AGENDA
Board of Supervisors Meeting

May 18, 2021

6:00 PM

Closed Session – Virginia Freedom of Information Act

1. Section 2.2-3711(A)(1) Personnel re: Warren County Planning Commission
2. Section 2.2-3711 (A) (1) Personnel re: Economic Development Authority Board of Directors
3. Section 2.2- 3711(A)(1) Personnel re: County Administrator

7:00 PM

Moment of Silence

A. Call to Order and Pledge of Allegiance of the United States of America
B. Adoption of Agenda – Additions or Deletions
C. Presentation – Shenandoah National Park – Superintendent Patrick "Pat" Kenney
D. Public Comment Period (60 Minute Time Limit)
E. Reports – Board Members, Interim County Administrator, Interim County Attorney
F. Appropriations and Transfers
G. Approval of Accounts

NEW BUSINESS

H. Consent Agenda

1. Use of Courthouse Grounds for the Domestic Violence Awareness Purple Ribbon Campaign, The Phoenix Project – Melanie Stull/Emily Ciarrocchi
2. Conditional Use Permit #2015-04-01 Wayne A. Burklund: Modification for Name Change to Michelle Collins – Matt Wendling
3. Approval of Reassessment Contract- Ed Daley
4. Approval of Work Authorization No: 21-01 for Professional Services, Front-Royal Warren County Airport AIP Pavement Maintenance Assistance – Mike Berry
5. Chester Gap Volunteer Fire Department Funding Request – Ed Daley

7:30 PM

I. Public Hearings

1. Ordinance to Delay Penalties and Interest upon Certain Local Taxes – Ed Daley
2. R2021-03-01 – Michael and Barbara Olsen to Amend the Warren County Zoning Map and Rezone approximately thirty (30) +/- acres from Residential One (R-1) to Agricultural (A) – Taryn Logan
3. Conditional Use Permit 2021-03-01, Kevin and Shannon Melton for a Short-Term Tourist Rental – Joe Petty
4. Conditional Use Permit 2021-03-02, Raymond Ditto for a Short-Term Tourist Rental – Joe Petty
5. Conditional Use Permit 2021-03-03, John and Anna Carpenter for a Short-Term Tourist Rental – Matt Wendling
6. Conditional Use Permit 2021-03-04, Front Royal Self Storage, LLC for an Enclosed Storage Facility – Taryn Logan
7. Conditional Use Permit 2021-03-05, Front Royal Self Storage, LLC for the Storage of Cars, Boats, and Recreational Vehicles – Taryn Logan
8. Conditional Use Permit 2021-03-06, Jacob Foltz for a Commercial Repair Garage in Combination with a Single-Family Dwelling – Joe Petty

J. Resolution Seeking Justice for the Citizens of Warren County – Jason Ham
K. Appointments to the Economic Development Authority Board
   1. Appointment of _____ for an Unexpired Term Ending 02/29/2024
   2. Appointment of_____ for an Unexpired Term Ending 02/28/2025
L. Additional New Business (If Needed)
M. Adjournment

COUNTY OF WARREN

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Warren County Government Center
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Dr. Edwin C. Daley
Interim County Administrator

BOARD OF SUPERVISORS

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CHAIR
Cheryl L. Cullers
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Dr. Edwin C. Daley
Interim County Administrator

Memorandum

TO: Chair and Members of the Warren County Board of Supervisors

FROM: Dr. Edwin C. Daley, ICMA-CM, Interim County Administrator

DATE: May 18, 2021

RE: County Administrator's Report

Coronavirus Update – County staff continue to monitor the situation and take the necessary precautions. As you are aware, we are still in the Governor's "Phase Three" of Virginia's "Path Forward".

The COVID-19 "mass" vaccination process appears to be coming to a conclusion in Warren County. Valley Health, in partnership with the Lord Fairfax Health District and the County continue to work together to provide the vaccine locally. We have a well-established process to efficiently distribute the vaccine; we anticipate completing the transition of the vaccination process to our local primary care managers and pharmacies in the next month or two.

Valley Health is currently scheduled to conduct its last COVID-19 vaccination clinic at the 15th St. Gym later this month, and VDH will offer a local COVID-19 clinic every Wednesday in May and early June at the 15th St. Gym in Front Royal; call the Heath Department to schedule an appointment. Once the vaccination clinics conclude at the 15th St. Gym, we anticipate returning the facility back over to the Parks and Recreation Department by mid-to-late Summer 2021.

Regarding the CARES Act, the first and second round fund reimbursement to the Town is complete, for receipts received. We are in the process of accruing the Town's receipts for the Municipal Utility assistance fund. Finally, the County staff is in the process of compiling the appropriate documentation and closing out the associated County CARES Act accounts. We continue to report to the Department of Accounts as directed, and are optimistic to complete an associated external audit by early summer.

Finally, it appears that many Virginia localities will receive additional Coronavirus State and Local Fiscal Recovery Funds (authorized by the American Rescue Plan of 2021). Details to follow.

Tourism Committee – JLL continues to perform joint tourism services for the Town and County. They host bi-weekly meetings with the Joint Tourism Committee. They have launched three marketing campaigns and are currently preparing three additional campaigns. They are monitoring the metrics for these campaigns and updating the committee. The County and Town are currently in discussions regarding the transition of the Committee to a more formal Board option.

Wayfinding Signage – The County and Town are working together on the trailblazing signage. The bid was awarded, and the signs are currently being fabricated. The County Public Works Department has staked our sign locations and is waiting field review of the locations by our local VDOT residency.

The Development Review Committee met on April 28, 2021. The following projects were discussed for the County:

- Met with Lowe's representatives on a proposed addition to their building in the Riverton Commons Shopping Center.
- Update on Short-Term Rental Applications
- Discussed a proposed 15,000 square foot warehouse building at Axalta.
- Proposed enclosed storage facility on Winchester Road.

The following projects in the Town were discussed:

- Update on Warren Memorial Hospital.
- Twin Rivers Campground

The Committee will meet again on May 26, 2021.

Building Inspections – In review of the new construction for 2021, there were a total of 10 new home starts through April 30th. Of that number, 2 was located in Town limits and the remaining 8 outside of Town limits. As a comparison, in 2020 there were a total of 11 new home starts. The growth rate is well below the 2-3% maximum outlined in the Warren County Comprehensive Plan, but is above the 0.59% average experienced since January 1, 2009. In April, the permits trended slightly lower with 150 permits issued as compared to April 2020 with 171 (-12.3%) and the total number of inspections were higher from 953 to 1252 (31.2%).

Project Updates

Rivermont Fire Station – Final "punch list" items are being addressed with Mr. Farrall; the contractor is optimistic to complete remaining work by the end of next month. The final furniture delivery was complete this month, and the phone system will be installed in the near future. We anticipate all permits to be closed out and achieve final occupancy by mid-to-late Summer 2021.

Commercial/Industrial Projects – Work continues on the following projects:

- The new Warren Memorial Hospital has received a Temporary Certificate of Occupancy (TCO) for the Hospital portion of the building and they are working towards the same for the Medical Office Building portion. This TCO allows them to start upfitting the building with equipment and supplies.

- Equus Warehouse facility – DEQ approval has been received. The Building Inspections Department attended a pre-construction meeting with the contractor on May 14th to kick off the project.

5/12/2021
Fiscal Year 2020-2021

Appropriations

4-92-31900-5413	Skyline Crim Justice - Other Operating Expenses	436.10	to appropriate Jail Basic 8 fees received from L
4-92-31900-5414	Skyline Crim Justice - Administrative Equipment	826.93	to appropriate Jail Basic 8 fees received from L
4-92-31900-5410	Skyline Crim Justice - Uniform Reimbursible	$3,243.26	to appropriate uniform reimbursements receive
4-1-13000-5201	Elections	2,750.00	State reimb Elections for Postage
13000-1001	Registrar - FY 2021-2022	16,410.00	to appropriate FY-2021-2022 salary increase fo
13000-2001	Registrar - FY 2021-2022	1,255.00	to appropriate FY-2021-2022 salary increase fo
13000-2002	Registrar - FY 2021-2022	1,687.00	to appropriate FY-2021-2022 salary increase fo
13000-2006	Registrar - FY 2021-2022	215.00	to appropriate FY-2021-2022 salary increase fo
13000-2011	Registrar - FY 2021-2022	15.00	to appropriate FY-2021-2022 salary increase fo
4-1-92000-7112	HHS Complex FY 2020-2021	125.00	to appropriate LCI Services sponsorship for sco
4-1-92000-7112	HHS Complex FY 2020-2021	125.00	to appropriate LCI Services sponsorship for sco
81050-5201	Economic Development - FY 2021-2022	750.00	to appropriate remaining EDA budget 3-94-189
81050-5203	Economic Development - FY 2021-2022	4,725.00	to appropriate remaining EDA budget 3-94-189
81050-5205	Economic Development - FY 2021-2022	6,800.00	to appropriate remaining EDA budget 3-94-189
81050-5302	Economic Development - FY 2021-2022	10,000.00	to appropriate remaining EDA budget 3-94-189
81050-5307	Economic Development - FY 2021-2022	400.00	to appropriate remaining EDA budget 3-94-189
81050-5401	Economic Development - FY 2021-2022	1,775.00	to appropriate remaining EDA budget 3-94-189
81050-5407	Economic Development - FY 2021-2022	10,000.00	to appropriate remaining EDA budget 3-94-189
81050-5504	Economic Development - FY 2021-2022	1,500.00	to appropriate remaining EDA budget 3-94-189
81050-5801	Economic Development - FY 2021-2022	750.00	to appropriate remaining EDA budget 3-94-189
81050-8001	Economic Development - FY 2021-2022	2,500.00	to appropriate remaining EDA budget 3-94-189
71030-5407	Parks and Rec - Repairs and Maintenance	378.88	to appropriate Poolhouse Agency, LLC. Payme
71030-1001	Parks and Rec - Compensation	64.72	to appropriate Poolhouse Agency, LLC. Payme
71030-1003	Parks and Rec - Compensation Part-time	56.40	to appropriate Poolhouse Agency, LLC. Payme
4-1-32000-5629	Fire and Rescue - Fire Program Funds	725,113.58	FEMA reimbursement for SCBA grant 3-1-310

Transfers

FROM:	Special Projects	Commissioner of Revenue	2,790.00	Appropriations moved to another category befo
TO:	12090-7007	Comp Equipment	2,790.00	
FROM:	Special Projects	Building	33,000.00	Transfer for vehicle purchase

TO:	34010-7005	Vehicle Purchase	33,000.00	
FROM:	Special Projects	Fire and Rescue	60,000.00	To cover cost of Uniform overage
TO:	35050-5410	Uniforms	60,000.00	
FROM:	Special Projects	Building	22,000.00	balance the line tiem for expenses incurred on a
TO:	34010-3002	EnterGov Implimentation	22,000.00	
FROM:	21020-5203	Warren County General District Court	4,000.00	Transfer of $4,000
TO:	21020-3002	Warren County General District Court	2,000.00	
	21020-5401	Warren County General District Court	2,000.00	
FROM:	4-77-99010-1	NWVFD - Building Fund	109,950.00	Transfer to pay for the NWVFD Station 10 Re-l

WARREN COUNTY
EXPENDITURE SUMMARY
7/01/20-4/30/2021

DESCRIPTION	BUDGET AMOUNT	APPROPRIATED AMOUNT	Y-T-D AMOUNT	BALANCE	% EXPENDED
FUND 001 GENERAL FUND					
11010 BOARD OF SUPERVISORS	1,549,632.00	1,549,632.00	1,402,295.73	147,336.27	90.49%
12020 COUNTY ADMINISTRATION	642,321.00	642,321.00	491,493.75	150,827.25	76.52%
12040 COUNTY ATTORNEY	303,066.00	303,066.00	126,462.79	176,603.21	41.73%
12090 COMMISSIONER OF REVENUE	711,665.00	711,665.00	581,756.67	129,908.33	81.75%
12110 REASSESSMENT	138,600.00	138,600.00	822.54	137,777.46	0.59%
12130 TREASURER	532,016.00	532,016.00	432,553.89	99,462.11	81.30%
12150 FINANCE AND PURCHASING	390,448.00	390,448.00	305,502.48	84,945.52	78.24%
13000 ELECTIONS	323,258.00	323,258.00	217,699.64	105,558.36	67.35%
15003 CFR-HELP AMERICA VOTE ACT	-	-	59,063.72	(59,063.72)	0.00%
21010 CIRCUIT COURT	41,991.00	41,991.00	4,959.33	37,031.67	11.81%
21020 GENERAL DISTRICT COURT	25,740.00	25,740.00	15,307.89	10,432.11	59.47%
21030 MAGISTRATES	5,839.00	5,839.00	3,819.89	2,019.11	65.42%
21050 JUVENILE AND DOMESTIC COURT	19,171.00	19,171.00	10,087.74	9,083.26	52.62%
21060 CLERK OF CIRCUIT COURT	564,125.00	564,125.00	495,394.52	68,730.48	87.82%
21080 LAW LIBRARY	52,690.00	52,690.00	47,470.22	5,219.78	90.09%
22010 COMMONWEALTH'S ATTORNEY	1,061,847.00	1,061,847.00	875,974.11	185,872.89	82.50%
25002 CFR2-JUDICAL ADMIN	-	20,000.00	10,697.86	9,302.14	0.00%
31020 SHERIFF'S DEPARTMENT	4,413,371.00	4,413,371.00	3,868,531.81	544,839.19	87.65%
31040 E-911 SYSTEM	620,357.00	620,357.00	572,519.86	47,837.14	92.29%
31050 SCHOOL RESOURCE	703,920.00	703,920.00	726,080.20	(22,160.20)	103.15%
32000 VOLUNTEER FIRE AND RESCUE	976,777.00	976,777.00	1,236,105.76	(259,328.76)	126.55%
33000 COURT SERVICES	978,287.00	978,287.00	788,289.95	189,997.05	80.58%
33030 PROBATION	67,369.00	67,369.00	3,721.60	63,647.40	5.52%
34010 BUILDING INSPECTIONS	617,829.00	617,829.00	616,565.52	1,263.48	99.80%
35001 CRF RD 1-PUBLIC SAFETY	-	864,631.00	864,631.00	-	0.00%

35002 CRF RD 2-PUBLIC SAFETY	-	2,335,616.00	2,619,588.29	(283,972.29)	0.00%
35010 ANIMAL CONTROL	603,148.00	603,148.00	481,507.37	121,640.63	79.83%
35030 MEDICAL EXAMINER	500.00	500.00	400.00	100.00	80.00%
35050 FIRE AND RESCUE DEPARTMENT	3,197,318.00	3,197,318.00	3,421,822.30	(224,504.30)	107.02%
41010 PUBLIC WORKS/SANITARY DISTRICTS	435,301.00	435,301.00	346,244.49	89,056.51	79.54%
41020 STREETS AND HIGHWAYS	206,001.00	206,001.00	4,673.27	201,327.73	2.27%
42030 REFUSE COLLECTION	758,940.00	758,940.00	608,034.39	150,905.61	80.12%
42035 REFUSE COLLECTION/TRANSFER STATION	211,462.00	211,462.00	161,016.61	50,445.39	76.14%
42040 REFUSE DISPOSAL	2,624,041.00	2,624,041.00	1,960,533.84	663,507.16	74.71%
43000 MAINTENANCE OF BLDGS. & GROUNDS	1,384,135.00	1,384,135.00	1,374,726.67	9,408.33	99.32%
51000 HEALTH	392,676.00	392,676.00	296,319.50	96,356.50	75.46%
52000 MENTAL HEALTH AND DISABILTY	366,886.00	366,886.00	199,693.00	167,193.00	54.43%
53000 SOCIAL SERVICES	4,400,883.00	4,400,883.00	3,310,738.70	1,090,144.30	75.23%
53090 OTHER SOCIAL SERVICES	121,489.00	121,489.00	73,789.00	47,700.00	60.74%
53500 COMPREHENSIVE SERVICES ACT	1,798,351.00	1,798,351.00	1,260,125.03	538,225.97	70.07%
55001 CRF ROUND 1-HLTH & HUM SVC	-	86,407.00	25,355.83	61,051.17	29.34%
64010 COMMUNITY COLLEGE	39,656.00	69,656.00	69,656.00	-	100.00%
65002 CARES-WCPS VIRTUAL INSTRUCTION	-	300,000.00	300,000.00	-	100.00%
71010 PARKS & REC. ADMINISTRATION	891,395.00	891,395.00	514,125.75	377,269.25	57.68%
71020 PARKS & REC. - REC. PROGRAM	72,814.00	72,814.00	13,813.59	59,000.41	18.97%
71030 PARKS & REC. - MAINTENANCE	1,604,999.00	1,604,999.00	1,124,620.03	480,378.97	70.07%
73000 LIBRARY MUSEUM CULT. ENRICH.	1,018,087.00	1,018,087.00	1,013,587.00	4,500.00	99.56%
81010 PLANNING AND ZONING ADMIN.	462,526.00	462,526.00	331,624.75	130,901.25	71.70%
81050 ECONOMIC DEVELOPMENT	2,139,472.00	2,139,472.00	302,193.78	1,837,278.22	14.12%
82000 ENVIRONMENTAL MANAGEMENT	40,500.00	40,500.00	20,500.00	20,000.00	50.62%
83000 VPI EXTENSION SERVICE	120,919.00	120,919.00	82,491.99	38,427.01	68.22%
85001 CFR ROUND 1- COM DEVELOPMENT	-	2,513,116.00	2,436,558.00	76,558.00	96.95%
85002 CRF ROUND 2- COM DEVELOPMENT	-	888,538.00	634,694.67	253,843.33	71.43%
91000 NON-DEPARTMENTAL	2,362,022.00	2,362,022.00	785,607.33	1,576,414.67	33.26%
92000 CAPITAL OUTLAY	15,894,521.00	15,894,521.00	17,716,050.08	(1,821,529.08)	111.46%
99010 TRANSFERS TO OTHER FUNDS	26,956,323.00	26,956,323.00	17,040,629.08	9,915,693.92	63.22%
TOTAL GENERAL FUND	82,844,684.00	89,882,992.00	72,288,528.81	17,594,463.19	80.43%

FUND 081	FRONT ROYAL WARREN COUNTY AIRPORT	189,665.00	189,665.00	114,701.51	74,963.49	60.48%
	TOTAL FUND 81	189,665.00	189,665.00	114,701.51	74,963.49	60.48%
FUND 083	COST RECOVERY	900,000.00	900,000.00	554,122.47	345,877.53	61.57%

July-April Revenue Comparison

Category	2018-2019 Thousands	%	2019-2020 Thousands	%	2020-2021 Thousands	%
Real Estate	13,872,000	49.5	15,283,700	49.6	16,612,600	53.5
Pub Serv	2,948,000	44.6	3,895,100	63.3	3,508,200	50.1
Personal Prop	11,080,600	70.1	11,243,900	67.7	12,779,300	75
Mach & Tools	748,600	54.9	995,400	70.5	1,295,000	78.5
Penalty & Int	728,100	69.3	720,700	68.6	788,600	78.9
Mineral Rights	1,600	79.4	1,500	74.9	1,800	71.3
Sales Tax	2,511,500	63.6	2,917,200	72.4	3,362,800	76.4
Communications Tx	509,900	56.6	494,700	55.0	444,500	57.0
Utility Tx	562,200	74.0	566,700	74.6	565,500	74.4
Bus Lic	796,600	93.7	919,400	105.1	1,089,900	124.6
Recordation	331,500	60.8	441,100	80.9	677,100	111.9
Vehicle Lic	238,100	25.3	226,200	24.1	256,400	27.3
Recordation (Grantor)	96,300	101.9	116,500	123.3	153,600	146.3
Meals	742,400	78.2	703,100	70.3	761,400	76.1
Animal License Fees	39,800	88.6	31,500	69.9	36,200	80.4
Permits & Other Lic	588,800	67.1	638,400	74.7	536,400	70.9
Court Fines	63,900	58.1	54,400	49.5	82,000	91.1
Interest Earned	380,400	172.9	394,600	89.9	78,600	17.1
Use of Property	321,400	88.9	268,700	69.9	256,500	66.7
Charges for Corrections	56,300	97.0	35,200	50.2	53,700	63.9
Sanitation & Waste	781,600	68.00	842,000	73.2	803,900	71.8
Sale of Misc	18,500	0.0	32,600	0.0	53,900	0.0
Misc Fees	1,036,600	209.6	523,400	106.9	1,179,900	223.5
Misc	550,000	146.2	721,200	92.9	1,486,500	86.9
Sale of Recycle Materia	65,800	77.4	44,900	49.9	93,300	155.6
Non-Categorical Aid	173,300	79.3	138,700	63.5	28,000	13.6
State - Comm Att'y	301,700	73.9	309,400	71.6	346,900	80.3
State-Sheriff	1,257,600	75.5	1,235,200	70.1	1,276,300	72.4
State-Comm of Revenu	117,600	80.1	121,100	74.7	121,100	74.8
State-Treasurer	87,800	81.0	83,400	68.5	83,200	68.3
State-Registrar	0	0.0	0	0.0	2,700	6.9
State - Clerk of Court	240,000	78.8	234,300	74.7	255,700	81.5
State - Public Assistanc	854,900	69.7	928,200	77.8	929,300	73.4
Categorical Aid	644,800	62.0	657,300	63.2	447,500	43.0
Other State	636,800	85.6	706,200	79.0	135,400	46.4
Federal Aid	1,447,000	86.5	1,467,500	84.4	3,725,000	91.8
Transfers	387,600	72.3	3,207,900	108.1	1,545,700	303.3
Lodging Tax	141,300	70.6	167,400	76.1	220,800	88.3
	45,360,900	58.2	**51,368,700**	60.9	**56,075,200**	
CARES Act	0		0		3,651,200	
	45,360,900		**51,368,700**		**59,726,400**	

July-April Expenditure Summary

Department	2018-2019 Thousands	%	2019-2020 Thousands	%	2020-2021 Thousands	%
Bd of Supervisors	335,500	129.0	1,725,100	330.7	1,402,300	90.5
Co Admin	584,300	81.8	523,700	84.4	491,500	76.5
Co Attorney	164,200	63.0	142,700	47.5	126,500	41.7
Comm of Revenue	525,000	75.4	577,600	81.6	581,800	81.8
Reassessment	283,700	206.3	1,500	1.2	800	0.6
Treasurer	435,800	82.4	416,100	76.8	432,500	81.3
Finance & Purchasing	273,600	80.2	245,500	65.8	305,500	78.2
Elections	163,500	52.1	188,900	61.5	217,700	67.4
Circuit Court	16,700	66.2	30,900	124.4	5,000	11.8
General Dist Court	13,800	52.3	13,500	44.8	15,300	59.5
Magistrates	3,200	54.4	3,700	62.1	3,800	65.4
Juv & Dist Court	13,000	66.4	15,100	71.6	10,100	52.6
Clerk of Circuit Court	476,900	85.8	488,000	89.7	495,400	87.8
Law Library	38,900	79.8	46,100	87.9	47,500	90.1
Comm Attorney	646,100	81.5	753,600	80.1	876,000	82.6
Sheriff	3,334,300	88.5	3,317,200	80.2	3,868,500	87.7
E-911 System	456,100	79.3	436,200	74.5	572,500	92.3
School Resource Off	558,500	78.7	670,600	90.8	726,100	103.2
Vol Fire and Rescue	452,300	46.6	498,500	51.7	1,236,100	126.6
Court Services	789,500	76.7	825,800	74.7	788,300	80.6
Probation	53,000	79.9	37,000	54.8	3,700	5.5
Building Inspections	549,800	93.1	586,200	95.0	616,600	99.8
Animal Control	541,400	84.1	568,900	84.0	481,500	79.8
Medical Examiner	500	108.0	600	112.0	400	80.0
Fire & Rescue	2,594,000	80.7	2,823,200	87.5	3,421,800	107
PubWks-Sanitary Dist	334,300	124.9	274,700	72.3	346,200	79.5
Streets & Highways	10,400	49.5	12,200	58.8	4,700	2.3
Refuse Coll	529,500	77.4	575,200	83.3	608,000	80.1
Refuse Trans Station	127,300	69.7	143,700	76.7	161,000	76.1
Refuse Disposal	1,842,300	69.3	2,060,900	77.4	1,960,500	74.7
Main - Bldg & Grounds	853,500	79.0	1,104,200	77.8	1,374,700	99.3
Health Dept	268,300	75.5	376,800	100.0	296,300	75.5
Mental Health	260,000	77.4	271,400	77.3	199,700	54.4
Social Services	3,544,600	89.9	3,223,800	78.4	3,310,700	75.5
Other Soc Services	97,400	85.4	114,300	97.3	73,800	60.7
Comp Services Act	1,278,800	68.3	1,330,700	73.2	1,260,100	70.1
Community College	38,600	100.0	41,600	100.0	69,600	100.0
Parks & Rec- Admin	637,500	75.0	703,200	82.5	514,100	57.7
Parks & Rec - Program	45,000	55.0	44,500	57.5	13,800	19.0
Parks & Rec - Maint	1,112,400	80.2	1,158,700	69.7	1,124,600	70.1
Library-Cult Enrich	994,100	100.5	1,009,800	100.3	1,013,600	99.6
Plan & Zoning	377,300	82.2	358,900	73.2	331,600	71.7
Econ Dev	40,600	2.3	81,200	4.5	302,200	14.1
Environmental Mgr	23,100	62.5	18,500	50.1	20,500	50.6
VPI Extension	83,100	68.9	94,000	75.9	82,500	68.2
Non-Department	700,200	58.6	497,400	38.1	785,600	33.3
Capital Outlay	20,778,100	125.8	20,031,800	107.3	17,716,000	103.4
Transfers to Oth Funds	18,056,400	70.0	15,828,600	58.2	17,040,600	58.0
	65,336,400		64,292,300		65,337,600	
CARES Act					6,950,900	
Total					72,288,500	

FUND # - 094 **ECONOMIC DEVELOPMENT AUTHORITY**

MAJOR# ACCT# 000020	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION		AMOUNT
2150		TENENT SECURITY DEPOSITS				
	500079	DOLLAR TREE DISTRIBUTION,		SECURITY DEPOS.		1,000.00
					ACCOUNT TOTAL	1,000.00 *
					MAJOR TOTAL	1,000.00 **
					FUND TOTAL	1,000.00

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION		AMOUNT	
016090							
0001		COST RECOVERY FEES					
	999999	ANTHEM HEALTH KEEPERSI NC	ANTHEM EMS 5/21			2.74	
	999999	BROWN, AMLA	BROWN EMS			270.00	
	999999	BRUCE, JAMES	BRUCE EMS			41.00	
	999999	MYERS, NEAL	MYERS EMS			270.00	
	999999	RAHMAN, AMINUR	RAHMAN EMS			100.00	
	999999	PAUL M TEDERICK	TEDERICK EMS			270.00	
	999999	WPS/TRICARE	WPS EMS 5/21			22.16	
					ACCOUNT TOTAL	975.90	*
					MAJOR TOTAL	975.90	**
					FUND TOTAL	975.90	

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION		AMOUNT
011010	** BOARD OF SUPERVISORS **					
3002		PROFESSIONAL SERVICES				
	5890	LITTEN & SIPE L.L.P.	16857			7,847.56
	5890	LITTEN & SIPE L.L.P.	16859			948.30
	5890	LITTEN & SIPE L.L.P.	17133			388.13
	6302	SWAGIT PRODUCTIONS, LLC	17376			1,345.00
	6302	SWAGIT PRODUCTIONS, LLC	17591			1,345.00
	414645	DEWAYNE W. COATS & ASSOC.	414645 5/21			660.00
					ACCOUNT TOTAL	12,533.99 *
3007		ADVERTISING				330.00
	200	NORTHERN VIRGINIA DAILY	S00218 5/21			330.00 *
					ACCOUNT TOTAL	
3010		DELINQUENT TAXES				625.00
	5238	TACS	7162			625.00 *
					ACCOUNT TOTAL	
3015		EDA LITIGATION-SANDS ANDE				695.60
	5672	PLANET DEPOS, LLC	398718			500.00
	5672	PLANET DEPOS, LLC	398721			344.50
	5672	PLANET DEPOS, LLC	402022			9,039.30
	9601	KLDISCOVERY ONTRACK, LLC	0100176976			130,648.00
	20211	SANDS ANDERSON PC	467623			134,955.15
	20211	SANDS ANDERSON PC	472461			
					ACCOUNT TOTAL	276,182.55 *
6002		EMPLOYEE TESTING				57.00
	757978	VALLEY HEALTH EMPLOYER HEA	101662			57.00 *
					ACCOUNT TOTAL	
					MAJOR TOTAL	289,728.54 **
012020	** COUNTY ADMINISTRATION **					
5203		TELEPHONE				45.00
	2681	SAFFELLE, JODI R	0026202105			45.00
	9089	HAYES, SHELLEY	0090202105 002			90.00 *
					ACCOUNT TOTAL	
5204		MOBILE RADIO				10.00
	188	LINDEN SMR ASSOCIATES	0001202105			10.00 *
					ACCOUNT TOTAL	
5899		UNCLASSIFIED				720.00
	5905	HOMELAND CUSTOMS LLC	201013			720.00 *
					ACCOUNT TOTAL	
8001		EQUIPMENT RENTAL				659.85
	6203	U.S. BANK EQUIPMENT FINANC	441068061			1,211.65
	6304	CENTRIC BUSINESS SYSTEMS	869316			
					ACCOUNT TOTAL	1,871.50 *
					MAJOR TOTAL	2,691.50 **
012040	** COUNTY ATTORNEY **					
5203		TELEPHONE				45.00
	5879	JORDAN, CAITLIN	0058202105 002			45.00 *
					ACCOUNT TOTAL	

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION		AMOUNT
5411		BOOKS AND SUBSCRIPTIONS				
	2098	THOMSON REUTER - WEST	0020202105	ACCT# 1003461562		310.00
					ACCOUNT TOTAL	310.00 *
					MAJOR TOTAL	355.00 **
012090	** COMMISSIONER OF REVENUE **					
5203		TELEPHONE				
	2195	LAKE, VIVIAN	0021202105			45.00
	3800	SOURS, SHERRY T.	0038202105			45.00
	3851	FULLER, LINDA	0038202105			45.00
					ACCOUNT TOTAL	135.00 *
5401		OFFICE SUPPLIES				
	20061	QUILL	16105792			356.99
					ACCOUNT TOTAL	356.99 *
5408		OPERATION OF MOTOR VEHICL				
	5305	WARREN CO. PUBLIC SCHOOLS	29345			252.72
	5740	MANSFILED OIL COMPANY	676115			25.47
					ACCOUNT TOTAL	278.19 *
5801		DUES AND MEMBERSHIPS				
	3849	COMMISSIONER OF	DUES 5/21			465.00
					ACCOUNT TOTAL	465.00 *
					MAJOR TOTAL	1,235.18 **
012130	** TREASURER **					
3007		ADVERTISING				
	200	NORTHERN VIRGINIA DAILY	S00218 5/21			2,640.00
					ACCOUNT TOTAL	2,640.00 *
5203		TELEPHONE				
	7601	SPIKER, JAMIE	0076202105 002			45.00
					ACCOUNT TOTAL	45.00 *
5401		OFFICE SUPPLIES				
	20062	QUILL	15900973			40.83
	20062	QUILL	16091029			88.10
					ACCOUNT TOTAL	128.93 *
					MAJOR TOTAL	2,813.93 **
012150	** FINANCE AND PURCHASING **					
5401		OFFICE SUPPLIES				
	20063	QUILL	16036623			260.28
					ACCOUNT TOTAL	260.28 *
					MAJOR TOTAL	260.28 **
013000	** ELECTIONS **					
5401		OFFICE SUPPLIES				
	169	WARREN SENTINEL, THE	28870-REGISTRAR			25.00
					ACCOUNT TOTAL	25.00 *
					MAJOR TOTAL	25.00 **

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION		AMOUNT
021010	** CIRCUIT COURT **					
1011		COMPENSATION JURORS CIVIL				
	999999	BARBARA A. BLEVINS	BLEVINS			90.00
	999999	MARJORIE E. ELLISON	ELLISON			90.00
	999999	JASON HARVEY	HARVEY 5/21			90.00
	999999	JOANNE M. HENSLEY	HENSLEY			90.00
	999999	TODD LUPTON	LUPTON			90.00
	999999	MELISSA A. MILLER	MILLER 5/21			90.00
	999999	LARRY S. WOOD	WOOD 5/21			90.00
					ACCOUNT TOTAL	630.00 *
					MAJOR TOTAL	630.00 **
021020	** GENERAL DISTRICT COURT **					
3002		COURT APPOINTED ATTORNEY				
	4960	GUNTER HENSLEY, P.C.	GC20 5792			140.21
	4960	GUNTER HENSLEY, P.C.	GT20 5794			120.00
	5765	WALLER DEFENSE PLLC	C20 5480			120.00
	5903	ALASEN SCHELL	GT20 3229			240.00
	5903	ALASEN SCHELL	GT20 5538			120.00
	6602	JOHN BRIGHAM	GC20 3205			112.00
	6602	JOHN BRIGHAM	GC20 5310			240.00
	6602	JOHN BRIGHAM	GC2000531800			120.00
	9567	J. CURFMAN LAW PLLC	C20 5415			134.36
					ACCOUNT TOTAL	1,346.57 *
5401		OFFICE SUPPLIES				
	6501	SECURE SHRED, LLC	24579			69.00
	8549	MILLER'S SUPPLIES	1146895			155.54
	8549	MILLER'S SUPPLIES	1147425			2,034.64
	8549	MILLER'S SUPPLIES	1148919			74.36
	8549	MILLER'S SUPPLIES	1149879			87.42
	9218	CRYSTAL SPRINGS	20078875 041721			42.56
					ACCOUNT TOTAL	2,463.52 *
5801		DUES AND MEMBERSHIPS				
	5902	MID-ATLANTIC ASSOC. FOR CO	3952			35.00
					ACCOUNT TOTAL	35.00 *
8001		RENTAL OF EQUIPMENT				
	3787	XEROX CORPORATION	013120298			72.25
	3787	XEROX CORPORATION	013120299			42.32
					ACCOUNT TOTAL	114.57 *
					MAJOR TOTAL	3,959.66 **
021030	** MAGISTRATES **					
3004		REPAIR AND MAINTENANCE EQ				
	5058	RICOH USA INC.	0050202105			128.78
					ACCOUNT TOTAL	128.78 *
5203		TELEPHONE				
	5058	RICOH USA INC.	5061810835			12.97
					ACCOUNT TOTAL	12.97 *
					MAJOR TOTAL	141.75 **

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION		AMOUNT
021050	** JUVENILE AND DOMESTIC COURT **					
5401		OFFICE SUPPLIES				
	8549	MILLER'S SUPPLIES	1150674			941.63
	8549	MILLER'S SUPPLIES	1151435			90.19
	9218	CRYSTAL SPRINGS	20082360 041721			98.41
					ACCOUNT TOTAL	1,130.23 *
8001		EQUIPMENT RENTAL				
	2804	DE LAGE LANDEN	0028202105	25337125		544.00
					ACCOUNT TOTAL	544.00 *
					MAJOR TOTAL	1,674.23 **
021060	** CLERK OF CIRCUIT COURT **					
3005		SERVICE CONTRACTS				
	861	TREASURER OF VIRGINIA	21 WARRED 1207			4,676.27
					ACCOUNT TOTAL	4,676.27 *
5201		POSTAGE				
	5912	RESERVE ACCOUNT	37687464 5/21			1,900.00
					ACCOUNT TOTAL	1,900.00 *
5401		OFFICE SUPPLIES				
	2472	PITNEY BOWES	1018021960			161.48
	5772	MOORE, ANGELA	REIMB 5/21 B			155.16
	9218	CRYSTAL SPRINGS	20732804 040321			115.88
	9275	QUILL	15712401			116.98
	9275	QUILL	16239384			266.50
					ACCOUNT TOTAL	816.00 *
5411		BOOKS AND SUBSCRIPTIONS				
	1327	SPECPRINT	146986			320.00
					ACCOUNT TOTAL	320.00 *
7002		FURNITURE AND FIXTURES				
	8549	MILLER'S SUPPLIES	1135772			298.00
					ACCOUNT TOTAL	298.00 *
8001		RENTAL OF COPIER				
	110	KONICA MINOLTA PREMIER FIN	72257243	4/15-5/14/21		355.18
					ACCOUNT TOTAL	355.18 *
					MAJOR TOTAL	8,365.45 **
021080	** LAW LIBRARY **					
5411		BOOKS AND SUBSCRIPTIONS				
	1054	RELX INC. - DBA LEXISNEXIS	0010202105	422L8P4L9		765.00
	5772	MOORE, ANGELA	REIMB 5/21			64.50
					ACCOUNT TOTAL	829.50 *
					MAJOR TOTAL	829.50 **
031020	** SHERIFF'S DEPARTMENT **					
3004		REPAIR AND MAINTENANCE EQ				
	707	MOTOROLA, INC.	604675			2,700.00
					ACCOUNT TOTAL	2,700.00 *

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION		AMOUNT
3008		LAUNDRY AND CLOTHING ALLO				
	2732	NU LOOK 1HR CLEANERS	3977			176.76
	2732	NU LOOK 1HR CLEANERS	58815			195.25
	6168	ALTERATIONS BY MILLIE	58			110.00
					ACCOUNT TOTAL	482.01 *
3010		EQUIPMENT SERVICE CONTRAC				
	1263	DELL MARKETING L.P.	10477166568			680.40
					ACCOUNT TOTAL	680.40 *
5201		POSTAGE				
	2297	POSTAL BUSINESS CENTER	15483 5/21			22.92
					ACCOUNT TOTAL	22.92 *
5401		OFFICE SUPPLIES				
	50	QUILL	15743638			95.30
	50	QUILL	16039764			16.58
					ACCOUNT TOTAL	111.88 *
5408		OPERATION OF MOTOR VEHICL				
	2673	MIDWAY SERVICE CENTER	029456			55.00
	4370	COMSONICS	933350			125.00
	4370	COMSONICS	933351			125.00
	5305	WARREN CO. PUBLIC SCHOOLS	29248			625.72
	5305	WARREN CO. PUBLIC SCHOOLS	29249			967.36
	5305	WARREN CO. PUBLIC SCHOOLS	29250			1,158.56
	5305	WARREN CO. PUBLIC SCHOOLS	29251			596.25
	5305	WARREN CO. PUBLIC SCHOOLS	29252			403.10
	5305	WARREN CO. PUBLIC SCHOOLS	29263			661.64
	5305	WARREN CO. PUBLIC SCHOOLS	29283			346.73
	5305	WARREN CO. PUBLIC SCHOOLS	29284			648.45
	5305	WARREN CO. PUBLIC SCHOOLS	29287			83.24
	5305	WARREN CO. PUBLIC SCHOOLS	29288			610.55
	5305	WARREN CO. PUBLIC SCHOOLS	29298			526.50
	5305	WARREN CO. PUBLIC SCHOOLS	29336			708.76
	5305	WARREN CO. PUBLIC SCHOOLS	29337			32.50
	5305	WARREN CO. PUBLIC SCHOOLS	29338			251.18
	5305	WARREN CO. PUBLIC SCHOOLS	29339			222.76
	5305	WARREN CO. PUBLIC SCHOOLS	29341			352.08
	5305	WARREN CO. PUBLIC SCHOOLS	29343			843.65
	5305	WARREN CO. PUBLIC SCHOOLS	29346			962.51
	5305	WARREN CO. PUBLIC SCHOOLS	29365			209.31
	5305	WARREN CO. PUBLIC SCHOOLS	29366			139.60
	5305	WARREN CO. PUBLIC SCHOOLS	29367			31.00
	5305	WARREN CO. PUBLIC SCHOOLS	29396			1,035.19
	5305	WARREN CO. PUBLIC SCHOOLS	29401			13.00
	5305	WARREN CO. PUBLIC SCHOOLS	29402			87.59
	5305	WARREN CO. PUBLIC SCHOOLS	29419			172.68
	5305	WARREN CO. PUBLIC SCHOOLS	29422			181.15
	5305	WARREN CO. PUBLIC SCHOOLS	29423			99.38
	5305	WARREN CO. PUBLIC SCHOOLS	29424			365.89
	5869	MANSFILED OIL COMAPNY	668410			5,902.64
	5869	MANSFILED OIL COMAPNY	675795			6,829.66

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION		AMOUNT
	5869	MANSFILED OIL COMAPNY	676125			5,555.75
					ACCOUNT TOTAL	30,929.38 *
5409		POLICE SUPPLIES AND AMMUN				
	5914	SMARTSAFETY SOFTWARE, INC	114			5,472.00
					ACCOUNT TOTAL	5,472.00 *
5410		WEARING APPAREL				
	5920	PRICE, JONATHAN	REIMB 5/21			94.76
	7605	GALLS, LLC	018032371			213.49
	7605	GALLS, LLC	018053075			58.57
	7605	GALLS, LLC	018064026			310.13
	7605	GALLS, LLC	018064940			127.94
	7605	GALLS, LLC	018130411			23.14
	7605	GALLS, LLC	18043841			64.47
	7605	GALLS, LLC	18064038			43.99
					ACCOUNT TOTAL	936.49 *
5420		K-9 EXPENSE				
	243	W.C. VETERINARY CLINIC	676741			209.12
	243	W.C. VETERINARY CLINIC	680388			219.08
	243	W.C. VETERINARY CLINIC	681160			173.44
	243	W.C. VETERINARY CLINIC	681481			240.36
	9143	JOHN DEERE FINANCIAL	6920			28.56
					ACCOUNT TOTAL	870.56 *
5504		TRAVEL AND TRAINING				
	5919	MCDANIEL, CLARK	REIMB 5/21			37.63
					ACCOUNT TOTAL	37.63 *
5899		UNCLASSIFIED				
	5130	BERKELEY CLUB BEVERAGES	17 43815			161.95
	5130	BERKELEY CLUB BEVERAGES	17 43883			84.00
	6278	TRANSUNION RISK & ALTERNAT	245973 202103 1			210.00
	6278	TRANSUNION RISK & ALTERNAT	245973 202104 1			203.00
					ACCOUNT TOTAL	658.95 *
7009		POLICE EQUIPMENT				
	7605	GALLS, LLC	018151438			304.56
	7605	GALLS, LLC	018151444			95.96
					ACCOUNT TOTAL	400.52 *
8001		RENTAL OF EQUIPMENT				
	3787	XEROX CORPORATION	012969118			198.09
	3787	XEROX CORPORATION	012969120			243.01
	3787	XEROX CORPORATION	012969121			175.04
	3787	XEROX CORPORATION	012969122			197.88
					ACCOUNT TOTAL	814.02 *
					MAJOR TOTAL	44,116.76 **
031040	** E-911 SYSTEM **					
3003		E-911 SYSTEM MAINTENANCE				
	1095	MSAG LLC	313365			2,875.00
					ACCOUNT TOTAL	2,875.00 *
3010		EQUIPMENT SERVICE CONTRAC				
	5267	VERTIV SERVICES, INC.	57826301			6,059.35
					ACCOUNT TOTAL	6,059.35 *

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION		AMOUNT
5203		TELEPHONE				14.74
	4424	VOIANCE LANGUAGE SERV.	1320736			45.00
	5250	WOODALL, ASHLEY	0052202105 002			
					ACCOUNT TOTAL	59.74 *
7007		COMPUTER EQUIPMENT				3,900.00
	5918	INTRADO LIFE & SAFETY SOLU	5045944			
					ACCOUNT TOTAL	3,900.00 *
7008		COMMUNICATIONS SOFTWARE				599.00
	3882	BIDDLE CONSULTING GRP INC	67328			
					ACCOUNT TOTAL	599.00 *
8001		EQUIPMENT RENTAL				218.87
	3787	XEROX CORPORATION	012969119			
					ACCOUNT TOTAL	218.87 *
					MAJOR TOTAL	13,711.96 **
032000	**	VOLUNTEER FIRE AND RESCUE **				
5629		FIRE PROGRAMS FUND				19.84
	105	TOWN OF FRONT ROYAL	166125 5/21			19.84
	105	TOWN OF FRONT ROYAL	166125 5/21 B			34.60
	263	RAMSEY HARDWARE	408890			45.00
	5616	BEST EXTERMINATING SERVICE	55321			130.00
	6155	WINCHESTERPC.COM	118865			458.00
	6217	FIRST ARRIVING LLC	2751			3,375.44
	9206	TARGET SOLUTION LEARNING	20115			
					ACCOUNT TOTAL	4,082.72 *
5631		SCBA PROGRAM				100.00
	4388	ATLANTIC EMERGENCY SOLUT.	100885			
					ACCOUNT TOTAL	100.00 *
					MAJOR TOTAL	4,182.72 **
033000	**	COURT SERVICES **				
5899		UNCLASSIFIED				6.00
	263	RAMSEY HARDWARE	409078			
					ACCOUNT TOTAL	6.00 *
					MAJOR TOTAL	6.00 **
033030	**	PROBATION **				
5301		PROBATION EXPENDITURES				33.60
	5904	BI, INC.	1245770			120.00
	6254	3RD MILLENNIUM CLASSROOMS	WARCSU 0321			
					ACCOUNT TOTAL	153.60 *
					MAJOR TOTAL	153.60 **
034010	**	BUILDING INSPECTIONS **				
3002		COMPUTER PROGRAM MODIFICA				318.00
	7504	TYLER TECHNOLOGIES, INC	025 329860			
					ACCOUNT TOTAL	318.00 *

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#		DESCRIPTION		AMOUNT	
5205		CELLULAR PHONE						
	5558	BEAHM, DAVID	0055202105	002			45.00	
	9524	ROBINSON, MARK	0095202105	002			45.00	
						ACCOUNT TOTAL	90.00	*
5401		OFFICE SUPPLIES						
	20065	QUILL	15712214				771.88	
						ACCOUNT TOTAL	771.88	*
5408		OPERATION OF MOTOR VEHICL						
	5741	MANSFILED OIL COMPANY	676015				277.71	
	5741	MANSFILED OIL COMPANY	676340				314.10	
	5906	D & A AUTO BODY	2165				914.37	
						ACCOUNT TOTAL	1,506.18	*
						MAJOR TOTAL	2,686.06	**
035010	**	ANIMAL CONTROL **						
3001		VET SERVICES						
	243	W.C. VETERINARY CLINIC	680505				30.71	
	243	W.C. VETERINARY CLINIC	682466				259.26	
						ACCOUNT TOTAL	289.97	*
5604		BOARD OF DOGS						
	177	HUMANE SOCIETY OF W.C.	0001202105				26,656.75	
						ACCOUNT TOTAL	26,656.75	*
						MAJOR TOTAL	26,946.72	**
035030	**	MEDICAL EXAMINER **						
3009		EXAMINATION FEES						
	8745	TREASURER OF VIRGINIA	BJR AMC				40.00	
	8745	TREASURER OF VIRGINIA	DLT BP RT				60.00	
	8745	TREASURER OF VIRGINIA	RLG				20.00	
	8745	TREASURER OF VIRGINIA	VLG EGN				40.00	
						ACCOUNT TOTAL	160.00	*
						MAJOR TOTAL	160.00	**
035050	**	FIRE AND RESCUE DEPARTMENT **						
5203		TELEPHONE						
	3827	CATLETT, KEVIN	0038202105				45.00	
	3828	CROSS, RAYMOND	0038202105				45.00	
	8587	SIRNA, MICKEY	0085202105	002			45.00	
	9048	MAIATICO, GERRY R.	0090202105	002			45.00	
						ACCOUNT TOTAL	180.00	*
5401		OFFICE SUPPLIES						
	9122	TIAA COMMERCIAL FINANCE	0091202105	002	41387720		411.52	
	20060	QUILL	15901720				83.33	
						ACCOUNT TOTAL	494.85	*
5408		OPERATION OF MOTOR VEHICL						
	3822	AZ COMMERCIAL	2009331522				137.25	

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION		AMOUNT
	3822	AZ COMMERCIAL	200937194			34.18
					ACCOUNT TOTAL	171.43 *
5410		PROTECTIVE CLOTHING/ UNIFO				
	610000	MARYLAND FIRE EQUIP. CORP	305026			242.28
	610000	MARYLAND FIRE EQUIP. CORP	305100			45.52
	610000	MARYLAND FIRE EQUIP. CORP	305196			29.25
					ACCOUNT TOTAL	317.05 *
5504		TRAVEL AND TRAINING				
	7513	AHOLD FINANCIAL SERVICES	226061			33.20
	20060	QUILL	15888491			34.99
					ACCOUNT TOTAL	68.19 *
5626		EMS FUND				
	4987	PROPAC	373491			128.55
	5858	BOUND TREE MEDICAL LLC	84011737			42.58
	5858	BOUND TREE MEDICAL LLC	84016625			1,088.70
	5858	BOUND TREE MEDICAL LLC	84032899			369.84
	8595	STRYKER SALES CORP.	3362487			66.99
	8595	STRYKER SALES CORP.	3373598			152.11
	20564	ROBERTS OXYGEN CO., INC.	39641			165.00
	20564	ROBERTS OXYGEN CO., INC.	730141			158.30
	20564	ROBERTS OXYGEN CO., INC.	755089			106.55
	20564	ROBERTS OXYGEN CO., INC.	86906			158.73
					ACCOUNT TOTAL	2,437.35 *
5899		UNCLASSIFIED				
	5130	BERKELEY CLUB BEVERAGES	17 43889			38.85
	6267	DONAHOE'S WHIMSICAL FLOWER	0552411			80.00
	6267	DONAHOE'S WHIMSICAL FLOWER	0561601			80.00
	7513	AHOLD FINANCIAL SERVICES	226053			180.98
	8612	FRONT ROYAL'S FUSSELL	002487 95907			63.00
					ACCOUNT TOTAL	442.83 *
					MAJOR TOTAL	4,111.70 **
041010	**PUBLIC WORKS/ SANITARY DISTRICTS**					
5203		TELEPHONE				
	4919	BERRY, MIKE	0049202105			45.00
	9267	JONES, TRAVIS	0092202105	002		45.00
	9611	COFFELT, MICHAEL	0096202105	002		45.00
					ACCOUNT TOTAL	135.00 *
5408		EQUIPMENT MAINTENANCE/ OPE				
	188	LINDEN SMR ASSOCIATES	0001202105			100.00
	263	RAMSEY HARDWARE	409343			94.46
	788	SHENK'S RUSCO WINDOW CO	169261			16.15
	2110	LOWE'S	1903 5/21			135.26
	3952	WINCHESTER EQUIPMENT CO.	13801			93.54
					ACCOUNT TOTAL	439.41 *
5899		RESERVE FOR CONTINGENCIES				
	2110	LOWE'S	1426 5/21			192.06
	2110	LOWE'S	1440 5/21			7.56

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION		AMOUNT
	2675	SIGNET MARKETING	54681			487.26
	9223	LEHIGH HANSON	3877394			329.91
	9223	LEHIGH HANSON	3900350			221.82
	9259	MCDONALD, TERRY	942872			1,200.00
					ACCOUNT TOTAL	2,438.61 *
7001		MACHINERY AND EQUIPMENT				
	3952	WINCHESTER EQUIPMENT CO.	32423			8,600.08
					ACCOUNT TOTAL	8,600.08 *
					MAJOR TOTAL	11,613.10 **
041020	** STREETS AND HIGHWAYS **					
3004		ROAD SIGN MAINTENANCE				
	263	RAMSEY HARDWARE	408960			26.95
					ACCOUNT TOTAL	26.95 *
					MAJOR TOTAL	26.95 **
042030	** REFUSE COLLECTION **					
3005		COMPACTOR OPERATION CONTR				
	8556	SHREE MAHALAKSHMI LLC	0085202105 002			250.00
					ACCOUNT TOTAL	250.00 *
3011		REFUSE COMPACTOR SERVICE				
	898	REPUBLIC SERVICES #976	4606257 5/21			18,495.68
					ACCOUNT TOTAL	18,495.68 *
3012		RECYCLING EXPENSES				
	898	REPUBLIC SERVICES #976	4606257 5/21			29,409.71
	7957	RIDGERUNNER CONTAINER SER	111767			347.20
	7957	RIDGERUNNER CONTAINER SER	111780			313.60
	7957	RIDGERUNNER CONTAINER SER	111787			279.20
	7957	RIDGERUNNER CONTAINER SER	113308			311.20
					ACCOUNT TOTAL	30,660.91 *
5408		OPERATION OF MOTOR VEHICL				
	5781	MANSFIELD OIL COMPANY	681347			70.25
					ACCOUNT TOTAL	70.25 *
5410		UNIFORMS				
	3243	CINTAS CORPORATION	4077303508			69.24
	3243	CINTAS CORPORATION	4080633891			55.39
	3243	CINTAS CORPORATION	4081889699			55.39
	3243	CINTAS CORPORATION	4082602802			55.39
					ACCOUNT TOTAL	235.41 *
5899		UNCLASSIFIED AND SITE IMP				
	9237	JOHNNY BLUE, INC. - #4391	207433			79.00
	9237	JOHNNY BLUE, INC. - #4391	208524			79.00
	9237	JOHNNY BLUE, INC. - #4391	208525			79.00
	9237	JOHNNY BLUE, INC. - #4391	208526			79.00
					ACCOUNT TOTAL	316.00 *
8003		RENTAL OF SITES				
	8556	SHREE MAHALAKSHMI LLC	0085202105 002			250.00
					ACCOUNT TOTAL	250.00 *
					MAJOR TOTAL	50,278.25 **

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION		AMOUNT
042035	** REFUSE COLLECTION/TRANS. STA. **					
3011		REFUSE COMPACTOR SERVICE				
	898	REPUBLIC SERVICES #976	4606257 5/21			4,843.03
					ACCOUNT TOTAL	4,843.03 *
3012		RECYCLING EXPENSES				
	898	REPUBLIC SERVICES #976	4606257 5/21			3,594.08
	6152	VALICOR ENVIRONMENTAL SERV	113913			486.18
	20238	BATTLE CREEK LANDFILL	556 5/21			447.96
					ACCOUNT TOTAL	4,528.22 *
					MAJOR TOTAL	9,371.25 **
042040	** REFUSE DISPOSAL **					
3013		HAULING AND DISPOSAL				
	898	REPUBLIC SERVICES #976	4720991 5/21			57,993.66
	20238	BATTLE CREEK LANDFILL	570 5/21			35,803.42
					ACCOUNT TOTAL	93,797.08 *
3016		TIRE DISPOSAL				
	20100	TREASURER, FREDERICK CO.	2853 5 5/21			730.40
					ACCOUNT TOTAL	730.40 *
5203		TELEPHONE				
	4812	LENTZ, JAMES	0048202105			45.00
					ACCOUNT TOTAL	45.00 *
5401		OFFICE SUPPLIES				
	20055	QUILL	16205931			67.98
					ACCOUNT TOTAL	67.98 *
5410		UNIFORMS				
	3126	GEMPLER'S INC.	4463385			115.68
	5214	GALETON	2601910			170.97
					ACCOUNT TOTAL	286.65 *
5415		OPERATION OF MACHINERY				
	788	SHENK'S RUSCO WINDOW CO	169335			93.63
	9269	JAMES RIVER EQUIPMENT	01160			1,450.00
					ACCOUNT TOTAL	1,543.63 *
5897		COVID-19 EXPENSES				
	20055	QUILL	15866190			139.95
					ACCOUNT TOTAL	139.95 *
5899		UNCLASSIFIED				
	263	RAMSEY HARDWARE	409392			1.60
	2315	SOUTHERN STATES OF F.R.	1251716			308.37
	3126	GEMPLER'S INC.	4462379			213.51
	3126	GEMPLER'S INC.	4462507			319.88
	9218	CRYSTAL SPRINGS	16375631 042021			67.97
					ACCOUNT TOTAL	911.33 *
7001		MACHINERY AND EQUIPMENT				
	5784	DEERE CREDIT, INC	0057202105 002			3,762.34
					ACCOUNT TOTAL	3,762.34 *
					MAJOR TOTAL	101,284.36 **

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION		AMOUNT
043000	** MAINTENANCE OF BLDG. & GRNDS. **					
5101		ELECTRIC SERVICE				
	105	TOWN OF FRONT ROYAL	179112 5/21			8,082.08
	105	TOWN OF FRONT ROYAL	179112 5/21 B			7,156.74
	105	TOWN OF FRONT ROYAL	334000 5/21			82.37
	105	TOWN OF FRONT ROYAL	548000 5/21			223.76
	105	TOWN OF FRONT ROYAL	560100 5/21			21.77
	105	TOWN OF FRONT ROYAL	561000 5/21			161.44
	105	TOWN OF FRONT ROYAL	562000 5/21			104.09
	105	TOWN OF FRONT ROYAL	563000 5/21			108.10
	105	TOWN OF FRONT ROYAL	565000 5/21			100.83
	105	TOWN OF FRONT ROYAL	581001 5/21			2,976.62
	105	TOWN OF FRONT ROYAL	708000 5/21			6,207.50
	105	TOWN OF FRONT ROYAL	724000 5/21			25.58
	105	TOWN OF FRONT ROYAL	724000 5/21 B			25.71
	105	TOWN OF FRONT ROYAL	725000 5/21			8.50
	105	TOWN OF FRONT ROYAL	725000 5/21 B			8.50
	105	TOWN OF FRONT ROYAL	726000 5/21			8.50
	105	TOWN OF FRONT ROYAL	726000 5/21 B			8.50
	105	TOWN OF FRONT ROYAL	727000 5/21			9.48
	105	TOWN OF FRONT ROYAL	727000 5/21 B			9.48
	105	TOWN OF FRONT ROYAL	735000 5/21			521.35
	105	TOWN OF FRONT ROYAL	735000 5/21 B			411.80
	105	TOWN OF FRONT ROYAL	736000 5/21			2,549.08
	105	TOWN OF FRONT ROYAL	736000 5/21 B			2,828.53
	105	TOWN OF FRONT ROYAL	740000 5/21			248.48
	105	TOWN OF FRONT ROYAL	740000 5/21 B			281.12
					ACCOUNT TOTAL	32,169.91 *
5102		FUEL				
	4737	QUARLES ENERGY SERVICES	677455			948.90
	4737	QUARLES ENERGY SERVICES	686844			844.20
	4737	QUARLES ENERGY SERVICES	696853			601.10
	4737	QUARLES ENERGY SERVICES	701252			152.95
	4737	QUARLES ENERGY SERVICES	702522			161.32
	4738	QUARLES ENERGY SERVICES	665125			1,085.94
	4738	QUARLES ENERGY SERVICES	685697			607.79
	4739	QUARLES ENERGY SERVICES	667104			1,084.56
	4739	QUARLES ENERGY SERVICES	678919			1,483.40
					ACCOUNT TOTAL	6,970.16 *
5103		WATER SEWER GARBAGE				
	105	TOWN OF FRONT ROYAL	179111 5/21			1,330.56
	105	TOWN OF FRONT ROYAL	179111 5/21 B			1,289.34
	105	TOWN OF FRONT ROYAL	334000 5/21			95.39
	105	TOWN OF FRONT ROYAL	548000 5/21			100.64
	105	TOWN OF FRONT ROYAL	549000 5/21			26.66
	105	TOWN OF FRONT ROYAL	559000 5/21			26.66
	105	TOWN OF FRONT ROYAL	560000 5/21			74.77
	105	TOWN OF FRONT ROYAL	560100 5/21			14.10

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION		AMOUNT
	105	TOWN OF FRONT ROYAL	565000 5/21			40.76
	105	TOWN OF FRONT ROYAL	581001 5/21			577.49
	105	TOWN OF FRONT ROYAL	583000 5/21			109.14
	105	TOWN OF FRONT ROYAL	708000 5/21			1,117.50
	105	TOWN OF FRONT ROYAL	724000 5/21			26.66
	105	TOWN OF FRONT ROYAL	724000 5/21 B			26.66
	105	TOWN OF FRONT ROYAL	735000 5/21			461.29
	105	TOWN OF FRONT ROYAL	735000 5/21 B			577.29
	105	TOWN OF FRONT ROYAL	735100 5/21			81.97
	105	TOWN OF FRONT ROYAL	735100 5/21 B			81.97
	105	TOWN OF FRONT ROYAL	735111 5/21			9.92
	105	TOWN OF FRONT ROYAL	735111 5/21 B			9.92
	105	TOWN OF FRONT ROYAL	736000 5/21			289.59
	105	TOWN OF FRONT ROYAL	736000 5/21 B			317.08
	105	TOWN OF FRONT ROYAL	740000 5/21			161.29
	105	TOWN OF FRONT ROYAL	740000 5/21 B			161.29
	898	REPUBLIC SERVICES #976	519217 0020363			171.57
	898	REPUBLIC SERVICES #976	519473 0022098			175.00
					ACCOUNT TOTAL	7,354.51 *
5203		TELEPHONE				
	5379	KERNS, JAMES W.	0053202105 002			45.00
	8013	HAYES, JEFFREY	0080202105 002			30.00
	8803	SHACKELFORD, DONNA	0088202105 002			45.00
					ACCOUNT TOTAL	120.00 *
5401		OFFICE SUPPLIES				
	8549	MILLER'S SUPPLIES	1147159			903.79
	8549	MILLER'S SUPPLIES	1149395			361.97
					ACCOUNT TOTAL	1,265.76 *
5405		SUPPLIES				
	263	RAMSEY HARDWARE	409312			42.28
	263	RAMSEY HARDWARE	409376			132.34
	2110	LOWE'S	3368 5/21			96.66
	2110	LOWE'S	8766 5/21			1,658.00
	2110	LOWE'S	9562 5/21			215.30
	2675	SIGNET MARKETING	54436			444.28
	4013	STATE CHEMICAL MFG. CO.	901938278			1,077.21
	4013	STATE CHEMICAL MFG. CO.	901939831			91.77
	8549	MILLER'S SUPPLIES	1147159			896.56
	20445	UNIFIRST CORPORATION	1360538			336.56
					ACCOUNT TOTAL	4,990.96 *
5407		REPAIRS AND MAINTENANCE				
	263	RAMSEY HARDWARE	209021			38.74
	263	RAMSEY HARDWARE	408808			87.81
	263	RAMSEY HARDWARE	408823			25.25
	263	RAMSEY HARDWARE	408829			18.00
	263	RAMSEY HARDWARE	408835			92.84
	263	RAMSEY HARDWARE	408850			13.75
	263	RAMSEY HARDWARE	408914			323.92
	263	RAMSEY HARDWARE	409043			8.99

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
	263	RAMSEY HARDWARE	409066		27.24
	263	RAMSEY HARDWARE	409115		51.72
	263	RAMSEY HARDWARE	409124		99.86
	263	RAMSEY HARDWARE	409132		13.49
	263	RAMSEY HARDWARE	409140		10.94
	263	RAMSEY HARDWARE	409214		10.14
	263	RAMSEY HARDWARE	409232		10.79
	263	RAMSEY HARDWARE	409271		22.49
	263	RAMSEY HARDWARE	409304		40.47
	263	RAMSEY HARDWARE	409312		8.00
	263	RAMSEY HARDWARE	409354		62.07
	263	RAMSEY HARDWARE	409395		8.99
	396	FERGUSON ENTERPRISES	7778958		173.34
	396	FERGUSON ENTERPRISES	7780088		540.01
	958	BEST EXTERMINATING SERV.	54839		35.00
	958	BEST EXTERMINATING SERV.	54843		35.00
	958	BEST EXTERMINATING SERV.	55117		85.00
	958	BEST EXTERMINATING SERV.	55635		15.00
	958	BEST EXTERMINATING SERV.	55638		32.00
	958	BEST EXTERMINATING SERV.	55639		10.00
	958	BEST EXTERMINATING SERV.	55640		25.00
	2110	LOWE'S	1034 5/21		266.42
	2110	LOWE'S	1036 5/21		1,301.40
	2110	LOWE'S	1052 5/21		12.22
	2110	LOWE'S	1055 5/21		508.25
	2110	LOWE'S	1137 5/21		36.97
	2110	LOWE'S	1159 5/21		37.05
	2110	LOWE'S	1279 5/21		55.87
	2110	LOWE'S	1316 5/21		991.68
	2110	LOWE'S	1383 5/21		112.57
	2110	LOWE'S	1430 5/21		334.57
	2110	LOWE'S	1513 5/21		194.21
	2110	LOWE'S	1599 5/21		631.89
	2110	LOWE'S	1614 5/21		49.69
	2110	LOWE'S	1657 5/21		43.00
	2110	LOWE'S	1711 5/21		988.53
	2110	LOWE'S	1739 5/21		39.78
	2110	LOWE'S	17506		84.55-
	2110	LOWE'S	17524		33.25-
	2110	LOWE'S	1776 5/21		21.29
	2110	LOWE'S	1798 5/21		421.29
	2110	LOWE'S	1857 5/21		491.57
	2110	LOWE'S	1940 5/21		273.62
	2110	LOWE'S	1952 5/21		48.37
	2110	LOWE'S	2174 5/21		62.63
	2110	LOWE'S	2212 5/21		58.84
	2110	LOWE'S	2234 5/21		84.01
	2110	LOWE'S	2290 5/21		382.42
	2110	LOWE'S	2338 5/21		108.88

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION		AMOUNT
	2110	LOWE'S	2520 5/21			988.95
	2110	LOWE'S	3436 5/21			84.55
	2110	LOWE'S	3477 5/21			110.99
	2110	LOWE'S	3641 5/21			140.45
	2110	LOWE'S	3782 5/21			179.09
	2110	LOWE'S	3954 5/21			143.36
	2110	LOWE'S	3992 5/21			94.60
	2110	LOWE'S	7444 5/21			640.02
	2110	LOWE'S	7520 5/21			75.76
	2110	LOWE'S	8766 5/21			293.24
	2568	UNIFIRST CORPORATION	1359377			171.16
	2568	UNIFIRST CORPORATION	1360537			153.72
	2568	UNIFIRST CORPORATION	1361717			153.72
	2568	UNIFIRST CORPORATION	1362916			153.72
	2675	SIGNET MARKETING	54255			474.81
	3243	CINTAS CORPORATION	4074687074			69.24
	3278	DODSON PEST CONTROL	0032202105	923503		35.00
	3920	J & P EXHAUST CLEANING	20210344			300.00
	4006	BG PLUMBING	7267			225.00
	4006	BG PLUMBING	7455			1,162.40
	4200	NORTHEASTERN SUPPLY INC.	3021861			65.34
	4200	NORTHEASTERN SUPPLY INC.	3021862			105.90
	4200	NORTHEASTERN SUPPLY INC.	3029580			141.28
	4200	NORTHEASTERN SUPPLY INC.	3034076			13.97
	4200	NORTHEASTERN SUPPLY INC.	3046422			13.34
	4979	NORVAC LOCK TECHNOLOGY	129375			159.14
	5156	UNIFIRST CORP.	1360594			494.89
	5156	UNIFIRST CORP.	1362972			276.06
	6136	SHALLOW CREEK ELECTRICAL S	4865			70.00
	6136	SHALLOW CREEK ELECTRICAL S	4866			525.00
	6136	SHALLOW CREEK ELECTRICAL S	4869			145.62
	6136	SHALLOW CREEK ELECTRICAL S	4895			140.00
	6233	UNIFIRST CORP.	1360773			63.61
	6233	UNIFIRST CORP.	1363149			62.66
	8022	REXEL	130433751001			38.00
	8022	REXEL	130438072001			89.70
	8022	REXEL	130540317001			499.30
	8549	MILLER'S SUPPLIES	1149396			47.76
	9244	BEST EXTERMINATING SERV.	55637			29.00
	9244	BEST EXTERMINATING SERV.	55644			65.00
	9572	BATTERY MART	500618			255.35
	9572	BATTERY MART	500673			54.00-
	20445	UNIFIRST CORPORATION	1360538			200.60
	20445	UNIFIRST CORPORATION	1362917			197.59
					ACCOUNT TOTAL	18,659.96 *
5897		COVID-19 EXPENSES				
	4013	STATE CHEMICAL MFG. CO.	9019372261			2,130.38
	8549	MILLER'S SUPPLIES	1128948			2,097.00
	8549	MILLER'S SUPPLIES	1133713			149.25
					ACCOUNT TOTAL	4,376.63 *

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION		AMOUNT
7014		FIRE PROTECTION				
	3174	JOHNSON CONTROLS FIRE	87681294			883.60
	5717	PATRIOT FIRE & SECURITY	16106			170.00
					ACCOUNT TOTAL	1,053.60 *
					MAJOR TOTAL	76,961.49 **
051000	** HEALTH **					
5601		WARREN COUNTY HEALTH DEPT				
	6510	W.C. HEALTH DEPARTMENT	4TH 5/21			96,356.50
					ACCOUNT TOTAL	96,356.50 *
					MAJOR TOTAL	96,356.50 **
052000	** MENTAL HEALTH AND DISABILITY **					
5602		NORTHWESTERN COMMUNITY SE				
	2618	NORTHWESTERN COMMUNITY	4TH 5/21			83,596.50
					ACCOUNT TOTAL	83,596.50 *
					MAJOR TOTAL	83,596.50 **
053090	** OTHER SOCIAL SERVICES **					
5605		SHENANDOAH AREA AGENCY ON				
	40	SHENANDOAH AREA AGENCY	4TH 5/21			13,500.00
					ACCOUNT TOTAL	13,500.00 *
5617		CONCERN HOTLINE				
	757	CONCERN HOTLINE, INC	757 5/21			4,000.00
					ACCOUNT TOTAL	4,000.00 *
					MAJOR TOTAL	17,500.00 **
053500	** CHILDREN'S SERVICES ACT **					
5301		CHILDREN'S SERVICES ACT				
	2103	FAMILY PRESERVATION SERV.	0406202112645			2,759.00
	2103	FAMILY PRESERVATION SERV.	0406202113139			2,492.00
	2368	GRAFTON SCHOOL, INC.	2021031175			5,407.25
	2368	GRAFTON SCHOOL, INC.	2021034567925			5,407.25
	2368	GRAFTON SCHOOL, INC.	2021036737			5,425.00
	2431	CHILD CARE & LEARNING CTR	7332			969.00
	2601	INTERCEPT YOUTH SERVICES,	116125 032101			4,049.22
	2601	INTERCEPT YOUTH SERVICES,	116125 042101			3,918.60
	2601	INTERCEPT YOUTH SERVICES,	116502 032101			5,961.22
	2601	INTERCEPT YOUTH SERVICES,	116502 042101			5,830.60
	2618	NORTHWESTERN COMMUNITY	110			6,400.00
	2618	NORTHWESTERN COMMUNITY	111			6,600.00
	2618	NORTHWESTERN COMMUNITY	3RD 5/21			83,596.50
	2702	UNITED METHODIST FAMILY	104581 9			5,767.92
	2702	UNITED METHODIST FAMILY	104768 1			5,288.39
	2702	UNITED METHODIST FAMILY	104768 10			7,370.12

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION		AMOUNT
	2702	UNITED METHODIST FAMILY	104768 11			4,239.76
	2702	UNITED METHODIST FAMILY	104768 13			5,288.39
	2702	UNITED METHODIST FAMILY	104768 2			4,462.90
	2702	UNITED METHODIST FAMILY	104768 3			6,197.58
	2702	UNITED METHODIST FAMILY	104768 4			430.31
	2702	UNITED METHODIST FAMILY	104768 5			4,462.90
	2702	UNITED METHODIST FAMILY	104768 6			6,197.58
	2702	UNITED METHODIST FAMILY	104768 7			156.37
	2702	UNITED METHODIST FAMILY	104768 8			6,197.58
	2702	UNITED METHODIST FAMILY	104768 9			3,793.47
	2702	UNITED METHODIST FAMILY	104794 1			7,370.12
	2702	UNITED METHODIST FAMILY	104794 2			3,793.47
	2702	UNITED METHODIST FAMILY	104794 3			176.36
	3194	VA. HOME FOR BOYS & GIRLS	7649			5,983.00
	3258	MATTHEWS CENTER FOR VISUAL	147555			6,666.00
	3258	MATTHEWS CENTER FOR VISUAL	147556			6,922.00
	3413	BLUE RIDGE EDUCATIONAL CN	401			18,937.50
	5704	DEPAUL COMMUNITY RESOURCE	0284102			6,600.00
	5766	CONNECTED COMMUNITIES. INC	1371			100.00
	5766	CONNECTED COMMUNITIES. INC	1407			400.00
	6257	CHILDREN'S HOME SOCIETY	11			3,865.00
	6310	APTS	2056532			5,037.60
	6310	APTS	2057075			7,017.60
	6373	E.A.S. WINCHESTER. PLLC	80515 5/21			600.00
	8652	CCFS	882374			420.00
					ACCOUNT TOTAL	272,557.56 *
5899		UNCLASSIFIED				
	6615	AMANKRAH, JESSICA	0066202105 002			45.00
					ACCOUNT TOTAL	45.00 *
					MAJOR TOTAL	272,602.56 **
071010	**	PARKS & REC. ADMINISTRATION **				
3002		PROFESSIONAL SERVICES				
	6510	W.C. HEALTH DEPARTMENT	187 5148			40.00
					ACCOUNT TOTAL	40.00 *
3005		MAINTENANCE SERVICE CONTR				
	3787	XEROX CORPORATION	012969127			284.23
	3787	XEROX CORPORATION	012969129			396.08
					ACCOUNT TOTAL	680.31 *
5201		POSTAGE				
	2297	POSTAL BUSINESS CENTER	139886			15.06
					ACCOUNT TOTAL	15.06 *
5203		TELEPHONE				
	188	LINDEN SMR ASSOCIATES	0001202105			330.00
	2677	LENZ, DANIEL P	0026202105			45.00
	2712	RICHARDSON, ROBIN A	0027202105			45.00
	5041	WALKER, TIFFANY	0050202105			45.00
	9518	WALKER, RACHAEL E.	0095202105 002			45.00

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION		AMOUNT
	20908	MUNSON, ALAN	0209202105 002			30.00
					ACCOUNT TOTAL	540.00 *
5401		OFFICE SUPPLIES				
	20056	QUILL	16136593			132.60
	20056	QUILL	16138851			85.41
	20056	QUILL	16434509			104.22
					ACCOUNT TOTAL	322.23 *
5403		BEVERAGES				
	2110	LOWE'S	3932 5/21			37.80
	2110	LOWE'S	9592 5/21			51.00
	9218	CRYSTAL SPRINGS	16379177 142021			20.44
					ACCOUNT TOTAL	109.24 *
					MAJOR TOTAL	1,706.84 **
071020	** PARKS & REC. - REC. PROGRAM **					
5450		FRGC CART RENTAL				
	5127	DLL FINANCE LLC.	0051202105	101-0418904-000		1,669.95
					ACCOUNT TOTAL	1,669.95 *
					MAJOR TOTAL	1,669.95 **
071030	** PARKS & REC. MAINTENANCE **					
3005		SERVICE CONTRACTS & CLEAN				
	898	REPUBLIC SERVICES #976	518746 4771580			897.39
	898	REPUBLIC SERVICES #976	519907 4814901			609.86
	5127	DLL FINANCE LLC.	0051202105 002	101-0447511-000		463.30
	6216	L & B PORTABLES LLC	1972			2,772.00
	8918	M & M CONSULTING, INC	19581			1,800.00
					ACCOUNT TOTAL	6,542.55 *
5101		ELECTRIC SERVICE				
	105	TOWN OF FRONT ROYAL	127101 5/21			20.54
	105	TOWN OF FRONT ROYAL	127102 5/21			121.96
	105	TOWN OF FRONT ROYAL	127104 5/21			134.24
	105	TOWN OF FRONT ROYAL	127105 5/21			26.66
	105	TOWN OF FRONT ROYAL	127106 5/21			16.20
	105	TOWN OF FRONT ROYAL	153000 5/21			1,213.17
	105	TOWN OF FRONT ROYAL	270101 5/21			161.27
	105	TOWN OF FRONT ROYAL	595050 5/21			26.66
	105	TOWN OF FRONT ROYAL	595075 5/21			519.64
	105	TOWN OF FRONT ROYAL	595077 5/21			20.14
	105	TOWN OF FRONT ROYAL	595101 5/21			382.88
	105	TOWN OF FRONT ROYAL	612050 5/21			20.00
	105	TOWN OF FRONT ROYAL	613100 5/21			30.60
	105	TOWN OF FRONT ROYAL	613101 5/21			81.97
	105	TOWN OF FRONT ROYAL	687200 5/21			67.52
	105	TOWN OF FRONT ROYAL	687205 5/21			26.66
	105	TOWN OF FRONT ROYAL	687210 5/21			9.92
	105	TOWN OF FRONT ROYAL	707000 5/21			20.00

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION		AMOUNT
	105	TOWN OF FRONT ROYAL	707100 5/21			8.50
	105	TOWN OF FRONT ROYAL	709110 5/21			125.48
	105	TOWN OF FRONT ROYAL	711000 5/21			32.06
	105	TOWN OF FRONT ROYAL	733006 5/21			522.06
	105	TOWN OF FRONT ROYAL	758100 5/21			81.97
	105	TOWN OF FRONT ROYAL	773100 5/21			704.63
	105	TOWN OF FRONT ROYAL	773101 5/21			20.00
	105	TOWN OF FRONT ROYAL	773102 5/21			416.69
	105	TOWN OF FRONT ROYAL	773102A 5/21			65.23
	105	TOWN OF FRONT ROYAL	773103 5/21			495.53
	105	TOWN OF FRONT ROYAL	773104 5/21			2,383.14
	105	TOWN OF FRONT ROYAL	773106 5/21			8.50
	105	TOWN OF FRONT ROYAL	773109 5/21			20.14
	105	TOWN OF FRONT ROYAL	773110 5/21			20.27
	105	TOWN OF FRONT ROYAL	773111 5/21			20.14
	105	TOWN OF FRONT ROYAL	773112 5/21			20.00
	105	TOWN OF FRONT ROYAL	773114 5/21			20.14
	105	TOWN OF FRONT ROYAL	773115 5/21			195.40
	105	TOWN OF FRONT ROYAL	773116 5/21			26.66
	105	TOWN OF FRONT ROYAL	773117 5/21			237.60
	105	TOWN OF FRONT ROYAL	773118 5/21			199.52
	105	TOWN OF FRONT ROYAL	773119 5/21			206.97
	105	TOWN OF FRONT ROYAL	773120 5/21			71.00
	105	TOWN OF FRONT ROYAL	773121 5/21			21.50
	105	TOWN OF FRONT ROYAL	773122 5/21			179.88
	105	TOWN OF FRONT ROYAL	773123 5/21			286.56
	105	TOWN OF FRONT ROYAL	773124 5/21			81.97
	105	TOWN OF FRONT ROYAL	773125 5/21			58.08
	105	TOWN OF FRONT ROYAL	773126 5/21			8.93
	105	TOWN OF FRONT ROYAL	773129 5/21			638.68
	105	TOWN OF FRONT ROYAL	773130 5/21			117.92
	105	TOWN OF FRONT ROYAL	773131 5/21			21.63
					ACCOUNT TOTAL	10,216.81 *
5402		AUTO MAINTENANCE				
	5305	WARREN CO. PUBLIC SCHOOLS	29426			358.60
	5305	WARREN CO. PUBLIC SCHOOLS	29429			215.90
	5305	WARREN CO. PUBLIC SCHOOLS	29434			43.33
	5305	WARREN CO. PUBLIC SCHOOLS	29473			7,669.61
	5305	WARREN CO. PUBLIC SCHOOLS	29518			175.42
					ACCOUNT TOTAL	8,462.86 *
5406		CHEMICALS				
	1724	SHARE CORP.	164302			174.96
	2110	LOWE'S	9592 5/21			119.64
	4406	TRINITY TURF, INC.	0094126			14,212.50
	8091	GILMER INDUSTRIES, INC	681293			1,730.60
	9196	JOHN DEERE FINANCIAL	3279			64.99
					ACCOUNT TOTAL	16,302.69 *
5407		REPAIRS AND MAINTENANCE				
	100	SERVICE TIRE & BATTERY	1104993			114.95

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION		AMOUNT
	263	RAMSEY HARDWARE	408876			1.43
	263	RAMSEY HARDWARE	408933			5.38
	263	RAMSEY HARDWARE	409013			28.77
	263	RAMSEY HARDWARE	409101			58.91
	263	RAMSEY HARDWARE	409310			461.62
	263	RAMSEY HARDWARE	409318			19.79
	263	RAMSEY HARDWARE	409320			13.48
	263	RAMSEY HARDWARE	409370			13.48
	1666	NAPA AUTO PARTS	789474			1.75
	2110	LOWE'S	0789 5/21			10.42
	2110	LOWE'S	1467 5/21			51.18
	3952	WINCHESTER EQUIPMENT CO.	09060			394.37
	3952	WINCHESTER EQUIPMENT CO.	09061			500.83
	3952	WINCHESTER EQUIPMENT CO.	12715			23.76
	3952	WINCHESTER EQUIPMENT CO.	12719			26.96
	3952	WINCHESTER EQUIPMENT CO.	32629			178.00
	3952	WINCHESTER EQUIPMENT CO.	37453			947.34
	5900	NEVCO SPORTS, LLC	192399			663.01
	5900	NEVCO SPORTS, LLC	192514			320.68
	5901	LUCK STONE	101405470			962.92
	7093	SOUTHERN STATES OF F.R.	1246844			33.98
	7093	SOUTHERN STATES OF F.R.	1250385			488.00
	8742	CARTER, BRUCE H.	110402			1,368.00
	9196	JOHN DEERE FINANCIAL	3279			12.99
	9196	JOHN DEERE FINANCIAL	5088			7.95
					ACCOUNT TOTAL	6,709.95 *
5408		OPERATION OF MOTOR VEHICL				
	2125	H. N. FUNKHOUSER & CO.	87432 5/21			343.99
	4737	QUARLES ENERGY SERVICES	693662			440.95
	4737	QUARLES ENERGY SERVICES	701347			490.28
	5853	MANSFIELD OIL COMPANY	675811			757.18
	5853	MANSFIELD OIL COMPANY	676141			749.83
	5853	MANSFIELD OIL COMPANY	681311			982.62
	5866	MANSFIELD OIL COMPANY	676331			39.00
	5873	MANSFIELD OIL COMPANY	675885			25.25
					ACCOUNT TOTAL	3,829.10 *
5409		MULCH				
	6066	JK ENTERPRISE LANDSCAPE SU	484097			1,770.00
					ACCOUNT TOTAL	1,770.00 *
5410		UNIFORMS & WEARING APPARE				
	2675	SIGNET MARKETING	54424			573.00
					ACCOUNT TOTAL	573.00 *
5413		OPERATING SUPPLIES				
	5041	WALKER, TIFFANY	POOL ADMIS 5/21			300.00
	5041	WALKER, TIFFANY	POOL CONCE 5/21			300.00
					ACCOUNT TOTAL	600.00 *
5420		SMALL TOOLS				
	2110	LOWE'S	1395 5/21			106.53
	2110	LOWE'S	1431 5/21			104.46

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION		AMOUNT
	3952	WINCHESTER EQUIPMENT CO.	09062			699.98
					ACCOUNT TOTAL	910.97 *
7001		MACHINERY AND EQUIPMENT				
	3952	WINCHESTER EQUIPMENT CO.	09063			629.00
					ACCOUNT TOTAL	629.00 *
					MAJOR TOTAL	56,546.93 **
081010	** PLANNING AND ZONING ADMIN. **					
3007		ADVERTISING				
	200	NORTHERN VIRGINIA DAILY	S00218 5/21			876.00
					ACCOUNT TOTAL	876.00 *
5205		CELLULAR PHONE				
	3107	LOGAN, TARYN G.	0031202105			45.00
					ACCOUNT TOTAL	45.00 *
5401		OFFICE SUPPLIES				
	552	PICCADILLY PRINTING CO.	10672			414.40
	4282	QUILL	16001472			111.94
					ACCOUNT TOTAL	526.34 *
5408		OPERATION OF MOTOR VEHICL				
	5792	MANSFIELD OIL COMPANY	675931			59.16
	5792	MANSFIELD OIL COMPANY	676260			28.43
	5792	MANSFIELD OIL COMPANY	681444			30.52
					ACCOUNT TOTAL	118.11 *
					MAJOR TOTAL	1,565.45 **
083000	** VPI EXTENSION SERVICE **					
1001		COMPENSATION EXTENSION AG				
	9041	BURSAR'S OFFICE	202103 3RD			7,722.01
					ACCOUNT TOTAL	7,722.01 *
5413		SUPPLIES				
	20074	QUILL	15986185			13.49
	20074	QUILL	15986380			48.64
	20074	QUILL	15987983			20.15
	20074	QUILL	15999875			546.04
	20074	QUILL	16022246			69.49
					ACCOUNT TOTAL	697.81 *
5504		TRAVEL AND TRAINING				
	7857	AFCPE	F3CBBAAE 1			65.00
					ACCOUNT TOTAL	65.00 *
					MAJOR TOTAL	8,484.82 **
091000	** NON-DEPARTMENTAL **					
3010		MAINTENANCE - CENTRAL COM				
	906	ROYAL OAK COMPUTERS	29721740			274.00
	9514	DUDE SOLUTIONS	89495			6,989.93
					ACCOUNT TOTAL	7,263.93 *

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION		AMOUNT
3012		MAINTENANCE CENTRAL COPIE				
	6203	U. S. BANK EQUIPMENT FINANC	441068061			659.85
					ACCOUNT TOTAL	659.85 *
5607		ROUTE 340/522 TROLLEY				
	8194	VA. REGIONAL TRANSIT	COWA 20 21 4			14,726.50
					ACCOUNT TOTAL	14,726.50 *
5610		TOURISM				
	5907	BMO HARRIS BANK N. A.	003362			4,150.00
	5907	BMO HARRIS BANK N. A.	003461			4,150.00
	5907	BMO HARRIS BANK N. A.	003548			4,150.00
					ACCOUNT TOTAL	12,450.00 *
					MAJOR TOTAL	35,100.28 **
092000	**	CAPITAL OUTLAY **				
7042		RIVERMONT VFD				
	8833	MOSELEY ARCHITECTS	572505 20			7,500.00
	8833	MOSELEY ARCHITECTS	572505 22			2,701.97
					ACCOUNT TOTAL	10,201.97 *
7043		NORTH WARREN VFD BUILDING				
	4839	RHINO LININGS	4839 5/21			16,150.00
	5910	MET CONSTRUCTION COMPANY L	1			109,950.00
					ACCOUNT TOTAL	126,100.00 *
7047		BUILDING IMPROVEMENT FUND				
	8181	LPDA	180703 12			216.68
					ACCOUNT TOTAL	216.68 *
7058		PURCHASE OF SECOND STREET				
	6044	LILLIAN SEALOCK FOX	0060202105 002	20A8		1,967.76
					ACCOUNT TOTAL	1,967.76 *
					MAJOR TOTAL	138,486.41 **
					FUND TOTAL	1,371,937.18

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#		DESCRIPTION		AMOUNT	
062050								
0001		HEALTH CARE EXPENDITURES						
	20767	PROBENEFITS, INC	0207202105	002	1994A		354.00	
						ACCOUNT TOTAL	354.00	*
						MAJOR TOTAL	354.00	**
						FUND TOTAL	354.00	

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
062050	** DRUG ASSET FORFEITED FUND **				
0001		WARRANTS ISSUED			1,114.41
	1013	TACTICAL & SURVIVAL	41262		
				ACCOUNT TOTAL	1,114.41 *
				MAJOR TOTAL	1,114.41 **
				FUND TOTAL	1,114.41

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION		AMOUNT	
032050	***LINDEN HEIGHTS SANT. DISTRICT***						
1001		COMPENSATION-MANAGER				155.71	
	9566	W.C. PUBLIC WORKS DEPT.	LH30		ACCOUNT TOTAL	155.71	*
5442		MAINTENANCE-STONE				906.38	
	9566	W.C. PUBLIC WORKS DEPT.	LH30		ACCOUNT TOTAL	906.38	*
					MAJOR TOTAL	1,062.09	**
					FUND TOTAL	1,062.09	

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION		AMOUNT
043050	**	SHENANDOAH FARMS SAN. DIST. **				
1001		COMPENSATION - MANAGER				
	9566	W.C. PUBLIC WORKS DEPT.	SF31			3,150.39
					ACCOUNT TOTAL	3,150.39 *
3005		CONTRACT SERVICES				
	3779	SHENANDOAH FARMS PROPERTY	4TH 5/21			22,091.75
					ACCOUNT TOTAL	22,091.75 *
5203		TELEPHONE/INTERNET				
	188	LINDEN SMR ASSOCIATES	0001202105			50.00
	5444	LENTZ, TIMOTHY	0054202105 002			45.00
					ACCOUNT TOTAL	95.00 *
5408		EQUIPMENT MAINTENANCE/OPE				
	1666	NAPA AUTO PARTS	789413			149.95
	1666	NAPA AUTO PARTS	790113			6.49
	10115	DONALD B. RICE TIRE CO.	6103203			3,416.70
					ACCOUNT TOTAL	3,573.14 *
5441		DRAINAGE MAINTENANCE/REPA				
	2110	LOWE'S	1505 5/21			223.81
					ACCOUNT TOTAL	223.81 *
5442		MAINTENANCE - STONE				
	9223	LEHIGH HANSON	3879185			845.31
	9223	LEHIGH HANSON	3893200			220.20
	9223	LEHIGH HANSON	3898566			1,581.74
	9223	LEHIGH HANSON	3900351			788.07
					ACCOUNT TOTAL	3,435.32 *
5447		BRUSH CUTTING/TREE REMOVA				
	9259	MCDONALD, TERRY	942872			4,800.00
					ACCOUNT TOTAL	4,800.00 *
5451		FUEL				
	4763	VALLEY ENERGY	13634			1,029.27
					ACCOUNT TOTAL	1,029.27 *
5452		ROAD IMPROVEMENT PROJECTS				
	677	GENERAL EXCAVATION, INC.	485 002			10,063.50
	677	GENERAL EXCAVATION, INC.	485 003			16,341.50
	677	GENERAL EXCAVATION, INC.	485 005			19,423.00
	7093	SOUTHERN STATES OF F.R.	1247455			277.71
	9223	LEHIGH HANSON	3885727			751.88
	9223	LEHIGH HANSON	3886466			961.91
	9223	LEHIGH HANSON	3887212			325.78
	9223	LEHIGH HANSON	3887909			206.25
	9223	LEHIGH HANSON	3888557			381.89
	9223	LEHIGH HANSON	3888952			1,923.27
	9223	LEHIGH HANSON	3889681			3,885.07
	9223	LEHIGH HANSON	3890541			790.71
	9223	LEHIGH HANSON	3891457			1,269.86
	9223	LEHIGH HANSON	3892345			1,082.85
	20759	KICKIN ASPHALT PAVING & EX	21020 1			50,011.60
					ACCOUNT TOTAL	107,696.78 *
					MAJOR TOTAL	146,095.46 **
					FUND TOTAL	146,095.46

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION		AMOUNT	
054050	***LAKE FRONT ROYAL SANT DIST***						
1001		COMPENSATION MANAGER					
	9566	W.C. PUBLIC WORKS DEPT.	LFR32			322.42	
					ACCOUNT TOTAL	322.42	*
5442		MAINTENANCE-STONE					
	9223	LEHIGH HANSON	3884284			2,613.70	
	9223	LEHIGH HANSON	3887213			743.99	
	9223	LEHIGH HANSON	3887910			1,110.52	
	9223	LEHIGH HANSON	3888558			1,750.79	
	9223	LEHIGH HANSON	3891458			762.79	
					ACCOUNT TOTAL	6,981.79	*
5443		MAINTENANCE-LABOR/RENTAL					
	9566	W.C. PUBLIC WORKS DEPT.	LFR32			8,276.70	
					ACCOUNT TOTAL	8,276.70	*
5452		ROAD IMPROVEMENT PROJECTS					
	9223	LEHIGH HANSON	3886467			357.52	
					ACCOUNT TOTAL	357.52	*
					MAJOR TOTAL	15,938.43	**
					FUND TOTAL	15,938.43	

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION		AMOUNT	
057050	*** OSPREY LN SANT DIST ***						
1001		COMPENSATION MANAGER					
	9566	W.C. PUBLIC WORKS DEPT.	OL21			40.47	
					ACCOUNT TOTAL	40.47	*
5442		MAINTENANCE-STONE					
	9223	LEHIGH HANSON	3881617			292.45	
					ACCOUNT TOTAL	292.45	*
5443		MAINTENANCE-LABOR					
	9566	W.C. PUBLIC WORKS DEPT.	OL21			148.32	
					ACCOUNT TOTAL	148.32	*
					MAJOR TOTAL	481.24	**
					FUND TOTAL	481.24	

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION		AMOUNT
081060	** WARREN COUNTY AIRPORT EXP. **					
1001		COMPENSATION AIRPORT MANA				1,750.00
	6273	CASS AVIATION	0062202105 002			1,750.00 *
					ACCOUNT TOTAL	
5405		SUPPLIES				209.64
	8549	MILLER'S SUPPLIES	1123863			209.64 *
					ACCOUNT TOTAL	
5407		REPAIRS AND MAINTENANCE				35.00
	1717	CULLIGAN OF FRONT ROYAL	0017202105	569-0009332-2		1,200.00
	1949	AUSTIN ELECTRICAL	0015385			30.28
	8549	MILLER'S SUPPLIES	1123863			1,265.28 *
					ACCOUNT TOTAL	
5408		OPERATION OF VEHICLES				49.85
	5874	MANSFIELD OIL COMPANY	681327			49.85 *
					ACCOUNT TOTAL	
5898		WASTE DISPOSAL				237.63
	898	REPUBLIC SERVICES #976	517433 0021824			241.00
	898	REPUBLIC SERVICES #976	519423 0021824			86.28
	9448	JOHNNY BLUE, INC. - 3407	208668			564.91 *
					ACCOUNT TOTAL	
					MAJOR TOTAL	3,839.68 **
					FUND TOTAL	3,839.68

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION		AMOUNT
035060	** COST RECOVERY **					
3003		ADMINISTRATIVE FEES				
	8594	EMS MANAGEMENT &	042411			4,885.58
					ACCOUNT TOTAL	4,885.58 *
5403		RECRUITMENT & RETENTION				
	5166	ECOIMPRINT LLC	042159			135.00
					ACCOUNT TOTAL	135.00 *
5408		OPERATION OF MOTOR VEHICL				
	2125	H. N. FUNKHOUSER & CO.	87407 5/21			222.47
	3501	MES - MARYLAND	1566639			724.56
	3822	AZ COMMERCIAL	2009324677			7.75
	5674	FRONT ROYAL FORD LLC	79604			1,155.18
	5674	FRONT ROYAL FORD LLC	79683			4,640.00
	5868	MANSFIELD OIL COMPANY	675975			2,369.49
	5868	MANSFIELD OIL COMPANY	676302			2,311.37
	7644	FINLAY FIRE APPARATUS &	6398			5,616.31
					ACCOUNT TOTAL	17,047.13 *
5410		PROTECTIVE CLOTHING/UNIFO				
	3501	MES - MARYLAND	1564942			485.40
					ACCOUNT TOTAL	485.40 *
5812		VDEM-GRANTS				
	4987	PROPAC	373491			553.50
					ACCOUNT TOTAL	553.50 *
					MAJOR TOTAL	23,106.61 **
					FUND TOTAL	23,106.61

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION		AMOUNT
035070	**SHEN. FARMS VFC6 EXPENDITURES**					
5407		BUILDING & GROUNDS MAINTE				
	75	R.A.C. SECURITY SYS. INC.	11736			432.00
	898	REPUBLIC SERVICES #976	519638 4725859			227.68
	20060	QUILL	16105353			204.57
					ACCOUNT TOTAL	864.25 *
					MAJOR TOTAL	864.25 **
					FUND TOTAL	864.25

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION		AMOUNT
035071	**N. WARRREN VFD #10 EXPENDITURES**					
5406		PROPANE				320.00
	5553	WASHINGTON GAS	3740 5/21		ACCOUNT TOTAL	320.00 *
5407		REPAIRS & MAINTENANCE				124.01
	898	REPUBLIC SERVICES #976	519941 4820999		ACCOUNT TOTAL	124.01 *
					MAJOR TOTAL	444.01 **
					FUND TOTAL	444.01

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION		AMOUNT
035072	**SOUTH WARREN VFC #3 EXPENDITURES*					
5406		PROPANE GAS				
	6050	HOLTZMAN PROPANE	1219599			1,371.67
					ACCOUNT TOTAL	1,371.67 *
5407		BUILDINGS & GROUNDS MAINT				
	469	FIRE PROTECTION CO. LLC	67055			140.75
					ACCOUNT TOTAL	140.75 *
					MAJOR TOTAL	1,512.42 **
					FUND TOTAL	1,512.42

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
035074	**LINDEN VFC #4 EXPENSES**				
7057		LOANS			
	10118	FIRST BANK	0101202105 002	# 50723	3,227.46
				ACCOUNT TOTAL	3,227.46 *
				MAJOR TOTAL	3,227.46 **
				FUND TOTAL	3,227.46

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
035075	**FORTSMOUTH VFC #8 EXPENSES**				
5407		BUILDING GROUNDS & MAINTE			198.08
	898	REPUBLIC SERVICES #976	519655 4731170		198.08
				ACCOUNT TOTAL	198.08 *
				MAJOR TOTAL	198.08 **
				FUND TOTAL	198.08

MAJOR# ACCT#	VENDOR NUMBER	VENDOR NAME	INV#	DESCRIPTION	AMOUNT
081050	*** ECONOMIC DEVELOPMENT AUTHORITY**				
3001		PROFESSIONAL FEES- LEGAL			
	500044	GREEHAN, TAVES & PANDAK, P	127831		4,262.50
				ACCOUNT TOTAL	4,262.50 *
5105		UTILITY EXPENSE - GAS			
	500080	WASHINGTON GAS	0026 5/21		354.23
				ACCOUNT TOTAL	354.23 *
5302		PROPERTY/LIABILITY INSURA			
	500058	ACUITY, A MUTUAL INSURANCE	5439		2,596.00
				ACCOUNT TOTAL	2,596.00 *
5407		MAINTENANCE			
	500068	QUALITY LOCK LLC	500068 5/21		130.00
	500077	DAVE'S DIVERSIFIED SERVICE	7517		570.00
	500077	DAVE'S DIVERSIFIED SERVICE	7582		220.00
				ACCOUNT TOTAL	920.00 *
				MAJOR TOTAL	8,132.73 **
				FUND TOTAL	8,132.73
				TOTAL DUE	1,580,283.95

Approved at meeting of _____ ____on_____.

Signed _____ _____ _____
Title Date

_____ _____ _____
Title Date

_____ _____ _____
Title Date

COUNTY OF WARREN, VIRGINIA

BOARD OF SUPERVISORS AGENDA ITEM

MEETING DATE	ITEM	SUBJECT:	PAGE 1 OF
May 18, 2021	H-1	Use of Courthouse Grounds – Domestic Violence Awareness Purple Ribbon Campaign – The Phoenix Project	

EXPLANATION & SUMMARY:

Please see attached correspondence from Melanie Stull, Admin Assistant with The Phoenix Project, requesting to place from October 1st through October 31st one purple ribbon on each of the posts surrounding the Warren County Courthouse as well as a family of wooden cutouts on the Courthouse lawn to help raise domestic violence awareness in the community and the unified front that Front Royal-Warren County is presenting to end domestic violence.

The request is coming before the Board in May to allow The Phoenix Project ample time to have the cutouts ordered, manufactured, and delivered before the October campaign.

COST & FINANCING: N/A

PROPOSED OR SUGGESTED MOTION:

I move that the Board of Supervisors authorize The Phoenix Project from October 1st through October 31st one purple ribbon on each of the posts surrounding the Warren County Courthouse as well as a family of wooden cutouts on the Courthouse lawn to help raise domestic violence awareness in the community and the unified front that Front Royal-Warren County is presenting to end domestic violence.

OR

I move that the Board of Supervisors not authorize The Phoenix Project to place purple ribbons or wooden cutouts on the Courthouse property.

OR

I move that the Board of Supervisors postpone discussion until _____.

SUBMITTED BY:	DISPOSITION OF BOARD: ☐ APPROVED ☐ OTHER (DESCRIBE)	PROCESSED BY:
Emily M. Ciarrocchi, Deputy Clerk of the Board		

PHOENIX PROJECT

January 4, 2021

WC Board of Supervisors
220 N Commerce Avenue
Front Royal, VA 22630

Dear WC Board of Supervisors,

Happy New Year!

As October is National Domestic Violence Awareness month, this is our 4th year placing ribbons and our banners on every light pole on Main Street along with many business displaying the flyer and ribbons in their establishment to show their support.

Thank you for allowing us to place the ribbons last October 2020. We had lots of folks asking about it. It not only looked beautiful, but also helped raise lots of dv awareness. I am writing to request permission again for Phoenix Project to place a purple ribbon on every pole that surrounds the courthouse from October 1st (or date approved) through November 2nd. In addition to the ribbons, we would like to place a family of wooden cut outs on the lawn area. These people / family cut outs will be painted purple to represent the color of domestic violence and they will display statistics and domestic violence information. I have attached a picture to show example of what we would like to have made. Our display would include a Mother, Father and Child. We are planning on reaching out to Blue Ridge Technical Center to see if they want to make these cut outs. It would be a great collaboration project with the young students.

Thank you for your consideration! Please let me know if you should need any additional information.

Respectfully,

Melanie Stull
Admin Assistant /
Volunteer Coordinator
Phoenix-Project

COUNTY OF WARREN, VIRGINIA
BOARD OF SUPERVISORS AGENDA ITEM

DATE	ITEM	SUBJECT:	PAGE
5/18/2021	H-2	Conditional Use Permit #2015-04-01 Wayne A. Burklund: Modification for Name Change to Michelle Collins *Private Use Camping*	1 of 1

EXPLANATION & SUMMARY:

The applicant is requesting a name change to the conditional use permit since purchasing the property from Mr. Burkland in 2018 with her husband. They were recently notified of the requirement to put the permit in their names as the current owners. The property is located off Farms Riverview Rd. in Shenandoah Farms subdivision in the Shenandoah Magisterial District. It is identified on tax map 15D, section 1, block 3, as parcel 5, and is approximately 0.57 +/- acres. They also own the adjacent lot, parcel 4 in which they have used for recreational camping since 2009 and have an active permit for that lot which is in her husband's name, Jerry Collins, Jr. The applicants wish to keep these separate permits and are requesting this permit to be put in Mrs. Collins name. The properties have recently been reviewed during a site visit and found to be compliant by County Staff.

Private use camping is defined by the Warren County Zoning Ordinance as, *"No more than two major recreational vehicles used for living, sleeping or other occupancy on any lot or combination of lots under one ownership, provided that such use is limited to the owner, family members or guests, and no fee is charged for camping."*

Section 180-63 of the Warren County Zoning Ordinance states that the Board of Supervisors may modify previously imposed conditions or permitted uses on conditional use permits. No material changes in permit conditions or uses shall be approved until a public hearing is held on the proposal. Such hearing shall be advertised and adjacent property owners notified. A material change is defined as any change which could reasonably be expected to result in a substantial change in the appearance, operation or general character of the permitted use or its effects upon other persons or properties.

If the Board of Supervisors determines that the proposed change in permitted use is of such a nature that it should appropriately be treated as a new application, the request will be returned to the applicant for submission to the County as a new application.

It is my opinion the request is not of such a nature that it should be treated as a new application. It is also my opinion that the request is not a material change in use based on the fact that the use of the property will remain the same.

PROPOSED OR SUGGESTED MOTION:

I move that the Board of Supervisors approve this modification to change the name on Conditional Use Permit (CUP #2015-04-01) to Michelle Collins for Private Use (Non-Commercial) Camping.

SUBMITTED BY:	DISPOSITION OF BOARD:	PROCESSED BY:
Matt Wendling, CFM County Floodplain Manager Deputy Planning Director	☐ APPROVED ☐ OTHER (Describe)	

RECEIVED

APR 30 2021

WARREN COUNTY
PLANNING DEPARTMENT

04/27/21

Mr. Wendling,

My name is Michelle Collins. I am writing you to get a conditional use permit transferred into my name from Wayne A. Burklund. The tax map number is 15D 1 3 5. The address is Farms Riverview Road.

Also, the structure on the property is a 14x20 that replaced an existing larger structure. You had spoke with my husband, Jerry Collins Jr, about getting this documented.

If you have any questions, please feel free to contact me (540) 974-1234 or Jerry (540) 379-8815.

Thank you.

Michelle Collins

Michelle Collins

COUNTY OF WARREN

County Administrator's Office
Warren County Government Center
220 North Commerce Avenue, Suite 100
Front Royal, Virginia 22630

Phone: (540) 636-4600
FAX: (540) 636-6066
Email: dstanley@warrencountyva.net

Douglas P. Stanley
County Administrator

CONDITIONAL USE PERMIT 2015-04-01

BOARD OF SUPERVISORS

*****

CHAIRMAN
Richard H. Traczyk
Shenandoah District

VICE-CHAIR
Linda P. Glavis
South River District

Tony F. Carter
Happy Creek District

Archie A. Fox
Fork District

Daniel J. Murray, Jr.
North River District

NAME: Wayne A. Burklund

ADDRESS: 10700 Crestwood Drive, 409, Manassas, VA 20109

PROPERTY DESCRIPTION: Located in the Shenandoah District, identified on Tax Map 15D, Section 1, Block 3 as Parcel 5, and zoned Residential One (R-1)

AUTHORIZED USE: Private use camping

CONDITIONS:

1. The campers are to be kept in road worthy condition with valid tags and inspection decals.
2. Materials associated with the campers are to be stored in a neat and orderly fashion during the time of use and are to be removed from the site when not in use.
3. Campers shall be on site fewer than 180 consecutive calendar days in any one-year for recreational use of the property only.
4. The applicant shall comply with all Warren County Health Department regulations and requirements.
5. No more than two (2) major recreational vehicles as defined by Section 180-10(B)(1) of the Warren County Zoning Ordinance or tents shall be parked, stored, or used on any lot or combination of contiguous lots under the ownership of one (1) party.
6. This permit shall be reviewed by the Warren County Planning staff annually for compliance.
7. The applicant shall comply with Section 180-40.1 of the Warren County Zoning Ordinance regarding noncommercial camping (Private Use Camping).
8. The applicant shall post property with a lot number for fire and emergency rescue services and have an emergency egress plan for removal of the recreational vehicles during a flood event.
9. A copy of the contract for the port-a-john shall be submitted annually to the Planning Department.

DATE PERMIT EXPIRES: THIS PERMIT WILL EXPIRE ON JUNE 16, 2017 UNLESS THE USE HAS BEEN ESTABLISHED OR IF THE USE IS DISCONTINUED FOR A PERIOD OF TWO YEARS OR LONGER.
DATE APPROVED BY BOARD OF SUPERVISORS: JUNE 16, 2015

DOUGLAS P. STANLEY
COUNTY ADMINISTRATOR

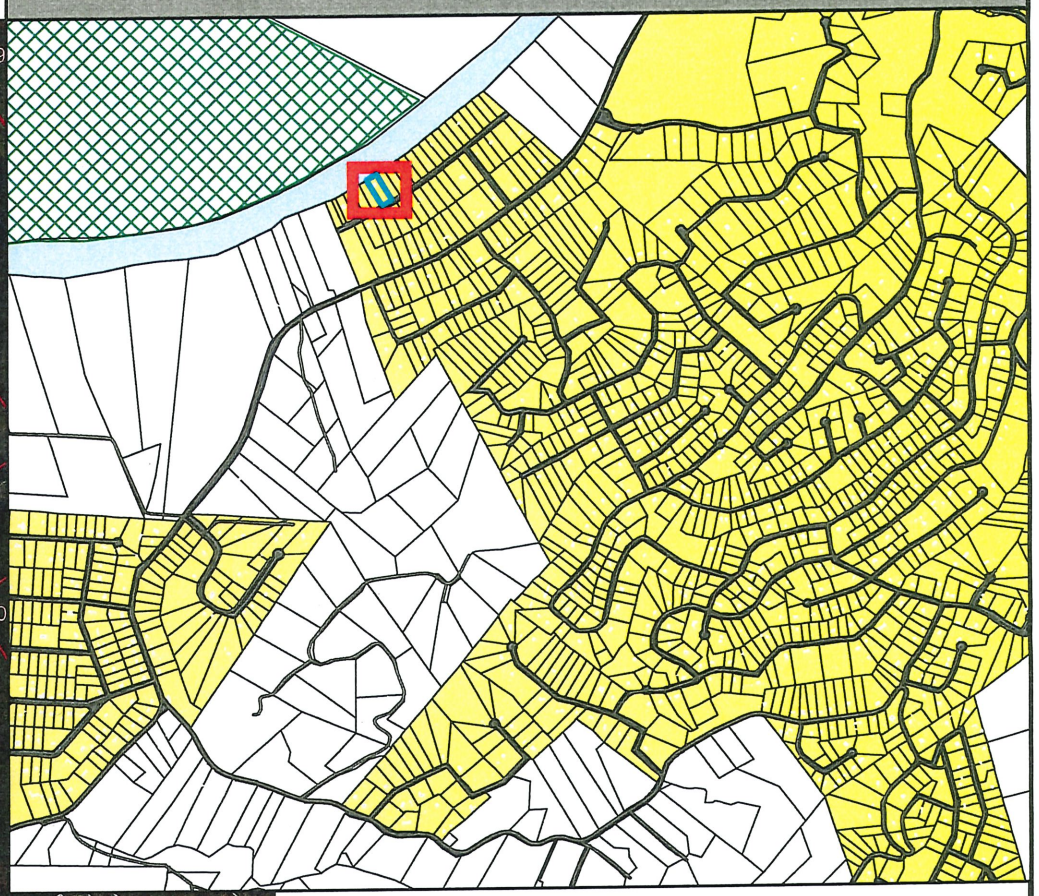
cc: Commissioner of the Revenue

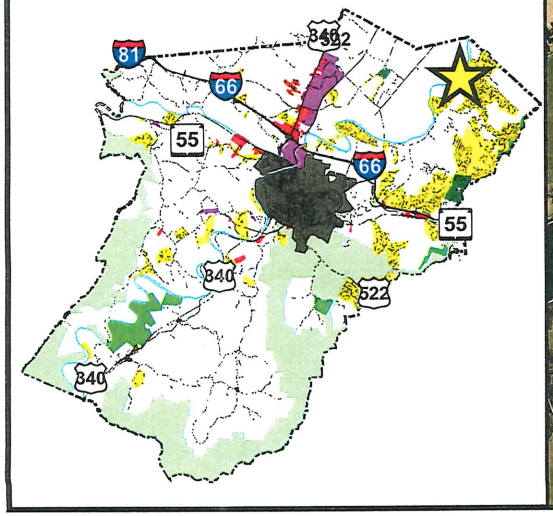
05/06/2021 03:01PM

Warren County VA
CUP Location Map

CUP Name Change:
Wayne Burklund to Michelle Collins

TM# : 15D--1-3---5
Farms Riverview Rd
Shenandoah Farms - River View Section





Zoning

- Agricultural
- Commercial
- Industrial
- Residential One
- Residential Two
- Suburban Residential
- Village Residential
- Rural Residential
- Right of Way
- Front Royal
- Federal Land
- State Land
- Water
- VOF Conservation Easements
- WC Conservation Easements

Map produced by
Warren County GIS 2021
Department of Planning

COUNTY OF WARREN, VIRGINIA

BOARD OF SUPERVISORS AGENDA ITEM

DATE	ITEM	SUBJECT:	PAGE 1 OF
May 18, 2021	H-3	Reassessment Contract	

EXPLANATION & SUMMARY:

The County received four proposals for reassessment services. All four firms are duly qualified and were interviewed. The cost estimates provided ranged from $14.95 to $24.45 per parcel. It is recommended that Warren County engage Pearson's Appraisal Services.

PROPOSED OR SUGGESTED MOTION:

I move the Board of Supervisors authorize the Interim County Administrator to enter into contract with Pearson's Appraisal Services at the cost of $16.50 per parcel subject to County Attorney.

SUBMITTED BY:	DISPOSITION OF BOARD: ☐ APPROVED ☐ OTHER (DESCRIBE)	PROCESSED BY:
Edwin C. Daley, Interim County Administrator		

2023 General Reassessment
Price Comparison

	BRIGHTMINDS	Wampler Eanes	Pearson's	Wingate
Price Per Parcel	$14.95*	$23.95	$16.50	$24.45**
Mobile Homes	$14.95	No Charge		$15.00
Digital Photos	Included	Included		Negotiable Fee
Clerical/Data Entry		County & Contractor	Contractor	Contractor
Printing		Contractor	Contractor	Unclear***
Postage		Contractor	Contractor	Unclear***
Field Cards		County	County	
Building Permit/Splits		30.00 / 35.00		
Public Information Meetings		Info via Internet		
Informal Hearings		Included		Included
Board of Equalization Appeals				
Appeal/Court Testimony		Included for 3 Years		5 Days Included for 5 Years

*BRIGHTMINDS will charge $28 per unit of new construction during reassessment and $36 per unit of new construction after reassessment

**Wingate will not charge per unit of new construction during reassessment and will charge $32 per unit of new construction after reassessment

***It only says "will be prepared and mailed"

COUNTY OF WARREN, VIRGINIA
BOARD OF SUPERVISORS AGENDA ITEM

DATE	ITEM	SUBJECT	PAGE 1 OF
May 18, 2021	H-4	Approval of work authorization No: 21-01 for Professional Services, Front-Royal Warren County Airport AIP Pavement Maintenance Assistance	

EXPLANATION & SUMMARY:

Warren County incorporated the Airfield Pavement Maintenance capital project into the federal Airport Capital Improvement Plan (ACIP) for FY 2021. Talbert & Bright is currently contracted as Warren County's professional engineer and consultant firm for the Front Royal-Warren County Airport, contract most recently extended/approved on September 1, 2020 by the Warren County Board of Supervisors. The Total cost of the project is estimated at $200,000, the FAA portion of this project is 90%, estimated at $180,000. The Talbert and Bright (TBI) work authorization for this grant funded project is part of the total estimated project cost, with professional services estimated at $29,256.50. TBI will coordinate scope of work, grant funding and the required Categorical Exclusion document for environmental review. Additionally, TBI will prepare project specifications and bid package for the application of crack seal on the existing runway, taxiways, aircraft parking apron and T-hangar areas. Also included is the preparation of specifications for the remarking of the runway, taxiways, aircraft parking area and T-hangar areas. The scope includes preparing the specifications and exhibits necessary to identify the project areas and phasing. Talbert & Bright will assist Warren County with FAA reports and preparation of reimbursement requests for submission. The bid opening will be conducted by Warren County. TBI will assist with construction contract preparation, advisory services for assistance with conducting pre-construction meeting, reviewing contractor pay requests, processing certified payrolls and preparation of reimbursement requests for the owner's submission. The approved Professional Fee Summary is attached for review.

COST & FINANCING:

No additional funding is requested at this time for the grant funded project, Airport line item funding or reserves will be used if necessary. The estimated cost of Professional Services is $29,256.50. Warren County's estimated portion of this cost would be 10%, or $2,925.65.

PROPOSED MOTION(S):

I move the Board of Supervisors approve Work Authorization NO: 21-01, dated March 29, 2021, as presented, authorizing Talbert & Bright to provide professional services in accordance with the provisions of the existing Warren County contract for Professional Services with Talbert & Bright.

SUBMITTED BY:	DISPOSITION OF BOARD: ☐ APPROVED ☐ OTHER (DESCRIBE)	PROCESSED BY:
Michael R. Berry Public Works Director MRB		

TALBERT & BRIGHT

WORK AUTHORIZATION FOR PROFESSIONAL SERVICES

FRONT ROYAL – WARREN COUNTY AIRPORT
AIP PAVEMENT MAINTENANCE ASSISTANCE

Work Authorization No.: 21-01
March 29, 2021
TBI Project No.: 4213-2101

It is agreed to undertake the following work in accordance with the provisions of our Contract for Professional Services executed on September 9, 2016.

Description of Work Authorization:
Phase 01 - Talbert & Bright (TBI) will coordinate scope of work, grant funding and the required Categorical Exclusion document for environmental review.
Phase 13 - TBI will prepare project specifications and bid package for the application of crack seal on the existing runway, taxiways, aircraft parking apron and T-hangar areas. Also included will be the preparation of specifications for the remarking of the runway, taxiways, aircraft parking apron and T-hangar areas. The scope includes preparing the specifications and exhibits necessary to identify the project areas and phasing. It also includes preparation of the advertisement, addressing bidder questions, conducting a bid analysis, preparing a bid tabulation and offering a recommendation of award. Talbert & Bright will assist the owner with FAA reports and preparation of a reimbursement requests for the owner's submission. The bid opening will be conducted by the owner.
Phase 06 - TBI will assist with construction contract preparation, advisory services for assistance with conducting a pre-construction meeting, reviewing contractor pay requests, processing certified payrolls, preparation of reimbursement requests for the owner's submission. TBI will perform 2 site visits during the construction phase.

Cost of Services: The cost and method of billing for Professional Services shall be in accordance with the attached Professional Fee Summary.

Approved:

For: Warren County, Virginia	**For: Talbert & Bright**
Date: _____	**Date:** _____
Witness:	**Witness:**

MANHOUR ESTIMATE
Pavement Maintenance - Special Assistance/Bidding/Construction Administration
Front Royal - Warren County Airport

TBI Project No.: 4213-2101

March 29, 2021

PHASE	DESCRIPTION	PRIN	PMGR	ENG3	TCH5	PMA4
01	PRELIMINARY / ENVIRONMENTAL					
	Project Setup	0	2	0	0	1
	Scope of Work Preparation	2	1	1	0	1
	Categorical Exclusion Coordination	2	36	0	8	2
	Grant Application	1	1	0	1	2
	SUBTOTAL	*5*	*40*	*1*	*9*	*6*
13	SPECIAL ASSISTANCE					
	Specifications	0	2	6	0	0
	Exhibits	0	1	8	8	0
	Coordinate Advertisement	0	1	0	0	1
	Pre-Bid Meeting	0	4	8	0	0
	Respond to RFI's/Addendum	0	1	2	0	0
	Bid Tabulations/Bid Analysis	0	0	1	0	1
	Recommendation of Award	1	1	0	0	1
	Reimbursement Requests	0	1	0	0	8
	FAA Quarterly & Annual Reporting	0	2	0	0	4
	SUBTOTAL	*1*	*13*	*25*	*8*	*15*
06	CONSTRUCTION ADMINISTRATION					
	Contract Preparation/Notice to Proceed	0	2	0	0	2
	Pre-Construction Meeting/ Site Visit (1)	0	0	8	0	0
	Review Contractor Pay Request	0	0	2	0	2
	FAA & DOAV Reimbursement Requests	0	1	1	0	4
	FAA Quarterly & Annual Reporting	0	1	0	0	4
	Final Inspection Site Visit (1)	0	0	8	0	0
	Process certified payrolls	0	1	4	0	0
	Grant Administration/Project Closeout	1	1	0	2	8
	SUBTOTAL	*1*	*6*	*23*	*2*	*20*

FEE ESTIMATE
Pavement Maintenance - Special Assistance/Bidding/Construction Administration
Front Royal - Warren County Airport

TBI Project No.: 4213-2101

March 29, 2021

PHASE DESCRIPTION

01 PRELIMINARY

DIRECT LABOR		RATE	MANHOURS	AMOUNT
Principal	PRIN	$ 238.00	5	$ 1,190.00
Project Manager	PMGR	$ 205.00	40	$ 8,200.00
Engineer	ENG3	$ 118.00	1	$ 118.00
Technician	TCH5	$ 102.00	9	$ 918.00
Administrative	PMA4	$ 146.00	6	$ 876.00
SUBTOTAL				$ 11,302.00

01 PRELIMINARY

DIRECT EXPENSE	UNIT	RATE	UNITS	AMOUNT
Travel	MI	$ 0.58	0	$ -
Printing/Copying	EA	$ 0.25	250	$ 62.50
Reproduction	EA	$ 3.00	0	$ -
Internet/Phone/Fax	MO	$ 50.00	1	$ 50.00
Shipping/Postage	MO	$ 50.00	1	$ 50.00
Misc	MO	$ 50.00	1	$ 50.00
DHR Archive Search	EA	$ 100.00	1	$ 100.00
SUBTOTAL				*$ 312.50*

13 SPECIAL ASSISTANCE

DIRECT LABOR		RATE	MANHOURS	AMOUNT
Principal	PRIN	$ 238.00	1	$ 238.00
Project Manager	PMGR	$ 205.00	13	$ 2,665.00
Engineer	ENG3	$ 118.00	25	$ 2,950.00
Technician	TCH5	$ 102.00	8	$ 816.00
Administrative	PMA4	$ 146.00	15	$ 2,190.00
SUBTOTAL				*$ 8,859.00*

13 SPECIAL ASSISTANCE

DIRECT EXPENSE	UNIT	RATE	UNITS	AMOUNT
Travel	MI	$ 0.56	600	$ 336.00
Printing/Copying	EA	$ 0.25	500	$ 125.00
Reproduction	EA	$ 3.00	15	$ 45.00
Internet/Phone/Fax	MO	$ 50.00	1	$ 50.00
Shipping/Postage	MO	$ 50.00	1	$ 50.00
Misc	MO	$ 50.00	1	$ 50.00
SUBTOTAL				*$ 656.00*

FEE ESTIMATE
Pavement Maintenance - Special Assistance/Bidding/Construction Administration
Front Royal - Warren County Airport

TBI Project No.: 4213-2101

March 29, 2021

PHASE DESCRIPTION

06 CONSTRUCTION ADMINISTRATION ASSISTANCE

DIRECT LABOR		RATE	MANHOURS	AMOUNT
Principal	PRIN	$ 238.00	1	$ 238.00
Project Manager	PMGR	$ 205.00	6	$ 1,230.00
Engineer	ENG3	$ 118.00	23	$ 2,714.00
Technician	TCH5	$ 102.00	2	$ 204.00
Administrative	PMA4	$ 146.00	20	$ 2,920.00
SUBTOTAL				*$ 7,306.00*

06 CONSTRUCTION ADMINISTRATION ASSISTANCE

DIRECT EXPENSE	UNIT	RATE	UNITS	AMOUNT
Travel	MI	$ 0.56	600	$ 336.00
Printing/Copying	EA	$ 0.25	500	$ 125.00
Reproduction	EA	$ 3.00	20	$ 60.00
Internet/Phone/Fax	MO	$ 50.00	2	$ 100.00
Shipping/Postage	MO	$ 50.00	2	$ 100.00
Misc	MO	$ 50.00	2	$ 100.00
SUBTOTAL				*$ 821.00*

PROFESSIONAL FEE SUMMARY
Pavement Maintenance - Special Assistance/Bidding/Construction Administration
Front Royal - Warren County Airport

TBI Project No.: 4213-2101

March 29, 2021

PHASE	DESCRIPTION	TYPE OF SERVICE		COST
01	Preliminary	DIRECT LABOR	$	11,302.00
01	Preliminary	DIRECT EXPENSE	$	312.50
13	Special Assistance	DIRECT LABOR	$	8,859.00
13	Special Assistance	DIRECT EXPENSE	$	656.00
06	Construction Admin Assistance	DIRECT LABOR	$	7,306.00
06	Construction Admin Assistance	DIRECT EXPENSE	$	821.00
	FIXED FEE TOTAL		***$***	***29,256.50***

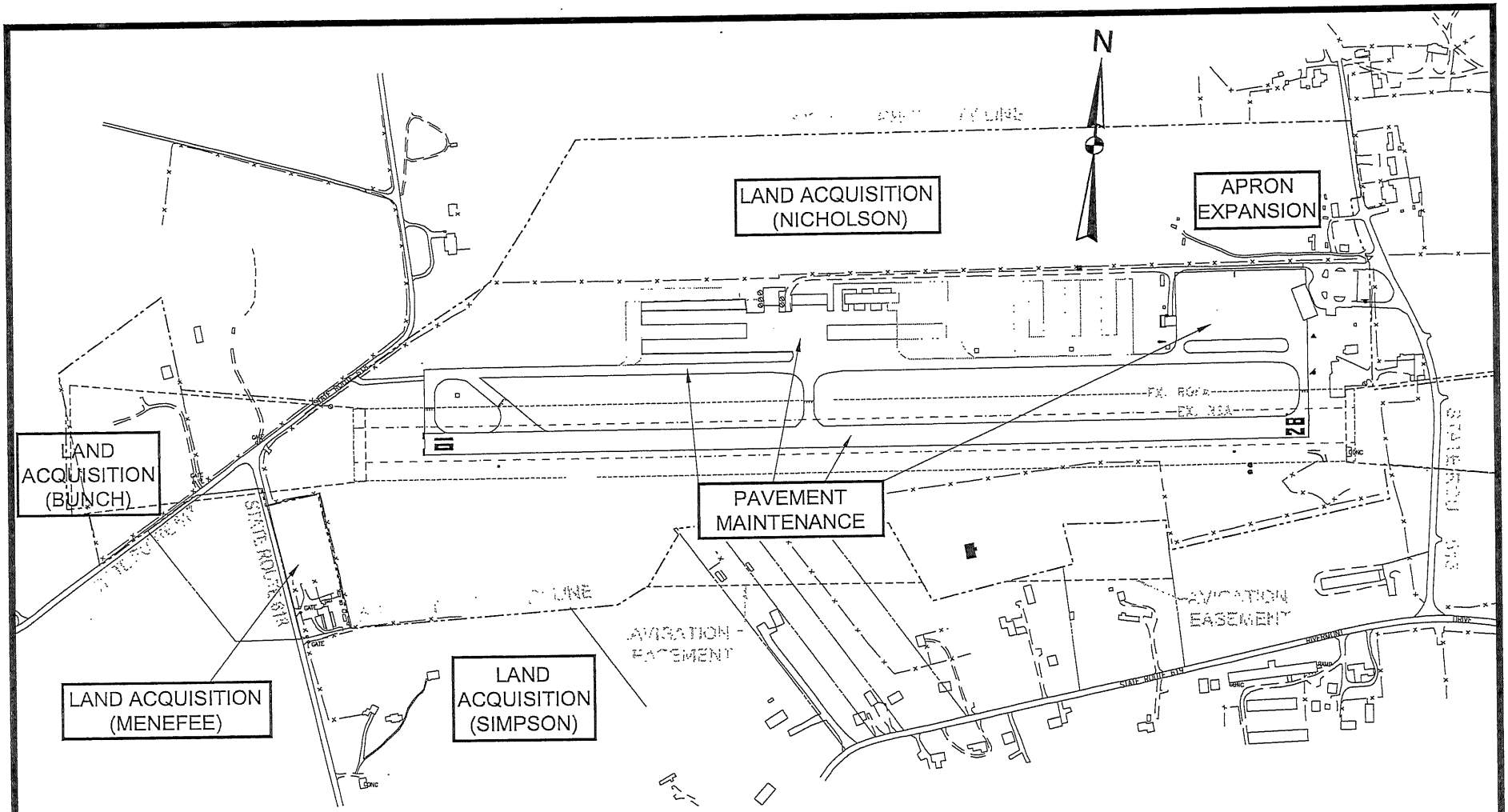
TALBERT & BRIGHT

BILLING RATES

September 1, 2020 - August 30, 2021

(Adjusted Annually)

Position	Rate
Principal	238.00
Project Manager	205.00
Project Manager Assist. I	76.00
Project Manager Assist. II	87.00
Project Manager Assist. III	112.00
Project Manager Assist. IV	146.00
Engineer I	80.00
Engineer II	102.00
Engineer III	118.00
Engineer IV	138.00
Engineer V	172.00
Grant Admin I	68.00
Grant Admin II	85.00
Grant Admin III	96.00
Planner I	64.00
Planner II	81.00
Planner III	93.00
Planner IV	110.00
Planner V	125.00
Senior Planner	166.00
Senior Designer	124.00
Technician I	57.00
Technician II	71.00
Technician III	87.00
Technician IV	94.00
Technician V	102.00
Admin I	55.00
Admin II	62.00
Admin III	66.00
Admin IV	73.00
Admin V	79.00
Accountant I	55.00
Accountant II	69.00
Accountant III	83.00
Accountant IV	109.00



ACIP SKETCH

FRONT ROYAL-WARREN COUNTY AIRPORT

TALBERT&BRIGHT
ENGINEERING & PLANNING CONSULTANTS
10105 KRAUSE ROAD, SUITE 100
CHESTERFIELD, VIRGINIA 23832
PHONE: 804-768-6878 FAX: 804-768-6871

Date

Mr. John M. Robinson, P.E.
Federal Aviation Administration
Washington Airports District Office
13873 Park Center Road, Suite 490S
Herndon, VA 20171-3248

RE: FY 2021-2026 Airport Capital Improvement Plan (ACIP)
FY 2021 Entitlement Funds
Front Royal-Warren County Airport

Dear Mr. Robinson:

Warren County requests that the projects listed below be incorporated into the federal ACIP for the Front Royal-Warren County Airport. Please reference the attached CIP Data Sheet and Airport Sketch for more information on these projects. Additionally, please accept this as notification that we do intend to use Entitlement Funds in FY2021.

		Estimated Cost
FY 2021		
Airfield Pavement Maintenance	Total:	$200,000
	FAA (90%):	$180,000
FY 2022		
Environmental Assessment – 5 Year Development	Total:	$250,000
	FAA (90%):	$225,000
FY 2023		
Land Acquisition Reimbursement	Total:	$612,000
(Nicholson, Menefee & Simpson Properties)	FAA (90%):	$550,800
Land Acquisition Reimbursement	Total:	$100,000
(Bunch Property)	FAA (90%):	$90,000
FY 2024		
Airfield Pavement Rehabilitation - Design	Total:	$500,000
	FAA (90%):	$450,000
FY 2025		
Airfield Pavement Rehabilitation - Construction	Total:	$4,000,000
	FAA (90%):	$3,600,000

FY 2026

Apron Expansion & Road Relocation - Design	Total:	$250,000
	FAA (90%):	$225,000

FY 2027

Apron Expansion & Road Relocation - Construction	Total:	$900,000
	FAA (90%):	$810,000

These projects will also be entered in the Virginia Department of Aviation Airport IQ system to be incorporated into our state ACIP.

The County greatly appreciates your support and looks forward to the continued development of the Front Royal-Warren County Airport and its enhanced safety for all users. If you have any questions regarding this issue, please do not hesitate to contact my office.

Sincerely,

Mike Berry
Public Works Director

cc: John Hart, DOAV w/encl
Talbert & Bright w/encl

Airfield Pavement Maintenance

Much of the airfield pavement is showing signs of deterioration. Since rehabilitation is not scheduled for several years, the Airport Sponsor would like to do some maintenance to extend the life of the pavements. This project is for project specifications, bidding and construction for crack seal on the existing runway, taxiways, aircraft parking apron and T-hangar areas and also remarking of the runway, taxiways, aircraft parking apron and T-hangar areas.

Estimated Cost: Specifications, Bidding & Construction	Total:	$200,000	FAA:	$180,000

Environmental Assessment - 5 Year Development

Pending completion of the Master Plan, a comprehensive EA will be conducted to cover the anticipated development on the airport over the next 5 years.

Estimated Cost: Environmental	Total:	$250,000	FAA (90%):	$225,000

Land Acquisition Reimbursement (Nicholson & Menefee Properties)

The Airport Sponsor purchased approximately 32 acres in two separate parcels adjacent to the airport property line several years ago in order to act as a land use buffer to the airport as well as for future development. This request will be for the land reimbursement following the Airport Master Plan Update which is anticipated to show a demand for development on this land.

Estimated Project Cost Land Acquisition	Total:	$445,000	FAA (90%):	$400,500

Land Acquisition Reimbursement (Simpson Property)

The Airport Sponsor purchased approximately 14.6 acres of land to the south of the Runway 10 end of the runway a couple years ago in order to act as a land use buffer to the airport as well as for future development. There is currently interest in developing this area for a Medivac facility thus keeping it segregated from other airport operations. This request will be for the land reimbursement following the Airport Master Plan Update which is anticipated to show a demand for development on this land.

Estimated Project Cost Land Acquisition	Total:	$167,000	FAA (90%):	$150,300

Land Acquisition Reimbursement (Bunch Property)

The Airport Sponsor is in the process of purchasing approximately 5.177 acres of land off of the end of Runway 10 that will need to be cleared for the RPZ and owned by the Airport for the anticipated future runway extension. This request will be for the land reimbursement following the Airport Master Plan Update which is anticipated to show the need for a future runway extension.

Estimated Project Cost				
Land Acquisition	Total:	$100,000	FAA (90%):	$90,000

Airfield Pavement Rehabilitation

This project will be for the rehabilitation of the existing airfield pavements. Based on recent PCI data, the goal will be to rehabilitate airfield pavements before they require more costly reconstruction.

Estimated Project Cost				
Design	Total:	$500,000	FAA (90%):	$450,000
Construction	Total:	$4,000,000	FAA (90%):	$3,600,000

Apron Expansion & Road Relocation

This project will be to expand the existing apron to accommodate additional based and transient aircraft as well as provide access to future hangar facilities which are anticipated to be shown on the Airport Master Plan Update to accommodate the forecasted demand. The current on-airport access road to the t-hangars will need to be relocated as a part of this expansion.

Estimated Project Cost				
Design	Total:	$250,000	FAA (90%):	$225,000
Construction	Total:	$900,000	FAA (90%):	$810,000

COUNTY OF WARREN, VIRGINIA

BOARD OF SUPERVISORS AGENDA ITEM

DATE	ITEM	SUBJECT:	PAGE 1 OF
May 18, 2021	H-5	Chester Gap Volunteer Fire Department Funding Request	

EXPLANATION & SUMMARY:

In Spring 2020, Chester Gap Volunteer Fire Department (CGVFD) lost volunteer staffing due to COVID-19. A paid BLS position was created and funded by Rappahannock County and Warren County.

The funding for this position is $10,000 per month and is shared by Warren County and Rappahannock County at $5,000 each.

This funding will need to be increased to $5,500 each per month effective July 1, 2021.
There is also a need for an ALS provider position at the cost of $80,000 per jurisdiction for FY 2021-2022.

COST & FINANCING:

The agreed upon cost of the existing program is $66,000 for fiscal year 2021-2022. A second paramedic position is proposed to begin in July 2021 at the cost of $80,000 per County. Part of this cost may be paid with American Rescue Plan Act funding.

PROPOSED OR SUGGESTED MOTION:

I move the Warren County Board of Supervisors approve the proposed agreement with Chester Gap Volunteer Fire Department.

OR

I move the Warren County Board of Supervisors not approve the proposed agreement with Chester Gap Volunteer Fire Department.

OR

I move the Warren County Board of Supervisors amend the proposed agreement with Chester Gap Volunteer Fire Department as follows: _____

SUBMITTED BY:	DISPOSITION OF BOARD: ☐ APPROVED ☐ OTHER (DESCRIBE)	PROCESSED BY:
Edwin C. Daley, Interim County Administrator		

MEMORANDUM OF AGREEMENT

for Support for the Chester Gap Volunteer Fire Department

WHEREAS the Chester Gap Volunteer Fire Department (CGVFD) is located in Rappahannock County but also provides services to parts of Warren County; and

WHEREAS due to COVID-19, CGVFD has hired part-time employees to assist with station coverage; and

WHEREAS this additional cost is being reimbursed by Rappahannock County and Warren County; and

WHEREAS Warren County and Rappahannock County have been reimbursing the CGVFD for this program up to $5,000 per month for the October 2020 – June 2021 period for a total of $45,000 each.

NOW THEREFORE IT IS AGREED that the Warren County Board of Supervisors will reimburse the CGVFD for 50% of the cost of this program up to $5,500 per month for the June 30, 2021 – July 1, 2022 period for a total of $66,000.

IT IS FURTHER AGREED that the program will be increased to include 50% of the cost of an ALS position at a cost up to $80,000 per County.

IT IS FURTHER AGREED that the above reimbursements shall subject to submission of a monthly or quarterly statement of expenses by the CGVFD.

IT IS FURTHER AGREED that the CGVFD will adhere to the Warren County Department of Fire and Rescue Services Staffing Procedure Policy and provide a minimum of an engine and ambulance crew through such policy. Such staffing may be staffed in the "or" classification when staffing.

IT IS FURTHER AGREED that the CGVFD will jointly review this program with Warren County and Rappahannock County to determine if additional staffing needs to be considered.

IT IS FINALLY AGREED that this program shall be reviewed jointly by CGVFD, Rappahannock County and Warren County as part of the FY 2022-2023 budget process.

_____

Cheryl L. Cullers, Chair
Warren County Board of Supervisors

Attest:

_____

Archie Fox, Vice Chair
Warren County Board of Supervisors

COUNTY OF WARREN, VIRGINIA
BOARD OF SUPERVISORS AGENDA ITEM

DATE	ITEM	SUBJECT	PAGE 1 OF
May 18th, 2021	I-1	Authorization to Advertise for Public Hearing – Ordinance to Delay Penalties and Interest upon Certain Local Taxes	

EXPLANATION & SUMMARY:

Please see the attached ordinance regarding the extension of the due date for certain taxes.

COST & FINANCING: N/A

RECOMMENDED MOTION:

I move the Board of Supervisors authorize the advertisement of a public hearing for the adoption of an ordinance to delay penalties and interest upon certain local taxes.

SUBMITTED BY:	DISPOSITION OF BOARD: ☐ APPROVED ☐ OTHER (DESCRIBE)	PROCESSED BY:
Edwin C. Daley, Interim County Administrator		

AN ORDINANCE DELAYING PENALTIES AND INTEREST UPON CERTAIN LOCAL TAXES

WHEREAS, Warren County Code Section 160-26 (A) states: "Tax payments for real estate, personal property, and machinery and tools taxes shall be due and payable to the Treasurer of Warren County on a twice-per-year basis, with 1/2 of the annual assessed value due on or before June 5, and the remaining 1/2 of the annual assessed value due on or before December 5 of each tax year"; and

WHEREAS, Warren County Code Section 172-27 (A) states: "There is hereby levied, assessed and charged upon the owners of the following described vehicles, which are required to be licensed by the Commonwealth of Virginia, an annual license tax, payable to the County Treasurer annually not later than the fifth day of June"; and

WHEREAS, the Board of Supervisors wants to provide additional time for individuals and businesses to pay certain taxes without penalty, interest, and collection activities.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF SUPERVISORS OF WARREN COUNTY, VIRGINIA THAT:

1. The penalty for late payment of the taxes specified in Paragraph 3 of this Ordinance shall not be imposed until June 22, 2021. On June 22, 2021, a penalty of 10 percent or $10.00, whichever is greater, of the amount of such taxes which have not yet been paid shall be imposed, provided that in no case may the penalty exceed the amount of tax payable.

2. The interest imposed upon late payment of the taxes specified in Paragraph 3 of this Ordinance shall be 0% until June 22, 2021. After June 22, 2021, interest shall accrue upon such taxes and any penalties imposed thereon at a rate of 10 percent per annum.

3. The provisions of this Ordinance shall apply only to real estate, personal property, machinery and tools, and vehicle license taxes that first become due on June 5, 2021.

4. The provisions of this Ordinance shall supersede any conflicting provisions in the Warren County Code that apply to such taxes, including without limitation Warren County Code § 160-26 and § 172-27.

5. The passage of this Ordinance shall be effective immediately.

Ordained this 18th day of May 2021.

CERTIFICATE

The undersigned Chair and Clerk of the Board of Supervisors of Warren County, Virginia hereby certify that the foregoing constitutes a true and correct copy of an Ordinance Delaying Penalties and Interest Upon Certain Local Taxes adopted by the Board of Supervisors at a meeting held on May 18, 2021. A record of the roll-call vote by the Board is as follows:

NAME	AYE	NAY	ABSTAIN	ABSENT
Cheryl L. Cullers, Chair				
Archie A. Fox, Vice-Chairman				
Tony F. Carter				
Walter J. Mabe				
Delores R. Oates				

Date: May 18th, 2021

[SEAL]

_____

Cheryl L. Cullers, Chair
Warren County Board of Supervisors

ATTEST:

_____

Edwin C. Daley, Interim Clerk
Warren County Board of Supervisors

COUNTY OF WARREN, VIRGINIA
BOARD OF SUPERVISORS AGENDA ITEM

DATE	ITEM	SUBJECT:	PAGE
5/18/2021	I-2	Rezoning request – R2021-03-01 Michael and Barbara Olsen Residential One (R-1) to Agricultural (A)	1 of 1

EXPLANATION & SUMMARY:

See attached application and staff report.

MOTION TO APPROVE:

Mr. Henry moved to forward this application to the Board of Supervisors, recommending approval. The motion was seconded by Mr. Kersjes, and approved by the Planning Commission by a vote of 4-0.

PROPOSED OR SUGGESTED MOTION:

Finding that the requested rezoning is appropriate for the public necessity and is good zoning practice, I move that the Board of Supervisors approve the applicant's request to rezone and change the zoning map classification of the property, identified on tax map 23K, lot 1 from Residential One (R-1) to Agricultural (A).

OR

Finding that the requested rezoning is appropriate for the public necessity and is good zoning practice, I move that the Board of Supervisors approve the applicant's request to rezone and change the zoning map classification of the property, identified on tax map 23K, lot 1 from Residential One (R-1) to Agricultural (A).

SUBMITTED BY:	DISPOSITION OF COMMISSION:	PROCESSED BY:
Taryn Logan, TL Deputy County Administrator	☐ APPROVED ☐ OTHER (Describe)	

Staff Report

To: Warren County Planning Commission

From: Taryn Logan, Planning Director

Date: March 10, 2021

Re: Rezoning

Applicants:	Michael and Barbara Olsen
Rezoning No.:	R2021-03-01
Location:	Blue Ridge Reserves Property – off of High Top Road
Current Zoning:	Residential One (R-1)
Requested Zoning:	Agricultural (A)

Request

The applicants are requesting to amend the Warren County Zoning Map and rezone approximately thirty (30) +/- acres from Residential One (R-1) to Agricultural (A). The property is located off of High Top Road in Linden, VA, and identified on tax map 23K, lot 1. The property is part of the larger Blue Ridge Reserves property that was placed in a conservation easement in 2012.

The applicants are proposing the rezoning to allow them to be able to pursue agricultural uses, which are listed in the conservation easement. In 2012, the owner of approximately 640 acres in Shenandoah Farms, off of Blue Mountain Road, came to the County to place the land in a permanent conservation easement. The County now is the grantor of the easement. Mr. and Mrs. Olsen purchased the property with knowledge of the easement. They wish to do Agricultural pursuits on the property as explained in their statement of justification, however, the underlying zoning is still Residential-One (R-1), which conflicts with some language in the easement. We received an opinion from our attorney that the zoning takes precedence, therefore the downzoning would need to occur for the owners to conduct agricultural uses on the property.

In your packets, you have a statement of justification, a parcel map, a completed application, and a copy of the conservation easement.

The Agricultural (A) district is intended, "for areas where general agricultural pursuits are practiced, where low density residential developments may be situated without degrading the environment and where expanses of open spaces best exist for parks, playgrounds, game preserves and similar uses."

Surrounding Uses

The property is bordered by Residential-One (R-1) lots in Shenandoah Farm Subdivision, as well as the remaining 600 acres in the Blue Ridge Reserves Conservation Easement.

Staff Comments

Staff will provide specific comments on the rezoning prior to the public hearing.

cc: Michael and Barbara Olsen, Applicants

January 23, 2021

1035 Old Linden Rd
Linden, VA 22642

To: Taryn Logan (Planning Director)
Joe Petty (Zoning Administrator)

Subject: Rezoning property 23K 1 High Top Rd Linden Va 22642 from Residential 1 to Agricultural.

In April 2020 my wife and I purchased 30 acres in the Blue Ridge Reserves, Lot # 23K 1 High Top Rd. Our overall goal is to develop the land into a native tree farm with as little impact as possible. We are currently in a general 3-part planning phase of our property:

(1) Erecting an enclosed 40X60x12 pole barn.
    a. Building will include a concrete finished floor to be used as storage of equipment and miscellaneous supplies for property improvement and future farming. Preliminary Plans of the building included with documentation. We have selected contractor and acquired approval for financing.
(2) Construction of a primary residents.
    a. Residents will be less than 3500 sq ft under roof including a walkout unfinished basement with an attached 2 car garage. Building plans not available at this time as we are still in the preliminary planning phase.
(3) Institution of a Virginia Native Tree Farm.
    a. Business license and business plan will be established upon and during construction and occupancy of property. and general replanting of various Virginia hard woods and flowering trees used both for rejuvenation of property and small vending operations
    b. Prior to business startup we have preliminary plans to remove evasive non-native trees on property. This work will include

influence and advisory from the local Virginia Department of Forestry.

c. As of November 2020, we met with VDOF which included a property walk and a preliminary prescribed burn scheduled for late fall 2021.
d. We are also pursuing a Forest Stewardship with VDOF in spring of 2021.

As part of our plans, we would like to request a rezoning of our property from Residential 1 to Agricultural. As there is a consensus, this property would be better utilized as Agricultural than Residential 1 with regards to the Deed Gift of Easement and the physical location of the property i.e., Blue Mountain in Linden Virginia.

Below we have listed several sightings within the "Deed of Gift of Easement (The Blue Ridge Reserves)",https://drive.google.com/file/d/18ZCDZV8fo97RAk2IluZ8vGIUJOO5R375/view, that speak to both Agricultural and Forested lands topics.

"(Page 3) WHEREAS, the Property possesses significant Open Space Values, referenced in Article1 and in these recitals, the preservation of which will benefit the citizens of the Common wealth and the public; and

WHEREAS, the Property consists of approximately six hundred forty (640 +1 -) acres of **forested lands**; and

WHEREAS, the Property lies in the vicinity of large properties which are presently under **open -space** or conservation easement and contributes to the open -space values of such properties; and

WHEREAS, **the Property is zoned for residential and agricultural use** and lies in an area of Warren County that is **predominantly forestal in land use**; and

WHEREAS, the Property is a portion of several tracts which consists of seven hundred forty-one (741) previously platted and subdivided tracts which exposes it to intense residential usage"

"(Page 4) The Code of Virginia (Title 58, § - 58.1 -3229 et seq.), which provides for and promotes special use -value tax assessments for real estate devoted to agricultural, forestal, horticultural and open space use, such the Property having such values and thus having been approved for use value assessment; and

2) Land use policies of the County of Warren as delineated in its comprehensive plan adopted in 2005, to which plan the restrictions set forth in this deed conform and which contains the following vision statement, goals, objectives, and strategies:

Vision Statement: "... the quality and character of Warren County's natural resources should be preserved, conserved, and used effectively to ensure that future citizens will enjoy the benefits of:

An adequate, sustainable, clean, and potable supply of both surface water and ground

water:

Clean air;

Farming and open spaces;

The beauty of our rivers, mountains, and scenic views;

Protection of our rural character..."

Goal: To preserve and improve the environmental quality of Warren County through measures which protect natural resources and environmentally sensitive air, lands, and waters.

Implementation: Encourage Open space — Encourage local citizens to preserve open space by placing their property in scenic easements.

Goal: To direct future development into an efficient and serviceable form that will preserve the County's predominately rural character.

Implementation: State /Federal Program Participation — Encourage rural property owners and farmers to participate in State and Federal Programs designed to foster resource conservation. Such programs could include: Agricultural Cost -Share and Conservation Easements. "

"(Page 5) Goal: Preserve the County's rural character by preserving open space, as well as agricultural and forest lands.

Implementation: State /Federal Program Participation — Encourage rural property owners, including farmers, to participate in State /Federal Programs designed to foster conservation of resources. Such programs might include: Agricultural Cost -Share and Conservation Easements;"

"(Page 6) WHEREAS, the Property is zoned residential and agricultural and lies in an area of Warren County that is predominantly agricultural and forestal in land uses;"

As you can see, we have 3 general plans to move forward with our property that show specific interests in building and maintaining a healthier forest and small tree farm business. We believe rezoning from a Residential 1 to an Agricultural would better benefit the county included in the Blue Ridge Reserves Conservations Easement. Please feel free to contact us with any questions or concerns with regards to our request for consideration of rezoning.

Sincerely,

Michael and Barbara Olsen
hightopfarms@comcast.net
571-438-9266

WCREZ – 000005-2021

REZONING APPLICATION

APPLICATION NO. R2021-03-01
DATE RECEIVED: 2-12-2021
FEE AMOUNT: $ WAIVED
DATE PAID: _____

Applicant:

Name: Michael and Barbara Olsen
Address: 23K 1 High Top Road
Linden VA 22642
Telephone: (571) 438-9266 Email: overinvirginia@comcast.net

Owner of Record: (if different than above; if more than one owner provide information for each on a separate page).

Name:
Address:
Telephone :( )

Respectfully (name above) request that a determination be made by the Warren County Planning Commission and Board of Supervisors on the following request for a rezoning for the property described below.

Property Information:

A. Location of Property:

Election District: Warren County
Tax Map No.: 23
Section: K
Block: 1
Lot(s):
Subdivision Name: PAR 1 Blue Ridge Reserves
Area of Property (acres): 30

B. Current land use and condition of site:
Agriculture/Undeveloped

C. Zoning of surrounding land and property: Residentual and Blue Ridge Reserves

Zoning Classification and Request:

A. Present Zoning of property: Residential 1

B. Proposed Zoning requested: Agricutural

Proposed Use of Property:

A. Describe the proposed use of the property, including primary and secondary uses.
Primary residence and secondary agricutural Native Virginia tree farm.

Plans Prepared by:

Name:
Address:
Telephone :( )

I/we the undersigned, do hereby respectfully agree to comply with any conditions required by the Board of Supervisors of the County of Warren, Virginia, and authorize the County personnel to go upon the property for the purpose of making site inspections. Expenses incurred in securing professional assistance in connection with the review of this application for Rezoning, shall be charged to the applicant. **If the set of required documents is incomplete, your application will not be placed on the Planning Commission's agenda.**

Signature of Owner:	Date: 02/12/2021
Signature of Applicant:	Date: 02/12/2021
Signature of Co-Applicant(s):	Date:

RECEIVED
APR 07 2021
WARREN COUNTY
PLANNING DEPARTMENT

April 6, 2021

Ms. Taryn Logan, Planning Director/Deputy County Administrator

Warren County, VA

We received your letter dated March 29, 2021 regarding the application for a zoning change by Michael and Barbara Olsen and would like to share our input and feelings.

We purchased our house and property over 35 years ago and selected this house because of the view, the fact that it was forested, quiet, secluded, lots of native flora and fauna. We were aware of the platting of the land below us as it was at that time and knew the odds of it changing over time were inevitable. Over the years, dozens of new houses have been built on High Top Road so the noise and traffic has already increased significantly. We have always been active in the community including one of us being on the Board of the POSF to provide input to maintaining our section of Shenandoah Farms(Mountain View.) That included trying to stop the commercial logging of the mountain twice by W.P. Associates which we weren't successful, and had to put up with the noise and logging trucks on High Top.

When the Blue Ridge Reserve was created and deeded to the County, we had mixed thoughts as we liked the idea of the conservation of most of the land with the setting aside of a few parcels for Residential development but on significant acreage. What we didn't like is that it was no longer part of either Shenandoah Farms or the Sanitary District but they still have free use of the roads in the Farms and pay nothing towards the maintenance of them. The owners of properties within the Sanitary District are stuck paying for the wear and tear that the hauling of construction equipment to non-Sanitary District properties cause. Our roads have no VDOT maintenance and the County does a great job trying to maintain them but it is a challenge. There are two situations of this on High Top and I know there are others within the Farms. We wish the County would have thought through the big picture at the time of the Reserve being deeded and will consider rectifying the unfair problems it is now creating.

As to the Olsen's application, we have some questions and some serious concerns. Since they purchased the property they have already cleared at least an acre and have trailers, sheds, ATVs, construction equipment which they constantly haul in and out on a trailer, etc. For over a year now, we have had to tolerate frequent shooting, the noise of the equipment and ATVs and dogs barking. There is also frequently burning of whatever. As you know, their property borders ours to the west and based on prevalent winds they blow onto our property. We have spent a lot of time developing trails around our property all the way to the bottom and often take walks down there with our pets. We will not do it now when there is shooting activity or fires burning. Sad but safe.

We have secured copies of the Olsen's application and vague reasons for requesting the zoning change. We also have a copy of the Deed where it describes the restrictions and limitations in the Reserve which were obviously established for the conservation of nature within the Reserve. This is why we have some serious questions as to what the Olsen's real motives are and whether the County is really serious about the conservation of the Reserve.

We have always been excited about the native flora we have on our property but also the area below us including rare plants like ginseng, ramps, many wildflowers, dogwoods, redbuds, etc. and we do our best to protect them and let them spread. As to the Olsen's wanting to do a controlled burn of the forest floor, two major concerns. One, why burn all of these native, somewhat rare plants as well as morels and other fungi/plants? Their burning will affect the propagation on the rest of the Reserve and our property. Two, since we are normally down wind from their property we are very worried that we will get sparks or embers on our property that will start a fire and potentially set our house on fire. We just don't see how a burn helps the conservation of the Reserve. The burn would also impact not only the food supply for the native animals(bear, deer, racoons, possum, snakes, turtles, turkeys and many other birds, frogs/toads, squirrels/chipmunks) on the reserve but possible the animals themselves. Do we want that? NO!

We also question the Olsen's real intentions. Why do they want to remove a bunch of 100+ year old native trees to plant new ones? What are they going to

do with the old ones as well as the new ones once they are 100 years old? Is it going to be a commercial operation?

The Olsen's also mentioned animals. Are they going to commercially raise livestock and what are the livestock going to eat? The native flora that is supposed to be being conserved?

We are also concerned about the number and size of buildings that will be built. As we stated, there are already a number of "things" on the property. What you approve is what us and our neighbors will have to look at.

All the while they are doing all of this, we will have to put up with the noise, the view of it and the traffic on High Top.

We hope that the County closely reads the Deed establishing the Reserve to establish true intent. We really hope that the County takes an in person look/walk, serious look at the property and the neighboring properties as well as seriously review our comments before making decisions.

Based on what we can see and what we know already, we are very concerned.

Steven L. Muha

Robert G. Pollock

1494 High Top Road, Linden, VA 22642

540-636-3652

Rainbow-View@comcast.net

OFFICIAL RECEIPT
WARREN COUNTY CIRCUIT
DEED RECEIPT

DATE: 12/03/12 TIME: 14:44:00 ACCOUNT: 187CLR120007104 RECEIPT: 12000012982
CASHIER: SFK REG: WK35 TYPE: DE PAYMENT: FULL PAYMENT
INSTRUMENT : 120007104 BOOK: PAGE: RECORDED: 12/03/12 AT 14:44
GRANTOR: W P ASSOCIATES EX: N LOC: CO
GRANTEE: BOARD OF SUPERVISORS OF WARREN COUNTY EX: N PCT: 100%
AND ADDRESS : , .
RECEIVED OF : JOSEPH F SILEK JR
CHECK: $51.00 18730
DESCRIPTION 1: EASEMENT PAGES: 46 OP 0
2: NAMES: 0
CONSIDERATION: .00 A/VAL: .00 MAP:
PIN:

301	DEEDS	48.50	145	VSLF		1.50
035	VOF FEE	1.00				

TENDERED : 51.00
AMOUNT PAID: 51.00
CHANGE AMT : .00

CLERK OF COURT: JENNIFER R. SIMS

PAYOR'S COPY
RECEIPT COPY 1 OF 2

WARREN COUNTY, VIRGINIA
LAND RECORDS
000106 DEC -3 P2

WHEREAS, Chapter 461 of the Acts of 1966, codified in Chapter 17, Title 10.1, of the Code of Virginia, as amended (the "Open-Space Land Act"), declares that the preservation of open-space land serves a public purpose by curbing urban sprawl, preventing the spread of urban blight and deterioration and encouraging more economic and desirable urban development, helping provide or preserve necessary park, recreational, historic and scenic areas, and conserving land and other natural resources, and authorizes the acquisition of interests in real property, including easements in gross, as a means of preserving open-space land;

WHEREAS, the Open-Space Land Act declares it to be the public policy of the Commonwealth to encourage preservation of open-space land and authorizes the Grantee to hold real property or any estate or interest therein for the purpose of preserving the natural, scenic, historic, scientific, open-space and recreational lands of the Commonwealth; and

WHEREAS, 26 U.S.C. §170(h)(l) of the Internal Revenue Code defines a qualified conservation contribution as a contribution of a qualified real property interest to a qualified organization exclusively for conservation purposes; and

WHEREAS, 26 U.S.C. § 170(h)(2)(C) defines the term "qualified real property interest" as "a restriction (granted in perpetuity) on the use which may be made of the real property," and an easement granted in perpetuity qualifies as a qualified real property interest under this section, 26 CFR §1.170A-14(b)(2); and

WHEREAS, 26 U.S.C. § 170(h)(4) defines a conservation purpose as "(i) the preservation of land areas for outdoor recreation by, or the education of, the general public, (ii) the protection of a relatively natural habitat of fish, wildlife, or plants, or similar ecosystem, (iii) the preservation of open space (including farmland and forest land) where such preservation is (I) for the scenic enjoyment of the general public, or (II) pursuant to a clearly delineated Federal,

or destruction, for the benefit, enjoyment, and general welfare of the people of the Commonwealth; and

The Virginia Open Space Land Act (Code of Virginia, Title 10.1, §§10.1-1700 et seq.), which declares that open space land serves a public purpose by promoting the health and welfare of the citizens of the Commonwealth by curbing urban sprawl and encouraging more desirable and economical development of natural resources, and which authorizes the use of open space easements to maintain the character of open-space land; and

The Virginia Land Conservation Incentives Act of 1999 (Code of Virginia, Title 58, §§58.1-510 - 58.1-513), which provides an income tax credit for donors of interests in land for conservation purposes to encourage the preservation and sustainability of Virginia's unique natural resources, wildlife habitats, open spaces, and forested resources; and

The Code of Virginia (Title 58, §~58.1-3229 et seq.), which provides for and promotes special use-value tax assessments for real estate devoted to agricultural, forestal, horticultural and open space use, such the Property having such values and thus having been approved for use value assessment; and

(2) Land use policies of the County of Warren as delineated in its comprehensive plan adopted in 2005, to which plan the restrictions set forth in this deed conform and which contains the following vision statement, goals, objectives, and strategies:

Vision Statement: "...the quality and character of Warren County's natural resources should be preserved, conserved, and used effectively to ensure that future citizens will enjoy the benefits of:

- An adequate, sustainable, clean, and potable supply of both surface water and ground water:
- Clean air;

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WHEREAS, the Property is within the primary viewshed of State Route 638 (Blue Mountain Road); and

WHEREAS, the Property is zoned residential and agricultural and lies in an area of Warren County that is predominantly agricultural and forestal in land uses; and

WHEREAS, this Easement will yield significant public benefit to the citizens of the Commonwealth as set forth in Section I; specifically, this Easement will accomplish the following in furtherance of the above-described purposes:

(i) Creation of a vegetated buffer area along all perennial streams on the Property will enhance water quality of the stream and of downstream waters by limiting erosion and siltation, as well as limiting the introduction of nutrients into the waters of the stream;

(ii) Prevention of more intense development and residential usage of the Property, which otherwise may occur as an extension of more intensive development on parcels within the vicinity of the Property which have been rezoned and/or subdivided and built upon within the past several years;

(iii) Preservation of views which are readily seen from the Property and from the nearby country roads (none of which are as yet designated as scenic highways), but which could be blocked by more intense development on the Property if it were subdivided into more dense lots;

(iv) Preservation of forestal lands by the limitation of the re-subdivision of the Property into not more than six (6) parcels; and

WHEREAS, by amendment to the Warren County comprehensive plan adopted September 18, 2012, the Property was designated as lying within a County conservation district; and

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consolidation of seven hundred twenty six (726) tracts into a maximum of six (6) tracts and by limiting use of the Property to those uses that do not adversely affect, are not inconsistent with, do not conflict with, diminish, impair, or interfere with the Open-Space Values, which are described herein and referenced in Article I;

NOW, THEREFORE, in recognition of the foregoing and in consideration of the mutual covenants herein and the acceptance hereof by Grantee, Grantor does hereby give, grant and convey to Grantee an open-space easement in gross over, and the right in perpetuity to restrict the use of, the Property, which consists of six hundred forty (640 +/-) acres, more or less, located in the Shenandoah Magisterial District, Warren County, Virginia, to-wit:

See Attached Exhibit A for legal description
See Attached Exhibit B for subdivision lots or parcels donated

Grantor RESERVES from this Easement grant all areas on the attached Exhibit C which refer to "PROPOSED" 50' INGRESS/EGRESS EASEMENT, "PROPOSED 50' RIGHT OF WAY (REYNOLDS DRIVE)", and "PROPOSED 50' EMERGENCY ACCESS EASEMENT (SWITCHBACK ROAD), such reservation to include ten foot (10') wide easement areas parallel to and on either side of such rights of way, (the "Reserved Areas"). Grantor further RESERVES from this Easement grant all dedicated rights of way existing on the Property. The parties acknowledge that widening or improvement of existing Reynolds Drive may require expansion of the current right of way over a portion of the Property and that Warren County emergency vehicle access may be required over portions of the Reserved Areas. Such dedications are referenced in the NOTES contained on Exhibit C and shall not be considered divisions or subdivisions of the Property and shall be not be prohibited by this easement, provided that Grantee approves such dedications. In addition, in the event of any future Virginia Department of Transportation (VDOT) condemnation action to expand the state highway system over portions of the Reserved Areas of the Property, any acquisition or taking of needed land by VDOT for such purposes shall be not considered a division or subdivision of the Property and shall not be prohibited by this Easement, provided that such acquisition is within the Reserved Areas and Grantee approves such acquisition or taking, which approval may be contingent upon the project including reasonable measures to minimize impact on the Open-Space Values of the Property. Grantor reserves any separate rights to approve such acquisition or taking.

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access to, or use of the Property. Grantor retains the exclusive right to such access and use, subject to the terms hereof.

ARTICLE II – RESTRICTIONS

Restrictions are hereby imposed on the use of the Property pursuant to the public policies set forth above. The acts that Grantor covenants to do and not to do upon the Property, and the restrictions that Grantee is hereby entitled to enforce, are and shall be as follows:

1. **DIVISION.** The Property shall not be divided into, nor be separately conveyed as, more than six (6) parcels, and no division of the Property shall be permitted except as substantially in accordance with the configurations set forth on the attached Schedule B. In the event of a division of the Property as provided in this paragraph, the grantor retains the right to make a maximum of three (3) divisions of Parcel 4 on the attached Schedule B. In the event a permitted division of the Property requires a road or street dedication, such dedication shall not be considered a separate conveyance of a portion of the Property or a division or subdivision of the Property.

Boundary line adjustments with adjoining parcels of land are permitted and shall not be considered separate conveyances of portions of the Property or divisions or subdivisions of the Property, provided that Grantee approves such adjustments, is made party to any deed creating a boundary line adjustment, and at least one of the following conditions is met:

(i) The entire adjacent parcel is subject to a recorded open-space easement owned by Grantee or its permitted assignee, other public body as defined in Section 10.1-1700 of the Code of Virginia; or

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ground area may not be constructed on the Property unless prior written approval for the building or structure shall have been obtained from Grantee, which approval shall be limited to consideration of the impact of the size, height and siting of the proposed structure on the conservation values of the Property. For purposes of this paragraph (b), a farm building or structure shall mean a building or structure originally constructed and used for the activities specified in Section II Paragraph 3(i) (a) below; and

(c) **Buildings for the processing and sale of farm or forest products.** Buildings for the processing and sale of farm or forest products produced or partially produced on the Property not exceeding 4,500 square feet of enclosed area in the aggregate and not individually exceeding 2,500 square feet of enclosed area. For purposes of this paragraph (c), a building for the processing and sale of farm or forest products shall mean a building originally constructed and used for the activities specified in Section II Paragraph 3(i)(b) below; and

(d) **Roads.** New paved private roads to serve permitted buildings or structures shall require review and approval by the easement holder prior to construction; however, paved residential driveways or graveled or pervious-surface roads or access ways may be constructed and maintained without review and approval, provided that such roads or access ways are (1) to serve permitted buildings or structures, (2) for public safety needs, or (3) for other permitted uses, such as farming or forestry; and

(e) **Utilities.** Public or private utilities to serve permitted buildings or structures. Public or private utilities to be constructed in whole or in part to serve other properties shall not be constructed on, under, or over the Property unless Grantee determines that the construction and maintenance of such utilities will not impair the

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location of permitted new buildings and structures shall be approved in writing by the Grantee, or its permitted assignee, prior to beginning construction of any permitted new buildings or structures.

(iv) The collective footprint of all buildings and structures on the Property, excluding roads, shall not exceed 1% of the total area of the Property, provided that if Grantor can demonstrate that an increase in the collective footprint would result in increased protection of the conservation values of the Property, Grantee may approve such increase. For the purpose of this paragraph the collective footprint is the ground area measured in square feet of the buildings and structures set forth in Section II Paragraph 2(i)(a) through (c), (f), and (g) and Section II Paragraph 2(iii) above and all other impervious surfaces, excluding roads.

3. ACTIVITIES ON THE PROPERTY.

(i) Industrial or commercial activities are prohibited, with the exception of the following:

(a) agriculture, equine activities, or forestry, provided that no commercial bovine, poultry or porcine farm operations shall be conducted on Parcels 1, 2 or 3 described on attached Exhibit C;

(b) processing or sale of farm or forest products produced or partially produced on the Property in buildings permitted in Section II Paragraph 2(i)(c) above;

(c) small-scale incidental commercial or industrial operations compatible with activities set forth in (a) above that Grantee approves in writing as being consistent with the conservation purposes of this Easement, and as permitted in the underlying zoning district detailed in the Warren County, Virginia, Zoning Ordinances;

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Educational, recreational, or religious activities are permitted on the Property, as allowed in the underlying zoning district detailed in the Warren County Code, provided that they are consistent with the conservation purposes of this Easement and do not impair the conservation values protected herein. Recreational activities may include use of all or a portion of the Property as a park for passive recreational activities, such as hiking, photography, bird watching, and nature study.

4. **MANAGEMENT OF FOREST.** A current written forest management plan or Virginia Forest Stewardship Plan shall be developed and in place prior to the commencement of timber harvesting or other significant forest management activities. The forest management plan shall include a provision that all forest management and harvesting activities be developed by, or in consultation with, the Virginia Department of Forestry, or be consistent with Virginia's Forestry Best Management Practices for Water Quality Guide. Best Management Practices (BMPs), as defined by the Virginia Department of Forestry, shall be used to control erosion and protect water quality when any timber harvest or land-clearing activity is undertaken. The Virginia Department of Forestry shall be notified prior to any material timber harvest or land-clearing operations, with copies of all notices to and from the Virginia Department of Forestry regarding the Property.

The following activities do not constitute significant forest management activities and do not require a pre-harvest plan: cutting, clearing, or removal of less than 10 acres of trees (i) for the construction of permitted roads, utilities, buildings, or structures, (ii) for firewood for Grantor's domestic use (iii) for creation or clearing of trails, (iv) which pose an imminent hazard to the health or safety of persons, property, or livestock, or (v) which are invasive species.

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Section II, Paragraph 3 (i)(f) above, (b) fencing along or within the buffer strip(s), (c) construction and maintenance of a limit of five (5) stream crossings (including improvements over the buffer strip(s) to access crossings) for pedestrians, livestock and vehicles, which crossings minimize obstruction of water flow and follow U.S. Natural Resources Conservation Service design standards, (d) removal of invasive species or dead, diseased or dying trees, (e) minimal removal of individual trees or trees posing a threat to human or livestock health or safety, (f) planting of trees, shrubs, grasses, or other vegetation, and (g), implementation of forest management plans in accordance with Article II, Paragraph 4, which may include temporary forest managed crossings for timber harvesting and which will expire pursuant to a pre-harvest forest management plan approved pursuant to said Article II, Paragraph 4.

(iii) Livestock shall be excluded from the buffer strips.

(iv) To protect wetland communities, no significant disturbances shall occur within the wetlands or their associated vegetated buffers, including timber harvesting. However, removal of invasive species and minimal removal of dead or diseased trees may occur to protect the wetland habitat as long as there is no significance disturbance of the wetlands in conjunction with such permitted operations.

6. **GRADING, BLASTING, FILLING AND MINING.** Grading, blasting, filling, or earth removal shall not materially alter the topography of the Property except for (i) dam construction to create ponds, (ii) restoration, enhancement, or development of ecosystem functions on the Property as permitted and limited under Section II, Paragraph 3 (i)(e) above, (iii) erosion and sediment control pursuant to an erosion and sediment control plan, or (iv) as required in the construction of permitted buildings, structures, roads, and

SECTION III – ENFORCEMENT

1. **RIGHT OF INSPECTION.** Representatives of Grantee may enter the Property from time to time for purposes of inspection (including photographic documentation of the condition of the Property) and enforcement of the terms of this Easement after permission from or reasonable notice to Grantor or Grantor's representative, provided, however, that in the event of an emergency, entrance may be made to prevent, terminate or mitigate a potential violation of these restrictions with notice to Grantor or Grantor's representative being given at the earliest practicable time.

2. **ENFORCEMENT.** Grantee, in accepting this Easement, commits to protecting the conservation purposes of the Easement and has the resources necessary to enforce the restrictions set forth herein. Grantee has the right to bring a judicial proceeding to enforce the restrictions, which right specifically includes the right (i) to require restoration of the Property to its condition at the time of the donation; (ii) in Grantee's discretion, to require restoration of the Property to its condition prior to a violation of the terms hereof, provided that such prior condition was in compliance with the restrictions and consistent with the purpose of this Easement; (iii) to recover any damages arising from non-compliance; and (iv) to enjoin non-compliance by temporary or permanent injunction. If the court determines that Grantor failed to comply with this Easement, Grantor shall reimburse Grantee for any reasonable costs of enforcement, including costs of restoration, court costs and attorney's fees, in addition to any other payments ordered by the court. Grantee's delay shall not waive or forfeit its right to take such action as may be necessary to ensure compliance with this Easement, and Grantor hereby waives any defenses of waiver, estoppel or laches with respect to any failure to act by Grantee.

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parties hereto and their successors and assigns, and shall continue as a servitude running in perpetuity with the Property. The rights and obligations of an owner of the Property under this Easement terminate upon proper transfer of such owner's interest in the Property, except that liability for acts or omissions occurring prior to transfer shall survive transfer.

2. **NO PUBLIC ACCESS AND GRANTOR'S RETENTION OF USE.** Although this Easement will benefit the public as described above, nothing herein shall be construed to convey to the public a right of access to, or use of the Property. Subject to the terms hereof, Grantor retains the exclusive right to such access and use, including, but not limited to, the right to hunt, fish, or trap on the Property.

3. **TITLE.** Grantor covenants and warrants that Grantor has good title to the Property, that Grantor has all right and authority to grant and convey this Easement and that the Property is free and clear of all encumbrances (other than restrictions, covenants, conditions, and utility and access easements of record) including, but not limited to, any mortgages or deeds of trust not subordinated to this Easement.

4. **ACCEPTANCE.** Grantee accepts this conveyance pursuant to Virginia Code Section 10.1-1701, which acceptance is evidenced by the signature of Chairman, Board of Supervisors, by authority granted by Grantee's Board of Supervisors on November 20, 2012.

5. **INTERACTION WITH OTHER LAWS.** (a) This Easement does not permit any use of the Property that is otherwise prohibited by federal, state, or local law or regulation. Neither the Property, nor any portion of it, has been or shall be dedicated as open space within, or as part of, a residential subdivision or any other type of residential or

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reference in any deed or other instrument conveying any interest in the Property. Failure of Grantor to comply with this requirement shall not impair the validity of the Easement or limit its enforceability in any way.

8. **NOTICE TO GRANTEE AND GRANTOR.** For the purpose of giving notices hereunder the current address of Grantee is Warren County Administrator, 220 North Commerce Avenue, Suite 100, Front Royal, VA 22630 (with copy to Warren County Attorney, 220 North Commerce Avenue, Suite 100, Front Royal, VA 22630), and any notice to Grantor shall be given to the recipient at the address at which the real estate tax bill is mailed for the Property or portion thereof that is the subject of the notice and which is currently 4072 Remount Road, Front Royal, VA 22630. Failure to comply with this requirement shall not impair the validity of the Easement or limit its enforceability in any way.

Grantor agrees to notify Grantee in writing (i) before exercising any reserved right that Grantor believes may have an adverse effect on the conservation or Open-Space Values or interests associated with the Property (the purpose of requiring such notice is to afford Grantee an adequate opportunity to monitor such activities to ensure that they are carried out in a manner consistent with the purpose of this Easement; such notice shall describe the proposed activity in sufficient detail to allow Grantee to judge the consistency of the proposed activity with the purpose of this Easement) and (ii) at or prior to closing on any *inter vivos* transfer, other than a deed of trust or mortgage, of all or any part of the Property.

9. **TAX MATTERS.** The parties hereto agree and understand that any value of this Easement claimed for tax purposes as a charitable gift must be fully and accurately

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determined for purposes of any federal income tax deduction allowed with respect to the conveyance of this Easement.

13. **CONVERSION OR DIVERSION.** Grantor and Grantee intend that this Easement be perpetual and acknowledge that no part of the Property may be converted or diverted from its open-space use except in compliance with the provisions of Section 10.1-1704 of the Open-Space Land Act, which does not permit loss of open space.

14. **EXTINGUISHMENT.** Notwithstanding the provisions of Section 10.1-1704 of the Open-Space Land Act, should an attempt be made to extinguish this Easement in whole or in part, such extinguishment can be carried out only by judicial proceedings and only if in compliance with Section 10.1-1704 and IRC Section 170 (h) and applicable Treasury Regulations. In a sale or exchange of the Property subsequent to and resulting from an extinguishment, Grantee shall be entitled to a portion of the proceeds at least equal to the proportionate value of this Easement computed as set forth in Section V Paragraph 13 above, but not to be less than the proportion that the value of this Easement at the time of extinguishment bears to the then value of the Property as a whole. Grantee shall use all its share of the proceeds from the sale of the Property in a manner consistent with the conservation purpose of this Easement and the Open-Space Land Act.

15. **AMENDMENT.** Grantee and Grantor may amend this Easement to enhance the Property's Open-Space Values or add to the restricted property by an amended deed of easement, provided that no amendment shall (i) affect this Easement's perpetual duration, (ii) conflict with or be contrary to or inconsistent with the conservation purpose of this Easement, (iii) reduce the protection of the conservation values, (iv) affect the qualification of this Easement as a "qualified conservation contribution" or "interest in

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constitute one and the same Easement. Execution of this Easement at different times and in different places by the parties hereto shall not affect the validity of the Easement.

OAK VIEW NATIONAL BANK, herein the Lender, is the Noteholder under a certain Commercial Real Estate Deed of Trust dated June 8, 2012, and recorded in the Clerk's Office of the Circuit Court of Warren County, Virginia, as Instrument No. 120003253, which subjects the Property to the Lender's lien. The Lender hereby consents to the terms, conditions, and restrictions of this Easement, and agrees that the lien represented by said Deed of Trust shall be held subject to this Easement and joins in this Deed to reflect its direction to the Trustee(s) to execute this Easement to give effect to the subordination of such Deed of Trust to this Easement.

SIGNATURES ON FOLLOWING PAGES

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[Counterpart signature page 1 of 4]

WITNESS the following signatures and seals:

W.P. ASSOCIATES

By: _____ (SEAL)
Ray M. Pennington, III, Managing Partner

COMMONWEALTH OF VIRGINIA,
COUNTY OF FAUQUIER, TO WIT:

I, Donna S. Sager, a Notary Public for the Commonwealth aforesaid, hereby certify that Ray M. Pennington, III, Managing Partner of W. P. Associates, personally appeared before me this day and acknowledged the foregoing instrument o/b/o W. P. Associates.

WITNESS my hand and official seal this 3rd day of December, 2012.

_____
Notary Public

My commission expires: October 31, 2013 (SEAL)

DONNA S. SAGER
NOTARY PUBLIC
Commonwealth of Virginia
Reg. #136998
My Commission Expires _____

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[Counterpart signature page 4 of 4]

TRUSTEE: GULICK, CARSON & THORPE, PC

By: _____
Vice President

COMMONWEALTH OF VIRGINIA,
COUNTY OF FAUQUIER, TO WIT:

The foregoing instrument was acknowledged before me this 3rd day of December, 2012, by T. Huntley Thorpe, III, as authorized officer of Gulick, Carson & Thorpe, P.C., Trustee.

_____
Notary Public
Notary ID#

My commission expires: _____ (SEAL)

AMANDA L. ASHBY NOTARY PUBLIC REG # 136916 MY COMMISSION EXPIRES 4/30/2014 COMMONWEALTH OF VIRGINIA

H:\Business_Law\RParks\WP & data files\Real Estate\EASEMENT.CON\WP Associates\Deed of Easement\Agreement Revised by JRP 11-30-12.docx

EXHIBIT A CONTINUED

PARCEL FIVE: All those certain lots or parcels of land lying and being situate in the Shenandoah Magisterial District of Warren County, Virginia, being described as **Parcel A, containing 62.65644** acres, more or less, and **Parcel B, containing 1.44028** acres, more or less, in Shenandoah Farms Subdivision, Mountain View Section, **Part 2A** as shown on that certain plat entitled "Plat Showing Mountain View, Section 2A, being a Vacated Portion of Mountain View, Section 2, Shenandoah Subdivision, Shenandoah Magisterial District, Warren County, Virginia", prepared by Wesley A. Harris, Jr., L.S., dated August 1, 1974 and recorded with Deed of Dedication and Declaration of Plats in the Clerk's Office of the Circuit Court of Warren County, Virginia in Deed Book 223, at Page 74 AND **Parcel A, containing 90.91112 acres**, more or less, **Parcel B, containing 1.10093 acres**, more or less, **Parcel C, containing 9.72391 acres**, more or less, and **Parcel D, containing 2.41803 acres**, more or less, Shenandoah Farms Subdivision, Mountain View Section, **Part 2B**, as shown on that certain plat entitled "Plat Showing Mountain View, Section 2B, being a Vacated Portion of Mountain View, Section 2, Shenandoah Subdivision, Shenandoah Magisterial District, Warren County, Virginia", prepared by Wesley A. Harris, Jr., L.S., dated May 9, 1975 and recorded with Deed of Dedication and Declaration of Plats in the aforesaid Clerk's Office in Deed Book 226, at Page 177.

PARCEL SIX: All that certain tract or parcel of land lying and being situate in the Shenandoah Magisterial District of Warren County, Virginia being known and designated as Lot No. FOUR (4), containing 8.919 acres, more or less, Mountain View Section, Part II, Shenandoah Farms Subdivision, as shown on that certain plat entitled "Plat of the Property of Marvin L. McDonald, Shenandoah District, Warren County, Virginia", prepared by William A. Hall, C.L.S., dated May 8, 1978 and recorded in the Clerk's Office of the Circuit Court of Warren County, Virginia in Deed Book 267, at Pages 681 and 682.

SUBJECT TO a reservation of a fifty (50) foot easement along existing road as shown on plat recorded in Deed Book 267, at Pages 681 and 682.

AND BEING the same property conveyed to W.P. Associates, the Grantor herein, by Trustee's Deed from Bridget G. Madden, Trustee, made June 8, 2012, and recorded as Instrument No. 120003252 among the Warren County, Virginia, land records.

LESS AND EXCEPT, those several tracts inadvertently described in the aforementioned conveyance but not owned by the Grantor herein:

Lots not owned

LOT #'S	OWNER	INSTRUMENT
23C-3-3-189 & 197	Qi, Hong & Yvonne Lee	050008199
23C-3-3-198 thru 200	Oh, Joshua Sang & Tam, Rebecca	050008203
23C-3-3-222 thru 225	Cheong, Jae B.	050008205
23C-3-3-226	Knoth, Paul W. & Hwa Chong	050008564

FURTHER LESS AND EXCEPT those fifteen (15) lots and portions of two lots described in attached Exhibit B ("Lots not included in Conservation Easement").

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Tax Map Number	Lot Number	Legal Description
23C-2-2	365	L365 Shen Farms Mt View
23C-2-2	366	L366 Shen Farms Mt View
23C-2-2	367	L367 Shen Farms Mt View
23C-2-2	368	L368 Shen Farms Mt View
23C-2-2	369	L369 Shen Farms Mt View
23C-2-2	370	L370 Shen Farms Mt View
23C-2-2	371	L371 Shen Farms Mt View
23C-2-2	372	L372 Shen Farms Mt View
23C-2-2	373	L373 Shen Farms Mt View
23C-2-2	374	L374 Shen Farms Mt View
23C-2-2	375	L375 Shen Farms Mt View
23C-2-2	376	L376 Shen Farms Mt View
23C-2-2	377	L377 Shen Farms Mt View
23C-2-2	378	L378 Shen Farms Mt View
23C-2-2	379	L379 Shen Farms Mt View
23C-2-2	380	L380 Shen Farms Mt View
23C-2-2	381	L381 Shen Farms Mt View
23C-2-2	382	L382 Shen Farms Mt View
23C-2-2	383	L383 Shen Farms Mt View
23C-2-2	384	L384 Shen Farms Mt View
23C-2-2	385	L385 Shen Farms Mt View
23C-2-2	386	L386 Shen Farms Mt View
23C-2-2	387	L387 Shen Farms Mt View
23C-2-2	388	L388 Shen Farms Mt View
23C-2-2	389	L389 Shen Farms Mt View
23C-2-2	390	L390 Shen Farms Mt View
23C-2-2	391	L391 Shen Farms Mt View
23C-2-2	392	L392 Shen Farms Mt View
23C-2-2	423	L423 Shen Farms Mt View
23C-2-2	424	L424 Shen Farms Mt View
23C-2-2	425	L425 Shen Farms Mt View
23C-2-2	426	L426 Shen Farms Mt View
23C-2-2	427	L427 Shen Farms Mt View
23C-2-2	428	L428 Shen Farms Mt View
23C-2-2	429	L429 Shen Farms Mt View
23C-2-2	430	L430 Shen Farms Mt View
23C-2-2	461	L461 Shen Farms Mt View
23C-2-2	462	L462 Shen Farms Mt View
23C-2-2	463	L463 Shen Farms Mt View

Map Number	Lot Number	Legal Description
23C-2-2	464	L464 Shen Farms Mt View
23C-2-2	465	L465 Shen Farms Mt View
23C-2-2	466	L466 Shen Farms Mt View
23C-2-2	467	L467 Shen Farms Mt View
23C-2-2	468	L468 Shen Farms Mt View
23C-2-2	469	L469 Shen Farms Mt View
23C-2-2	470	L470 Shen Farms Mt View
23C-2-2	471	L471 Shen Farms Mt View
23C-2-2	472	L472 Shen Farms Mt View
23C-2-2	473	L473 Shen Farms Mt View
23C-2-2	474	L474 Shen Farms Mt View
23C-2-2	475	L475 Shen Farms Mt View
23C-2-2	476	L476 Shen Farms Mt View
23C-2-2	477	L477 Shen Farms Mt View
23C-2-2	483	L483 Shen Farms Mt View
23C-2-2	484	L484 Shen Farms Mt View
23C-2-2	485	L485 Shen Farms Mt View
23C-2-2	486	L486 Shen Farms Mt View
23C-2-2	487	L487 Shen Farms Mt View
23C-2-2	488	L488 Shen Farms Mt View
23C-2-2	489	L489 Shen Farms Mt View
23C-2-2	490	L490 Shen Farms Mt View
23C-2-2	491	L491 Shen Farms Mt View
23C-2-2	492	L492 Shen Farms Mt View...
23C-2-2	493	L 493-494-495-496 Shen Far
23C-2-2	499	L499 Shen Farms Mt View
23C-2-2	500	L500 Shen Farms Mt View
23C-2-2	501	L501 Shen Farms Mt View
23C-2-2	502	L502 Shen Farms Mt View
23C-2-2	503	L503 Shen Farms Mt View
23C-2-2	504	L504 Shen Farms Mt View
23C-2-2	505	L505 Shen Farms Mt View
23C-2-2	506	L506 Shen Farms Mt View
23C-2-2	507	L507 Shen Farms Mt View
23C-2-2	508	L508 Shen Farms Mt View
23C-2-2	509	L509 Shen Farms Mt View
23C-2-2	510	L510 Shen Farms Mt View
23C-2-2	511	L511 Shen Farms Mt View
23C-2-2	512	L512 Shen Farms Mt View

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Map Number	Lot Number	Legal Description
23C-2-2	677	L677 Shen Farms
23C-2-2	678	L678 Shen Farms
23C-2-2	679	L679 Shen Farms
23C-2-2	680	L680 Shen Farms
23C-2-2	681	L681 Shen Farms
23C-2-2	682	L682 Shen Farms
23C-2-2	717	L717 Shen Farms
23C-2-2	718	L718 Shen Farms
23C-2-2	719	L719 Shen Farms
23C-2-2	720	L720 Shen Farms
23C-2-2	721	L721 Shen Farms
23C-2-2	722	L722 Shen Farms
23C-2-2	723	L723 Shen Farms
23C-2-2	724	L724 Shen Farms
23C-2-2	725	L725 Shen Farms
23C-2-2	726	L726 Shen Farms
23C-2-2	727	L727 Shen Farms
23C-2-2	730	L730 Shen Farms
23C-2-2	731	L731 Shen Farms
23C-2-2	732	L732 Shen Farms

Map Number	Lot Number	Legal Description
23C-3-3	201	L201 Shen Farms
23C-3-3	202	L202 Shen Farms
23C-3-3	203	L203 Shen Farms

Map Number	Lot Number	Legal Description
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23C-3-3	228	L228 Shen Farms
23C-3-3	229	L229 Shen Farms
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23C-3-3	231	L231 Shen Farms
23C-3-3	232	L232 Shen Farms
23C-3-3	233	L233 Shen Farms
23C-3-3	234	L234 Shen Farms
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23C-3-3	236	L236 Shen Farms
23C-3-3	237	L237 Shen Farms
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23C-3-3	239	L239 Shen Farms
23C-3-3	240	L240 Shen Farms
23C-3-3	241	L241 Shen Farms
23C-3-3	242	L242 Shen Farms
23C-3-3	243	L243 Shen Farms
23C-3-3	244	L244 Shen Farms
23C-3-3	245	L245 Shen Farms
23C-3-3	246	L246 Shen Farms
23C-3-3	247	L247 Shen Farms

Map Number	Lot Number	Legal Description
23C-3-3	304	L304 Shen Farms
23C-3-3	305	L305 Shen Farms
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23C-3-3	345	L345 Shen Farms
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23C-3-3	347	L347 Shen Farms
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23C-3-3	349	L349 Shen Farms
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23C-3-3	352	L352 Shen Farms
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23C-3-3	370	L370 Shen Farms
23C-3-3	371	L371 Shen Farms

LAND RECORDS

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Map Number	Lot Number	Legal Description
23C-4-4	51	L51 Shen Farms Mt View
23C-4-4	52	L52 Shen Farms Mt View
23C-4-4	53	L53 Shen Farms Mt View
23C-4-4	54	L54 Shen Farms Mt View
23C-4-4	55	L55 Shen Farms Mt View
23C-4-4	56	L56 Shen Farms Mt View
23C-4-4	57	L57 Shen Farms Mt View
23C-4-4	58	L58 Shen Farms Mt View
23C-4-4	59	L59 Shen Farms Mt View
23C-4-4	60	L60 Shen Farms Mt View
23C-4-4	61	L61 Shen Farms Mt View
23C-4-4	62	L62 Shen Farms Mt View
23C-4-4	63	L63 Shen Farms Mt View
23C-4-4	64	L64 Shen Farms Mt View
23C-4-4	65	L65 Shen Farms Mt View
23C-4-4	66	L66 Shen Farms Mt View
23C-4-4	67	L67 Shen Farms Mt View
23C-4-4	68	L68 Shen Farms Mt View
23C-4-4	69	L69 Shen Farms Mt View
23C-4-4	70	L70 Shen Farms Mt View
23C-4-4	71	L71 Shen Farms Mt View
23C-4-4	72	L72 Shen Farms Mt View
23C-4-4	73	L73 Shen Farms Mt View
23C-4-4	74	L74 Shen Farms Mt View
23C-4-4	75	L75 Shen Farms Mt View
23C-4-4	76	L76 Shen Farms Mt View
23C-4-4	77	L77 Shen Farms Mt View
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23C-4-4	79	L79 Shen Farms Mt View
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23C-4-4	82	L82 Shen Farms Mt View
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23C-4-4	84	L84 Shen Farms Mt View
23C-4-4	85	L85 Shen Farms Mt View
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23C-4-4	87	L87 Shen Farms Mt View
23C-4-4	88	L88 Shen Farms Mt View
23C-4-4	89	L89 Shen Farms Mt View

Map Number	Lot Number	Legal Description
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23C-4-4	92	L92 Shen Farms Mt View
23C-4-4	93	L93 Shen Farms Mt View
23C-4-4	94	L94 Shen Farms Mt View
23C-4-4	95	L95 Shen Farms Mt View
23C-4-4	96	L96 Shen Farms Mt View
23C-4-4	97	L97 Shen Farms Mt View
23C-4-4	98	L98 Shen Farms Mt View
23C-4-4	99	L99 Shen Farms Mt View
23C-4-4	100	L100 Shen Farms
23C-4-4	101	L102 Shen Farms
23C-4-4	102	L102 Shen Farms
23C-4-4	103	L103 Shen Farms
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23C-4-4	221	L221 Shen Farms
23C-4-4	222	L222 Shen Farms
23C-4-4	223	L223 Shen Farms
23C-4-4	224	L224 Shen Farms
23C-4-4	225	L225 Shen Farms
23C-4-4	226	L226 Shen Farms

WARREN COUNTY, VIRGINIA
LAND RECORDS

000146 DEC 13 12

Map Number	Lot Number	Legal Description
23C-4-4	305	L305 Shen Farms
23C-4-4	306	L306 Shen Farms
23C-4-4	307	L307 Shen Farms
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23C-4-4	377	L377 Shen Farms
23C-4-4	378	L378 Shen Farms
23C-4-4	379	L379 Shen Farms
23C-4-4	380	L380 Shen Farms
23C-4-4	381	L381 Shen Farms
23C-4-4	382	L382 Shen Farms

BARKER [illegible]
LAND [illegible]S

000148 DEC 13 [illegible]

Map Number	Lot Number	Legal Description
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23C-4-4	503	L503 Shen Farms
23C-4-4	504	L504 Shen Farms
23C-4-4	505	L505 Shen Farms
23C-4-4	506	L506 Shen Farms
23C-4-4	507	L507 Shen Farms
23C-4-4	508	L508 Shen Farms
23C-4-4	509	L509 Shen Farms
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23C-4-4	520	L520 Shen Farms
23C-4-4	521	L521 Shen Farms
23C-4-4	547	L547 Shen Farms
23C-4-4	548	L548 Shen Farms
23C-4-4	549	L549 Shen Farms

Map Number	Lot Number	Legal Description
23C-4-4	550	L550 Shen Farms
23C-4-4	551	L551 Shen Farms
23C-4-4	552	L552 Shen Farms
23C-4-4	553	L553 Shen Farms
23C-4-4	554	L554 Shen Farms
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23C-4-4	556	L556 Shen Farms
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23C-4-4	566	L566 Shen Farms
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23C-4-4	574	L574 Shen Farms
23C-4-4	575	L575 Shen Farms
23C-5-2	307	L307 Shen Farms Mt View
23C-5-2	308	L308 Shen Farms Mt View
23C-5-2	393A	L393A Shen Farms Mt View
23C-62A	A [illegible]	Par A Shen Farms Mt View
23C-62B	B 1.44028	Par B Shen Farms Mt View

(3)

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EXHIBIT

C

WARREN COUNTY, VIRGINIA
LAND RECORDS

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NOTES:
1. A 50' (TYP.) RIGHT OF WAY WILL BE GRANTED FOR REYNOLDS DRIVE (A SHOWN ON PLAT EXHIBIT) TOGETHER WITH AN EASEMENT FOR ADDITIONAL AREAS THAT MAY BE REQUIRED FOR THE CONSTRUCTION AND MAINTENANCE OF ROAD SLOPES, DITCHES, AND NECESSARY DRAINAGE FACILITIES.

PARCEL 4
+/- 290 ACRES
3 DIVISION RIGHTS

PARCEL 3
+/- 95 ACRES
0 DIVISION RIGHTS

PARCEL 1
+/- 30 ACRES
0 DIVISION RIGHTS

PARCEL 2
+/- 223 ACRES
0 DIVISION RIGHTS

PROPOSED 50' INGRESS/EGRESS EASEMENT

PROPOSED 50' RIGHT OF WAY REYNOLDS DRIVE

EXISTING 50' RIGHT OF WAY REYNOLDS DRIVE

50' ACCESS EASEMENT D.B. 414 P. 592

PROPOSED 50' EMERGENCY ACCESS EASEMENT ROAD

EXHIBIT OF
PROPOSED LOT CONSOLIDATION
OF A PORTION OF THE LAND OF
W.P. ASSOCIATES
"THE BLUE RIDGE RESERVES"
SHENANDOAH MAGISTERIAL DISTRICT
WARREN COUNTY, VIRGINIA
OCTOBER 22, 2012

SCALE
400' 0 400' 800'
1 INCH = 400 FEET

SHEET 1 OF 1
DRAWN BY: MRB
JOB 174-EXHIBIT

MARSH & LEGGE
Land Surveyors, P.L.C.

640 NORTH LOUDOUN STREET
WINCHESTER, VIRGINIA 22601
PHONE (540) 667-0468
FAX (540) 667-0469
EMAIL: office@marshandlegge.com

EXHIBIT

C

ALL-STATE LEGAL

WARREN COUNTY, VA
LAND RECORDS

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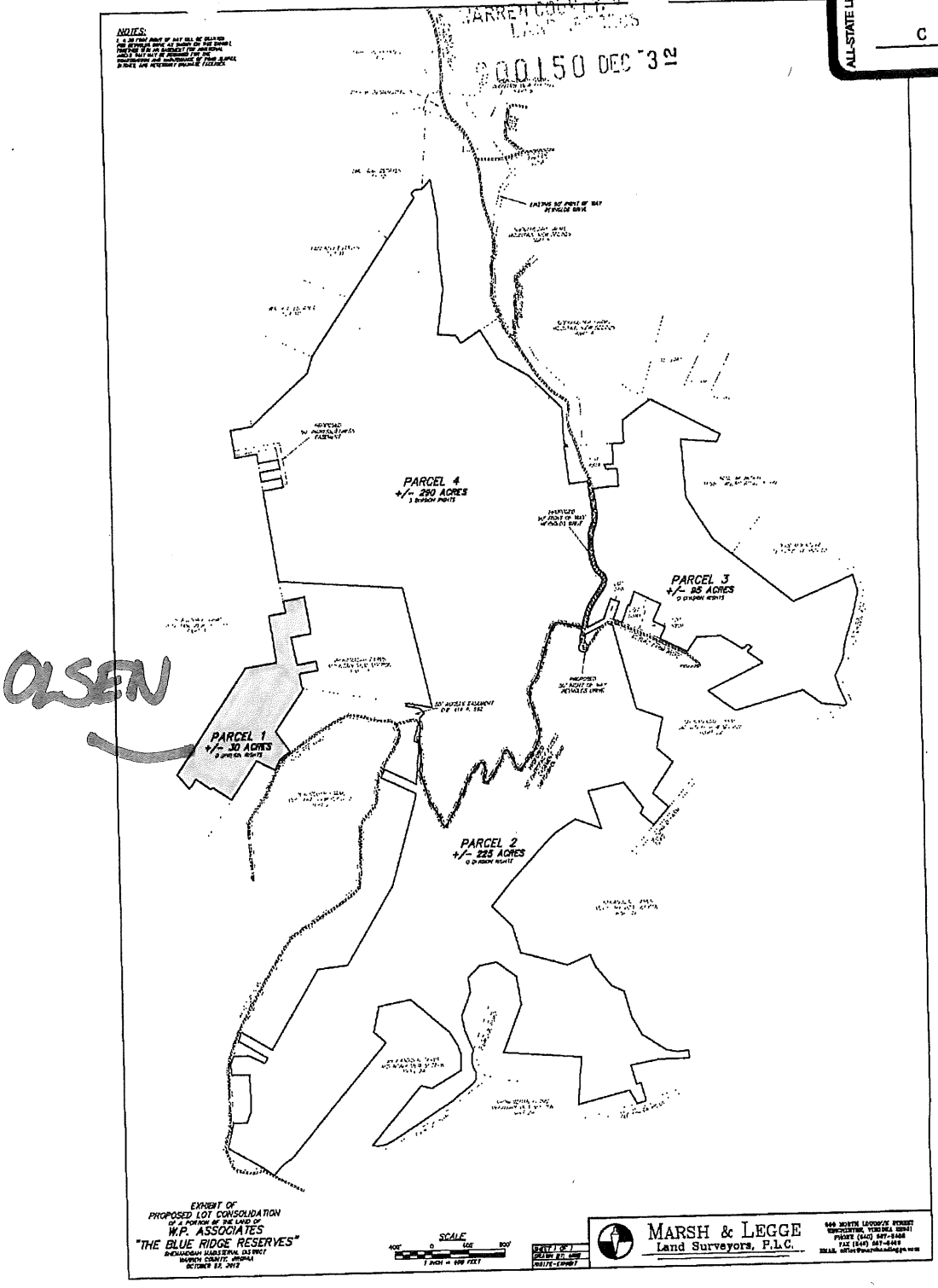


OLSEN

COUNTY OF WARREN, VIRGINIA
BOARD OF SUPERVISORS AGENDA ITEM

DATE	ITEM	SUBJECT:
05/18/2021	I-3	Conditional Use Permit #2021-03-01 Kevin & Shauneen Melton *Short-Term Tourist Rental*

EXPLANATION & SUMMARY:

See attached application and staff report.

General standards/conditions. In addition to the specific standards set forth hereinafter with regard to particular conditional uses, all such uses shall satisfy the following general standards:

1) The proposed use at the specified location shall be in harmony with the adopted Comprehensive Plan.
2) The proposed use shall be in harmony with the general purpose and intent of the applicable zoning district regulations.
3) The proposed use shall be such that it will be harmonious with and will not adversely affect the use or development of neighboring properties in accordance with the applicable zoning district regulations and the adopted Comprehensive Plan. The location, size and height of buildings, structures, walls and fences and the nature and extent of screening, buffering and landscaping shall be such that the use will not hinder or discourage the appropriate development and use of adjacent or nearby land and/or buildings or impair the value thereof.
4) The proposed use shall be such that pedestrian and vehicular traffic associated with such use will not be hazardous or in conflict with the existing and anticipated traffic in the area.
5) Adequate utility, drainage, parking, loading and other necessary facilities to serve the proposed use shall be provided.
6) In determining whether or not to grant a permit and in determining conditions to be imposed, the governing body shall take into consideration the objectives and intent of this chapter and may impose reasonable conditions that:
   a) Abate or restrict noise, smoke, dust or other elements that may affect surrounding properties.
   b) Establish setback, side and front yard requirements necessary for orderly expansion and to prevent traffic congestion.
   c) Provide for adequate parking and ingress and egress to public streets or roads.
   d) Provide adjoining property with a buffer or shield from view of the proposed use if such use is considered to be detrimental to adjoining property.
   e) Prevent such use from changing the character and established pattern of development of the community.

RECOMMENDED CONDITIONS:

Planning Staff is recommending the following conditions be added to this conditional use permit.

1) The applicant shall comply with all Warren County Health Department, Warren County Building Inspections, and Virginia Statewide Fire Prevention Code regulations and requirements.
2) The maximum number of occupants shall not exceed six (4) as determined according to the Health Department.
3) The applicants shall provide documentation to County Staff for the maintenance of the sewage treatment system as recommended by the Warren County Health Department.
4) The applicants shall have the well water tested annually for e- coli and coliform bacteria and a copy of the results shall be submitted to the Planning and Health Departments by the end of the calendar year.

PLANNING COMMISSION STATUS:

On Wednesday, April 14, 2021, Mr. Henry moved to forward this application to the Board of Supervisors, recommending approval. The motion was seconded by Mr. Longo and approved by the Planning Commission by a vote of 4-0.

PROPOSED OR SUGGESTED MOTION:

I move that the Board of Supervisors approve the conditional use permit request of Kevin & Shauneen Melton for a Short-Term Tourist Rental with the conditions as recommended by the Planning Commission and staff.
OR

I move that the Board of Supervisors deny the conditional use permit request of Kevin & Shauneen Melton for a Short-Term Tourist Rental. (List reasons)

SUBMITTED BY:	**DISPOSITION OF COMMISSION:**	**PROCESSED BY:**
Joseph Petty, Planning Director	☐ APPROVED ☐ OTHER (Describe)	

Conditional Use Permit: 2021-03-01 / Short-Term Tourist Rental
Kevin & Shauneen Melton, *Current Owners/Applicants*
Revised: April 23, 2021
Staff Contact: Joseph Petty, Zoning Administrator

SUMMARY OF REQUEST

The applicant is requesting a conditional use permit for a Short-Term Tourist Rental. The rental will be available for short-term visitations for individuals who will be visiting the Warren County area. The owners currently live in Washington DC and will have the home professionally cleaned and maintained in between reservations. They have years of experience owning / operating short-term rentals.

PROPERTY INFORMATION

Property Location: 186 Reid Drive
Tax Map ID: 15E--5-5-653A
Magisterial District: Shenandoah
Subdivision: Shenandoah Farms – Mountain Lake Section

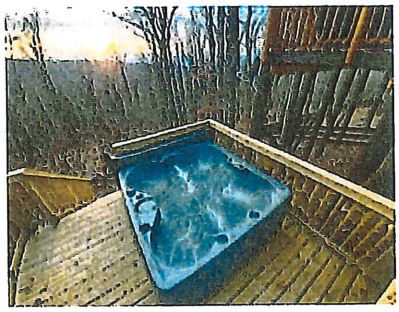
City: Front Royal
Zoning: Residential One (R-1)
Acres: 3.614 Acres
Existing Land Use: Single-Family Dwelling

SURROUNDING ZONING DISTRICTS & USES

North:	Residential One (R-1)	Use: Vacant Lot, Forest
South:	Zoned Agricultural (A)	Use: Vacant Lot, Forest
East:	Residential One (R-1)	Use: Single-Family Dwelling, Forest
West:	Residential One (R-1)	Use: Single-Family Dwelling, Forest

PROPERTY HISTORY

This property has not had any previous Conditional Use Permits issued for uses in the Residential One zoning district. The house was constructed in 1981, and does not have a record of any previous zoning violations.



COMPATIBILITY WITH THE COMPREHENSIVE PLAN

The Future Land Use Map in the Comprehensive Plan identifies this area to be used for agriculture/residential land uses. A Short-Term Tourist Rental is a use allowed by conditional use permit in the Residential One zoning district, and is compatible with the current Warren County Zoning Ordinance.

STAFF RECOMMENDATION

APPROVE | APPROVE WITH CONDITIONS | DENY

ATTACHMENTS

- ☐ Agency Comments
- ☐ Location Map
- ☐ Application
- ☐ Public Comments
- ☐ Health Permit
- ☐ Submitted Plans
- ☐ Letter from Applicant
- ☐ Other: _____

SUPPLEMENTARY REGULATIONS
Warren County Zoning Ordinance: § 180-56.4: Short-term tourist rentals.

A. The owner of a dwelling unit to be used for a short-term tourist rental shall apply and receive a zoning permit and/or a conditional use permit from the Planning Department prior to utilizing the dwelling unit as a short-term rental. The permit shall be reviewed by planning staff on an annual basis to ensure compliance with the performance standards listed in this section, along with all conditions placed on the conditional use permit, if applicable. Warren County may revoke a permit for repeated noncompliance with these performance standards.

B. The maximum number of occupants in the dwelling unit shall be determined according to permit approval received by the Warren County Health Department; however the maximum number of occupants shall not exceed 10. **Please see the attached response from the Health Department. There is documentation provided that list the property as three (3) bedrooms with a four (4) person maximum.**

C. Parking for the use shall be located in driveways or other designated and approved parking areas. The parking of vehicles is prohibited in or along all right-of-ways and in yards. **There is sufficient parking for at least two (2) vehicles in the driveway.**

D. Property boundaries, or limitations within the property's boundaries where transients are allowed, must be clearly marked at all times. **The property is situated on an interior lot, with two sides bordering adjacent properties containing a single-family dwelling. Most of the area is forest land, the area to the south is a large vacant parcel that is heavily forested.**

E. There shall be no visible evidence of the conduct of such short-term rentals on the outside appearance of the property.

F. A fire extinguisher shall be provided and visible in all kitchen and cooking areas; smoke detectors shall be installed in all locations as identified in the Uniform Statewide Building Code, and a carbon monoxide detector must be installed on each floor in every dwelling. **The applicant shall obtain building permits to ensure the dwelling meets the current code requirements for fire protection systems.**

G. The owner of a dwelling used for short-term tourist rentals shall give the County written consent to inspect any dwelling used for short-term rental to ascertain compliance with all of the above performance standards upon a 24 hour notice.

H. A property management plan (PMP) demonstrating how the short-term tourist rental will be managed and how impacts to neighboring properties will be minimized shall be submitted for review and approval as part of the permitting process to the Planning Department. The plan shall include local points of contact available to respond immediately to complaints, clean up garbage, manage unruly tenants, utility issues, etc. It shall also be posted in a visible location in the short-term rental. The contact numbers shall be provided to county staff, public safety officials, and if applicable, the HOA/POA of the subdivision. The plan must be provided as a part of the rental contract. **The PMP is attached.**

I. If the property is located within a subdivision governed by a Home Owners Association/Property Owners Association, the Planning Department must receive a recommendation of approval or disapproval from the HOA/POA to operate the short-term tourist rental. **This property is not located within an HOA/POA.**

J. The short-term tourist rental shall have a "land-line" with local phone service. The phone number servicing the short-term tourist rental shall be included in the property management plan.

K. The owners of the tourist rental shall provide an emergency evacuation plan for the dwelling and the neighborhood. **The property shall have the evacuation plan posted in each bedroom and in the guest registration packet.**

L. A copy of Chapter 123 of the Warren County Code relative to noise must be provided at the short-term tourist dwelling. **The applicant shall have a copy of the ordinance in their guest registration packet and posted in a common area of the dwelling.**

M. Failure to comply with the approved conditions and/or supplemental regulations will subject the permit to revocation as described in §180-63 of the Warren County Zoning Ordinance.

N. All outdoor burning shall be in compliance with Chapter 92 of the Warren County Code.

O. There shall be a minimum of 100' from the short-term tourist rental to all neighboring residences. **This short-term tourist dwelling does meet the setback requirement to adjacent single family dwellings. The closest dwelling is 255' to the west.**

RECOMMENDED CONDITIONS

Planning Staff is recommending the following conditions be added to this conditional use permit if the Planning Commission chooses to recommend approval of this permit to the Board of Supervisors. *Please note that additional conditions may be added after all agency comments have been received, prior to the Planning Commission public hearing.*

1. The applicant shall comply with all Warren County Health Department, Warren County Building Inspections, and Virginia Statewide Fire Prevention Code regulations and requirements.

2. The maximum number of occupants shall not exceed four (4) as determined according to the Health Department permit.

3. The applicants shall provide documentation to County Staff for the maintenance of the sewage treatment system as recommended by the Warren County Health Department.

4. The applicants shall have the well water tested annually for e- coli and coliform bacteria and a copy of the results shall be submitted to the Planning and Health Departments by the end of the calendar year.

Cc: Kevin & Shauneen Melton – Owner/Applicant

WCCUP-000088-2021

WARREN COUNTY
CONDITIONAL USE PERMIT APPLICATION

Application Number: CUP2021-03-01
Date Received: 2/16/21
Fee Amount: $500.00
Date Paid: $500.00 CK# 108

Applicant Information:

Kevin Melton, Shawneen Melton
Applicant Name

915 3rd St NE — Washington — DC — 20002
Address — *City* — *State* — *Zip*

186 Reid Dr — Front Royal — VA — 22630
Property Location for conditional use permit if Different than Applicant's Address

703-994-6888 — Kevin.Melton@gmail.com
Primary Contact Number — *Email*

Property Owner (if same as applicant, leave blank)

Address — *City* — *State* — *Zip*

Primary Contact Number

Respectfully request that a determination be made by the Warren County Planning Commission and Board of Supervisors on the following request for a Conditional Use Permit for the property described below.

A. Property Information:

(1) Address/Location: 186 Reid Dr
(2) Election District: Shenandoah
(3) Tax Map Number: 15E-5-5-6538
(4) Subdivision Name: Shenandoah Farms
(5) Total Area of Property (acres): 3.61
(6) Total Area to be Used (acres): 3.61
(7) Total Road Frontage (feet): 440ft
(8) Depth of Property (feet): 450ft
(9) Present Zoning: R-1

B. Proposed Use of Property

(1) State the proposed use(s) for the Conditional Use Permit: Short term Tourist rental

(2) Current land use and condition of site: _____

(3) Zoning of surrounding land/property: _____

(4) Will development be staged? ☐ Yes ☒ No

(5) Construction Time: N/A

(6) Season, days, and hours of operation: All year

(7) Will there be a sign? ☐ Yes ☒ No
(If yes, please submit a sketch of the sign(s) showing size and shape and the sign permit check list with this application.)

(8) Has there been any prior application for a conditional use permit/variance for this property? (If yes, enter the permit number and/or name, date of action, action taken by the Planning Commission, Board of Zoning Appeals and/or Board of Supervisors and a description of the request.) N/A

(9) Number of full time employees: N/A

(10) What type of sewage disposal system will be used? ☒ Private ☐ Central ☐ Public

(11) Number of persons to be served by the sewage disposal system: < 6

(12) Number of parking spaces to be provided: Regular 2 Handicap _____

(13) What is the proposed landscaping and buffering for this property? existing bush and landscaping

C. Plans Prepared By

Name: _____

Address: _____

Telephone Number: _____

D. Environmental Information

(1) Will this proposed use adversely impact the community of the environment? (If yes, what are the adverse impact(s) and what is proposed to solve these adverse impacts?) N/A

(2) Will there be any debris generated from the activity? (If yes, where and in what manner will the debris be stored and how and where will it be disposed of?) N/A

(3) Will any potentially hazardous substances be used and/or stored on the property? (If yes, list the substances, their use and disposal of containers and substance residues.) N/A

(4) List any potentially hazardous emissions including, but not limited to: fumes, gases, smoke noise, liquid effluent, waste water, dust, and state what measures will be used to control these emissions. N/A

(5) Will there be any electrical or electronic activity which will interfere with local communications or telephone, television or radio reception? (If yes, describe the type of activity and potential interference.) N/A

(6) What will be the impact on traffic? Vehicle access to/from the property

(7) Will exterior lighting be used? (If yes, state the number of lights and the wattage of each. A lighting plan or lighting contour map may be required to show the nearest candle power as measured at ground level. N/A

The following documents and/or information are required to be submitted with the application:

☑ **An application fee of $500.00.**
Make payable to the Treasurer of Warren County. A non-refundable fee of $500.00 will be required at the time of submittal.

☑ **A Statement of Justification**
This printed or typed statement is to be addressed to the Warren County Planning Commission. It is to summarize your proposed use and highlight any aspects of the request which are not addressed in the application form. Please note, the statement is required to be on 8 ½ x 11 size paper.

☑ **A Site Plan/Survey.**
Your site plan should show the property boundaries, existing or proposed structure(s), adjacent roads, and any other pertinent information which would help outline your proposed use. A recent survey with the proposed uses/structures located on it will serve as a site plan for the purposes of this permit. The Planning Director, Planning Commission and/or the Board of Supervisors reserve the right to ask for an engineered site plan, if they deem it necessary for evaluation of the proposed conditional use permit.

☑ **Sewage Disposal and Well Site.**
Location of the existing or proposed septic system & drainfield and the well site are to be indicated on the survey or central/public connection location.

☑ **A copy of the deed to the property verifying the current ownership.**
A copy may be obtained at the Warren County Courthouse, Circuit Clerk's Office.

COUNTY ON FILE ☐ **A statement verifying that real estate taxes have been paid.**
This may be obtained from the Treasurer's Office in Suite 800 of the Warren County Government Center.

N/A ☐ **Environmental and Community Impact Statements**
The Planning Director, the Planning Commission, and\or the Board of Supervisors reserve the right to ask for an environmental and\or community impact statements, prepared by a certified engineer or other person qualified to perform such work, if they deem it necessary for evaluation of the proposed request.

N/A ☐ **List of chemicals stored on the site**
A complete list of chemicals to be stored on the site in the form of an oath/statement for Industrial zoned properties only.

COUNTY ON FILE ☐ **Location Map**
A map clearly legible, showing the location of the proposed project in relation to surrounding publicly maintained roads and showing the use of surrounding properties. County staff can assist in obtaining this information.

☐ **Directions to your property from the Warren County Government Center.**

_____

_____

_____

_____

_____

I/we the undersigned, do hereby respectfully agree to comply with any conditions required by the Board of Supervisors of the County of Warren, Virginia, and authorize the County personnel to go upon the property for the purpose of making site inspections. Expenses incurred in securing professional assistance in connection with the review of this application for a Conditional Use Permit, shall be charged to the applicant.

Applicant Signature _____ Date 2/9/21

Property Owner Signature _____ Date 2/9/21

Accepted by: N Lenker Date: 2/16/21

PLEASE NOTE: If the required documents are not provided and/or the application is incomplete, your application will not be placed on the Planning Commission Agenda.

NOTES

February 9th, 2021

County of Warren
Department of Planning
220 N Commerce Avenue, Suite 200
Front Royal, VA 22630

Re: Application for Conditional Use Permit

To Whom It May Concern:

This letter contains information to assist you in determining the suitability of the property located at 186 Reid Drive, Front Royal, VA 22630 as a short-term tourist rental.

Our family purchased the home in July 2020 after Kevin's mother passed away in March 2020. Annie, Kevin's mother, and the Melton family have always been fond of the Shenandoah area and spent several vacations during Kevin's childhood at a family friend's home in High Knob. Having just welcomed a newborn son to our family in Fall 2020, we are excited to continue making family memories in Shenandoah. In order to make this dream feasible, we plan to share our home with others when we cannot be enjoying it ourselves.

The mountain property includes a 3-bedroom, one-bathroom, two-level dwelling on 3.6 acres of forest. There are no properties within 100 feet of the home, thus minimizing any impact on other residents. With no more than 1008 sq/ft of living space, the purpose of the cabin is for couples and families to enjoy a relaxing and quiet retreat. Therefore, we will limit guest occupancy to no more than 6 adults (2 per bedroom) and will keep quiet hours between 10pm and 7am. This is a policy we intend to strictly enforce.

We are experienced in short-term rentals and have previously managed properties in Alexandria and Washington, DC. This house will be maintained by an experienced property management company, Stay BnB, and has an emergency point of contact, James Cunningham (540-216-8919), who lives in Shenandoah Farms approximately 3 minutes away. Further, there is a local cleaning service, Milly Cleaning Service (571-471-1834), who will keep the property in pristine and COVID-19 ready condition between each short-term rental.

In preparing 186 Reid Drive for short- term tourist rental activity, we the owners, Kevin and Shauneen Melton, have completed the following:

- Installed wireless smoke detectors in each of the 3 bedrooms and one in the kitchen. We installed a carbon monoxide detector near the wood stove;
- Provided written instructions and rules for the wood stove;
- Listed emergency phone numbers and hospital directions in the documents provided to guests;
- Supplied a fresh fire extinguisher which is in in the kitchen under the sink;

- Supplied a large fire extinguisher for outdoor use located in the kitchen and easily accessible for the barbeque and outdoor fire pit;
- Rebuilt and reinforced the outdoor stone fire pit walls as well as installed safe distance seating in cleared area surrounding the pit;
- Provided written rules in accordance with Chapter §123 of the Warren County Code and
- Installed visible hot tub rules;
- Provided a heavy-duty plastic garbage can and recycle can for use by guests; the cleaning service will remove all garbage to the garbage/ recycle center in Warren County regularly;
- Renovated the interior including new floors, new window screens, replaced loose bannisters, and tiled the areas surrounding the wood stove;
- Reinforced and expanded the deck;
- Enclosed and insulated the crawl space to protect the house and for safety of the guests;
- Updated the air conditioning system including heaters and fans for each room;
- Updated the kitchen including new countertops and additional kitchen lighting;
- Landscaped the property including removing thick brush surrounding the property, and cleared potentially damaging limbs and trees;
- Installed motion sensor lighting and a camera at the entrance;
- Installed outdoor solar path lights, stair lights, and deck lights;
- Added a hose located in front of the house with a 100ft hose.

Thank you for your consideration.

Kevin and Shauneen Melton
186 Reid Drive
Front Royal, VA 22630

PROPERTY MANAGEMENT PLAN

Kevin & Shauneen Melton (Operated by Stay BnB)
186 Reid Drive, Front Royal, VA 22630
202-670-6877
StayBnB: 202-845-5454
Emergency Contact: James Cunningham, 540-216-8919
bookings@staybnb.com

OCCUPANCY

The Conditional Use Permit and Health Department records limit the occupancy for this short-term rental at 6 People and 3 Bedrooms.

CHECK-IN & CHECK-OUT

In the winter time, we highly recommend using the wood stove to keep the cabin nice and toasty. We also have a gas grill and one propane tank. If you are planning to use the wood stove, fire pit or gas grill, we recommend picking up firewood or extra propane from the Lowes in Front Royal since we are not able to maintain a supply of these items.

There is a paved road all the way to our home, but during winter months we strongly recommend a four-wheel drive vehicle since there are a few hills in the neighborhood. You will find parking for two cars in the gravel driveway.

The keypad code to enter our home is ****** + the Kwikset button. When exiting, press the Kwikset button to lock the door.

On occasion, the deadbolt can be a little sticky. Should you find the door not unlocking, pull handle towards you as you enter the code. After you hear the deadbolt move, you can turn the handle clockwise and open the door.

The sliding glass doors are secured by a twist lock and wooden security bar. Please secure the sliding doors before exiting the property.

We hope that you enjoy our shoe-free home and appreciate that you leave your shoes at the entryway.

WIFI/PHONE/ENTERTAINMENT

For your enjoyment, our smart TV features on-demand content and live TV streaming. Please navigate to the Sling App on the smart TV for viewing.

Network: ******

PW: *******

There is a landline phone for *emergency purposes only* located in the main living area.

SPECFIC PROPERTY REGULATIONS

In accordance with County and Community regulations, the following will be strictly enforced:

- No shooting of firearms
- No fireworks
- No ATVs

NOISE

Quiet hours are from 10pm to 7am. All noise must be in compliance with Chapter §123 of the Warren County Code.

PARKING

Parking is limited to 2 cars in the driveway. Under no circumstances should cars park along the roadway.

HEATING AND COOLING

The AC/heating unit for the cabin is located in the loft and controlled by the thermostat to the left of the bed. This powerful system should be used to adjust the temperature of the entire cabin. Kindly set to 68 degrees when not in use. For supplementary heat in the two bedrooms on the first floor, you will find energy efficient plug-in electric heaters. Please do not use the portable heaters outside of the bedrooms and refrain from using the old baseboard heaters in the bedrooms/bathroom for safety and energy efficiency.

GRILL RULES AND OPERATION

Users must be 18+ years old. Keep children and pets at least three feet away from the grill area. Never leave your grill unattended. Make sure the lid is open before pressing the igniter. When you are finished grilling, turn off all burners and close the propane tank. Guests are responsible for cleaning the grill after each use. Let the unit completely cool and turn off before covering. Do not move the grill.

WOOD STOVE RULES AND OPERATION

Users must be 18+ years old. Keep children and pets away from the fire. Do not leave the fire burning when you go to sleep. Put it out completely and close the glass door. Keep the fire extinguisher easily accessible.

Never use gasoline, kerosene or other flammable liquids to jump start your fire. Never soak a rolled newspaper in flammable liquids to start a fire. This is extremely dangerous and can cause

a strong flare up or explosion. Do not build a roaring fire that exceeds the capacity of the fireplace.

Do not burn trash in the fireplace. Use only seasoned (dry) hardwoods for firewood and never use more than one "starter log". Soft, wet wood and "starter logs" add layers of creosote to the chimney. Store firewood in the log rack next to the fireplace. Guests are responsible for putting ashes in the metal ash container and ensuring they are cool before disposing of them in the trash.

Make sure the flue rod (the metal rod above the glass door) is PUSHED IN COMPLETELY (open position) before you light a fire. Otherwise, smoke will fill the house and create a dangerous situation. When lighting the fire, keep the glass door cracked open for oxygen to reach the fire, careful to not allow smoke in the house. Once the fire is going – usually 5-10 minutes – close the glass door tightly. Use the flue rod above the glass door (CAREFUL – use gloves or a hot pad, it will be hot!) to regulate the temperature of the stove – pushing in completely will make the stove hotter and burn faster, pulled out completely will slow the burning and level the temperature.

FIRE PIT RULES AND OPERATION

Users must be 18+ years old and monitor the fire at all times, until it is entirely extinguished. Only burn clean, dry, natural materials. Prohibited burning materials include garbage, oils; rubber, plastic, and other forms of waste. Guests must bring their own wood and may only use loose branches, not pre-cut wood or live trees. Keep the fire extinguisher easily accessible.

HOT TUB RULES AND OPERATION

For safety and hygiene, the hot tub is chemically-treated on a regular basis. It is critical that users wash with soap and water before entering. Replace and lock the hot tub cover after each use. Please review the following rules:

- No glass in the hot tub or near the hot tub deck.
- Do not use alcohol, narcotics, or medication.
- Enter and exit slowly.
- No jumping or diving.
- Elderly, pregnant women and persons with heart disease, diabetes, high/low blood pressure, or serious illness should consult doctor before use.
- Children must be supervised by an adult.
- Do not enter if temp is above 104 degrees Fahrenheit.
- Limit soak to 15min and cool off before re-entry.
- Do not sit or lie down on hot tub cover.
- Turn off jets after use.
- Do not use soaps or oils in the hot tub.

You'll find the special key for the hot tub cover in a lock box attached to the drawer in the kitchen: code 8080. Kindly set the temp back to 90 degrees, return the hot tub cover, lock, and replace the key in the lock box when not in use.

DECK GUIDELINES

Please stack chairs when not in use. Close and secure umbrella when not in use. Place table benches under the table when not in use.

TRASH & RECYCLE

Food and trash should not be left outside as this will attract wildlife including bears. Guests are responsible for disposing of trash at the following location:

Warren County Waste Disposal Center Shenandoah Farms
47 Blue Mountain Road (Howellsville Road)
Front Royal, VA 22630

RIVER ACCESS

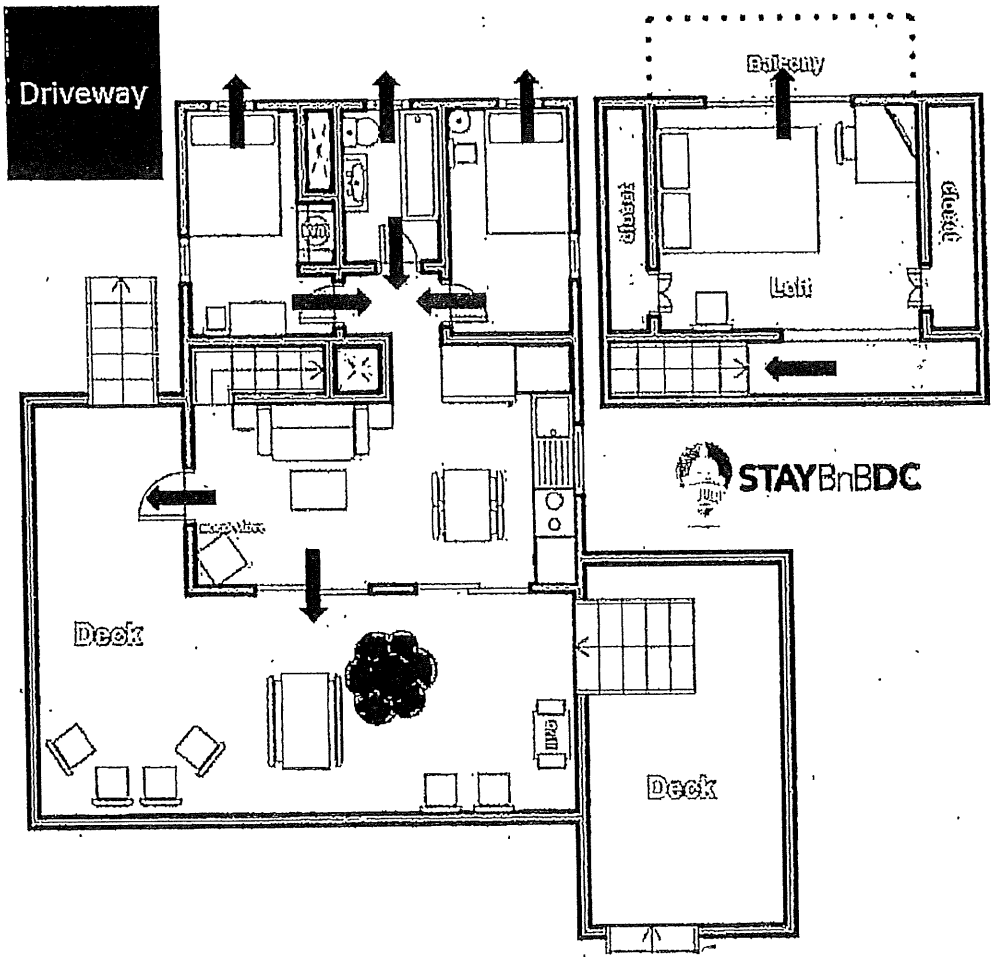
Parking and access to the river marked by 'Shenandoah Farms' and to recreation areas are reserved for residents ONLY. Guests can walk to the recreation areas, but cannot park there.

ATTACHMENTS

- Dwelling Evacuation Plan and Emergency Contacts

Property Map and Dwelling Evacuation Plan

186 Reid Drive, Front Royal, VA 22630



- Please note at least two forms of egress per room
- Designated gathering point is the driveway

Emergency Evacuation: Turn LEFT out of driveway onto Reid Drive. Turn LEFT on Briar Lane. Continue onto Drummer Hill Road. Turn RIGHT onto Venus Branch Road. Merge onto Old Oak Lane. Turn LEFT onto Manor Road. Turn RIGHT onto State Route 638 which will bring you to US-17.

EMERGENCY CONTACT INFORMATION

If there is an emergency, or there are questions regarding the property, please contact (Kevin Melton) at (202)670-6877 or Stay BnB at (202) 845-5454. If the emergency requires immediate assistance place call the following or 911.

Warren County Sheriff's Department: 540-636-7100 or 911, 200 Skyline Vista Drive, Front Royal, VA 22630

Warren County Fire & Rescue: 540-636-3830 or 911, 200 Skyline Vista Drive, Front Royal, VA 22630

Front Royal Volunteer Fire and Rescue Department Inc.: 540-635-2540, 221 N Commerce Ave, Front Royal, VA 22630

Warren Memorial Hospital: 540-636-0300 or 911, 1000 N. Shenandoah Ave, Front Royal, VA 22630

Electrical Outage: Rappahannock Electric Cooperative at (540) 622-2001

Natalie Lentz

From: David Beahm
Sent: Tuesday, February 23, 2021 11:21 AM
To: Natalie Lentz
Cc: Paula Fristoe; Taryn Logan
Subject: Request for Comments 2021-03-01 – Kevin and Shauneen Melton – Conditional Use Permit for Short-Term Tourist Rental - WCCUP-000088-2021
Attachments: 2021-03-01_WCCUP_ShortTermRentalpgs1-3.pdf

Comments 2021- 03-01 – Kevin and Shauneen Melton – Conditional Use Permit for Short-Term Tourist Rental:

- Warren County Building Inspections cannot provide any type of approval, at this time, for the issuance of this Conditional Use Permit. Please see the attached document for work that has been completed without any record being found of a building permit being issued. See page three attached of the document that has been highlighted with items that would have required building permits being issued, prior to work being completed. This must be addressed prior to any approval being provided. They may contact the office to arrange for the proper process in how to address.

Respectfully,

Warren County Building Inspections

David C. Beahm, CBO
Building Official

220 North Commerce /
Sui
Front Royal, VA
540/636
FAX 540/636

dbeahm@warrencountyva.net
www.warrencountyva.net

THIS MESSAGE IS INTENDED SOLELY FOR THE INDIVIDUAL(S) NAMED IN THE HEADER. THIS MESSAGE MAY CONTAIN MATERIAL THAT IS PRIVILEGED OR CONFIDENTIAL. IF YOU ARE NOT ONE OF THE INTENDED RECIPIENTS, PLEASE DO NOT READ, COPY, USE, OR DISCLOSE THIS MESSAGE TO OTHERS; PLEASE NOTIFY THE SENDER BY REPLYING TO THIS MESSAGE; AND THEN PLEASE DELETE THIS MESSAGE FROM YOUR SYSTEM. THANK YOU.

LORD FAIRFAX HEALTH DISTRICT

Lord Fairfax Health District

Warren County Health Department
465 West 15th Street, Suite 200
Front Royal, Virginia 22630
Tel. (540) 635-3159 ~ Fax (540) 635-9698
www.vdh.virginia.gov

VDH VIRGINIA DEPARTMENT OF HEALTH
Protecting You and Your Environment

April 12, 2021

RECEIVED
APR 14 2021
WARREN COUNTY
PLANNING DEPARTMENT

Ms. Taryn Logan, Planning Director
Warren County Planning and Zoning
220 North Commerce Avenue, Suite 400
Front Royal, Virginia 22630

RE: Request for comments; 2021-03-01

Dear Taryn:

I have reviewed the request for comments regarding the property at 186 Reid Dr, Front Royal, Virginia, in Warren County, (Property identified as tax map # 15E-5-5-653A), and I offer the following comments:

1. The permit for a sewage disposal system was issued on May 11, 1998 and the operation permit was issued on May 26, 1998. This system is designed to serve a three-bedroom home with the conditions of four occupants maximum and a 300 gallon per day design flow.

2. The property is served by a well. The well water should be tested for bacteria. If the sample result is positive, steps must be taken to correct the problem and the water should be re-tested.

3. All trash and garbage shall be placed in containers with tight-fitting lids.

4. There shall be no food service provided unless the Virginia Department of Health Food Regulations are met.

5. All Virginia Department of Health Hotel Regulations shall be met as necessary. The owners can contact our office for further information.

6. Do not connect any hot tub discharge to the sewage disposal system.

LORD FAIRFAX HEALTH DISTRICT

Lord Fairfax Health District

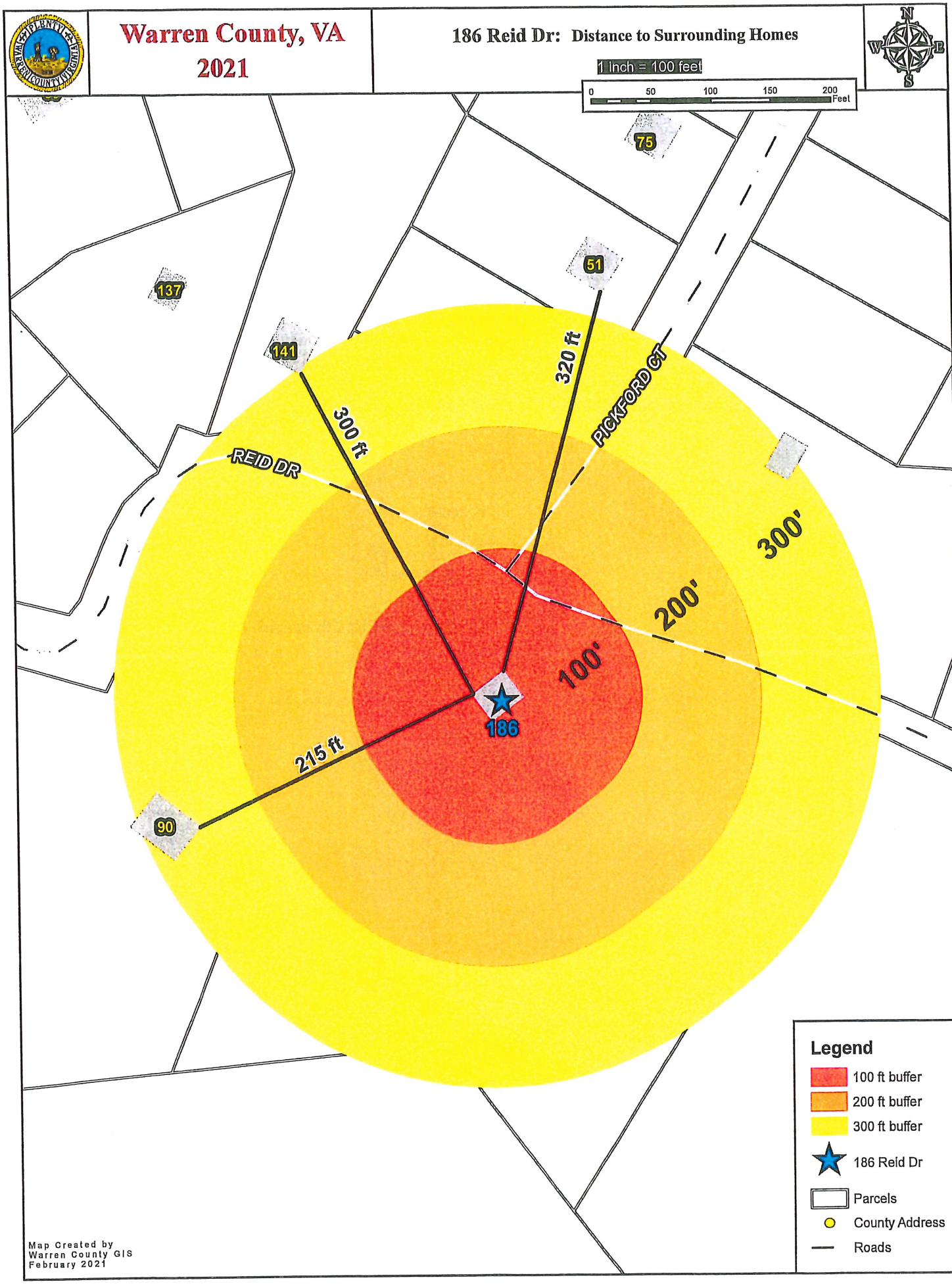
Warren County Health Department
465 West 15th Street, Suite 200
Front Royal, Virginia 22630
Tel. (540) 635-3159 ~ Fax (540) 635-9698
www.vdh.virginia.gov

VDH VIRGINIA DEPARTMENT OF HEALTH
Protecting You and Your Environment

Please call me at (540) 635-3159 if you have any questions.

Sincerely,

Greg Smith
Environmental Health Specialist

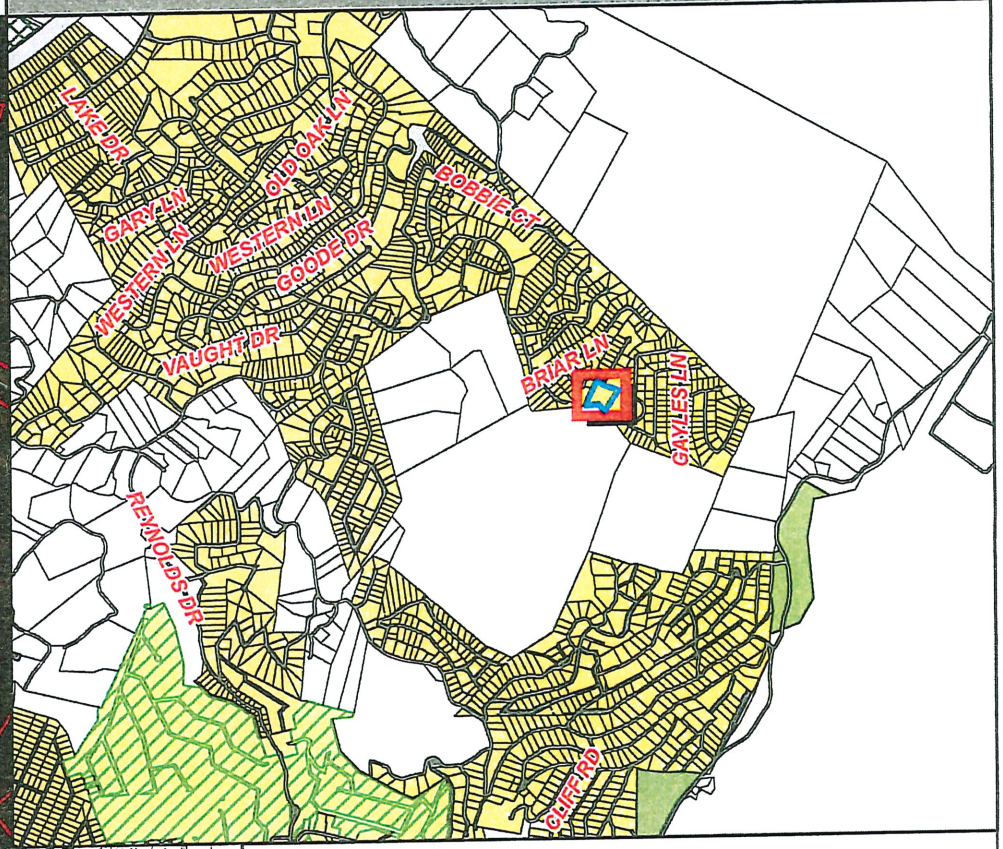

Warren County, VA
2021
186 Reid Dr: Distance to Surrounding Homes
1 Inch = 100 feet
0 50 100 150 200 Feet
N
W E
S
75
51
137
141
90
320 ft
300 ft
215 ft
PICKFORD CT
REID DR
300'
200'
100'
186
Legend
100 ft buffer
200 ft buffer
300 ft buffer
186 Reid Dr
Parcels
County Address
Roads
Map Created by
Warren County GIS
February 2021

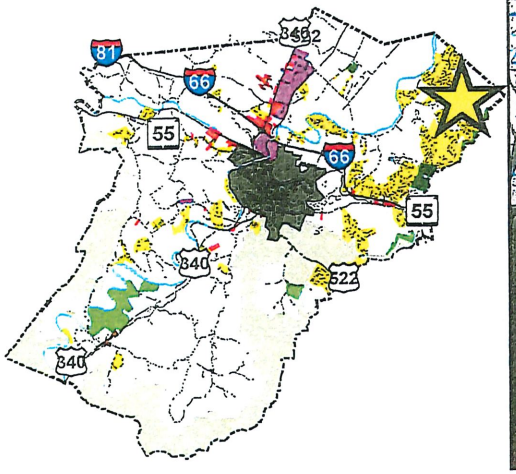
Warren County VA

CUP Location Map

CUP: Short-Term Tourist Rental
Applicant: Kevin Melton

TM 15E--5-5-653A
186 Reid Dr
Shen. Farms Mountain Lake Sec.





Zoning

- Agricultural
- Commercial
- Industrial
- Residential One
- Residential Two
- Suburban Residential
- Village Residential
- Rural Residential
- Right of Way
- Front Royal
- Federal Land
- State Land
- Water
- VOF Conservation Easements
- WC Conservation Easements

Map produced by
Warren County GIS 2021
Department of Planning

COUNTY OF WARREN, VIRGINIA

BOARD OF SUPERVISORS AGENDA ITEM

DATE	ITEM	SUBJECT:
05/18/2021	I-4	Conditional Use Permit #2021-03-02 Raymond M. Ditto *Short-Term Tourist Rental*

EXPLANATION & SUMMARY:

See attached application and staff report.

General standards/conditions. In addition to the specific standards set forth hereinafter with regard to particular conditional uses, all such uses shall satisfy the following general standards:

1) The proposed use at the specified location shall be in harmony with the adopted Comprehensive Plan.
2) The proposed use shall be in harmony with the general purpose and intent of the applicable zoning district regulations.
3) The proposed use shall be such that it will be harmonious with and will not adversely affect the use or development of neighboring properties in accordance with the applicable zoning district regulations and the adopted Comprehensive Plan. The location, size and height of buildings, structures, walls and fences and the nature and extent of screening, buffering and landscaping shall be such that the use will not hinder or discourage the appropriate development and use of adjacent or nearby land and/or buildings or impair the value thereof.
4) The proposed use shall be such that pedestrian and vehicular traffic associated with such use will not be hazardous or in conflict with the existing and anticipated traffic in the area.
5) Adequate utility, drainage, parking, loading and other necessary facilities to serve the proposed use shall be provided.
6) In determining whether or not to grant a permit and in determining conditions to be imposed, the governing body shall take into consideration the objectives and intent of this chapter and may impose reasonable conditions that:
   a) Abate or restrict noise, smoke, dust or other elements that may affect surrounding properties.
   b) Establish setback, side and front yard requirements necessary for orderly expansion and to prevent traffic congestion.
   c) Provide for adequate parking and ingress and egress to public streets or roads.
   d) Provide adjoining property with a buffer or shield from view of the proposed use if such use is considered to be detrimental to adjoining property.
   e) Prevent such use from changing the character and established pattern of development of the community.

RECOMMENDED CONDITIONS:

Planning Staff is recommending the following conditions be added to this conditional use permit.

1. The applicant shall comply with all Warren County Health Department, Warren County Building Inspections, and Virginia Statewide Fire Prevention Code regulations and requirements.

2. The maximum number of occupants shall not exceed the system capacity as determined by the Health Department permit per Warren County Code §180-56.4B. The Certificate of Zoning shall only be issued with approved Health Department records.

3. The applicants shall provide documentation to County Staff for the maintenance of the sewage treatment system as recommended by the Warren County Health Department.

4. The applicants shall have the well water tested annually for e- coli and coliform bacteria and a copy of the results shall be submitted to the Planning and Health Departments by the end of the calendar year.

PLANNING COMMISSION STATUS:

On Wednesday, May 12, 2021, Mr. Henry moved to forward this application to the Board of Supervisors, recommending approval. The motion was seconded by Mr. Kersjes and approved by the Planning Commission by a vote of 3-0.

PROPOSED OR SUGGESTED MOTION:

I move that the Board of Supervisors approve the conditional use permit request of Raymond Ditto for a Short-Term Tourist Rental with the conditions as recommended by the Planning Commission and staff.

OR

I move that the Board of Supervisors deny the conditional use permit request of Raymond Ditto for a Short-Term Tourist Rental. (List reasons)

SUBMITTED BY:	**DISPOSITION OF COMMISSION:**	**PROCESSED BY:**
Joseph Petty, Planning Director	☐ APPROVED ☐ OTHER (Describe)	

Conditional Use Permit: 2021-03-02 / Short-Term Tourist Rental
Raymond Ditto, *Current Owners/Applicants*
Amended: May 13, 2021
Staff Contact: Joseph Petty, Zoning Administrator

SUMMARY OF REQUEST

The applicant is requesting a conditional use permit for a Short-Term Tourist Rental. The rental will be available for short-term visitations for individuals who will be visiting the Warren County area. The owners currently live in Washington DC and will specify cleaning/maintenance operation between reservations in the Property Management Plan.

PROPERTY INFORMATION

Property Location: 461 Thunderbird Road
Tax Map ID: 36--------31
Magisterial District: South River
Subdivision: N/A
City: Bentonville
Zoning: Residential One (R-1)
Acres: 65.447 Acres
Existing Land Use: Single-Family Dwelling

SURROUNDING ZONING DISTRICTS & USES

North: State Property — Use: Shenandoah River State Park
South: Zoned Agricultural (A) — Use: Single-Family Dwelling
East: Zoned Agricultural (A) — Use: Vacant Lot, Forest
West: Zoned Agricultural (A) — Use: Single-Family Dwelling

PROPERTY HISTORY

This property has not had any previous Conditional Use Permits issued for uses in the Residential One zoning district. The house was constructed in 1903, and does not have a record of any previous zoning violations.

COMPATIBILITY WITH THE COMPREHENSIVE PLAN

The Future Land Use Map in the Comprehensive Plan identifies this area to be used for agriculture/residential land uses. A Short-Term Tourist Rental is a use allowed by conditional use permit in the Agricultural zoning district, and is compatible with the current Warren County Zoning Ordinance.

STAFF RECOMMENDATION

APPROVE | APPROVE WITH CONDITIONS | DENY

ATTACHMENTS

- □ Agency Comments
- □ Application
- □ Health Permit
- □ Letter from Applicant
- □ Location Map
- □ Public Comments
- □ Submitted Plans
- □ Other: _____

SUPPLEMENTARY REGULATIONS
Warren County Zoning Ordinance: § 180-56.4: Short-term tourist rentals.

A. The owner of a dwelling unit to be used for a short-term tourist rental shall apply and receive a zoning permit and/or a conditional use permit from the Planning Department prior to utilizing the dwelling unit as a short-term rental. The permit shall be reviewed by planning staff on an annual basis to ensure compliance with the performance standards listed in this section, along with all conditions placed on the conditional use permit, if applicable. Warren County may revoke a permit for repeated noncompliance with these performance standards.

B. The maximum number of occupants in the dwelling unit shall be determined according to permit approval received by the Warren County Health Department; however the maximum number of occupants shall not exceed 10. **Response from the Health Department is attached.**

C. Parking for the use shall be located in driveways or other designated and approved parking areas. The parking of vehicles is prohibited in or along all right-of-ways and in yards. **There is sufficient parking for at least four (4) vehicles in the driveway.**

D. Property boundaries, or limitations within the property's boundaries where transients are allowed, must be clearly marked at all times. **The property is situated on an interior lot, with two sides bordering adjacent properties containing a single-family dwelling. Most of the area is forest or open land, the area to the north is the Shenandoah River State Park which is heavily forested.**

E. There shall be no visible evidence of the conduct of such short-term rentals on the outside appearance of the property.

F. A fire extinguisher shall be provided and visible in all kitchen and cooking areas; smoke detectors shall be installed in all locations as identified in the Uniform Statewide Building Code, and a carbon monoxide detector must be installed on each floor in every dwelling. **The applicant shall obtain building permits to ensure the dwelling meets the current code requirements for fire protection systems.**

G. The owner of a dwelling used for short-term tourist rentals shall give the County written consent to inspect any dwelling used for short-term rental to ascertain compliance with all of the above performance standards upon a 24 hour notice.

H. A property management plan (PMP) demonstrating how the short-term tourist rental will be managed and how impacts to neighboring properties will be minimized shall be submitted for review and approval as part of the permitting process to the Planning Department. The plan shall include local points of contact available to respond immediately to complaints, clean up garbage, manage unruly tenants, utility issues, etc. It shall also be posted in a visible location in the short-term rental. The contact numbers shall be provided to county staff, public safety officials, and if applicable, the HOA/POA of the subdivision. The plan must be provided as a part of the rental contract. **The PMP is due at public hearing.**

I. If the property is located within a subdivision governed by a Home Owners Association/Property Owners Association, the Planning Department must receive a recommendation of approval or disapproval from the HOA/POA to operate the short-term tourist rental. **This property is not located within an HOA/POA.**

J. The short-term tourist rental shall have a "land-line" with local phone service. The phone number servicing the short-term tourist rental shall be included in the property management plan.

K. The owners of the tourist rental shall provide an emergency evacuation plan for the dwelling and the neighborhood. **The property shall have the evacuation plan posted in each bedroom and in the guest registration packet.**

L. A copy of Chapter 123 of the Warren County Code relative to noise must be provided at the short-term tourist dwelling. **The applicant shall have a copy of the ordinance in their guest registration packet and posted in a common area of the dwelling.**

M. Failure to comply with the approved conditions and/or supplemental regulations will subject the permit to revocation as described in §180-63 of the Warren County Zoning Ordinance.

N. All outdoor burning shall be in compliance with Chapter 92 of the Warren County Code.

O. There shall be a minimum of 100′ from the short-term tourist rental to all neighboring residences. **This short-term tourist dwelling does meet the setback requirement to adjacent single family dwellings. The closest dwelling is 1,100′ to the west.**

RECOMMENDED CONDITIONS

Planning Staff is recommending the following conditions be added to this conditional use permit if the Planning Commission chooses to recommend approval of this permit to the Board of Supervisors. *Please note that additional conditions may be added after all agency comments have been received, prior to the Planning Commission public hearing.*

1. The applicant shall comply with all Warren County Health Department, Warren County Building Inspections, and Virginia Statewide Fire Prevention Code regulations and requirements.

2. The maximum number of occupants shall not exceed the system capacity as determined by the Health Department permit per Warren County Code §180-56.4B. The Certificate of Zoning shall only be issued with approved Health Department records.

3. The applicants shall provide documentation to County Staff for the maintenance of the sewage treatment system as recommended by the Warren County Health Department.

4. The applicants shall have the well water tested annually for e- coli and coliform bacteria and a copy of the results shall be submitted to the Planning and Health Departments by the end of the calendar year.

Cc: Raymond Ditto - Owner/Applicant

WARREN COUNTY
CONDITIONAL USE PERMIT APPLICATION

Application Number: 2021-03-02
Date Received: 2/16/21
Fee Amount: $_____
Date Paid: _____

Applicant Information:

Raymond M Ditto
Applicant Name

461 Thunderbird Road	Bentonville	VA	22610
Address	*City*	*State*	*Zip*

Property Location for conditional use permit if Different than Applicant's Address

443-758-5013	bear@dittodc.com
Primary Contact Number	*Email*

Front Royal Parcel 1, LLC
Property Owner (if same as applicant, leave blank)

1310 T Street NW, Unit 1	Washington D.C.	MD	20009
Address	*City*	*State*	*Zip*

443-758-5013
Primary Contact Number

Respectfully request that a determination be made by the Warren County Planning Commission and Board of Supervisors on the following request for a Conditional Use Permit for the property described below.

A. Property Information:

(1) Address/Location: 461 Thunderbird Road, Bentonville, VA 22610
(2) Election District: South River
(3) Tax Map Number: 36-31
(4) Subdivision Name: Levan
(5) Total Area of Property (acres): 15.447
(6) Total Area to be Used (acres): 1
(7) Total Road Frontage (feet): accessed at end of thunderbird rd
(8) Depth of Property (feet): 1937
(9) Present Zoning: Agricultural

B. Proposed Use of Property

(1) State the proposed use(s) for the Conditional Use Permit: Tourist Short-Term Rental

(2) Current land use and condition of site: Home and Farm

(3) Zoning of surrounding land/property: _____

(4) Will development be staged? ☑ Yes ☐ No

(5) Construction Time: N/A

(6) Season, days, and hours of operation: Year Round

(7) Will there be a sign? ☐ Yes ☑ No
(If yes, please submit a sketch of the sign(s) showing size and shape and the sign permit check list with this application.)

(8) Has there been any prior application for a conditional use permit/variance for this property? (If yes, enter the permit number and/or name, date of action, action taken by the Planning Commission, Board of Zoning Appeals and/or Board of Supervisors and a description of the request.) No

(9) Number of full time employees: 0

(10) What type of sewage disposal system will be used? ☑ Private ☐ Central ☐ Public

(11) Number of persons to be served by the sewage disposal system: 1-4

(12) Number of parking spaces to be provided: Regular 4 Handicap _____

(13) What is the proposed landscaping and buffering for this property? n/a

C. Plans Prepared By

Name: Bear Hutchinson

Address: 1310 T Street, NW, Unit 1, Washington DC, 20009

Telephone Number: 443-758-5013

D. Environmental Information

(1) Will this proposed use adversely impact the community of the environment? (If yes, what are the adverse impact(s) and what is proposed to solve these adverse impacts?) No

(2) Will there be any debris generated from the activity? (If yes, where and in what manner will the debris be stored and how and where will it be disposed of?) No

(3) Will any potentially hazardous substances be used and/or stored on the property? (If yes, list the substances, their use and disposal of containers and substance residues.) No

(4) List any potentially hazardous emissions including, but not limited to: fumes, gases, smoke noise, liquid effluent, waste water, dust, and state what measures will be used to control these emissions. None

(5) Will there be any electrical or electronic activity which will interfere with local communications or telephone, television or radio reception? (If yes, describe the type of activity and potential interference.) No

(6) What will be the impact on traffic? No

(7) Will exterior lighting be used? (If yes, state the number of lights and the wattage of each. A lighting plan or lighting contour map may be required to show the nearest candle power as measured at ground level. No

The following documents and/or information are required to be submitted with the application:

☑ **An application fee of $500.00.**

Make payable to the Treasurer of Warren County. A non-refundable fee of $500.00 will be required at the time of submittal.

☑ **A Statement of Justification**

This printed or typed statement is to be addressed to the Warren County Planning Commission. It is to summarize your proposed use and highlight any aspects of the request which are not addressed in the application form. Please note, the statement is required to be on 8 ½ x 11 size paper.

☑ **A Site Plan/Survey.**

Your site plan should show the property boundaries, existing or proposed structure(s), adjacent roads, and any other pertinent information which would help outline your proposed use. A recent survey with the proposed uses/structures located on it will serve as a site plan for the purposes of this permit. The Planning Director, Planning Commission and/or the Board of Supervisors reserve the right to ask for an engineered site plan, if they deem it necessary for evaluation of the proposed conditional use permit.

☑ **Sewage Disposal and Well Site.**

Location of the existing or proposed septic system & drainfield and the well site are to be indicated on the survey or central/public connection location.

☑ **A copy of the deed to the property verifying the current ownership.**

A copy may be obtained at the Warren County Courthouse, Circuit Clerk's Office.

☑ **A statement verifying that real estate taxes have been paid.**

This may be obtained from the Treasurer's Office in Suite 800 of the Warren County Government Center.

N/A ☐ **Environmental and Community Impact Statements**

The Planning Director, the Planning Commission, and\or the Board of Supervisors reserve the right to ask for an environmental and\or community impact statements, prepared by a certified engineer or other person qualified to perform such work, if they deem it necessary for evaluation of the proposed request.

N/A ☑ **List of chemicals stored on the site**

A complete list of chemicals to be stored on the site in the form of an oath/statement for Industrial zoned properties only.

☑ **Location Map**

A map clearly legible, showing the location of the proposed project in relation to surrounding publicly maintained roads and showing the use of surrounding properties. County staff can assist in obtaining this information.

☐ **Directions to your property from the Warren County Government Center.**

_____

_____

_____

_____

_____

I/we the undersigned, do hereby respectfully agree to comply with any conditions required by the Board of Supervisors of the County of Warren, Virginia, and authorize the County personnel to go upon the property for the purpose of making site inspections. Expenses incurred in securing professional assistance in connection with the review of this application for a Conditional Use Permit, shall be charged to the applicant.

Applicant Signature	2/11/2021 Date
Property Owner Signature	2/11/2021 Date

Accepted by: N Lewis Date: 2/16/21

PLEASE NOTE: If the required documents are not provided and/or the application is incomplete, your application will not be placed on the Planning Commission Agenda.

NOTES

February 12, 2021

Warren County Short-Term Rental

Statement of Justification

Dear Warren County Planning Commission,

This is our formal statement that we are requesting to use the main house on the property at 461 Thunderbird Road, Bentonville VA, 22610 as a short-term rental for visiting guests. There are not any aspects of the requests that are not addressed in the application and we are not doing any specialty uses. This is purely to allow other people to enjoy our home and land while it is sitting vacant.

We plan to operate the short-term rental to make additional income for less than a year.

Thank you,

Martin Ditto.

UTILITY LOCATION REPORT AND CONTACT INFORMATION

CTL CENTURYLINK (CTL154) 08/26/20 12:50 PM
NO CONFLICT. UTILITY IS OUTSIDE PROPERTY
Field Contact: STAKE CENTER LOCATING (801)364-1063
In the event of damage to a facility call: (877)366-8344

REC RAPPAHANNOCK ELECTRIC (RECS06) 12/3/20 3:57 PM
Marked
Field Contact: UTILIQUEST (703)-754-2116
In the event of damage to a facility call: (800)552-3904

THE PROPERTY SURVEYED AND SHOWN HEREON IS THE SAME PROPERTY AS DESCRIBED IN TITLE COMMITMENT NUMBER 20-9174 DATED NOVEMBER 20, 2020, PREPARED BY NEIGHBORHOOD SETTLEMENTS LLC.

THIS PLAT OF AN ALTA/NSPS LAND TITLE SURVEY CERTIFIED TO: NEIGHBORHOOD SETTLEMENTS LLC.

THIS IS TO CERTIFY THAT THIS PLAT AND SURVEY ON WHICH IT IS BASED WAS MADE IN ACCORDANCE WITH THE 2016 MINIMUM STANDARD DETAIL REQUIREMENTS FOR ALTA/NSPS LAND TITLE SURVEYS, JOINTLY ESTABLISHED AND ADOPTED BY ALTA AND NSPS, AND INCLUDES ITEMS 1-4, 6-14, 13, 17-19 OF TABLE A THEREOF. THE FIELDWORK WAS COMPLETED ON DECEMBER 4, 2020.

Joseph G. Brogan Jr. — 12/4/20
JOSEPH G. BROGAN, JR. LIC. # 3209 — DATE

TITLE REPORT FURNISHED BY: NEIGHBORHOOD SETTLEMENTS LLC.
SUBJECT TO ANY AND ALL EASEMENTS OF RECORD.

DERIVATION OF TITLE TO THE TRUSTEES OF THE REL REVOCABLE TRUST AND THE MCL REVOCABLE TRUST PER INSTRUMENT # 090002359.
PLAT REF: INSTRUMENT # 060003306, PLAT BOOK 2 PAGE 76.
HORIZONTAL DATUM: NAD 83.

ENCROACHMENTS FROM JOINING PARCELS SHOWN ON PLAT:
WOODEN FENCE ON T.M. 36 PARCEL 31D ENCROACHES 34.2' AND 6.1'.
FRAME BUILDING ON T.M. 36 PARCEL 31D ENCROACHES 10.8' AND 7.4'.

SUBJECT PROPERTY ZONED AGRICULTURAL.

THE COUNTY OF WARREN VIRGINIA AGRICULTURAL DISTRICT.
MAXIMUM BUILDING HEIGHT: 40 FEET.
SETBACKS PRINCIPLE STRUCTURE:
FRONT: 50 FEET
SIDE: 15 FEET.
REAR 35 FEET.
SETBACKS ACCESSORY STRUCTURE:
SIDE: 10 FEET.
REAR 10 FEET.
PARKING LOT REGULATIONS DETERMINED BY TYPE OF USE.

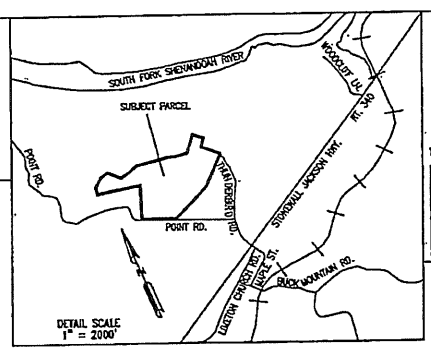
LOCATIONS SHOWN ON THIS PLAT RESULTED IN A RELATIVE POSITIONAL PRECISION THAT DOES NOT EXCEED THE MAXIMUM ALLOWED PURSUANT TO SECTION 3.E.v. OF THE MINIMUM STANDARD DETAIL REQUIREMENTS FOR ALTA/NSPS LAND TITLE SURVEYS.

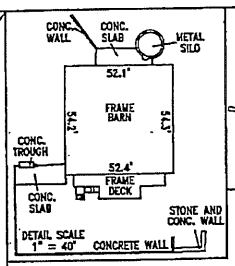
NOTE: UNDERGROUND TELEPHONE PEDESTALS FOUND AS SHOWN HOWEVER ACCORDING TO UTILITY COMPANY THERE IS NO UNDERGROUND TELEPHONE LINES ARE ON PROPERTY.

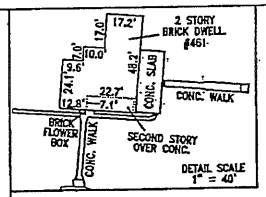
SUBJECT PARCEL SITUATED OUTSIDE THE LIMITS OF THE FEMA FLOOD ZONE PER FIRM MAP NUMBER 51187C0200C EFFECTIVE DATE JUNE 3, 2008.

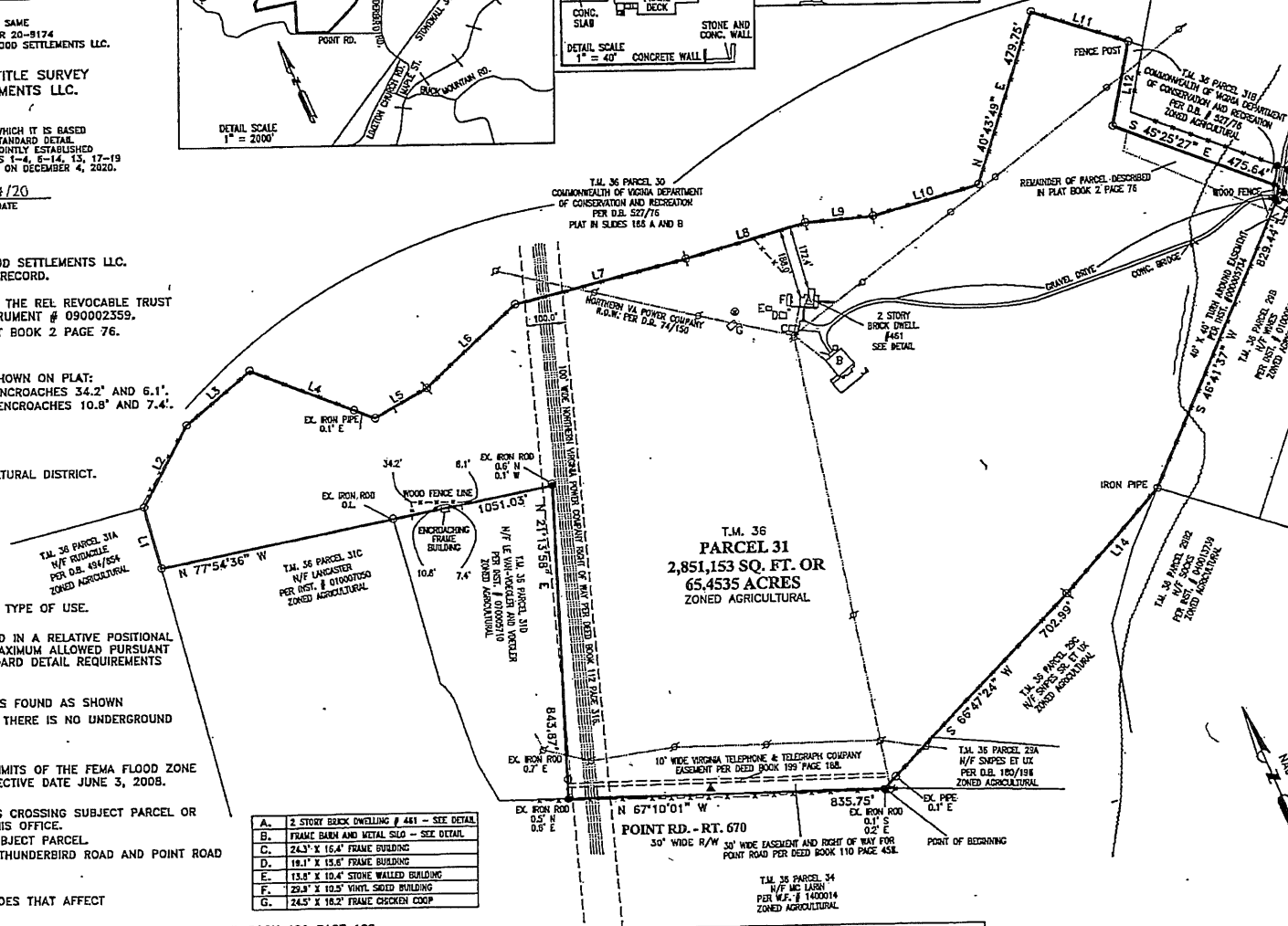
NO EVIDENCE OF UNDERGROUND GAS LINES CROSSING SUBJECT PARCEL OR SERVING SUBJECT BUILDINGS FOUND BY THIS OFFICE.
NO EVIDENCE OF WETLANDS FOUND ON SUBJECT PARCEL.
SUBJECT PARCEL HAS DIRECT ACCESS TO THUNDERBIRD ROAD AND POINT ROAD BOTH ARE PUBLIC RIGHT OF WAYS.

EASEMENTS, RIGHTS OF WAY AND SERVITUDES THAT AFFECT SUBJECT PROPERTY:
1. 10' WIDE VIRGINIA TELEPHONE & TELEGRAPH COMPANY EASEMENT PER DEED BOOK 199 PAGE 188.
2. NORTHERN VIRGINIA POWER COMPANY RIGHT OF WAY PER DEED BOOK 67 PAGE 256, NO WIDTH GIVEN.
3. NORTHERN VIRGINIA POWER COMPANY RIGHT OF WAY PER DEED BOOK 74 PAGE 150, NO WIDTH GIVEN.
4. 100' WIDE NORTHERN VIRGINIA POWER COMPANY RIGHT OF WAY PER DEED BOOK 112 PAGE 316.
5. 30' WIDE EASEMENT AND RIGHT OF WAY FOR POINT ROAD PER DEED BOOK 110 PAGE 458.









A.	2 STORY BRICK DWELLING # 461 - SEE DETAIL
B.	FRAME BARN AND METAL SILO - SEE DETAIL
C.	24.3' X 16.4' FRAME BUILDING
D.	19.1' X 15.6' FRAME BUILDING
E.	13.8' X 10.4' STONE WALLED BUILDING
F.	29.8' X 10.5' VINYL SIDED BUILDING
G.	24.5' X 16.2' FRAME CHICKEN COOP

LINE	BEARING		DISTANCE
L1	N 05°39'15"	E	172.59'
L2	N 50°49'55"	E	248.92'
L3	N 73°15'26"	E	221.20'
L4	S 44°28'29"	E	354.93'
L5	N 83°16'17"	E	157.22'
L6	N 70°17'24"	E	321.74'
L7	S 80°29'19"	E	465.29'
L8	S 82°19'47"	E	329.31'
L9	S 70°58'55"	E	179.88'
L10	S 82°22'44"	E	288.55'
L11	S 47°43'03"	E	269.65'
L12	S 34°39'47"	W	228.15'
L13	S 34°23'20"	W	38.65'
L14	S 64°20'30"	W	373.69'

LEGEND
- ○ DENOTES IRON ROD FOUND UNLESS NOTED.
- ● DENOTES IRON ROD SET.
- ◈ DENOTES DRILL HOLE SET IN ROCK OR CONCRETE.
- ⊗ DENOTES EXISTING WELL.
- ▲ DENOTES TELEPHONE PEDESTAL.
- —o— DENOTES UTILITY POLE AND OVERHEAD WIRES.
- —x—x— DENOTES WIRE FENCE LINE UNLESS NOTED.
- ——— DENOTES STREAM.
- – – – – DENOTES EASEMENT BOUNDARY.

ALTA/NSPS LAND TITLE SURVEY OF
TAX MAP 36 PARCEL 31
SOUTH RIVER MAGISTERIAL DISTRICT
WARREN COUNTY, V.A.

0 200 400 600
SCALE 1"= 200'

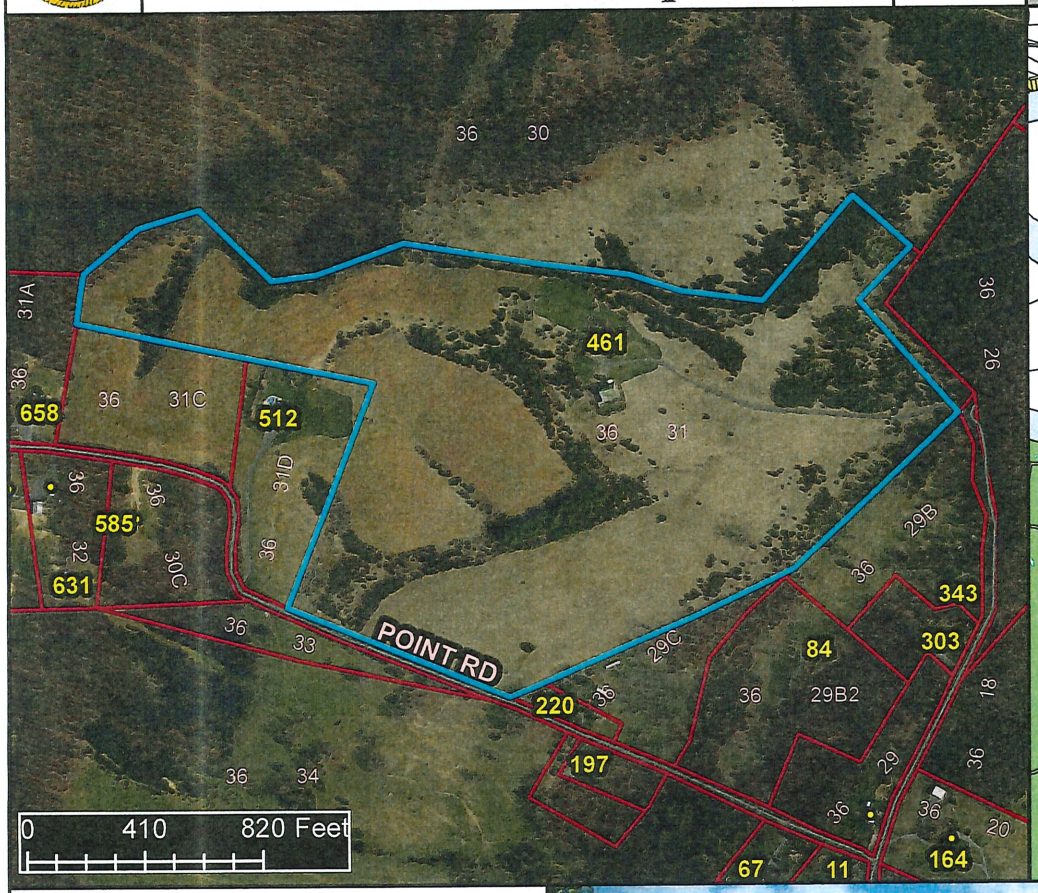
PREPARED BY:
BROGAN LAND SURVEYING, PLC.
P.O. BOX 1578
FRONT ROYAL, VA. 22630-0034
TEL. & FAX (540) 635-5657
DECEMBER 4, 2020

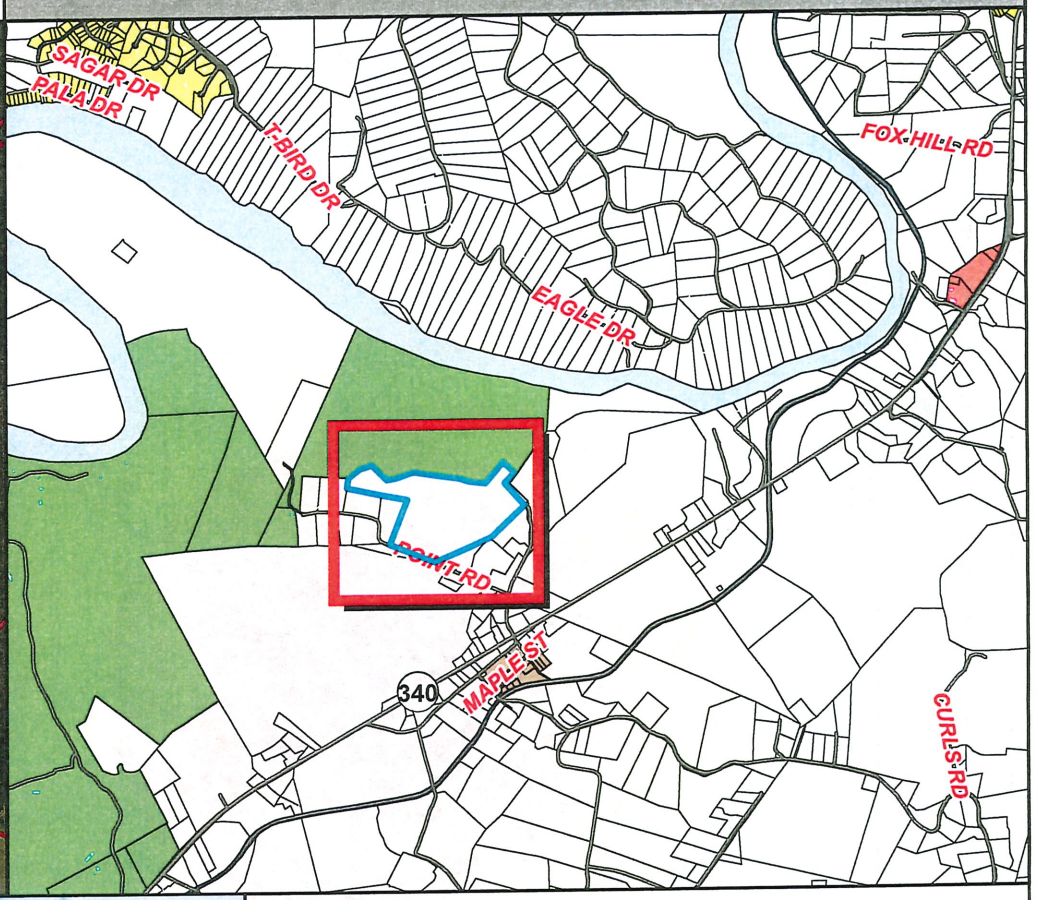
COMMONWEALTH OF VIRGINIA
Joseph G. Brogan, Jr.
JOSEPH G. BROGAN, JR.
Lic No. 3209
12/4/20
LAND SURVEYOR

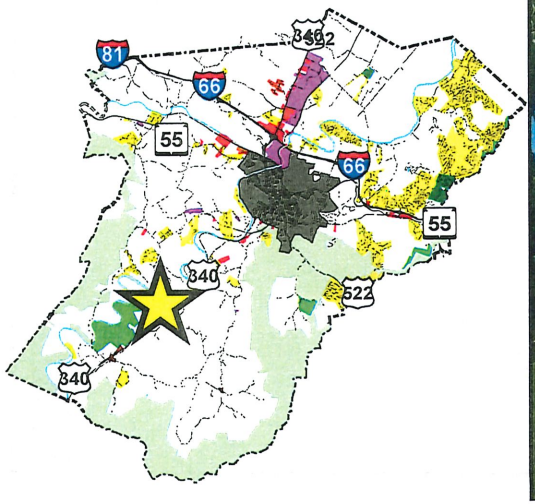
Warren County VA
CUP Location Map

CUP: Short-Term Tourist Rental
Applicant: Raymond Ditto

TM 36--------31
461 Thunderbird Rd







Zoning

- Agricultural
- Commercial
- Industrial
- Residential One
- Residential Two
- Suburban Residential
- Village Residential
- Rural Residential
- Right of Way
- Front Royal
- Federal Land
- State Land
- Water
- VOF Conservation Easements
- WC Conservation Easements

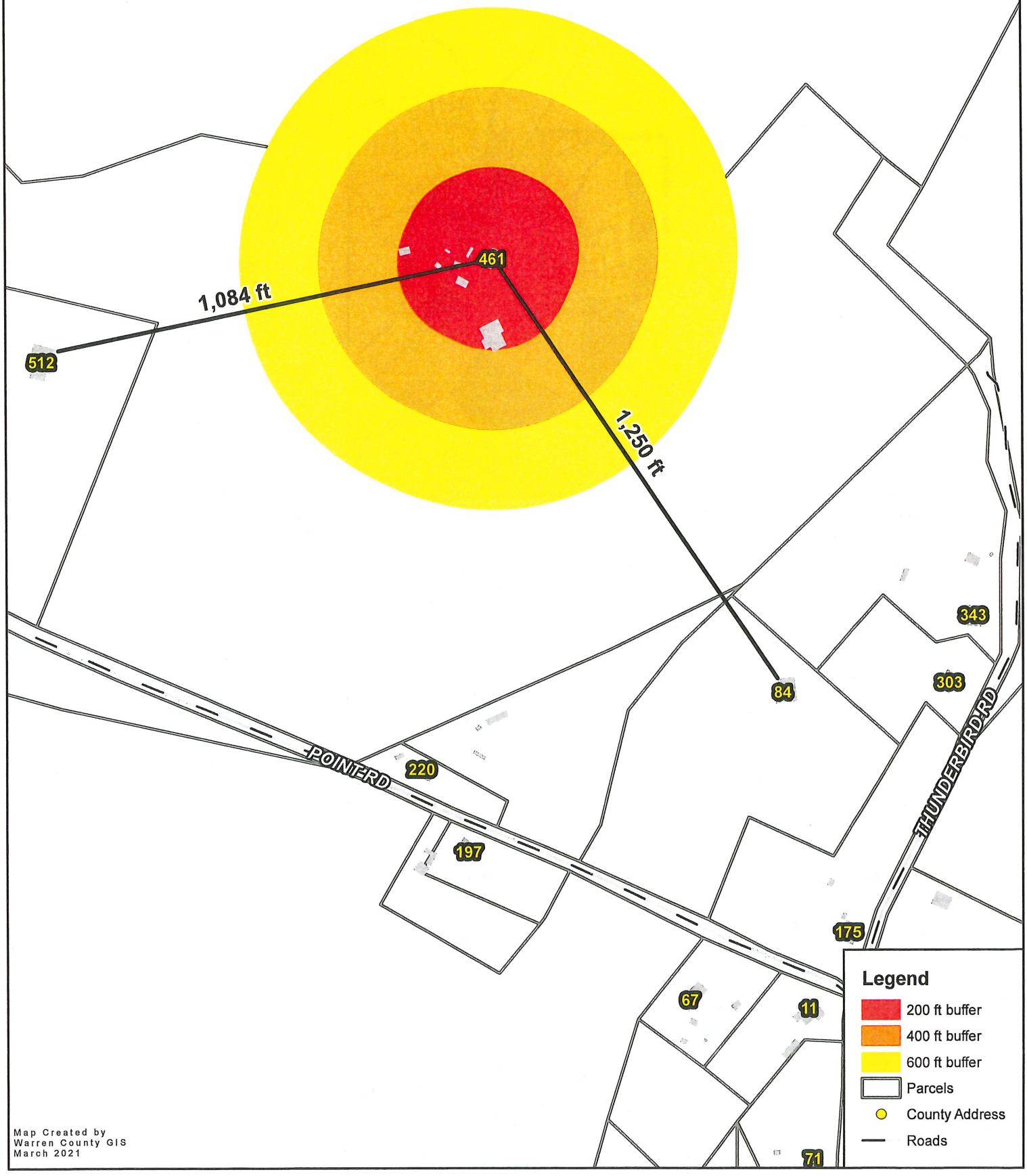
Map produced by
Warren County GIS 2021
Department of Planning

Warren County, VA
2021

461 Thunderbird Rd: Distance to Surrounding Homes

1 inch = 325 feet

0 175 350 525 700 Feet



Map Created by
Warren County GIS
March 2021

LORD FAIRFAX HEALTH DISTRICT

Lord Fairfax Health District

Warren County Health Department
465 West 15th Street, Suite 200
Front Royal, Virginia 22630
Tel. (540) 635-3159 ~ Fax (540) 635-9698
www.vdh.virginia.gov

VDH VIRGINIA DEPARTMENT OF HEALTH
Protecting You and Your Environment

May 3, 2021

Mr. Joe Petty, Zoning Administrator
Warren County Planning and Zoning
220 North Commerce Avenue, Suite 400
Front Royal, Virginia 22630

RE: Request for comments; 2021-03-02

Dear Joe:

I have reviewed the request for comments regarding the property at 461 Thunderbird Rd, Bentonville, Virginia, in Warren County, (Property identified as tax map # 36-31), and I offer the following comments:

1. We are currently unable to locate records for the existing Sewage Disposal System serving the property.
2. We are currently unable to locate any records for the existing water supply serving the property.
3. All trash and garbage shall be placed in containers with tight-fitting lids.
4. There shall be no food service provided unless the Virginia Department of Health Food Regulations are met.
5. All Virginia Department of Health Hotel Regulations shall be met as necessary. The owners can contact our office for further information.
6. Do not connect any hot tub discharge to the sewage disposal system.

LORD FAIRFAX HEALTH DISTRICT

Lord Fairfax Health District

Warren County Health Department
465 West 15th Street, Suite 200
Front Royal, Virginia 22630
Tel. (540) 635-3159 ~ Fax (540) 635-9698
www.vdh.virginia.gov

VDH VIRGINIA DEPARTMENT OF HEALTH
Protecting You and Your Environment

Please call me at (540) 635-3159 if you have any questions.

Sincerely,

GSmith

Greg Smith
Environmental Health Specialist

COUNTY OF WARREN, VIRGINIA
BOARD OF SUPERVISORS AGENDA ITEM

DATE	ITEM	SUBJECT:	PAGE
5/18/2021	I-5	Conditional Use Permit #2021-03-03 John and Anna Carpenter *Short-Term Tourist Rental*	1 of 2

EXPLANATION & SUMMARY:

See attached application and staff report.

General standards/conditions. In addition to the specific standards set forth hereinafter with regard to particular conditional uses, all such uses shall satisfy the following general standards:

(1) The proposed use at the specified location shall be in harmony with the adopted Comprehensive Plan.

(2) The proposed use shall be in harmony with the general purpose and intent of the applicable zoning district regulations.

(3) The proposed use shall be such that it will be harmonious with and will not adversely affect the use or development of neighboring properties in accordance with the applicable zoning district regulations and the adopted Comprehensive Plan. The location, size and height of buildings, structures, walls and fences and the nature and extent of screening, buffering and landscaping shall be such that the use will not hinder or discourage the appropriate development and use of adjacent or nearby land and/or buildings or impair the value thereof.

(4) The proposed use shall be such that pedestrian and vehicular traffic associated with such use will not be hazardous or in conflict with the existing and anticipated traffic in the area.

(5) Adequate utility, drainage, parking, loading and other necessary facilities to serve the proposed use shall be provided.

(6) In determining whether or not to grant a permit and in determining conditions to be imposed, the governing body shall take into consideration the objectives and intent of this chapter and may impose reasonable conditions that:

(a) Abate or restrict noise, smoke, dust or other elements that may affect surrounding properties.

(b) Establish setback, side and front yard requirements necessary for orderly expansion and to prevent traffic congestion.

(c) Provide for adequate parking and ingress and egress to public streets or roads.

(d) Provide adjoining property with a buffer or shield from view of the proposed use if such use is considered to be detrimental to adjoining property.

(e) Prevent such use from changing the character and established pattern of development of the community.

After proper advertisement and a public hearing by the Planning Commission, the application has been forwarded to the Board of Supervisors recommending approval with the following conditions:

1. The applicants shall comply with all Warren County Health Department regulations and requirements and the maximum number of occupants shall not exceed six (6) as determined according to the department's operational permit for a three (3) bedroom dwelling.

2. The applicants shall have the well water tested annually for e-coli and L-coliform bacteria and a copy of the results shall be submitted to the Planning and Health Departments by the end of the calendar year.

3. The shooting of firearms and hunting shall be prohibited.

4. The use of All-Terrain Vehicles (ATV), dirt bikes and similar recreational vehicles shall be prohibited on the private roads of the subdivision and on the property.

5. There shall be no discharging of fireworks.

6. There shall be no open outdoor fires, bonfires or fire pits used by guests.

7. A copy of Chapter §123 of the Warren County Code relative to noise must be provided at the Short-term Tourist Rental dwelling and included in the guest registration agreement.

8. The property boundaries, or limitations within the property's boundaries where guests are allowed, shall be clearly marked at all times.

Motion to Approve:

Mr. Henry moved to forward this application to the Board of Supervisors, recommending approval with the conditions listed above. The motion was seconded by Mr. Longo and approved unanimously by the Planning Commission by a vote of 4-0. Ms. Beall was absent due to her resignation.

PROPOSED OR SUGGESTED MOTION:

I move that the Board of Supervisors approve the conditional use permit request of John and Anna Carpenter for a Short-term Tourist Rental with the conditions as recommended by the Planning Commission and staff.

OR

I move that the Board of Supervisors deny the conditional use permit request of John and Anna Carpenter for a Short-term Tourist Rental (List reasons).

SUBMITTED BY:	**DISPOSITION OF BOARD:**	**PROCESSED BY:**
Matt Wendling, CFM Planner II	☐ **APPROVED** ☐ **OTHER (Describe)**	

Conditional Use Permit: 2021-03-03 Short Term Tourist Rental
John and Anna Carpenter, *Current Owners/Applicants*
Staff Report for the Planning Commission & BOS
Prepared: February 25, 2021 **Revised April 8, 2021**
Staff Contact: Matt Wendling, Planner II/County Floodplain Manager MRW

SUMMARY OF REQUEST

The applicants are requesting a conditional use permit for a Short-term Tourist Rental for rental of their single-family dwelling. This property was purchased in March 2018 as a second home by the applicants who currently reside in Williamsburg, VA. They plan to rent the property to friends and tourists visiting the area in addition to their own personal use of the property. This would allow them to offset the costs of maintenance, mortgage and property taxes on this property and make improvements to the dwelling. The have hired a local resident who will assist in managing the property, rental and business details. **The Sligo Estates Citizen's Association has been notified of this request and we have received comment back from them with a list of concerns and a request to deny this application, their letter is included in your packet.**

PROPERTY INFORMATION

Property Location: 703 Kildare Dr.
Tax Map ID: #15L-1-1-13
Magisterial District: Shenandoah
Subdivision: Sligo Estates
Special Flood Hazard Area: Non-Floodzone X

Town/Village: Front Royal
Zoning: Agricultural (A)
Acres: 5.13
Existing Land Use: Single Family Dwelling

SURROUNDING ZONING DISTRICTS & USES

North: Agricultural (A) — Use: Single Family Dwelling - Mostly Wooded
South: Agricultural (A) — Use: Vacant Lot - Wooded
East: Agricultural (A) — Use: Single Family Dwelling - Mostly Wooded
West: Residential One (R-1) — Use: Single Family Dwelling - Mostly Wooded

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PROPERTY HISTORY

This property has not had any previous Conditional Use Permits issued for uses in the Agricultural (A) zoning district and has no previous zoning violations. It is located on a private road in a subdivision which has a citizens association that is tasked to maintain the roads.

COMPATIBILITY WITH THE COMPREHENSIVE PLAN

The Future Land Use Map in the Comprehensive Plan identifies this area to be used for agricultural land uses which allows for a Short-term Tourist Rental by conditional use permit with the current Warren County Zoning Ordinance Section §180-21. Short-term Tourist Rentals provide transient lodging taxes to the County and are typically used by tourists visiting the area. This use complies with Chapter 6: Economic Development chapter, Goal V and the promotion of tourism objectives of the comprehensive plan.

PROPOSAL:

A Short-Term Tourist Rental is defined by the Warren County Zoning Ordinance as, *"A single-family dwelling not attached to any other dwelling by any means and located on an individual lot that is rented for compensation for periods of less than 30 days. See § 180-56.4 for supplementary regulations pertaining to short-term tourist rentals."*

SUPPLEMENTARY REGULATIONS FOR SHORT-TERM TOURIST RENTAL (Section 180-56.4 of the Warren County Zoning Ordinance):

These regulations are as follows:

A. The owner of a dwelling unit to be used for a short-term tourist rental shall apply and receive a zoning permit and/or a conditional use permit from the Planning Department prior to utilizing the dwelling unit as a short-term rental. The permit shall be reviewed by planning staff on an annual basis to ensure compliance with the performance standards listed in this section, along with all conditions placed on the conditional use permit, if applicable. Warren County may revoke a permit for repeated noncompliance with these performance standards.

B. The maximum number of occupants in the dwelling unit shall be determined according to permit approval received by the Warren County Health Department; however the maximum number of occupants shall not exceed 10. **The Warren County Health Department approved a septic system construction permit to allow a three (3) bedroom, six (6) person occupancy, and at a 450 GPD limit. Staff will provide additional comments once information has been received from the Health Department.**

C. Parking for the use shall be located in driveways or other designated and approved parking areas. The parking of vehicles is prohibited in or along all right-of-ways and in yards. **There is sufficient parking for three vehicles in the driveway and designated parking area in the front of the dwelling.**

D. Property boundaries, or limitations within the property's boundaries where transients are allowed, must be clearly marked at all times. **The property has a landscape buffer to the south, east and west located along the property lines and the property owner will be required to post property boundaries prior to being issued a zoning permit for their business.**

E. There shall be no visible evidence of the conduct of such short-term rentals on the outside appearance of the property.

F. A fire extinguisher shall be provided and visible in all kitchen and cooking areas; smoke detectors shall be installed in all locations as identified in the Uniform Statewide Building Code, and a carbon monoxide detector must be installed on each floor in every dwelling. **A change of use to Commercial for the property dwelling and an inspection will be required to verify if it meets all Building Code requirements for fire/smoke protection and a fire extinguisher.**

G. The owner of a dwelling used for short-term tourist rentals shall give the County written consent to inspect any dwelling used for short-term rental to ascertain compliance with all of the above performance standards upon a 24 hour notice.

H. A property management plan (PMP) demonstrating how the short-term tourist rental will be managed and how impacts to neighboring properties will be minimized shall be submitted for review and approval as part of the permitting process to the Planning Department. The plan shall include local points of contact available to respond immediately to complaints, clean up garbage, manage unruly

tenants, utility issues, etc. It shall also be posted in a visible location in the short-term rental. The contact numbers shall be provided to county staff, public safety officials, and if applicable, the HOA/POA of the subdivision. The plan must be provided as a part of the rental contract. **A draft of the Property Management Plan has been submitted, will be reviewed and approved by staff and all other requirements shall need to be met prior to a certificate of zoning for the business being issued. The applicants state they have hired a local contact to manage the property.**

I. If the property is located within a subdivision governed by a Home Owners Association/Property Owners Association, the Planning Department must receive a recommendation of approval or disapproval from the HOA/POA to operate the short-term tourist rental. **This property is located within a subdivision. Sligo Estates is served by a citizens association that is charged to maintain the private roads and have submitted a letter to the Planning Commission and BOS which is included in your packets.**

J. The short-term tourist rental shall have a "land-line" with local phone service. The phone number servicing the short-term tourist rental shall be included in the property management plan.

K. The owners of the tourist rental shall provide an emergency evacuation plan for the dwelling and the neighborhood. **The applicants shall have this posted in the bedrooms and in their guest registration packet.**

L. A copy of Chapter §123 of the Warren County Code relative to noise must be provided at the short-term tourist dwelling. **The applicant shall have a copy of this in their guest registration packet and posted in a common area of the dwelling.**

M. Failure to comply with the approved conditions and/or supplemental regulations will subject the permit to revocation as described in Warren County Code Section §180-63.

N. All outdoor burning shall be in compliance with Chapter §92 of the Warren County Code.

O. There shall be a minimum of 100 feet from the short-term tourist rental to all neighboring residences. **This short-term tourist dwelling meets the setback requirements to the nearest adjacent single family dwelling which is 186' to the southeast.**

RECOMMENDED CONDITIONS:

Planning Staff is recommending the following conditions be added to this conditional use permit if the Planning Commission chooses to recommend approval of this permit to the Board of Supervisors. Please note that additional conditions may be added after all agency comments have been received, prior to the Planning Commission public hearing.

Staff recommends that, if the Planning Commission recommends approval of this application, the following conditions should be applied:

1. The applicants shall comply with all Warren County Health Department regulations and requirements and the maximum number of occupants shall not exceed six (6) as determined according to the department's operational permit for a three (3) bedroom dwelling.

2. The applicants shall have the well water tested annually for e-coli and L-coliform bacteria and a copy of the results shall be submitted to the Planning and Health Departments by the end of the calendar year.

3. **The shooting of firearms and hunting shall be prohibited.**

4. **The use of All-Terrain Vehicles (ATV), dirt bikes and similar recreational vehicles shall be prohibited on the private roads of the subdivision and on the property.**

5. **There shall be no discharging of fireworks.**

6. **There shall be no open outdoor fires, bonfires or fire pits used by guests.**

7. **A copy of Chapter §123 of the Warren County Code relative to noise must be provided at the Short-term Tourist Rental dwelling and included in the guest registration agreement.**

8. **The property boundaries, or limitations within the property's boundaries where guests are allowed, shall be clearly marked at all times.**

Cc: John and Anna Carpenter, Applicants

Date: February 16, 2021

To: Warren County Planning Commission

From: John and Anna Carpenter
121 Whistling Swan Court
Williamsburg, VA 23188
540-993-0065
John.carpenter91@gmail.com

Subj: Application for Conditional Use Permit for 703 Kildare Drive, Front Royal, VA

Attachments:

a) Warren County Conditional Use Permit Application
b) Property Management Plan
c) Site Plan & Survey
d) Emergency and Evacuation Plan
e) 2020 Warren County Tax information
f) Copy of Warren County Deed
g) Record of email exchange with Sligo Estates Citizens Association

Background

John and Anna Carpenter (owners) own a home (affectionately referred to as "The Shed") at 703 Kildare Drive, Front Royal, VA. The three-bedroom, two bath home was built in 1983 in the Sligo Estates community. It sits on just over five acres, on a hillside above the Shenandoah river. The westward facing property boasts beautiful views of the Shenandoah valley, breathtaking sunsets, and a tranquil escape into nature.

The Shed is close to many of Warren County's attractions including the river, the Appalachian Trail and other hiking trails, shopping, restaurants, and wineries and breweries throughout the region. As such, this new short-term lodging options will attract tourists and generate activity for local businesses and revenue for the county.

The owners intend to make the property available for friends and tourists through services such as AirBnB. Prospective tenants will be carefully screened, evaluated and selected based on their online profile and rating, and will be informed of the property and county policies and procedures. In addition to supporting the local economy, our goal is to generate supplemental income to offset the costs of maintaining and improving the property.

The owners work and live in Williamsburg, VA, and will frequently use the property on weekends, holidays and vacations. Since the owners are not local, they have partnered with a local resident, Holly Landes (manager), who will help manage the short-term rental business.

WCCUP-000089-2021

WARREN COUNTY
CONDITIONAL USE PERMIT APPLICATION

Application Number: 2021-03-03
Date Received: 2/16/21
Fee Amount: $ 500.00
Date Paid: 2/17/21 CK# 1480

Applicant Information:

John and Anna Carpenter
Applicant Name

121 Whistling Swan Ct. Williamsburg VA 23188
Address *City* *State* *Zip*

703 Kildare Dr. Front Royal, VA 22630
Property Location for conditional use permit if Different than Applicant's Address

540-993-0065 John.carpenter11@gmail.com
Primary Contact Number *Email*

Property Owner (if same as applicant, leave blank)

Address *City* *State* *Zip*

Primary Contact Number

Respectfully request that a determination be made by the Warren County Planning Commission and Board of Supervisors on the following request for a Conditional Use Permit for the property described below.

A. Property Information:

(1) Address/Location: 703 Kildare Dr, Front Royal, VA 22630
(2) Election District: Shenandoah - 401
(3) Tax Map Number: 15 6 1 1 13
(4) Subdivision Name: Sligo Estates
(5) Total Area of Property (acres): 5.13
(6) Total Area to be Used (acres): 1
(7) Total Road Frontage (feet): 264
(8) Depth of Property (feet): 594
(9) Present Zoning: Agricultural

B. Proposed Use of Property

(1) State the proposed use(s) for the Conditional Use Permit: Short Term Tourist Rental

(2) Current land use and condition of site: Single-Family Residential

(3) Zoning of surrounding land/property: Agricultural

(4) Will development be staged? ☐ Yes ☐ No

(5) Construction Time: _____

(6) Season, days, and hours of operation: _____

(7) Will there be a sign? ☐ Yes ☑ No
(If yes, please submit a sketch of the sign(s) showing size and shape and the sign permit check list with this application.)

(8) Has there been any prior application for a conditional use permit/variance for this property? (If yes, enter the permit number and/or name, date of action, action taken by the Planning Commission, Board of Zoning Appeals and/or Board of Supervisors and a description of the request.) No.

(9) Number of full time employees: None

(10) What type of sewage disposal system will be used? ☑ Private ☐ Central ☐ Public

(11) Number of persons to be served by the sewage disposal system: _____

(12) Number of parking spaces to be provided: Regular 3 Handicap _____

(13) What is the proposed landscaping and buffering for this property? _____

C. Plans Prepared By

Name: _____

Address: _____

Telephone Number: _____

D. Environmental Information

(1) Will this proposed use adversely impact the community of the environment? (If yes, what are the adverse impact(s) and what is proposed to solve these adverse impacts?) No.

(2) Will there be any debris generated from the activity? (If yes, where and in what manner will the debris be stored and how and where will it be disposed of?) No.

(3) Will any potentially hazardous substances be used and/or stored on the property? (If yes, list the substances, their use and disposal of containers and substance residues.)
No.

(4) List any potentially hazardous emissions including, but not limited to: fumes, gases, smoke noise, liquid effluent, waste water, dust, and state what measures will be used to control these emissions. N/A.

(5) Will there be any electrical or electronic activity which will interfere with local communications or telephone, television or radio reception? (If yes, describe the type of activity and potential interference.) No.

(6) What will be the impact on traffic? No.

(7) Will exterior lighting be used? (If yes, state the number of lights and the wattage of each. A lighting plan or lighting contour map may be required to show the nearest candle power as measured at ground level. No.

The following documents and/or information are required to be submitted with the application:

☑ **An application fee of $500.00.**

Make payable to the Treasurer of Warren County. A non-refundable fee of $500.00 will be required at the time of submittal.

☑ **A Statement of Justification**

This printed or typed statement is to be addressed to the Warren County Planning Commission. It is to summarize your proposed use and highlight any aspects of the request which are not addressed in the application form. Please note, the statement is required to be on 8 ½ x 11 size paper.

☑ **A Site Plan/Survey.**

Your site plan should show the property boundaries, existing or proposed structure(s), adjacent roads, and any other pertinent information which would help outline your proposed use. A recent survey with the proposed uses/structures located on it will serve as a site plan for the purposes of this permit. The Planning Director, Planning Commission and/or the Board of Supervisors reserve the right to ask for an engineered site plan, if they deem it necessary for evaluation of the proposed conditional use permit.

☑ **Sewage Disposal and Well Site.**

Location of the existing or proposed septic system & drainfield and the well site are to be indicated on the survey or central/public connection location.

☑ **A copy of the deed to the property verifying the current ownership.**

A copy may be obtained at the Warren County Courthouse, Circuit Clerk's Office.

☑ **A statement verifying that real estate taxes have been paid.**

This may be obtained from the Treasurer's Office in Suite 800 of the Warren County Government Center.

N/A ☐ **Environmental and Community Impact Statements**

The Planning Director, the Planning Commission, and\or the Board of Supervisors reserve the right to ask for an environmental and\or community impact statements, prepared by a certified engineer or other person qualified to perform such work, if they deem it necessary for evaluation of the proposed request.

N/A ☐ **List of chemicals stored on the site**

A complete list of chemicals to be stored on the site in the form of an oath/statement for Industrial zoned properties only.

☑ **Location Map**

A map clearly legible, showing the location of the proposed project in relation to surrounding publicly maintained roads and showing the use of surrounding properties. County staff can assist in obtaining this information.

☐ **Directions to your property from the Warren County Government Center.**

I/we the undersigned, do hereby respectfully agree to comply with any conditions required by the Board of Supervisors of the County of Warren, Virginia, and authorize the County personnel to go upon the property for the purpose of making site inspections. Expenses incurred in securing professional assistance in connection with the review of this application for a Conditional Use Permit, shall be charged to the applicant.

Applicant Signature — Date: Feb 16, 2021

Property Owner Signature — Date

Accepted by: _____ Date: _____

PLEASE NOTE: If the required documents are not provided and/or the application is incomplete, your application will not be placed on the Planning Commission Agenda.

NOTES

"The Shed" on the Shenandoah

703 Kildare Drive, Front Royal, VA
Owners: John and Anna Carpenter
Property Manager: Holly Landes

Property Management Plan

1. **Overview**
   - John and Anna Carpenter own a home ("The Shed") in Warren County.
   - The Shed is in the Sligo Estates community, located at 703 Kildare Drive, Front Royal, VA.
   - The owners seek to generate tourism revenue for Warren County and area businesses by providing a quaint and attractive location for short-term lodging.
   - The owners have partnered with Holly Landes to manage the short-term rental business.

2. **The Shed**
   - The three-bedroom, two-bath western facing property is set on a 5-acre plot. It is surrounded by trees and offers a private, quaint, peaceful setting.
   - The large deck affords beautiful views of the Shenandoah Valley and breathtaking sunsets.
   - The property is serviced by Rappahannock Electric Cooperative, propane is provided by Quarles Inc., internet is provided by Century Link, and water is provided by a well on-site.
   - The landline at the residence is 540xxxxxx (TBD – will be installed prior to rental).

3. **Marketing Plan**
   - The Shed will be advertised through personal communications and services such as Airbnb.
   - The owners and manager will publicize local businesses and area attractions to guests.
   - The owners and manager will seek to partner with local business to offer discounts or other incentives to encourage guests to visit attractions and businesses in the region.
   - Rental rates will vary depending the season, demand and competition.

4. **Operations**
   - The owners will personally select and approve of each guest, and will handle communications directly.
   - The manager will meet and care for guests' needs, as appropriate, and will be available to respond to issues that may arise.
   - The owners will employ a local cleaning service to clean and sanitize the home between guests.

5. **Contact Information**
   - John Carpenter: 540-993-0065, john.carpenter91@gmail.com
   - Anna Carpenter: 571-242-4598, annasjoy@gmail.com
   - Holly Landes: 540-931-5654, hollylandesdesign@gmail.com

6. **Emergency Evacuation Plan**
   - The Shed is equipped with fire extinguishers, smoke detectors, carbon monoxide detectors, and a basic first aid kit.
   - The property lines will be clearly marked.
   - See attached Emergency Information and Evacuation Plan that will be posted in the residence for guests' reference

Emergency Information & Evacuation Plan

For any medical, fire or police emergency, dial **911**

Warren County Fire and Rescue: Non-emergency number: 540-636-3830

Shenandoah Farms Volunteer Fire Department: 540-837-1290

Warren County Sheriff's Department: Non-emergency number: 540-635-4128

Local Hospital and Urgent Care Clinics:

- Warren Memorial Hospital *(18 min drive via Happy Creek Rd / 10 miles)*
  1000 N. Shenandoah Ave, Front Royal, VA
  540-636-0300

- Valley Health Urgent Care Express *(19 min drive via State route 603 / 10.3 miles)*
  415A South St.,. Front Royal, VA
  540-636-0495

- Valley Health Urgent Care *(22 min drive via State route 658 / 11.5 miles)*
  65 Riverton Commons Plaza, Front Royal, VA
  540-635-0700

Fire Extinguisher: A fire extinguisher is installed in the kitchen.

Smoke Alarm: An integrated smoke alarm system is installed in the home, with detectors throughout.

Carbon Monoxide Alarm: A carbon monoxide alarm is installed.

First Aid: A First Aid kit is located in kitchen.

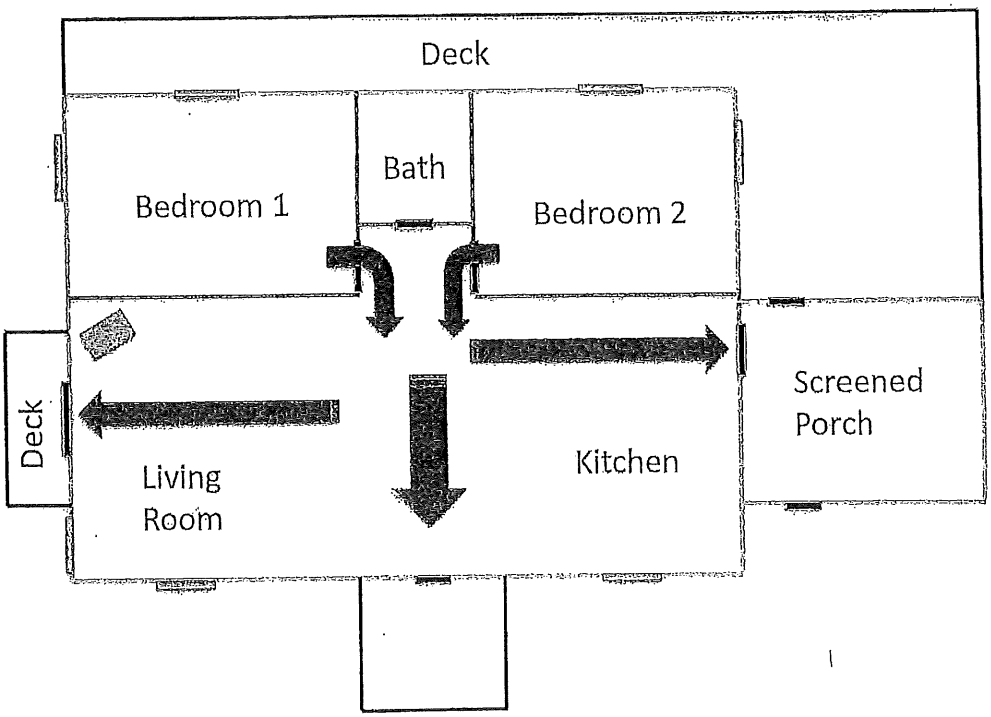
Poison Control: National Poison Control Hotline: 800-222-1222

Emergency Evacuation

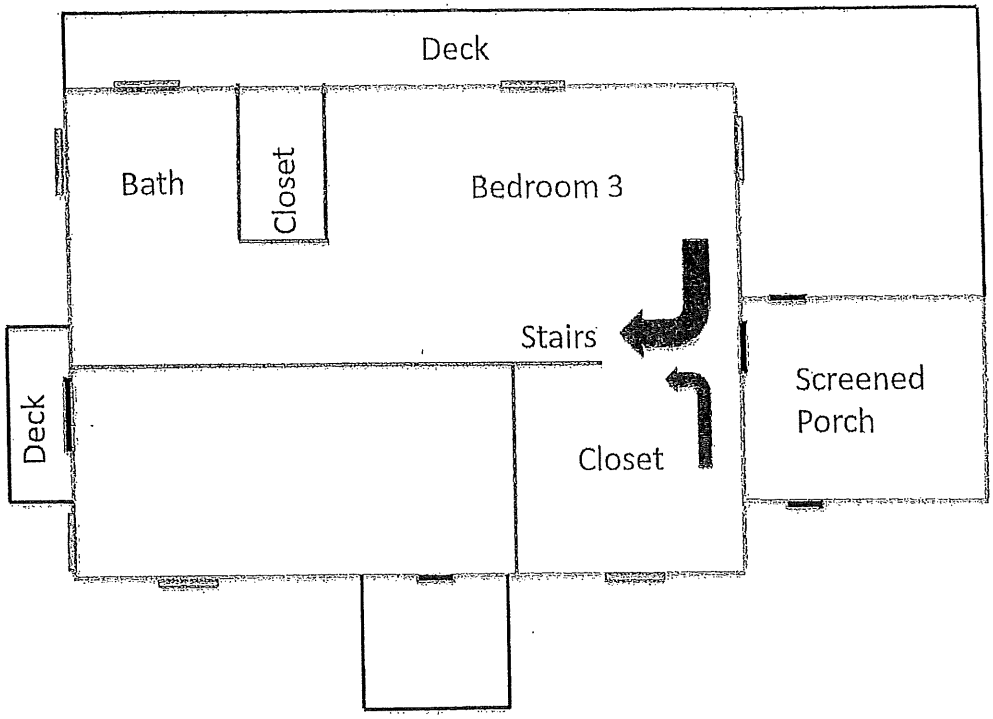
- If upstairs, evacuate down the stairs to the first level or climb down the emergency fire escape ladder located on the balcony
- Exit the home through front, deck-side, or porch-side doors.
- If outside, exit the property around either side of the deck
- To exit the property from the driveway, turn right on Kildare Dr, then left or right on State Road 638 (Blue Mountain Rd)

Inclement Weather:

- During heavy rain, pay attention to low-lying portions of Howellsville road that can flood
- An AWD or 4x4 vehicle may be needed on Kildare Drive during and after snowfall


Deck
Bedroom 1
Bath
Bedroom 2
Deck
Living
Room
Kitchen
Screened
Porch

Lower Level


Deck
Bath
Closet
Bedroom 3
Stairs
Deck
Closet
Screened
Porch

Upper Level

Lord Fairfax Health District

LORD FAIRFAX HEALTH DISTRICT

Warren County Health Department
465 West 15th Street, Suite 200
Front Royal, Virginia 22630
Tel. (540) 635-3159 ~ Fax (540) 635-9698
www.vdh.virginia.gov

VDH VIRGINIA DEPARTMENT OF HEALTH
Protecting You and Your Environment

April 20, 2021

RECEIVED
APR 26 2021
WARREN COUNTY
PLANNING DEPARTMENT

Ms. Taryn Logan, Deputy County Administrator/Planning Director
Warren County Planning and Zoning
220 North Commerce Avenue, Suite 400
Front Royal, Virginia 22630

RE: Request for comments; 2021-03-03

Dear Taryn:

I have reviewed the request for comments regarding the property at 703 Kildare Dr, Front Royal, Virginia, in Warren County, (Property identified as tax map # 15L-1-1-13), and I offer the following comments:

1. The permit for a sewage disposal system was issued on September 7, 1983 and an operation permit was issued on July 25, 2008. This system is designed to serve a two bedroom home with four occupants maximum and a 300 gallon per day design flow.

2. The property is served by a well. The well water should be tested for bacteria. If the sample result is positive, steps must be taken to correct the problem and the water should be re-tested.

3. All trash and garbage shall be placed in containers with tight-fitting lids.

4. There shall be no food service provided unless the Virginia Department of Health Food Regulations are met.

5. All Virginia Department of Health Hotel Regulations shall be met as necessary. The owners can contact our office for further information.

6. Do not connect any hot tub discharge to the sewage disposal system.

LORD FAIRFAX HEALTH DISTRICT

Lord Fairfax Health District

Warren County Health Department
465 West 15th Street, Suite 200
Front Royal, Virginia 22630
Tel. (540) 635-3159 ~ Fax (540) 635-9698
www.vdh.virginia.gov

VDH VIRGINIA DEPARTMENT OF HEALTH
Protecting You and Your Environment

Please call me at (540) 635-3159 if you have any questions.

Sincerely,

Greg Smith
Environmental Health Specialist

Natalie Lentz

From: David Beahm
Sent: Tuesday, February 23, 2021 11:53 AM
To: Natalie Lentz
Cc: Taryn Logan; Paula Fristoe
Subject: Request for Comments 2021-03-03 – John and Anna Carpenter – Conditional Use Permit for Short-Term Tourist Rental - WCCUP-000089-2021
Attachments: 2021-03-03_WCCUP_ShortTermRental.pdf

Comments 2021-03-03 – John and Anna Carpenter – Conditional Use Permit for Short-Term Tourist Rental:

- Erosion and Sediment Control Items:
  - There does not appear to being any land disturbance at this time (appears to be existing) and therefore nothing would be required. If this is not the case a normal submission would be required.

- Building Inspections Items:
  - The use of the existing dwelling(s) for a "short-term rental" would require a building permit to establish it as a transient boarding facility which is the term used by the building code for this type of use. The dwelling would receive a new Certificate of Occupancy designating as a short-term rental.
  - Given the timeframe that the structure was originally built it more than likely will require an Electrical permit to meet the building code requirements for this change.
    - This change requires that smoke detectors are installed as required by the Virginia Residential Building Code.

If anything should change in the scope additional requirements may be required.

Respectfully,

Warren County Building Inspections

David C. Beahm, CBO
Building Official

220 North Commerce /
Sui
Front Royal, VA
540/636
FAX 540/636

www.warrencountyva.net

dbeahm@warrencountyva.net

THIS MESSAGE IS INTENDED SOLELY FOR THE INDIVIDUAL(S) NAMED IN THE HEADER. THIS MESSAGE MAY CONTAIN MATERIAL THAT IS PRIVILEGED OR CONFIDENTIAL. IF YOU ARE NOT ONE OF THE INTENDED RECIPIENTS, PLEASE DO NOT READ, COPY, USE, OR DISCLOSE THIS MESSAGE TO OTHERS; PLEASE NOTIFY THE SENDER BY REPLYING TO THIS MESSAGE; AND THEN PLEASE DELETE THIS MESSAGE FROM YOUR SYSTEM. THANK YOU.

Sligo Estates
Citizen's Association, Inc

Kildare Dr. Front Royal, VA 22630

April 7, 2021

To whom it may concern,

I am writing on behalf of Sligo Estates Citizen's Association. It has been brought forth to our attention that John Carpenter, is applying for a conditional use permit for a short term rental for the address 703 Kildare Dr, Front Royal, VA 22630.

Our primary concerns for allowing a short term rental to be established is on the basis of the safety and security of the neighborhood. The Sligo Estates community is based in a wooded, mountainous location, where we face fire restrictions on a regular basis. Short term renters who may want to have a small fire (even if it's against the rules) may not be aware of a current local burn ban if they are from out of the area. This alone could prove catastrophic. The next concern would be the new influx of non-residential traffic coming into our neighborhood. The beauty of the mountain may be curiously inviting to a short term renter to take a stroll through the neighborhood and possibly into someone else's private property.

The main concern is, historically, there have been problems in the past with short term rentals in the community where parties were held. Issues that arose from those rentals were loud parties late into the night with fireworks, gun fire, bon fires, trespassing and property damage. While it may be unlikely for those events to happen, it is a higher risk without a resident present and it only takes one accident to cause potentially major problems.

Our mission of Sligo estates is to preserve the peace, value, and beauty of our neighborhood.

With careful consideration, Sligo Estates Citizens Association board has opted to oppose short term rentals at this time.

Thank you for your considerations.

With best regards,

James Sittner

Sligo Estates President

352 Kildare Dr

Front Royal, VA 22630

(540) 878 0502

WARREN COUNTY, VIRGINIA
000089 JUL -6

Sligo Estates

Reservations and Protective Covenants

July 2018

In order to promote the orderly development of the subdivision known as Sligo Estates, to conserve property values, reduce nuisances and promote the general welfare of property owners in the said subdivision, reservations and covenants have been imposed on all lots therein by declarations recorded among the land records of Warren County, Virginia in deed book 259 at page 96. Said reservations and covenants shall be deemed to be included in each lot and each item shall run with the land and shall be binding upon the owners of all lots in the subdivision with the exception of lots A, B, and C section two, which are not included in membership. "Corporation" means Sligo Estates Citizens Association, Inc. replacing Waterford Estates Inc.

Sligo Estates Citizens Association, Inc. is the association and is so referred to herein.

1) Said lots shall be used only for residential purposes. No activity shall be conducted on said lots or in any building thereon which may constitute or become an annoyance or nuisance or disturb the peace of the subdivision.
2) No lot shall be subdivided or its boundaries redrawn to less than five acres. Lots consolidated as shown in the Warren County Commissioner of Revenue's land records will be recognized as consolidated by the association.
3) No lot accessed by the private roads of Sligo Estates less than five acres in size shall have improvements of any kind constructed.
4) No building, or portion thereof, shall be constructed within thirty-five (35) feet of the front or side boundary lines. When two or more lots have been acquired as a single building site, the side boundary lines refer only to those bordering the adjoining property.
5) No owner shall obstruct, divert, or otherwise impair natural drainage unless equal to or better drainage is provided. Lakes or ponds shall not be constructed without written approval of the association. No more than one third of a lot may be cleared without the

WARREN COUNTY, VIRGINIA
[illegible]
000010 III -6

approval of two thirds of the remaining lot owners. The other two thirds must remain wooded.

6) Horses may be kept on any lot in Sligo Estates, however objectionable animals are not permitted on any said lot in Sligo Estates.

7) Easements for utilities are reserved as follows: A strip of land 15 feet wide along each rear and side lines and 35 feet either side of the road easement centerline. Purchasers of lots Sligo Estates, agree that the association shall have full rights without joinder of said purchasers to grant easements to franchise utility companies for construction, servicing, and maintenance of utilities.

8) Owners of lots in Sligo Estates shall, within 100 feet of the road easement, maintain their estates in good appearance by removing falling trees, trash, garbage, rubbish, and other debris. In the event estate owners to not comply with the above provisions, then the association may enter such estates and cause them to be maintained in accordance with said provisions. Such entry shall not be deemed trespass. The full amount chargeable for such maintenance shall be due and payable thirty days after the estate owner has been billed therefore.

9) The association, and estate owners, or any of them, jointly, severally, shall have the right to proceed at law or in equity to compel compliance with the protective covenants and/or prevent such breach or violation of any of them. In the event a structure is built on any estate in violation of these covenants, then the association shall also have the right to enter upon the property where such violation exists and summarily abate or remove the same at the expense of the owner. Such entry shall not be deemed trespass.

10) No billboards, advertising boards, or sign boards of any character shall be permitted on any lot in the subdivision except that sign board not to exceed five feet square may be erected for the purpose of advertising the sale or rental of a property and such sign or sign boards as are required to direct the public to the property.

11) No trucks, trailers, buses, old cars, or unsightly vehicles of any type or description shall be left abandoned on said lots, nor may they be used as a dwelling.

WARREN COUNTY VIRGINIA

12) Easements for roads as shown on the plats of Sligo Estates are reserved for the use of estate owners with the right to use the roads. The association shall form a non-profit association to care for road easements, landscaping, and anything else, which, to its discretion, deems necessary or desirable in order to maintain the development in good repair and condition. All persons purchasing a lot in Sligo Estates do agree, upon signing their respective agreements to purchase an estate, to become members of the aforesaid functions. Membership fees shall be $300 per lot, per year unless increased by a majority vote of property owners in the association as specified in section 15. Each owner being entitled to one vote, regardless of how thereto may be held. Membership fees for Lot 1, Section 1 shall pay $25.00 per lot, per year. Owners of this lot are not permitted to use Kildare Drive for any purpose. Membership fees shall be payable upon purchase of an estate and on the first day of each September thereafter. The corporation may add any unpaid association fee to any unpaid purchase price of the estate. The failure of the association or any estate owner to insist upon strict performance in any one or more instances shall not be a waiver of their right to insist upon future compliance with said provisions.

13) The President of the Sligo Estates Citizens Association, Inc may request a special assessment from it property owners to cover costs associated with any catastrophic event or natural disaster which may impact the safety of the residents in the subdivision. A Special Assessment must be: voted on and approved by the majority of the of property owners in the association. A one-time fee shall be equally assessed per lot to all property owners. The assessment must be for a defined purpose and limited to the cost necessary to complete the work. In the event that it is not practicable due to exigent circumstances to hold an association meeting on such event, votes may be solicited telephonically or by email and used as an officially record. Lot 1 Section 1 is exempt from special assessments.

14) In the event an estate owner refuses, neglects, or fails to satisfy and discharge any account arising hereunder within thirty days as aforesaid, the association shall be entitled to a late fee of 10% per quarter and shall be entitled to costs of collection, including a

WARREN COUNTY, VIRGINIA
$
000092 JUL -6 92

reasonable attorney's fee.

15) The reservations and covenants shall run with the land until January 1, 1995 and thereafter shall be automatically renewed for successive periods of 10 years each, unless an instrument signed by 2/3 of Sligo Estates owners, shall be recorded, agreeing to change such covenants in whole or part.

16) The association shall have the right to approve reasonable modifications or exceptions to these reservations and covenants herein, where such modifications or exceptions will not defeat the overall purpose of the said reservations and covenants.

17) Invalidation of any one or more of the reservations and covenants by a court of competent jurisdiction shall in no way affect any other of the reservations and covenants which shall remain in full force and effect.

18) "There shall be a one thousand dollar building fee for the construction of any new house being built."

NOW, THEREFORE, pursuant to the provisions of the above mentioned restrictive covenant, Sligo Estates Citizens Association, Inc. is the association above in the above mentioned document and does hereby amend the restrictive covenants as herein above set out.

WARREN COUNTY VIRGINIA
5

000093 JUL -6 PM

The recordation of this covenant is done with the free will and consent of Sligo Estates Citizens Association, Inc.

IN TESTIMONY WHEREOF, SLIGO ESTATES CITIZENS ASSOCIATION, INC. has caused these presents to be signed hereto by Jeff Sissler, its President and its corporate Seal affixed hereto and duly attested by Joette Harrison, its secretary, on the 6 day of July, 2018

SLIGO ESTATES CITIZENS ASSOCIATION, INC.

BY _____
PRESIDENT

ATTEST:

_____
SECRETARY

INSTRUMENT 180003360
RECORDED IN THE CLERK'S OFFICE OF
WARREN COUNTY CIRCUIT ON
July 6, 2018 AT 12:39 PM
DARYL L. FUNK, CLERK
RECORDED BY: SEA

IN TESTIMONY WHEREOF, SLIGO ESTATES CITIZENS ASSOCIATION, INC. has caused these presents to be signed
hereto by Jeff Sissler, its President, this 6 day of July 2018.

SLIGO ESTATES CITIZENS ASSOCIATION, INC.

BY _____
PRESIDENT

STATE OF VIRGINIA

COUNTY OF WARREN, to-wit;

I, Amber Dawn Collier, a Notary Public in and for the State and County aforesaid, do hereby certify that Jeff Sissler, whose name is signed to the foregoing instrument as president of Sligo Estates Citizens Association, Inc, has acknowledged the same before me in my State and County aforesaid.

Given under my hand this 6th day of July 2018.

My commission expires 6/30/2020.

_____

AMBER DAWN COLLIER ★ COMMONWEALTH OF VIRGINIA ★ REG. NO. 7695460 EXP. 6-30-2020 ★ NOTARY PUBLIC

March 31, 2021

TO: Warren County Planning Dept. and the Warren County Board of Supervisors.

This is in regard to your letter dated march 22, 2021 regarding the request by John and Anna Carpenter for a Conditional Use Permit for a Short Term Tourist Rental at 703 Kildare Dr.

This is to inform you that I, Ann Marie Mildoon, 716 Kildare Dr am 100% opposed to this request.

This proposal is prohibited under the Sligo Estates HOA Protective Covenant.

Having a short term tourist rental in our subdivision does not benefit our community in any way and only offers hardships for the property owners of Sligo Estates.

I have many concerns and will list a few.

1. I am terrified that out of ignorance, neglect or disrespect that the tourist renters will improperly handle and/or dispose of outdoor fires, starting fires and potentially causing loss of life, injury and property damage to the people, properties and homes in Sligo Estates.

2. I am concerned for our safety and security from the unknown renters that will be roaming on and around our properties and potentially participating in trespass and theft.

3. my privacy, peace and quiet will be violated by having a vacation rental across the road from my property. There will be problems to me caused by the constant flow of visitors, increased traffic, loud partying, littering and other behaviors from people that have no vested interest or respect for the land or its neighbors.

4. There are areas on our road that the unaware could potentially cause an accident resulting in loss of life, injury and/or property damage to the Sligo Estates residents.

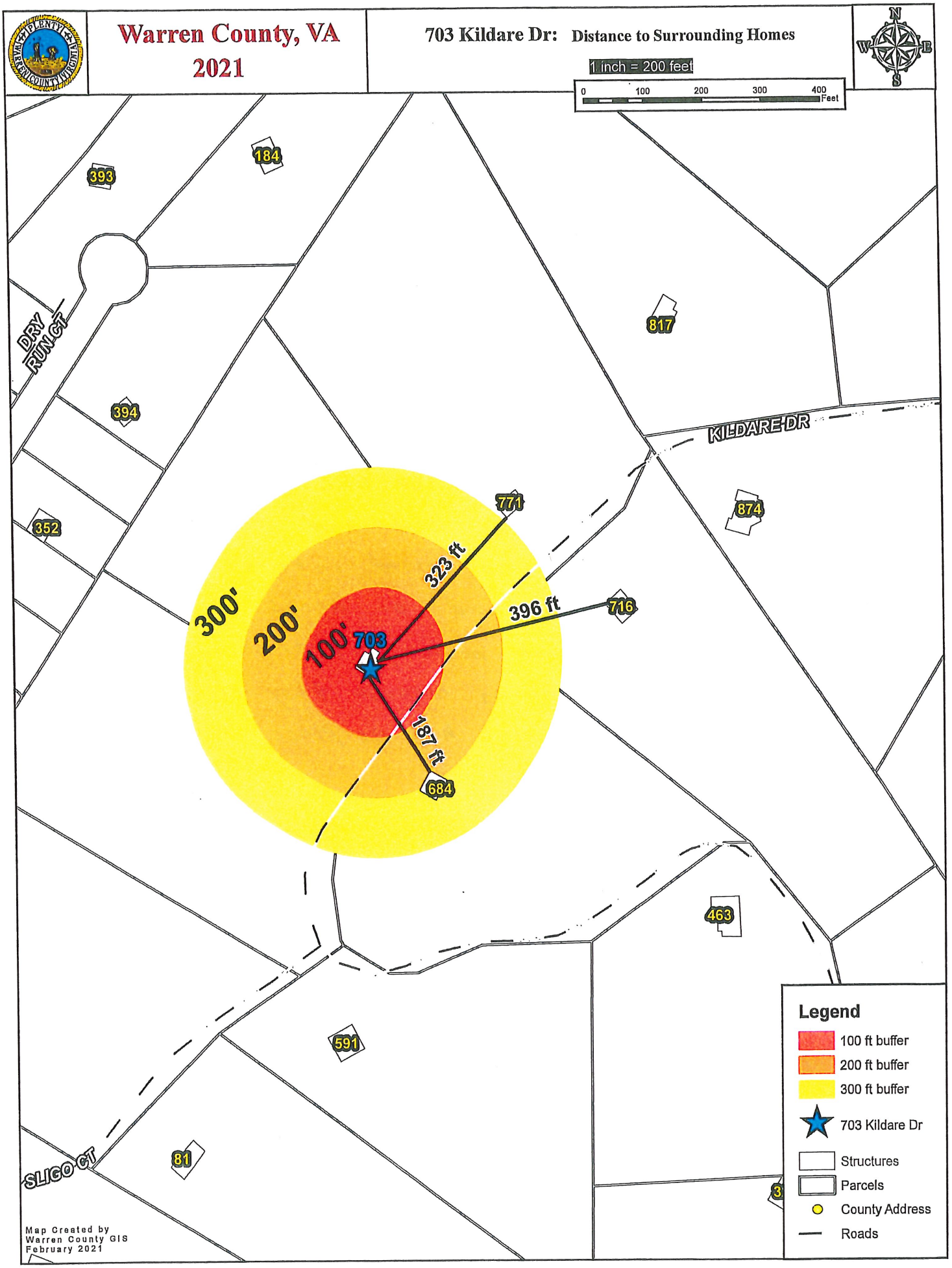
As an occasional tourist myself, I respect the areas that I visit. But Ive also had personal experience with the 'Bad and the Ugly' tourist. They have no vested interest in treating the neighborhood or areas with kindness and think nothing of trashing and causing lasting harm because they dont live here. A tourist rental has no place in our neighborhood!

Also, I dont appreciate the carpenters disregard and lack of respect for the Sligo Estates Protective Covenant just to make a 'fast Buck' at our expence.

County of warren please deny this request, so to blight our neighborhood.

Thank you

G. Muldoon

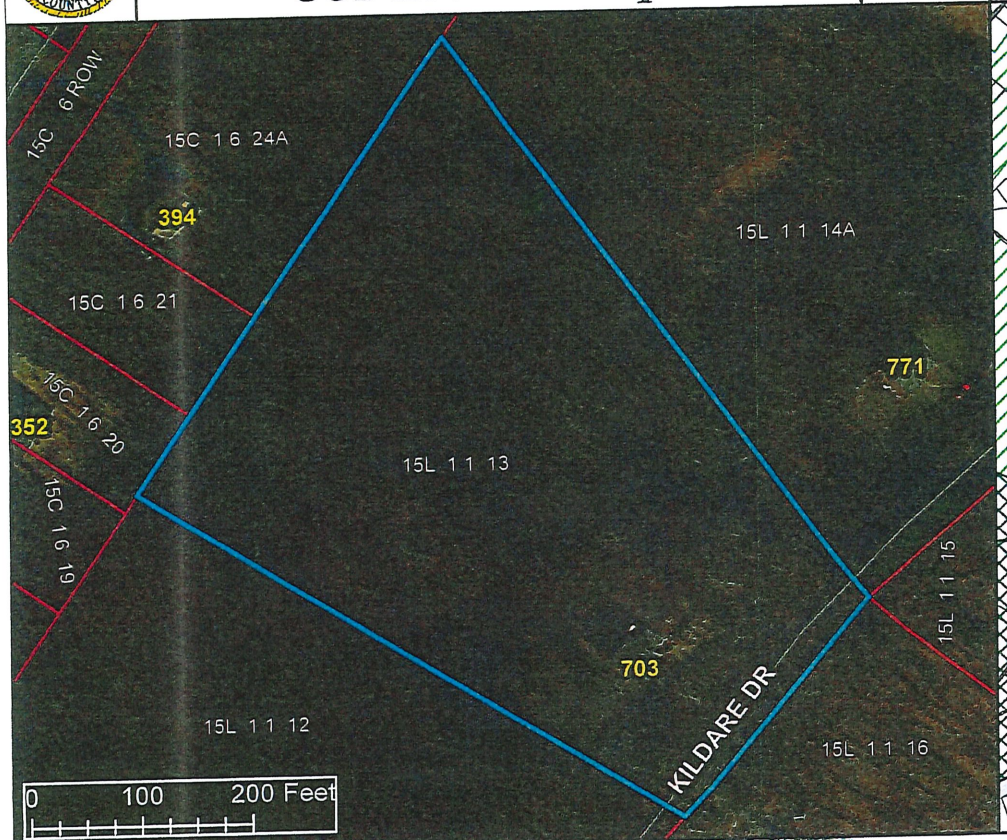

Warren County, VA
2021
703 Kildare Dr: Distance to Surrounding Homes
1 inch = 200 feet
0 100 200 300 400 Feet
N
W
E
S
184
393
DRY RUN CT
394
352
817
KILDARE DR
874
771
716
323 ft
396 ft
300'
200'
100'
703
187 ft
684
463
591
81
SLIGO CT
Legend
100 ft buffer
200 ft buffer
300 ft buffer
703 Kildare Dr
Structures
Parcels
County Address
Roads
Map Created by
Warren County GIS
February 2021

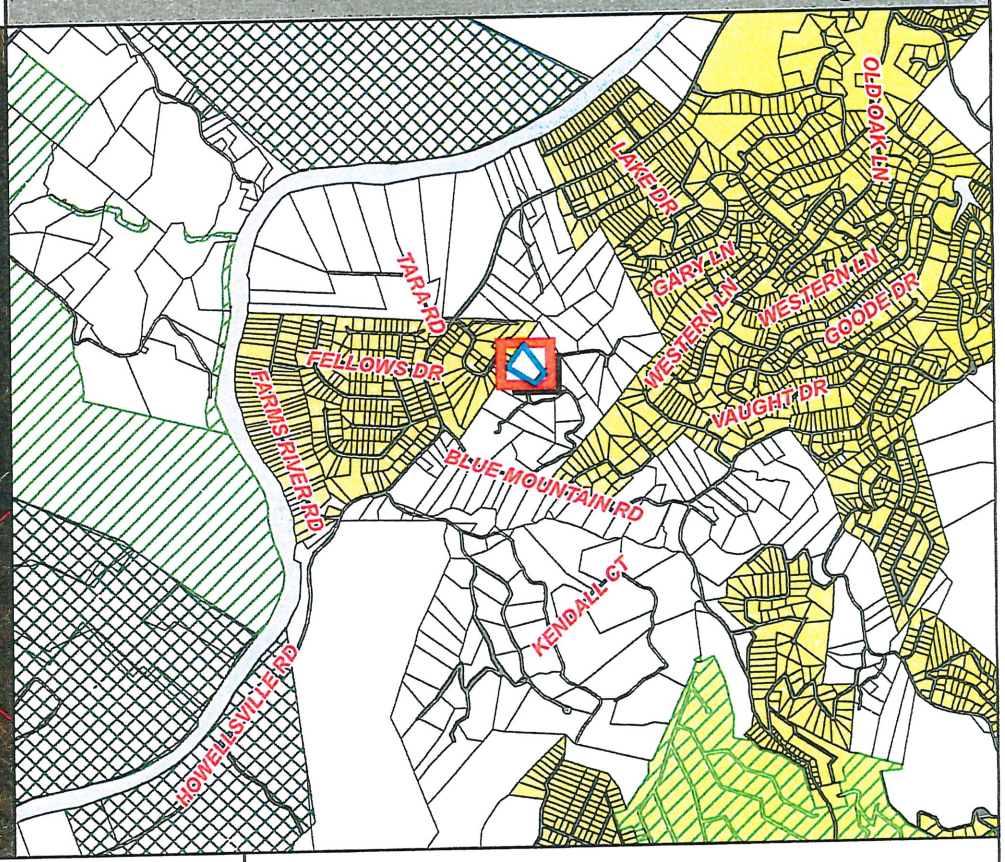
Warren County VA

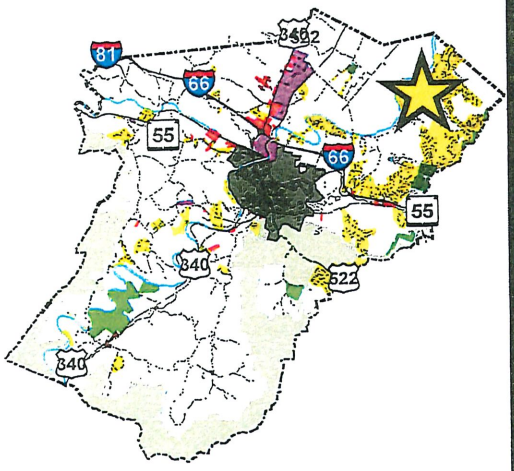
CUP Location Map

CUP: Short-Term Tourist Rental
Applicant: John Carpenter

TM 15L--1-1--13
703 Kildare Dr
Sligo Estates







Zoning

- Agricultural
- Commercial
- Industrial
- Residential One
- Residential Two
- Suburban Residential
- Village Residential
- Rural Residential
- Right of Way
- Front Royal
- Federal Land
- State Land
- Water
- VOF Conservation Easements
- WC Conservation Easements

Map produced by
Warren County GIS 2021
Department of Planning

COUNTY OF WARREN, VIRGINIA
BOARD OF SUPERVISORS AGENDA ITEM

DATE	ITEM	SUBJECT:	PAGE
5/18/2021	I-6	Conditional Use Permit – 2021-03-04 *Front Royal Self Storage* *Enclosed Storage Facility*	1 of 2

EXPLANATION & SUMMARY:

See attached application and staff report.

General standards/conditions. In addition to the specific standards set forth hereinafter with regard to particular conditional uses, all such uses shall satisfy the following general standards:

(1) The proposed use at the specified location shall be in harmony with the adopted Comprehensive Plan.

(2) The proposed use shall be in harmony with the general purpose and intent of the applicable zoning district regulations.

(3) The proposed use shall be such that it will be harmonious with and will not adversely affect the use or development of neighboring properties in accordance with the applicable zoning district regulations and the adopted Comprehensive Plan. The location, size and height of buildings, structures, walls and fences and the nature and extent of screening, buffering and landscaping shall be such that the use will not hinder or discourage the appropriate development and use of adjacent or nearby land and/or buildings or impair the value thereof.

(4) The proposed use shall be such that pedestrian and vehicular traffic associated with such use will not be hazardous or in conflict with the existing and anticipated traffic in the area.

(5) Adequate utility, drainage, parking, loading and other necessary facilities to serve the proposed use shall be provided.

(6) In determining whether or not to grant a permit and in determining conditions to be imposed, the governing body shall take into consideration the objectives and intent of this chapter and may impose reasonable conditions that:

(a) Abate or restrict noise, smoke, dust or other elements that may affect surrounding properties.

(b) Establish setback, side and front yard requirements necessary for orderly expansion and to prevent traffic congestion.

(c) Provide for adequate parking and ingress and egress to public streets or roads.

(d) Provide adjoining property with a buffer or shield from view of the proposed use if such use is considered to be detrimental to adjoining property.

(e) Prevent such use from changing the character and established pattern of development of the community.

After proper advertisement and a public hearing by the Planning Commission, the application has been forwarded to the Board of Supervisors recommending approval with the following conditions:

1. The applicant shall comply with all Virginia Department of Transportation, Town of Front Royal Public Works Department, Warren County Building Inspections, and applicable environmental regulations and requirements.
2. The applicant shall submit a formal site plan to the County prior to the issuance of a building permit.
3. The permanent color of building materials shall be earthen tones in compliance with the County's highway overlay district ordinance and all building facades visible from Rt. 340/522 shall be constructed of a combination of stone and DriVit/EFIS/or similar material as approved by the Warren County Planning Department.
4. All outdoor lighting fixtures shall be full-cut off fixtures as required by the Warren County Zoning Ordinance.
5. The property shall be in compliance with Warren County Code Section 180-45.5 regarding the supplemental regulations for self-storage facilities.

Motion to Approve:

Mr. Henry moved to forward this application to the Board of Supervisors recommending approval. The motion was seconded by Mr. Longo, and approved by the Planning Commission by a vote of 4-0.

PROPOSED OR SUGGESTED MOTION:

I move that the Board of Supervisors approve the conditional use permit request of Front Royal Self Storage for an enclosed storage facility with the conditions recommended by the Planning Commission.

OR

I move that the Board of Supervisors deny the conditional use permit request of Front Royal Self Storage for an enclosed storage facility (List reasons).

SUBMITTED BY:	**DISPOSITION OF BOARD:**	**PROCESSED BY:**
Taryn G. Logan, Deputy County Administrator TGL	☐ **APPROVED** ☐ **OTHER (Describe)**	

Conditional Use Permit: 2021-03-04
Enclosed Storage Facility
Front Royal Self Storage, LLC
Staff Report for the Planning Commission
Prepared: March 10, 2021
Staff Contact: Taryn Logan, AICP, Planning Director

SUMMARY OF REQUEST

Front Royal Self Storage, LLC is requesting a conditional use permit for an enclosed storage facility. The property is located at 8897 Winchester Road in the North River Magisterial District. The proposed facility will consist of two phases. The first phase includes 39,000 square feet of climate-controlled storage, 38,000 square feet of drive-up storage and a section furthest away from Winchester Road that will contain RV and boat storage. The second phase would expand the storage to up to 125,000 square feet total. The addition of drive-up units in the second phase depends on market demand.

The property is the site of an abandoned single family dwelling that was served by a well and a pump and haul system. The property is located on Winchester Road, just north of the Potomac Edison transmission line and Shenandoah Motors and west of Warren Industrial Park.

The property lies within the County's highway overlay district, which has architectural requirements on all building facades visible from the corridor highway (Route 340/522). Another requirement of the highway overlay district is no outdoor storage, which would include recreational vehicles, boats and cars that are being stored on the property. They will need to be fully screened from view of the corridor highway.

The Commercial (C) district is intended, "for areas suitable for the conduct of general business not characterized by either constant heavy trucking or nuisance factors and to which the public requires direct and frequent access."

PROPERTY INFORMATION

Property Location: 8897 Winchester Road
Zoning: Commercial (C)
Acres: 6.69

Tax Map ID: #12-56C
Magisterial District: North River
Existing Land Use: Vacant SFD

SURROUNDING ZONING DISTRICTS & USES

North: Agricultural (A) — Use: Potomac Edison Power
South: Commercial (C) — Use: Vacant
East: Industrial (I) — Use: Aggregate Industries (Warren Industrial Park)
West: Residential-One (R-1) — Use: Route 340/522 North
Single Family Dwellings

PROPERTY HISTORY

This property was part of a rezoning that occurred in 1977.

COMPATIBILITY WITH THE COMPREHENSIVE PLAN

The Future Land Use Map in the Comprehensive Plan identifies this area to be used for commercial land uses. Enclosed storage is a use permitted by conditional use permit.

SUPPLEMENTAL REGULATIONS

Section 180-45.5 of the Warren County Code addresses supplemental regulations for Self-Storage Facilities. The property will need to be in compliance with these regulations.

Where allowed, self-service storage facilities shall meet the following requirements.

A. Materials stored shall not be used or sold within the self-service storage facility. No commercial activities of any kind shall occur within the facility. No repair of vehicles, furniture, or other materials or equipment shall occur within the facility. Signs shall be posted within the facility describing such limitations.

B. No storage of hazardous, toxic or explosive materials shall occur in the self-service storage facility. Signs shall be posted within the facility describing such limitations.

C. The maximum size of any individual storage space or unit in a self-service storage facility shall be 500 square feet.

D. The self-service storage facility, including loading areas and all storage areas, shall be totally enclosed by structures or by an eight-foot-high opaque wall or fence. Such fences shall be set back at least six feet from property boundaries. Landscaping shall be provided in such setback areas, including trees and shrubs.

E. All storage shall be within an enclosed structure, unless otherwise approved by the Board of Supervisors through the issuance of a conditional use permit. The storage of personal vehicles associated with household use within areas enclosed by the wall or fence may be permitted by condition.

F. For storage units that open to the outdoors, a twenty-foot-deep loading aisle or space shall be provided adjacent to each unit. Such loading aisles shall be separate from driveways used for internal circulation.

G. Before a site plan is approved for a self-service storage facility, a copy of the lease agreement shall be submitted to the Zoning Administrator for review and approval to ensure that the limitations described in this section have been included in the lease agreement.

H. Self-service facilities shall not include portable storage containers, shipping containers and/or tractor trailers.

ROUTE 340/522 OVERLAY DISTRICT

The site lies within the 1000' Route 340/522 Overlay District, which should address architectural details, landscaping and overall appearance. There is a proposed collector road to the rear of the property shown in the County's Comprehensive Plan. The applicant should plan for this in the site plan phase of the project.

AGENCY COMMENTS:

This request has been sent to VDOT, Town of Front Royal, Warren County Building Inspections, and Rappahannock Electric for their review and comment. The Applicant has been working with VDOT on proposed transportation improvements. Also, the facility is proposed to be connected to water and sewer.

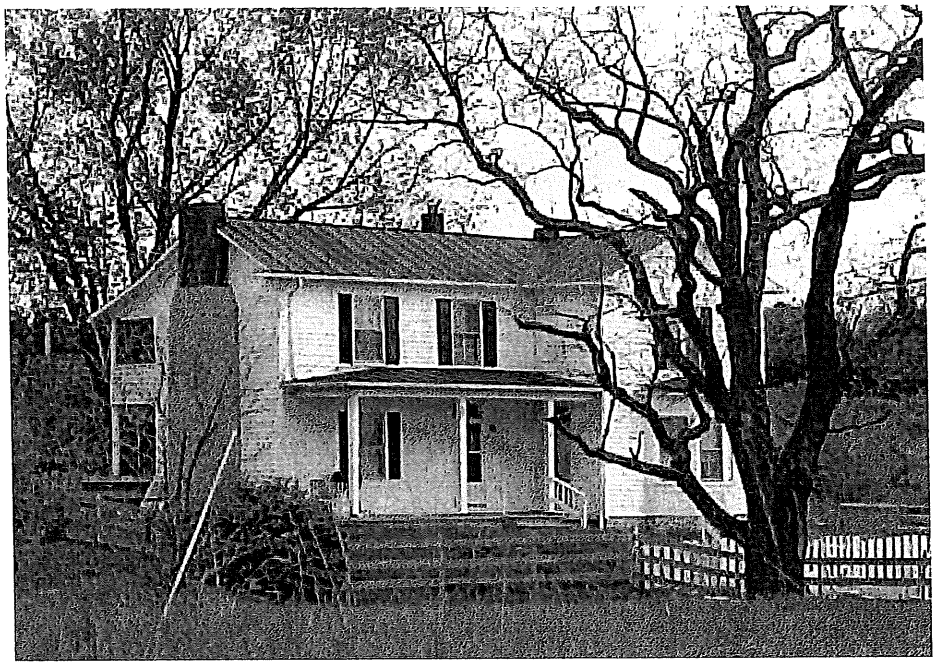
RECOMMENDED CONDITIONS

Planning Staff is recommending the following conditions be added to this conditional use permit if the Planning Commission chooses to recommend approval of this permit to the Board of Supervisors. Please note that additional conditions may be added after all agency comments have been received, prior to the Planning Commission public hearing.

Staff recommends that, if the Planning Commission recommends approval of this application, the following conditions should be applied:

1. The applicant shall comply with all Virginia Department of Transportation, Town of Front Royal Public Works Department, Warren County Building Inspections, and applicable environmental regulations and requirements.
2. The applicant shall submit a formal site plan to the County prior to the issuance of a building permit.
3. The permanent color of building materials shall be earthen tones in compliance with the County's highway overlay district ordinance and all building facades visible from Rt. 340/522 shall be constructed of a combination of stone and DriVit/EFIS/or similar material as approved by the Warren County Planning Department.
4. All outdoor lighting fixtures shall be full-cut off fixtures as required by the Warren County Zoning Ordinance.
5. The property shall be in compliance with Warren County Code Section 180-45.5 regarding the supplemental regulations for self-storage facilities.

Cc: Front Royal Self Storage, LLC, Applicant



Statement of Justification
for the proposed Self Storage Facility
at 8897 Winchester Road, Front Royal, VA 22630

February 16, 2021

To the Warren County Planning Commission and Board of Supervisors:

Front Royal Self Storage LLC (FRSS) is proposing construction of a self-storage facility on the 6.69 acre parcel located at 8897 Winchester Road in Front Royal Virginia. We have determined the market/area is underserved regarding self-storage and, our proposed improvements at this facility will be a dramatic improvement over the current use and condition of the property.

When calculating the demand for self-storage, it is accepted in the industry to use 8 SF per person within reasonable proximity of the storage facility. This establishes the equilibrium point for self-storage. Urban areas will use a 3-mile radius when calculating the population and rural areas can use up to a 10-mile radius. For purposes of our analysis, we are using a 10-mile radius.

According to KLNB, a regional real estate brokerage firm representing nearby commercial property, the population within a 10-mile radius from the proposed site is 77,282. Using the 8 SF/Person formula, we can establish the equilibrium point as being 618,256 SF. There are currently eight self-storage facilities within this 10-mile radius totaling approximately 225,000 SF. Self-storage is clearly a need that is not being fully met – See attachment.

Additionally, FRSS marketing and feasibility consultants have contacted the larger facilities in the market, and most if not all report 100% occupancy and a waiting list for the most popular units.

Although the site can physically accommodate 125,000 SF of storage, we are proposing a two-phased approach. The first phase includes 39,000 SF of climate-controlled storage and 38,000 SF of drive-up unit storage. Also, in the first phase, the eastern portion (furthest from Winchester Road) will be used for RV and boat storage. The ultimate plan of up to 125,000 SF is well under the market equilibrium. Separating this project in to two phases will allow us to establish operations and verify demand before building additional drive-up units (phase 2) on the eastern portion of the property.

Also, there are currently no climate-controlled storage options in the area.

Regarding our belief that this project will improve the area, the site we are pursuing is an abandoned residential property, served by a well and a pump & haul septic system. Modern buildings utilizing public water and sewer certainly are an improvement.

The property is bordered by Aggregate Industries concrete plant to the east, an access road for the concrete plant and the Dominion VA Power electric generating station to the north, an Extra High Voltage line to the south and Winchester road to the west. It is a unique property, and given it surroundings, there are not a lot of options for other uses. The site is not well suited for residential or retail use. We believe a new storage facility will fit in and be an enhancement to the Winchester Road corridor.

As the public travels on Winchester Road, they will see the façade of the climate-controlled building, which will be designed per Highway Corridor overlay district architectural requirements. The drive-up storage units will be behind the building and within a security fence. Customers will pass through a security gate on the south side of the building to access the drive-up units and well as the climate-controlled building. Loading for the climate-controlled building will occur behind and on the sides of the building.

The security gate will be located towards the rear on the climate-controlled building. There will be a key pad entrance for access. The entire site will be covered by security cameras. We will fully comply with section 180.45.5 (Self-service Storage Facilities) of Article V, Supplementary Regulations of Warren County, VA.

Our focus will be operating a clean, modern, state of the art and secure self-storage facility.

WCCUP-079090-2021

WARREN COUNTY
CONDITIONAL USE PERMIT APPLICATION – 1 of 2

Application Number: 2021-03-409
Date Received: 2/17/21
Fee Amount: $ 500.00
Date Paid: 2-17-21
CK#9046

SELF STORAGE STRUCTURES

Applicant Information:

Front Royal Self Storage LLC
Applicant Name

8009 Wolftrap Road, Dunn Loring, VA 22027
Address *City* *State* *Zip*

8897 Winchester Road, Front Royal VA 22630
Property Location for conditional use permit if Different than Applicant's Address

703-244-1972 emurphy@rodsdc.com
Primary Contact Number *Email*

Wilson Chu Business Trust
Property Owner (if same as applicant, leave blank)

5851 Saddle Downs Pl., Centreville VA 20120
Address *City* *State* *Zip*

703-981-4909
Primary Contact Number

Respectfully request that a determination be made by the Warren County Planning Commission and Board of Supervisors on the following request for a Conditional Use Permit for the property described below.

A. Property Information:

(1) Address/Location: 8897 Winchester Road, Front Royal
(2) Election District: North River
(3) Tax Map Number: 12-56C
(4) Subdivision Name: N/A
(5) Total Area of Property (acres): 6.69
(6) Total Area to be Used (acres): 6.69
(7) Total Road Frontage (feet): 308.6
(8) Depth of Property (feet): 855.2
(9) Present Zoning: Commercial

B. Proposed Use of Property

(1) State the proposed use(s) for the Conditional Use Permit: SELF STORAGE

(2) Current land use and condition of site: VACANT ABANDONED RESIDENTIAL

(3) Zoning of surrounding land/property: COMMERCIAL / INDUSTRIAL

(4) Will development be staged? ☑ Yes ☐ No

(5) Construction Time: 24-36 MONTHS

(6) Season, days, and hours of operation: OPEN WEEKLY

(7) Will there be a sign? ☑ Yes ☐ No
(If yes, please submit a sketch of the sign(s) showing size and shape and the sign permit check list with this application.)

(8) Has there been any prior application for a conditional use permit/variance for this property? (If yes, enter the permit number and/or name, date of action, action taken by the Planning Commission, Board of Zoning Appeals and/or Board of Supervisors and a description of the request.) No

(9) Number of full time employees: 3

(10) What type of sewage disposal system will be used? ☐ Private ☐ Central ☑ Public

(11) Number of persons to be served by the sewage disposal system: _____

(12) Number of parking spaces to be provided: Regular 10 Handicap 2

(13) What is the proposed landscaping and buffering for this property? AS REQUIRED, FRONT & SIDE SETBACK

C. Plans Prepared By

Name: GREENWAY ENGINEERING, INC.

Address: 151 WINDY HILL RD, WINCHESTER, VA

Telephone Number: 540-662-4185

D. Environmental Information

(1) Will this proposed use adversely impact the community of the environment? (If yes, what are the adverse impact(s) and what is proposed to solve these adverse impacts?)

NO - COMMERCIAL IMPROVEMENT WILL BENEFIT COMMUNITY

(2) Will there be any debris generated from the activity? (If yes, where and in what manner will the debris be stored and how and where will it be disposed of?)

NO

(3) Will any potentially hazardous substances be used and/or stored on the property? (If yes, list the substances, their use and disposal of containers and substance residues.)

NO

(4) List any potentially hazardous emissions including, but not limited to: fumes, gases, smoke noise, liquid effluent, waste water, dust, and state what measures will be used to control these emissions.

NONE

(5) Will there be any electrical or electronic activity which will interfere with local communications or telephone, television or radio reception? (If yes, describe the type of activity and potential interference.)

NO

(6) What will be the impact on traffic?

NONE / LOW TRAFFIC USE

(7) Will exterior lighting be used? (If yes, state the number of lights and the wattage of each. A lighting plan or lighting contour map may be required to show the nearest candle power as measured at ground level.

- LED / BUILDING MOUNTED
- CUT OFF AT PROPERTY LINE

The following documents and/or information are required to be submitted with the application:

✓ ☐ **An application fee of $500.00.**

Make payable to the Treasurer of Warren County. A non-refundable fee of $500.00 will be required at the time of submittal.

☐ **A Statement of Justification**

This printed or typed statement is to be addressed to the Warren County Planning Commission. It is to summarize your proposed use and highlight any aspects of the request which are not addressed in the application form. Please note, the statement is required to be on 8 ½ x 11 size paper.

☐ **A Site Plan/Survey.**

Your site plan should show the property boundaries, existing or proposed structure(s), adjacent roads, and any other pertinent information which would help outline your proposed use. A recent survey with the proposed uses/structures located on it will serve as a site plan for the purposes of this permit. The Planning Director, Planning Commission and/or the Board of Supervisors reserve the right to ask for an engineered site plan, if they deem it necessary for evaluation of the proposed conditional use permit.

☐ **Sewage Disposal and Well Site.**

Location of the existing or proposed septic system & drainfield and the well site are to be indicated on the survey or central/public connection location.

☐ **A copy of the deed to the property verifying the current ownership.**

A copy may be obtained at the Warren County Courthouse, Circuit Clerk's Office.

☐ **A statement verifying that real estate taxes have been paid.**

This may be obtained from the Treasurer's Office in Suite 800 of the Warren County Government Center.

☐ **Environmental and Community Impact Statements**

The Planning Director, the Planning Commission, and\or the Board of Supervisors reserve the right to ask for an environmental and\or community impact statements, prepared by a certified engineer or other person qualified to perform such work, if they deem it necessary for evaluation of the proposed request.

☐ **List of chemicals stored on the site**

A complete list of chemicals to be stored on the site in the form of an oath/statement for Industrial zoned properties only.

☐ **Location Map**

A map clearly legible, showing the location of the proposed project in relation to surrounding publicly maintained roads and showing the use of surrounding properties. County staff can assist in obtaining this information.

☐ **Directions to your property from the Warren County Government Center.**

NORTH ON WINCHESTER ROAD TO 8897 WINCHESTER ROAD

I/we the undersigned, do hereby respectfully agree to comply with any conditions required by the Board of Supervisors of the County of Warren, Virginia, and authorize the County personnel to go upon the property for the purpose of making site inspections. Expenses incurred in securing professional assistance in connection with the review of this application for a Conditional Use Permit, shall be charged to the applicant.

Applicant Signature — Date: 2/5/21

Property Owner Signature — Date: 2/6/2021

Accepted by: _____ Date: _____

PLEASE NOTE: If the required documents are not provided and/or the application is incomplete, your application will not be placed on the Planning Commission Agenda.

NOTES

COMMUNITY IMPACT STATEMENT

FRONT ROYAL SELF STORAGE LLC
CONDITIONAL USE PERMIT

North River Magisterial District
Warren County, Virginia

Tax Map Parcel – 12-56C

Conditional Use Permit: (6.69 Acres)

February 17, 2021

Revised _____, 2021 per staff report comments

Prepared for: Front Royal Self Storage LLC

Realty Development Services, LLC
Vienna, VA 22027
Telephone 703-244-1972
www.rdsDC.com
Virginia Professional Engineer License # 0402020542

FRSS 2021

Front Royal Self Storage LLC
Conditional Use Permit
COMMUNITY IMPACT STATEMENT

INTRODUCTION

This report has been prepared for the purpose of assessing the community impacts of the proposed by right commercial development for self-storage units, climate controlled and drive-up units, and boat and recreational vehicles (RV) storage and associated required conditional use permits (CUP) for the approximately 6.69-acre single parcel identified as Wilson Chu property. Two CUP approvals are required for self-storage units and one for boat and RV storage. The property subject to these CUPs is one existing parcel: TM 12-56C Commercial (C) District, located in the Highway Corridor Overlay District. The proposed use of the property is self-storage and boat and RV storage; construction will be phased as market demands determine.

The current zoning of the subject parcel is Commercial (C) District. The applicant, Front Royal Self Storage LLC proposes to develop and construct roughly 125,000 SF of climate controlled (indoor) storage and drive-up units. These uses are allowed in Commercial zoning districts with a CUP approved by the Board of Supervisors. Additionally, the site will be developed in Phases, with Phase 1 including climate controlled units, drive-up units and boat and RV stoarge. As market conditions dictate, boat and RV stoarge will be reduced by additional drive-up units up to 125,000 SF.

The subject site is located at 8897 Winchester Road, (US 340/ VA522) just north of the Warren County/Riverton retail hubs and has 308' of road frontage and is approximately ½ mile north of Interstate 66. The parcel currently has an approved access point on Winchester Road. Assess to the development parcel/property will be via an approved assess ingress/egress point by VDOT.

The adjacent properties are commercial or industrial zoned; Aggregate Industries concrete batch plant and stone storage; Dominion VA Power electric generating station; and an Extra High Voltage (EHV) transmission line owned by Potomac Edison on the southern property line. The project will be developed with indoor storage units located in front, at the setback line, and will be in architectural conformance to requirements of the Highway Corridor overlay district. The improvements visible from the road will be a dramatic improvement to the existing vacant abandoned burned-out residence. All boat and RV storage will be located at the rear of the property and will generally be obstructed from public view. This development project is found to be in conformance with the Warren County Comprehensive Plan, specifically those provisions within the "Land Use and Growth Management" chapter concerning commercial and industrial development (Section 8), and highway corridor plans (Section 10).

Basic information

Location:	8897 Winchester Road, ½ mile north of Interstate-66 (Access directly Route US RT 340 / VA RT 522)
Magisterial District:	North River
Property ID Numbers:	12-56C
Current Zoning:	Commercial (C) District
Current Use:	Abandoned residential dwelling on commercial zone
Proposed Use:	Self-Storage Facility, Climate Controlled (indoor) and drive-up units, and boat and RV storage
Total Commercial area:	Approximately 6.69 acres
Total CUP area:	Approximately 6.69 acres

1. Law Enforcement

The Warren County Sheriff's Department provides law enforcement services. The department headquarters is located in the Public Safety Building just to the south of town at 200 Skyline Vista Drive which is approximately four miles away. Response time is related to the availability and proximity of units in the field at the time of need, but travel time from the headquarters office to the Front Royal Self Storage facility should generally be about twelve to fifteen minutes.

The property is in an area of commercial-type development and nearby interstate interchange related hospitality uses and light industrial uses. Future adjacent development includes potential commercial and industrial/institutional uses. There is demand for law enforcement services generated by the property in its current vacant /abandoned state; numerous vacant property activities are noted. The further development of this property for commercial self-storage use will little or no increase demand of law enforcement, fire and rescue and emergency services as planned. The entire facility will be fenced and gate access controlled for security of the property. The real estate tax revenue generated by Front Royal Self Storage should far outweigh the cost of services this development demands of local government.

There are no significant concerns relating to natural terrain or other barriers that might inhibit response, although it is acknowledged the property is separated from the Town of Front Royal by the Shenandoah River bridge crossings and the Interstate-66 interchange.

2. Fire and Rescue Services

The property is located within the first due area served by Company 10; North Warren, of the Warren County Fire and Rescue system. The Company 10; North Warren station is just over ¼ mile from the subject property and response time should be excellent. Company 10 is staffed with career personnel on weekdays during daytime hours. Initial backup is to be provided by Company 1; Front Royal and then Company 3; South Warren. There are no natural terrain or other existing physical barriers that might inhibit response.

The further development of this property will not increase demand for fire and rescue services.

3. Educational Facilities and Services

The proposed development will no impact on capacity of any educational facilities. The annual real estate tax revenue, and other business-related revenue will help to fund public education.

4. Parks and Recreation

Existing Warren County Park facilities are primarily located within the Town of Front Royal. These facilities include the Bing Crosby Baseball Stadium, The Front Royal Golf Club, the Raymond Santmeyer Youth Center, the Gertrude E. Miller Community Park, the Claude A. Stokes Community Swimming Pool, the Skyline Soccerplex, Warren County Dog Park, Carson Walking Trail, Riverton/Front Royal Golf Club Boat Landings and Rockland Park and various other facilities.

The Avtex Redevelopment project on the former Avtex Fibers site is planned to provide a variety of new recreational opportunities for the community. The Skyline Soccerplex has been developed on a 31-acre portion of the site. The plans also include a 241-acre passive recreation and wildlife refuge conservancy park on the eastern side of the South Fork of the Shenandoah River with pedestrian walking trails on the western side.

The proposed commercial development of self-storage units and boat and RV storage will have no impact of Parks and Recreation.

5. Library

The Warren County Samuels Public Library is located within the Town of Front Royal. The library operations are funded primarily through the Warren County government. The Warren County Board of Supervisors has prioritized the funding of a library expansion through the current County budget deliberations.

Front Royal Self Storage will have no impact on County Library facilities. The annual sales tax revenue, the annual real estate tax revenue, and other business-related revenue will help to fund public services.

6. Solid Waste Facilities

All waste will be collected by commercial contract haulers contracted by the property management company. The storage units and boat and RV parking will not generate any significant solid waste. All waste will be required to be removed by storage tenants. The remaining routine solid waste generated by the operator or tenants will temporarily stored in approved, screened secure dumpster locations not visible from the highway corridor. Locally registered commercial haulers will be regularly removing the contents of these dumpsters. These haulers may take the waste to the Warren County central transfer station in Bentonville.

For planning purposes, it is estimated that the property generates about 8 -12 CY per month.

The disposal of solid waste at the County operated facilities, generated by the property will have no significant on this system.

7. County Administrative Services

The processing of the conditional use permit applications, and construction related permits will generate a demand for public administrative services that will be sufficiently offset by the fees charged for these applications. The development will generate additional annual sales tax revenue, annual real estate tax revenue, and other business-related revenue that will help to fund government operational costs and capital projects, helping to offset the fiscal impact of other higher demand type development elsewhere in the County.

Given the property value of the improvements that will be constructed on the land and the real estate and business-related tax revenue derived, development of this property will contribute positively to the tax revenue of Warren County.

8. Transportation

Front Royal Self Storage will be accessed directly from Winchester Road. Construction of the entrance and additional future turn in lanes will be privately funded by the developer; all plans will be subject to VDOT review and approval. The developer will include pavement sections as required by VDOT, along with a bike/pedestrian section. The property is located along the Royal Trolley and Corridor Connector public transportation bus services that are ADA compliant and run from Monday thru Saturday.

No significant impact of traffic will be generated by the development as this use is a very low traffic uses and low traffic generator. Trips generated by the facility will vary by and during any given 24-hour period.

ENVIRONMENTAL IMPACT STATEMENT

FRONT ROYAL SELF STORAGE LLC
CONDITIONAL USE PERMIT

North River Magisterial District
Warren County, Virginia

TM 12-56C
Conditional Use Permit (6.69 Acres)

February 17, 2021
Revised _____ 2021 per staff report comments

Prepared for: Front Royal Self Storage LLC

Realty Development Services, LLC
Vienna, VA 22027
Telephone 703-244-1972
www.rdcDC.com

Virginia Professional Engineer License #0402020542

FRSS 2021

Front Royal Self Storage
Conditional Use Permit
ENVIRONMENTAL IMPACT STATEMENT

INTRODUCTION

A Phase I Environmental Site Assessment (ESA) will be completed and supplied to Warren County Planning and Zoning prior to the Conditional Use Permit (CUP) Planning Commission hearing in April 2021. The ESA will be completed and findings supplied by Greenway Engineering, Inc. **This Environmental Impact Statement will be updated pursuant to the ESA phase 1 and subsurface investigation reports.**

The current zoning of the parcel is Commercial (C) District. The applicant, Front Royal Self Storage LLC proposes to keep the current Commercial (C) designation with two CUPs for self storage units and boat and recreational vehicles (RV) storage.

The property is located on Winchester Road 1/2 mile north of Interstate 66. The property is accessed directly from Winchester Road a VDOT/publicly maintained Road (US Route 340 / VA Route 522).

CONDITIONS: Not Applicable at this date.

Basic information

Location:	8897 Winchester Road, ½ mile north of Interstate 66 (Access directly from Route US RT 340 / VA RT 522)
Magisterial District:	North River
Property ID Number:	12-56C11
Current Zoning:	Commercial (C) District
Current Use:	Vacant abandoned Residential on C Zone land
Proposed Use:	Self Storage Units, Climate Controlled (indoor) and drive-up units, and boat and RV storage
Proposed Zoning:	Commercial (C) with two CUPs for above uses
Total conditional use permit area:	approximately 6.69 acres

ENVIRONMENT: Any required mitigation measures would occur consistently with the appropriate federal, state, and local permits. Development of the site is not anticipated to produce any adverse environmental impact that cannot be mitigated with normal and customary development techniques.

A study has been contracted with Triad Engineering, Inc. to perform soil boring and subsurface investigation; this report will be provided to Warren County Planning and Zoning prior to the April 2021 public hearing.

Storm water management quality and quantity will be designed by Greenway Engineering, Inc. and fully approved by the Virginia DEQ. Stormwater will discharge directly into the Crooked Run stream to the west of Winchester Road.

No portion of the subject property is located within the Federal Emergency Management Agency (FEMA) flood insurance rate map. No flood plain study is required.

PUBLIC SEWER AND WATER: This Property has adjacent access to adequate public sanitary sewer and public water that can be provided by the Town of Front Royal. The Applicant would be responsible for all construction and connections on site. The sewer collection system will be on-site and will be generally comprised of gravity sewer lines to serve one single on-site office. No other sewer improvements are required on the property. Water will be required for single building fire protection and minimal domestic use.

ADDITIONAL CONSIDERATIONS: There are extra high voltage (EHV) overhead power lines that are constructed immediately to property southerly property line; these EHV lines are a potential source of electromagnetic fields (EMFs), which are produced at by extremely low frequencies within the lines. These lines are owned and operated by Potomac Edison Power Company and will not adversely affect the proposed uses. To the immediate east of the property, Aggregate Industries operates a concrete batch plant and aggregate storage buildings. To the north and east, Dominion VA Power Company operates an electrical generating power station.

FRONT ROYAL/RIVERTON VA AREA SELF-STORAGE MODEL

DEMAND MODEL

	2 Miles	4 Miles	KLNB 5 Miles	6 Miles	KLNB 10 Miles
Total Households	775	6,513	8,837	11,024	28,605
% of Users	10.57%	10.57%	10.57%	10.57%	10.57%
Total users	82	688	934	1,165	3,024
Units per user	1.3	1.3	1.3	1.3	1.3
Total Units Used	106	895	1,214	1,515	3,931
Sq Ft of Unit	120	120	120	120	120
Total Residential SF = 80%	12,779	107,394	145,715	181,777	471,674
Total Business SF = 20%	3,195	26,849	36,429	45,444	117,918
Total SQ FT Demand Potential	**15,974**	**134,243**	**182,144**	**227,221**	**589,592**
Population	2,509	17,550	24,202	29,723	77,282
8 SF per Capita	8	8	8	8	8
Total SQ FT Demand Potential	**20,072**	**140,400**	**193,616**	**237,784**	**618,256**

MARKET SUPPLY

FACILITY NAME	Address	SQ FT	NOTES
1- Shenandoah Valley Storage	6951 Winchester Road	61,400	All Drive Up
2-Blue Ridge Self Storage	1465 Strasburg Road	53,578	All Drive Up
3- Happy Creek Storage	676 Shenandoah Shores Road	29,500	All Drive up
4 - Country Mini Storage	137 Silas Lane	2,948	All Drive Up
5 - Royal Oak Storage	603 Remount Road	20,250	All Drive Up
6- Signal Nob Self Storage	5320 Strasburg Road	4,500	All Drive Up
7- Apple House Mini Storage	4675 John Marshall Highway	19,200	All Drive Up
8- Stephens City	11114 Fairfax Pike	30,000	**All Climate Controlled**
	Total Square Feet in Market	**221,376**	

Demand Potential Delta - Short SF	**368,216**	10 mile Radius
Demand Potential Delta - Short Units	**3,068**	

Demand Potential Delta - Short SF	**396,880**	10 Mile Radius
Demand Potential Delta - Short Units	**3,307**	

Natalie Lentz

From: David Beahm
Sent: Monday, March 1, 2021 4:17 PM
To: Natalie Lentz
Cc: Paula Fristoe
Subject: FW: Request for Comments CUP 2021-03-04 – Front Royal Self Storage, LLC – Storage of Cars, Boats, and Recreational Vehicles – WCCUP-000090-2021
Attachments: Community Impact Statement_2021-03-04.pdf; Conditonal Use Permit Application_Front Royal Self Storage,LLC_2021-03-04.pdf; Request for Comments_CUP2021-03-04.pdf; Statement of Justification_2021-03-04.pdf; Enviormental Impact Statement_ 2021-03-04.pdf

Comments CUP 2021-03-04 – Front Royal Self Storage, LLC – Enclosed Storage:

- Erosion and Sediment Control (ESC) Items:
  - Application and permits are required for ESC permit, which would be a normal submission including a full plan review application.
  - The area of disturbance exceeds one (1) acre which will additionally require a Stormwater permit through the Department of Environmental Quality (DEQ). Approval by DEQ (Construction General Permit) would be required prior to any Erosion and Sediment Control Permit and any type of Building Permit being issued by Warren County.

- Building Inspections Items:
  - If or when any building construction related activity (structure, electrical, plumbing, mechanical, etc.) were to start, it would be subject to the normal requirements of application, review and approval prior to work beginning.
  - Storage Buildings over 2,500 square feet require fire suppression. This code requirement has been explained to the applicants during prior meetings.

If anything should change in the scope additional requirements may be required.

Respectfully,

David C. Beahm, CBO
Building Official
County of Warren
540-636-9973
Fax 540-636-4698
dbeahm@warrencountyva.net
www.warrencountyva.net

THIS MESSAGE IS INTENDED SOLELY FOR THE INDIVIDUAL(S) NAMED IN THE HEADER. THIS MESSAGE MAY CONTAIN MATERIAL THAT IS PRIVILEGED OR CONFIDENTIAL. IF YOU ARE NOT ONE OF THE INTENDED RECIPIENTS, PLEASE DO NOT READ, COPY, USE, OR DISCLOSE THIS MESSAGE TO OTHERS; PLEASE NOTIFY THE SENDER BY REPLYING TO THIS MESSAGE; AND THEN PLEASE DELETE THIS MESSAGE FROM YOUR SYSTEM. THANK YOU.

From: Natalie Lentz <NLentz@warrencountyva.net>
Sent: Wednesday, February 24, 2021 3:51 PM
To: David Beahm <Dbeahm@warrencountyva.net>
Subject: Request for Comments CUP2021-03-04

Taryn Logan

From: Arthur Boyce <bobby.boyce@vdot.virginia.gov>
Sent: Friday, April 23, 2021 9:46 AM
To: Taryn Logan
Subject: Warren-Rte 340/522-Front Royal Self Storage, LLC CUP 2021-03-04

<<...>>

DEPARTMENT OF TRANSPORTATION

Staunton/Edinburg Land Development

14031 Old Valley Pike

Edinburg, VA 22824

Dear Ms. Logan:

We have reviewed the above subject Conditional Use Permit Application dated February 17, 2021 received April 21, 2021 for impacts to the adjacent roadway. This application is for the construction of a combined 125,000 square feet of both climate and non-climate controlled storage. Our comments are as follows:

- We estimate that an additional 15' of right-of-way is needed to install the proposed corridor improvements plus a 20' slope, drainage, and utility easement. The dedication width verified during site plan design and secured prior to construction.
- Typically we require that roadway improvements along the front of commercial properties be installed per the Warren County Comprehensive Plan proposed widening for the corridor. However since these self-storage units for the most part are low volume uses, we suggest that the right turn lane be installed as proposed by the developer and necessary right-of-way or easements dedicated to VDOT per the corridor plan. The entrance and site construction will need to be setback and/or graded to accommodate the future road improvements per the County's plan.
- This property is within the alignment of the County's eastern parallel collector road (Caroline Drive) to Route 340/522 outlined in the Comprehensive Plan. Right-of-way should be secured for construction of this future roadway.
- An entrance will need to be installed that will meet VDOT's minimum commercial standards including sight distance requirements. The design for the entrance should be included with the site plan and will need to be submitted to this office for review and approval prior to any construction.
- A Land Use Permit shall be obtained before any work is performed on the State's right-of-way. The permit is issued by this office and will require an application fee and surety coverage. Once satisfactory application has been made, a permit will normally take 7-14 days to process and issue.

We appreciate the County's efforts to include VDOT in the early planning stages for development and the opportunity to provide comments on this Conditional Use Permit. We ask that you include a copy of this transmittal for official public record. If you have any questions or need further information, please do not hesitate to give me a call.

Sincerely,

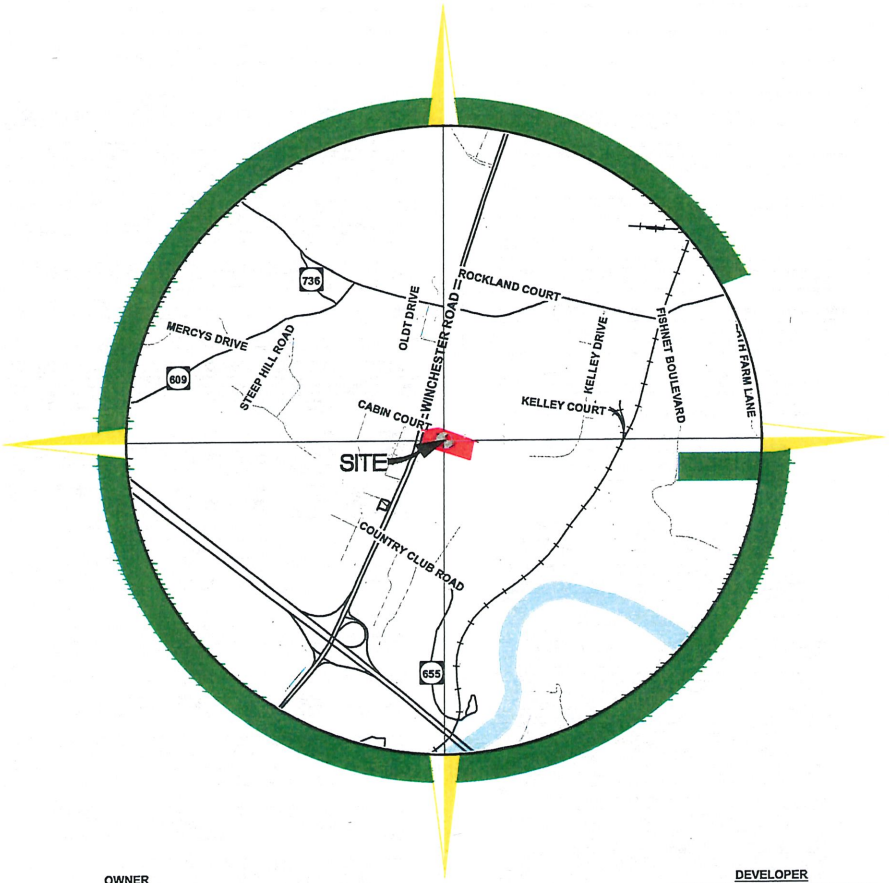
Bobby Boyce

VDOT- Land Development Engineer
Shenandoah, Frederick, Clarke, & Warren Counties

FRONT ROYAL SELF STORAGE LLC
GENERAL DEVELOPMENT PLAN
FOR CONDITIONAL USE PERMIT

NORTH RIVER MAGISTERIAL DISTRICT
WARREN COUNTY, VA

Plan Revisions	
Date	Comment



VICINITY MAP
SCALE: 1" = 1000'

OWNER
FRONT ROYAL SELF STORAGE LLC
8009 WOLFTRAP ROAD
DUNN LORING, VA 22027
CONTACT: EDWARD MURPHY, P.E.

DEVELOPER
FRONT ROYAL SELF STORAGE LLC
8009 WOLFTRAP ROAD
DUNN LORING, VA 22027
CONTACT: EDWARD MURPHY, P.E.

CALL "MISS UTILITY"

VIRGINIA UTILITY PROTECTION SERVICE (VUPS) AT 811 OR 1-800-552-7001, 48 HOURS PRIOR TO THE START OF WORK. EXCAVATORS MUST NOTIFY ALL PUBLIC UTILITY OPERATORS WHO MAINTAIN UNDERGROUND UTILITY LINES IN THE AREA OF PROPOSED EXCAVATING OR BLASTING AND HAVE THOSE FACILITIES LOCATED BY THE UTILITY COMPANIES PRIOR TO COMMENCING EXCAVATION. THE EXCAVATOR IS RESPONSIBLE FOR COMPLIANCE WITH ALL COUNTY REQUIREMENTS, VIRGINIA CODE AND REGULATIONS.

UTILITY NOTICE REQUIRED

Contractors shall notify all public utility operators who maintain underground utility lines in the area of proposed excavating or blasting at least two (2) working days, but not more than ten (10) working days, prior to commencement of excavation or demolition. Names and telephone numbers of the operators of underground utility lines appear below. These numbers shall also be used to serve in an emergency condition.

Water/Sewer:	Frederick Water P.O. Box 1877 Winchester, VA. 22604 (540) 868-1081
Power:	Rappahannock Electric Coop 137 Kelly Court Front Royal, VA 22630 1-800-552-3904
Phone:	Verizon P.O. Box 17358 Baltimore, MD 21297 (301) 954-6282
Gas:	Shenandoah Gas Co. P.O. Box 2400 Winchester, VA 22604 (540) 889-1111

SURVEY AND TOPOGRAPHIC INFORMATION

1. Boundary survey was performed by: GREENWAY ENGINEERING Dated: 2021
2. Aerial, horizontal, and vertical control surveys were performed by: GREENWAY ENGINEERING 2021 (Year)
3. Aerial topographic mapping performed by: GREENWAY ENGINEERING Dated: 2021

APPROVALS

WARREN COUNTY PLANNING DIRECTOR — DATE

*APPROVAL OF THESE PLANS SHALL EXPIRE FIVE (5) YEARS FROM THE DATE OF PLANNING APPROVAL

*E&S APPROVAL OF THESE PLANS SHALL EXPIRE ONE HUNDRED EIGHTY (180) DAYS AFTER APPROVAL DATE

151 Windy Hill Lane
Winchester, Virginia 22602
Telephone: (540) 662-4185
Fax: (540) 722-9428
www.greenwayeng.com

GREENWAY ENGINEERING
CIVIL ENGINEERING & LAND SURVEYING
OFFICES IN: WINCHESTER, VA & HARRISONBURG, WV

COVER SHEET
FRONT ROYAL SELF STORAGE LLC
NORTH RIVER MAGISTERIAL DISTRICT
WARREN COUNTY, VA

Rev. No.	Date

COMMONWEALTH OF VIRGINIA
TUNG NIKI ADDELEKUNA
Lic. No. 26715
PROFESSIONAL ENGINEER
2/16/21

DATE:	FEBRUARY 15, 2021
SCALE:	N/A
DESIGNED BY:	TNA/WB
FILE NO.	5865R
SHEET 1 OF	3

GENERAL NOTES

1. Greenway Engineering, Inc. (GE) issued this plan set based on project criteria dictated by the client and municipal codes. This plan set is not considered complete or appropriate for construction until ALL necessary agencies have given approval AND this plan set is signed and sealed by a licensed professional. Any work, planning, scheduling, material purchases and/or construction prior to approvals and licensed/professional sealing will be performed at the risk of the personnel authorizing work. GE shall be held harmless from and costs, time delay and/or material changes incurred on work started before this plan set receives approvals and seals.
2. Methods and materials used in the construction of the improvements herein shall conform to current County Construction Standards and Specifications and/or current VDOT Standards and Specifications.
3. The Engineer shall not have control over or charge of and shall not be responsible for construction means, methods, techniques, sequences or procedures nor for safety precautions and programs in connection with work shown on these plans. The Engineer is not responsible for the contractor's schedules or failure to carry out the work. The Engineer is not responsible for acts of omissions of the contractor, subcontractor, or their agents or employees, or any other person performing portions of the work.
4. The Contractor, Owner or Developer shall be responsible for securing any third party inspection/testing service to insure construction compliance with these plans and specifications. It is Greenway Engineering's recommendation that a third party inspection/testing service be employed to ensure that project is completed and materials installed meet the details and specifications in these plans.
5. The location of existing utilities shown in these plans are taken from existing records. It shall be the contractors responsibility to verify the exact horizontal and vertical location of all existing utilities as needed prior to construction. The contractor shall be responsible for the digging of all test holes that may be required, whether recommended or not by these plans, to determine the exact location and elevation of existing utilities. If any conflicts arising from this existing utility verification or if during the course of construction, any object of an unusual nature is encountered, the contractor shall cease work in that area and immediately notify Greenway Engineering at (540) 662-4185 and/or the proper authority. Greenway Engineering or any engineer associated with these plans shall not be responsible or liable for any construction cost that may be associated with the installation or reinstallation any utility or other improvements if not notified of any discrepancies between actual field conditions and the approved plan.
6. The approval of these plans in no way relieve the developer, the contractor, or their agents of any legal responsibility which may be required by the code of Virginia or any other ordinance enacted by the County nor does it guarantee the issuance of any required permit by the County, VDOT or any other Agency.
7. An approved set of plans and all applicable permits must be available at the construction site at all times during construction. A representative of the developer must be available at all times.
8. Prior to the initiation of any land disturbing activities the Developer, the Contractor or the Responsible Land Disturber shall obtain a Land Disturbance Permit from the Building Inspections Office. The Contractor, Developer or his agent shall be responsible for obtaining a Virginia Stormwater Management Program (VSMP) Permit and shall be responsible for the registration of the construction site as required by law. They shall also be responsible for obtaining and maintaining on site a Stormwater Pollution Prevention Plan (SWPPP). The approval of these plans in no way relieves the developer or his agent of the responsibilities contained in the Virginia Erosion and Sediment Control Handbook.
9. The Developer or his agent shall be responsible for obtaining any required permits from the Virginia Department of Environmental Quality (DEQ) or the United States Army Corp of Engineers for any plan wetland disturbance as shown on these plans. They shall also be responsible the identification and delineation of any wetlands that may be present on the construction site.
10. The contractor shall provide adequate means of cleaning mud from trucks and/or other equipment prior to entering public streets, and it is the contractors responsibility to clean streets, allay dust, and to take whatever measures are necessary to insure that public streets are maintained in a clean, mud and dust free condition at all times.
11. A permit must be obtained from the Office of the Resident Engineer, Virginia Department of Transportation (VDOT) and Warren County prior to any construction activities within existing State right-of-way.
12. The developer will be responsible for any damage to the existing streets and utilities which occurs as a result of his construction project within or contiguous to the existing right-of-way.
13. Warning signs, markers, barricades or flagmen should be in accordance with the State and Federal Manual on Uniform Traffic Control Devices (MUTCD).
14. The exact location of all guard rails and paved ditches will be determined by VDOT personnel. "A joint inspection will be held with the Developer, County Representatives, and Representatives of the Virginia Department of Transportation (VDOT) to determine if and where guard rail and/or paved ditches will be needed. The developer will be responsible for providing guardrail and paved ditches as determined by this joint inspection." Refer to Virginia Department of Transportation (VDOT) Guard Rail and Paved Ditch Specifications.
15. All unsuitable material shall be removed from the construction limits of the site plan before placing embankment.
16. All pavement sections shown on these approved plans are based on a minimum CBR value of 6 and are for preliminary design only. Final pavement design shall be based upon actual field tested CBR values. The Contractor or Developer shall be responsible for field tests per VDOT standards to obtain actual CBR values for final design. Final pavement designs will be approved by VDOT and/or the Owner/Developer, which ever applicable, prior to installation.
17. All springs shall be capped and piped to the nearest storm sewer manholes or curb inlet. The pipe shall be minimum 6" diameter and conform to VDOT standard SB-1.
18. When grading is proposed within easements of utilities, letters of permission from all involved companies must be provided to the Warren County prior to issuance of grading and/or site development permits.
19. Notification shall be given to the appropriate utility company prior to construction of water and/or sanitary sewer lines. Information should also be obtained from the appropriate authority concerning permits, cut sheets, and connections to existing lines.
20. The Developer and/or Contractor shall be responsible to supply all utility companies with copies of the approved plans and advise them that all grading shall conform to the approved plans, and further that the utility companies shall be responsible for horning these plans and the finished grades in the installation of their utility lines.
21. All utilities to be located underground.
22. Contractors shall notify operators who maintain underground utility lines in the area of proposed excavating or blasting at least two (2) working days, but not more than ten (10) working days, prior to commencement of excavation or demolition.
23. The developer will be responsible for the relocation of any utilities which is required as a result of his project. The relocation should be done prior to construction.
24. All parking lot/street light and dry utility design shall be performed and provided separately by others. All dry utility and or lighting information shown hereon is as specified by others and is included for informational purposes only, as directed by the Owner, Developer and/or public agency requirements. Greenway Engineering has not performed the lighting and/or dry utility design and does not warrant and is not responsible for the degree and/or adequacy of illumination on this project or the adequacy of the dry utility to service the site.
25. All sanitary sewers, water mains and appurtenances shall be constructed in accordance with the current standards and specifications of the Town of Front Royal.
26. All stormwater piping and structures shown on these plans are only accurate to the inlet or manhole locations as shown hereon. Detail design of stormwater structures were not provided to Greenway Engineering. Actual pipe alignments will be based upon developed structural shop drawings as provided by the manufacturer. Contractor shall make adjustments to pipe alignments base on provided shop drawings. Greenway Engineering will not be held responsible or liable for any discrepancies or changes caused by the structural design. Contractor may submit shop drawings to Greenway Engineering for review and approval at contractor's expense. Shop drawings will be reviewed for compliance with design plans. The Owner or Developer will be responsible for any redesign as a result of structural shop drawing design.
27. Controlled fills shall be compacted to 95% of maximum density as determined by method "A" per standard proctor AASHTO-T99, ASTM-D698, or VTM-1 as applicable. Density shall be certified by a registered professional engineer and results submitted to Warren County prior to pavement construction. If a geotechnical report has been prepared, it should supersede the requirements in this note.
28. Refer to Geotechnical Engineer for methods, materials and details for construction of all earthwork activities.
29. Any retaining wall 2 ft. or greater in height shall require the issuance of a separate building permit.
30. Construction debris shall be containerized in accordance with the Virginia Litter Control Act; no less than one litter receptacle shall be provided at the construction site.
31. These plans identify the location of all known gravesites. Gravesites shown on this plan will be protected in accordance with state law. In the event gravesites are discovered during construction, the owner and engineer must be notified immediately.
32. Individual sign permits will be required from the Zoning Office for all free standing and/or facade signs prior to erecting the sign and may require a separate building permit.

FIRE MARSHAL'S NOTE

Fire lane markings and signage:

Any "No Parking" signs and yellow painted curb locations will be installed by field inspection at the direction of Warren County Building Inspections Department.

VDOT GENERAL NOTES

V1. All work on this project shall conform to the current editions of and latest revisions to the Virginia Department of Transportation (VDOT) Road and Bridge Specifications and Standards, the Virginia Erosion and Sediment Control Regulations, and any other applicable state, federal or local regulations. In case of a discrepancy or conflict between the Standards or Specifications and Regulations, the most stringent shall govern.

V2. All construction shall comply with the latest U.S. Department of Labor, Occupational Safety and Health Administration (OSHA), and Virginia Occupational Safety & Health (VOSH) Rules and Regulations.

V3. When working within VDOT right-of-way, all traffic control, whether permanent or temporary, shall be in accordance with the current edition of VDOT's Work Area Protection Manual. A transportation management plan needs to be submitted for approval and land use permit issued prior to any execution of work within the VDOT right of way.

V4 The developer shall be responsible for relocating, at his expense, any and all utilities, including traffic signal poles, junction boxes, controllers, etc., owned by VDOT or private / public utility companies. It is the sole responsibility of the developer to locate and identify utility facilities or items that may be in conflict with the proposed construction activity. VDOT approval of these plans does not indemnify the developer from this responsibility.

V5. Design features relating to field construction, regulations, and control or safety of traffic may be subject to change as deemed necessary by VDOT. Any additional expense incurred as a result of any field revision shall be the responsibility of the developer.

V6. If required by the local VDOT Land Development Office, a pre-construction conference shall be arranged and held by the engineer and/or developer with the attendance of the contractor (s), various County agencies, utility companies and VDOT prior to initiation of work.

V7. The contractor shall notify the local VDOT Land Development Office when work is to begin or cease for any undetermined length of time. VDOT requires and shall receive 48 hours advance notice prior to any required or requested inspection.

V8. The contractor shall notify the Traffic Operations Center at (540) 332-9500 for any traffic control plan that impacts a VDOT maintained Interstate or Primary roadway to provide notification of the installation and removal of the work zone.

V9. The contractor shall be responsible for maintaining a VDOT permitted temporary construction entrance(s) in accordance with Section 3.02 of the Virginia Erosion and Sediment Control Handbook. Furthermore, access to other properties affected by this project shall be maintained through construction.

V10. Contractor shall ensure adequate drainage is achieved and maintained on the site during and at the end of construction.

V11. All water and sewer lines within existing or proposed VDOT right-of-way shall have a minimum thirty-six (36) inches cover and when possible shall be installed under roadway drainage facilities at conflict points.

V12. Any unusual subsurface conditions (e.g., unsuitable soils, springs, sinkholes, voids, caves, etc.) encountered during the course of construction shall be immediately brought to the attention of the engineer and VDOT. Work shall cease in that vicinity until an adequate design can be determined by the engineer and approved by VDOT.

V13. All fill areas, borrow material and undercut areas shall be inspected and approved by a VDOT representative prior to placement of fill. A VDOT representative shall be present to insure the soil sample(s) obtained for CBR's is representative of the location. When soil samples are submitted to private laboratories for testing, the samples shall be clearly identified and labeled as belonging to a project to be accepted by VDOT and that testing shall be performed in accordance with all applicable VDOT standards and procedures.

V14. All roadway fill, base, subgrade material, and backfill in utility/storm sewer trenches shall be compacted in accordance with the lift thicknesses, density and moisture requirements as specified in the current VDOT Road and Bridge Specifications. Certified copies of test reports shall be submitted to VDOT daily, unless specified otherwise.

V15. VDOT Standard CD and UD underdrains shall be installed where indicated on these plans and/or as specified by VDOT.

V16. A post installation visual/video camera inspection shall be conducted by the Contractor on all pipes identified on the plans as storm sewer pipe and a select number of pipe culverts. For pipe culverts, a minimum of one pipe installation for each size of each material type will be inspected or ten percent of the total amount for each size and material type summarized. All pipe installations on the plans not identified as storm sewer pipe shall be considered as culvert pipe for inspection purposes. Additional testing may be required as directed by the Area Land Use Engineer or their representative.

V17. The installation of any entrances and mailboxes within any dedicated street right-of-way shall meet VDOT minimum design standards and is the responsibility of the developer.

V18. Prior to VDOT acceptance of any streets, all required street signage and/or pavement markings shall be installed by the developer in accordance with the Manual On Uniform Traffic Control Devices.

V19. The developer shall provide the VDOT Land Development Office with a list of all material sources prior to the start of construction. Copies of all invoices for materials utilized within any dedicated street right-of-way must be provided to the local VDOT Land Development Office prior to acceptance of the work. Unit and total prices may be obscured.

V20. Aggregate base and subbase materials shall be placed on subgrade by means of a mechanical spreader. Density will be determined using the density control strip in accordance with Section 304 of the VDOT Road and Bridge Specifications and VTM-10. A certified compaction technician shall perform these tests. Certified copies of test reports shall be submitted to VDOT daily, unless specified otherwise. In addition to checking stone depths, a VDOT representative shall be notified and given the opportunity to be present during the construction and testing of the density control strip.

V21. Asphalt concrete pavements shall be placed in accordance with Section 315 of the VDOT Road and Bridge Specifications. Density shall be determined using the density control strip as specified in Section 315 and VTM-76. A certified compaction technician shall perform these tests. Certified copies of test reports shall be submitted to VDOT daily, unless specific otherwise. A VDOT representative shall be notified and given the opportunity to be present during the construction and testing of the control strip.

V22. In accordance with Section 302.03, the foundations for pipe culverts thirty-six (36) inches and larger shall be explored below the bottom of the excavation to determine the type and condition of the foundation. The contractor shall report findings of foundation exploration to the engineer and VDOT for approval prior to placing pipe. Foundation designs shall comply with VDOT Road and Bridge Standard PB-1. Where soft, yielding, or otherwise unsuitable foundation is encountered, the foundation design and/or need for foundation stabilization shall be determined by the engineer and approved by VDOT.

V23. VDOT Standard Guardrail shall be installed where warranted and/or as proposed on these plans in accordance with VDOT's installation criteria. Final approval of the guardrail layout to be given by VDOT after grading is mostly complete.

V24. Approval of these plans shall expire five (5) years from the date of the approval letter.

V25. VDOT Standard CG-12 Curb Ramps shall be installed where indicated on these plans and/or as specified by VDOT.

V26. The foundations for all box culverts shall be investigated by means of exploratory borings advanced below proposed foundation elevation to determine the type and condition of the foundation. The contractor shall submit copies of borehole logs and report findings of foundation exploration to the engineer and VDOT for approval prior to constructing box. Foundation designs shall comply with VDOT Road and Bridge Standard PB-1. Contrary to the Standard, where rock is encountered and cast-in-place box is proposed, the thickness of bedding shall be six (6) inches. Where soft, yielding, or otherwise unsuitable foundation is encountered, the foundation design and/or need for foundation stabilization shall be determined by the engineer and approved by VDOT.

TRIP GENERATION DATA

CLASS	USE	UNITS	* TRIP RATE	VPD
ITE CODE 151	MINI WAREHOUSE	125,000 GSF	2.38	297

* TAKEN FROM ITE TRIP GENERATION 9TH EDITION

PROJECT NOTES

NOTES:

1. THESE PLANS ARE IN CONFORMANCE WITH WARREN COUNTY STANDARDS AND ORDINANCES. ANY DEVIATION OR CHANGE IN THESE PLANS SHALL BE APPROVED BY THE ZONING ADMINISTRATOR PRIOR TO CONSTRUCTION.
2. ALL UTILITY SERVICE LINES, SUCH AS ELECTRIC, TELEPHONE, CABLE, TELEVISION, OR OTHER SIMILAR LINES SERVING INDIVIDUAL PAD SITES, SHALL BE PLACED UNDERGROUND.
3. FOR FILL IN AREAS OF PROPOSED STRUCTURES, ROADWAY. PLEASE SEE CURRENT GEOTECHNICAL REPORT FOR MINIMUM CONTROLLED FILL REQUIREMENTS. ALL CONTROLLED FILLS SHALL BE PLACED IN ACCORDANCE WITH THE GEOTECHNICAL REPORT AND COORDINATED WITH THE DEVELOPER'S GEOTECHNICAL ENGINEER.
4. CONTROLLED FILL SHALL BE COMPACTED TO 95% DRY DENSITY PER AASHTO T-99.
5. SLOPE STABILITY ANALYSES WILL BE REQUIRED FOR ANY SLOPE STEEPER THAN 3:1.
6. PROPOSE RETAINING WALL GREATER THAN 2 FEET IN HEIGHT SHALL BE SUBMITTED TO WARREN COUNTY BUILDING INSPECTIONS FOR SEPARATE APPROVAL.
7. Loading and service bays. Loading areas, service entrances and service bays shall be oriented and/or screened so as not to be visible from the corridor highway.
8. Waste disposal areas. Dumpster and other waste disposal areas shall be completely screened from the public view by means of a board-on-board fence and landscaping, or similar opaque material.Utilities. Utility lines, such as electric, telephone, cable television or similar lines, shall be installed underground. This requirement shall apply to lines serving individual sites as well as to utility lines necessary within the project. All junction and access boxes shall be screened. All utility pad fixtures and meters shall be shown on the site plan. The necessity for utility connections, meter boxes, etc., should be recognized and integrated with the architectural elements of the site plan. All underground utilities shall be installed within easements parallel to street rights-of-way or lot lines when possible.
9. Outside storage/display of goods. Outside storage or display of goods shall be completely screened from the view of the corridor highway. Outdoor storage shall include the parking of all company owned and operated vehicles, with the exception of passenger vehicles.
10. Fences. Fences exceeding four feet in height shall be located in side and rear yards only. Chain-link fences, including those with slats, are discouraged, particularly where visible from a public right-of-way. No chain-link fences shall be permitted in the front yard in the HC District.
11. Mechanical equipment. Mechanical equipment shall be shielded and screened from the public view and designed to be perceived as an integral part of the building.
12. Materials. Building materials should be typical of those prevalent in Warren County, including stucco, brick, architectural block, wood siding, and standing seam metal roofs. Inappropriate materials include reflective glass and metal wall panels. No facade visible from adjoining property or the corridor highway shall be constructed of unadorned cinder block, corrugated metal or sheet metal.
13. Color. The permanent color of building materials (to be left unpainted) should resemble the predominant tones, primarily earthen tones, along the corridor. Garish and striking colors should be avoided.
14. Lighting will be installed in accordance with § 180-49.2 of this ordinance.

TOWN OF FRONT ROYAL GENERAL CONSTRUCTION NOTES

(To be included on all site plans)

1. For technical specifications and details refer to the Town of Front Royal Water and Sewer Standards and Specifications, latest edition. All construction shall be in accordance to these specifications. Any deviation or changes shall be submitted in writing to the Town for supplemental approval. Inspections shall be performed by the Department of Public Works. Contact: Director of Public Works at (540) 635-7819 or FAX (540) 635-8973.
2. Locations of utilities shown are approximate. Contractor shall be responsible field verifying the exact location, vertically and horizontally, of the utilities prior to any excavation or construction. The Contractor shall contact MISS UTILITY and all applicable utility companies for clearance prior to excavation. The Contractor shall be responsible for adhering to the Commonwealth of Virginia Underground Utility Damage Prevention Act, Chapter 10, Title 56 of the Code of Virginia.
3. Contractor shall be responsible for implementing and maintaining all erosion and sediment control measures necessary during construction in accordance with current state and local regulations. Disturbed area shall not remain denuded for more than seven (7) calendar days. During construction, all storm sewer inlets shall be protected by inlet protection, maintained and modified as required by construction process. Contractor shall contact the County Building Inspection Office at (540) 636-9973 prior to schedule inspections.
4. The Contractor shall provide adequate means of cleaning mud from trucks and/or other equipment prior to entering public streets. It is the Contractor's responsibility to clean streets, allay dust, and to take whatever measures necessary to ensure that the streets are maintained in a clean, mud and dust free condition at all times.
5. Any street or utilities damaged by Contractor or Sub-Contractor shall be sole responsibility of the primary contractor and properly and immediately repaired by the Contractor. Such repairs shall be to the original condition and shall be to the satisfaction of the Town Inspector.
6. All plastic sanitary sewer main pipe shall be 8" diameter, SDR 35, unless otherwise noted. Pipe bedding shall be determined by field conditions and Town Specifications.
7. All proposed water mains, hydrant branches and fire suppression lines shall be Class 52 ductile iron pipe with a minimum of 42" cover unless otherwise noted.
8. All 2" and smaller water services shall be type "K" copper pipe. Soldered joints on buried lines are not acceptable.
9. All precast concrete structures shall be minimum 4000 psi and 28 days with a bituminous coating.
10. The Contractor shall be responsible for acquiring all necessary permits before any construction begins.
11. The Contractor is responsible for adjustment of all utility boxes, vaults or other appurtenances to new finished grade elevations.
12. Contractor to relocate all signs and utilities required for this work.
13. Any planned disruptions of or tie-ins to existing utilities shall be coordinated with the appropriate utility owner. With the exception of emergencies, there shall be a minimum of 24 hours notice given by the Contractor to all residential, commercial and industrial utility users affected by utility interruptions.
14. The unauthorized use of water without due compensation is illegal. No person shall connect to or do any work on that portion of the system owned by the Town unless written authorization is received prior to commencing work.
15. Construction limits shall be property lines or as indicated by plan requirements.
16. Construction shall conform to the American with Disabilities Act (ADA) requirements. Curb ramps shall be placed where all sidewalks meet curbs.

LEGEND

- EXISTING INTERMEDIATE CONTOUR
- EXISTING INDEX CONTOUR
- PROPOSED CONTOUR — 400 —
- EXISTING EDGE OF PAVEMENT
- PROPOSED EDGE OF PAVEMENT
- EXISTING CURB AND GUTTER
- PROPOSED CURB AND GUTTER
- TRANSITION TO REVERSE CURB
- EXISTING TELEPHONE LINE — T — T — T —
- PROPOSED TELEPHONE LINE — T —
- EXISTING STORM SEWER WITH INLET
- PROPOSED STORM SEWER WITH INLET
- EXISTING SANITARY SEWER WITH MANHOLE — S — S —
- PROPOSED SANITARY SEWER WITH MANHOLE
- PROPOSED SAN. LAT. CLEANOUT — S —
- EXISTING ELECTRIC SERVICE — E — E — E —
- PROPOSED ELECTRIC SERVICE — E —
- EXISTING GAS LINE — G — G — G —
- PROPOSED GAS LINE — G —
- EXISTING WATERLINE W/ TEE
- PROPOSED WATERLINE W/ TEE
- EXISTING FIRE HYDRANT/VALVE/METER
- PROPOSED FIRE HYDRANT/VALVE/METER
- PROPOSED REDUCER
- PROPERTY LINE
- EXISTING EASEMENT
- PROPOSED EASEMENT
- PROPOSED CENTERLINE
- EXISTING CENTERLINE
- EXISTING TREE LINE
- FLOW LINE
- FENCELINE — x — x — x —
- EXISTING UTILITY POLE/GUIDE WIRE
- EXISTING TELEPHONE PEDESTAL
- SIGNS
- PARKING INDICATOR INDICATES THE NUMBER OF TYP. PARKING SPACES (12)
- HANDICAP PARKING
- VEHICLES PER DAY COUNT (100)
- PROPOSED BUILDING ENTRANCE
- SANITARY MANHOLE IDENTIFIER (12)
- STORM DRAIN STRUCTURE IDENTIFIER (6)
- EXISTING SPOT ELEVATION
- PROPOSED SPOT ELEVATION (35²)
- LIGHT POLE

PROJECT INFORMATION

PARCEL IDENTIFICATION NO:	TM 12-56C
STREET ADDRESS:	8897 WINCHESTER RD, FRONT ROYAL, VA 22630
PROJECT SITE AREA:	6.69 ACRES
CURRENT ZONING:	COMMERCIAL
CURRENT USE:	VACANT DWELLING
PROPOSED USE:	SELF STORAGE FACILITIES
PREVIOUSLY APPROVED PLANS:	NONE

COMMERCIAL ZONING ON HIGHWAY CORRIDOR DISTRICT REQUIREMENTS

MAX LENGTH/WIDTH RATIO:	4:1
LENGTH/WIDTH RATIO PROVIDED:	2.34:1
MINIMUM LOT AREA:	21,780 SQ FT
LOT AREA:	291,416 SQ FT
MIN. LOT WIDTH AT SETBACK:	100'
LOT WIDTH AT SETBACK:	323'

HIGHWAY CORRIDOR DISTRICT REQUIRED SETBACKS

FRONT:	100'
SIDE:	15'
REAR:	15'

AREA CALCULATIONS

TOTAL SITE AREA = 6.69 ACRES

BUILDING AREA	= 2.87 ACRES	
FLOOR AREA RATIO (FAR)	= 42.9 %	
PAVEMENT AND BUILDING AREA	= 5.4 ACRES	80.72 %
OPEN SPACE	= 1.69 ACRES	19.28 %

LIGHTING NOTES:

1. The location, height, make, model, lamp type and wattage of each outdoor lighting fixture will be provided with final site plan submission and Certification that the angle of total light cutoff is no more than 90°
2. All outdoor lighting fixtures, including display lighting, will be turned off after close-of-business, unless needed for safety or security, in which case the lighting shall be reduced to the minimum level necessary.
3. All light fixtures that are required to be fully shielded will be installed and maintained so that the shielding is effective as described in the definition of a fully-shielded fixture in § 180-49.2H, Definitions
4. Light trespass from a property will be designed not to exceed one footcandle at the property line.
5. Outdoor lighting fixtures will comply with the shielding requirements of Section 180-49.2 Table F.

151 Windy Hill Lane
Winchester, Virginia 22602
Telephone: (540) 662-4185
Fax: (540) 722-9528
www.greenwayeng.com

GREENWAY ENGINEERING

GENERAL NOTES

FRONT ROYAL SELF STORAGE LLC

NORTH RIVER MAGISTERIAL DISTRICT
WARREN COUNTY, VA

SP NUMBER: #XX-XX

COMMONWEALTH OF VIRGINIA
TUNG NIRI ADHIKUSUMA
Lic. No. 25715
2/16/21
PROFESSIONAL ENGINEER

DATE: FEB 16, 2021

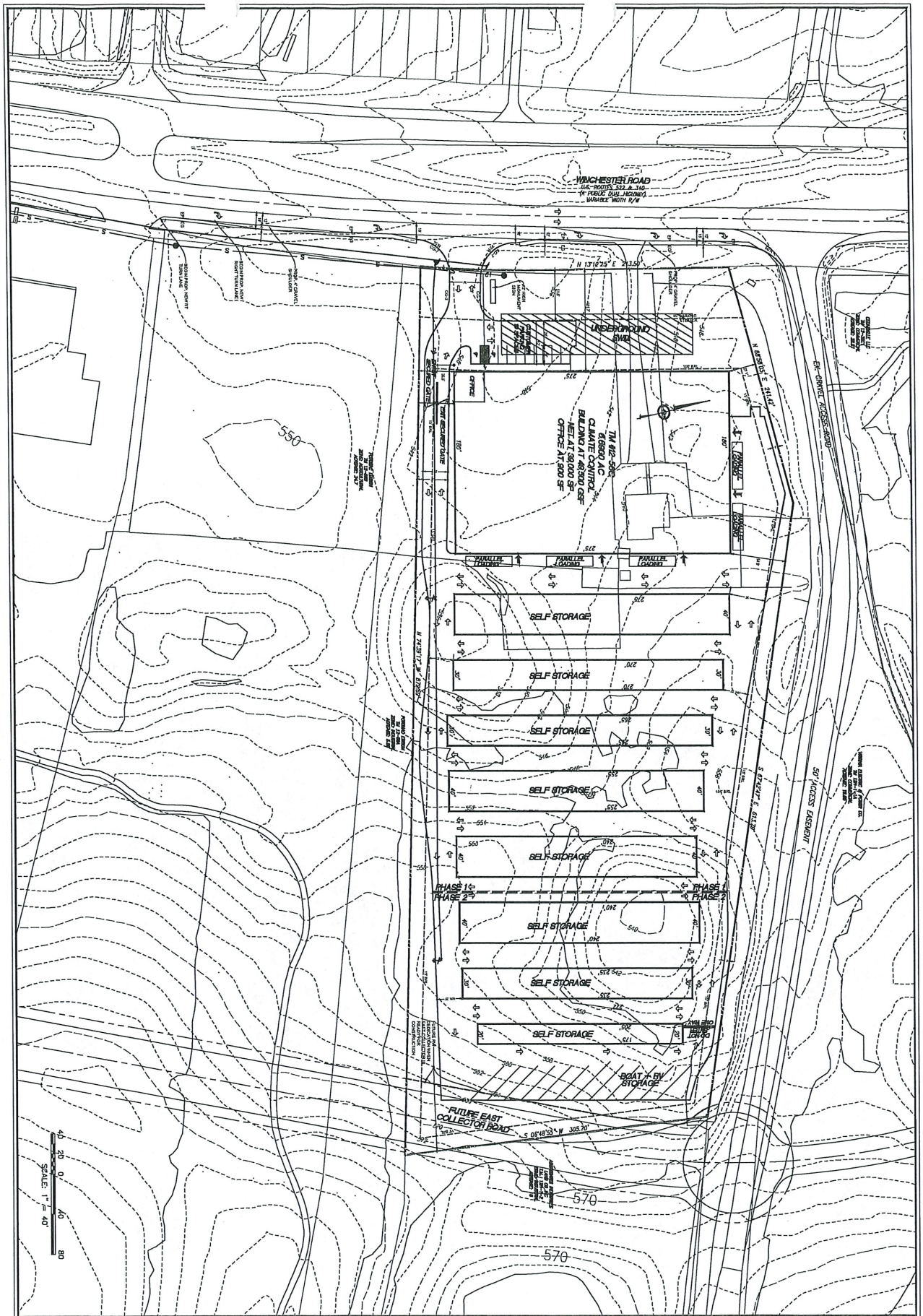
SCALE: N/A

DESIGNED BY: TNA/WB

FILE NO. 5865R

SHEET 2 OF 3

12-21



GENERAL DEVELOPMENT PLAN

FRONT ROYAL SELF STORAGE LLC

NORTH RIVER MAGISTERIAL DISTRICT
WARREN COUNTY, VA

SP NUMBER: 2XXXX

SHEET 3 OF 3
12-21

FILE NO. 5565R

DESIGNED BY: TNA

SCALE: 1"=40'

DATE: FEB 16, 2021

COMMONWEALTH OF VIRGINIA
PROFESSIONAL ENGINEER
Lic. No. 22715
2/16/21

GREENWAY ENGINEERING

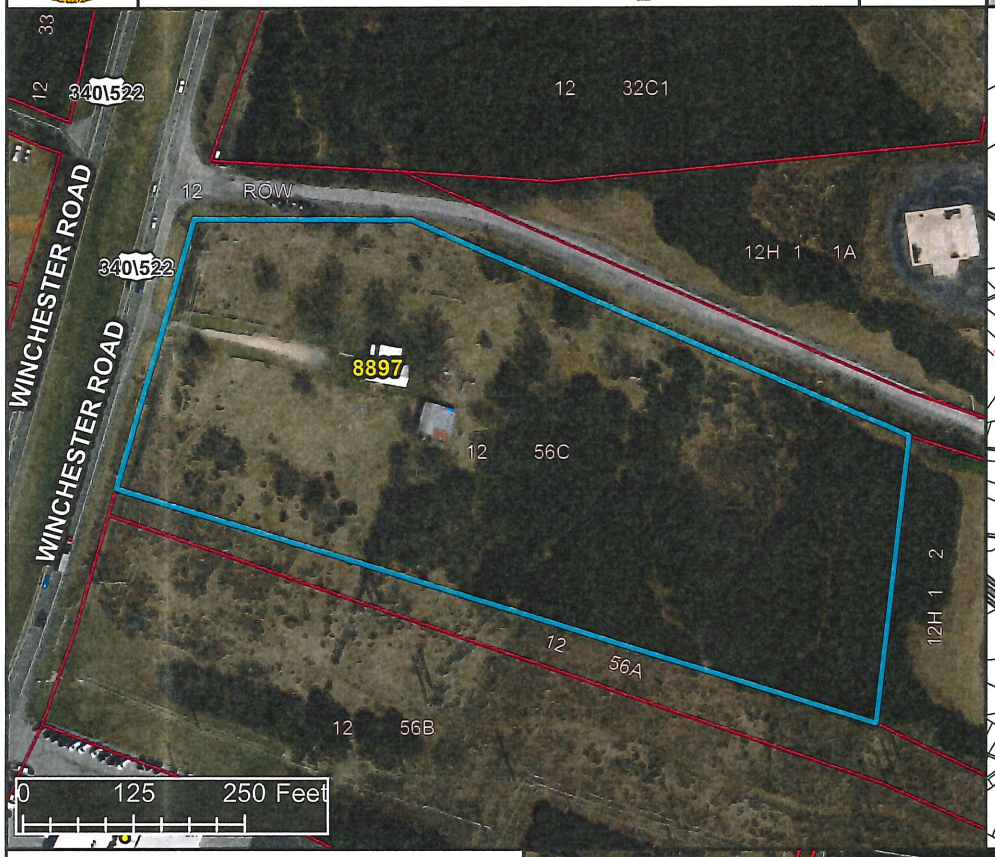
151 Windy Hill Lane
Winchester, Virginia 22602
Telephone: (540) 662-4185
Fax: (540) 722-9528
www.greenwayeng.com

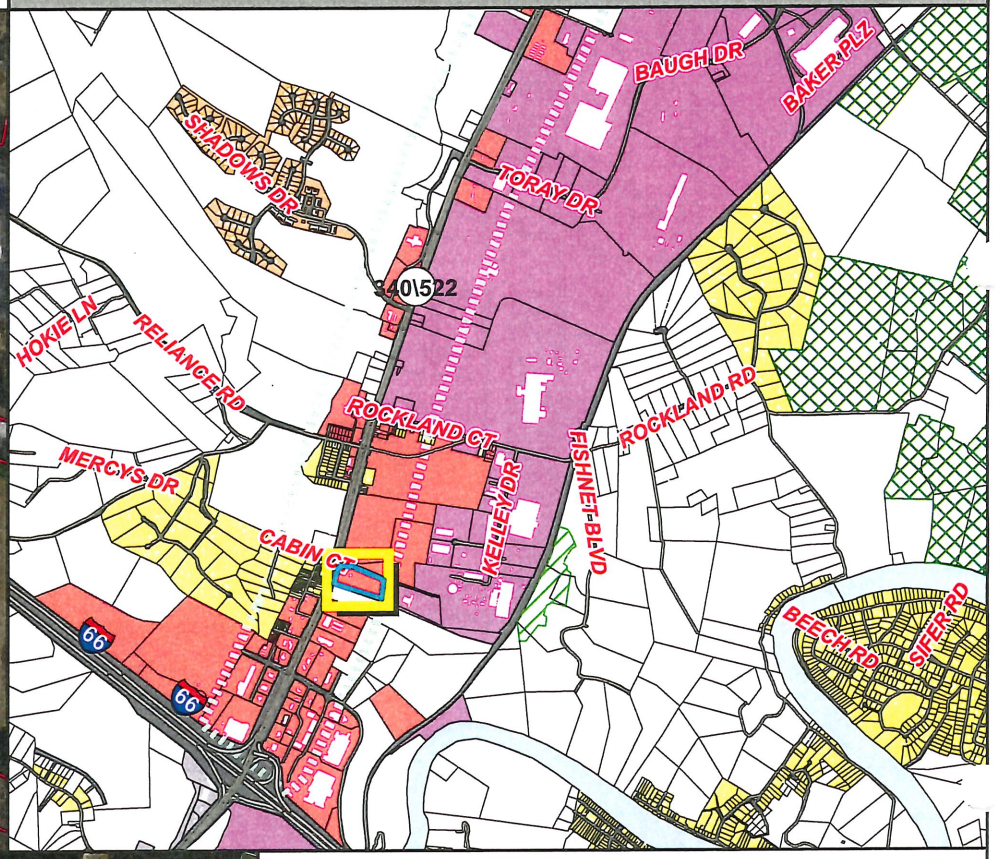
Warren County VA

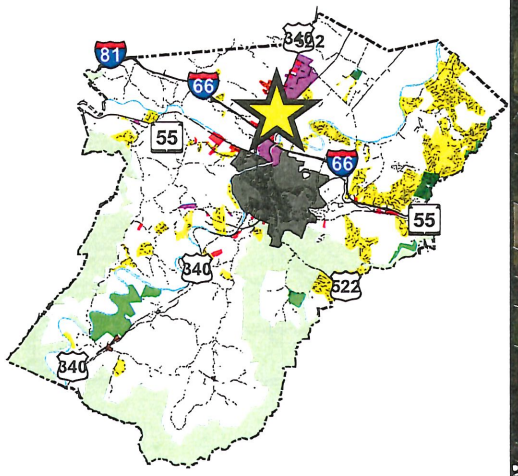
CUP Location Map

CUP: Enclosed Storage
Applicant: Front Royal Self Storage, LLC

TM 12-------56C
8897 Winchester Rd







Zoning

- Agricultural
- Commercial
- Industrial
- Residential One
- Residential Two
- Suburban Residential
- Village Residential
- Rural Residential
- Right of Way
- Front Royal
- Federal Land
- State Land
- Water
- VOF Conservation Easements
- WC Conservation Easements

Map produced by
Warren County GIS 2021
Department of Planning

COUNTY OF WARREN, VIRGINIA
BOARD OF SUPERVISORS AGENDA ITEM

DATE	ITEM	SUBJECT:	PAGE
5/18/2021	I-7	Conditional Use Permit – 2021-03-05 *Front Royal Self Storage* *Storage of Cars, Boats, and Recreational Vehicles*	**1 of 2**

EXPLANATION & SUMMARY:

See attached application and staff report.

General standards/conditions. In addition to the specific standards set forth hereinafter with regard to particular conditional uses, all such uses shall satisfy the following general standards:

(1) The proposed use at the specified location shall be in harmony with the adopted Comprehensive Plan.

(2) The proposed use shall be in harmony with the general purpose and intent of the applicable zoning district regulations.

(3) The proposed use shall be such that it will be harmonious with and will not adversely affect the use or development of neighboring properties in accordance with the applicable zoning district regulations and the adopted Comprehensive Plan. The location, size and height of buildings, structures, walls and fences and the nature and extent of screening, buffering and landscaping shall be such that the use will not hinder or discourage the appropriate development and use of adjacent or nearby land and/or buildings or impair the value thereof.

(4) The proposed use shall be such that pedestrian and vehicular traffic associated with such use will not be hazardous or in conflict with the existing and anticipated traffic in the area.

(5) Adequate utility, drainage, parking, loading and other necessary facilities to serve the proposed use shall be provided.

(6) In determining whether or not to grant a permit and in determining conditions to be imposed, the governing body shall take into consideration the objectives and intent of this chapter and may impose reasonable conditions that:

(a) Abate or restrict noise, smoke, dust or other elements that may affect surrounding properties.

(b) Establish setback, side and front yard requirements necessary for orderly expansion and to prevent traffic congestion.

(c) Provide for adequate parking and ingress and egress to public streets or roads.

(d) Provide adjoining property with a buffer or shield from view of the proposed use if such use is considered to be detrimental to adjoining property.

(e) Prevent such use from changing the character and established pattern of development of the community.

After proper advertisement and a public hearing by the Planning Commission, the application has been forwarded to the Board of Supervisors recommending approval with the following conditions:

1. The applicant shall comply with all Virginia Department of Transportation, Town of Front Royal Public Works Department, Warren County Building Inspections, and applicable environmental regulations and requirements.
2. The applicant shall submit a formal site plan to the county prior to the issuance of a building permit.
3. The area on the property for the storage of RV's, boats and cars shall be adequately screened from view of Route 340/522 North in accordance with the County's Highway Overlay District and as approved by the Warren County Planning Department.
4. All vehicles shall have valid tags and inspection while stored on the site.
5. The storage of recreational vehicles, boats and cars on the property shall be in conjunction with the enclosed storage facility (CUP#2021-03-04).

Motion to Approve:

Mr. Henry moved to forward this application to the Board of Supervisors recommending approval. The motion was seconded by Mr. Longo, and approved by the Planning Commission by a vote of 4-0.

PROPOSED OR SUGGESTED MOTION:

I move that the Board of Supervisors approve the conditional use permit request of Front Royal Self Storage for the storage of cars, boats, and recreational vehicles with the conditions recommended by the Planning Commission.

OR

I move that the Board of Supervisors deny the conditional use permit request of Front Royal Self Storage for the storage of cars, boats, and recreational vehicles (List reasons).

SUBMITTED BY:	**DISPOSITION OF BOARD:**	**PROCESSED BY:**
Taryn G. Logan, Deputy County Administrator TGL	☐ **APPROVED** ☐ **OTHER (Describe)**	

Conditional Use Permit: 2021-03-05
Storage of Recreational Vehicles, Boats and Cars
Front Royal Self Storage, LLC
Staff Report for the Planning Commission
Prepared: March 10, 2021
Staff Contact: Taryn Logan, AICP, Planning Director

SUMMARY OF REQUEST

Front Royal Self Storage, LLC is requesting a conditional use permit for the storage of recreational vehicles, boats and cars in conjunction with CUP#2021-03-04 for an enclosed storage facility. The property is located at 8897 Winchester Road in the North River Magisterial District. The overall project is proposed in two phases. The first phase includes 39,000 square feet of climate-controlled storage, 38,000 square feet of drive-up storage and a section furthest away from Winchester Road that will contain RV and boat storage. The second phase would expand the storage to up to 125,000 square feet total. The addition of drive-up units in the second phase depends on market demand.

The property is the site of an abandoned single family dwelling that was served by a well and a pump and haul system. The property is located on Winchester Road, just north of the Potomac Edison transmission line and Shenandoah Motors and west of Warren Industrial Park.

The property lies within the County's highway overlay district, which has architectural requirements on all building facades visible from the corridor highway (Route 340/522). Another requirement of the highway overlay district is no outdoor storage, which would include recreational vehicles, boats and cars that are being stored on the property. They will need to be fully screened from view of the corridor highway.

The Commercial (C) district is intended, "for areas suitable for the conduct of general business not characterized by either constant heavy trucking or nuisance factors and to which the public requires direct and frequent access."

PROPERTY INFORMATION

Property Location: 8897 Winchester Road
Zoning: Commercial (C)
Acres: 6.69
Tax Map ID: #12-56C
Magisterial District: North River
Existing Land Use: Vacant SFD

SURROUNDING ZONING DISTRICTS & USES

North:	Agricultural (A)	Use: Potomac Edison Power
South:	Commercial (C)	Use: Vacant
East:	Industrial (I)	Use: Aggregate Industries (Warren Industrial Park)
West:	Residential-One (R-1)	Use: Route 340/522 North Single Family Dwellings

PROPERTY HISTORY

This property was part of a rezoning that occurred in 1977.

COMPATIBILITY WITH THE COMPREHENSIVE PLAN

The Future Land Use Map in the Comprehensive Plan identifies this area to be used for commercial land uses. The storage of recreational vehicles, boats and cars is a use permitted by conditional use permit.

ROUTE 340/522 OVERLAY DISTRICT

The site lies within the 1000' Route 340/522 Overlay District, which should address architectural details, landscaping and overall appearance. There is a proposed collector road to the rear of the property shown in the County's Comprehensive Plan. The applicant should plan for this in the site plan phase of the project.

AGENCY COMMENTS:

This request has been sent to VDOT, Town of Front Royal, Warren County Building Inspections, and Rappahannock Electric for their review and comment. The Applicant has been working with VDOT on proposed transportation improvements. Also, the facility is proposed to be connected to water and sewer.

RECOMMENDED CONDITIONS

Planning Staff is recommending the following conditions be added to this conditional use permit if the Planning Commission chooses to recommend approval of this permit to the Board of Supervisors. Please note that additional conditions may be added after all agency comments have been received, prior to the Planning Commission public hearing.

Staff recommends that, if the Planning Commission recommends approval of this application, the following conditions should be applied:

1. The applicant shall comply with all Virginia Department of Transportation, Town of Front Royal Public Works Department, Warren County Building Inspections, and applicable environmental regulations and requirements.
2. The applicant shall submit a formal site plan to the county prior to the issuance of a building permit.
3. The area on the property for the storage of RV's, boats and cars shall be adequately screened from view of Route 340/522 North in accordance with the County's Highway Overlay District and as approved by the Warren County Planning Department.
4. All vehicles shall have valid tags and inspection while stored on the site.
5. The storage of recreational vehicles, boats and cars on the property shall be in conjunction with the enclosed storage facility (CUP#2021-03-04).

Cc: Front Royal Self Storage, LLC, Applicant

Statement of Justification
for the proposed Self Storage Facility
at 8897 Winchester Road, Front Royal, VA 22630

February 16, 2021

To the Warren County Planning Commission and Board of Supervisors:

Front Royal Self Storage LLC (FRSS) is proposing construction of a self-storage facility on the 6.69 acre parcel located at 8897 Winchester Road in Front Royal Virginia. We have determined the market/area is underserved regarding self-storage and, our proposed improvements at this facility will be a dramatic improvement over the current use and condition of the property.

When calculating the demand for self-storage, it is accepted in the industry to use 8 SF per person within reasonable proximity of the storage facility. This establishes the equilibrium point for self-storage. Urban areas will use a 3-mile radius when calculating the population and rural areas can use up to a 10-mile radius. For purposes of our analysis, we are using a 10-mile radius.

According to KLNB, a regional real estate brokerage firm representing nearby commercial property, the population within a 10-mile radius from the proposed site is 77,282. Using the 8 SF/Person formula, we can establish the equilibrium point as being 618,256 SF. There are currently eight self-storage facilities within this 10-mile radius totaling approximately 225,000 SF. Self-storage is clearly a need that is not being fully met – See attachment.

Additionally, FRSS marketing and feasibility consultants have contacted the larger facilities in the market, and most if not all report 100% occupancy and a waiting list for the most popular units.

Although the site can physically accommodate 125,000 SF of storage, we are proposing a two-phased approach. The first phase includes 39,000 SF of climate-controlled storage and 38,000 SF of drive-up unit storage. Also, in the first phase, the eastern portion (furthest from Winchester Road) will be used for RV and boat storage. The ultimate plan of up to 125,000 SF is well under the market equilibrium. Separating this project in to two phases will allow us to establish operations and verify demand before building additional drive-up units (phase 2) on the eastern portion of the property.

Also, there are currently no climate-controlled storage options in the area.

Regarding our belief that this project will improve the area, the site we are pursuing is an abandoned residential property, served by a well and a pump & haul septic system. Modern buildings utilizing public water and sewer certainly are an improvement.

The property is bordered by Aggregate Industries concrete plant to the east, an access road for the concrete plant and the Dominion VA Power electric generating station to the north, an Extra High Voltage line to the south and Winchester road to the west. It is a unique property, and given it surroundings, there are not a lot of options for other uses. The site is not well suited for residential or retail use. We believe a new storage facility will fit in and be an enhancement to the Winchester Road corridor.

As the public travels on Winchester Road, they will see the façade of the climate-controlled building, which will be designed per Highway Corridor overlay district architectural requirements. The drive-up storage units will be behind the building and within a security fence. Customers will pass through a security gate on the south side of the building to access the drive-up units and well as the climate-controlled building. Loading for the climate-controlled building will occur behind and on the sides of the building.

The security gate will be located towards the rear on the climate-controlled building. There will be a key pad entrance for access. The entire site will be covered by security cameras. We will fully comply with section 180.45.5 (Self-service Storage Facilities) of Article V, Supplementary Regulations of Warren County, VA.

Our focus will be operating a clean, modern, state of the art and secure self-storage facility.

WCCUP-000021-2021

WARREN COUNTY
CONDITIONAL USE PERMIT APPLICATION

2 of 2

BOAT & RV STORAGE

Application Number: 2021-03-05
Date Received: 2/17/2021
Fee Amount: $ 500.00
Date Paid: 2/17/21

CK# 90416

Applicant Information:

Front Royal Self Storage LLC
Applicant Name

8009 Wolftrap Road, Dunn Loring, VA 22027
Address *City* *State* *Zip*

8897 Winchester Road, Front Royal VA 22630
Property Location for conditional use permit if Different than Applicant's Address

703-244-1972 emurphy@rdsdc.com
Primary Contact Number *Email*

Wilson Chu Business Trust
Property Owner (if same as applicant, leave blank)

5851 Saddle Downs Pl., Centreville VA 20120
Address *City* *State* *Zip*

703-981-4909
Primary Contact Number

Respectfully request that a determination be made by the Warren County Planning Commission and Board of Supervisors on the following request for a Conditional Use Permit for the property described below.

A. Property Information:

(1) Address/Location: 8897 Winchester Road, Front Royal
(2) Election District: North River
(3) Tax Map Number: 12-56C
(4) Subdivision Name: N/A
(5) Total Area of Property (acres): 16.69
(6) Total Area to be Used (acres): 6.69
(7) Total Road Frontage (feet): 308.6
(8) Depth of Property (feet): 855.2
(9) Present Zoning: Commercial

B. Proposed Use of Property

(1) State the proposed use(s) for the Conditional Use Permit: BOAT & RV STORAGE

(2) Current land use and condition of site: VACANT ABANDONED RESIDENTIAL

(3) Zoning of surrounding land/property: COMMERCIAL / INDUSTRIAL

(4) Will development be staged? ☑ Yes ☐ No

(5) Construction Time: 24-36 MONTHS

(6) Season, days, and hours of operation: OPEN WEEKLY

(7) Will there be a sign? ☑ Yes ☐ No
(If yes, please submit a sketch of the sign(s) showing size and shape and the sign permit check list with this application.)

(8) Has there been any prior application for a conditional use permit/variance for this property? (If yes, enter the permit number and/or name, date of action, action taken by the Planning Commission, Board of Zoning Appeals and/or Board of Supervisors and a description of the request.) No

(9) Number of full time employees: 3

(10) What type of sewage disposal system will be used? ☐ Private ☐ Central ☑ Public

(11) Number of persons to be served by the sewage disposal system: _____

(12) Number of parking spaces to be provided: Regular 10 Handicap 2

(13) What is the proposed landscaping and buffering for this property? AS REQUIRED, FRONT & SIDE SETBACK

C. Plans Prepared By

Name: GREENWAY ENGINEERING, INC.

Address: 151 WINDY HILL RD, WINCHESTER, VA

Telephone Number: 540-662-4185

D. Environmental Information

(1) Will this proposed use adversely impact the community of the environment? (If yes, what are the adverse impact(s) and what is proposed to solve these adverse impacts?)

NO - COMMERCIAL IMPROVEMENT WILL BENEFIT COMMUNITY

(2) Will there be any debris generated from the activity? (If yes, where and in what manner will the debris be stored and how and where will it be disposed of?) NO

(3) Will any potentially hazardous substances be used and/or stored on the property? (If yes, list the substances, their use and disposal of containers and substance residues.) NO

(4) List any potentially hazardous emissions including, but not limited to: fumes, gases, smoke noise, liquid effluent, waste water, dust, and state what measures will be used to control these emissions. NONE

(5) Will there be any electrical or electronic activity which will interfere with local communications or telephone, television or radio reception? (If yes, describe the type of activity and potential interference.) NO

(6) What will be the impact on traffic? NONE / LOW TRAFFIC USE

(7) Will exterior lighting be used? (If yes, state the number of lights and the wattage of each. A lighting plan or lighting contour map may be required to show the nearest candle power as measured at ground level. - LED / BUILDING MOUNTED
- CUT OFF AT PROPERTY LINE

The following documents and/or information are required to be submitted with the application:

✓ ☐ **An application fee of $500.00.**

Make payable to the Treasurer of Warren County. A non-refundable fee of $500.00 will be required at the time of submittal.

☐ **A Statement of Justification**

This printed or typed statement is to be addressed to the Warren County Planning Commission. It is to summarize your proposed use and highlight any aspects of the request which are not addressed in the application form. Please note, the statement is required to be on 8 ½ x 11 size paper.

☐ **A Site Plan/Survey.**

Your site plan should show the property boundaries, existing or proposed structure(s), adjacent roads, and any other pertinent information which would help outline your proposed use. A recent survey with the proposed uses/structures located on it will serve as a site plan for the purposes of this permit. The Planning Director, Planning Commission and/or the Board of Supervisors reserve the right to ask for an engineered site plan, if they deem it necessary for evaluation of the proposed conditional use permit.

☐ **Sewage Disposal and Well Site.**

Location of the existing or proposed septic system & drainfield and the well site are to be indicated on the survey or central/public connection location.

☐ **A copy of the deed to the property verifying the current ownership.**

A copy may be obtained at the Warren County Courthouse, Circuit Clerk's Office.

☐ **A statement verifying that real estate taxes have been paid.**

This may be obtained from the Treasurer's Office in Suite 800 of the Warren County Government Center.

☐ **Environmental and Community Impact Statements**

The Planning Director, the Planning Commission, and\or the Board of Supervisors reserve the right to ask for an environmental and\or community impact statements, prepared by a certified engineer or other person qualified to perform such work, if they deem it necessary for evaluation of the proposed request.

☐ **List of chemicals stored on the site**

A complete list of chemicals to be stored on the site in the form of an oath/statement for Industrial zoned properties only.

☐ **Location Map**

A map clearly legible, showing the location of the proposed project in relation to surrounding publicly maintained roads and showing the use of surrounding properties. County staff can assist in obtaining this information.

☐ **Directions to your property from the Warren County Government Center.**

NORTH OF WINCHESTER ROAD TO

8897 WINCHESTER ROAD

I/we the undersigned, do hereby respectfully agree to comply with any conditions required by the Board of Supervisors of the County of Warren, Virginia, and authorize the County personnel to go upon the property for the purpose of making site inspections. Expenses incurred in securing professional assistance in connection with the review of this application for a Conditional Use Permit, shall be charged to the applicant.

Applicant Signature — Date: 2/5/21

Property Owner Signature — Date: 2/6/2024

Accepted by: _____ Date: _____

PLEASE NOTE: If the required documents are not provided and/or the application is incomplete, your application will not be placed on the Planning Commission Agenda.

NOTES

FRONT ROYAL/RIVERTON VA AREA SELF-STORAGE MODEL

DEMAND MODEL

	2 Miles	4 Miles	KLNB 5 Miles	6 Miles	KLNB 10 Miles
Total Households	775	6,513	8,837	11,024	28,605
% of Users	10.57%	10.57%	10.57%	10.57%	10.57%
Total users	82	688	934	1,165	3,024
Units per user	1.3	1.3	1.3	1.3	1.3
Total Units Used	106	895	1,214	1,515	3,931
Sq Ft of Unit	120	120	120	120	120
Total Residential SF = 80%	12,779	107,394	145,715	181,777	471,674
Total Business SF = 20%	3,195	26,849	36,429	45,444	117,918
Total SQ FT Demand Potential	**15,974**	**134,243**	**182,144**	**227,221**	**589,592**
Population	2,509	17,550	24,202	29,723	77,282
8 SF per Capita	8	8	8	8	8
Total SQ FT Demand Potential	**20,072**	**140,400**	**193,616**	**237,784**	**618,256**

MARKET SUPPLY

FACILITY NAME	Address	SQ FT	NOTES
1- Shenandoah Valley Storage	6951 Winchester Road	61,400	All Drive Up
2-Blue Ridge Self Storage	1465 Strasburg Road	53,578	All Drive Up
3- Happy Creek Storage	676 Shenandoah Shores Road	29,500	All Drive up
4 - Country Mini Storage	137 Silas Lane	2,948	All Drive Up
5 - Royal Oak Storage	603 Remount Road	20,250	All Drive Up
6- Signal Nob Self Storage	5320 Strasburg Road	4,500	All Drive Up
7- Apple House Mini Storage	4675 John Marshall Highway	19,200	All Drive Up
8- Stephens City	11114 Fairfax Pike	30,000	**All Climate Controlled**
	Total Square Feet in Market	**221,376**	

Demand Potential Delta - Short SF	**368,216**	10 mile Radius
Demand Potential Delta - Short Units	**3,068**	

Demand Potential Delta - Short SF	**396,880**	10 Mile Radius
Demand Potential Delta - Short Units	**3,307**	

Natalie Lentz

From: David Beahm
Sent: Monday, March 1, 2021 3:49 PM
To: Natalie Lentz
Cc: Paula Fristoe
Subject: FW: Request for Comments CUP 2021-03-05 – Front Royal Self Storage, LLC – Storage of Cars, Boats, and Recreational Vehicles – WCCUP-000091-2021
Attachments: Statement of Justification_2021-03-05.pdf; Conditonal Use Permit Application_ 2021-03-05.pdf; Community Impact Statement_2021-03-05.pdf; Enviormental Impact Statement_2021-03-05.pdf; Request for Comments_2021-03-05.doc

Comments CUP 2021-03-05 – Front Royal Self Storage, LLC – Storage of Cars, Boats, and Recreational Vehicles:

- Erosion and Sediment Control (ESC) Items:
  - Application and permits are required for ESC permit, which would be a normal submission including a full plan review application.
  - The area of disturbance exceeds one (1) acre which will additionally require a Stormwater permit through the Department of Environmental Quality (DEQ). Approval by DEQ (Construction General Permit) would be required prior to any Erosion and Sediment Control Permit and any type of Building Permit being issued by Warren County.

- Building Inspections Items:
  - If or when any building construction related activity (structure, electrical, plumbing, mechanical, etc.) were to start, it would be subject to the normal requirements of application, review and approval prior to work beginning.
  - Storage Buildings over 2,500 square feet require fire suppression. This code requirement has been explained to the applicants during prior meetings.

If anything should change in the scope additional requirements may be required.

Respectfully,

David C. Beahm, CBO
Building Official
County of Warren
540-636-9973
Fax 540-636-4698
dbeahm@warrencountyva.net
www.warrencountyva.net

THIS MESSAGE IS INTENDED SOLELY FOR THE INDIVIDUAL(S) NAMED IN THE HEADER. THIS MESSAGE MAY CONTAIN MATERIAL THAT IS PRIVILEGED OR CONFIDENTIAL. IF YOU ARE NOT ONE OF THE INTENDED RECIPIENTS, PLEASE DO NOT READ, COPY, USE, OR DISCLOSE THIS MESSAGE TO OTHERS; PLEASE NOTIFY THE SENDER BY REPLYING TO THIS MESSAGE; AND THEN PLEASE DELETE THIS MESSAGE FROM YOUR SYSTEM. THANK YOU.

From: Natalie Lentz <NLentz@warrencountyva.net>
Sent: Thursday, February 25, 2021 2:16 PM
To: David Beahm <Dbeahm@warrencountyva.net>
Subject: Request for Comments CUP2021-03-05

Taryn Logan

From: Arthur Boyce <bobby.boyce@vdot.virginia.gov>
Sent: Friday, April 23, 2021 9:46 AM
To: Taryn Logan
Subject: Warren-Rte 340/522-Front Royal Self Storage, LLC CUP 2021-03-04

<<...>>

DEPARTMENT OF TRANSPORTATION

Staunton/Edinburg Land Development

14031 Old Valley Pike

Edinburg, VA 22824

Dear Ms. Logan:

We have reviewed the above subject Conditional Use Permit Application dated February 17, 2021 received April 21, 2021 for impacts to the adjacent roadway. This application is for the construction of a combined 125,000 square feet of both climate and non-climate controlled storage. Our comments are as follows:

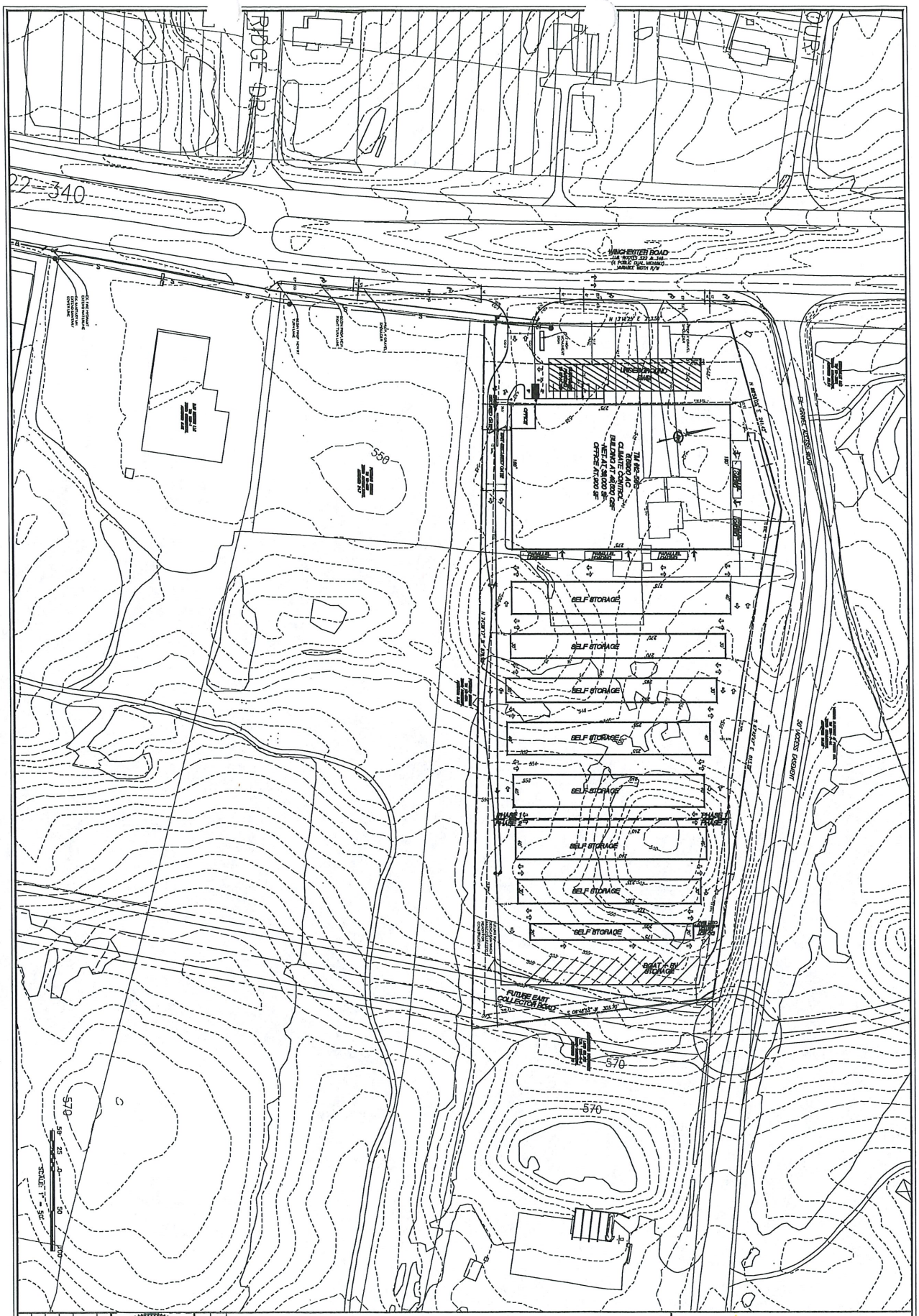
- We estimate that an additional 15' of right-of-way is needed to install the proposed corridor improvements plus a 20' slope, drainage, and utility easement. The dedication width verified during site plan design and secured prior to construction.
- Typically we require that roadway improvements along the front of commercial properties be installed per the Warren County Comprehensive Plan proposed widening for the corridor. However since these self-storage units for the most part are low volume uses, we suggest that the right turn lane be installed as proposed by the developer and necessary right-of-way or easements dedicated to VDOT per the corridor plan. The entrance and site construction will need to be setback and/or graded to accommodate the future road improvements per the County's plan.
- This property is within the alignment of the County's eastern parallel collector road (Caroline Drive) to Route 340/522 outlined in the Comprehensive Plan. Right-of-way should be secured for construction of this future roadway.
- An entrance will need to be installed that will meet VDOT's minimum commercial standards including sight distance requirements. The design for the entrance should be included with the site plan and will need to be submitted to this office for review and approval prior to any construction.
- A Land Use Permit shall be obtained before any work is performed on the State's right-of-way. The permit is issued by this office and will require an application fee and surety coverage. Once satisfactory application has been made, a permit will normally take 7-14 days to process and issue.

We appreciate the County's efforts to include VDOT in the early planning stages for development and the opportunity to provide comments on this Conditional Use Permit. We ask that you include a copy of this transmittal for official public record. If you have any questions or need further information, please do not hesitate to give me a call.

Sincerely,

Bobby Boyce

VDOT- Land Development Engineer
Shenandoah, Frederick, Clarke, & Warren Counties



GENERAL DEVELOPMENT PLAN

FRONT ROYAL SELF STORAGE LLC

NORTH RIVER MAGISTERIAL DISTRICT
WARREN COUNTY, VA

SP NUMBER: RXX-XX

DATE: FEB 16, 2021
SCALE: 1"=50'
DESIGNED BY: TNA
FILE NO. 5858R
SHEET 3A OF 3 - 12-21

PROFESSIONAL ENGINEER
COMMONWEALTH OF VIRGINIA
TIMOTHY A. NEWHOUSE
Lic. No. 28715
2/16/21

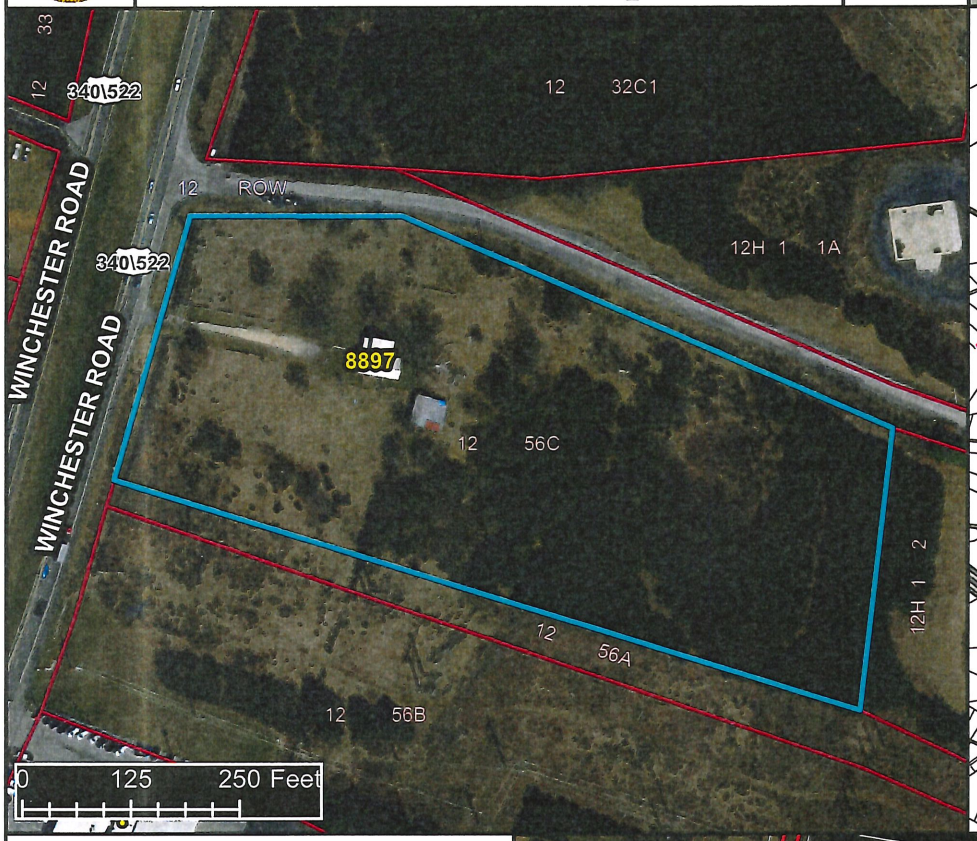
GREENWAY ENGINEERING
151 Windy Hill Lane
Winchester, Virginia 22602
Telephone: (540) 662-4185
Fax: (540) 722-9528
www.greenwayeng.com

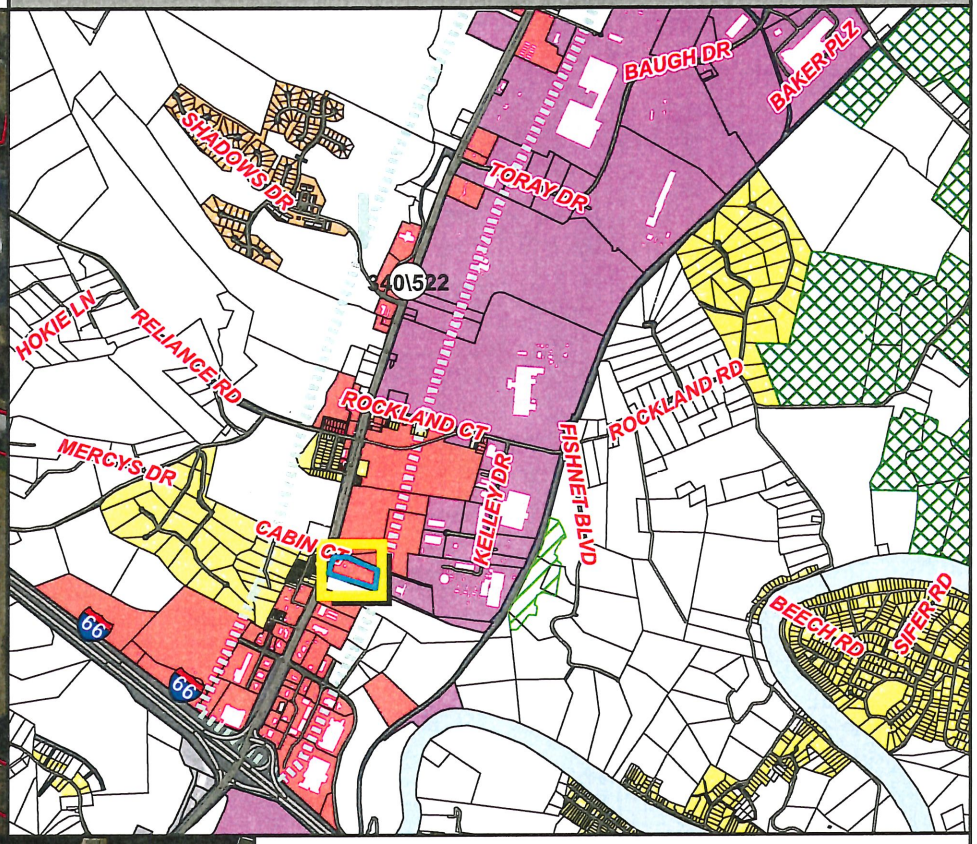
Warren County VA

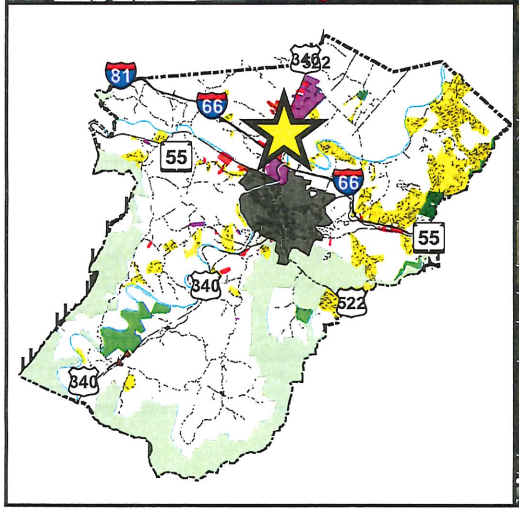
CUP Location Map

CUP: Storage of Cars, Boats, and RVs
Applicant: Front Royal Self Storage, LLC

TM 12--------56C
8897 Winchester Rd







Zoning

- Agricultural
- Commercial
- Industrial
- Residential One
- Residential Two
- Suburban Residential
- Village Residential
- Rural Residential
- Right of Way
- Front Royal
- Federal Land
- State Land
- Water
- VOF Conservation Easements
- WC Conservation Easements

Map produced by
Warren County GIS 2021
Department of Planning

COUNTY OF WARREN, VIRGINIA
BOARD OF SUPERVISORS AGENDA ITEM

DATE	ITEM	SUBJECT:
05/18/2021	I - 8	Conditional Use Permit #2021-03-06 Jacob R. Foltz *Commercial Garage Repair*

EXPLANATION & SUMMARY:

See attached application and staff report.

General standards/conditions. In addition to the specific standards set forth hereinafter with regard to particular conditional uses, all such uses shall satisfy the following general standards:

1) The proposed use at the specified location shall be in harmony with the adopted Comprehensive Plan.
2) The proposed use shall be in harmony with the general purpose and intent of the applicable zoning district regulations.
3) The proposed use shall be such that it will be harmonious with and will not adversely affect the use or development of neighboring properties in accordance with the applicable zoning district regulations and the adopted Comprehensive Plan. The location, size and height of buildings, structures, walls and fences and the nature and extent of screening, buffering and landscaping shall be such that the use will not hinder or discourage the appropriate development and use of adjacent or nearby land and/or buildings or impair the value thereof.
4) The proposed use shall be such that pedestrian and vehicular traffic associated with such use will not be hazardous or in conflict with the existing and anticipated traffic in the area.
5) Adequate utility, drainage, parking, loading and other necessary facilities to serve the proposed use shall be provided.
6) In determining whether or not to grant a permit and in determining conditions to be imposed, the governing body shall take into consideration the objectives and intent of this chapter and may impose reasonable conditions that:
   a) Abate or restrict noise, smoke, dust or other elements that may affect surrounding properties.
   b) Establish setback, side and front yard requirements necessary for orderly expansion and to prevent traffic congestion.
   c) Provide for adequate parking and ingress and egress to public streets or roads.
   d) Provide adjoining property with a buffer or shield from view of the proposed use if such use is considered to be detrimental to adjoining property.
   e) Prevent such use from changing the character and established pattern of development of the community.

RECOMMENDED CONDITIONS:

Planning Staff is recommending the following conditions be added to this conditional use permit if the Planning Commission chooses to recommend approval of this permit to the Board of Supervisors.

1. No inoperable vehicles/equipment shall be stored outdoors on the property.
2. No more than three (3) forklifts will be stored outdoors at any one time.
3. Waste materials of fluids parts and other related debris shall be disposed of properly.
4. A waiver to the required access to a state-maintained road shall be granted given the business traffic is limited only to scheduled drop-off and pick-up of forklift vehicles and equipment.

PLANNING COMMISSION STATUS:

On Wednesday, April 14, 2021, Mr. Longo moved to forward this application to the Board of Supervisors, recommending approval. The motion was seconded by Mr. Henry and approved by the Planning Commission by a vote of 4-0.

PROPOSED OR SUGGESTED MOTION:

I move that the Board of Supervisors approve the conditional use permit request of Jacob R. Foltz for a Commercial Garage Repair with the conditions as recommended by the Planning Commission and staff.
OR

I move that the Board of Supervisors deny the conditional use permit request of Jacob R. Foltz for a Commercial Garage Repair (List reasons)

SUBMITTED BY:	**DISPOSITION OF COMMISSION:**	**PROCESSED BY:**
Joseph Petty, Planning Director	☐ APPROVED ☐ OTHER (Describe)	

Conditional Use Permit: 2021-03-06 / Commercial Garage Repair
Jacob R. Foltz, *Current Owners/Applicants*
Prepared: March 10, 2021
Staff Contact: Joseph Petty, Zoning Administrator

SUMMARY OF REQUEST

The applicant is requesting a conditional use permit for a Commercial Garage Repair. The owner operates a mobile forklift repair business that has been family owned for many years. Occasionally projects need to be brought to a shop for additional work. The property owner/applicant would like to construct a detached garage on their property that allows them to perform work and keep materials and equipment indoors.

PROPERTY INFORMATION

Property Location: 288 Durham Drive
Tax Map ID: 18E--2-2--11
Magisterial District: South River
Subdivision: Rolling Valley

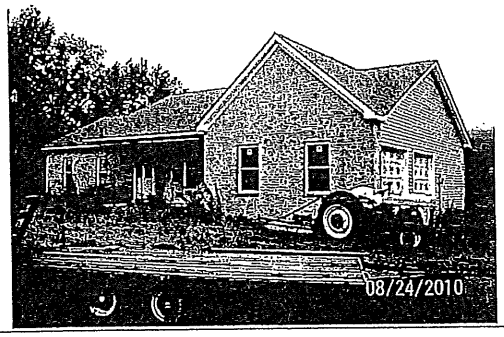
City: Front Royal
Zoning: Agricultural (A)
Acres: 5.02 Acres
Existing Land Use: Single Family Dwelling

SURROUNDING ZONING DISTRICTS & USES

North: Zoned Agricultural (A) — Use: Single-Family Dwelling
South: Zoned Agricultural (A) — Use: Vacant Lot, Forest
East: Zoned Agricultural (A) — Use: Vacant Lot, Forest
West: Zoned Agricultural (A) — Use: Single-Family Dwelling

PROPERTY HISTORY

This property has not had any previous Conditional Use Permits issued for uses in the Agricultural zoning district. The house was constructed in 2010, and does not have a record of any previous zoning violations.



COMPATIBILITY WITH THE COMPREHENSIVE PLAN

The Future Land Use Map in the Comprehensive Plan identifies this area to be used for agriculture/residential land uses. A Commercial Garage Repair is a use allowed by conditional use permit in the Agricultural (A) zoning district, and is compatible with the current Warren County Zoning Ordinance.

STAFF RECOMMENDATION

APPROVE | APPROVE WITH CONDITIONS | DENY

ATTACHMENTS

- ☐ Agency Comments
- ☒ Location Map
- ☒ Application
- ☐ Public Comments
- ☐ Health Permit
- ☐ Submitted Plans
- ☒ Letter from Applicant
- ☐ Other: _____

SUPPLEMENTARY REGULATIONS

Warren County Zoning Ordinance: § 180-42 Commercial garage (repair)

A) Commercial garages shall be screened from view of any adjacent residential district or residential use or an adjacent lot by means of a combination of evergreen landscaping and solid fencing with a minimum height of six feet and with the landscaping located nearest the affected lot. **Applicant shall work with Planning Department in order to meet condition and Warren County Code §180-18 and §180-49.1.**

B) Commercial garages shall be located on a lot or parcel adjacent to and have access to a state-maintained road. **Applicant is seeking a waiver from this condition. The business will not have customer traffic, only scheduled roll-off trucks.**

C) The owner of the commercial garage shall prepare a statement stating how the environment will not be degraded by the following aspects: **See attached letter**

1) The commercial garage structure.
2) The accumulation of operable or inoperable vehicles.
3) Repair equipment and tools.
4) Containers for the storage of parts and liquids (used oil, antifreeze and similar fluids). **Most items are kept on the work truck that is used for the mobile business.**
    a) Containers for liquids shall be clearly identified as to their contents.

D) All associated materials for the operation of the garage shall be stored within a fully enclosed building. **A building is proposed to be constructed in order to accommodate business.**

E) A statement describing the need for a commercial garage at the particular site indicated in the application.

F) A sketch of the parcel showing all the following information: **See attachment**

1) The location of the commercial garage.
2) All other buildings (house, outbuildings, storage buildings and similar structures).
3) Proposed and existing parking areas.
4) Septic tank and drainfield location.
5) Well location.
6) All other prominent features on the property.
7) Setback distances between all the features above shall be shown in feet.

G) Separation between all buildings shall be of a sufficient distance as to provide adequate fire protection.

H) When combined with a residential dwelling in the following zoning districts: Agricultural (A) and Village Residential (VR), the following additional regulations apply:

1) A nonilluminated sign may be posted to advertise the establishment that shall not exceed two square feet in size.
2) All work to be performed shall be on an appointment-only basis. **All work is by appointment only, as there are no customer hours.**
3) No more than two employees, which includes the owner, shall be associated with such an operation. **There are no employees other than the property owner.**

RECOMMENDED CONDITIONS

Planning Staff is recommending the following conditions be added to this conditional use permit if the Planning Commission chooses to recommend approval of this permit to the Board of Supervisors. *Please note that additional conditions may be added after all agency comments have been received, prior to the Planning Commission public hearing.*

1. No inoperable vehicles/equipment shall be stored outdoors on the property
2. No more than three (3) forklifts will be stored outdoors at any one time
3. Waste materials of fluids parts and other related debris shall be disposed of properly
4. A waiver to the required access to a state-maintained road shall be granted given the business traffic is limited only to scheduled drop-off and pick-up of forklift vehicles and equipment.

Cc: Jacob R. Foltz – Owner/Applicant

WCCUP-0000081-2021

RECEIVED
FEB 08 2021
WARREN COUNTY
PLANNING DEPARTMENT

WARREN COUNTY
CONDITIONAL USE PERMIT APPLICATION

Application Number: 2021-03-CUP
Date Received: 02-08-2021
Fee Amount: $ 500.00
Date Paid: 02-08-2021 CK# 10624

Applicant Information:

Jacob R Foltz
Applicant Name

288 Durham Dr. Front Royal VA 22630
Address *City* *State* *Zip*

Property Location for conditional use permit if Different than Applicant's Address

703 909 6999 jakefoltz@yahoo.com
Primary Contact Number *Email*

Property Owner (if same as applicant, leave blank)

Address *City* *State* *Zip*

Primary Contact Number

Respectfully request that a determination be made by the Warren County Planning Commission and Board of Supervisors on the following request for a Conditional Use Permit for the property described below.

A. Property Information:

(1) Address/Location: 288 Durham Dr.
(2) Election District: Fork
(3) Tax Map Number: 18E 2 2 11
(4) Subdivision Name: Rolling Valley
(5) Total Area of Property (acres): 5.02
(6) Total Area to be Used (acres): 1
(7) Total Road Frontage (feet): 655
(8) Depth of Property (feet): 0852
(9) Present Zoning: Agricultural

B. Proposed Use of Property

(1) State the proposed use(s) for the Conditional Use Permit: Commercial repair garage

(2) Current land use and condition of site: Single family dwelling

(3) Zoning of surrounding land/property: Agricultural

(4) Will development be staged? ☐ Yes ☒ No

(5) Construction Time: 3-6 months

(6) Season, days, and hours of operation: Monday - Friday 8:30 - 5

(7) Will there be a sign? ☐ Yes ☒ No
(If yes, please submit a sketch of the sign(s) showing size and shape and the sign permit check list with this application.)

(8) Has there been any prior application for a conditional use permit/variance for this property? (If yes, enter the permit number and/or name, date of action, action taken by the Planning Commission, Board of Zoning Appeals and/or Board of Supervisors and a description of the request.) No

(9) Number of full time employees: owner only

(10) What type of sewage disposal system will be used? ☒ Private ☐ Central ☐ Public

(11) Number of persons to be served by the sewage disposal system: 1

(12) Number of parking spaces to be provided: Regular _____ Handicap _____

(13) What is the proposed landscaping and buffering for this property? trees

C. Plans Prepared By

Name: _____

Address: _____

Telephone Number: _____

D. Environmental Information

(1) Will this proposed use adversely impact the community of the environment? (If yes, what are the adverse impact(s) and what is proposed to solve these adverse impacts?) NO

(2) Will there be any debris generated from the activity? (If yes, where and in what manner will the debris be stored and how and where will it be disposed of?) No

(3) Will any potentially hazardous substances be used and/or stored on the property? (If yes, list the substances, their use and disposal of containers and substance residues.) N/A

(4) List any potentially hazardous emissions including, but not limited to: fumes, gases, smoke noise, liquid effluent, waste water, dust, and state what measures will be used to control these emissions. N/A

(5) Will there be any electrical or electronic activity which will interfere with local communications or telephone, television or radio reception? (If yes, describe the type of activity and potential interference.) No

(6) What will be the impact on traffic? Not much impact, occational roll back

(7) Will exterior lighting be used? (If yes, state the number of lights and the wattage of each. A lighting plan or lighting contour map may be required to show the nearest candle power as measured at ground level. Yes entry lights on outside of bilding. Should not effect neighbors

The following documents and/or information are required to be submitted with the application:

☐ **An application fee of $500.00.**

Make payable to the Treasurer of Warren County. A non-refundable fee of $500.00 will be required at the time of submittal.

☐ **A Statement of Justification**

This printed or typed statement is to be addressed to the Warren County Planning Commission. It is to summarize your proposed use and highlight any aspects of the request which are not addressed in the application form. Please note, the statement is required to be on 8 ½ x 11 size paper.

☐ **A Site Plan/Survey.**

Your site plan should show the property boundaries, existing or proposed structure(s), adjacent roads, and any other pertinent information which would help outline your proposed use. A recent survey with the proposed uses/structures located on it will serve as a site plan for the purposes of this permit. The Planning Director, Planning Commission and/or the Board of Supervisors reserve the right to ask for an engineered site plan, if they deem it necessary for evaluation of the proposed conditional use permit.

☐ **Sewage Disposal and Well Site.**

Location of the existing or proposed septic system & drainfield and the well site are to be indicated on the survey or central/public connection location.

☐ **A copy of the deed to the property verifying the current ownership.**

A copy may be obtained at the Warren County Courthouse, Circuit Clerk's Office.

☐ **A statement verifying that real estate taxes have been paid.**

This may be obtained from the Treasurer's Office in Suite 800 of the Warren County Government Center.

☐ **Environmental and Community Impact Statements**

The Planning Director, the Planning Commission, and\or the Board of Supervisors reserve the right to ask for an environmental and\or community impact statements, prepared by a certified engineer or other person qualified to perform such work, if they deem it necessary for evaluation of the proposed request.

☐ **List of chemicals stored on the site**

A complete list of chemicals to be stored on the site in the form of an oath/statement for Industrial zoned properties only.

☐ **Location Map**

A map clearly legible, showing the location of the proposed project in relation to surrounding publicly maintained roads and showing the use of surrounding properties. County staff can assist in obtaining this information.

☐ **Directions to your property from the Warren County Government Center.**

(L) E 3rd St (R) Chester St (L) N Royal Ave
Slight (R) onto 340 N (L) turn (L) onto W Strasburg Rd
(L) Ft Valley Rd (L) onto Hnt Rd. (L) Rolling Valley Ln
(R) onto Durham Dr. follow around last house on (R)

I/we the undersigned, do hereby respectfully agree to comply with any conditions required by the Board of Supervisors of the County of Warren, Virginia, and authorize the County personnel to go upon the property for the purpose of making site inspections. Expenses incurred in securing professional assistance in connection with the review of this application for a Conditional Use Permit, shall be charged to the applicant.

Applicant Signature — Date: 8 Feb 21

Property Owner Signature — Date: 8 Feb 21

Accepted by: _____ Date: 2-8-2021

PLEASE NOTE: If the required documents are not provided and/or the application is incomplete, your application will not be placed on the Planning Commission Agenda.

NOTES

Jacob R. Foltz
All Mechanical Repair LLC
DBA Total Lift Care
288 Durham Drive
Front Royal, VA 22630
(703) 909-6999
Feb. 3, 2021

Warren County Planning Commission
220 North Commerce Ave.
Front Royal, VA 22630

Planning Commission,

I, Jacob Foltz, member owner of All Mechanical Repair LLC would like to erect a shop for the occasional shop job, for my mobile forklift repair business. I am applying for a special use permit to have a combination single family dwelling unit and a commercial garage repair shop. There is ample space on my 5-acre parcel to put up a sizable shop. This shop would be used for repairing forklift and storing them, so they do not have to sit outside. I think a shop would benefit the property by helping to make the area look clean and tidy. Thank you for considering my application to erect a building on my property.

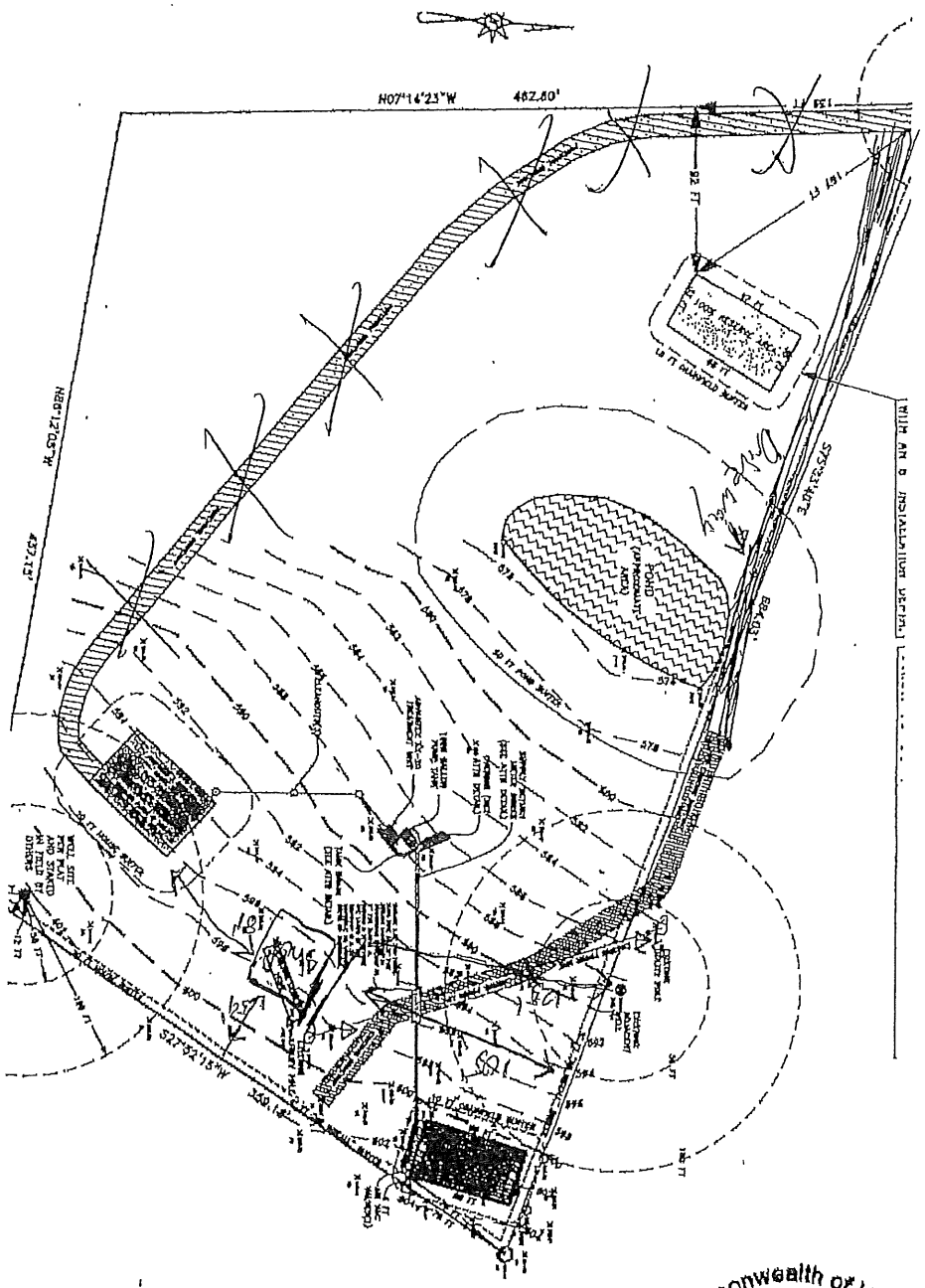
Sincerely,

Jacob R. Foltz
Member/ owner

Perry Environmental Consulting
495 Cardinal Drive, Front Royal, VA 22630
Tel: 540-635-8292 Fax: 540-635-8363

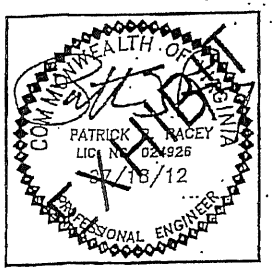
WARREN COUNTY, VIRGINIA
LAND RECORDS
000090 MAY 22 ≥

Scale: 1" = 100'



Commonwealth of Virginia
Daniel Perry
DPOR #1940001067
Daniel Perry
AOSE

Customer: Foltz
Subdivision: Rolling Valley
Tract: 11 Tax Map: 18E2-11-94
Location: Durham Drive



VISIBLE PHYSICAL FEATURES SKETCH
DPULLEN
7-18-12
TAX MAP# 18E-11-94

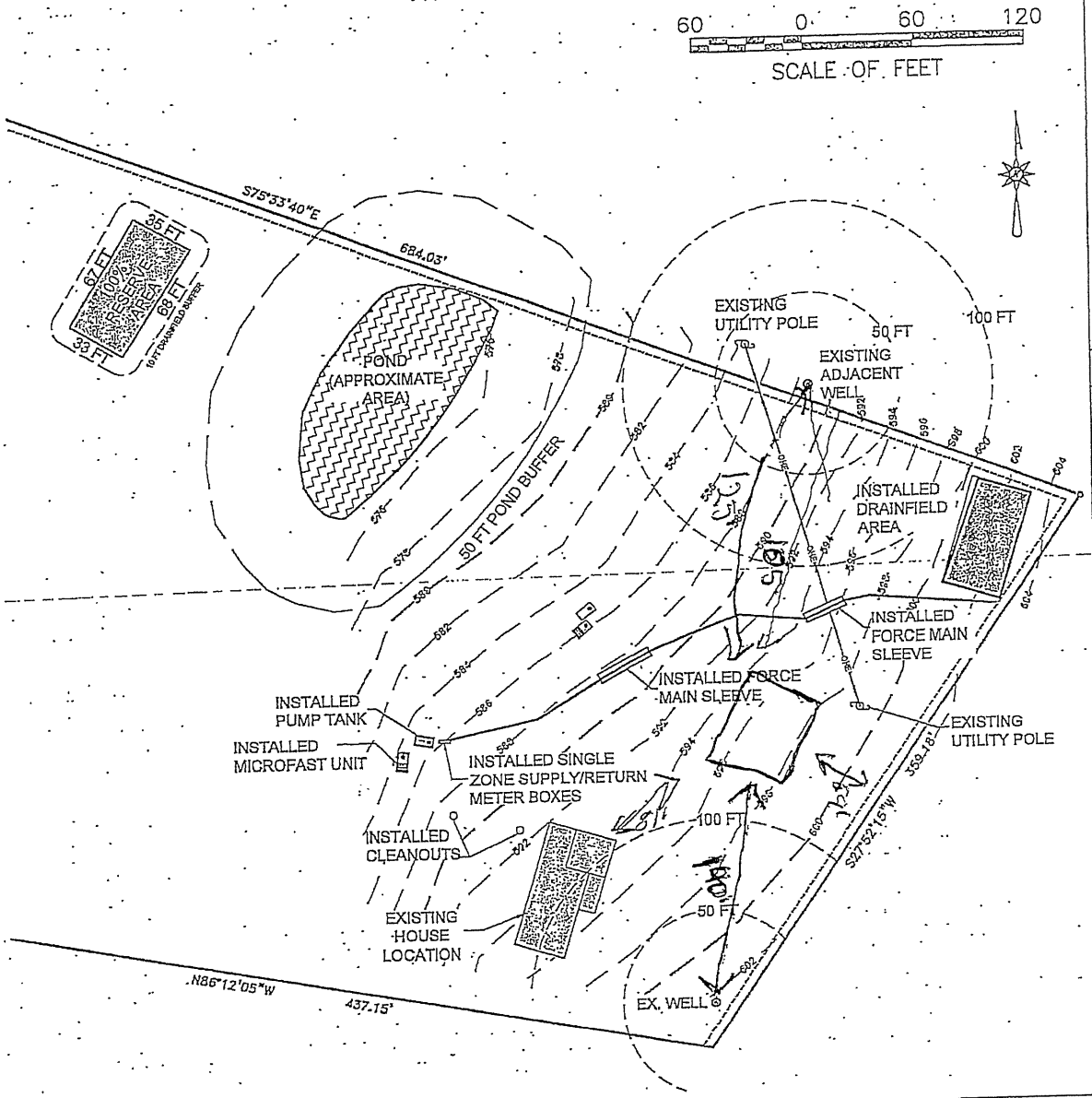
DARK/SHADED COMPONENTS DENOTE COMPONENT LOCATION AT THE TIME OF RACEY ENGINEERING'S VISIBLE PHYSICAL FEATURES SKETCH.

NON-SHADED LITE LINE COMPONENTS DENOTE ORIGINAL PLAN RECOMMENDED LOCATION.

[1] THIS IS A SEWAGE DISPOSAL "AS-BUILT" SKETCH AND IS NOT INTENDED TO BE USED FOR ANY OTHER PURPOSE...

[2] PERMIT ADMINISTRATION AND REVIEWS FOR WATER SUPPLY LOCATIONS ARE NOT INCLUDED IN THE ENGINEER'S CONTRACT WITH THE PROJECT OWNER.

[3] (SKETCH) FIELD MEASUREMENTS HAD TO BE COMPLETED BEFORE SYSTEM BACKFILL OPERATIONS.



RACEY ENGINEERING
312 WEST MAIN ST. - P.O. BOX 387
LURAY, VA 22835
PH: (540) 743-9227 - FAX: (540) 743-6218

RACEY PROJECT #4B14

DATE	DESCRIPTION	DRAWN BY:
07/18/12	VISIBLE PHYSICAL FEATURES SKETCH	SDP
8/8/12	Culvert/Sign	PBR

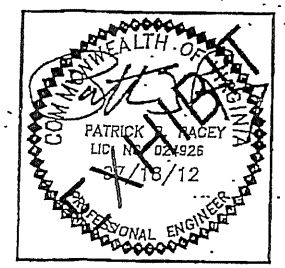
THE JACOB FOLTZ PROPERTY
WARREN COUNTY, VA

PREPARED FOR:
JACOB FOLTZ

SEWAGE DISPERSAL DESIGN

SCALE AS NOTED

SHEET 1 of 1



VISIBLE PHYSICAL FEATURES SKETCH
DPULLEN
7-18-12
TAX MAP# 18E-11-94

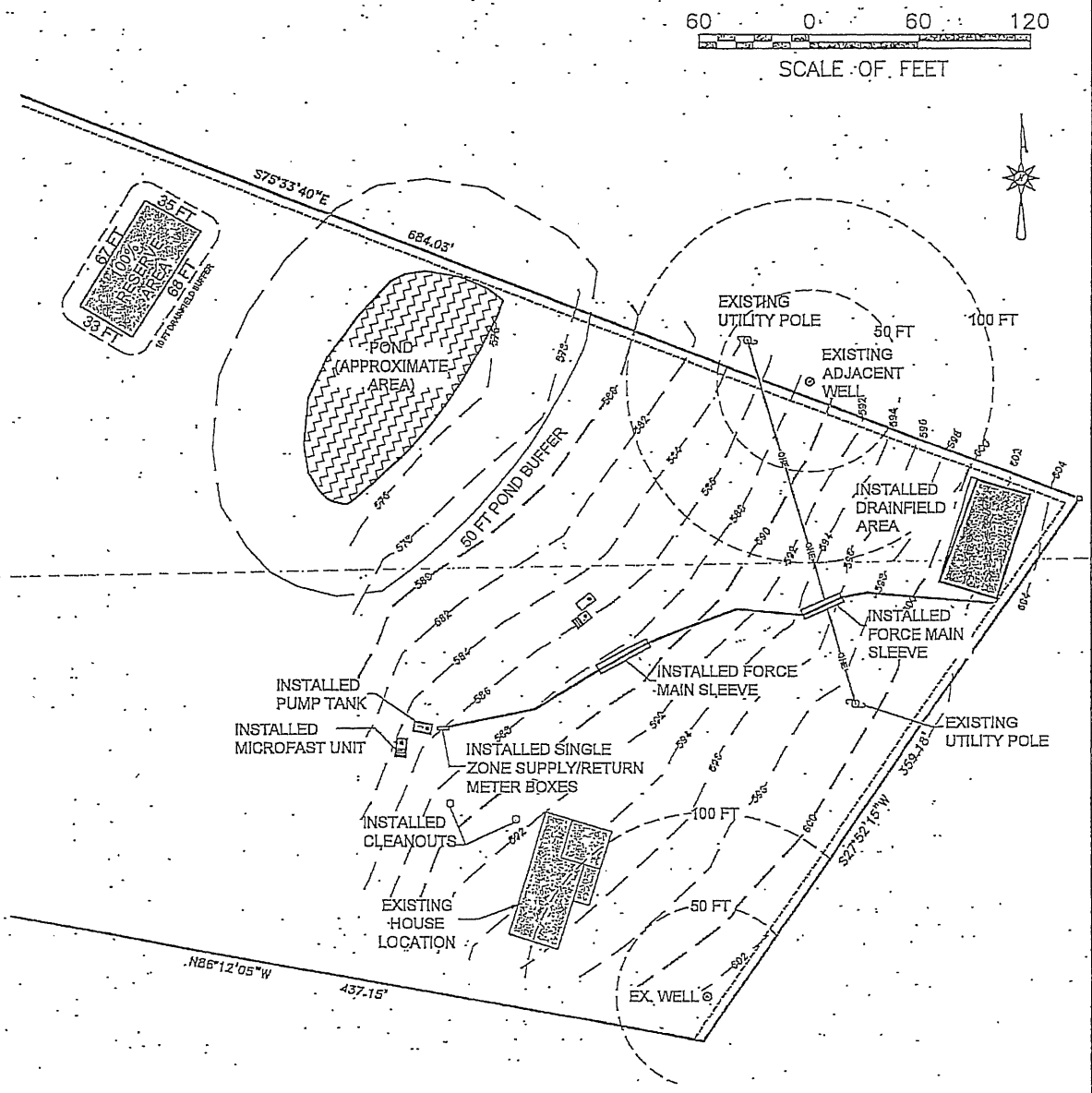
DARK/SHADED COMPONENTS DENOTE COMPONENT LOCATION AT THE TIME OF RACEY ENGINEERING'S VISIBLE PHYSICAL FEATURES SKETCH.

NON-SHADED LITE LINE COMPONENTS DENOTE ORIGINAL PLAN RECOMMENDED LOCATION.

[1] THIS IS A SEWAGE DISPOSAL "AS-BUILT" SKETCH AND IS NOT INTENDED TO BE USED FOR ANY OTHER PURPOSE...

[2] PERMIT ADMINISTRATION AND REVIEWS FOR WATER SUPPLY LOCATIONS ARE NOT INCLUDED IN THE ENGINEER'S CONTRACT WITH THE PROJECT OWNER.

[3] (SKETCH) FIELD MEASUREMENTS HAD TO BE COMPLETED BEFORE SYSTEM BACKFILL OPERATIONS.



RACEY ENGINEERING
515 WEST MAIN ST - P.O. BOX 387
LURAY, VA 22835
PH: (540) 743-3227 - FAX: (540) 743-6118

RACEY PROJECT #4814

DATE	DESCRIPTION	DRAWN BY:
07/18/12	VISIBLE PHYSICAL FEATURES SKETCH	SDP
8/8/12	Review/Sign	PBR

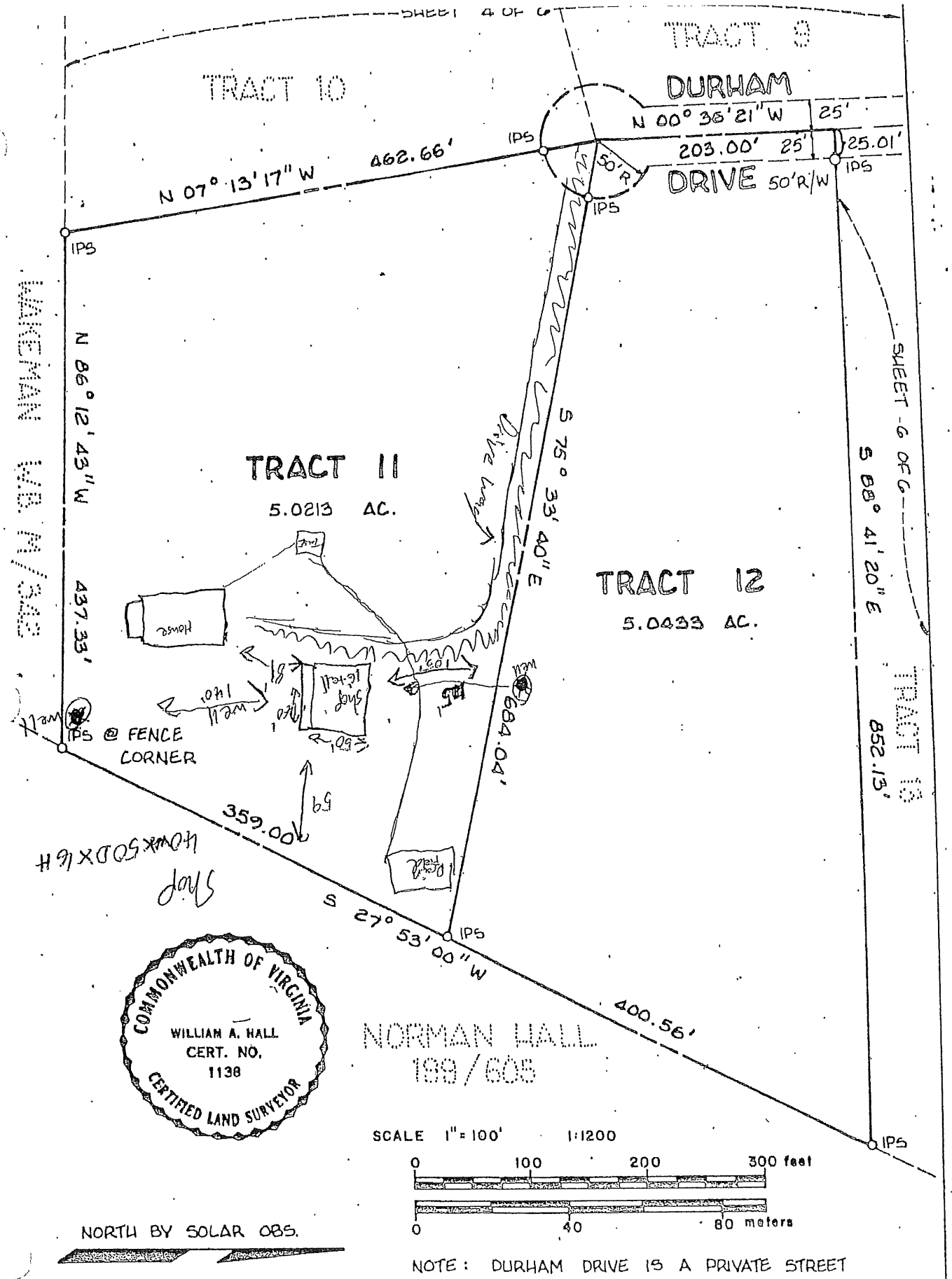
THE JACOB FOLTZ PROPERTY
WARREN COUNTY, VA

PREPARED FOR:
JACOB FOLTZ

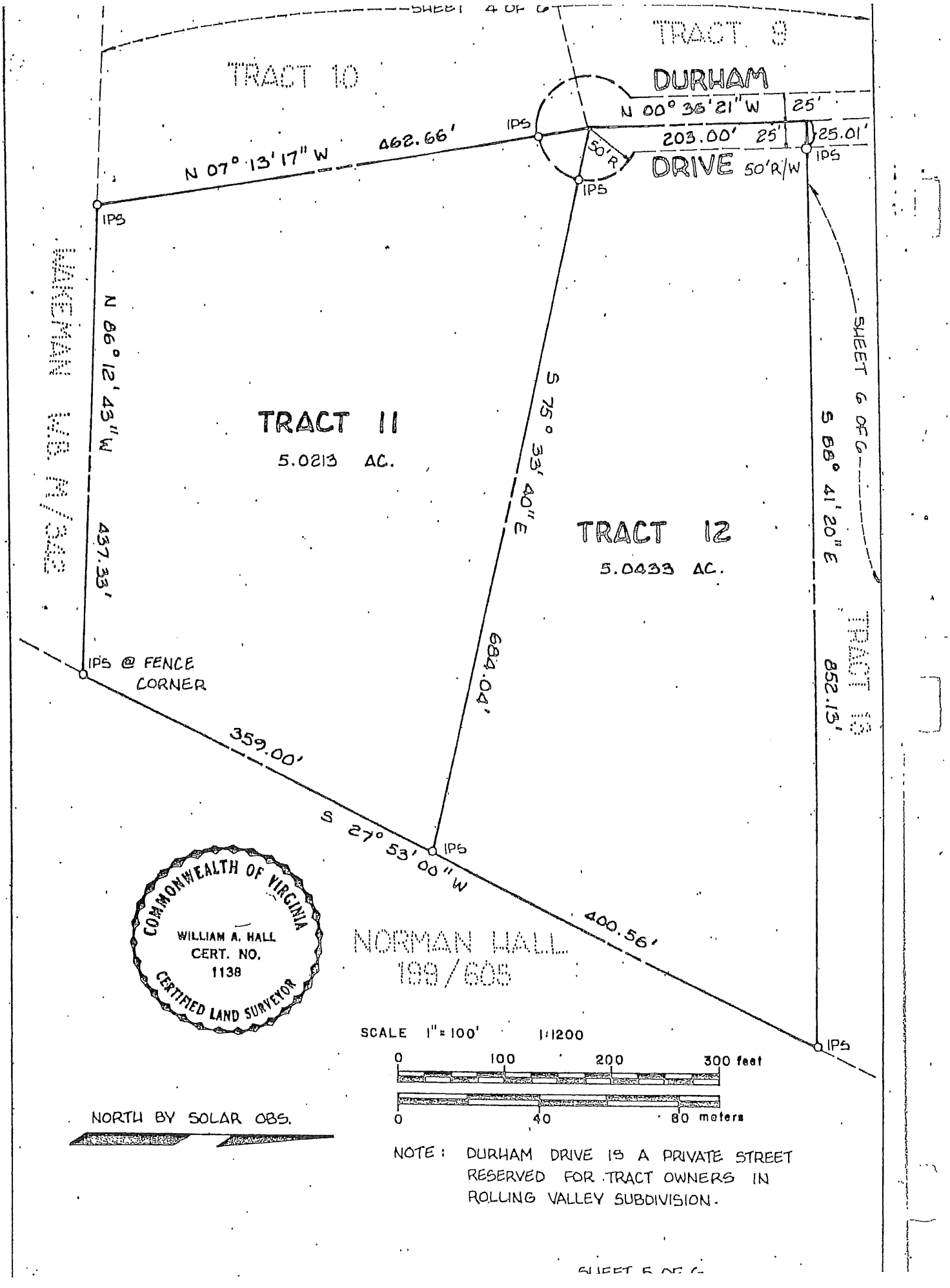
SEWAGE DISPERSAL DESIGN

SCALE AS NOTED

SHEET 1 of 2



NOTE: DURHAM DRIVE IS A PRIVATE STREET RESERVED FOR TRACT OWNERS IN ROLLING VALLEY SUBDIVISION.



NOTE: DURHAM DRIVE IS A PRIVATE STREET RESERVED FOR TRACT OWNERS IN ROLLING VALLEY SUBDIVISION.

To Whom it may concern,

Community & Environmental Impact:

The community should not be greatly impacted, there is no HOA in this development, the road is maintained 60% my myself. It is graded and rock laid when needed.

Environmentally all hazardous substances will be kept on/ stored in the work truck and not stored in the building. All materials are labeled accordingly. Oil and other waste products will be disposed of properly. Waste oil is stored in a pump tank in the service truck and disposed of before the tank reaches capacity at 1 of 3 locations, 2 here in Front Royal and 1 in Manassas, VA. Garbage and other waste are routinely taken to the transfer stations here in Warren County. Once scrap metal has accumulated enough to warranty a trip to the scrap metal facility in Fredrick County, VA it is disposed of.

Natalie Lentz

From: David Beahm
Sent: Friday, March 5, 2021 1:45 PM
To: Natalie Lentz
Cc: Paula Fristoe
Subject: FW: Request for Comments CUP 2021-03-06 - WCCUP-000087-2021
Attachments: Warren County Conditional Use Permit Application_Jacob Foltz_2021-03-06.pdf; Jacob Foltz Statement of Justification_2021-03-06.pdf; Jacob Foltz Site Plans_2021-03-06.pdf

Comments CUP 2021-03-06 – Jacob Foltz – Conditional Use Permit for a Commercial Repair Garage:

- Erosion and Sediment Control Items:
  - No land disturbance is indicated specifically within the application, but if any is required the following would be required:
    - Application and permits are required for ESC permit for work over 10,000 square feet, which would be a normal submission including a full plan review application. Any area that would be graveled that is not related to an existing graveled area would be considered part of the 10,000 square feet threshold.
  - If the area of disturbance exceeds one (1) acre consultation with the Department of Environmental Quality (DEQ) should be considered to ensure it meets the Stormwater Regulations. If it requires DEQ approval, we would not be able to issue anything prior to it being provided.

- Building Inspections Items:
  - The applicant indicates that the business is proposed to be conducted in an accessory structure to be located on the property with a single-family dwelling. The structure will need to comply with the requirements of the Virginia Uniform Statewide Building Code (USBC). This will require application to be made to the Building Inspections Department for review for structure, electrical, mechanical, plumbing, etc. At this time there is insufficient information provided without an application submission to provide any further response. If any additional information is needed beyond what is provided here, the applicant can contact the office and speak with the Plan Reviewer to assist.
  - The work that is indicated would require all permits as any other commercial business would before any work was started.

If anything should change in the scope additional requirements may be required.

Respectfully,

David C. Beahm, CBO
Building Official
County of Warren
540-636-9973
Fax 540-636-4698
dbeahm@warrencountyva.net
www.warrencountyva.net

THIS MESSAGE IS INTENDED SOLELY FOR THE INDIVIDUAL(S) NAMED IN THE HEADER. THIS MESSAGE MAY CONTAIN MATERIAL THAT IS PRIVILEGED OR CONFIDENTIAL. IF YOU ARE NOT ONE OF THE INTENDED RECIPIENTS, PLEASE DO NOT READ, COPY, USE, OR DISCLOSE THIS MESSAGE TO OTHERS; PLEASE NOTIFY THE SENDER BY REPLYING TO THIS MESSAGE; AND THEN PLEASE DELETE THIS MESSAGE FROM YOUR SYSTEM. THANK YOU.

RE: Jacob Foltz Conditional Use Permit

Joe Gillette <jdgillette@embarqmail.com>

Fri 4/9/2021 9:58 AM

To: Natalie Lentz <NLentz@warrencountyva.net>

Ms Natalie Lentz,
Thank you for the conditional use permit application and drawings for Mr. Foltz Commercial Garage.

The 200 acres of Norman Hall family has been in our family since the 1930's. Norman Hall was born on the farm next door in 1890. Our family has been living and hunting in the Bethel since the early 1800's.

We used to access the back of our property via Durham road for twenty years via Johnny Gaines the original owner (current Foltz tract.) We'd drive up Durham Road a couple times a year and park for a couple hours on our land during deer season.

When Jacob Foltz first bought the tract he asked if he could ride his 4 wheelers on our land. Our father said no for liability reasons. Mr. Foltz neighborly response was to dig up the roadbed and block access to our land via Durham Road.

There is a history of trash and debris being blown onto our property from Foltz's property. We've picked it up a few times over the year. Currently, there are a dozen or more plastic items that belong to the Foltz's. There has been zero attempt to pick up the trash.

You're more than welcome to visit the site and inspect our adjacent Gillette/Hall family land to see what we're talking about. It's spread out across the tree line 50 to 75 yards directly across from the front entrance of the residence.

Every time we ride on the trail (farm equipment) by their house and or park on the trail like we've done for years we feel our/their privacy is disrupted.

Questions about Conditional Use Application:

1. **Reason for application: to work on occasional forklifts and make the Area Look Clean and Tidy.**
   Applicant works on heavy equipment now we can hear it a mile away. Yard looks more like a scrap yard than a landscaped single family home. Also there is a small logging operation for outdoor wood furnace right up against our land. Looks raw from our property.

2. **Season hours of operation Monday-Friday 8:30-5:00.**
   What is to keep the owner from working on weekends ? This is not a noiseless operation.

3. **Proposed landscaping and buffering? Applicant answer: Trees.**
   We did not see a professional site plan drawing with Tree details? What kind of trees? Where are they to be placed? Are Leyland Cypress going to be planted along our property line close enough together to block the view? Leyland Cypress take time to grow. Suggest a 6' privacy fence that is to be maintained over the years along to property line and Leyland cypress to create a wind break and sound barrier and blown trash deterrent

We imagine the trash and mechanical noise will increase significantly if a commercial enterprise is approved on the Foltz property. We suggest the following manmade and natural barriers to clean make the Area Look Clean and Tidy Area thus protecting our land from noise and trash coming our way.

We are not opposed to the garage if a fence/Leyland Cypress trees are ***installed and maintained*** *along our adjacent property line. The applicant should be required to install and maintain a six foot tall wood as well as adequately spaced row of Leyland Cypress trees like other Commercial Enterprises are required to do so as to not detract from the neighboring property owners serenity.*

Warm regards,
Daniel Gillette & Joseph D. Gillette,
Landowner(s)

From: Natalie Lentz [mailto:NLentz@warrencountyva.net]
Sent: Tuesday, April 6, 2021 2:22 PM
To: jdgillette@embarqmail.com
Subject: Jacob Foltz Conditional Use Permit

Hello Mr. Gillette,

Thank you for stopping by the office to inquiry about Mr. Foltz's Conditional Use Permit. Attached you will find the information we have pertaining to this Conditional Use Permit. If you have any additional information, please give us a call.

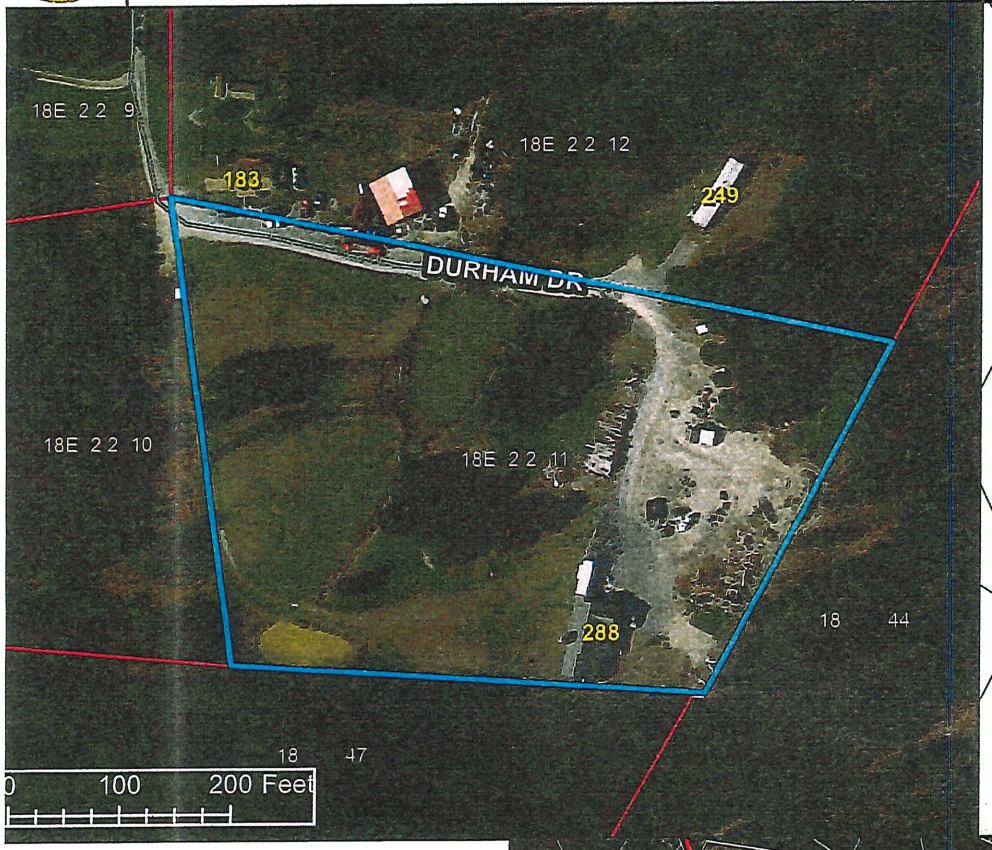
Natalie Lentz
Administrative Assistant
Warren County Planning and Zoning Department
(540) 636-3354

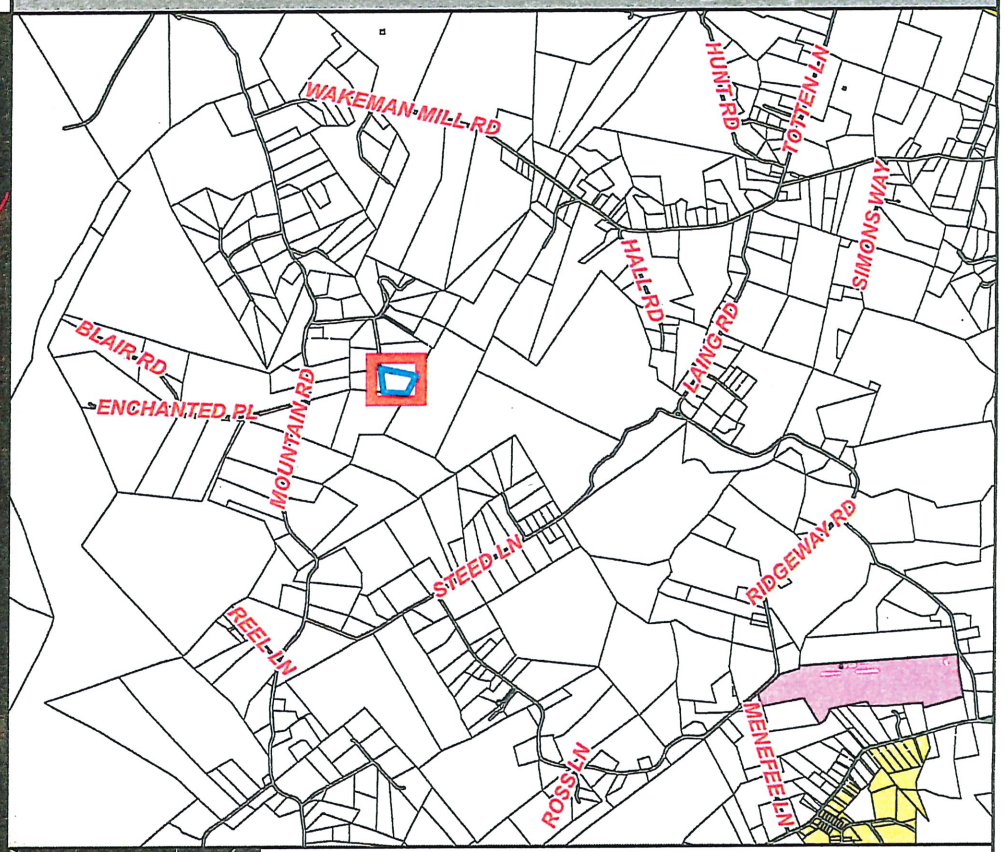
Varren County VA

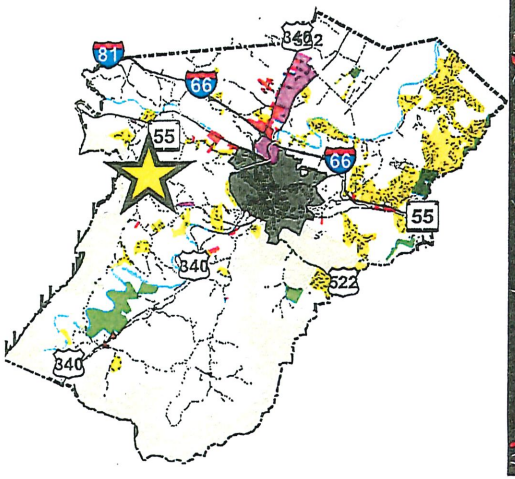
CUP Location Map

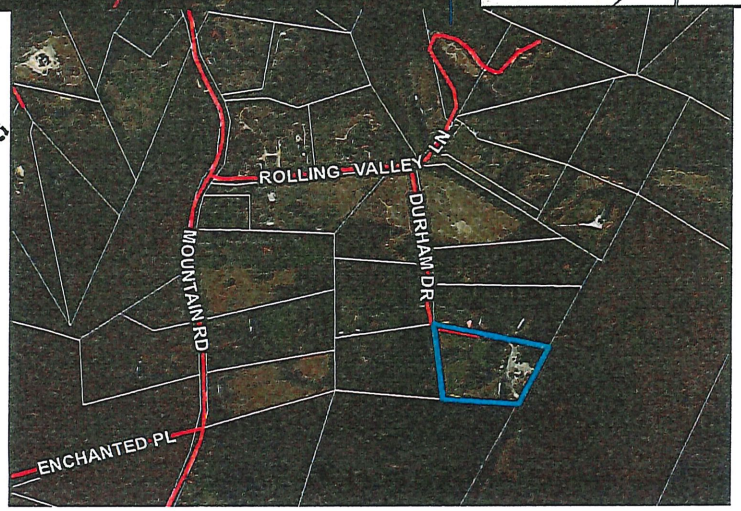
CUP: Commercial Garage Repair
Applicant: Jacob Foltz

TM 18E--2-2--11
288 Durham Drive
Rolling Valley Subdivision









Zoning

- Agricultural
- Commercial
- Industrial
- Residential One
- Residential Two
- Suburban Residential
- Village Residential
- Rural Residential
- Right of Way
- Front Royal
- Federal Land
- State Land
- Water
- VOF Conservation Easements
- WC Conservation Easements

Map produced by
Warren County GIS 2021
Department of Planning

RESOLUTION SEEKING JUSTICE FOR THE CITIZENS OF WARREN COUNTY

At a duly called meeting of the Warren County Board of Supervisors (the "Board") held in accordance with all applicable legal requirements, including open meeting laws, on the 18th day of May, 2021, this resolution was introduced and adopted:

WHEREAS, Jennifer R. McDonald was the Executive Director of the Industrial Development Authority of the Town of Front Royal and the County of Warren, Virginia (the "EDA").

WHEREAS, the mission of the EDA is to strengthen the industrial tax base of our community, to foster a friendly business environment, to bring our commuting workforce home to work, and to create living wage jobs for our residents.

WHEREAS, McDonald held a position of public trust as the Executive Director of the EDA.

WHEREAS, instead of supporting the mission of the EDA, from at least 2016 until 2018, McDonald, along with various others, engaged in a variety of schemes to unlawfully take millions of dollars in money and property from the EDA for her own personal benefit

WHEREAS, McDonald was criminally prosecuted by the Commonwealth of Virginia, but that prosecution was dismissed by the Commonwealth.

WHEREAS, currently, no criminal charges are pending against McDonald.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD AS FOLLOWS:

1. The Board requests that a criminal prosecution be instituted as soon as possible against McDonald and any other parties who aided or conspired with McDonald to steal EDA funds or property.

2. The Board authorizes and directs the County Administrator to transmit a copy of this resolution to Acting U.S. Attorney for the Western District of Virginia Daniel P. Bubar, Commonwealth's Attorney John Bell, Congressman Ben Cline, Senator Mark Warner, Senator Tim Kaine, State Senator Mark D. Obenshain, Delegate C. Todd Gilbert, Delegate William D. Wiley, Delegate Michael J. Webert, and all local media.

This Resolution will take effect immediately upon its adoption.

Adopted May 18, 2021

CERTIFICATE

The undersigned Chairman and Clerk of the Board of Supervisors of Warren County, Virginia hereby certify that the foregoing constitutes a true and correct copy of a Resolution Seeking Justice for the Citizens of Warren County adopted by the Board of Supervisors at a meeting held on May 18, 2021. A record of the roll-call vote by the Board is as follows:

NAME	AYE	NAY	ABSTAIN	ABSENT
Cherly L. Cullers, Chairman				
Archie A. Fox, Vice-Chairman				
Tony F. Carter				
Walter "Walt" Mabe				
Delores R. Oates				

Date: May 18, 2021

[SEAL]

ATTEST: _____
Clerk, Board of Supervisors
Warren County, Virginia

_____
Chairman, Board of Supervisors
Warren County, Virginia