



Office of the Town Manager
Judson Rex

Warrenton Town Council

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STAFF REPORT

Council Meeting Date:	Tuesday, September 8 th , 2026
Agenda Title:	Commercial Refuse Pickup Project
Requested Action:	Define or remove the "standalone professional service businesses" exception within Town Code
Department / Agency Lead:	Interdepartmental effort – Public Works, Town Managers Office, etc
Staff Lead:	Lauren Kruck

EXECUTIVE SUMMARY

In 2021, Chapter 8 of Town Code was updated to specify which businesses and structures in the Town of Warrenton were eligible for municipal trash collection and which must obtain private services. Sec 8-21 states:

Garbage and trash shall be removed by the town from dwellings (defined as single family and duplexes), commercial properties in historic district or standalone professional services businesses. Apartment houses, restaurants, hotels, commercial houses and other places where human beings may dwell or assemble are classified as commercial properties outside the scope of regular trash collection. Such removal shall be under the direction of the town manager and in compliance with the provisions of this article. With the exception of properties classified as commercial by virtue of the type and amount of waste produced by the site and use.

Neither in the Town Code nor Zoning Code is "standalone professional services businesses" defined. In order for staff to properly implement this code update, we request either that this phrase be defined or this exception be stricken from the code.

BACKGROUND

Prior to 2021, Public Works staff collected trash from businesses and residences alike throughout the Town of Warrenton. The original code stated that "*Garbage and trash shall be removed by the town from dwellings, apartment houses, restaurants, hotels, commercial houses and other places where human beings may dwell or assemble.*" When the Town Code was updated in May 2021, the code was changed in order to exclude the pickup of commercial trash outside of the historic district. It clarifies that apartment complexes, restaurants, commercial houses, and other commercial properties must arrange for their own garbage pickup. However, it makes an exception for all businesses within the historic district, along with "standalone professional service businesses" anywhere in the town. It is unclear why the standalone professional services businesses were not included as commercial businesses.

While no definition of “standalone professional service businesses” exists within Town Code, the Zoning Code does contain the phrase “**Business and Professional Office**.” This phrase refers to a “building or portion of a building wherein services are performed involving predominantly administrative, professional, or clerical operations.” It is unclear whether “standalone professional service business” in Town Code is the equivalent of “business and professional office,” in Zoning Code.

At this time, there are 109 businesses outside of the historic district but within the Town of Warrenton that have their garbage picked up by the town. In order to implement the change of code and cease pickup to these businesses, staff would like to understand what qualifies as a “standalone professional service business.” Alternatively, this phrase could be stricken altogether from the code, in order to make it a more clear-cut distinction. In that case, all commercial businesses and organizations outside of the historic district would no longer receive trash services from the town.

Once this change is implemented, commercial businesses that are affected will be responsible for their own trash removal. Staff will assist in providing recommendations for private trash collection businesses that offer service within the Warrenton area. The affected business will be required to comply with all zoning requirements once the change takes effect such as providing a dumpster, dumpster pad, and enclosure if necessary. This will be an expense for the affected business.

For the Public Works staff, the reduction in commercial business trash pickup will allow staff to assist in other ongoing Public Works projects. Furthermore, the reduction in stops will be replaced with pickup demands from new residential units within the Town. From FY26-FY30 there is a projection for at least 330 new detached dwellings or duplexes which would require municipal trash pickup.

STAFF RECOMMENDATION

Staff recommends striking the “standalone professional services businesses” exception from the town code. Therefore, Sec 8-21 would read:

*Garbage and trash shall be removed by the town from dwellings (defined as single family and duplexes), **and** commercial properties in the historic district ~~or standalone professional services businesses~~. Apartment houses, restaurants, hotels, **professional services businesses**, commercial houses and other places where human beings may dwell or assemble are classified as commercial properties outside the scope of regular trash collection. Such removal shall be under the direction of the town manager and in compliance with the provisions of this article. With the exception of properties classified as commercial by virtue of the type and amount of waste produced by the site and use.*

This would clarify that all commercial properties and businesses outside of the historic district are responsible for their own waste removal.

Service Level/Collaborative Impact

If we cease municipal trash services to all commercial entities outside of the historic district, this will result in the reduction of 109 stops from the public works refuse collection routes.

It is unknown how many of the 109 qualify as “standalone professional service businesses,” as this term is not defined. Presumably, businesses such as law firms, banks, real estate offices, insurance firms, etc. would be considered “professional service businesses.” However, many businesses included in the list of 109 are less clear—would medical practices, veterinarians, therapists, and funeral homes be included? Would nonprofits?

If we cease services to all 109, it is estimated that roughly 49 of these addresses would need a dumpster for trash (to include a dumpster pad and enclosure). However, quite a few of these addresses/businesses share a collection area, so it would likely be (roughly) 16 new dumpsters, not 49. The remaining 60 addresses could likely contract private can service once a week.

Policy Direction/Warrenton Plan 2040

“CF-1: Serve as the central inviting public service center for Town and County residents with a proportionate share of community services provided by other governments, including a fair and reasonable balance in funding sources for community facilities.”

“CF-5: To provide a fiscally responsible infrastructure that maintains a high quality of life for residents, supports current businesses, and attracts new employers with a stable tax structure.”

Fiscal Impact

Once the commercial refuse pickup stops, the business or apartment complex will be responsible for hiring private services and handling trash in compliance with Town Code. This may mean the installation of dumpster pads, fencing, and the rental of dumpsters themselves. This will have a fiscal impact on the businesses affected. The number of businesses affected will vary based on the definition of “standalone professional service businesses.”

For the Town, there is no immediate fiscal impact.

Legal Impact

There are no legal impacts known at this time.

ATTACHMENTS

1. Town Code – Ch. 8
2. Pre-2021 Town Code – Ch. 8