

At a regular/virtual meeting of the Development Review Committee held in the Warren County Government Caucus Room on November 30th, 2022.

Present: Matt Wendling, Planning Director; Vicky Cook, Fork District Board of Supervisor; John Ware, Town of Front Royal Planning & Zoning; David Beahm, Building Official; Walter Mabe, Board of Supervisor; Ed Daley, County Administrator; Taryn Logan, Deputy County Administrator; Bobby Boyce, Virginia Department of Transportation; Joe Petty, Director of Economic Development; Robbie Boyer, Environmental Services Director; Karen Williams, Senior Administrative Assistant of Public Works; Austin Cucciardo, Lieutenant WC Fire & Rescue and Veronica Diamond, Office Manager of Planning and Zoning

Call to Order: Mr. Wendling called the regular/virtual meeting to order at 10:00 AM

I. Welcome and Introductions: Mr. Wendling welcomed everyone.

II. Discussion of County Projects:

A. Update of proposed projects

B. Planning Commission/BOS Applications/Government

1. Update Light Industrial/Data Center Text Amendment

- Mr. Wendling stated there will be a work session in December to decide if it will move forward in January or if it will need an additional Public Hearing to decide. They are evaluating if they want to go By-Right or by Conditional Use Permit.

C. Update on ongoing projects

1. Sheetz Site Plan Review (Linden) – Site Plan 3rd Submission, Permits submitted for Fuel Station Canopy, Lighting, Signage and Structure awaiting review from WCHD. Once approved the Planning Commission will receive for their approval on December 14th meeting.

- Mr. Jim Davis was not able to attend, Mr. Wendling stated he received an email from Mr. Davis stating he expects to issue a construction permit for an alternative onsite sewage system (Large AOSS) for the proposed Sheetz at Linden very soon. He will also be introducing a new Environmental Health Supervisor to us soon. His name is Herb Cormier, and he will be covering the Warren County area.
- We have received the 3rd submission of their site-plan.
- We have recently received comments from DEQ.
- Mr. Beahm stated his next round of comments should be going out by the end of this week, part of their building has been approved their trays, mechanical, building and plumbing.

- Mr. Wendling stated we have everything for the Planning Committee, and everything has been addressed. It will be added to the Agenda for Authorization to Advertise.
- Ms. Logan stated she has a voicemail from them and suggested to Mr. Wendling to reach out and make sure they come to the Public Hearing meeting just in case any questions are asked by the Planning Commission.
- Mr. Daley stated it wouldn't hurt for them to be prepared to answer questions.
- Mr. Daley asked if the Board would see this next?
- Ms. Logan stated they would not.
- Mr. Petty asked Mr. Boyce if they would be clearing the right-of-way?
- Mr. Boyce said they would be clearing the right-of-way and they had hoped to clear more but due to the residence they are not going to be able to. He said he thinks they may add a stop sign in as well.

2. Regulations for Short-term Tourist Rentals; County and Town, Post-approval process.

- Mr. Wendling stated he added this in at Mr. Daley's request
- Short-term Tourist Rentals are impacting some of our in-house communities
- Our housing market prices are rising to where it is not affordable for our workforce communities in R-1, for example Shenandoah Farms and Shenandoah Shores.
- We have a post approval check list
- Some have to bring their property into compliance
- We are getting a large amount of these CUP applications
- Maybe we can look at the ordinance and remove them from R-1 all together
- Mr. Petty stated they have spreadsheets and maps. They are drafting up a survey to the existing permit holders to get a feel for how often they are renting their properties, are they looking to continue to run it, and hoping to get some feedback on the permit holders. Also, so they can look at it geographically and what the houses look like.
- Mr. Daley stated he thinks the Board is looking for some guidelines as to how they can stop driving away our housing market.
- Mr. Wendling stated Zoning requires a yearly water quality report, maintain their business license and paying their taxes-transit lodging.
- Mr. Wendling stated putting in the ordinance, if they do not meet the 100' set back then we are sorry we can not accept your application and we cannot waive it.
- Ms. Logan stated they have talked about adding it to the ordinance with the regulations and adding the definition.
- Mr. Wendling stated they will draft up some options for the Board

- Ms. Cook asked if they could send some options as well? Mr. Wendling said yes please do.

III. Discussion of Town Projects- Mr. John Ware stated the following:

- A. Rezoning Request for Heptad-Swan Estates – Planning Commission Public Hearing in Dec. 21st
 - This is to amend the proffers, a reduction of homes from the previous request
- B. Randolph Macon Academy – Planning Commission Public Hearing- Nov. 30th
 - A rezoning on a 6-acre piece off West Main Street (at the gate by the Soccer Plex)
 - Asking to go from R-1 to R-3
 - Looking to provide faculty and student housing
- C. NVR Saddle Crest Planned Residential Development – Town – PC Public Hearing Dec. 21st
 - Rezoning from R-E to R-1A this is a reduction of rezoning down to a 7,000 sq ft. lot from 1 acre
 - Ms. Logan stated they asked to meet with her, she doesn't want to do that without Lauren
 - Ms. Logan stated they didn't proffer anything
 - Mr. Ware stated they are having a Work Session next Wednesday
- D. Comprehensive Plan Update – Schedule – Final Draft Posted on-line PC Public Hearing Dec. 21st
 - Final draft hopefully by Monday
 - All the corrections have been made that was asked for
 - Ms. Logan stated they reached out to VDOT and would like to set up a meeting to add a condition
 - Small Area Urban Transportation Studies Town and County is supposed to be in the Comp Plan
 - VDOT wanted to sit down and go over some other plans they would like to add to along with the Town and County
- E. Data Center Text Amendment – Still on hold.

IV. Route 340/522 Corridor Projects- Mr. David Beahm stated the following:

A. Update on projects

- **Front Royal Self Storage – 8897 Winchester Rd. – Building Permits Issued & Amended**
- It is moving along, couple of things they want to change with the site plans which goes back to Planning and Zoning
- They are handling a lot of their own permitting through a development company which is becoming problematic. They are not as familiar with not knowing each permit and knowing what needs a permit as a contractor is

- **Equus Warehouse Facility – IT Renew – Industrial Manufacturing of Computer Goods**
- They have comments on the building
- They have some changes to the building that would be for Planning & Zoning
- The contractor said it would be a few weeks before they could get there stuff back to Mr. Beahm on his comments
- Mr. Beahm anticipates there will be at least one more review
- Removed the trailers and added about 200 parking spaces for employees
- They have about 150 working spaces that was supposed to be storage This changes the use from storage to manufacturing use or factory type This changes your occupant load traffic, everything
- **Interchange Phase II – Toray Drive – Building Permit Inspection Status**
- Mr. Petty is looking at scheduling a meeting the afternoon of December 5th, 2022
- They want a temporary C/O to get into the building and start utilizing it
- All things will be non-life safety
- Mr. Boyer was going to check and see what they need to get to him, it has been a little while
- **Terra Site Constructors – 6986 Winchester Road – Project Status –**
- They are planning to start pouring footers next week
- There are emails from Murad as far as what inspections are needed, this is another one where the owner is kind of taking responsibility for the permits and scheduling inspections instead of leaving it to a contractor
- **9700 Court LLC – Marlow-Silek Property – Winchester Rd. – Site Plan Review**
- Received replies back from his initial comments
- There are outstanding comments out for DEQ
- Mr. Beahm has not seen any response as far as DEQ's comments
- There was some discussion back and forth about sprinklers and if it would be required
- **Hahn Transportation – 75 Country Club Road – GDP for Car Storage FR Ford**
- Mr. Wendling stated Nikki is putting together a general development plan
- Mr. Wendling will reach out to Nikki about it
- Mr. Beahm stated there is nothing changing with erosion and sediment control at this time
- **Timberworks Site Plan– Fencing and Signage- site plan and E&S under review**
- Mr. Beahm and DEQ have comments out to them and we have not received responses yet
- **Cedarville LLC – Winchester Road – Rezoning and CUP for >50Kft.² Warehouse**

Mr. Wendling stated the following:

- All in the request for comments stage
- Application is complete
- It is a Rezoning and CUP
- It will be on our Planning Commission Meeting Agenda- Authorization to Advertise December 14, 2022. The Public Hearing will be in January
- There will be a meeting with them on December 12, 2022, if anyone has any comments, please get it to him before then
- Mr. Boyce asked for the TIA
- It will be 947,000 sq ft. of warehousing
- Mr. Boyce asked about making sure that it stays what they are asking for so if they want a warehouse they don't come back and change it to a data base, or manufacturing that generates more traffic, or something like that
- Mr. Daley asked how do we make sure they do not turn this into a data center?
- Ms. Logan stated they have only applied for a Conditional Use Permit; they are applying for the building but not the use. It proffers out.
- Mr. Wendling stated they did put in their SOJ, potential for a Data Center but they do not have that as a listed use at this point and time.
- This could be like what Equus is doing now
- Mr. Daley asked the size of the 4 buildings
- Mr. Wendling stated he didn't know the exact sizes of each building, but it is a total of 947,000 sq. ft.
- The last owner did have a CUP for a shopping center
- Mr. Petty stated there was a nice sketch of a shopping center on the commuter side of the road and then the buildings behind it and it looked clean and neat.

V. Public Comments: *This is an opportunity for applicants to ask questions to committee members regarding a proposed project and familiarize themselves with the permitting process.*

VI. Other Issues

- Mr. Ware stated there will be a Public Hearing December 12, 2022, for a review of a demo to the building on 131 Main Street.
- Mr. Cucciardo asked what was going on with the old Jalisco building because if they would like to get rid of it the fire department would like to use it for training?
- Mr. Beahm stated they told Lauren that during the last meeting and asked her to reach out to the owners.

- Mr. Ware stated as of right now it is on hold because of a 2 year hold up on the electrical transformer.
- Mr. Cucciardo asked about the Mc. Donald's on the North End because they would like to use that for training as well.
- Mr. Beahm said he believes they have abandoned it from what he heard
- Ms. Cook stated therefore we need a Public Works training facility they need somewhere to train.

VII. Adjournment - 11:08AM

Next meeting is scheduled for Wednesday, January 25th, 2022, at 10:00 AM – Note December's meeting is cancelled due to the Christmas holidays.