



# CHARLES CITY COUNTY

## PLANNING COMMISSION MEETING

### September 08, 2022 - Minutes

#### CALL TO ORDER:

The Charles City County Planning Commission Meeting was called to order on September 08, 2022, at 7:00 p.m. at the Charles City County Government Administrative Building.

#### PRESENT:

Ed Baber - Chairperson, Andrew Adams - Vice Chairperson, Gilbert Smith, Clyde L. Miles, William Bailey, William Walton.

#### ABSENT:

LaToya Johnson-Davis

#### OTHERS PRESENT:

Rhonda Russell, Asst. Co Administrator/Director Community Development  
Gary Mitchell, Planner/Asst. Zoning Administrator  
Peggy J. Sullivan, Administrative Assistant

#### PUBLIC HEARINGS:

The Chairperson reviewed the guidelines for Public Hearings.

#### TEXT AMENDMENTS:

**TXT-05-2022** Application by D. Yoder and others to add a definition for Lodging Facility, Lodging Facility Operator, Short Term Rental, and Tourist Home, to Division I General, Section 3 Definitions of the Charles City County Zoning Ordinance.

**TXT-06-2022** Application by D. Yoder and others to add Short Term Rental/Tourist Home to Division II District Regulations, Section 5 Agricultural (A-1) District, Section 5-3 Uses with Special Use Permit; with specific zoning performance standards of the Charles City County Zoning Ordinance.

**TXT-07-2022**: Application by D. Yoder and others to add Short Term Rental/Tourist Home to Division II, District Regulations, Section 10 Tourist Business District (B-3), Section 10-2 Permitted Uses; with specific zoning performance standards of the Charles City County Zoning Ordinance.

**TXT-11-2022**: An ordinance to amend the Zoning Ordinance of Charles City County as follows, with specific zoning performance standards: Section 5 Agricultural District (A-1), Section 5-2 Permitted Uses eliminating Boarding House and adding Lodging Facility a special use; Section 6 Residential District (R-1), Section 6-2 Permitted Uses eliminating Boarding House and adding Inn and Tourist Home as a special use; Section 7-2 Multi-family Residential District (R-2), eliminating Boarding House as a permitted use, and adding to Section 7-2 Permitted Uses, *Inn and Tourist Home* as permitted use, *Boarding House* and *Hotel/Motel* would be made a special use under Section 7-3; Section 8, General Business District (B-1), Section 9 Neighborhood District (B-2), and Section 10 Tourist Business District (B-3) any *Lodging Facility (Boarding House, Inn, Hotel/Motel, and Tourist Home)* would be Permitted Uses.

#### Staff Presentation/Recommendation:

These Text Amendments are to permit a Tourist home/Short term Rental as a Special Use in the Agricultural District. Staff found several issues as it relates to lodging operations in the (A1), (B1), (B2), and (B3) districts. Additionally, the Text Amendment sets up zoning performance standards as it relates to the various types of lodging facilities. These standards relate to occupancy limits, safety, manager/owner occupancy, subleasing, registry, noise, existing land use, transportation, and similar issues. After several revisions staff included the terms Lodging Facility, Lodging Facility Operator, and Tourist Home with definitions. Staff also set performance standards that all should abide by including additional standards for Tourist Homes and Inns. At this time staff is recommending that the Planning Commission forward the Text Amendments to the Board of Supervisors with a favorable recommendation.

There was no questions or concerns from the public.

The public hearing was opened. No one spoke to the issues and the public hearing was closed.

Planning Commission members discussed with staff their concerns and changes needed in the performance standards that cover all of the Text Amendments. Staff agreed to make the necessary changes.

On a motion made by Mr. Bailey, second by Mr. Walton, and a vote of 6/0, the Planning Commission approved and recommended approval to the Board of Supervisors of Text Amendments 5, 6, 7 and 11 as corrected.

**PUBLIC COMMENTS:**

There were no public comments.

**APPROVAL OF PREVIOUS MEETINGS MINUTES:**

The Planning Commission discussed corrections needed for the minutes from February 24, and April 28, 2022.

On a motion by Mr. Walton, second by Mr. Adams and a vote of 6/0, the minutes from February 24, 2022, and April 28, 2022, were approved as corrected.

**UNFINISHED BUSINESS:**

No unfinished business was considered.

**NEW BUSINESS:**

No New Business was considered.

**PLANNING DIRECTOR/STAFF UPDATE:**

Planning Commission received a copy of the Virtual Policy for Charles City County to read, so it will be adopted at the next scheduled meeting.

**ADJOURNMENT:**

The meeting was adjourned at 8:17 p.m.