopt the Proclamation recognizing the Essex High School 2024 State Championship Football Team

5.2. **Reappointments to the Tappahannock Planning Commission**

Council should consider the reappointment of Dianna Carneal to the Tappahannock Planning Commission for a four (4) year term expiring on February 9, 2029, and the reappointment of Timothy Bradshaw to the Tappahannock Planning Commission for a four (4) year term expiring on February 9, 2029.

5.3 **Sgt. Maltese recognized for MADD award**

Chief Carter will recognize Sgt. Maltese of the Tappahannock Police Department for the Mothers Against Drunk Driving Award (MADD)

5.4. **Council Retreat Work Plan**

Council should consider adopting the 2024 Council Retreat Work Plan as presented

5.5 **River Realm Agreement**

Council should consider adopting the River Realm Agreement as presented

5.6. **Short Term Rental – An Amendment to the Tappahannock Zoning Ordinance**

Council should consider an amendment to the Tappahannock Zoning Ordinance: To amend the Tappahannock Zoning Ordinance Article II Sec. 22-15.3 Specific definitions for Short Term Rentals Type A partial house rental and Short Term Rental Type B whole house rental, amend Article XI Supplementary Use Regulations Sec. 22-128.1 Short Term Rental Type A or Partial Houe Rental, add Sec-128.2 Short Term Rental Type B or Whole House Rental and amend Article X, Sec. 22-125 to update the permissible use table to include Short Term Rental Type A partial house rental and Short Term Rental Type B whole house rental. This amendment proposes to establish two different types of short-term rentals, and the zoning districts short term rentals are permitted as a matter of right or special exception as well as supplemental regulations governing short term rentals.

5.7. **Short Term Rental – An amendment to the Tappahannock Town Code**

Council should consider an amendment to the Tappahannock Town Code To add Chapter 62. Short Term Rental Registration to the Tappahannock Town Code. This addition to the Town Code would require owners or operators of short-term rentals within the Town limits to register the short-term rental annually and verify compliance with other regulations this amendment seeks to impose.

5.8. **Rezoning Request**

Council should consider the recommendation from the Tappahannock Planning Commission regarding the rezoning request for 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-4 Multi-Family Residential.

5.9. **Year in review 2024 Presentation**

Town Manager Pollitt would like to present a Year in Review 2024 Presentation to the Council Members

5.10 **Budget Calendar**

Council will be presented with a budget calendar prepared by Town Manager Pollitt

5.11. **Closed Session**