



**PLANNING COMMISSION REGULAR MEETING
TOWN OF WARRENTON**

MINUTES

A REGULAR MEETING OF THE TOWN OF WARRENTON PLANNING COMMISSION WAS HELD February 21, 2023, AT 7:00 P.M. IN THE MUNICIPAL BUILDING IN WARRENTON, VIRGINIA

P R E S E N T Mr. James Lawrence, Chair; Mr. Ryan Stewart, Vice Chair; Mr. Steve Ainsworth, Secretary; Mr. Terry Lasher; Ms. Darine Barbour; Mr. Rob Walton, Community Development Director; Ms. Denise Harris, Planning Manager.

A B S E N T None.

CALL TO ORDER AND ESTABLISHMENT OF QUORUM

Mr. James Lawrence called the meeting to order at 7:00 P.M.

APPROVAL OF MINUTES

Mr. James Lawrence states we do not have the minutes so we will skip them and go straight to the agenda.

WORK SESSION

SUP 06 – 08 Chick-Fil-A

A work session to discuss the Applicant's proposal to amend an existing Special Use Permit #06-08 to accommodate a second drive-through lane and an expansion of the Chick-Fil-A building on Lee Highway.

Mr. Denise Harris provides a brief update and presents a slide show pertaining to Special Use Permit #06-08 amendment to accommodate a second drive-through lane and an expansion of the Chick-Fil-A building on Lee Highway.

Mr. Harris states this is currently operating under a 2007 previously approved SUP.

Mr. Harris states a number of items will need revising such as the stacking, drive-through, total length, no blocking of parking spaces, revised parking spaces, landscape, directing drive-through traffic window/vehicles.

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Mr. Harris states the main concern is transportation and pedestrian access to ensure safety.

Ms. Christina Hughes, the Applicant's Representative of Bohler Engineering, provides a brief presentation regarding Chick-fil-A reinvestment stores and compares the Warrenton site to a renovated project in Culpeper, VA.

Mr. Lawrence opens the Commission to questions.

Ms. Darine Barbour states concerns are traffic impact and flow.

Ms. Hughes states the goal is less stacking based on their business model.

Mr. Ainsworth asks if the intent is to reduce seating.

Ms. Hughes states yes.

Mr. Lawrence asks if the intent is to emphasize on the drive-through rather than the dining.

Ms. Hughes states yes the company is experiencing more drive-through and pick up orders.

Mr. Lawrence questions is there a dedicated "pick up your food" order spot at this location.

Ms. Hughes states she will need to check.

Mr. Lawrence questions the landscaping buffer from the travel lane to the south, the minimum requirements from the parking lot to the travel lane, in terms of how wide that landscaping strip needs to be.

Mr. Rob Walton responds a five foot wide buffer is required.

Mr. Lawrence questions no room to decrease to stay within that buffer.

Mr. Walton responds correct.

Mr. Stewart questions the auto-turn distance regarding the Fire Departments clearance.

Ms. Hughes states they will communicate with the Fire Department.

Mr. Stewart questions no noise studies besides typical operations.

Ms. Hughes states correct.

Mr. Stewart states photo metric survey completed and other points may be addressed at site plan.

Mr. Harris states that is correct.

Mr. Stewart questions pedestrian access and south side pedestrian traffic.

Ms. Hughes states no impact to the crosswalks at the northwest side. Adding additional signage for pedestrian crossing.

Ms. Hughes states this can be reviewed.

Mr. Stewart questions stacking space, employee numbers and peak hours.

Ms. Hughes states this can be reviewed with the operator.

Mr. Stewart questions the parallel parking encroaching the travel and bypass lane as people are parking.

Ms. Hughes states this would be similar the north travel lane.

Mr. Stewart questions is there and outreach plan to engage nearby property owners.

Ms. Hughes states there have been previous conversations.

Mr. Lasher states with the increase of traffic and congestion he wants to ensure the traffic flow and egress. These topics are paramount to the discussion before the Planning Commission can take a vote.

Ms. Hughes states the goals are to provide more efficiency.

Mr. Terry Lasher questions if the storm water flow being handled in the landscaping plan in review.

Ms. Harris states storm water is handled at site plan.

Ms. Hughes states are reviewing additional pervious based on the parking reconfiguration to the south.

Mr. Lawrence questions obligated to notify neighbors on this project.

Ms. Harris states yes.

Mr. Lawrence questions Ms. Harris to provide a redline between the initial SUP Conditions of Approval and what has changed.

Ms. Harris states yes this will be provided at the public hearing.

Mr. Lawrence states the drive-throughs have a tight merge taking a mandatory right and requests traffic analysis to give that some thought.

Mr. Stewart questions any additional structures proposed.

Ms. Hughes states a cash pad kiosk.

Ms. Darine Barbour questions are they anticipating a 3rd drive-through lane in the future.

Ms. Hughes states no.

Mr. Ainsworth questions any issues raised with current neighbors regarding current operations and traffic.

Ms. Hughes states not aware of issues.

Mr. Ainsworth questions if the impervious area increased in the new plan.

Ms. Hughes states calculation are done at site plan and measures required to meet state DEQ requirements.

Mr. Ainsworth questions not anticipating any changes to the impervious.

Ms. Hughes states not anticipating any changes to the storm inlets either.

Mr. Ainsworth questions with the new kitchen area increases utility consumption.

Ms. Hughes states will confirm at the time of site plan with the engineers. Will replace grease trap at a minimum and will use existing water meters and sanity clean outs.

Mr. Ainsworth questions increase grease trap.

Ms. Hughes states no expected issues with increasing capacity or existing sanitary service lines.

Mr. Ainsworth questions the grease interceptor size now.

Ms. Hughes states 1500 Gallons.

Mr. Ainsworth questions Ms. Harris why this is a Special-Use-Permit.

Ms. Harris states an SUP is required for any drive-throughs and per the Zoning Ordinance.

Mr. Stewart questions the schedule for this.

Mr. Lawrence questions Ms. Harris do you anticipate this coming before us for public hearing next month.

Ms. Harris states March 21st, 2023 unless the applicant requests a deferral.

NEW BUSINESS

Planning Commission February 28th Work Session Meeting

The Planning Commission revised the previously adopted meeting schedule to modify the meeting time on Tuesday, February 28th, 2023, to accommodate Certified Planning Commissioner training. The Work Session is scheduled to begin at approximately 3:00 PM and will end at approximately 9:30 PM. The Work Session is for educational purposes only. The Planning Commission will not take up any other type of business at this meeting.

Mr. Lawrence asks if anyone has any objection to the February 28th Work Session Meeting scheduled time.

Mr. Stewart motions to amend the meeting time for February 28th, to start at 3pm to 9:30pm. Location in the Willow Room and will be open to the public maintaining that it is a public. Mr. Ainsworth Seconded. All were in favor, no discussion, vote was unanimous as follows:

Ayes: Mr. James Lawrence, Chair; Mr. Ryan Stewart, Vice Chair; Mr. Steve Ainsworth; Secretary; Mr. Terry Lasher; Ms. Darine Barbour

Nays: None

Absent During Vote: None

Abstention: None

COMMENTS FROM THE COMMISSION

Mr. Lawrence opens the floor to comments.

There were no comments.

Mr. Lawrence requests all future applications include the decision deadline for the Planning Commission.

COMMENTS FROM THE STAFF

Ms. Harris reviews the current land use applications submitted to Community Development.

Ms. Harris reminds the Planning Commission of the instituted best practice for the Capital Improvement Program last year stating projects that have been reviewed and found in conformance with the Comprehensive Plan do not need to come before the Planning Commission annually unless there is a modification to the project and/or the Comprehensive Plan.

Mr. Lasher requests a copy of the CIP for the new Commission members.

Ms. Harris states the CIP adopted last year is on the Town website and the draft one for this year will be available April 1st.

Mr. Lawrence questions if the budget and CIP will change.

Ms. Harris states it is a working document between now and when the Town Council adopts in May or June.

Mr. Lawrence questions Ms. Harris if it will come back to the Planning Commission for review if it is going to be reviewed and is fluid.

Ms. Harris states the projects generally do not change other than being moved up or down in what years they are allocated. But if a new land use project is proposed that has not been reviewed comes up the Planning Commission may discuss.

Mr. Ainsworth motions to adjourn. Seconded by Mr. Stewart. All were in favor, no discussion, vote was unanimous as follows:

Ayes: Mr. James Lawrence, Chair; Mr. Ryan Stewart, Vice Chair; Mr. Steve Ainsworth, Secretary; Mr. Terry Lasher; Ms. Darine Barbour.

Nays: None

Absent During Vote: None

Abstention: None

ADJOURN

With no further business this meeting was adjourned at 7:45 P.M.