

Town of Port Royal

“Behold Us Rising”



Established 1744

Port Royal Town Council and Planning Commission
Joint Meeting Agenda
August 22, 2024
6:00 p.m.

INVOCATION AND PLEDGE OF ALLEGIANCE

CALL TOWN COUNCIL MEETING TO ORDER

AMENDMENTS TO THE AGENDA

PUBLIC COMMENT

- Comments will be limited to three minutes, per person, in order to afford everyone an opportunity to speak. If comments relate to a specific public hearing item, we ask that you offer those comments at the time of the public hearing.
- If any issues arise from public comment to be addressed in detail, such issues will be put on the Agenda for the next meeting, or later, for this meeting, subject to a vote of the majority of Town Council.

ITEM NO. DESCRIPTION

8-10

Appointments

8-10.1 Accept Agreement with Andrea Erard as Temporary Town Attorney

8-10.2 Appointment to the Town Council to fill the unexpired term of former Council Member Alex Long

8-10.3 Appointment to the Planning Commission to fill unexpired term of former Planning Commissioner Alex Long

CALL PLANNING COMMISSION MEETING TO ORDER

8-11 **Public Hearings (Joint Planning Commission & Town Council)**

8-11.1 SEP-01-2024 – Special Exception Permit

Crystal Springs LLC, Owner and John Owens DBA Port Royal Automotive, Applicant, are requesting a Special Exception Permit in accordance with Chapter 26-Zoning-Boundary Adjusted Lands, Article V- B-1 Business District, Section 26.502.20 - Uses Permitted by Special Exception, (Tow Service Operation) and Article VI Highway Corridor Overlay District (HCOB), Section 26.603.9 - Conditional Uses, (Automobile Repair), to conduct vehicle repairs and towing operations, on Tax Map Number 13A-A-9 (25527 Tidewater Trail). The subject property contains 1.902 acres and is zoned B-1 Business. This area is designated Business in the Comprehensive Plan.TXT-01-2024

8-12 **Discussion**

8-12.1 Ordinance Amendments (Proposed for Update)

- a) Zoning
- b) Subdivision
- c) Public Facilities

8-13 **Action Items (Not Public Hearing - Town Council Only - Discussion & Action)**

8-13.1 Appropriate Funds and Authorize Public Hearing for Ordinance Amendments

- a) Zoning
- b) Subdivision
- c) Public Facilities

8-13.2 Consideration of Exceptions and Modifications (Waivers) for Subdivision Requirements for Dameron Builders Subdivision Parcels #13A-1-C-25A and 13A-1-B-34A

8-13.3 Remove former Mayor Alex Long from Town of Port Royal CDs and Bank Accounts

8-14 **Unfinished Business (Not Public Hearing – Planning Commission Only - Discussion & Action)**

8-14.1 Consideration of Subdivision

Dameron Builders Subdivision Parcels #13A-1-C-25A and 13A-1-B-34A

ADJOURNMENT OF PLANNING COMMISSION MEETING

8-15 **Financials – June & July 2024**
Review and questions as to documents

8-16 **Consent Agenda**
8-16.1 Approval of Meeting Minutes of the June 27, 2024, Town Council Meeting

8-17 **Reports**
8-17.1 Reports of Members of Town Council

- J.P. Wilkerson, Mayor
- Donna Wilkerson, Vice-Mayor
- Angela Golden
- Justin McArdle

8-17.2 Reports of Staff

- Town Manager/Clerk/Zoning Administrator

8-17.3 Reports of Board/Commissions/Agency Representatives

- Planning Commission

8-18 **Information Items**
8-18.1 Fort Walker Executive Steering Committee
8-18.2 Rappahannock River Withdrawal Permit

ADJOURNMENT OF TOWN COUNCIL MEETING