



PLANNING COMMISSION WORK SESSION

21 Main Street

Tuesday, August 27, 2024, at 7:00 PM

MINUTES

A WORK SESSION OF THE PLANNING COMMISSION OF THE TOWN OF WARRENTON, VIRGINIA, WAS HELD ON August 27, 2024, at 7:00 PM

WORK SESSION

PRESENT

Mr. Ryan Stewart, Chair; Mr. Terry Lasher, Vice Chair; Ms. Darine Barbour, Secretary; Mr. James Lawrence; Mr. Steve Ainsworth; Ms. Denise Harris, Planning Manager; Ms. Casey Squyres, Preservation Planner; Martin Crim, Town Attorney; Steven Friend, Director Public Utilities

ABSENT

N/A

The minutes laid out will be a brief recap of the agenda items. Please see recorded video for more in-depth information.

WORK SESSION - 7:00 PM

At 7:00 PM on Tuesday, August 27, 2024. The Planning Commission meeting was called to order by the Chair and a quorum was established.

WORKSESSION ITEMS.

1. **SUP 2024-01: 71 S. 5th Street.** The Owner/Applicant, Mr. Robert Samia, seeks a Special Use Permit for the reinstatement of a pre-existing use as a car dealership at 71 S. 5th Street (+/- 0.2869 acres). The Applicant is requesting permission for the reinstatement of the use of the parcel as an auto dealership in an existing building with no physical changes, under Article 3-4.11.1 of the Zoning Ordinance, as the non-conforming use as an auto-dealership lapsed in the last few years. The property is a zoned CBD (Central Business District) and designated Old Town Character District in Plan Warrenton 2040 (GPIN 6984-42-4640-000).

Ms. Squyres gave a brief overview of the application.

Commissioners Stewart and Lawrence inquired about parking.

Commissioner Ainsworth asked about the timing of the dealership becoming active.

Mr. Robert Samia, Owner/Applicant stated he needs a dealership license through Virginia Department of Motor Vehicles, and that his previous dealership had been in business for forty years.

Chair Stewart inquired about the consistency with Plan Warrenton 2040, how many vehicle trips per day, and hours of operation.

Mr. Samia responded with saying he markets the business on social media and has some walk by interest. He did not indicate answers to the specific questions.

Commissioner Lawrence asked if the Applicant will be the operator of the dealership.

Mr. Samia stated yes.

With no further questions, Chair Stewart thanked the Applicant and closed the Work Session.

2. **ZMA 2023-01 Warrenton United Methodist Church/Hero's Bridge** – The Owner, Trustees of Warrenton United Methodist Church, and the Applicants, Warrenton United Methodist Church and Hero's Bridge, seek a Zoning Map Amendment of approximately 9.8640 acres from R-10 (Residential) and RO (Residential Office) to R-PUD (Residential Planned Unit Development) located on and adjacent to the existing church located at 341 Church Street. The proposal requests approval to develop 22-two-family residential dwelling units for a total of 44 units to provide affordable senior housing to ages 65 and older. The application includes a Small Office/Community Center to be constructed in Phase 1 and a Multipurpose Recreational Center in Phase 2. The Applicant is requesting waivers and modifications. The Future Land Use Map designates the parcels as Medium Density Residential. The GPINS are 6984-16-5101 portion (approximately 5.22 acres of the approximately 6.31 acre parcel), 6984-16-7013, 6984-15-1823 and 6984-15-1930.

The Planning Commission began its second work session on the application. Ms. Denise Harris gave a brief overview of the application and previous Work Session.

Mr. John Foote, Applicant's Representative, spoke to the history of Rowland v. Town of Warrenton; meetings on water and sewer capacity; the dedicated bus service; limited parking associated with the use; the site layout; and draft submitted proffers. He also gave a brief presentation of the application.

The Planning Commission asked the Town Attorney to speak further about the Virginia Supreme Court case and its ruling on Rowland.

Mr. Crim stated that Rowland arose from the Town of Warrenton 2016 rezoning of Walker Drive. The Supreme Court outcome was that proffers may can loosen or restrict adopted zoning. A locality may accept proffers deemed beneficial to amend zoning requirements.

Chair Stewart confirmed that proffers may be amended in the future with a rezoning amendment.

Commissioner Ainsworth asked if Hero's Bridge has any affiliation with other veterans groups.

Ms. Molly Brooks stated that while Hero's Bridge has many organizations it partners with to serve veterans, it is not officially affiliated with any other group.

Commissioner Ainsworth inquired about the 1 occupant per dwelling proffer.

The Applicant indicated that proffer language would remain.

Secretary Barbour asked if Phase 2 of the proposal was dependent on raising funding and if the Applicant has anticipated the water/sewer usage of the proposed 19,000 square foot multi-use recreation center.

Mr. Foote stated they do not know the final uses for the 19,000 square feet space.

Chair Stewart asked for clarification on how the water/sewer usage is calculated.

Mr. Steven Friend, Director of Public Utilities, stated 300 gallons per day is applied to a residential use for planning purposes. The EPA designates 100 gallons per day to individual.

Commissioner Lawrence indicated he was shocked that the Applicant did not originally restrict the units to veterans when this was the basis of the application.

Mr. Foote indicated that after research into housing laws, the Applicant added the restriction to the proffers.

Mr. Crim confirmed the proffers are binding and that he needs to research further how Virginia addresses military status in conjunction with the Fair Housing Act.

Commissioner Lawrence covered the 79 year ground lease and questioned again the single occupancy proffer. He asked what happens if a veteran gets married.

Chair Stewart asked if the restriction of single occupancy applies broadly to items like childcare and overnight visitors.

Mr. Crim confirmed that means no one may spend the night as a visitor and that if a veteran gets married they must either move or rent two units.

Commissioner Lawrence asked staff if the proposal meets the Walkability Audit goals.

Ms. Harris responded that the Walkability Audit calls for sidewalks to be provided and that staff has made this comment to the Applicant during the review process.

Ms. Brooks stated they have not proposed sidewalks on Moser Street and the eastern side of Church Street due to the neighbors.

Jeremy Karls, the Applicant's engineer, indicated there is sufficient right-of-way to provide sidewalks.

Commissioner Lawrence indicated he is inclined to side with staff on sidewalks and the water/sewer calculations.

Vice Chair Lasher asked what percentage of the community is designated as a veteran.

Ms. Brooks stated the average in any community is 7-10%.

Chair Stewart pointed out that while the Applicant is claiming they need to provide less parking due to lack of car ownership, they have not proffered the bus service.

With no further questions, Chair Stewart closed the Work Session.

ADMINISTRATIVE ITEMS.

3. Planning Commission Bylaws Update

Ms. Harris explained the Planning Commission by-laws were last updated in 2016 and need to be reviewed for compliance with State Code. Examples of other jurisdictions were provided to the Planning Commission for their review.

The Planning Commission requested a word version of the by-laws be emailed to them in order to track changes.

There was a discussion about the timing of Planning Commission Work Session and Regular meeting. There is frustration on how the process is working and the by-laws may need to be amended to address the schedule.

4. Planning Commissioners' APA-VA Conference Briefing provided by Vice Chair Lasher and Secretary Barbour who attended the Williamsburg training.

Vice Chair and Secretary Barbour stated they had a great experience at the conference. Both indicated the networking with other jurisdictions, sessions on growth/affordable housing, and learning about the issues other localities are dealing with was very beneficial. They stated they hope they may attend the conference next year as well. Vice Chair Lasher informed the Commission that Ms. Harris had won an award.

COMMENTS FROM THE COMMISSION.

Commissioner Lawrence thanked Vice Chair Lasher and Secretary Barbour for attending the conference and congratulated Ms. Harris on her award.

Chair Stewart and Commissioner Ainsworth echoed this statement.

COMMENTS FROM THE STAFF.

Ms. Harris informed the Planning Commission about:

- Strong Towns Community Event at the Highland Rice Theater on September 9 at 6:30PM and asked the Commission to be on the look out for email regarding a meeting that afternoon.
- Commission on Local Government Public Hearing on September 16.
- Zoning Ordinance Update Steering Committee Kick Off Meeting.
- Arcola coming in for Commission Permit/SUP for Telecommunications Tower. Ms. Harris spoke to the “shot clock” that governs these applications under the 1996 Telecommunications law and advised the Planning Commission that these applications must move through the process under shorter timeframes.
- IT needs to work with each Commissioner on a two factor authentication of their iPads.

Ms. Harris also provided the Commission an overview of various projects occurring around town that are by-right/administrative in nature.

ADJOURN.

Commissioner Lawrence moved to adjourn, seconded by Commissioner Ainsworth. Chair Stewart, with no further business, this meeting was adjourned at 8:28 PM.

I hereby certify that this is a true and exact record of actions taken by the Planning Commission of the Town of Warrenton on August 27, 2024.

Darine Barbour, Secretary
Planning Commission

DRAFT