



**BOARD OF ZONING APPEALS OF THE TOWN OF WARRENTON
TOWN HALL
21 MAIN STREET
WARRENTON, VIRGINIA 20186**

MINUTES

A REGULAR MEETING OF THE BOARD OF ZONING APPEALS WAS HELD ON MAY 6, 2025, AT 5:00 P.M. IN WARRENTON, VIRGINIA

PRESENT Ms. Melea Maybach, Chair; Mr. Van Baggett, Vice Chair; Ms. Susan Helander; Ms. Heather Jenkins, Zoning Administrator; Ms. Amber Heflin, Zoning Official

ABSENT

CALL TO ORDER AND DETERMINATION OF A QUORUM

The meeting was called to order at 5:05pm. There was a quorum of members present.

APPROVAL OF MINUTES

Draft Minutes – March 4, 2025, Meeting

Ms. Helander motioned to approve the minutes as presented, and Mr. Baggett seconded. All in favor. The vote was as follows:

***Ayes: Ms. Melea Maybach, Chair; Mr. Van Baggett, Vice Chair;
Ms. Susan Helander***

***Nays:
Absent During Vote:***

PUBLIC HEARING

BZA-25-1- 579 Pineview Court

Ms. Heflin gave a brief presentation on the proposed variance request, advising the request was

for an 18.5' variance from the required 18.5' secondary front yard setback requirement to allow the construction of a 6' fence along the property's secondary frontage on Meadowview Lane. She added the applicant has proposed a section of 4' fencing at the intersection of Pineview Court and Meadowview Lane in an attempt to eliminate sight distance issues at the intersection for pedestrians and vehicular traffic.

Ms. Heflin advised the applicant was present for questions from the Board.

A brief discussion ensued regarding Ms. Helander's involvement as the agent for the subdivision's HOA as well as her relationship with the applicant and Ms. Helander asked the other members of the Board if they felt she should recuse herself.

Ms. Helander stated the Board may want to consider a text amendment for fences on corner lots since the Town is currently undergoing a Zoning Ordinance rewrite.

The other members of the Board indicated they were comfortable with Ms. Helander casting a vote on the variance request.

Ms. Maybach asked if the applicant would like to speak to their variance request.

David George, the homeowner, stated the fencing is proposed not only for privacy and safety but also to enhance the community and add to its value.

There were no further questions.

Ms. Maybach opened the public hearing at 5:18pm.

No one spoke.

Ms. Maybach closed the public hearing at 5:19pm.

Ms. Helander stated she had not physically been down Meadowview Lane, but the community had been there for 20 years or more and was quiet. She added that the new Warrenton Crossing Subdivision was being constructed adjacent to the Monroe Estates subdivision and expressed concerns that additional pedestrians may create additional safety concerns.

Ms. Helander expressed her support for the variance request due to the potential for additional safety concerns.

Ms. Maybach asked for a motion.

Mr. Baggett motioned to approve BZA-25-1 for the variance of 18.5' to allow the 6' fence sections within the 18.5' secondary front setback as presented, and Ms. Helander seconded.

Ms. Maybach added she would like to approve with the conditions the staff had suggested, which included the restriction on the portion of fencing at the intersection of Meadowview Lane and Pineview Court to 4' in height to maintain a clear sight triangle for vehicles and pedestrians.

Ms. Jenkins clarified Ms. Maybach's request to amend the existing motion on the floor to add the staff's suggested conditions of approval.

Ms. Maybach confirmed and motioned to amend the existing motion to approve BZA-25-1 for the variance of 18.5' to allow the 6' fence sections within the 18.5' secondary front setback with the approval conditions as presented by staff.

Ms. Heflin clarified the motion on the floor is to approve the variance request with the conditions of approval as presented.

Mr. Baggett confirmed.

Ms. Jenkins advised the Board will first need to approve the amendment to the motion and the vote to approve the motion.

Ms. Helander motioned to approve the amended motion. Mr. Baggett seconded. All in favor. No discussion, the vote was as follows:

Ayes: *Ms. Melea Maybach, Chair; Mr. Van Baggett, Vice Chair;
Ms. Susan Helander*

Nays:

Absent During Vote:

Mr. Baggett motioned to approve BZA-25-1 with the approval conditions as presented by staff, and Ms. Helander seconded. All in favor. No discussion. The vote was as follows:

Ayes: *Ms. Melea Maybach, Chair; Mr. Van Baggett, Vice Chair;
Ms. Susan Helander*

Nays:

Absent During Vote:

Ms. Maybach thanked the applicant for applying for a variance and noted after seeing the neighborhood layout, the 4' section of fencing will make a huge difference at the intersection.

There were no further comments or questions.

UPDATES FROM STAFF

Appointment of New Board Members for Existing Vacancies

Ms. Heflin advised the Board there is no update from the Circuit Court regarding appointment of two new Board members to fill the vacancies on the Board yet.

There were no questions from the board.

Cancellation of the Board's Regularly Scheduled June Meeting

Ms. Heflin advised the Board there are no pending appeals or variance requests and there are no pending administrative tasks the Board needs to complete next month, and the June meeting can be cancelled should the Board wish to do so.

There was agreement from all Board members to cancel the regularly scheduled June meeting.

Ms. Maybach asked about the July meeting date.

Ms. Heflin confirmed the July meeting was set for July 1st.

Ms. Helander indicated she will not be available for the August meeting.

There were no further questions.

ADJOURNMENT

Ms. Maybach motioned to adjourn. Ms. Helander seconded, all in favor. No discussion. The vote was as follows:

Ayes: *Ms. Melea Maybach, Chair; Mr. Van Baggett, Vice Chair;
Ms. Susan Helander*

Nays:

Absent During Vote:

The meeting was adjourned at 5:25 pm.

I hereby certify that this is a true and exact record of actions taken by the Board of Zoning Appeals of the Town of Warrenton on May 6, 2025.

Melea Maybach
BZA Chair