



PLANNING COMMISSION REGULAR MEETING

21 Main Street

Tuesday, March 19, 2024, at 7:00 PM

MINUTES

A REGULAR MEETING OF THE PLANNING COMMISSION OF THE TOWN OF WARRENTON, VIRGINIA, WAS HELD ON March 19, 2024, at 7:00 PM

Regular Meeting
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; and Ms. Heather Jenkins, Zoning Administrator

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.

REGULAR MEETING - 7:00 PM

At 7:00 PM on Tuesday, March 19, 2024. The Planning Commission meeting was called to order by the Chair and a quorum was established.

APPROVAL OF THE MINUTES.

Commissioner Lasher motioned to adopt the February 20, 2024, Planning Commission Minutes.

Commissioner Barbour seconded the motion.

Vote 5-0 to approve.

PUBLIC HEARINGS.

1. SUP 2023-04 Taylor Middle School - The Applicant is requesting a Special Use Permit for an expansion to an existing middle school. The property is zoned Public-Semi Public (PSP) on approximately 39.18 acres. The site includes Brumfield Elementary. Article 3- 4.9.3 of the Town of Warrenton's Zoning Ordinance allows school expansion to existing facilities equal to or over 10,000 square feet with the approval a SUP by Town Council.

Ms. Harris gave an overview of the application.

Luke Fetcho, the Applicant's Representative from Timmons, and Doug Cofer (RRMM Architects gave a presentation.

Chair Stewart opened the Public Hearing at 7:29 PM.

- Earsaline Anderson of 8063 Frytown Road,

- Michelle Shanks of 7178 Westmoreland Drive, and
- Anita Rector of 128 Curtis Street spoke to the Application, generally in favor of it.

Chair Stewart closed the Public Hearing at 7:36 PM.

Commissioner Lawrence asks for clarification on the shared use path and sidewalk. He raises concerns regarding the length of the turn lane into the bus loop.

Mr. Fetcho responds providing the requested clarifications stating the intent to avoid wetlands and remove parent drop offs from the bus loop.

Vice Chair Lasher inquired further about the 500 year floodplain overlay on the property.

Commissioner Barbour stated the Applicant answered her work session questions.

Commissioner Ainsworth inquired about the safety and height of the retaining walls.

Mr. Fetcho indicated the retaining wall will be 12-15' with fall protection railings.

Commissioner Ainsworth asks about the draft conditions of approval where the Applicant is not in agreement around grading for the shared use path and reservation at site plan for future transportation improvements.

Ms. Harris and Ms. Jenkins respond the Applicant's proposal for a Memorandum of Understanding (MOU) between the schools and the Arrington developer holds no enforcement trigger for the Town.

Commissioner Ainsworth asks about the site grading.

Mr. Fetcho responds the Applicant does not want to be responsible for grading and concerns about utilities.

Mr. Lasher asks for the cost.

Mr. Fetcho responds that he doesn't know.

Chairman Stewart inquires on how to strike a balance on a MOU and ensuring land is available for future transportation improvements and walkability to site.

Ms. Jenkins responds reservation at time of site plan accomplishes this.

Chairman Stewart asks about the Virginia Department of Transportation's Pipeline Study on Shirley Avenue.

Ms. Harris provides an update on the Pipeline Study as it is in development.

Commissioner Lawrence moved to recommend approval with the revised conditions as presented of the application that clarifies 7.b on exterior lighting and changes the wording of 8.d from "dedication" to "reservation"; the motion was seconded by Commissioner Ainsworth.

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

Nays: N/A

Abstention: N/A

Absent:

The motion passed.

WORKSESSION ITEMS.

1. ZOTA 2023-01 A Zoning Ordinance Text Amendment to Reduce the Setback Requirement for Telecommunication Towers (REVISED BY APPLICANT). Zoning Ordinance Section 9-18.10 - Setbacks requires that all telecommunication towers in all zoning districts be set back from property lines at a distance no less than the full height of the tower. The applicant is requesting that the setback requirement be reduced to allow a setback that is less than the height of the tower, with certification provided from an engineer that a lesser setback is appropriate due to the design of the tower. This text amendment application was revised following the February 20, 2024 Public Hearing, where the representative requested a deferral to revise the application so that the setback reduction would apply in all Zoning Districts throughout the Town. Arcola Towers LLC (Applicant)/James P. Downey (Representative)

Ms. Heather Jenkins gave a brief presentation and provided an update on developments since the December public hearing that was continued per the Applicant's request.

Mr. James Downey, Applicant's Representative, gave a brief update on the revised Zoning Text application that modified the request from the PSP Zoning Districts to apply to all zoning districts.

Commissioner Ainsworth asks about the limitations on height.

Ms. Jenkins responds regarding no limitation yet governed by Federal laws.

Commissioner Lawrence clarifies the Planning Commission is not looking at the specific Arcola Special Use Permit, just the Zoning Text Amendment.

Ms. Jenkins affirms this is the Zoning Text Amendment.

Commissioner Lawrence brings up the letter from Cityscape indicating their position on breakpoint technology.

Commissioner Ainsworth indicates that the proposed zoning text offered by the Applicant language doesn't include breakpoint tech.

Ms. Jenkins states that is correct the language is a simple certification of the fall zone.

Vice Chair Lasher clarifies a telecommunications tower would still need a Special Use Permit.

Ms. Jenkins responds yes.

Chairman Stewart indicates he will entertain a motion.

Vice Chair Lasher moves to forward the application to public hearing, the motion was seconded by Commissioner Lawrence.

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

Nays: N/A

Abstention: N/A

Absent:

The motion passed.

2. SUP 2022-03 Warrenton Village Center, the Owners, Jefferson Associates LP and Warrenton Center, LLC with the Applicant, New Castle Development Group, seek a Special Use Permit for two parcels totaling approximately 29.05 acres to create a mixed use development in the existing Warrenton Village Center. The proposal includes apartments, 2 over 2s, and townhomes with the addition of central plaza, parking garage, enhanced internal road network, and pedestrian infrastructure to promote walkability. The properties are zoned Commercial and designated in the New Town Character District of Plan Warrenton 2040. (GPINs 6985-20-7247 and 6984-29-6753)

Denise Harris gave an introductory overview of the Application.

The Applicant's Representative, Jess Achenbach of New Castle Development Group introduced Kendrick Whitmore of Venable LLP who gave a presentation.

Chairman Stewart opened the floor to questions from the Planning Commissioners with the understanding there would be further work sessions on the application.

Commissioner Lawrence inquired about the density bonus.

Ms. Jenkins reviewed the Zoning Ordinance.

Mr. Whitmore responds regarding the Floor Area ratio and 10% density bonus.

Commissioner Lawrence asked for future work session to specify the density bonus is over and above what and asks for the working definition of 80%. He asks for examples of comparable heights in town; economic impact analysis; transportation impacts; and water and sewer impacts.

Vice Chair Lasher requests the Applicant elaborate on how they define the 10% affordable housing and encourages them to consider how school buses will pick up and drop off students.

Ms. Jenkins responds that affordable housing is defined in Zoning Ordinance.

Commissioner Barbour asks about traffic impacts, interaction with Highland School which has drop off backups between 7:30 – 8:00 am; pedestrian safety; walkability on the property; monthly rent of affordable dwellings; water and sewer impacts; and potential neighborhood issues with existing commercial uses.

Commissioner Ainsworth states the proposal appears to aligns with Plan Warrenton 2040. He requests an executive summary on the potential impacts on service.

Commissioner Ainsworth inquires about the stated 24-48 months construction timeframe.

Mr. Whitmore states the proposal is presented in three distinct blocks and the desire to keep blocks independent.

Mr. Achenbach further elaborates anticipating a twelve month design approval with the hope to be leasing within three years.

Commissioner Lawrence would like to vet the fiscal impacts and asks if the Applicant has studies on underserved housing needs.

Chairman Stewart states the proposal appears to meet Plan Warrenton 2040 through meeting the needs of housing, infill goals, and providing new product in an untested market. The proposal provides for recreational needs; provides a mix of bedrooms; and is weighted towards supporting families. He encourages the Applicant to speak to Highland School and meet with surrounding residents.

Chairman Stewart proposes two work session in April on the application.

Mr. Whitmore answers a few questions and states they will address others in the future work sessions. He states the comprehensive plan allows up to six stories in the New Town Character District and that the Applicant provided a fiscal impact study, a transportation impact analysis which calls 26 new students. The impact on retailers is positive. The Applicant will provide details on the requested waivers and modifications at a future work session.

Commissioner Lawrence stated 10% of 320 residences equals 32 new affordable dwellings. He then asked what is the current stock of affordable dwelling units in Town.

Chairman Stewart closed the work session and stated there will be two work sessions in April.

COMMENTS FROM THE COMMISSION.

The Planning Commission discussed training for 2024 and the opportunity to attend the APA-VA Annual Conference in Williamsburg in July.

The Commissioners will check their calendars and let staff know.

The Planning Commission reviewed its draft goals for 2024. Commissioner Lawrence stated he would like Planning Commissioners to have a goal of being aware of the Capital Improvement Plan projects presented to Council to stay informed. In addition, the Planning Commission discussed enhancing the working relationship with Town Council. They added a goal to foster relationships with Town Council members and Town Staff to better serve the community as Planning Commission members.

Commissioner Lawrence moves to accept the 2024 Planning Commissioner goals as amended, the motion was seconded by Vice Chair Lasher.

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

Nays: N/A

Abstention: N/A

Absent:

The motion passed.

COMMENTS FROM THE STAFF.

- Staff reviewed Town Council suggestion for a joint work session on the Arrington Rezoning.
- Staff stated there is a rezoning application for Heros Bridge and a SUP on S. Fifth Street.
- Staff stated there are Pre Application meetings on Accessory Dwelling Units and Outdoor Storage.
- Staff indicated Town Council may seek to initiate a Zoning Text Amendment to the Accessory Dwelling Ordinance.
- Staff reviewed the VDOT Smart Scale Pre-Applications for Round 6.
- Staff provided an update on the VDOT Shirley Avenue Pipeline Study survey that garnered almost 1500 participants.
- Staff indicated VDOT accepted a Broadview bid and is looking to go under construction in May, 2024.
- Staff highlighted the pilot intersection at Court House Square being done by Public Works.

Commissioner Lawrence questioned the Warrenton Village developer’s relationship with other jurisdictions it has built in.

Staff responded it was their understanding this is the first mixed use development for New Castle; however, on their website there are examples of other apartment complexes they have built.

Commissioner Lawrence questioned how the Arrington proposal moved from a Citizen Initiated Annexation to a Voluntary Settlement Agreement between the Town and Fauquier County.

Commissioner Ainsworth motions to cancel the work session scheduled for the following week; Commissioner Lawrence seconded the motion.

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

Nays: N/A

Abstention: N/A

Absent:

The motion passed.

ADJOURN.

Commissioner Lawrence moved to adjourn, seconded by Vice Chair Lasher. Chair Stewart, with no further business, this meeting was adjourned at 09:51 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 February 20, 2024.

Darine Barbour, Secretary
Planning Commission

DRAFT

DRAFT