



PLANNING COMMISSION REGULAR MEETING

21 Main Street

Tuesday, March 17, 2026, at 7:00 PM

MINUTES

A REGULAR MEETING OF THE PLANNING COMMISSION OF THE TOWN OF WARRENTON, VIRGINIA, WAS HELD ON MARCH 17, 2026, at 7:00 PM

Regular Meeting

PRESENT

Ms. Darine Barbour, Chair; Mr. Ryan Stewart, Vice Chair, Mr. James Lawrence, Secretary, Mr. Rob Walton, Director of Community Development

ABSENT

Mr. Steve Ainsworth, Mr. David McGuire

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

CALL TO ORDER AND ESTABLISHMENT OF A QUORUM.

The meeting opened at 7:04 PM by Vice Chair Stewart and declared a quorum present.

ADOPTION OF MINUTES

Secretary Lawrence moved to approve the February 25, 2026 meeting minutes. The motion was seconded by Commissioner Barbour. The motion passed 3-0 (Ainsworth and McGuire absent).

PUBLIC HEARING.

Zoning Map Update - Effective June 1, 2025 the Town of Warrenton increased its boundaries. The Zoning Ordinance Article 2-5.4 states the Planning Commission shall prepare and present recommended zoning classification to the Town Council within twelve (12) months of the effective date of the annexation or boundary line adjustment. Some parcels in this boundary line adjustment are subject to a court ordered zoning classification.

Vice Chair Stewart provided an overview introduction of the Zoning Map Update.

Mr. Rob Walton, Director of Community Development, gave an overview presentation of the application.

Commissioner Stewart asked if the school indicated the reason why they wanted to have the parcel remain in the commercial zone.

Mr. Walton stated the school had not provided a reason and explained potential commercial uses.

Vice Chair Stewart opened the public hearing at 7:14 PM.

There were two citizens who signed up to speak on their concerns. No additional attendees spoke.

Vice Chair Stewart closed the public hearing at 7:20 PM.

Commissioner Lawrence clarified that the public hearing item was not to discuss the Van Metre development but to determine a change in the zoning classification for a few parcels that are a part of the larger parcel but that are currently in the County.

Mr. Rob Walton confirmed that is correct and the development layout and plan has already been determined by the County and the Planning Commission is not discussing that topic at tonight's meeting.

Commissioner Lawrence thanked the citizens for coming out to speak.

Commissioner Lawrence moved to recommend approval the draft resolution to the Town Council of the zoning classification changes pursuant to sections 2-5.1 and 2-5.3 of the Zoning Ordinance of the Town of Warrenton.

Chair Barbour seconded the motion.

The motion passed 3-0 (Ainsworth and McGuire absent).

NEW BUSINESS

Vice Chair Stewart introduced the review of the 2025 Planning Commission Annual Report.

Mr. Rob Walton provided an overview of the Annual Report.

Vice Chair Stewart requested that the information concerning former Commissioner Terry Lasher be removed from the 2025 Annual Report and be included in the 2026 Annual Report.

Vice Chair Stewart and Commissioner Lawrence discussed the advertisement for additional new Planning Commission members.

WORK SESSION ITEMS

During the March 10, 2026 Town Council work session, the Council requested the initiation of a Zoning Ordinance Text Amendment to allow Hotels (up to 30 rooms) and associated Club facilities as a by-right use in the Central Business District. This Zoning Ordinance Text Amendment initiation will take place on April 14, 2026 during the next Town Council Regular Meeting. The Zoning Ordinance Text Amendment is anticipated to include Article 3 and possibly Articles 9 and 12.

Vice Chair Stewart introduced the work session item.

Mr. Rob Walton provided an overview of the work session item. The Town Council will need to initiate the text amendment to allow for Hotels (up to 30 rooms) and associated Club facilities as a by-right use in the Central Business District.

Mr. Rob Walton further explained that as it currently stands, the Central Business District requires a Special Use Permit for hotels up to seventy five (75) rooms and the Planning Commission can expect to

see this move forward as a Work Session item for the April 28, 2026 Planning Commission meeting, as long as it's initiated by Town Council at the April 14, 2026 meeting.

Vice Chair Stewart thanked Mr. Walton for the overview and asked as part of the Staff presentation to provide an analysis of other localities for comparison to assist in their review.

Mr. Rob Walton stated that the properties are currently zoned PSP and there are a few options for the Planning Commission. If the text amendment is approved, the Planning Commission would move forward with the rezoning of the properties from PSP to CBD. If the text amendment fails, the developer would have the option to submit a Special Use Permit.

Vice Chair Stewart asked for additional clarification on other zoning options for the developer should the text amendment fail.

Mr. Rob Walton stated that would look like spot zoning.

Vice Chair Stewart stated that is typically not advised.

Commissioner Lawrence asked for clarification on the status of this text amendment and whether or not this would become a public hearing or just advisory.

Mr. Rob Walton confirmed it is currently just advisory but the Planning Commission will see it as a work session and then as a public hearing if it is initiated by Town Council in April.

COMMENTS FROM THE COMMISSION.

Vice Chair Stewart thanked Staff for their efforts during the winter storm and asked for any comments from Staff.

COMMENTS FROM THE STAFF.

Staff had no comments.

ADJOURN.

Commissioner Lawrence moved to adjourn the meeting; Chair Barbour seconded the motion. With no further business, the Vice Chair Stewart adjourned at 7: 35 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 March 17, 2026.

James Lawrence, Secretary
Planning Commission

DRAFT