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Project Name: 226 E Lee Street ADU (6984-52-4022-000) Date: November 02, 2023  
SUP 2023-03  
Submission 09/19/2023; 1<sup>st</sup> Review

Permit Reviewer: Heather E. Jenkins, L.A. Planner II From: Laura Bartee, AIA

Project Address: 226 E. Lee Street  
Warrenton, VA 20186

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The above referenced project received review comments to which we offer the following responses:

**1. Zoning Ordinance Review**

a. The following analysis is based on the relevant Articles of the Zoning Ordinance

Article 3-4.3.4 – Residential (R-6) District

- Staff comment: Please provide setback lines and labels (i.e. 20’ BRL) as listed under Section 3-4.2.4 of the Zoning Ordinance.
  - BRL lines have been added to the SUP plan. All proposed work is within the setbacks.

Article 3-5.3 – Historic District (HD)

- Staff comment: The subject property is located within the Historic District; the applicant must obtain a Certificate of Appropriateness from the Architectural Review Board for proposed improvements. (3-5.3.4.2 ZO)
  - This project was presented to the ARB in a work session at the July 2023 meeting. The ADU was well received, and the applicant addressed all of the ARB requests and comments. A formal COA will be submitted once the SUP has been approved.

Article 7 – Parking

- Staff comment: Staff cannot verify parking space requirements are met. No parking tabulations has been provided. The statement of justification notes that existing parking is sufficient.
  - The new SUP plan shows parking for the property. There are roughly 4 spaces currently available and 2 additional spaces will be added for a total of 6 spaces once complete.

Article 9-1 – Accessory Structures and Uses

- Staff comment: The accessory dwelling unit appears to meet all requirements of article 9-1 at this time.
- Advisory comment: The applicant has proposed the maximum allowable square footage for accessory structures on the lot. No additional accessory structures will be permitted in the future due to this improvement. (Examples include Sheds, Carports, Pools, etc.)
  - The ADU is exactly .25 of the existing house square footage.

### Article 9-8 – Lighting

- Staff comment: No fixture details are provided on the SUP plan. Staff is unable to verify Ordinance requirements are met. Lighting plan review will be required as part of the Building permit application process.
  - See note on the SUP plan that all lighting will meet the zoning ordinance. Proposed exterior lighting at the ADU will be sconces (down light) near each door. There is no landscape lighting proposed at this time.

### Article 11-3.10.3--Evaluation Criteria; Issues for Consideration

- The criteria listed under Article 11-3.10.3 are those items that the Planning Commission and Town Council should consider when reviewing a SUP application.
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#### **2. Public Works Review**

From: Steven Friend, Assistant Director of Public Utilities

Regarding the 1st submission for the 226 E Lee- SUP, the only comment I have at this time (which may be answered further with more detailed plans) is to ensure that the new residence's water and sewer utilities are separate from the existing primary residence and not tied together.

- The ADU will have a separate Water /Sewer tap.

#### **3. Fire Safety**

From : James K Swain, Fire Chief

- We would like to see additional signage to ensure incoming emergency vehicles know that this structure is a residence and not a “barn”.
- Will the two residences on the property have separate addresses?
  - We plan for the new ADU to have a separate address, both houses will have an address number/sign at the end of the driveway, as well as signs indicating which house is which near the home and ADU.

#### **4. Draft Condition of Approval**

SUP 2023-03 226 E Lee Street ADU (6984-52-4022-000)

Applicant: James & Nell Lawrence

Owner: James & Nell Lawrence

Zoning District: R6

Total Acres: 1.3

Acres for Proposed Use: .3

Parcel Identification Number(s): 6984-52-4022-000

1. ADU will have separate water and sewer hook-up.
2. ADU will have a separate address and signage will be placed at the street and at the ADU for fire, police, and EMS.
3. ADU will have adequate parking spaces.
4. The ADU shall comply with all Town of Warrenton requirements, zoning, and regulations.

### **Evaluation Criteria; Issues for Consideration (§11-3.10.3)**

In considering a Special Use Permit application, the following factors should be considered. The applicant also shall address these factors in its **statement of justification**:

1. Whether the proposed Special Use Permit is consistent with the Comprehensive Plan.

*Plan Warrenton 2040 places significant emphasis on tackling the Missing Middle Housing issue by encouraging ADU's among other alternative housing options.*

2. Whether the proposed Special Use Permit will adequately provide for safety from fire hazards and have effective measures of fire control.

*This ADU will have fire alarms and allow for FD access.*

3. The level and impact of any noise emanating from the site, including that generated by the proposed use, in relation to the uses in the immediate area.

*This ADU will not generate any more noise than a typical smaller SFH.*

4. The glare or light that may be generated by the proposed use in relation to uses in the immediate area.

*This ADU will not generate any more light than a typical smaller SFH.*

5. The proposed location, lighting and type of signs in relation to the proposed use, uses in the area, and the sign requirements of this Ordinance.

*This ADU will have a separate address, address will be posted at the street, and near the ADU so that police, fire, EMS knows how to locate ADU versus existing SFH.*

6. The compatibility of the proposed use with other existing or proposed uses in the neighborhood, and adjacent parcels.

*This ADU is surrounded by other SFH, townhomes, and condos.*

7. The location and area footprint with dimensions (all drawn to scale), nature and height of existing or proposed buildings, structures, walls, and fences on the site and in the neighborhood.

*Site plan provided.*

8. The nature and extent of existing or proposed landscaping, screening and buffering on the site and in the neighborhood.

*This ADU will not necessitate screenings and will have minor landscaping for aesthetics.*

9. The timing and phasing of the proposed development and the duration of the proposed use.

The ADU construction will commence immediately upon approval due to the desire to provide housing for my aging parents.

10. Whether the proposed Special Use Permit will result in the preservation or destruction, loss or damage of any significant topographic or physical, natural, scenic, archaeological or historic feature.

The ADU will preserve portions of a rapidly deteriorating barn.

11. Whether the proposed Special Use Permit at the specified location will contribute to or promote the welfare or convenience of the public.

This SUP requests an ADU which will be used to provide affordable housing for my aging parents which is something that the general public can use as a model for their similar needs.

12. The traffic expected to be generated by the proposed use, the adequacy of access roads and the vehicular and pedestrian circulation elements (on and off-site) of the proposed use, all in relation to the public's interest in pedestrian and vehicular safety, efficient traffic movement and access in case of fire or catastrophe.

This ADU will be accessible via the same driveway as the existing SFH.

13. Whether the proposed use will facilitate orderly and safe road development and transportation.

This ADU will not impede safe road development nor transportation.

14. Whether, in the case of existing structures proposed to be converted to uses requiring a Special Use Permit, the structures meet all code requirements of the Town of Warrenton.

This ADU will be constructed to meet or exceed code.

15. Whether the proposed Special Use Permit will be served adequately by essential public facilities, services and utilities.

This ADU will require town utilities.

16. The effect of the proposed Special Use Permit on environmentally sensitive land or natural features, wildlife habitat and vegetation, water quality and air quality.

This ADU will not disturb any wildlife habitat and vegetation, water quality and air quality.

17. Whether the proposed Special Use Permit use will provide desirable employment and enlarge the tax base by encouraging economic development activities consistent with the Comprehensive Plan.

This ADU will employ local construction contractors during the building phase and will increase value of this parcel which will incur higher property tax as well as add a household and two adults who will solicit area businesses.

18. The effect of the proposed Special Use Permit use in enhancing affordable shelter opportunities for residents of the Town, if applicable.

This ADU will specifically provide affordable housing for my elderly parents.

19. The location, character, and size of any outdoor storage.  
1. No outdoor storage is proposed.
20. The proposed use of open space.  
1. No open space is proposed.
21. The location of any major floodplain and steep slopes.  
1. The ADU will not be in a floodplain nor on a steep slope.
22. The location and use of any existing non-conforming uses and structures.  
1. N/A.
23. The location and type of any fuel and fuel storage.  
1. N/A
24. The location and use of any anticipated accessory uses and structures.  
1. The proposed SUP is for an ADU.
25. The area of each proposed use.  
1.
26. The proposed days/hours of operation.  
1. N/A
27. The location and screening of parking and loading spaces and/or areas.  
1. Parking will be added in front of the ADU so my elderly parents can easily access the building.
28. The location and nature of any proposed security features and provisions.  
1. N/A
29. The number of employees.  
1. N/A
30. The location of any existing and/or proposed adequate on and off-site infrastructure.  
1. Water/sewer, and power will need to be extended from the street to the proposed ADU.
31. Any anticipated odors which may be generated by the uses on site.  
1. N/A
32. Refuse and service areas.

1. ADU will be serviced by existing curb trash and recycling service.