

Quarterly Report

Department

Town Council Meeting Date: August 11, 2026

Fourth Quarter 2026: April, May, and June



Please accept this as the quarterly report for the department

The Department of Community Development is involved in a number of day-to-day activities including:

- Site plan and plat reviews
- Zoning Determinations/Zoning Verifications
- Processing of legislative applications (Special Use Permits, Rezoning, Certificates of Appropriateness, and Variances)
- Staffing of various boards and commissions (Planning Commission, BZA, ARB, Tree Board, Warrenton Arts Group, etc.)
- Enforcement (zoning, property maintenance, and building codes)
- Fire prevention inspection program
- Permitting (signs, building, zoning, business license review)
- Building inspections associated with building permits
- Fire Safety Inspections

Over the final three (3) months of FY2026, the department processed 14 business license applications, 5 sign permits, 15 zoning permits, 46 land development project reviews, 5 pre-application meeting requests, 135 building permit reviews and 1,087 associated inspections, processing of legislative applications (Zoning Ordinance Text Amendments, Special Use Permits, Certificates of Appropriateness, Rezoning). The department continues to perform zoning and property maintenance enforcement. The building inspector, code enforcement inspector, Building Official, and Director handle off-hour emergencies, special event inspections when food vendors and/or amusement devices are anticipated, property maintenance issues and zoning enforcement.

1) Project Progress:

- Fauquier Transportation Coordination Meetings

- Zoning Ordinance Rewrite – Work with Consultant to Prepare Draft for Public Review. Module 1 delivered for review and public comment.
- Septic Remediation Committee: Continue working with DEQ to move forward with public sewer connections (15 connections)
- Warrenton Arts Commission: Monthly meetings

2) Data:

Legislative Applications/Special Projects

Architectural Review Board

- Four (4) meetings held (includes one (1) special meeting).
- Certificates of Appropriateness: 4 Legislatively Approved Applications – 1 Legislative Application Deferred
 - 8 Administratively Approved COA Applications.

Local Board of Building Code Appeals

- No meetings held over the final three months of FY26.

Board of Zoning Appeals

- Board of Zoning Appeals – 143 Haiti Street Variance (BZA-26-1)

Planning Commission

- Two (2) Work Session – April and June 2026.
- Two (2) Regular Meeting – ZOTA for Hotels in CBD.
- One (1) SUP Application Submission
 - SUP-26-3 PlayVerse LLC.
- Two (2) Rezoning Application Submissions
 - ZMA 26-1 18 Court Street
 - ZMA 26-2 10 Hotel Street
- 1 Rezoning Application Submission – Wire Factory. Rezone from Industrial to Residential.

4 Pre-Application Meetings

Zoning Applications/Permits

14 Business Licenses
5 Sign Permits
15 Zoning Permits
14 Zoning Inspections

46 Land Development Projects

- Warrenton Crossing Subdivision Floodplain Study for LOMR (SDP-24-3)
- Warrenton Crossing Subdivision John Williams Way Bond Reduction (BOND-26-4)
- Warrenton Crossing Subdivision SWM/ES Bond Reduction (BOND-26-5)
- Warrenton Crossing Phase 2 Bond Reduction (BOND-26-3)
- Warrenton Crossing Phase 3 Bond Reduction (BOND-26-2)
- Warrenton Crossing Phase 1 Subdivision Plat (FP-26-2)
- Warrenton Crossing Waterline Relocation Easement Plat (ESMT-26-2)
- Warrenton Crossing Landscape Revision (SDP-26-7)
- Oak Street Subdivision Site Plan Amendment (SDP-24-14)
- Oak Street Subdivision As-Built Plan (ABLT-26-2)
- Oak Street Subdivision Bond Reduction (BOND-26-7)
- Oak Street Subdivision Boundary Line Adjustment (BLA-25-4)
- Oak Street Subdivision Easement Plat (ESMT-25-1)
- Oak Street Subdivision Final Plat – 37 Oak St. (FP-25-4)
- Oak Street Subdivision Administrative Plat – Lot 3 (PLAT-25-3)
- Cedar Ridge Subdivision Site Plan Amendment (Formerly Cobb's Hill) (SDP-26-1)
- Cedar Ridge Subdivision Easement Plat Phase I (Formerly Cobb's Hill) (ESMT-25-2)
- Cedar Ridge Subdivision Final Plat Phase I (Formerly Cobb's Hill) (FP-25-3)
- Cedar Ridge Subdivision Site Plan Phase II (Formerly Cobb's Hill) (SDP-26-9)
- Cedar Ridge Subdivision Final Plat Phase II (Formerly Cobb's Hill) (FP-26-1)
- Cedar Ridge Minor Amendment for E&S (Formerly Cobb's Hill) (SDP-26-17)
- Arrington Subdivision Preliminary Plat (PP-25-1)
- Arrington Subdivision Sanitary Pump Station Site Plan & Mechanical Plan (SDP-26-20)
- Waterloo Junction Easement & Final Plat (ESMT-25-5 & FP-25-5)
- WARF Community Garden Site Plan (SDP-26-19)
- 535 Winchester Street Subdivision (SDP-26-18)
- St John's Office Building Bonding & Permitting (SDP-24-16)
- St John's Office Building On-Site Easement Plat (ESMT-25-8)
- This N That Amish Outlet Site Plan (SDP-26-15)

- Sheetz As-Built Plan (ABLT-26-1)
- Oak View National Bank As-Built Plan (ABLT-25-2)
- Old Alexandria Knolls Subdivision Bond Reduction (BOND-25-3)
- Valvoline Bond Release (BOND-26-1)
- Milestone Monopole at Fauquier High School Bond Reduction (BOND-25-1)
- Milestone Monopole at Fauquier High School Bond Release (BOND-26-6)
- Fauquier High School Easement Plat (ESMT-25-7)
- 62 Washington Street Consolidation (PLAT-26-1)
- Fauquier County BOS Boundary Adjustment Plat (10 Hotel St.) (BLA-26-2)
- Finan Property Easement Plat (ESMT-26-1)
- Hero's Bridge Site Plan (SDP-25-18)
- Hero's Bridge Easement Plat (ESMT-26-4)
- 743 Black Sweep Minor Revision (SDP-26-13)
- Highland School Pergola Minor Revision (SDP-26-12)
- Rady Park Stream Restoration Site Plan (SDP-26-11)
- Falmouth Street Utility Easement (ESMT-26-3)
- Walter Story Property Boundary Adjustment/Easement (ESMT-25-6)

5 Pre-Application/Speculative Project Meetings

- Warrenton Crossing Floodplain Study (PRE-26-8)
- Warrenton Plaza (PRE-26-6)
- 53 E Lee St Apartment (PRE-26-9)
- Arrington Subdivision Floodplain Study (PRE-26-10)
- Blackwell Park Lane Hotel (PRE-26-11)

9 Special Projects

- Site visits with homeowners and business owners to discuss concerns and/or permitting for their projects.
- Site visits with homeowners and business owners to discuss active zoning violations and remedies.
- Site inspections for occupancy approvals, as-built plan reviews, and bond reduction requests.
- Zoning staff facilitated meetings between the Public Works Department and the Engineering firm for various projects to coordinate review comments for site plans.
- Zoning staff attended several meetings with developers to discuss various projects and their status or next steps
- Zoning Ordinance Update – review Module 1 draft with consultant; present draft to Steering Committee; present draft to Town Council & Planning Commission.
- Coordination and meetings on current enforcement cases and actions.
- Zoning Official continues to manage the Community Development website

- and the Opengov permit portal.
- Coordination & document production for FOIA Requests.

Building Applications/Permits

Fire inspections completed for Business license applications.

- 31 Records created
- 18 Inspections done
- 32 Permits issued

Annual fire prevention inspections

- 20 Records created
- 23 Initial Inspections done

Code enforcement

- 48 Records created
- 60 Inspections done
- 92 Active Cases

Building permits

- 135 Records Created
- 1087 Inspections done
- 137 Permits issued

Amusement Device

- 3 Records created
- 5 Inspections done
- 4 Permits issued

Fire Permit

- 4 Records created
- 6 Inspections done
- 92 Active Enforcement Cases

Property Maintenance Update

92 Winchester St – Waiting for court.

23 South Fifth St- James Tucker (Exterior Property Maintenance) Meeting with building owner to discuss violations.

17 South Fifth St- James Tucker (Exterior Property Maintenance) Meeting with building owner to discuss violations.

329 Falmouth St- Kristin Worthington (Exterior Property Maintenance) Notice of Violation sent 10/15/24. Demand letter sent June 18. We spoke with Andre from Habitat, and the painting will be done this fall.

45 Winchester St- Summary judgment granted

3 Hotel St- Waiting for attorney to schedule next court date.

100 East Lee St- All violations have been abated.

705 Bear Wallow Rd- Christian Frederick (Exterior Property Maintenance) Permits issued. Homeowner actively working.

69 South Fourth St- Minnie Smith (Fire Damage) Property owner is working with Whitney Burgess on COA to demolish the building.

75 South 3rd St – Small fire on rear deck on 10/24/24 – Building permit has been applied for but not issued, waiting for contractor information.

29 Main St – Property maintenance, peeling paint. Mural is in progress and owners are working on plan for the remaining paint issues.

318 Waterloo St – House fire on 11/8/24. Construction has been completed.

50 South Third St – On 12/23/24 there was a fire at Silver Branch Brewery. The business owner is working with insurance on reconstruction.

347 Falmouth St- House fire. Repairs in progress

105 Old Mill Lane – House fire. Spoke with the property owners; they have a title company working through establishing heirs.

423 and 425 Denning Ct. –Construction complete

70 Moffett Ave – Property maintenance – Retaining wall and drainage issues. We are working with the resident to address issues

27 Fairfax St – Property maintenance – Property Sold and all violations have been abated

29 Fairfax St – Property maintenance – Demand letter mailed July 1

624 Bear Wallow Road – Small house fire. Homeowner is working with insurance.

119 Haiti Street –Complete

134 Main Street – Deck issues. FootHills foundation completed repairs. All violations abated.

110 Haiti Street – Inoperative vehicle. Violations abated.

241 West Shirley – Work without permit. We are working with attorney to address issues.

360 Culpeper- Housefire 04-20-2026 Building permits have been applied for

433 Falmouth Street- UNSAFE structures. Property was sold to Mr. Mooney and he is working to abated violations.

327 Oak Springs Drive- Property maintenance violations. We are working with Mr. Strother on finding the owner of the property. Title company should have the report to us next week.

656 Broadview- Property maintenance and tall grass. NOV mailed 07/23/26

14 Diagonal- Property maintenance issues. Courtesy letter mailed 07/02/26. We have spoken with the owner and he will be in touch with an abatement plan before 08/15/26

363 Culpeper St- Property maintenance. Property owner is working with Whitney Burgess on COA for repairs.

Administrative:

- Warrenton Arts Commission Meetings
- Special Event Meetings
- FOIA's
- Septic Remediation
- VDOT/Fauquier/Town Transportation Coordination Meetings
- Zoning Ordinance Update