



STAFF REPORT

Planning Commission Meeting Date:	June 16, 2026
Agenda Title:	ZOTA-26-1 – A Text Amendment to allow Hotels of up to 30 or 40 Rooms, as well as Clubs and Lodges, as By-Right Uses in the Central Business District
Requested Action:	Make a Recommendation to Town Council
Department / Agency Lead:	Community Development
Staff Lead:	Heather Jenkins, Zoning Administrator

EXECUTIVE SUMMARY

On May 19, 2026, the Planning Commission held a public hearing to discuss the proposed text amendment and hear from interested citizens. During the public hearing two citizens spoke in favor of the proposed text amendment. The Planning Commission moved to close the public hearing, and place the text amendment on their June 16, 2026, regular meeting agenda.

Staff has prepared a Resolution for the Commission's consideration to recommend approval of the text amendment, so as to allow Hotels of up to 40 rooms, as well as other smaller lodging uses including Inns, Bed & Breakfasts, and Tourist Homes, as by-right permitted uses in the Central Business District. The proposed text includes additional parking standards that these lodging uses must meet to address concerns related to parking and traffic within the Central Business District; these parking standards are included as a part of Article 9.

Staff requests that the Planning Commission make a final recommendation to Town Council, so that this text amendment may be placed on the July Town Council work session.

BACKGROUND

On April 14, 2026, Town Council adopted a Resolution to initiate a Zoning Ordinance Text Amendment to Articles 3, 9 and 12 to allow Hotels of up to 30 or 40 rooms, as well as Clubs and Lodges, as Permitted (by-right) uses in the Central Business District (CBD). Currently, the Zoning Ordinance allows Hotels of up to 75 rooms, as well as Clubs and Lodges, as Permissible uses within the Central Business District, requiring the approval of a Special Use Permit by Town Council.

This text amendment must follow the process outlined in Zoning Ordinance Section 11-3.9 *Zoning Amendments*, where the Planning Commission must hold a public hearing and make a recommendation to Town Council no later than August 6, 2026.

STAFF RECOMMENDATION

Make a final recommendation to Town Council. Staff has prepared draft Resolutions to recommend both approval and denial of the text amendment for the Commission to consider.

Service Level/Collaborative Impact

The proposed text amendment affects uses allowed within the Central Business District/Old Town area.

Policy Direction/Warrenton Plan 2040

The Comprehensive Plan, Land Use and Character District, states that the intent of the Central Business District is to provide for orderly development, infill, and revitalization of the District, and recommends additional Live/Work and Mixed-Use Residential (with commercial at the ground level) to be allowed.

Fiscal Impact

A Fiscal Impact assessment has not been completed.

Legal Impact

The text amendment, as initiated, will allow Hotels, of up to 30 or 40 rooms, as well as Clubs and Lodges, as Permitted Uses, removing the requirement for a legislatively approved Special Use Permit.

ATTACHMENTS

- [Attachment A](#) – Staff Report and Presentation from the April 28, 2026, Work Session
- [Attachment B](#) – Staff Report and Presentation from the May 19, 2026, Public Hearing
- [Attachment C](#) – Resolution to Recommend Approval
- [Attachment D](#) – Resolution to Recommend Denial



STAFF REPORT

Planning Commission Meeting Date:	April 28, 2026
Agenda Title:	ZOTA-26-1 – A Text Amendment to allow Hotels of up to 30 or 40 Rooms, as well as Clubs and Lodges, as By-Right Uses in the Central Business District
Requested Action:	Hold a Work Session
Department / Agency Lead:	Community Development
Staff Lead:	Heather Jenkins, Zoning Administrator

EXECUTIVE SUMMARY

On April 14, 2026, Town Council adopted a Resolution to initiate a Zoning Ordinance Text Amendment to Articles 3, 9 and 12 to allow Hotels of up to 30 or 40 rooms, as well as Clubs and Lodges, as Permitted (by-right) uses in the Central Business District (CBD). A copy of the Resolution to initiate the text amendment is provided with this staff report as Attachment A. Currently, the Zoning Ordinance allows Hotels of up to 75 rooms, as well as Clubs and Lodges, as Permissible uses within the Central Business District, requiring the approval of a Special Use Permit by Town Council.

This text amendment must follow the process outlined in Zoning Ordinance Section 11-3.9 *Zoning Amendments*, where the Planning Commission must hold a public hearing and make a recommendation to Town Council no later than August 6, 2026.

BACKGROUND

The current Zoning Ordinance, adopted on February 14, 2006, classifies Hotels and motels, not exceeding 75 rooms, and Clubs and lodges, as use categories that require the approval of a Special Use Permit by Town Council, as stated in Ordinance Section 3-4.11.3 *Permissible Uses*. The requirement for Special Use Permit approval for these two use categories has been included in the Town's Zoning Ordinance back to at least 1976.

The 1976 Zoning Ordinance created the Central Business District (CBD) zoning district; prior to 1976 the area now currently zoned as Central Business District was likely* zoned Business (C-1) as found in the 1955 and 1959 Zoning Ordinances. (*Note – *official zoning maps from before 1976 have not been located.*). Prior to the 1976 Ordinance, Hotels were permitted, by-right uses in the Business (C-1) district; Clubs and Lodges did not appear as a separate use category until the 1976 Ordinance.

Zoning Ordinance Effective Year	Zoning District	Use Category	Approval Process	Ordinance Section
1955	Business (C-1)	Hotels	Permitted (by-right)	Section IX Zoning
1959	Business (C-1)	Hotels	Permitted (by-right)	Section IX Zoning
1976	Central Business District (CBD)	Hotels Clubs and Lodges	Permissible (with approval of a Special Use Permit)	Section 18-1.2
2006	Central Business District (CBD)	Hotels, not exceeding 75 Rooms Clubs and Lodges	Permissible (with approval of a Special Use Permit)	Section 3-4.11.3

The proposed Zoning Text Amendment will allow a smaller subset of the Hotel use category, limited to either 30 or 40 rooms, as a Permitted, by-right use in the Central Business District, while still requiring that Hotels above 30 or 40 rooms, and up to 75 rooms, be allowed as a Permissible use, with the approval of a Special Use Permit. The proposed Zoning Text Amendment will relocate altogether the Clubs and Lodges use category, to allow this use as a Permitted, by-right use in the Central Business District, and remove the requirement for a Special Use Permit. A copy of the draft changes to Zoning Ordinance Article 3 is included with this staff report as [Attachment B](#).

The Central Business District

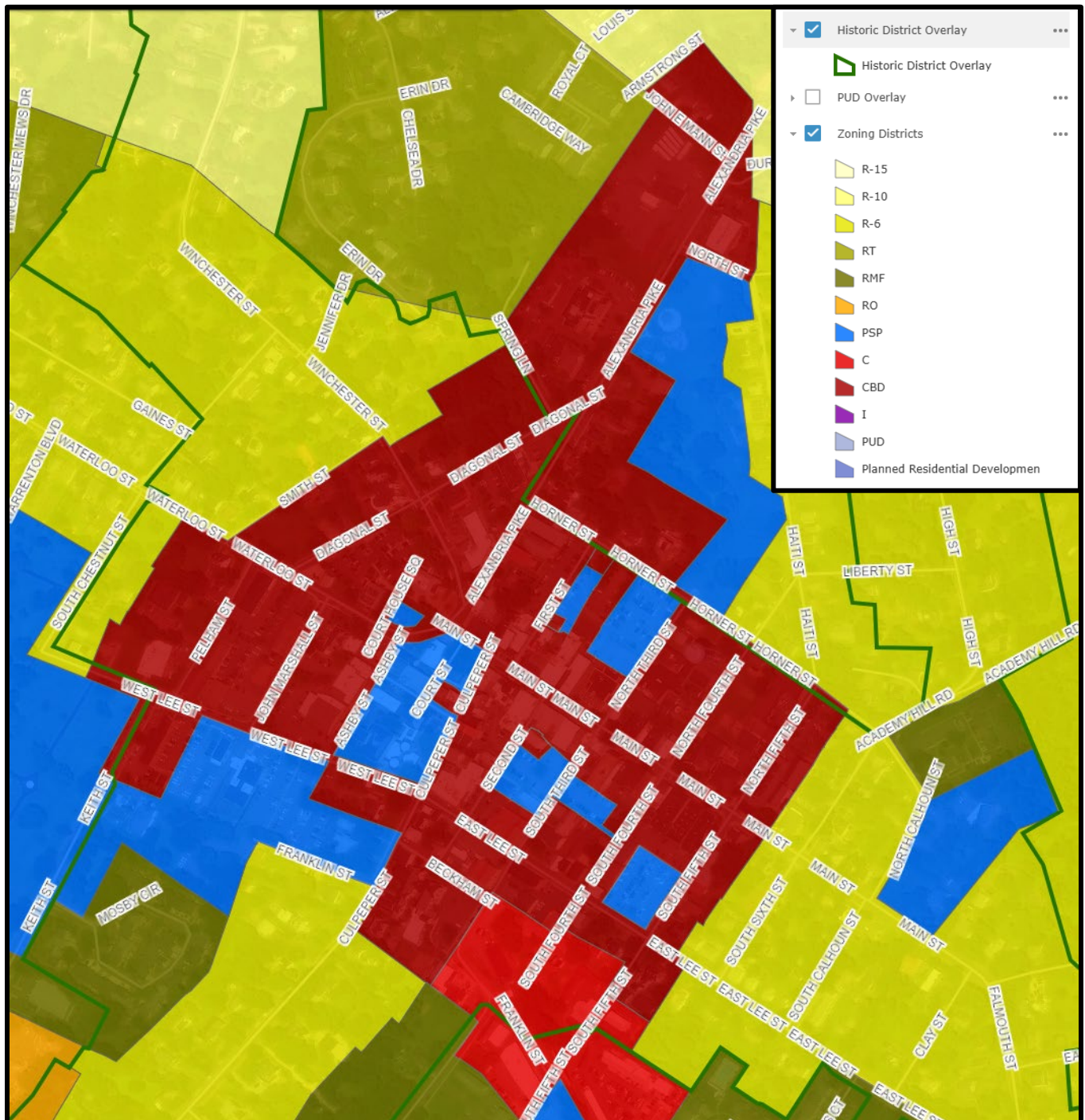
The Central Business District, as a separate zoning district, was established in 1976, as a part of the adoption of the newly revised Zoning Ordinance of the time, and encompasses the central, historic portion of the Town, radiating out from the intersection of Culpeper Street, Waterloo Street, Winchester Street, and Alexandria Pike. The majority of the Central Business District is encompassed by the Town's Historic District, with the exception of properties north of Horner Street and Spring Lane.

The Central Business District is described in Ordinance Section 3-4.11.1 *Legislative Intent* as:

Legislative Intent. *The intent of this district is to provide for orderly development, infill and revitalization of the central business and commerce area of the Town of Warrenton in accordance with objectives, policies, and proposals of the Comprehensive Plan of the Town; and for the logical and timely development of the land for primarily business purposes providing for higher density residential development, especially on the upper floors of structures on Main Street and encouraging a lively retail environment at the street level of Main Street. The district is designed to encourage the following:*

- *Re-use of existing buildings in ways that are compatible with and supportive of the purposes of the district and of the Comprehensive Plan.*
- *Preservation of the unified, historic character of the district and its function as the retail and service center for Town citizens and visitors.*
- *The creation and reinforcement of the street as a public space, defined by buildings fronting the street, to create a harmonious pedestrian environment for Town citizens and visitors.*
- *Mixed uses within the district, including mixed uses within single structures.*
- *A uniformity of design to ensure the orderly arrangement of buildings, land uses, and parking areas, and all construction hereafter proposed for this area.*
- *A cohesive interrelationship of buildings in order to ensure a harmonious environment, allowing a degree of variety in building design provided said variety is within the overall historic, human-scale design framework of the district.*

- Maximization of a beneficial interrelationship between vehicular facilities (streets and parking lots), pedestrian facilities (sidewalks, malls and plazas), and commercial establishments, with a particular focus on pedestrian, convenience and safety.
- The provision of adequate, appropriately located off-street parking facilities.
- The architectural design and arrangement of buildings and spaces so as to conform to the general character and plans of the district.



Use Category Definitions

The two use categories that are considered as a part of the text amendment are Hotels and Motels, and Clubs and Lodges. These uses are currently defined in Article 12 *Definitions* as:

Hotel: *A facility offering transient lodging accommodations for ten or more individuals on a daily rate and providing additional services, such as restaurants, meeting rooms, and recreational facilities (also see Motel).*

Motel: *A building or group of two (2) or more detached or semi-detached buildings containing rooms or apartments having separate entrances provided directly or closely in connection with automobile parking or storage space serving such rooms or apartments, which building or group of buildings is designed, intended, or used principally for the providing of sleeping accommodations for automobile travelers and is suitable for occupancy at all seasons of the year.*

Club: *Buildings and/or facilities owned and operated by a corporation, association, or persons, which serves as a gathering place for a group of individuals organized for a common purpose to pursue common goals, interests, or activities and characterized by certain membership qualifications, payment of fees and dues, regular meetings, and a constitution of by-laws.*

Lodge: *(see Club)*

The current Zoning Ordinance allows for Hotels and Motels, not exceeding 75 rooms, as a Permissible Use that requires the approval of a Special Use Permit by Town Council, under Ordinance Section 3-4.11.3 *Permissible Uses*. This text amendment proposes to create a new subset of Hotels, of up to 30 or 40 rooms, to be allowed as a by-right use under Ordinance Section 3-4.11.2 *Permitted Uses*; Hotels with more than 30 or 40 rooms, and up to 75 rooms, would continue to require the approval of a Special Use Permit. Hotels and Motels have been required to obtain a Special Use Permit to authorize their use since the 1976 Ordinance; this proposed text amendment would remove the legislative approval requirement for smaller hotel facilities within the Central Business District.

The current Zoning Ordinance allows for Clubs and Lodges as a Permissible Use that requires the approval of a Special Use Permit by Town Council, under Ordinance Section 3-4.11.3 *Permissible Uses*. This text amendment proposes to entirely relocate the Clubs and Lodges use category from a Permissible Use to a Permitted, by-right use under Ordinance Section 3-4.11.2 *Permitted Uses*, and remove the legislative approval requirement for these uses altogether within the Central Business District.

Required Minimum Parking

Minimum required parking spaces are regulated by Zoning Ordinance Article 7 *Off-Street Parking and Loading*. Not all use categories listed as Permitted or Permissible uses in Article 3 are represented in Article 7, and so in some cases the minimum number of off-street parking spaces must be based off of the closest-available use category, based on parking demand information provided by the developer, or based off of research such as the requirements in other jurisdictions, as is permitted in Ordinance Section 7-8 *Uses Not Specifically Covered by this Schedule*.

Use Category	Minimum Parking Requirement	Ordinance Section
Hotel or Motel	One (1) space per room, plus one (1) space for each employee calculated for the work period containing the largest number of employees, plus additional spaces for restaurants.	Sec. 7-6 <i>Commercial Uses</i>
Restaurants, Sit Down	One (1) space per two hundred fifty (250) square feet of gross floor area.	Sec. 7-6 <i>Commercial Uses</i>
Civic Club or Org.	One (1) space per four (4) members, based on the designed occupancy load.	Sec. 7-4 <i>Institutional and Community Service Uses</i>
Country Club	One (1) space per four (4) members, based on the designed occupancy load.	Sec. 7-5 <i>Recreational Uses</i>

Parking for businesses located in the Central Business District are afforded additional flexibility beyond that allowed in other zoning districts, as included in Ordinance Section 7-9 *Special Parking Considerations for the CBD District*. This flexibility allows up to a 50% parking reduction through either reserved spaces in an off-site parking lot within 500 feet of the use, and/or a contribution to the Town's parking fund.

7-9.1 Off-Site Parking in CBD

In the Central Business District, up to twenty-five percent (25%) of the parking requirement for any use may be provided on an off-site parking lot located so long as it is within five hundred (500) feet of the use and the owner or applicant of the use provides to the Zoning Administrator a deed restriction, contract, easement, or some form of written agreement showing that the parking lot will remain available at such off-site location.

7-9.2 Parking Credit in CBD

In the Central Business District, in addition to the off-site parking provisions in Section 7-9.1, an owner or applicant may contribute to the Town's Downtown Parking Fund in lieu of providing up to twenty-five percent (25%) of the otherwise required parking for the site. Such fee shall be in accord with a fee schedule adopted by the Town Council.

Further flexibility is allowed for those uses that are located within 300 feet of a municipal parking lot, where a use may receive approval to forgo up to 100% of the minimum required parking spaces, as allowed by Ordinance Section 7-13 *Proximity to Municipal Parking Lots*. Section 7-13 waives all minimum parking requirements for non-residential uses as long as the use is within 300 feet of a Town-owned parking lot.

7-13 Proximity to Municipal Parking Lots

Any building or use located within three hundred (300) feet of an existing municipally-operated parking lot shall be exempt from the provisions of this Article. A parking demand study shall be required for the establishment of any new residential uses utilizing municipal parking lot spaces for required parking. The parking demand study shall include weekdays and both weekend days, parking availability at peak times, and the distance to the nearest municipal parking lot via a clear pedestrian path.

The flexibility offered In Ordinance Article 7 to non-residential uses in the Central Business District has the potential to completely waive all minimum parking requirements for a business. The specific location of any proposed Hotel, Club or Lodge in relation to an off-site parking lot or Town-owned parking lot would have to be determined with each individual application for that use.

STAFF RECOMMENDATION

Staff requests that the Planning Commission hold a work session to discuss this matter, and then provide guidance to staff. Staff specifically requests clarification on the number of hotel rooms to allow by-right - either 30 or 40 - as flexibility in the number of rooms was allowed as a part of the initiation by Town Council. Additionally, both Article 9 *Supplemental Use Regulations*, as well as Article 12 *Definitions*, were included in the Resolution to initiate the text amendment, should the Commission desire to set additional performance standards or revise the definitions for the use categories.

This text amendment can return to the Planning Commission on May 19, 2026, for either a second work session, or as a public hearing, at the Commission's direction.

Service Level/Collaborative Impact*Utility Service Provision*

The entirety of the Central Business District is served by Town water and sewer services via the Department of Public Utilities. Should Hotels, Clubs and Lodges be made into Permitted, by-right uses, these businesses would be served by Town-owned water and sewer.

Parking and Access

Parcels within the Central Business District are served by public roadways maintained by the Town. Due to the historic nature of the Central Business District area, public roadways or private accessways that serve a proposed Hotel, Club or Lodge may need to be evaluated with a vehicle turn analysis or other detailed schematic with each individual application to ensure adequate access by emergency response vehicles.

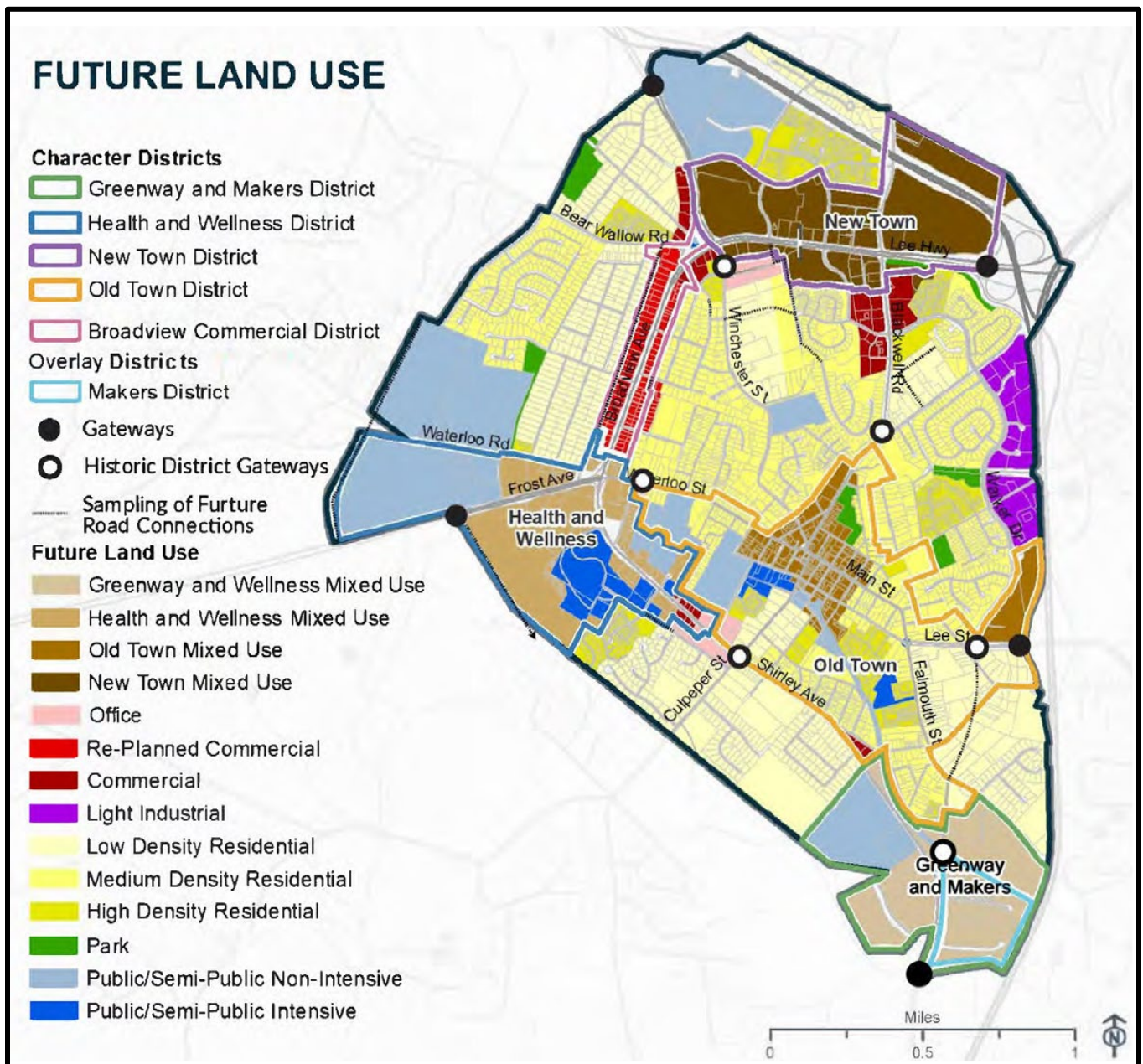
Trash and Waste Removal

Trash pick-up is provided to businesses within the Central Business District/Historic District in accordance with Town Code, where such service is provided by the Department of Public Works.

Policy Direction/Warrenton Plan 2040

The Comprehensive Plan, Land Use and Character District, states that the intent of the Central Business District is to provide for orderly development, infill, and revitalization of the District, and recommends additional Live/Work and Mixed-Use Residential (with commercial at the ground level) to be allowed.

The Future Land Use Map shows the Central Business District zoning district to be located within the Old Town District Character District, and the Old Town Mixed Use Future Land Use Area. The Comprehensive Plan describes the Old Town District as *Warrenton will continue to promote Old Town as the signature, cultural, social, and historic hub. The Town will encourage infill housing and other adaptive reuse of structures to bring more foot traffic to Old Town, but maintain the historic character and scale.*



Fiscal Impact

A Fiscal Impact assessment has not been completed.

Legal Impact

This text amendment will allow Hotels of up to 30 or 40 rooms, as well as Clubs and Lodges, as Permitted, by-right uses within the entirety of the Central Business District zoning district, where the use may be established with Administrative approval at the staff level with Site Development Plans and/or Zoning and Building Permits as regulated by Zoning Ordinance Sections 11-3.4 *Zoning Permits*, 11-3.5 *Building Permits*, 11-3.6 *Occupancy Permit*, and 11-3.7 *Site Development Plan*. This would remove the requirement for any such use in the Central Business District to obtain a Special Use Permit from the Town Council following public hearings as regulated in Zoning Ordinance Section 11-3.10 *Special Use Permits and Waivers*.

Where any proposed use is located in the Town's Historic District, any exterior changes to the structure or property requires the issuance of a Certificate of Appropriateness as regulated in Zoning Ordinance Section 3-5.3 *Historic District*.

ATTACHMENTS

- Attachment A – *Resolution to Initiate 4-14-2026*
- Attachment B – *Draft Text Changes (red line)*

Resolution

April 14, 2026
Town Council
Regular Meeting
RES-26-04-01

A RESOLUTION TO INITIATE ZOTA-26-1, A ZONING ORDINANCE TEXT AMENDMENT TO ARTICLES 3, 9 AND 12 TO ALLOW HOTELS OF UP TO 30 OR 40 ROOMS, AS WELL AS CLUBS AND LODGES, AS BY-RIGHT USES IN THE CENTRAL BUSINESS DISTRICT

WHEREAS, Warrenton, VA (Hereinafter "the Town") is a municipal corporation located within the County of Fauquier; and

WHEREAS, the Warrenton Town Council (Hereinafter "Council") may, by ordinance, amend, supplement, or change the regulations of the Zoning Ordinance of the Town whenever the public necessity, convenience, general welfare or good zoning practice may require such an amendment; and

WHEREAS, such an amendment may be initiated by resolution of Council in accord with the procedures and requirements of Section 11-3.9 of the Zoning Ordinance; and

WHEREAS, Ordinance Section 3-4.11.3 *Permissible Uses* currently allows *Hotels and motels, not exceeding seventy-five (75) rooms*, as an allowable use upon approval of a Special Use Permit by Town Council within the Central Business District; and

WHEREAS, Ordinance Section 3-4.11.3 *Permissible Uses* currently allows *Clubs and lodges* as an allowable use upon approval of a Special Use Permit by Town Council within the Central Business District; and

WHEREAS, upon the conclusion of the March 10, 2026 work session to discuss the potential redevelopment of the properties at 10 Hotel Street, known as the Warren Green Hotel Building, and 18 Court Street, known as the former Town Hall, Council now desires to allow properties within the Central Business District to be used as *Hotels and motels, not exceeding thirty (30) to forty (40) rooms*, as well as *Clubs and lodges*, as by-right uses as regulated by Ordinance Section 3-4.11.2 *Permitted Uses* (by-right); and

WHEREAS, the intent of this Text Amendment is to allow these uses as *Permitted Uses (by-right)* that do not require the approval of a Special Use Permit; and

WHEREAS, Council finds that this Text Amendment promotes public necessity, public convenience, general welfare, or good zoning practice within the Town of Warrenton; and

WHEREAS, Council hereby directs staff to prepare a text amendment for consideration by the Planning Commission to add *Hotels and motels, not exceeding thirty (30) to forty (40) rooms*, as a *Permitted Use (by-right)* in the Central Business District, and to remove the requirement of a Special Use Permit for *Clubs and lodges* and add *Clubs and lodges* as a *Permitted Use (by-right)* in the Central Business District in the Town of Warrenton; now, therefore, be it

RESOLVED, by the Warrenton Town Council this 14th day of April, 2026, that Council hereby initiates a text amendment to Articles 3, 9 and 12 to allow these use categories as *Permitted Uses* (by-right), as regulated by Ordinance Section 3-4.11.2.

Resolution

Votes:

Ayes: Mr. Roy Francis; Mr. William Semple; Mr. Larry Kovalik; Ms. Michele O'Halloran; Mr. Eric Gagnon; Mr. Paul Mooney;

Nays: Mr. David McGuire

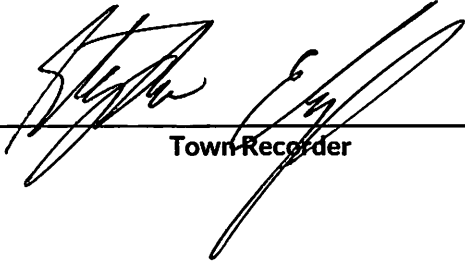
Absent from Vote:

Absent from Meeting:

For Information:

Community Development Director,
Town Attorney

ATTEST: _____


Town Recorder

Article 3 Zoning Districts and Map

Amended by Town Council: **March 11, 2008**
 February 12, 2013
 April 12, 2016
 June 14, 2016
 August 9, 2016
 December 11, 2018
 August 11, 2020
 August 10, 2021
 April 12, 2022
 September 13, 2022
 XXXXXXXX XX, 2026

Contents (Sections)

3-1 Zoning Districts Established

- 3-1.1 Base Districts
- 3-1.2 Overlay Districts

3-2 Zoning Map

3-3 Zoning District Boundaries

3-4 Requirements for Base Zoning Districts

- 3-4.1 R-15 Residential District
- 3-4.2 R-10 Residential District
- 3-4.3 R-6 Residential District
- 3-4.4 RT Residential Townhouse District
- 3-4.5 RMF Residential Multifamily District
- 3-4.6 R-40 Residential District
- 3-4.7 R-E Residential District
- 3-4.8 RO Residential Office District
- 3-4.9 PSP Public-Semi-Public Institutional District
- 3-4.10 C Commercial District
- 3-4.11 CBD Central Business District
- 3-4.12 I Industrial District

3-5 Requirements for Overlay Zoning Districts

- 3-5.1 FPD - Floodplain District
- 3-5.2 PUD - Planned Unit Development District
- 3-5.3 HD - Historic District

Article 3 Zoning Districts and Map

3-4.11 CBD Central Business District

3-4.11.1 Legislative Intent

Legislative Intent. The intent of this district is to provide for orderly development, infill and revitalization of the central business and commerce area of the Town of Warrenton in accordance with objectives, policies, and proposals of the Comprehensive Plan of the Town; and for the logical and timely development of the land for primarily business purposes providing for higher density residential development, especially on the upper floors of structures on Main Street and encouraging a lively retail environment at the street level of Main Street. The district is designed to encourage the following:

- Re-use of existing buildings in ways that are compatible with and supportive of the purposes of the district and of the Comprehensive Plan.
- Preservation of the unified, historic character of the district and its function as the retail and service center for Town citizens and visitors.
- The creation and reinforcement of the street as a public space, defined by buildings fronting the street, to create a harmonious pedestrian environment for Town citizens and visitors.
- Mixed uses within the district, including mixed uses within single structures.
- A uniformity of design to ensure the orderly arrangement of buildings, land uses, and parking areas, and all construction hereafter proposed for this area.
- A cohesive interrelationship of buildings in order to ensure a harmonious environment, allowing a degree of variety in building design provided said variety is within the overall historic, human-scale design framework of the district.
- Maximization of a beneficial interrelationship between vehicular facilities (streets and parking lots), pedestrian facilities (sidewalks, malls and plazas), and commercial establishments, with a particular focus on pedestrian, convenience and safety.
- The provision of adequate, appropriately located off-street parking facilities.
- The architectural design and arrangement of buildings and spaces so as to conform to the general character and plans of the district.

3-4.11.2 Permitted Uses (by-right)

- Accessory buildings
- Apartments

- Banks and other financial institutions, but not drive-in facilities
- Broadcasting stations
- Churches
- Cleaning and pressing shops limited to six (6) pressing machines, and four (4) dry cleaning machines
- Clinics - outpatient care only
- Clubs and lodges (Accessory to a Primary Use)
- Community buildings
- Historic shrines and museums
- Home Occupations
- Hotels (up to 40 rooms)
- Institutional buildings
- Medical and dental offices/clinics
- Mixed Use structures
- Mobile Food Vendors subject to Article 9-24
- Offices for business or professional use
- Off-street parking and load subject to Article 7
- Open space subject to Article 9
- Parking lots, in accord with supplemental regulations in Article 9 and parking lot standards, Article 7
- Personal service stores not exceeding three thousand (3,000) square feet in gross area, or within an existing space legally used for such purposes within the previous five years.
- Restaurants, without drive-in facilities
- Retail service stores not exceeding three thousand (3,000) square feet in gross area, or within an existing space legally used for such purposes within the previous five years
- Signs subject to Article 6
- Single-family detached dwelling units
- Studios and Trade Schools
- Theaters
- Townhouses and duplexes
- Utilities related to and necessary service within the Town, including poles, wires, transformers, telephone booths, and the like for electrical power distribution of communication service, and underground pipelines or conduits for local electrical, gas, sewer, or water service, but not those facilities listed as requiring a special use permit
- Vending machines

3-4.11.3 Permissible Uses (by special use permit upon approval of the Town Council)

- Active and passive recreation and recreational facilities
- Child care center, day care center, or nursery school

- **Clubs and lodges (Primary Use)**
 - Commercial parking lots and garages
 - Commercial recreational establishments
 - Drive-through facilities for banks and financial institutions
 - Emergency housing
 - Farmers markets
 - Funeral homes
 - Health and Fitness Facilities
 - Hotels and motels, greater than thirty 40 rooms and not exceeding seventy-five (75) rooms
 - Hotels, Inns, Bed & Breakfasts, and Tourist Homes
 - Medical centers and laboratories
 - Parks and playgrounds.
 - Printing establishments in excess of 3,000 square feet in gross area
 - Rental service establishments, with no outside equipment storage.
 - Retail, personal or business services, office, or restaurants in dwellings or apartment buildings
 - Schools, including trade schools
 - Small equipment sales and/or service operations
 - Taxicab stands
 - Water storage tanks, major transmission lines or pipelines, pumping or regulator stations, communications towers, and substations, and cable television facilities and accessory buildings

3-4.11.4. Lot and Yard Regulations

Use	Minimum	Minimum	Maximum	Minimum Setbacks		
	Lot Size (sq. ft.)	Lot Frontage (at front setback)	Lot Coverage (impervious surfaces)	Front	Side	Rear
Commercial Uses	3,000	none	none	none	None to C or I District; 25 ft. to R District	None to C or I District; 25 ft. to R District
Other Permitted and Permissible Uses	None	none	none	none	None to C or I District; 25 ft. to R District	None to C or I District; 25 ft. to R District
Mixed-use structures	None	none	none	none	none	None to C or I District; 20 ft. to R District

Use	Minimum	Minimum	Maximum	Minimum Setbacks		
	Lot Size (sq. ft.)	Lot Frontage (at front setback)	Lot Coverage (impervious surfaces)	Front	Side	Rear
Apartments (if stand-alone, non-mixed-use structure)	None	none	85%	none	None to C or I District; 20 ft. to R District	None to C or I District; 20 ft. to R District
Single Family Dwellings	none	50 ft.	none	none	None to C or I District; 20 ft. to R District	None to C or I District; 20 ft. to R District

3-4.11.5 Building Regulations

Use	Maximum Height*	Yards
All main buildings	45 feet by right 75 feet by Special Use Permit	
Accessory buildings	Within 10 feet of any lot line shall not exceed 15 feet in height. All accessory buildings shall be less than the main building in height	All non-residential accessory buildings shall satisfy setback requirements

* Side and rear yards adjacent to any other C or I district shall be increased one (1) additional foot of building height above thirty-five (35) feet;

* Side and rear yards adjacent to any R district shall be increased two (2) additional feet for each one (1) foot of building height above thirty-five (35) feet.

3-4.11.6 Use Limitations

1. Apartments are a permitted use in the district; however, apartments are prohibited on the ground floor except by Special Use Permit.
2. Apartment densities shall not exceed twenty-five (25) dwelling units per gross acre.



ZOTA-26-1

**A Zoning Ordinance Text Amendment affecting Hotels,
Clubs and Lodges in the Central Business District**

**Planning Commission Work Session
April 28, 2026**

Text Amendment – ZOTA-26-1

A text amendment to allow as Permitted, by-right uses in the Central Business District (CBD):

- Hotels of up to 30 or 40 Rooms
- Clubs & Lodges

Process:

- Initiated by Town Council on April 14, 2026
- Planning Commission Work Session April 28, 2026
- Planning Commission Public Hearing May 19, 2026

The Planning Commission must make a recommendation to Town Council by no later than 100 days after the first meeting.

100-day deadline:
August 6, 2026

Potential Planning Commission meeting dates for final recommendation:
Tuesday, July 21, 2026
Tuesday, July 28, 2026

Zoning Ordinance Regulations – Article 3

Current Zoning Ordinance Provisions

Section 3-4.11.3 Permissible Uses

Requires the approval of a Special Use Permit by Town Council

➤ *A Legislative Approval Process*

- Clubs and Lodges
- Hotels and Motels, not exceeding 75 Rooms

Proposed Zoning Ordinance Provisions

Section 3-4.11.2 Permitted Uses

By-Right Uses - Requires Site Plan, Zoning & Building Permits

➤ *An Administrative Approval Process*

- Clubs and Lodges
- Hotels of up to 30 or 40 Rooms

Section 3-4.11.3 Permissible Uses

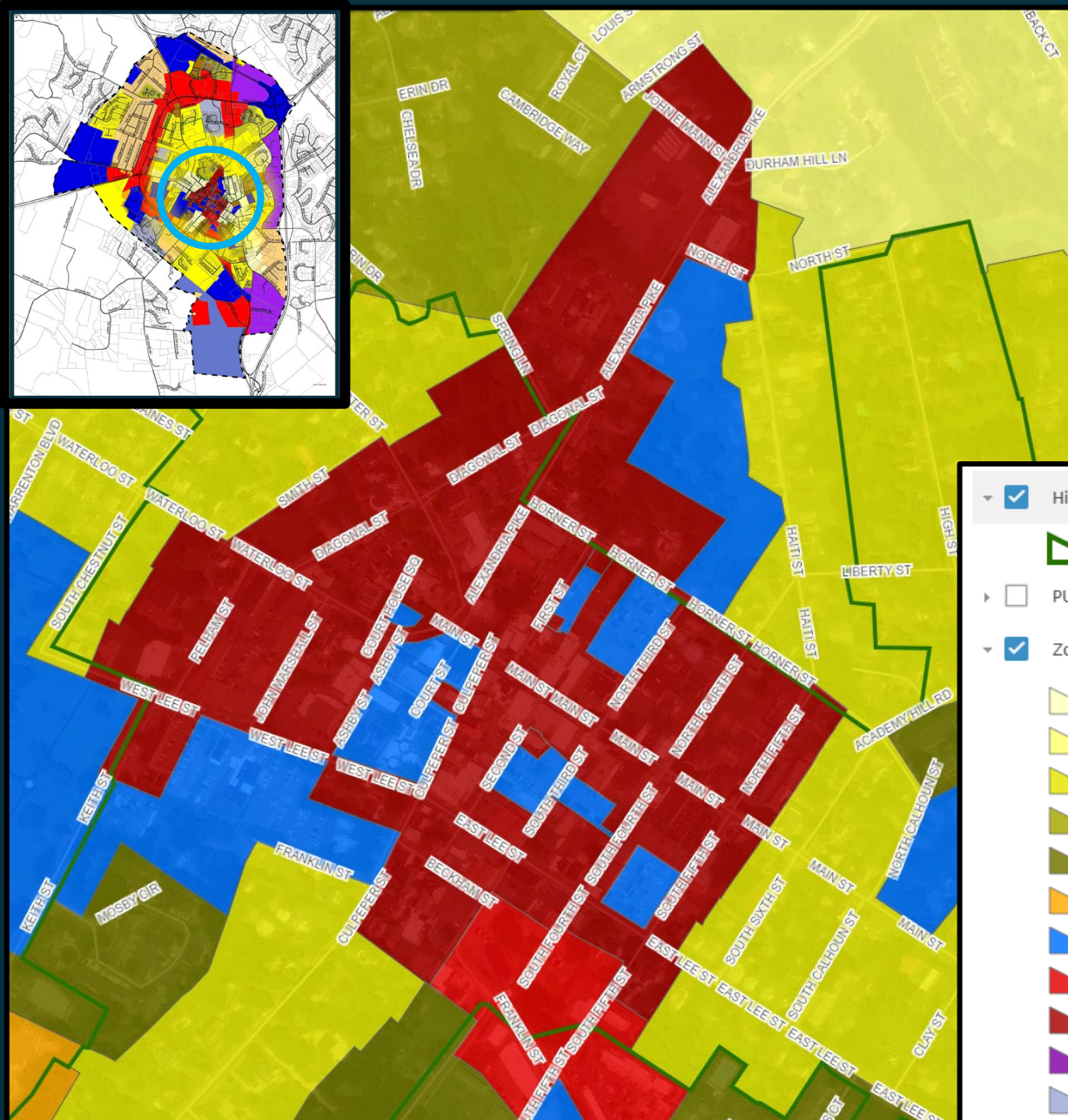
Requires the approval of a Special Use Permit by Town Council

➤ *A Legislative Approval Process*

- Hotels and Motels, not exceeding 75 Rooms

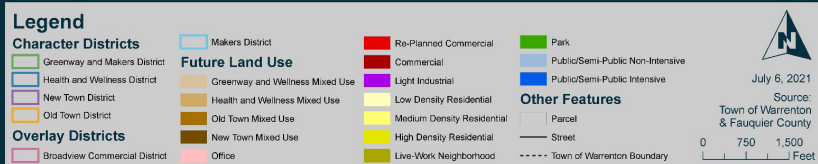
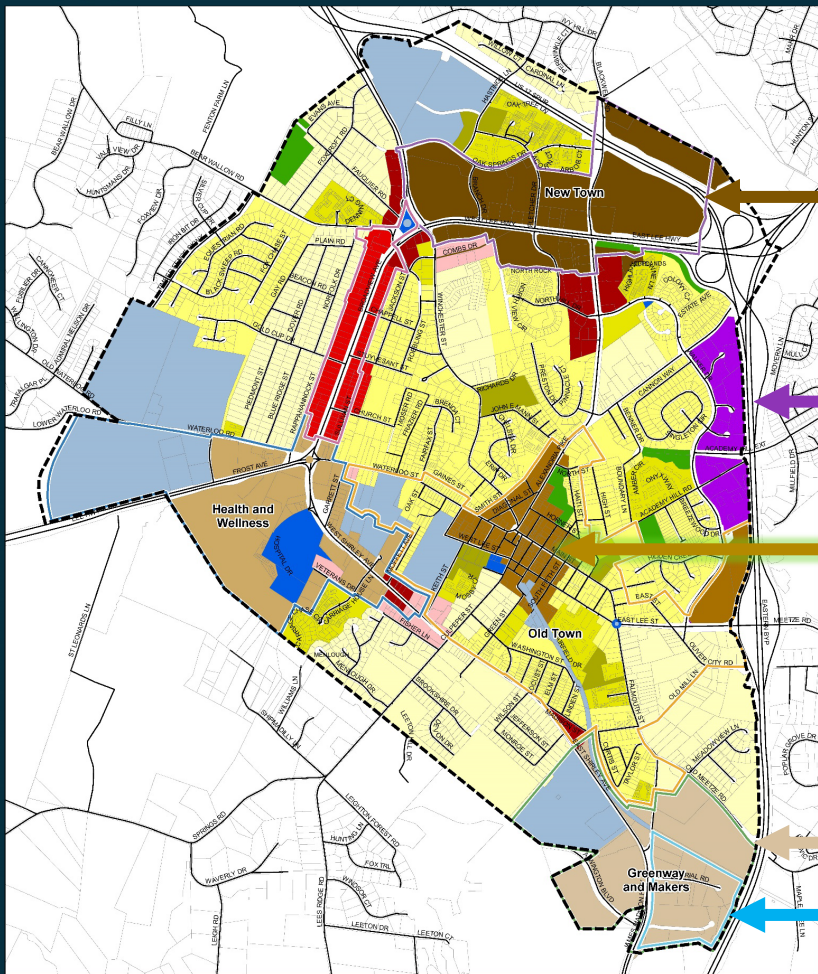
Central Business District

- ❖ 264 Parcels
- ❖ Established in 1976
- ❖ Most lots are within the Historic District



Legislative Intent of the District Z.O. Section 3-4.11.1

- Re-Use of Existing Buildings
- Preservation of Character
- Pedestrian Environment
- Mixed Uses
- Design Uniformity
- Adequate Parking



Future Land Use Map

Comprehensive Plan – Plan Warrenton 2040

Current Zoning Map – Industrial District

Future Land Use Map:

- New Town Character District/New Town Mixed Use
- Light Industrial
- **Old Town Character District/Old Town Mixed Use**
- Greenway & Makers Character District/Greenway and Wellness Mixed Use
- Makers Character District

Old Town Character District

Comprehensive Plan – Plan Warrenton 2040



Warrenton will continue to promote Old Town as the signature, cultural, social, and historic hub. The Town will encourage infill housing and other adaptive reuse of structures to bring more foot traffic to Old Town, but maintain the historic character and scale.

Zoning Ordinance Regulations – Article 3

Current Zoning Ordinance Provisions

Section 3-4.11.3 Permissible Uses

Requires the approval of a Special Use Permit by Town Council

➤ *A Legislative Approval Process*

- Clubs and Lodges
- Hotels and Motels, not exceeding 75 Rooms

Proposed Zoning Ordinance Provisions

Section 3-4.11.2 Permitted Uses

By-Right Uses - Requires Site Plan, Zoning & Building Permits

➤ *An Administrative Approval Process*

- Clubs and Lodges
- Hotels of up to 30 or 40 Rooms

Section 3-4.11.3 Permissible Uses

Requires the approval of a Special Use Permit by Town Council

➤ *A Legislative Approval Process*

- Hotels and Motels, not exceeding 75 Rooms

Zoning Ordinance Regulations – Article 12

Use Category Definitions

- **Hotel:** A facility offering transient lodging accommodations for ten or more individuals on a daily rate and providing additional services, such as restaurants, meeting rooms, and recreational facilities (also see Motel).
- **Motel:** A building or group of two (2) or more detached or semi-detached buildings containing rooms or apartments having separate entrances provided directly or closely in connection with automobile parking or storage space serving such rooms or apartments, which building or group of buildings is designed, intended, or used principally for the providing of sleeping accommodations for automobile travelers and is suitable for occupancy at all seasons of the year.
- **Club:** Buildings and/or facilities owned and operated by a corporation, association, or persons, which serves as a gathering place for a group of individuals organized for a common purpose to pursue common goals, interests, or activities and characterized by certain membership qualifications, payment of fees and dues, regular meetings, and a constitution of by-laws.
- **Lodge:** (see Club)

Zoning Ordinance Regulations – Article 7

Required Minimum Parking

Minimum Number of Spaces are Based off of:

- Closest-Available Use Category; or
- Parking Demand Information Provided by Applicant; or
- Research by Staff

Use Category	Minimum Parking Requirement	Ordinance Section
Hotel or Motel	One (1) space per room, plus one (1) space for each employee calculated for the work period containing the largest number of employees, plus additional spaces for restaurants.	<i>Sec. 7-6 Commercial Uses</i>
Restaurants, Sit Down	One (1) space per two hundred fifty (250) square feet of gross floor area.	<i>Sec. 7-6 Commercial Uses</i>
Civic Club or Org.	One (1) space per four (4) members, based on the designed occupancy load.	<i>Sec. 7-4 Institutional and Community Service Uses</i>
Country Club	One (1) space per four (4) members, based on the designed occupancy load.	<i>Sec. 7-5 Recreational Uses</i>

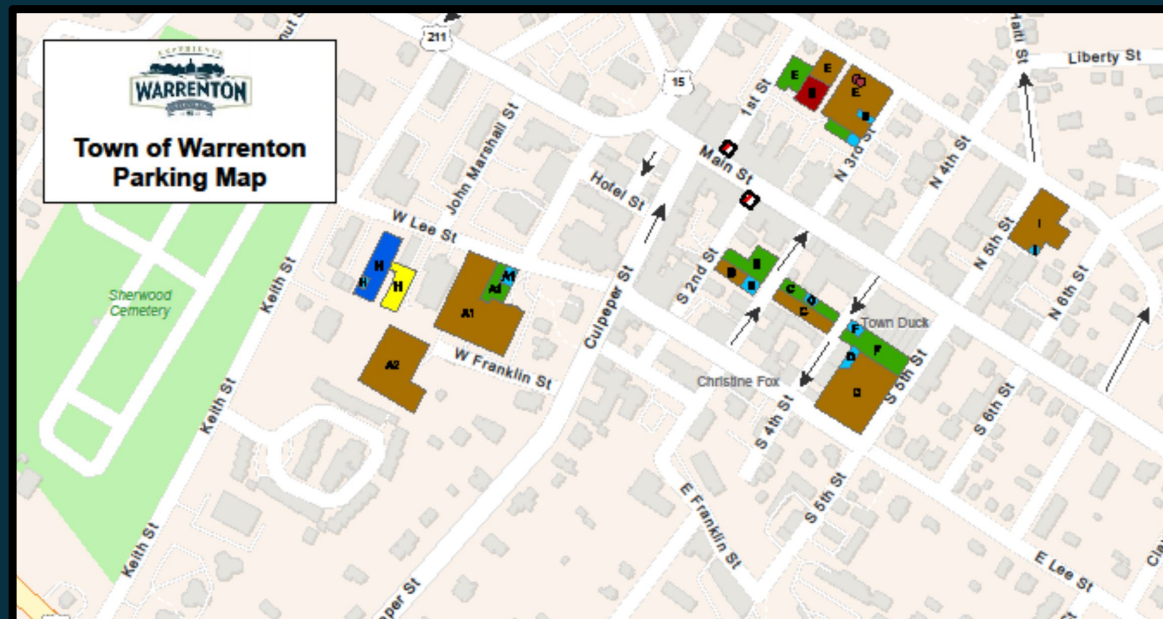
Zoning Ordinance Regulations – Article 7

Required Minimum Parking

Special Parking Considerations for the Central Business District

- Section 7-9.1 – 25% Reduction if the use is within 500 feet of another off-site parking lot.
- Section 7-9.2 – 25% Reduction if the applicant contributes to the Downtown Parking Fund*
- Section 7-13 – 100% Reduction if the use is within 300 feet of a Town-owned parking lot.

* A parking fund is provided for in the Zoning Ordinance, but a fund has not been adopted by Town Council.



Ordinance Comparison

Neighboring Towns

Town of Purcellville

- Hotels are permitted by-right in the mixed used and neighborhood scale districts (C-1, MC, C-4).

Town of Culpeper

- Consumer Service – Indoor is permitted by-right in all mixed use districts (MX, NC, C)

Town of Leesburg

- Hotels and Motels are permitted with the approval of a Special Exception in the Community (Downtown) Business District (B-1).

Text Amendment – Staff Questions

Proposed Zoning Ordinance Provisions

Section 3-4.11.2 Permitted Uses

By-Right Uses - Requires Site Plan, Zoning & Building Permits

➤ *An Administrative Approval Process*

- Clubs and Lodges
 - *Should this be limited to only those Clubs and Lodges that are accessory to a Principal Use, with all stand-alone Clubs and Lodges remaining Permissible Uses (Special Use Permit required)?*
- Hotels of up to 30 or 40 Rooms
 - *What is the appropriate number of rooms to allow as a by-right use?*

Section 3-4.11.3 Permissible Uses

Requires the approval of a Special Use Permit by Town Council

➤ *A Legislative Approval Process*

- Hotels and Motels, not exceeding 75 Rooms
- *Clubs and Lodges – see question above.*

Zoning Ordinance Criteria for Consideration of Text Amendments

When there is a request for a zoning ordinance text amendment, the Planning Commission and Town Council shall consider the following matters:

Section 11-3.9.13

Two Main Considerations for Text Amendments:

1. Whether the proposed text amendment is consistent with the Comprehensive Plan.
2. Whether the proposed text amendment is consistent with the intent and purpose of the Zoning Ordinance.

Section 11-3.9.12

Fourteen Additional Considerations – Use only those that are Relevant to the Proposed Text Amendment

1. Does it further the public interest, and conforms with the goals, objectives, and policies of the Comprehensive Plan?
2. Is it consistent with the Future Land Use Plan and the established character and land use patterns?
3. Is it justified by changed/changing conditions?
4. Would it create an isolated district that is unrelated to adjacent districts?
5. Are there now, or could there be built, adequate infrastructure and utilities to serve the use?
6. Is it compatible with properties in the vicinity, and would have no adverse impact on these properties?
7. Are there adequate sites elsewhere in the Town for the use?
8. Would there be traffic impacts that cannot be mitigated?
9. Is there already a reasonable and viable economic use of the property?
10. Would it have a negative impact on natural resources that is not compatible with the Comprehensive Plan?
11. Does it encourage economic development in areas deigned suitable by the Comprehensive Plan, provides desirable employment and enlarges the tax base?
12. Does it consider the current and future needs of the community, as determined by population and economic studies?
13. Does it enhance the opportunity for moderate housing for residents of the Town?
14. Does it negatively effect natural, scenic, archaeological, or historic features of significant importance?

Text Amendment – ZOTA-26-1

A text amendment to allow as Permitted, by-right uses in the Central Business District (CBD):

- Hotels of up to 30 or 40 Rooms
- Clubs & Lodges

Process:

- Initiated by Town Council on April 14, 2026
- Planning Commission Work Session April 28, 2026
- **Planning Commission Public Hearing May 19, 2026**

The Planning Commission must make a recommendation to Town Council by no later than 100 days after the first meeting.

100-day deadline:
August 6, 2026

Potential Planning Commission meeting dates for final recommendation:
Tuesday, July 21, 2026
Tuesday, July 28, 2026

An aerial photograph of a town street, showing a mix of residential and commercial buildings, trees, and parked cars. The street runs vertically through the center of the image. The buildings are mostly two or three stories high, with various roof colors and styles. There are many trees, particularly along the sidewalks and in the background. The overall scene is a typical small-town or suburban setting.

Questions?



STAFF REPORT

Planning Commission Meeting Date:	May 19, 2026
Agenda Title:	ZOTA-26-1 – A Text Amendment to allow Hotels of up to 30 or 40 Rooms, as well as Clubs and Lodges, as By-Right Uses in the Central Business District
Requested Action:	Hold a Public Hearing
Department / Agency Lead:	Community Development
Staff Lead:	Heather Jenkins, Zoning Administrator

EXECUTIVE SUMMARY

On April 28, 2026, the Planning Commission held a work session to discuss the proposed text amendment, where the Commission moved to hold a public hearing at their next regularly scheduled meeting so as to gather the input of citizens. The staff report and attachments from the April 28th work session are provided as an attachment to this staff report.

BACKGROUND

On April 14, 2026, Town Council adopted a Resolution to initiate a Zoning Ordinance Text Amendment to Articles 3, 9 and 12 to allow Hotels of up to 30 or 40 rooms, as well as Clubs and Lodges, as Permitted (by-right) uses in the Central Business District (CBD). Currently, the Zoning Ordinance allows Hotels of up to 75 rooms, as well as Clubs and Lodges, as Permissible uses within the Central Business District, requiring the approval of a Special Use Permit by Town Council.

This text amendment must follow the process outlined in Zoning Ordinance Section 11-3.9 *Zoning Amendments*, where the Planning Commission must hold a public hearing and make a recommendation to Town Council no later than August 6, 2026.

STAFF RECOMMENDATION

Hold the public hearing. Provide staff with guidance on draft ordinance language.

Service Level/Collaborative Impact

The proposed text amendment affects uses allowed within the Central Business District/Old Town area.

Policy Direction/Warrenton Plan 2040

The Comprehensive Plan, Land Use and Character District, states that the intent of the Central Business District is to provide for orderly development, infill, and revitalization of the District, and recommends additional Live/Work and Mixed-Use Residential (with commercial at the ground level) to be allowed.

Fiscal Impact

A Fiscal Impact assessment has not been completed.

Legal Impact

The text amendment, as initiated, will allow Hotels, of up to 30 or 40 rooms, as well as Clubs and Lodges, as Permitted Uses, removing the requirement for a legislatively approved Special Use Permit.

ATTACHMENTS

- [Attachment A](#) – Staff Report and Presentation from the April 28, 2026, Work Session

May 19, 2026
Planning Commission
Public Hearing

**ZOTA-26-1 – A RESOLUTION TO RECOMMEND APPROVAL OF A ZONING ORDINANCE TEXT
AMENDMENT TO ARTICLE 3 TO ALLOW HOTELS OF UP TO 30 OR 40 ROOMS, AS WELL AS CLUBS
AND LODGES, AS BY-RIGHT USES IN THE CENTRAL BUSINESS DISTRICT**

WHEREAS, Warrenton, VA (Hereinafter "the Town") is a municipal corporation located within the County of Fauquier; and

WHEREAS, the Warrenton Town Council (Hereinafter "Council") may, by ordinance, amend, supplement, or change the regulations of the Zoning Ordinance of the Town whenever the public necessity, convenience, general welfare or good zoning practice may require such an amendment; and

WHEREAS, such an amendment was initiated by resolution of Council in accord with the procedures and requirements of Section 11-3.9 of the Zoning Ordinance on April 14, 2026; and

WHEREAS, on April 21, 2026 the Town of Warrenton Planning Commission held a work session to discuss the text amendment to allow Hotels of up to 30 or 40 rooms as a Permitted Use (by-right) per Section 3-4.11.2 of the Zoning Ordinance; and

WHEREAS, on May 19, 2026 the Town of Warrenton Planning Commission held a public hearing on this matter; and

WHEREAS, the Town of Warrenton Planning Commission finds that per the Code of Virginia §15.2-2286(A)(7) this text amendment is in the best interest of public necessity, convenience, general welfare, and good zoning practice; now, therefore, be it

RESOLVED, by the Town of Warrenton Planning Commission on this 19th day of May, 2026, that the Commission hereby recommends APPROVAL of the following text amendment to Article 3 of the Town of Warrenton Zoning Ordinance as set forth herein.

Votes:

Ayes:

Nays:

Absent from Vote:

Absent from Meeting:

For Information:

Community Development Director,
Town Attorney

ATTEST: _____
Town Recorder

Article 3 Zoning Districts and Map

Amended by Town Council: March 11, 2008
February 12, 2013
April 12, 2016
June 14, 2016
August 9, 2016
December 11, 2018
August 11, 2020
August 10, 2021
April 12, 2022
September 13, 2022
May 19, 2026

Contents (Sections)

- 3-1 Zoning Districts Established
 - 3-1.1 Base Districts
 - 3-1.2 Overlay Districts
- 3-2 Zoning Map
- 3-3 Zoning District Boundaries
- 3-4 Requirements for Base Zoning Districts
 - 3-4.1 R-15 Residential District
 - 3-4.2 R-10 Residential District
 - 3-4.3 R-6 Residential District
 - 3-4.4 RT Residential Townhouse District
 - 3-4.5 RMF Residential Multifamily District
 - 3-4.6 R-40 Residential District
 - 3-4.7 R-E Residential District
 - 3-4.8 RO Residential Office District
 - 3-4.9 PSP Public-Semi-Public Institutional District
 - 3-4.10 C Commercial District
 - 3-4.11 CBD Central Business District
 - 3-4.12 I Industrial District
- 3-5 Requirements for Overlay Zoning Districts
 - 3-5.1 FPD - Floodplain District
 - 3-5.2 PUD - Planned Unit Development District
 - 3-5.3 HD - Historic District

3-4.11.2 Permitted Uses (by-right)

- Accessory buildings
- Apartments
- Banks and other financial institutions, but not drive-in facilities
- Broadcasting stations
- Churches
- Cleaning and pressing shops limited to six (6) pressing machines, and four (4) dry cleaning machines
- Clinics - outpatient care only
- Clubs & Lodges
- Community buildings
- Historic shrines and museums
- Home Occupations
- Hotels of up to 30 or 40 rooms
- Institutional buildings
- Medical and dental offices/clinics
- Mixed Use structures
- Mobile Food Vendors subject to Article 9-24
- Offices for business or professional use
- Off-street parking and load subject to Article 7
- Open space subject to Article 9
- Parking lots, in accord with supplemental regulations in Article 9 and parking lot standards, Article 7
- Personal service stores not exceeding three thousand (3,000) square feet in gross area, or within an existing space legally used for such purposes within the previous five years.
- Restaurants, without drive-in facilities
- Retail service stores not exceeding three thousand (3,000) square feet in gross area, or within an existing space legally used for such purposes within the previous five years
- Signs subject to Article 6
- Single-family detached dwelling units
- Studios and Trade Schools
- Theaters
- Townhouses and duplexes
- Utilities related to and necessary service within the Town, including poles, wires, transformers, telephone booths, and the like for electrical power distribution of communication service, and underground pipelines or conduits for local electrical, gas, sewer, or water service, but not those facilities listed as requiring a special use permit
- Vending machines

3-4.11.3 Permissible Uses (by special use permit upon approval of the Town Council)

- Active and passive recreation and recreational facilities
- Child care center, day care center, or nursery school
- ~~- Clubs and lodges~~
- Commercial parking lots and garages
- Commercial recreational establishments
- Drive-through facilities for banks and financial institutions
- Emergency housing
- Farmers markets
- Funeral homes
- Health and Fitness Facilities
- Hotels and motels, not exceeding seventy-five (75) rooms
- Hotels, Inns, Bed & Breakfasts, and Tourist Homes
- Medical centers and laboratories
- Parks and playgrounds.
- Printing establishments in excess of 3,000 square feet in gross area
- Rental service establishments, with no outside equipment storage.
- Retail, personal or business services, office, or restaurants in dwellings or apartment buildings
- Schools, including trade schools
- Small equipment sales and/or service operations
- Taxicab stands
- Water storage tanks, major transmission lines or pipelines, pumping or regulator stations, communications towers, and substations, and cable television facilities and accessory buildings

**May 19, 2026
Planning Commission
Public Hearing**

**ZOTA-26-1 – A RESOLUTION TO RECOMMEND DENIAL OF A ZONING ORDINANCE TEXT
AMENDMENT TO ARTICLE 3 TO ALLOW HOTELS OF UP TO 30 OR 40 ROOMS, AS WELL AS CLUBS
AND LODGES, AS BY-RIGHT USES IN THE CENTRAL BUSINESS DISTRICT**

WHEREAS, Warrenton, VA (Hereinafter "the Town") is a municipal corporation located within the County of Fauquier; and

WHEREAS, the Warrenton Town Council (Hereinafter "Council") may, by ordinance, amend, supplement, or change the regulations of the Zoning Ordinance of the Town whenever the public necessity, convenience, general welfare or good zoning practice may require such an amendment; and

WHEREAS, such an amendment was initiated by resolution of Council in accord with the procedures and requirements of Section 11-3.9 of the Zoning Ordinance on April 14, 2026; and

WHEREAS, on April 21, 2026 the Town of Warrenton Planning Commission held a work session to discuss the text amendment to allow Hotels of up to 30 or 40 rooms, Clubs and Lodges, as well as Inns, Bed and Breakfasts, and Tourist Homes as Permitted Uses (by-right) per Section 3-4.11.2 of the Zoning Ordinance; and

WHEREAS, on May 19, 2026 the Town of Warrenton Planning Commission held a public hearing on this matter; and

WHEREAS, the Town of Warrenton Planning Commission finds that per the Code of Virginia §15.2-2286(A)(7) this text amendment is not the best interest of public necessity, convenience, general welfare, and good zoning practice; now, therefore, be it

RESOLVED, by the Town of Warrenton Planning Commission on this 19th day of May, 2026, that the Commission hereby recommends DENIAL of text amendment ZOTA-26-1.

Votes:

Ayes:

Nays:

Absent from Vote:

Absent from Meeting:

For Information:

Community Development Director,
Town Attorney

ATTEST: _____
Town Recorder

May 19, 2026
Planning Commission
Public Hearing

ZOTA-26-1 – A RESOLUTION TO RECOMMEND APPROVAL OF A ZONING ORDINANCE TEXT AMENDMENT TO ARTICLE 3 TO ALLOW HOTELS OF UP TO 30 OR 40 ROOMS, CLUBS AND LODGES, AS WELL AS INNS, BED AND BREAKFASTS, AND TOURIST HOMES AS BY-RIGHT USES IN THE CENTRAL BUSINESS DISTRICT

WHEREAS, Warrenton, VA (Hereinafter "the Town") is a municipal corporation located within the County of Fauquier; and

WHEREAS, the Warrenton Town Council (Hereinafter "Council") may, by ordinance, amend, supplement, or change the regulations of the Zoning Ordinance of the Town whenever the public necessity, convenience, general welfare or good zoning practice may require such an amendment; and

WHEREAS, such an amendment was initiated by resolution of Council in accord with the procedures and requirements of Section 11-3.9 of the Zoning Ordinance on April 14, 2026; and

WHEREAS, on April 21, 2026 the Town of Warrenton Planning Commission held a work session to discuss the text amendment to allow Hotels of up to 30 or 40 rooms, Clubs and Lodges, as well as Inns, Bed and Breakfasts, and Tourist Homes as Permitted Uses (by-right) per Section 3-4.11.2 of the Zoning Ordinance; and

WHEREAS, on May 19, 2026 the Town of Warrenton Planning Commission held a public hearing on this matter; and

WHEREAS, the Town of Warrenton Planning Commission finds that per the Code of Virginia §15.2-2286(A)(7) this text amendment is in the best interest of public necessity, convenience, general welfare, and good zoning practice; now, therefore, be it

RESOLVED, by the Town of Warrenton Planning Commission on this 19th day of May, 2026, that the Commission hereby recommends APPROVAL of the following text amendment to Article 3 of the Town of Warrenton Zoning Ordinance as set forth herein.

Votes:

Ayes:

Nays:

Absent from Vote:

Absent from Meeting:

For Information:

Community Development Director,
Town Attorney

ATTEST: _____
Town Recorder

Article 3 Zoning Districts and Map

Amended by Town Council: March 11, 2008
February 12, 2013
April 12, 2016
June 14, 2016
August 9, 2016
December 11, 2018
August 11, 2020
August 10, 2021
April 12, 2022
September 13, 2022
May 19, 2026

Contents (Sections)

- 3-1 Zoning Districts Established
 - 3-1.1 Base Districts
 - 3-1.2 Overlay Districts
- 3-2 Zoning Map
- 3-3 Zoning District Boundaries
- 3-4 Requirements for Base Zoning Districts
 - 3-4.1 R-15 Residential District
 - 3-4.2 R-10 Residential District
 - 3-4.3 R-6 Residential District
 - 3-4.4 RT Residential Townhouse District
 - 3-4.5 RMF Residential Multifamily District
 - 3-4.6 R-40 Residential District
 - 3-4.7 R-E Residential District
 - 3-4.8 RO Residential Office District
 - 3-4.9 PSP Public-Semi-Public Institutional District
 - 3-4.10 C Commercial District
 - 3-4.11 CBD Central Business District
 - 3-4.12 I Industrial District
- 3-5 Requirements for Overlay Zoning Districts
 - 3-5.1 FPD - Floodplain District
 - 3-5.2 PUD - Planned Unit Development District
 - 3-5.3 HD - Historic District

3-4.11.2 Permitted Uses (by-right)

- Accessory buildings
- Apartments
- Banks and other financial institutions, but not drive-in facilities
- Broadcasting stations
- Churches
- Cleaning and pressing shops limited to six (6) pressing machines, and four (4) dry cleaning machines
- Clinics - outpatient care only
- Clubs & Lodges
- Community buildings
- Historic shrines and museums
- Home Occupations
- Hotels of up to 30 or 40 rooms
- Inns, Bed & Breakfasts, and Tourist Homes
- Institutional buildings
- Medical and dental offices/clinics
- Mixed Use structures
- Mobile Food Vendors subject to Article 9-24
- Offices for business or professional use
- Off-street parking and load subject to Article 7
- Open space subject to Article 9
- Parking lots, in accord with supplemental regulations in Article 9 and parking lot standards, Article 7
- Personal service stores not exceeding three thousand (3,000) square feet in gross area, or within an existing space legally used for such purposes within the previous five years.
- Restaurants, without drive-in facilities
- Retail service stores not exceeding three thousand (3,000) square feet in gross area, or within an existing space legally used for such purposes within the previous five years
- Signs subject to Article 6
- Single-family detached dwelling units
- Studios and Trade Schools
- Theaters
- Townhouses and duplexes
- Utilities related to and necessary service within the Town, including poles, wires, transformers, telephone booths, and the like for electrical power distribution of communication service, and underground pipelines or conduits for local electrical, gas, sewer, or water service, but not those facilities listed as requiring a special use permit
- Vending machines

3-4.11.3 Permissible Uses (by special use permit upon approval of the Town Council)

- Active and passive recreation and recreational facilities
- Child care center, day care center, or nursery school
- ~~- Clubs and lodges~~
- Commercial parking lots and garages
- Commercial recreational establishments
- Drive-through facilities for banks and financial institutions
- Emergency housing
- Farmers markets
- Funeral homes
- Health and Fitness Facilities
- Hotels and motels, not exceeding seventy-five (75) rooms
- ~~- Hotels, Inns, Bed & Breakfasts, and Tourist Homes~~
- Medical centers and laboratories
- Parks and playgrounds.
- Printing establishments in excess of 3,000 square feet in gross area
- Rental service establishments, with no outside equipment storage.
- Retail, personal or business services, office, or restaurants in dwellings or apartment buildings
- Schools, including trade schools
- Small equipment sales and/or service operations
- Taxicab stands
- Water storage tanks, major transmission lines or pipelines, pumping or regulator stations, communications towers, and substations, and cable television facilities and accessory buildings



ZOTA-26-1

**A Zoning Ordinance Text Amendment affecting Hotels,
Clubs and Lodges in the Central Business District**

Planning Commission Public Hearing
May 19, 2026

Text Amendment – ZOTA-26-1

A text amendment to allow as Permitted, by-right uses in the Central Business District (CBD):

- Hotels of up to 30 or 40 Rooms
- Clubs & Lodges

Process:

- Initiated by Town Council on April 14, 2026
- Planning Commission Work Session April 28, 2026
- Planning Commission Public Hearing May 19, 2026

The Planning Commission must make a recommendation to Town Council by no later than 100 days after the first meeting.

100-day deadline:
August 6, 2026

Potential Planning Commission meeting dates for final recommendation:
Tuesday, July 21, 2026
Tuesday, July 28, 2026

Zoning Ordinance Regulations – Article 3

Current Zoning Ordinance Provisions

Section 3-4.11.3 Permissible Uses

Requires the approval of a Special Use Permit by Town Council

➤ *A Legislative Approval Process*

- Clubs and Lodges
- Hotels and Motels, not exceeding 75 Rooms

Proposed Zoning Ordinance Provisions

Section 3-4.11.2 Permitted Uses

By-Right Uses - Requires Site Plan, Zoning & Building Permits

➤ *An Administrative Approval Process*

- Clubs and Lodges
- Hotels of up to 30 or 40 Rooms

Section 3-4.11.3 Permissible Uses

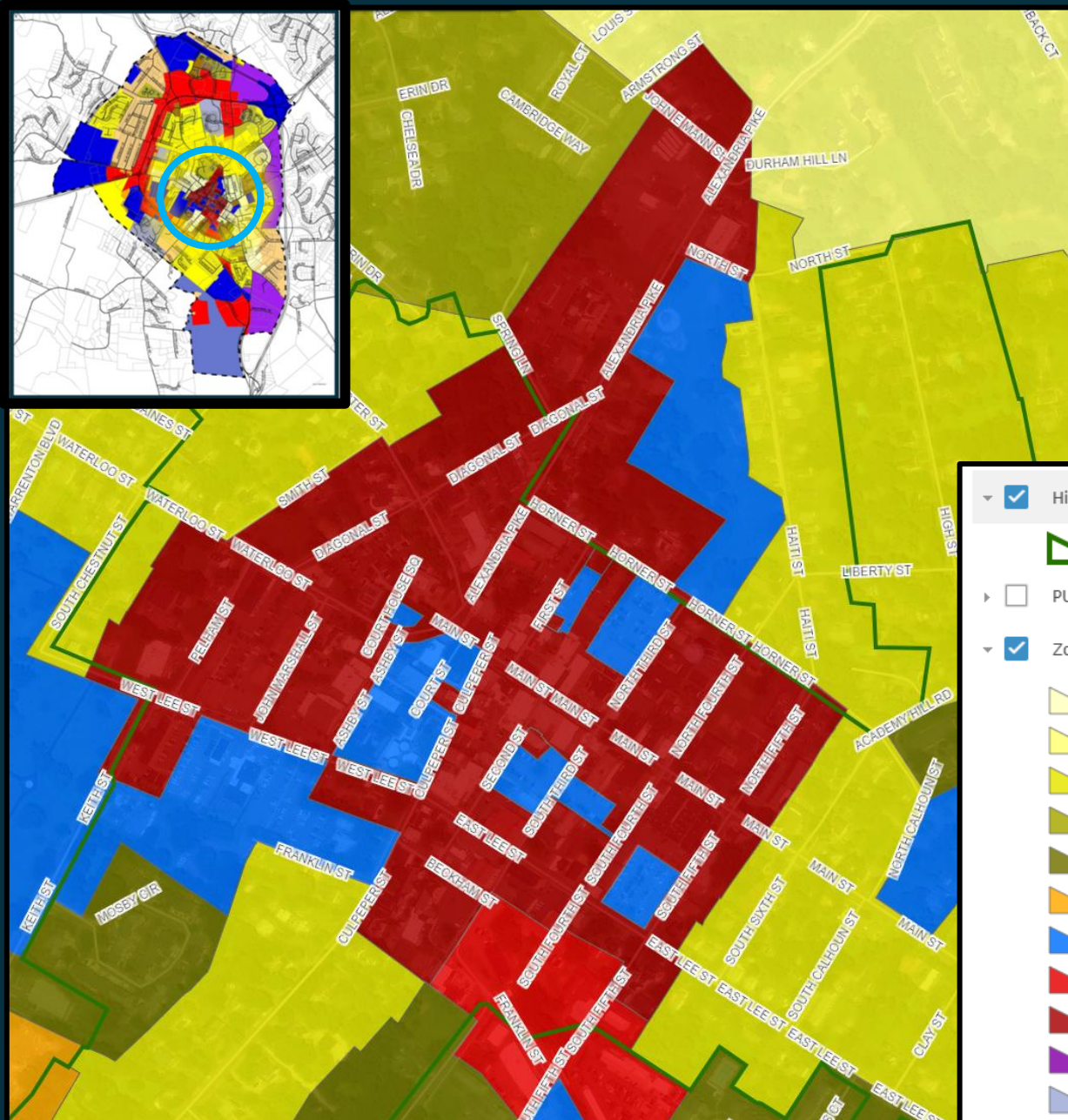
Requires the approval of a Special Use Permit by Town Council

➤ *A Legislative Approval Process*

- Hotels and Motels, not exceeding 75 Rooms

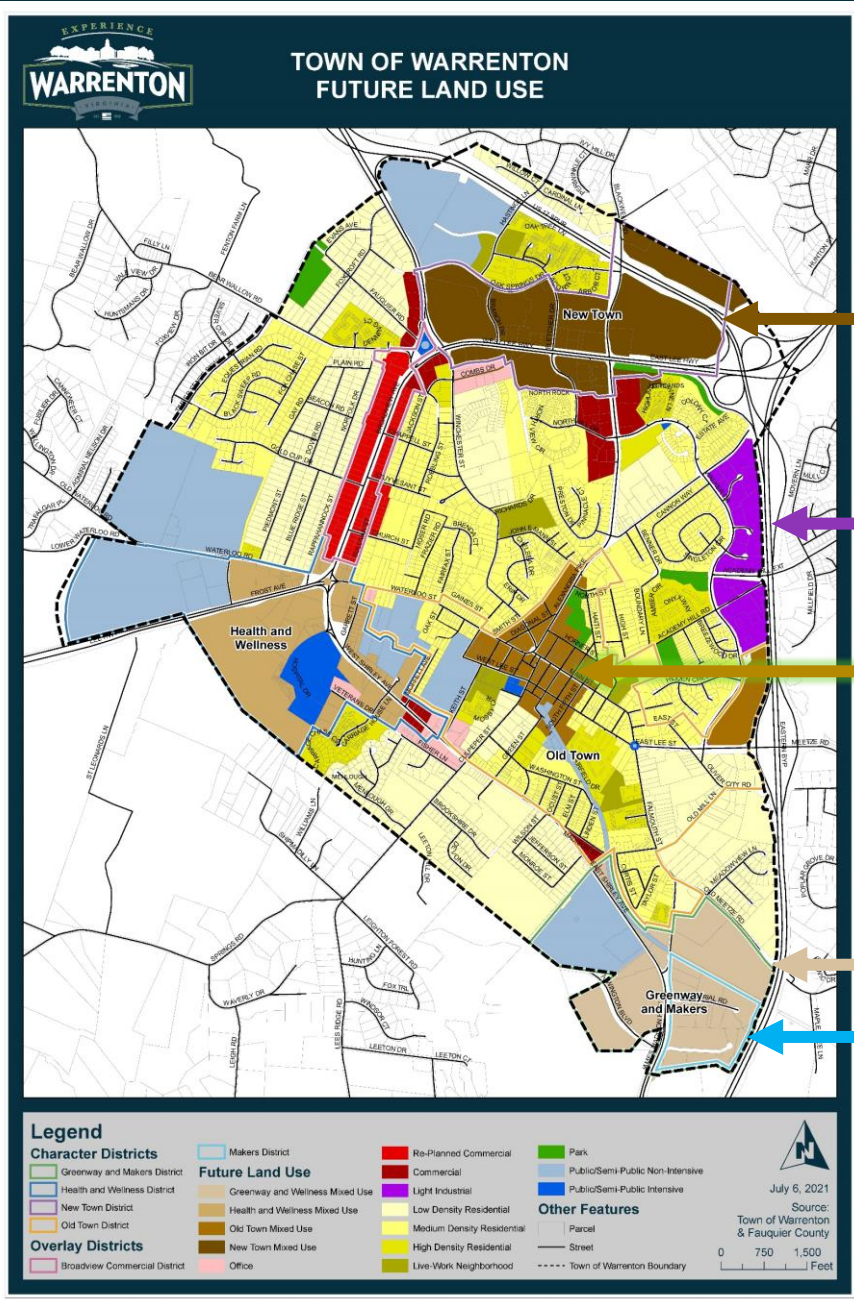
Central Business District

- ❖ 264 Parcels
- ❖ Established in 1976
- ❖ Most lots are within the Historic District



Legislative Intent of the District Z.O. Section 3-4.11.1

- Re-Use of Existing Buildings
- Preservation of Character
- Pedestrian Environment
- Mixed Uses
- Design Uniformity
- Adequate Parking



Future Land Use Map

Comprehensive Plan – Plan Warrenton 2040

Current Zoning Map – Industrial District

Future Land Use Map:

- New Town Character District/New Town Mixed Use
- Light Industrial
- **Old Town Character District/Old Town Mixed Use**
- Greenway & Makers Character District/Greenway and Wellness Mixed Use
- Makers Character District

Old Town Character District

Comprehensive Plan – Plan Warrenton 2040



Warrenton will continue to promote Old Town as the signature, cultural, social, and historic hub. The Town will encourage infill housing and other adaptive reuse of structures to bring more foot traffic to Old Town, but maintain the historic character and scale.

Zoning Ordinance Regulations – Article 3

Current Zoning Ordinance Provisions

Section 3-4.11.3 Permissible Uses

Requires the approval of a Special Use Permit by Town Council

➤ *A Legislative Approval Process*

- Clubs and Lodges
- Hotels and Motels, not exceeding 75 Rooms

Proposed Zoning Ordinance Provisions

Section 3-4.11.2 Permitted Uses

By-Right Uses - Requires Site Plan, Zoning & Building Permits

➤ *An Administrative Approval Process*

- Clubs and Lodges
- Hotels of up to 30 or 40 Rooms

Section 3-4.11.3 Permissible Uses

Requires the approval of a Special Use Permit by Town Council

➤ *A Legislative Approval Process*

- Hotels and Motels, not exceeding 75 Rooms

Zoning Ordinance Regulations – Article 12

Use Category Definitions

- **Hotel:** A facility offering transient lodging accommodations for ten or more individuals on a daily rate and providing additional services, such as restaurants, meeting rooms, and recreational facilities (also see Motel).
- **Motel:** A building or group of two (2) or more detached or semi-detached buildings containing rooms or apartments having separate entrances provided directly or closely in connection with automobile parking or storage space serving such rooms or apartments, which building or group of buildings is designed, intended, or used principally for the providing of sleeping accommodations for automobile travelers and is suitable for occupancy at all seasons of the year.
- **Club:** Buildings and/or facilities owned and operated by a corporation, association, or persons, which serves as a gathering place for a group of individuals organized for a common purpose to pursue common goals, interests, or activities and characterized by certain membership qualifications, payment of fees and dues, regular meetings, and a constitution of by-laws.
- **Lodge:** (see Club)

Zoning Ordinance Regulations – Article 7

Required Minimum Parking

Minimum Number of Spaces are Based off of:

- Closest-Available Use Category; or
- Parking Demand Information Provided by Applicant; or
- Research by Staff

Use Category	Minimum Parking Requirement	Ordinance Section
Hotel or Motel	One (1) space per room, plus one (1) space for each employee calculated for the work period containing the largest number of employees, plus additional spaces for restaurants.	Sec. 7-6 <i>Commercial Uses</i>
Restaurants, Sit Down	One (1) space per two hundred fifty (250) square feet of gross floor area.	Sec. 7-6 <i>Commercial Uses</i>
Civic Club or Org.	One (1) space per four (4) members, based on the designed occupancy load.	Sec. 7-4 <i>Institutional and Community Service Uses</i>
Country Club	One (1) space per four (4) members, based on the designed occupancy load.	Sec. 7-5 <i>Recreational Uses</i>

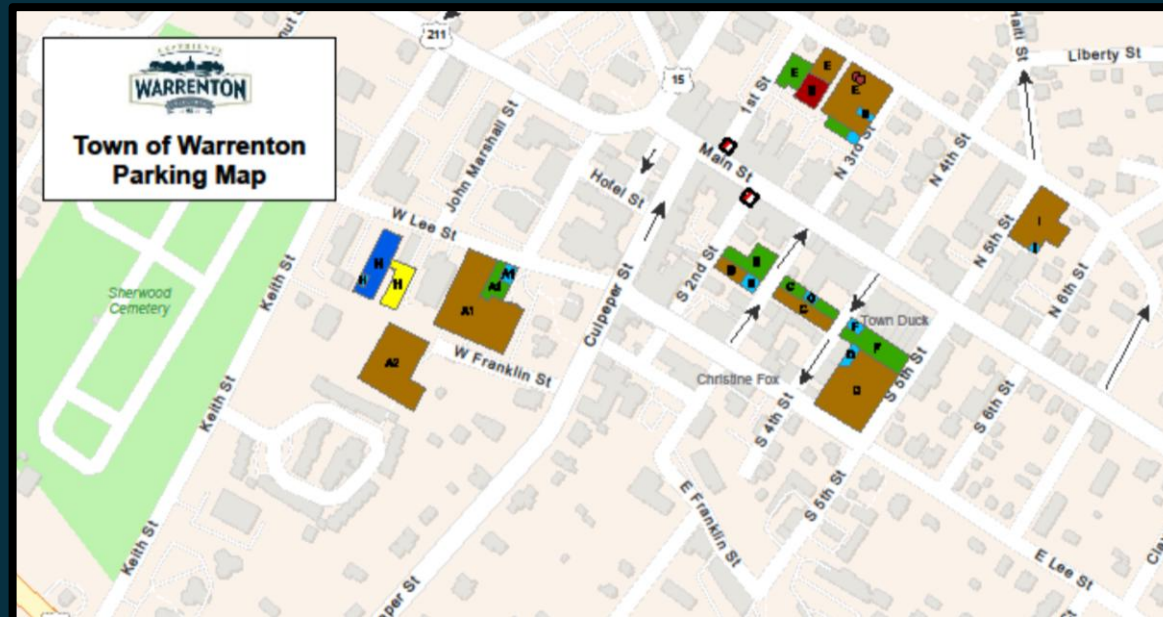
Zoning Ordinance Regulations – Article 7

Required Minimum Parking

Special Parking Considerations for the Central Business District

- Section 7-9.1 – 25% Reduction if the use is within 500 feet of another off-site parking lot.
- Section 7-9.2 – 25% Reduction if the applicant contributes to the Downtown Parking Fund*
- Section 7-13 – 100% Reduction if the use is within 300 feet of a Town-owned parking lot.

* A parking fund is provided for in the Zoning Ordinance, but a fund has not been adopted by Town Council.



Ordinance Comparison

Neighboring Towns

Town of Purcellville

- Hotels are permitted by-right in the mixed used and neighborhood scale districts (C-1, MC, C-4).

Town of Culpeper

- Consumer Service – Indoor is permitted by-right in all mixed use districts (MX, NC, C)

Town of Leesburg

- Hotels and Motels are permitted with the approval of a Special Exception in the Community (Downtown) Business District (B-1).

Work Session Questions & Research Results

How was the Chilton House bed and breakfast approved? Have there been any complaints about the use?

- The Chilton House, located at 97 Culpeper Street, was approved via Special Use Permit, case number SUP-16-06 on March 14, 2017. The approved use was for a Bed and Breakfast, with an approval condition that an owner/operator must reside on site. Currently, the business operates as the Chilton House Suites, with the main 'Manor' containing 5 bedrooms, and the 'Cottage' containing 2 bedrooms, each able to be rented out either separately or together. Per the business website, the business currently operates without an operator on-site, with no breakfast service, and all booking handled remotely. No records of complaints about this use were located.

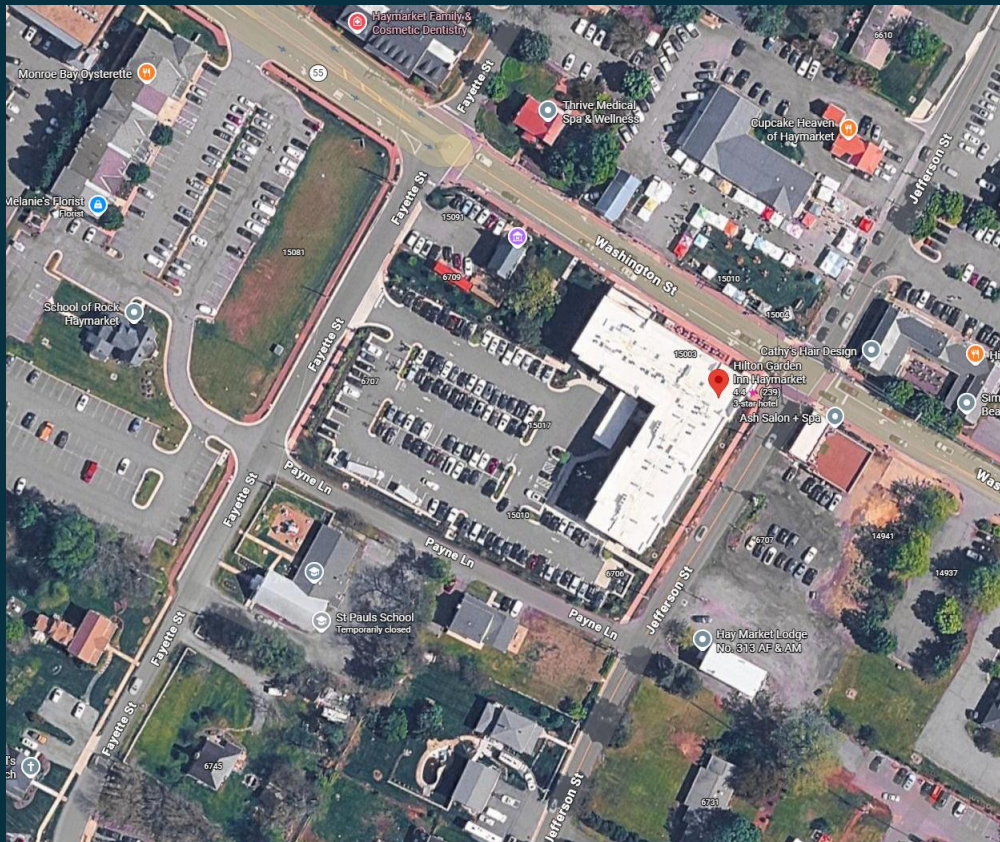
What is the small hotel located off of Davis Street in Culpeper?

- The hotel is operated as 'Suites at 249', located at 249 East Davis Street, and includes 6 'suites' (one suite has two bedrooms). The business is advertised as a 'contactless' and 'concierge-less' 'boutique hotel', where all booking and inquiries are handled remotely, with no on-site operator. There are no designated parking spaces, except for the one 2-bedroom suite, which has 2 dedicated on-site parking spaces; all other guest parking uses the public parking spaces available in the East Davis Street area.

Work Session Questions & Research Results

There is a hotel located in Haymarket (Hilton Garden Inn), in the Haymarket area that is equivalent to the Town's Old Town/CBD district – does this hotel provide on-site parking?

- The Hilton Garden Inn is located at 15001 Washington Street, adjacent to the Haymarket Museum. The 4-story hotel offers free parking on their website, and aerial maps show approximately 129 on-site parking spaces.



Work Session Questions & Research Results

If someone were to construct a new hotel building in the CBD district, how tall could the building be?

- The CBD district allows for new buildings to be constructed up to a maximum of 45 feet in height by-right; a building could be constructed up to 75 feet in height with the approval of a Special Use Permit from Town Council. Given that a non-residential floor is generally about 12 feet, this would allow a building of about 3 to 4 stories tall by-right, and up to 6 or 7 stories with approval of a SUP.

Are Town water and sewer utilities adequate for hotels? How is this determined by the Public Utilities staff? Would water and sewer use be different for hotels as compared to restaurants or offices?

- Per the Public Utilities Director, Mr. Steven Friend, generally, each proposed use has to be looked at individually for the size/activity/intensity. However, the average water/sewer use for a hotel is calculated by staff at 100 gallons per day, per room/guest. Higher star hotels can use more daily, but the average amount used for estimation purposes is 100 gallons per day, per room/guest. Whether a hotel will use more or less water/sewer than a restaurant or office cannot be answered unless the size and type of the restaurant/office/hotel is known. However, as long as the proposed usage is not more than what the current usage amount is, there would be sufficient water/sewer capacity for one or more buildings converted into a hotel.

Work Session Questions & Research Results

Please provide the parking demand/availability study that was completed as a part of the CBD density text amendment.

- In 2017 Walker Parking Consultants prepared a Parking Management Plan, that looked at both the “core” Old Town area, as well as a larger “periphery” area. The report found that currently there is a small operational surfeit of parking spaces in the core Old Town area during the peak use period of weekday “office hours”, 8am-5pm, with more open parking spaces during evening and weekend time periods. The report detailed that while there is currently a small operational surfeit during the current peak weekday hours, that full development/redevelopment of the old town area would generate more parking demand than is currently available, necessitating either the Town constructing additional parking facilities, or a greater reliance on privately-owned parking areas.

What is the typical traffic generated by a restaurant or hotel?

- According to the ITE Trip Generation Manual, 11th Edition, the time when the most vehicle trips are generated by either a hotel or a restaurant is in the afternoon and evening hours. There is a second morning peak, associated with hotel check-outs, however the larger traffic generator is during the late afternoon and evening for restaurant diners and hotel check-ins. Per the ITE Manual, restaurants and hotels typically generate the following vehicle trips:

Hotel = 0.59 vehicle trips per hour, per room

Fine Dining Restaurant = 7.8 vehicle trips per hour, per 1,000 square feet of gross floor area

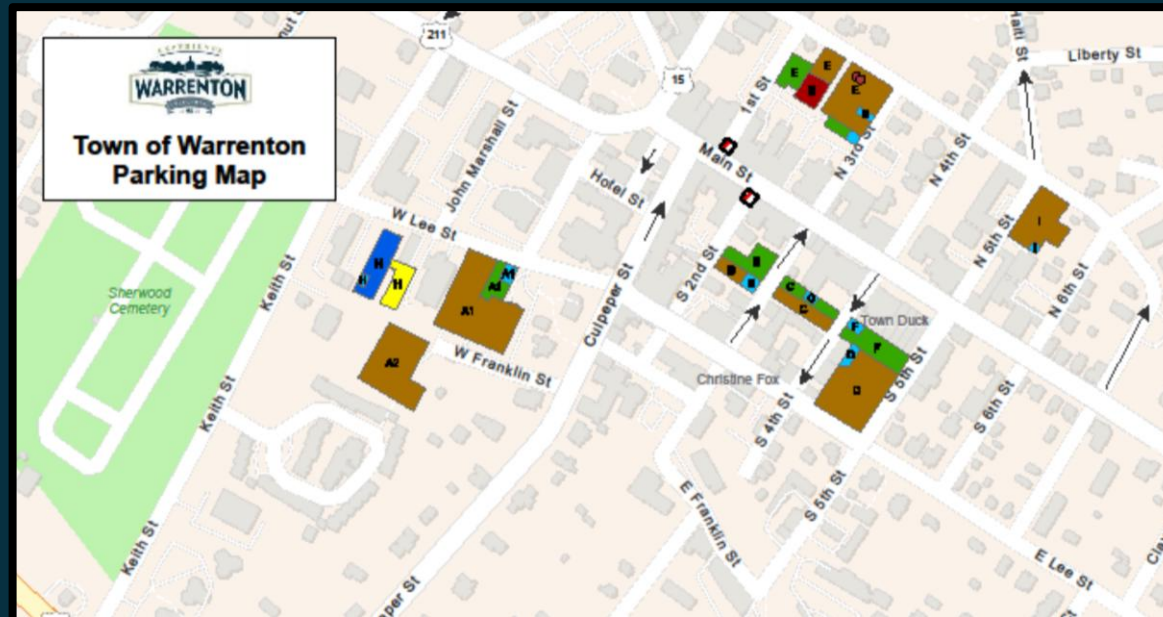
High Turnover (sit-down) Restaurant = 9.05 vehicle trips per hour, per 1,000 square feet of gross floor area

As an example, a hotel with 40 rooms would generate approximately 23.6 vehicle trips during the hour with the highest amount of traffic – usually during the late afternoon or evening check in period. This contrasts with the highest traffic volumes in Old Town, which were found to be during the morning clock-in and afternoon clock-out hours typical of office uses, as noted in the 2017 Waler Parking Consultants Parking Management Plan

Work Session Questions & Research Results

How many parking spaces are available in Old Town/CBD district?

- The 2017 parking study that was completed by the Town shows that there were 602 parking spaces in public parking lots, inclusive of all time-restricted, unrestricted, and handicapped parking spaces. After the Town purchased the new Town Hall, adding 39 parking spaces behind the former bank building, the total number of public parking spaces is now 641 spaces. A copy of the 2017 parking study map is attached that breaks down the number, type and location of parking spaces.



Work Session Questions & Research Results

Do other jurisdictions have specific standards for hotels?

- Local jurisdictions typically have general parking, loading, lighting, noise, and other performance standards that are applicable to all uses. In Albemarle County, there are appearance standards within their Entrance Corridor overlay districts that would apply to all businesses, including any new hotel development or redevelopment, which is similar to Warrenton’s Historic District, where exterior renovations or new construction must conform to the historic district standards to maintain the existing historic character.
- There are State regulations for hotels that pertain to public health and sanitation, as found in the Virginia Administrative Code, §12VAC-431, as enforced by the Virginia Department of Health.
- One instance of hotel-specific regulations was found in the Town of Leesburg, where in the Downtown B-1 District (similar to Warrenton’s CBD district), the maximum number of rooms is 40, and the use is called out as a “Commercial Inn”, which is a different use category than the general “Hotel” use category for that jurisdiction. In Leesburg, parking regulations are different in the B-1 district compared to other non-residential districts. In the B-1 district, a “Commercial Inn” must provide 1 parking space per room; outside of the B-1 district, a hotel must provide 1 space per room, plus 1 space for every 2 employees, plus additional parking if there is a restaurant, as copied from the Leesburg zoning ordinance (full parking ordinance attached):

Hotel or Motel	1.0 per room, plus 1.0 per two employees, plus additional spaces for restaurants. B-1 District Only: 1.0 per room
Eating Establishment, Sit Down	1.0 per 150 square feet gross floor area.

Work Session Questions & Research Results

Are there a minimum number of rooms that are required to be considered a hotel?

- The Code of Virginia includes regulations for hotels, in §35.1 – *Hotels, Restaurants, Summer Camps, and Campgrounds*. There is no minimum number of rooms required under State Code for a Hotel, however Bed and Breakfasts have both a minimum and a maximum number of rooms. These two uses are defined in State Code as:

“Bed-and-breakfast operation” means a residential-type establishment that provides (i) two or more rental accommodations for transient guests and food service to a maximum of 18 transient guests on any single day for five or more days in any calendar year or (ii) at least one rental accommodation for transient guests and food service to a maximum of 18 transient guests on any single day for 30 or more days in any calendar year.

"Hotel" means any place offering to the public for compensation transitory lodging or sleeping accommodations, overnight or otherwise, including facilities known by varying nomenclatures or designations as hotels, motels, travel lodges, **tourist homes****, or hostels.

Work Session Questions & Research Results

****** Please note that the State Code definition of a Hotel includes tourist homes, which are considered a separate use category under the Town zoning ordinance.

➤ The Town zoning ordinance provides the following definitions in Article 12:

Hotel: A facility offering transient lodging accommodations for ten or more individuals on a daily rate and providing additional services, such as restaurants, meeting rooms, and recreational facilities (also see Motel).

Motel: A building or a group of two (2) or more detached or semi-detached buildings containing rooms or apartments having separate entrances provided directly or closely in connection with automobile parking or storage space serving such rooms or apartments, which building or group of buildings is designed, intended, or used principally for the providing of sleeping accommodations for automobile travelers and is suitable for occupancy at all seasons of the year.

Tourist Home: A dwelling where only lodging is provided for compensation for up to five (5) persons (in contradistinction to hotels and boardinghouses) and open to transients.

Bed and Breakfast Facility: A private residence, or portion thereof, where short-term lodging is provided for compensation (no longer than 14 consecutive days) and meals may be provided, to guests only. The operator of the facility shall live on the premises or in an adjacent premises on the same lot. Up to four (4) guest rooms without cooking facilities may be provided. [also see Tourist Home; also see Inn]

Inn: A single-family dwelling, portion thereof, or accessory building to, where short-term lodging is provided for compensation to transient guests only. Additional services, such as restaurants, meeting and event space, and recreational facilities may also be provided. The operator may or may not live on the premises. Up to twelve (12) guest rooms may be provided.

Work Session Questions & Research Results

Is the text amendment able to include changes to all transient occupancy uses, such as hotels, motels, inns, bed and breakfast facilities, and tourist homes, so that each of these similar uses have the same approval process?

- Per the Town Attorney, Mr. Strother, yes, the text amendment can make all lodging accommodations in the CBD district by-right uses, as long as these lodging uses are limited to 30 or 40 rooms to match the initiation passed by Town Council.

Transient Occupancy Uses Allowed in the CBD District

Section 3-4.11.3 Permissible Uses – With the approval of a Special Use Permit by Town Council

- Hotels and motels, not exceeding seventy-five (75) rooms
- Hotels, Inns, Bed & Breakfasts, and Tourist Homes

Moving Forward

Scenario A

As Initiated by Town Council

- Allow Hotels of up to 30 or 40 rooms as a by-right Permitted use.
- Allow Clubs & Lodges as a by-right permitted use.
- Keep Hotels of up to 75 rooms as a Permissible use with a Special Use Permit.

Scenario B

Maintain the Status Quo

- Recommend denial of the text amendment, and keep all Hotels and Clubs & Lodges as Permissible uses that must obtain a Special Use Permit.

Scenario C

Revise all Lodging Uses to Permitted Uses

- Allow Hotels of up to 30 or 40 rooms as a by-right Permitted use.
- Allow Inns, Bed & Breakfasts, and Tourist Homes as a by-right Permitted use.
- Allow Clubs & Lodges as a by-right Permitted use.
- Keep Hotels of up to 75 rooms as a Permissible use with a Special Use Permit.

Text Amendment – ZOTA-26-1

Process:

- Initiated by Town Council on April 14, 2026
- Planning Commission Work Session April 28, 2026
- Planning Commission Public Hearing May 19, 2026
- Next Step:
 - Make a Recommendation of Approval or Denial.
 - Defer Action until the Next Regular Meeting on June 16th.
 - Close the Public Hearing or leave it open.

Questions that Require Answers:

- What is the right number of rooms - 30 or 40?
- What should or should not be a Permitted by-right use?

The Planning Commission must make a recommendation to Town Council by no later than 100 days after the first meeting.

100-day deadline:
August 6, 2026

Potential Planning Commission meeting dates for final recommendation:
Tuesday, July 21, 2026
Tuesday, July 28, 2026

Zoning Ordinance Criteria for Consideration of Text Amendments

When there is a request for a zoning ordinance text amendment, the Planning Commission and Town Council shall consider the following matters:

Section 11-3.9.13

Two Main Considerations for Text Amendments:

1. Whether the proposed text amendment is consistent with the Comprehensive Plan.
2. Whether the proposed text amendment is consistent with the intent and purpose of the Zoning Ordinance.

Section 11-3.9.12

Fourteen Additional Considerations – Use only those that are Relevant to the Proposed Text Amendment

1. Does it further the public interest, and conforms with the goals, objectives, and policies of the Comprehensive Plan?
2. Is it consistent with the Future Land Use Plan and the established character and land use patterns?
3. Is it justified by changed/changing conditions?
4. Would it create an isolated district that is unrelated to adjacent districts?
5. Are there now, or could there be built, adequate infrastructure and utilities to serve the use?
6. Is it compatible with properties in the vicinity, and would have no adverse impact on these properties?
7. Are there adequate sites elsewhere in the Town for the use?
8. Would there be traffic impacts that cannot be mitigated?
9. Is there already a reasonable and viable economic use of the property?
10. Would it have a negative impact on natural resources that is not compatible with the Comprehensive Plan?
11. Does it encourage economic development in areas deigned suitable by the Comprehensive Plan, provides desirable employment and enlarges the tax base?
12. Does it consider the current and future needs of the community, as determined by population and economic studies?
13. Does it enhance the opportunity for moderate housing for residents of the Town?
14. Does it negatively effect natural, scenic, archaeological, or historic features of significant importance?

An aerial photograph of a town street, showing a mix of residential and commercial buildings, trees, and parked cars. The street runs vertically through the center of the image. The word "Questions?" is overlaid in the center of the image.

Questions?

Resolution to Recommend Approval

June 16, 2026
Planning Commission
Regular Meeting

ZOTA-26-1 – A RESOLUTION TO RECOMMEND APPROVAL OF A ZONING ORDINANCE TEXT AMENDMENT TO ARTICLE 3 AND ARTICLE 9 TO ALLOW HOTELS OF UP TO 40 ROOMS, AS WELL AS INNS, BED & BREAKFASTS, AND TOURIST HOMES, AS PERMITTED, BY-RIGHT USES IN THE CENTRAL BUSINESS DISTRICT

WHEREAS, Warrenton, VA (Hereinafter "the Town") is a municipal corporation located within the County of Fauquier; and

WHEREAS, the Warrenton Town Council (Hereinafter "Council") may, by ordinance, amend, supplement, or change the regulations of the Zoning Ordinance of the Town whenever the public necessity, convenience, general welfare or good zoning practice may require such an amendment; and

WHEREAS, such an amendment was initiated by resolution of Council in accord with the procedures and requirements of Section 11-3.9 of the Zoning Ordinance on April 14, 2026; and

WHEREAS, on May 19, 2026, the Town of Warrenton Planning Commission conducted a public hearing and considered written and oral testimony; and

WHEREAS, the Town of Warrenton Planning Commission finds that per the Code of Virginia §15.2-2286(A)(7) this text amendment is in the best interest of public necessity, convenience, general welfare, and good zoning practice; now, therefore, be it

RESOLVED, by the Town of Warrenton Planning Commission on this 16th day of June, 2026, that the Commission hereby recommends approval of the following text amendment to Article 3 and Article 9 of the Town of Warrenton Zoning Ordinance as set forth herein.

Votes:

Ayes:

Nays:

Absent from Vote:

Absent from Meeting:

For Information:

Community Development Director,
Town Attorney

ATTEST: _____

Town Recorder

Article 3 Zoning Districts and Map

Amended by Town Council: **March 11, 2008**
 February 12, 2013
 April 12, 2016
 June 14, 2016
 August 9, 2016
 December 11, 2018
 August 11, 2020
 August 10, 2021
 April 12, 2022
 September 13, 2022
 June 16, 2026

Contents (Sections)

- 3-1 Zoning Districts Established
 - 3-1.1 Base Districts
 - 3-1.2 Overlay Districts
- 3-2 Zoning Map
- 3-3 Zoning District Boundaries
- 3-4 Requirements for Base Zoning Districts
 - 3-4.1 R-15 Residential District
 - 3-4.2 R-10 Residential District
 - 3-4.3 R-6 Residential District
 - 3-4.4 RT Residential Townhouse District
 - 3-4.5 RMF Residential Multifamily District
 - 3-4.6 R-40 Residential District
 - 3-4.7 R-E Residential District
 - 3-4.8 RO Residential Office District
 - 3-4.9 PSP Public-Semi-Public Institutional District
 - 3-4.10 C Commercial District
 - 3-4.11 CBD Central Business District
 - 3-4.12 I Industrial District
- 3-5 Requirements for Overlay Zoning Districts
 - 3-5.1 FPD - Floodplain District
 - 3-5.2 PUD - Planned Unit Development District
 - 3-5.3 HD - Historic District

3-4.11 CBD Central Business District

3-4.11.2 Permitted Uses (by-right)

- Accessory buildings
- Apartments
- Banks and other financial institutions, but not drive-in facilities
- Broadcasting stations
- Churches
- Cleaning and pressing shops limited to six (6) pressing machines, and four (4) dry cleaning machines
- Clinics - outpatient care only
- Clubs & Lodges
- Community buildings
- Historic shrines and museums
- Home Occupations
- Hotels, not exceeding 40 rooms
- Inns, Bed & Breakfasts, and Tourist Homes
- Institutional buildings
- Medical and dental offices/clinics
- Mixed Use structures
- Mobile Food Vendors subject to Article 9-24
- Offices for business or professional use
- Off-street parking and load subject to Article 7
- Open space subject to Article 9
- Parking lots, in accord with supplemental regulations in Article 9 and parking lot standards, Article 7
- Personal service stores not exceeding three thousand (3,000) square feet in gross area, or within an existing space legally used for such purposes within the previous five years.
- Restaurants, without drive-in facilities
- Retail service stores not exceeding three thousand (3,000) square feet in gross area, or within an existing space legally used for such purposes within the previous five years
- Signs subject to Article 6
- Single-family detached dwelling units
- Studios and Trade Schools
- Theaters
- Townhouses and duplexes
- Utilities related to and necessary service within the Town, including poles, wires, transformers, telephone booths, and the like for electrical power distribution of communication service, and underground pipelines or conduits

Resolution to Recommend Approval

for local electrical, gas, sewer, or water service, but not those facilities listed as requiring a special use permit

- Vending machines

3-4.11.3 Permissible Uses (by special use permit upon approval of the Town Council)

- Active and passive recreation and recreational facilities
- Child care center, day care center, or nursery school
- Clubs and lodges
- Commercial parking lots and garages
- Commercial recreational establishments
- Drive-through facilities for banks and financial institutions
- Emergency housing
- Farmers markets
- Funeral homes
- Health and Fitness Facilities
- Hotels and motels, not exceeding seventy-five (75) rooms
- ~~- Hotels, Inns, Bed & Breakfasts, and Tourist Homes~~
- Medical centers and laboratories
- Parks and playgrounds.
- Printing establishments in excess of 3,000 square feet in gross area
- Rental service establishments, with no outside equipment storage.
- Retail, personal or business services, office, or restaurants in dwellings or apartment buildings
- Schools, including trade schools
- Small equipment sales and/or service operations
- Taxicab stands
- Water storage tanks, major transmission lines or pipelines, pumping or regulator stations, communications towers, and substations, and cable television facilities and accessory buildings

Article 9 Supplemental Use Regulations

Amended by Town Council: February 12, 2013
July 8, 2014
August 9, 2016
December 11, 2018
April 9, 2019
December 10, 2019
August 10, 2021
April 12, 2022
June 11, 2024
June 16, 2026

Table of Contents

9-1	Accessory Structures and Uses; Parcel Limitations
9-2	Additional Regulations Where a Grouping or More than One Use is Planned for a Tract
9-3	Affordable Dwelling Unit Provisions
9-4	Apartment Buildings, Special Regulations
9-5	Bed and Breakfast Facilities
9-6	Cluster Development Provisions
9-7	Home Occupations and Home Businesses
9-8	Lighting
9-9	Manufacturing Buildings, Special Regulations
9-10	Mobile Homes (Manufactured Homes)
9-11	Office and Other Business Buildings, Special Regulations
9-12	Open Space
9-13	Outdoor Display
9-14	Performance Standards for All Non-Residential Uses
9-15	Recycling Facilities
9-16	Residential Use Limitations
9-17	Steep Slopes
9-18	Telecommunications Facilities
9-19	Temporary Uses
9-20	Traditional Neighborhood Development Option (TND)
9-21	Utility Lots
9-22	Yard and Garage Sales
9-23	Massage Therapy, Establishment of Provisions for Therapists and Businesses
9-24	Mobile Food Vendors
9-25	Mixed-Use Development Option
<u>9-26</u>	<u>Lodging Uses in the Central Business District (CBD)</u>

9-26 Lodging Uses in the Central Business District (CBD)

Hotels not exceeding 40 rooms, Inns, Bed & Breakfasts, and Tourist Homes, as defined in Article 12, are permitted in the Central Business District (CBD), subject to the following additional standards.

9-26.1 Additional Standards

- A. A site development plan, meeting the requirements of Article 10 Site Development Plans, must be submitted for review and approval. The site development plan must demonstrate that:
 - 1. Parking, equivalent to 0.75 parking spaces per room for rent, is provided on the same parcel or lot as the lodging use, and/or provided via an off-site parking agreement that will assure the permanent availability of such spaces.
 - a. Off-site parking spaces must be located within a 500-foot radius of the lodging use, and provide for safe and convenient pedestrian access to and from the lodging use. Any improvements to existing pedestrian facilities that are required to provide safe and convenient access to and from the lodging use are the responsibility of the developer.
 - b. This minimum parking requirement must be met regardless of any parking reductions or credits that may be available for other permitted or permissible uses in the Central Business District as found in Article 7 Off-Street Parking and Loading.
 - c. Any off-site parking agreement used to satisfy the minimum parking requirement must be provided to the Zoning Administrator for review and approval as a part of the required site development plan submittal.
 - d. A modification or waiver to this parking requirement may be granted by Town Council upon a recommendation from the Planning Commission, in accordance with the process as outlined in Article 11, Section 11-3.10 Special Use Permits and Waivers, or as a part of an application for a Zoning Map Amendment as regulated by Section 11-3.9 Zoning Amendments.
 - 2. A loading area is provided that is adequate for guest arrival/departure, luggage loading/unloading, deliveries, valet services, and other such similar activities that generate temporary, short-term vehicular trips.
 - a. For lodging uses with greater than 12 rooms for rent, the loading area must accommodate a minimum of 0.1 passenger vehicles per room for rent.
 - b. Vehicles using such loading area shall not impede traffic. Any use of the public right-of-way for such loading area must obtain a Right-of-Way Permit from the Department of Public Works.
- B. Any accessory use that is associated with the principal lodging use, such as restaurants, meeting rooms, clubs, lodges, or event space, must provide adequate parking for that use subject to the requirements of Article 7 Off-Street Parking and Loading, where these spaces are in addition to those parking spaces required under subsection A.1 above.

Resolution to Recommend Denial

June 16, 2026
Planning Commission
Public Hearing

ZOTA-26-1 – A RESOLUTION TO RECOMMEND DENIAL OF A ZONING ORDINANCE TEXT AMENDMENT TO ARTICLES 3, 9 AND 12 TO ALLOW HOTELS OF UP TO 30 OR 40 ROOMS, AS WELL AS CLUBS AND LODGES, AS BY-RIGHT USES IN THE CENTRAL BUSINESS DISTRICT

WHEREAS, Warrenton, VA (Hereinafter "the Town") is a municipal corporation located within the County of Fauquier; and

WHEREAS, the Warrenton Town Council (Hereinafter "Council") may, by ordinance, amend, supplement, or change the regulations of the Zoning Ordinance of the Town whenever the public necessity, convenience, general welfare or good zoning practice may require such an amendment; and

WHEREAS, such an amendment was initiated by resolution of Council in accord with the procedures and requirements of Section 11-3.9 of the Zoning Ordinance on April 14, 2026; and

WHEREAS, on May 19 the Town of Warrenton Planning Commission conducted a public hearing and considered written and oral testimony; and

WHEREAS, the Town of Warrenton Planning Commission finds that per the Code of Virginia §15.2-2286(A)(7) this text amendment is not in the best interest of public necessity, convenience, general welfare, or good zoning practice; now, therefore, be it

RESOLVED, by the Town of Warrenton Planning Commission on this 16th day of June, 2026, that the Commission hereby recommends denial of text amendment ZOTA-26-1.

Votes:

Ayes:

Nays:

Absent from Vote:

Absent from Meeting:

For Information:

Community Development Director,
Town Attorney

ATTEST: _____

Town Recorder



ZOTA-26-1

**A Zoning Ordinance Text Amendment affecting Hotels,
Clubs and Lodges in the Central Business District**

Planning Commission Regular Meeting
June 16, 2026

Draft Ordinance – Article 3

Section 3-4.11.2 Permitted Uses (by-right)

- Hotels, not exceeding 40 rooms
- Inns, Bed & Breakfasts & Tourist Homes

Section 3-4.11.3 Permissible Uses (by special use permit upon approval of the Town Council)

- Clubs & Lodges – *no change*
 - *A club or lodge accessory to another Permitted by-right principal use would not require a SUP.*
- Hotels and motels, not exceeding 75 rooms – *no change*

Draft Ordinance – Article 9

9-26 Lodging Uses in the Central Business District (CBD)

Hotels not exceeding 40 rooms, Inns, Bed & Breakfasts, and Tourist Homes, as defined in Article 12, are permitted in the Central Business District (CBD), subject to the following additional standards.

9-26.1 Additional Standards

Minimum Parking Spaces Required

- 0.75 Parking spaces per hotel room – either on-site, or off-site via a parking agreement; does not include on-street or municipal parking lot spaces.
- Must be within 500 feet of the hotel with adequate pedestrian pathways.
- Does not allow use of the CBD parking reductions in Article 7.
- Allows a modification or waiver through a public hearing process.

Loading/Drop-Off Area Required

- 0.1 spaces per hotel room if more than 12 rooms for rent – either on-site, or in the street with a Right-of-Way permit.

Accessory Use Parking

- Must provide spaces as required by Article 7; this would allow for the CBD parking reductions.

Zoning Ordinance Regulations – Article 7

Required Minimum Parking

Minimum Number of Spaces are Based off of:

- Closest-Available Use Category; or
- Parking Demand Information Provided by Applicant; or
- Research by Staff

Use Category	Minimum Parking Requirement	Ordinance Section
Hotel or Motel	One (1) space per room, plus one (1) space for each employee calculated for the work period containing the largest number of employees, plus additional spaces for restaurants.	Sec. 7-6 <i>Commercial Uses</i>
Restaurants, Sit Down	One (1) space per two hundred fifty (250) square feet of gross floor area.	Sec. 7-6 <i>Commercial Uses</i>
Civic Club or Org.	One (1) space per four (4) members, based on the designed occupancy load.	Sec. 7-4 <i>Institutional and Community Service Uses</i>
Country Club	One (1) space per four (4) members, based on the designed occupancy load.	Sec. 7-5 <i>Recreational Uses</i>

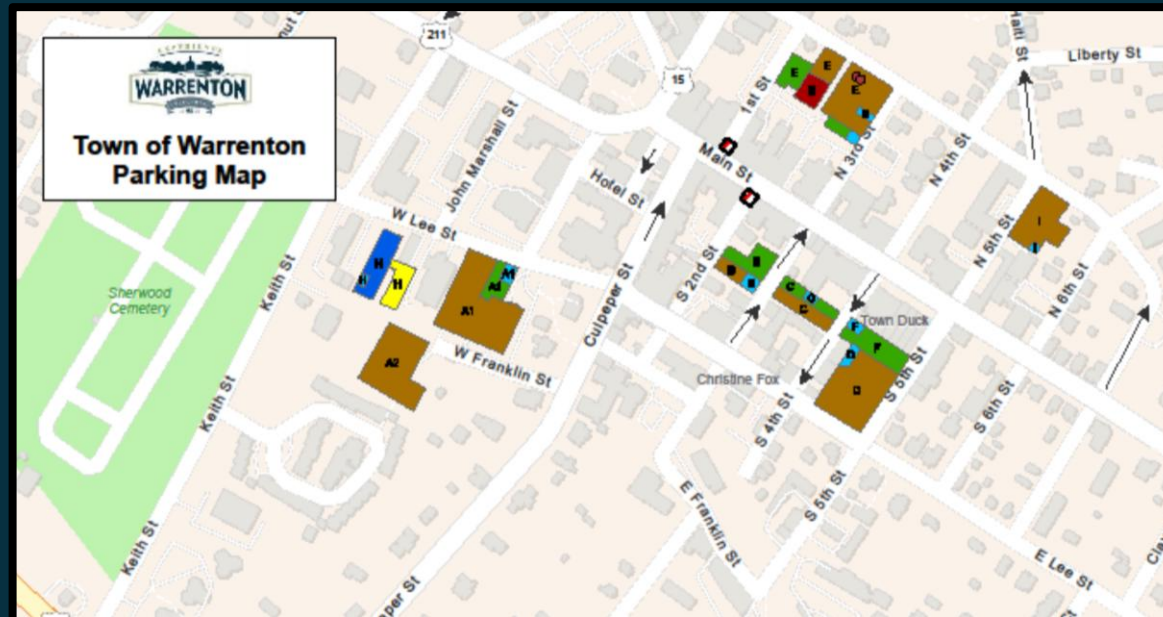
Zoning Ordinance Regulations – Article 7

Required Minimum Parking

Special Parking Considerations for the Central Business District

- Section 7-9.1 – 25% Reduction if the use is within 500 feet of another off-site parking lot.
- Section 7-9.2 – 25% Reduction if the applicant contributes to the Downtown Parking Fund*
- Section 7-13 – 100% Reduction if the use is within 300 feet of a Town-owned parking lot.

** A parking fund is provided for in the Zoning Ordinance, but a fund has not been adopted by Town Council.*



Zoning Ordinance Regulations – Article 12

Hotel: A facility offering transient lodging accommodations for ten or more individuals on a daily rate and providing additional services, such as restaurants, meeting rooms, and recreational facilities (also see Motel).

Motel: A building or a group of two (2) or more detached or semi-detached buildings containing rooms or apartments having separate entrances provided directly or closely in connection with automobile parking or storage space serving such rooms or apartments, which building or group of buildings is designed, intended, or used principally for the providing of sleeping accommodations for automobile travelers and is suitable for occupancy at all seasons of the year.

Tourist Home: A dwelling where only lodging is provided for compensation for up to five (5) persons (in contradistinction to hotels and boardinghouses) and open to transients.

Bed and Breakfast Facility: A private residence, or portion thereof, where short-term lodging is provided for compensation (no longer than 14 consecutive days) and meals may be provided, to guests only. The operator of the facility shall live on the premises or in an adjacent premises on the same lot. Up to four (4) guest rooms without cooking facilities may be provided. [also see Tourist Home; also see Inn]

Inn: A single-family dwelling, portion thereof, or accessory building to, where short-term lodging is provided for compensation to transient guests only. Additional services, such as restaurants, meeting and event space, and recreational facilities may also be provided. The operator may or may not live on the premises. Up to twelve (12) guest rooms may be provided.

Text Amendment – ZOTA-26-1

Process:

- Initiated by Town Council on April 14, 2026
- Planning Commission Work Session April 28, 2026
- Planning Commission Public Hearing May 19, 2026
 - Public Hearing was Closed
- Next Step:
 - Make a Recommendation of Approval or Denial.
 - ❖ Draft Resolutions provided in agenda packet.
 - Defer Action until the Next Regular Meeting on July 21st.

The Planning Commission must make a recommendation to Town Council by no later than 100 days after the first meeting.

100-day deadline:
August 6, 2026

Potential Planning Commission meeting dates for final recommendation:
Tuesday, July 21, 2026
Tuesday, July 28, 2026

Zoning Ordinance Criteria for Consideration of Text Amendments

When there is a request for a zoning ordinance text amendment, the Planning Commission and Town Council shall consider the following matters:

Section 11-3.9.13

Two Main Considerations for Text Amendments:

1. Whether the proposed text amendment is consistent with the Comprehensive Plan.
2. Whether the proposed text amendment is consistent with the intent and purpose of the Zoning Ordinance.

Section 11-3.9.12

Fourteen Additional Considerations – Use only those that are Relevant to the Proposed Text Amendment

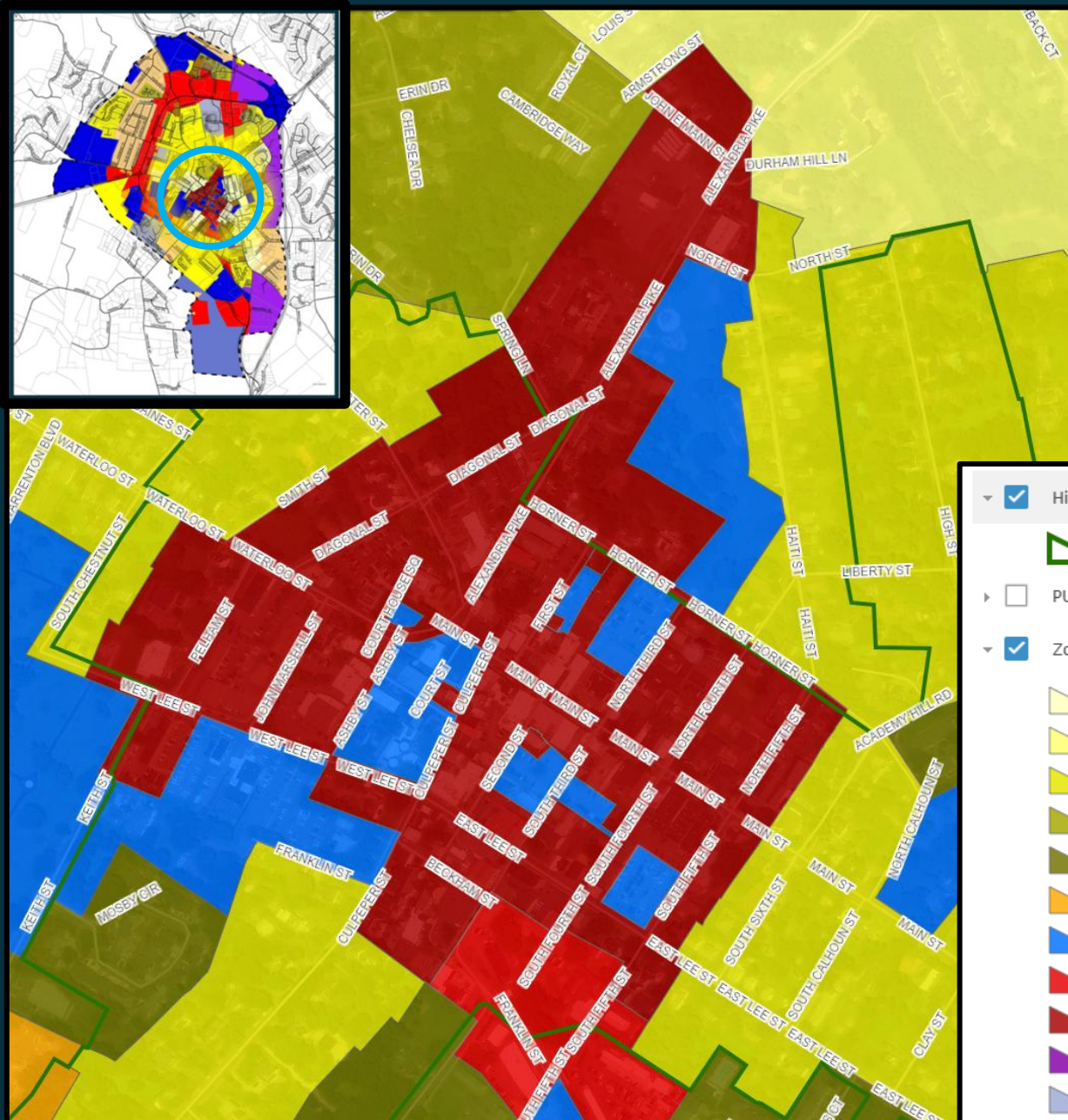
1. Does it further the public interest, and conforms with the goals, objectives, and policies of the Comprehensive Plan?
2. Is it consistent with the Future Land Use Plan and the established character and land use patterns?
3. Is it justified by changed/changing conditions?
4. Would it create an isolated district that is unrelated to adjacent districts?
5. Are there now, or could there be built, adequate infrastructure and utilities to serve the use?
6. Is it compatible with properties in the vicinity, and would have no adverse impact on these properties?
7. Are there adequate sites elsewhere in the Town for the use?
8. Would there be traffic impacts that cannot be mitigated?
9. Is there already a reasonable and viable economic use of the property?
10. Would it have a negative impact on natural resources that is not compatible with the Comprehensive Plan?
11. Does it encourage economic development in areas deigned suitable by the Comprehensive Plan, provides desirable employment and enlarges the tax base?
12. Does it consider the current and future needs of the community, as determined by population and economic studies?
13. Does it enhance the opportunity for moderate housing for residents of the Town?
14. Does it negatively effect natural, scenic, archaeological, or historic features of significant importance?

An aerial photograph of a town street, showing a mix of residential and commercial buildings, trees, and parked cars. The street runs vertically through the center of the image. The word "Questions?" is overlaid in the center of the image.

Questions?

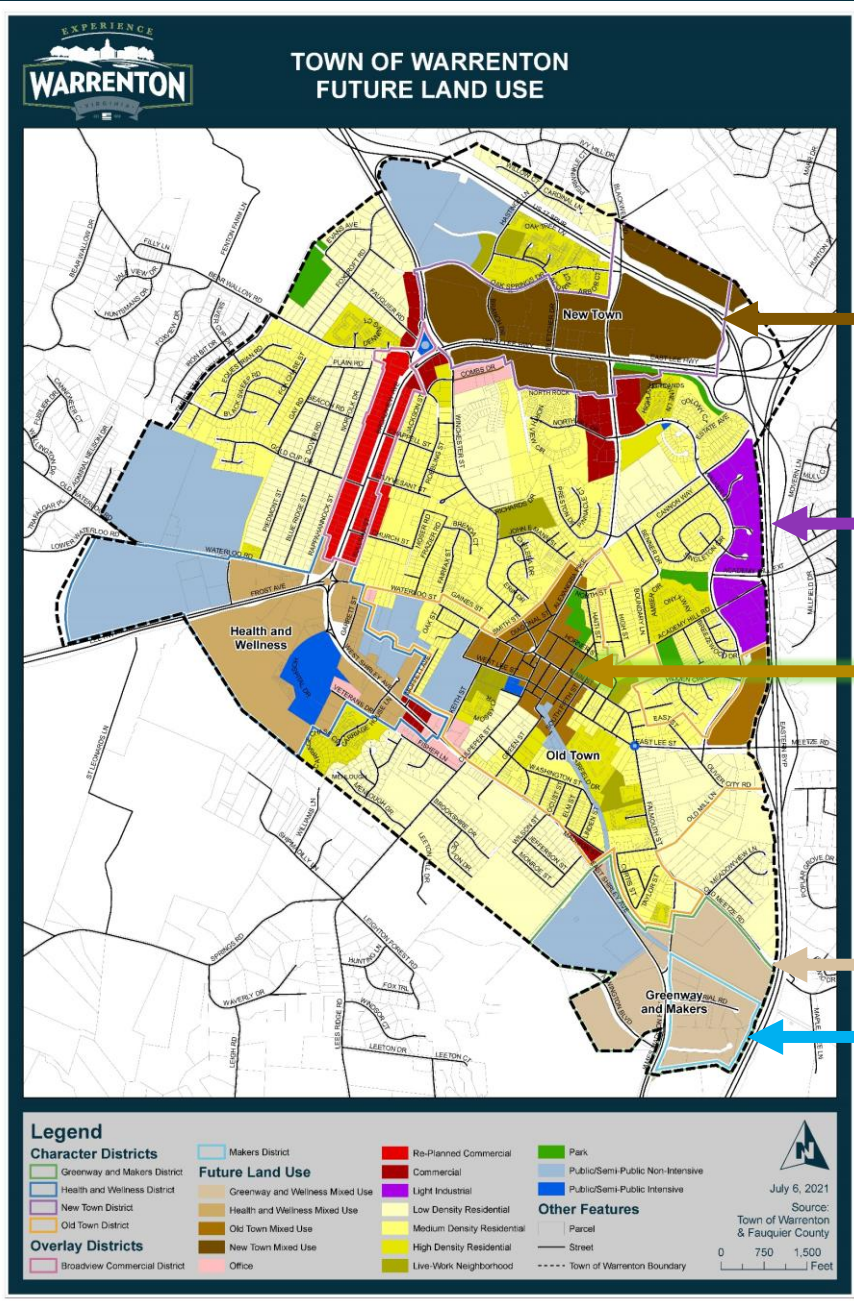
Central Business District

- ❖ 264 Parcels
- ❖ Established in 1976
- ❖ Most lots are within the Historic District



Legislative Intent of the District Z.O. Section 3-4.11.1

- Re-Use of Existing Buildings
- Preservation of Character
- Pedestrian Environment
- Mixed Uses
- Design Uniformity
- Adequate Parking



Future Land Use Map

Comprehensive Plan – Plan Warrenton 2040

Current Zoning Map – Industrial District

Future Land Use Map:

- New Town Character District/New Town Mixed Use
- Light Industrial
- **Old Town Character District/Old Town Mixed Use**
- Greenway & Makers Character District/Greenway and Wellness Mixed Use
- Makers Character District

Old Town Character District

Comprehensive Plan – Plan Warrenton 2040



Warrenton will continue to promote Old Town as the signature, cultural, social, and historic hub. The Town will encourage infill housing and other adaptive reuse of structures to bring more foot traffic to Old Town, but maintain the historic character and scale.