



STAFF REPORT

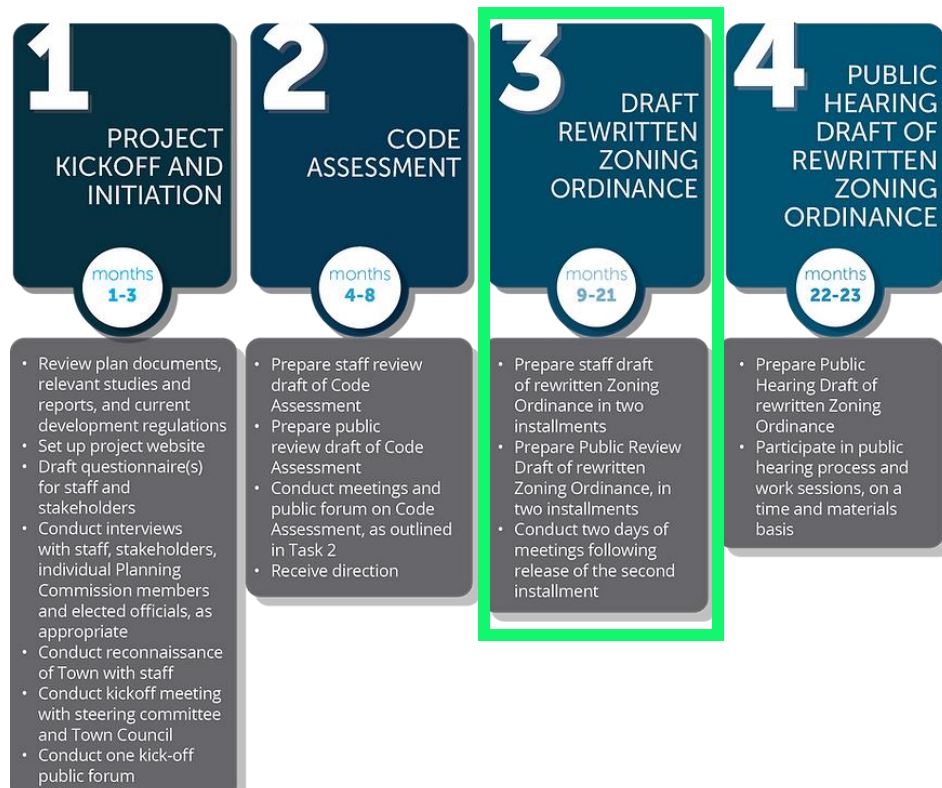
Special Meeting Date:	July 16 th , 2026
Agenda Title:	Zoning Ordinance Update – Module One Public Draft
Requested Action:	Receive the Module One Draft; no other action necessary.
Department / Agency Lead:	Community Development
Staff Lead:	Heather Jenkins, Zoning Administrator

EXECUTIVE SUMMARY

Town Council initiated an update to the Town of Warrenton Zoning Ordinance, and contracted with Clarion Associates to accomplish this task. The update process has been on-going, and at this time, Clarion Associates has Module One, the first half of the updated ordinance, available in draft form for public review. This is a special meeting of the Town Council with the addition of the Planning Commission, so that both bodies may receive the Module One draft and an introduction by Clarion Associates. At this time no action is required.

BACKGROUND

The Zoning Ordinance Update is scheduled as a four-step process, currently on Step 3, where a draft ordinance is prepared for public review and comment in two sections.



The first section, Module One, has four parts – General Provisions, Zoning Districts, Uses and Use-Specific Standards, and Rules of Measurement, Construction and Interpretation, and Definitions. Each of the four parts are summarized below, as found on the ordinance update webpage.

- **General Provisions (Article 1)**

General provisions include certain rules that apply to the entire Zoning Ordinance. This section establishes a clear basis for authority for Warrenton to adopt, administer, and enforce zoning regulations. These standards are largely carried forward from the current Zoning Ordinance and aligned, where necessary, with state law. General provisions play an important role in the user-friendly nature of the updated Zoning Ordinance by clearly stating the applicability of the Ordinance, its purpose and intent, and how the new Ordinance interacts with other laws, covenants, or decrees, as well as the Town's current Zoning Ordinance.

- **Zoning Districts (Article 2)**

Zoning districts establish the standards for the various zoning districts and govern the types of development and uses allowed in different parts of Warrenton.

All of Warrenton's current zoning districts are carried forward, except for the planned unit development district. Instead, two new planned unit development districts are proposed. These new districts include a standard Planned Development district, providing flexibility for larger, phased developments, and a Planned Development – Traditional Neighborhood Design (TND) district, that replaces the TND development option in the current Zoning Ordinance by offering a specific planned development district for traditional neighborhood style development. Five new character overlay districts are also established to implement the recommendations in the Comprehensive Plan, Plan Warrenton 2040.

Warrenton's new zoning district list is laid out in a single location in the Zoning Ordinance with a new layout that presents information in clear tables and includes new illustrations.

- **Uses and Use Specific Standards (Article 3)**

Use regulations establish where specific uses are allowed or not allowed in Warrenton. For some uses, additional standards apply to limit a use's potential impacts on surrounding properties.

The use regulations in Warrenton's updated Zoning Ordinance are organized into principal, accessory, and temporary uses and use specific standards in one location. The existing uses in Warrenton's current Zoning Ordinance are modernized and defined, with each use being clearly established and any necessary use specific standards included. New uses, such as missing middle housing types, are added to support the Town's long-term goals and vision based off of the Comprehensive Plan. These new uses are clearly defined and use specific standards, where needed, are established. Finally, a new section for interpretation of unlisted uses is established.

- **Rules of Measurement, Construction, and Interpretation and Definitions (Article 9)**

Rules of measurement, construction, and interpretation and definitions are crucial elements of a user-friendly Zoning Ordinance. These sections guide the community to a mutual understanding of how the standards in the Zoning Ordinance function. This section in Warrenton's updated Zoning Ordinance builds on the rules established in the Town's current Zoning Ordinance.

STAFF RECOMMENDATION

The Zoning Ordinance Steering Committee, as appointed by Town Council, met with Clarion Associates for a virtual presentation on June 10, 2026 to begin the Committee's review of Module One. Module Two of the Zoning Ordinance Update will be prepared by Clarion Associates and provided for public review and comment at a later date. Module Two will include development standards such as parking, landscaping, lighting and signs, as well as code enforcement procedures. Prior to any final adoption of the updated Ordinance sections, public hearings must be conducted, with a recommendation by the Planning Commission and final decision by the Town Council.

At this time, staff is requesting that the Town Council and Planning Commission review the Module One provisions, and participate in the feedback survey that is available online. Any specific questions can be directed to Community Development staff, and can be answered by staff or by Clarion Associates, as appropriate. All work products, to include the complete draft of Module One, as well as the feedback survey for this module and all other work products and background information can be accessed online at www.warrentonzoningordinanceupdate.com.

Service Level/Collaborative Impact

The Zoning Ordinance is a legal document that lays out how land in the Town may be used and developed, which in turn generates the need for services that are provided by the Town to residents, business owners, and visitors.

Policy Direction/Warrenton Plan 2040

The Zoning Ordinance Update was undertaken in direct response to the rewritten Comprehensive Plan, Plan Warrenton 2040, to transform the goals and objectives of that Plan into the built environment of the Town. While Comprehensive Plans are a guiding document, the Zoning Ordinance is a legally enforceable code of regulations that helps to ensure that new development and redevelopment within the Town will agree with what was envisioned in the Comprehensive Plan.

Fiscal Impact

A fiscal impact study has not been prepared.

Legal Impact

The Zoning Ordinance is an enforceable code of regulations that governs how property may be used within the Town.

ATTACHMENTS

1. Module One Power Point Presentation by Clarion Associates