



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

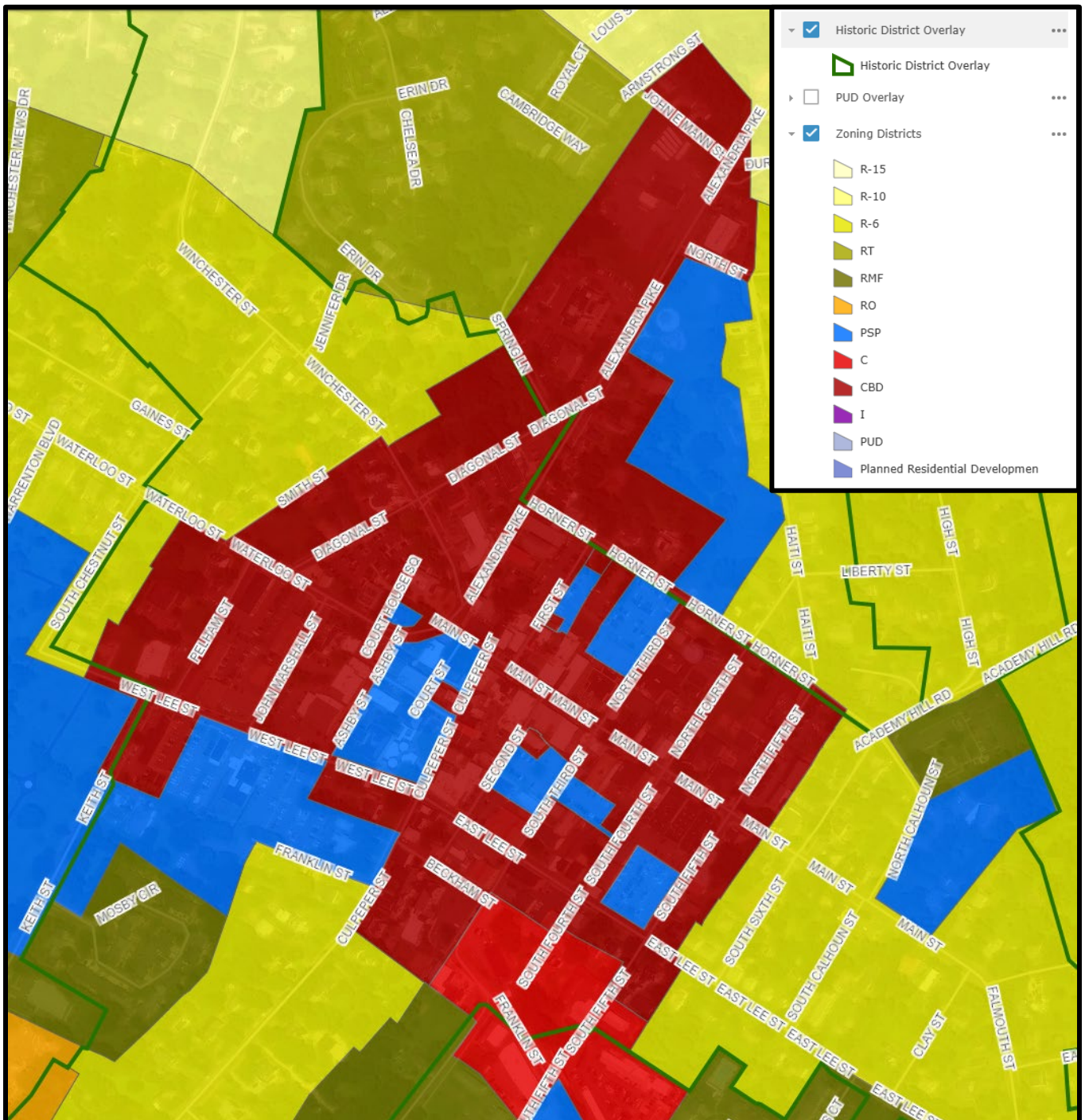
The Central Business District, as a separate zoning district, was established in 1976, as a part of the adoption of the newly revised Zoning Ordinance of the time, and encompasses the central, historic portion of the Town, radiating out from the intersection of Culpeper Street, Waterloo Street, Winchester 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.

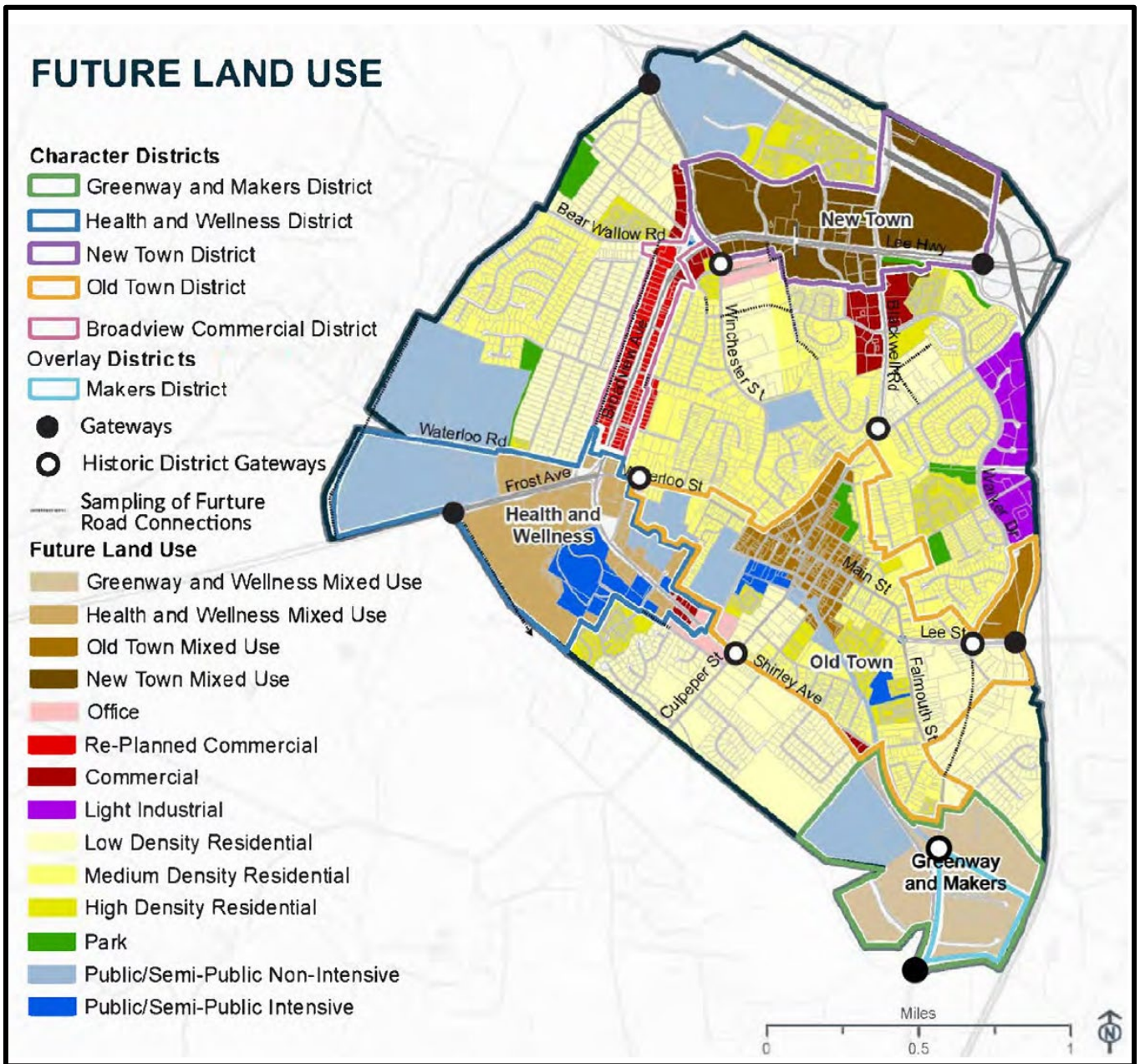
Trash and Waste Removal

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

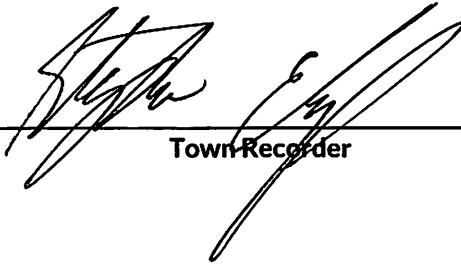
Absent from Vote:

Absent from Meeting:

For Information:

Community Development Director,
Town Attorney

ATTEST: _____

A handwritten signature in black ink, appearing to be 'Steph', is written over a horizontal line. The signature is stylized and cursive.

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

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- 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.

EXPERIENCE



WARRENTON

. VIRGINIA .

EST.  1810

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

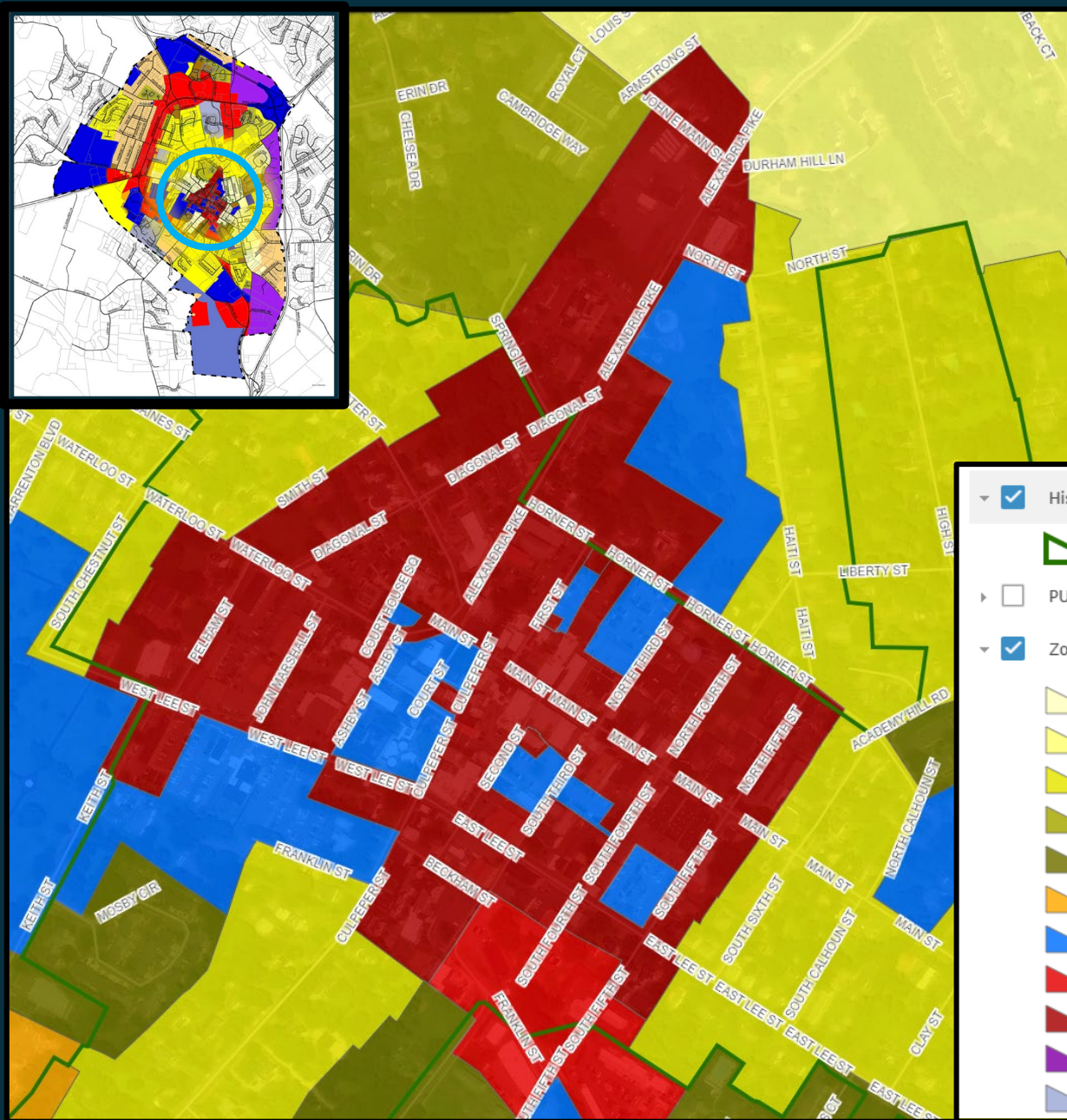
Requires the approval of a Special Use Permit by Town Council

➤ *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

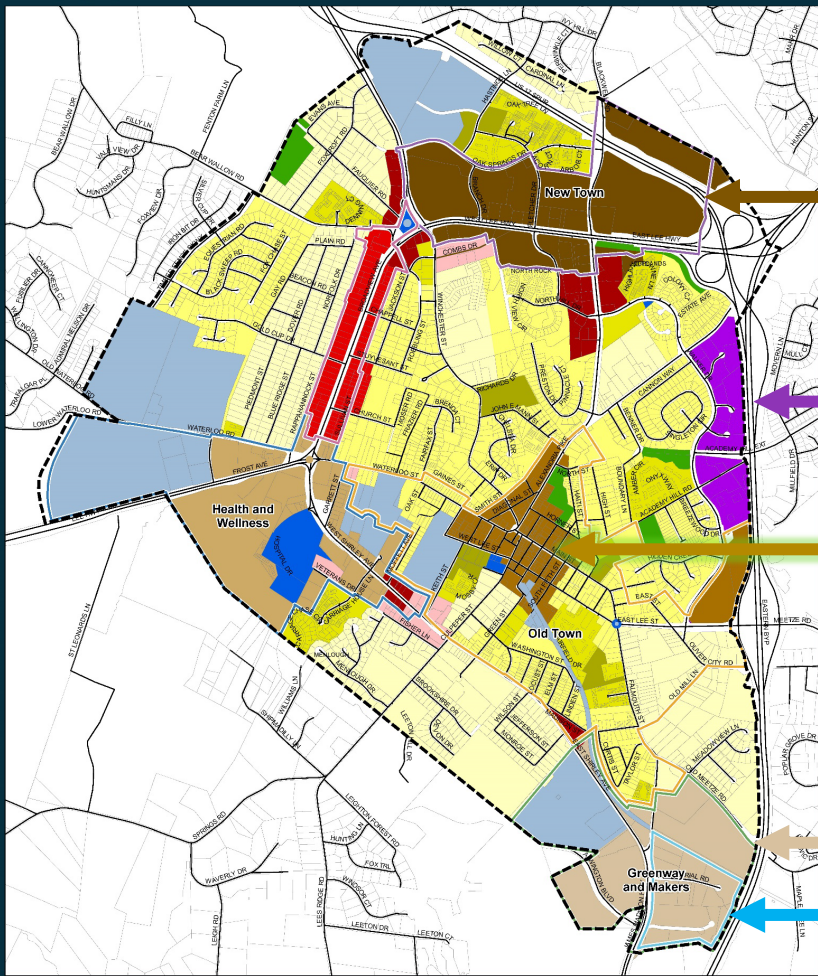
Future Land Use Map

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



Legend			
Character Districts	<ul style="list-style-type: none"> Makers District Greenway and Makers District Health and Wellness District New Town District Old Town District Overlay Districts Broadview Commercial District 	<ul style="list-style-type: none"> Re-Planned Commercial Commercial Light Industrial Low Density Residential Medium Density Residential High Density Residential Live-Work Neighborhood 	<ul style="list-style-type: none"> Park Public/Semi-Public Non-Intensive Public/Semi-Public Intensive
	Future Land Use		Other Features
	<ul style="list-style-type: none"> Greenway and Wellness Mixed Use Health and Wellness Mixed Use Old Town Mixed Use New Town Mixed Use Office 		<ul style="list-style-type: none"> Parcel Street Town of Warrenton Boundary

July 6, 2021
Source: Town of Warrenton & Fauquier County
0 750 1,500 Feet

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>

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 multi-story structures with various roof colors and styles. There are many trees, particularly along the right side of the street. The overall scene is a typical small-town or city street view.

Questions?