

Planning Commission Meeting Minutes of March 10, 2021

At a regular meeting of the Planning Commission of Warren County held in the Warren County Government Center on March 10, 2021 at 7:00 PM.

Present: Robert Myers, Chairman (Happy Creek District); Hugh Henry, Vice Chairman (Fork District); Scott Kersjes (North River District); and Joseph Longo (Shenandoah District); also present Taryn Logan, Deputy County Administrator/Planning Director; Matt Wendling, Planner II; Joe Petty, Zoning Administrator; and Natalie Lentz, Administrative Assistant

Adoption of Agenda:

On a motion by Mr. Henry, seconded by, Mr. Kersjes and by the following vote, the Planning Commission adopted the agenda as presented:

Ayes: Myers, Henry, Longo, and Kersjes

Approval of Minutes:

On a motion by Mr. Kersjes, seconded by Mr. Henry, and by the following vote, the Planning Commission approved the minutes as presented:

Ayes: Myers, Henry, Longo, and Kersjes

Public Presentations:

Public presentations are limited to issues that are not included on the meeting agenda. It is intended as an opportunity for the public to give input on relevant planning issues, and not intended as a question and answer period. Chairman Myers asked if anyone would like to speak on items not on the agenda; no one came forward so the public presentation was closed.

Public Hearings:

2021-01-01-Justin and Felicia Katzovitz

A request for a conditional use permit for a short-term tourist rental. The property is located at 1253 Liberty Hall Road and identified on tax map 44, as lot 70B. The property is zoned Agricultural (A) and located in the South River Magisterial District.

Mr. Wendling reported that the property was recently purchased by the applicants who bought the property as a second home for use as a vacation residence for their own use and possibly as a short-term tourist rental. The applicants are requesting this permit for

order to offset the costs of the property. They mention in their statement of justification they plan to market the property to tourists looking for access to outdoor recreational activities. The property has direct access to Liberty Hall Road (Route #622) which is a state road and is not in a POA or HOA. This portion of the road is gravel but maintained by VDOT. This short-term tourist dwelling meets the setback requirements to the closet adjacent single family dwelling which is 188' to the west and that dwelling is abandoned and the property is for sale. If the Planning Commission recommends approval of this application, staff recommends that 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.

This public hearing has been properly advertised and the adjacent property owners have been properly notified. I'd be glad to answer any questions you might have at this time and is here also.

Chairman Myers thanked Mr. Wendling and said if there are no questions from the Planning Commission, I will open the public hearing. There were no questions so Chairman Myers opened the public hearing.

Several people came forward in opposition to the short-term tourist rental proposed.

- Chad Evetts **1350 Liberty Hall Rd.**
- Alan Stull **1197 Liberty Hall Rd.**
- James Pritchard **1011 Liberty Hall Rd.**
- Edwin Wright **1250 Liberty Hall Rd.**
- Joe Donora **646 & 630 Liberty Hall Rd.**

Many expressed their concerns about the traffic that this short-term tourist rental could pose to Liberty Hall Road. The neighbors stated that this road has not been maintained and can be very dangerous at times.

Chairman Myers thanked everyone who came forward to speak and asked the applicant if he would like to come forward to address these concerns.

Mr. Katzovitz stated that he and his wife intend to use this property as a vacation rental themselves, but would like to offer it for short-term visitations for individuals who will be visiting the Warren County area. He assured his neighbors that the renters will be screened and they will be required to adhere to noise restrictions.

Chairman Myers stated that the short-term tourist rental will not generate more traffic than a normal household.

Mr. Henry addressed the concerns regarding the road conditions. He stated that this is a state maintained road and any concerns regarding the road needed to be addressed by VDOT.

Mr. Wendling stated that he will contact VDOT regarding the neighbors' concerns, and they may be able to post mileage and take a look at the shoulders of the road.

Chairman Myers asked if there were any additional comments; there were none, so the public hearing was closed.

Mr. Henry moved the Planning Commission forward this application to the Board of Supervisors with the recommendations to approve the conditional use permit of Justin and Felicia Katzovitz for a short-term tourist rental with the conditions as recommended by staff.

Mr. Longo seconded the motion which was passed by the following vote:

Ayes: Myers, Henry, Longo, and Kersjes.

2021-01-02-John and Shelia Kirkpatrick

A request for a conditional use permit for a guesthouse. The property is located at Red Hille Way and identified on tax map 44, as lot 24C. The property is zoned Agricultural (A) and located in the South River Magisterial District.

Mr. Wendling shared that they are applicants are requesting a conditional use permit for a guesthouse. They are requesting this use in order to construct a one bedroom cabin on the lot prior to the construction of their permanent single-family dwelling on the lot. They plan to live in the cabin temporarily since they currently live in Yorktown, Virginia and desire to relocate and oversee the construction of the main dwelling. They plan to utilize the cabin for family and friends who visit them once they receive a certificate of occupancy for the primary dwelling. A preliminary site plan has been

submitted for the property showing locations of both dwelling and the applicants are working with an on-site evaluator for best locations for septic systems. They understand the guesthouse is for non-commercial use and not to be used for full-time occupancy after they move into the principle structure. If the Planning Commission recommends approval of this application, staff recommends that the following conditions should be applied:

1. The guesthouse shall not be used for full-time occupancy.
2. This accessory dwelling shall not be used for commercial rental or leasing of rooms for compensation of any kind.
3. The applicant shall comply with all Warren County Building Inspections and Warren County Health Department regulations and requirements including Building Code requirements for a smoke and fire detector system.
4. The applicant shall have a condition placed on the deed at the time of transfer of the property to a new owner that the rental or leasing of the dwelling for monetary compensation is prohibited and that it is limited to part-time occupancy up to six months.

This matter has been properly advertised and adjacent property owners were notified. I am happy to answer any questions. Mr. Kirkpatrick is also here to answer any questions.

Chairman Myers thanked Mr. Wendling and asked if there were any questions before opening the public hearing. There were no questions, so Chairman Myers opened the public hearing.

David McIntosh who lives at 692 Red Hille Way came forward and expressed his concerns about the well and drainage from Mr. Kirkpatrick's property and how it may affect his property.

Mr. Kirkpatrick came forward to address Mr. McIntosh's concerns. He expressed that he is in the process of working on the well and moving the septic within the setbacks of the property.

Mr. Henry wanted to clarify with Mr. Wendling that this will be a non-commercial use and will only be used by friends and family.

Mr. Wendling confirmed that this guesthouse is will be for non-commercial use and this will also be stated in the deed if property is transferred in ownership.

Chairman Myers asked if there were any additional questions; there were none, so the public hearing was closed

Mr. Henry moved the Planning Commission forward this application to the Board of Supervisor with the recommendation to approve the conditional use permit of John and Sheila Kirkpatrick for a guesthouse with the conditions as recommended by the staff.

Mr. Longo seconded the motion which passed by the following vote:

Ayes: Myers, Henry, Longo, and Kersjes

2021-01-03-Carl and Jennifer Ey

A request for a conditional use permit for a short-term tourist rental. The property is located at 1406 Panhandle Road and identified on tax map 35, as lot 5B-1. The property is zoned Agricultural (A) and located in the South River Magisterial District.

Mr. Petty shared that 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 Alexandria, VA and will have the home professionally cleaned and maintained in between reservations. They have years of experience owning/ operating short-term rentals in the Shenandoah Valley. If the Planning Commission is to move this forward, Staff recommends the following conditions:

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 (6) as determined according to the Health Department permit for a three (3) bedroom dwelling.
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 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.

This matter has been properly advertised and adjacent property owners were notified. I am happy to answer any questions.

Chairman Myers opened the public hearing. No one came forward to speak, so the public hearing was closed.

Mr. Longo moved the Planning Commission forward this application to the Board of Supervisor with the recommendation to approve the conditional use permit of Carl and Jennifer Ey for a short-term tourist rental with the conditions as recommended by the staff.

Mr. Kersjes seconded the motion which passed by the following vote:

Ayes: Myers, Henry, Longo, and Kersjes

2021-01-04-Carl and Jennifer Ey

A request for a conditional use permit for a short-term tourist rental. The property is located at 1408 Panhandle Road and identified on tax map 35, as lot 5B-1. The property is zoned Agricultural (A) and located in the South River Magisterial District.

Mr. Petty shared that 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 Alexandria, VA and will have the home professionally cleaned and maintained in between reservations. They have years of experience owning/ operating short-term rentals in the Shenandoah Valley. The Health Department could not find any records on this property but Mr.Ey is currently working with an engineer to clear these problems up. If the Planning Commission is to move this forward, Staff recommends the following conditions:

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 for a two (2) bedroom dwelling.
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 L-coliform bacteria and a copy of the results shall be submitted to the Planning and Health Department by the end of the calendar year.

This public hearing has been properly advertised and adjacent property owners have been notified. I am happy to answer any questions. Mr. Ey is also here if you have any questions for him.

Chairman Myers thanked Mr. Petty and asked if there were any questions; there were none. Chairman Myers opened the public hearing. He asked Mr. Ey if he would like to come forward.

Mr. Ey shared that he is currently working with an engineer to resolve the issues concerning the Health Department. He stated that the previous owners redrew the property line and he is currently looking into what he needs for the septic system.

Chairman Myers thanked Mr. Ey and asked if there were any further questions.

Being no further questions, Mr. Longo moved that the Planning Commission forward this application to the Board of Supervisors with the recommendation to approve the conditional use permit of Carl and Jennifer Ey for a short-term tourist rental with the conditions as recommended by staff.

Mr. Henry seconded the motion which passed by the following vote:

Ayes: Myers, Henry, Longo, and Kersjes

Authorization to Advertise:

R2021-03-01-Micheal and Barbara Olsen

A request 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 and is identified on tax map 12K, as lot 1.

Ms. Logan shared that 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, 640 acres located in Shenandoah Farms, off of Blue Mountain Road, came to the County to place the land in a permanent conservation easement. Mr. and Mrs. Olsen purchased the property with knowledge of the easement. They wish to do agricultural pursuits on the property, however the underlying zoning is still Residential One (R-1), which conflicts with language in the easement. The zoning takes precedence, therefore the downzoning needs to occur for the owners to conduct agricultural uses on the property. Ms. Logan also shared that the applicant is here to answer any questions.

Chairman Myers thanked Ms. Logan and asked if there were any questions.

Mr. Longo asked if the property previously consisted of several residential lots.

Ms. Logan responded that the property previously consisted of approximately seven hundred (700) one (1) acre parcels that were consolidated into three (3) to six (6) lots.

Chairman Myers asked if there were any additional questions; there were none. He then asked if the applicant would like to come forward to speak.

Ms. Olsen shared that the primary use for this property is to grow and sell trees for residential use. The secondary use of this property will be for a Native Virginia tree farm, which they do not plan to sell.

Chairman thanked Ms. Olsen and asked if there were any questions.

Mr. Kersjes asked if the applicant's motivation to rezone is for financial advantage.

Ms. Logan assured Mr. Kersjes that the main use for the property will be for agricultural use. It is a thirty (30) acre lot and could easily be mistaken for an agricultural property. The conservation easement was a great help.

Mr. Kersjes stated that this is a heavily dense property and is concerned that if the property is rezoned agricultural it will set a precedent for this area.

Ms. Logan shared that this will not set a precedent for this area. This property is unique because it has a conservation easement. She expressed that we do not typically see a residential property with a conservation easement that qualifies for a rezoning to Agricultural.

Mr. Wendling added that it will be hard for the applicants to store any equipment that they may want to use on this property, as the current zoning limits the height requirements for accessory structures.

Chairman Myers asked if there were any additional comments; there were none.

Mr. Henry moved that the Planning Commission authorize the rezoning request for advertisement for a public hearing.

Mr. Longo seconded the motion that was approved by the following vote:

Ayes: Myers, Henry, Longo, and Kersjes

2021-03-01-Kevin and Shannon Melton

A request for a conditional use permit for a short-term tourist rental. The property is located 186 Reid Drive and identified on tax map 15E, section 5, block5, as lot 653A. The property is zoned Residential-One (R-1) and located in the Shenandoah Magisterial District.

Mr. Petty shared that the applicant is requesting a conditional use permit for a Short-Term Tourist Rental. 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. The property meets the zoning setbacks. Request for comments have been sent out and we are waiting for the Health Department comments. Mr. Beahm from the Building Inspections Department commented that he was unable to approve at this time, due to work being done without any record of a building permit being issued. The applicant is currently working with the Building Department to get everything up to code. If you have any questions, I'd be happy to answer them.

Chairman Myers asked if there were any questions.

Mr. Henry commented that it will be hard to authorize this conditional use permit for advertisement because of the comments that were received from the Building Inspections Department.

Mr. Petty informed the Planning Commission that building inspectors visited the property and found that there were no major concerns and will have everything up to code.

Chairman Myers asked if there were any additional comments; there were none.

Mr. Henry moved that the Planning Commission authorize the proposed conditional use permit request for advertisement for a public hearing.

Mr. Kersjes seconded the motion that was approved by the following vote:

Ayes: Myers, Henry, Longo, and Kersjes

2021-03-02-Raymond Ditto

A request for a conditional use permit for a guesthouse. The property is located at 461 Thunderbird Road and identified on tax map 36, as lot 31. The property is zoned Agricultural (A) and located in the South River Magisterial District.

Mr. Petty shared that 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. Request for comments have been sent out.

Mr. Kersjes asked if there will be a walkthrough of the property.

Mr. Petty replied that there will be a walkthrough when it's posted.

Mr. Kersjes stated the house was sold in December as six (6) bedrooms and three (3) bathrooms, but the tax records only show it as three (3) bedrooms which will leave it up to the Health Department to decide.

Chairman Myers asked if there were any further questions; there were none.

Mr. Kersjes moved that the Planning Commission authorize the proposed conditional use permit request for advertisement for a public hearing.

Mr. Henry seconded the motion that was approved by the following vote:

Aye: Myers, Hugh, Longo and Kersjes

2021-03-03- John and Anna Carpenter

A request for a conditional use permit for a short term tourist rental. The property is located at 703 Kildare Drive and identified on tax map 15L, section 1, block, 1, as lot 13. The property is zoned Agricultural (A) and located in the Shenandoah Magisterial District.

Mr. Wendling shared that the applicant is requesting a conditional use permit for a Short-Term Tourist Rental for rental of their single-family dwelling. The property was purchased in 2018 as a second home for the applicants who currently reside in Williamsburg, VA. They plan to rent to the property to friends and tourists visiting the area in addition to their own personal use for 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. They have hired a local resident who will assist in managing the property, rental and business details.

Chairman Myers asked if there were any questions; there were none.

Mr. Henry moved that the Planning Commission authorize the proposed conditional use permit request for advertisement for a public hearing.

Mr. Kersjes seconded the motion which passed by the following vote:

Ayes: Myers, Henry, Longo, and Kersjes

2021-03-04-Front Royal Storage, LLC

A request for a conditional use permit for an enclosed storage facility. The property is located at 8897 Winchester Road and identified on tax map 12, as lot 56C. The property is zoned Commercial (C) and located in the North River Magisterial District.

Ms. Logan shared that Front Royal, LLC is requesting a conditional use permit for an enclosed storage facility. 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 will contain RV and boat storage. The property site is located of an abandoned single family dwelling that served by a well and pump and haul septic system. The property is located on Winchester Road, just north of the Potomac Edison transmission line and Shenandoah Motors and west of Kelley Industrial Park. The applicant is here if there are any questions.

Chairman Myers asked if there were any questions, there were none so he asked the applicant if he would like to speak.

Mr. Murphy came forward and presented a presentation to the Planning Commission which consisted of aerial photos of the property and a site plan, which indicated where the enclosed storage buildings will be located and where the RV and boat storage will be located. The applicant informed the Planning Commission that a marketing study needs analysis has been conducted for Warren County and it showed that there is a significant demand for self-storage. The applicant feels that this is a great opportunity for this property.

The applicant explained that all buildings will meet setbacks, all enclosed storage units will be climate controlled, and they will meet all facade requirements.

Mr. Kersjes asked the applicant if the self-storage will cover the entire lot.

Mr. Murphy shared that the proposed facility will consume the entire lot. The bays for the enclosed storage facilities will face the east and west.

Chairman Myers thanked Mr. Murphy; Chairman Myers said if there are no other questions, I am ready to take a motion.

Mr. Henry moved that the Planning Commission authorize the proposed conditional use permit request for advertisement for a public hearing.

Longo seconded the motion which passed by the following vote:

Ayes: Myers, Henry, Longo, and Kersjes

2021-03-05-Front Royal Storage, LLC

A request for a conditional use permit for the storage of cars, boats, and recreational vehicles. The property is located at 8897 Winchester Road identified on tax map 12, as lot 56C. The property is zoned Commercial (C) and located in the North River Magisterial District.

Ms. Logan shared that the applicant 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 overall project is proposed in two phases. This is the second phase of the project. 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 lies within the County's highway overlay district, which has architectural requirements on all building façade visible from the highway corridor (Route 340/522). They will need to be fully screened from the view of the corridor highway. The applicant is here if there are any questions.

Chairman Myers asked if there were any questions, there were none therefore he asked the applicant if he would like to come forward.

Mr. Murphy came forward and explained to the Planning Commission that the addition of the second phase will allow Front Royal Self Storage, LLC to offer a site for citizens to park their recreational vehicles off their own property. The sites will be on a first come first serve basis.

Mr. Kersjes asked the applicant if he has worked with an engineer to create an oil water separator for the property.

Mr. Murphy shared that he has not spoken with an engineer on this matter yet but will make sure that everything is in compliance with DEQ.

Chairman Myers said if there are no other questions, I am ready to take a motion.

Mr. Henry moved that the Planning Commission authorize the proposed conditional use permit request for advertisement for a public hearing.

Chairman Longo seconded the motion which passed by the following vote:

Ayes: Myers, Henry, Longo, and Kersjes

2021-03-06-Jacob Foltz

A request for a conditional use permit for a commercial repair garage in combination with a single family dwelling. The property is located at 288 Durham Drive and identified on tax map 18E, section 2, and block 2, as lot 11. The property is zoned Agricultural (A) and located in the Fork Magisterial District.

Mr. Petty reported that 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. The applicant does not have business hours or employees and is only operating as needed.

Chairman Myers shared a concern about the weight of the forklift and what kind of threat this could pose to the condition of the road overtime.

Mr. Petty shared that the road currently does not have a maintenance agreement and the neighbors are maintaining it on an as needed basis.

Chairman Myers asked if there were any further questions. If not, I'll take a motion.

Mr. Henry moved that the Planning Commission authorize the proposed conditional use permit request for advertisement for a public hearing.

Mr. Longo seconded the motion which passed by the following vote:

Ayes: Myers, Henry, Longo, and Kersjes

2021-03-07-Frank O'Reilly

A request for a conditional use permit for short-term tourist rental. The property is located at 315 Old Barn Lane and identified on tax map 13R, as lot 6. The property is zoned Agricultural (A) and located in the Shenandoah Magisterial District.

Mr. Wendling reported that the applicant is requesting a conditional use permit for a Short-Term Tourist Rental for the rental of a single-family dwelling for less than thirty days. In the Statement of Justification the applicant states his family and he have been involved with running Short-Term Tourist Rentals for over ten years. The dwelling was built in 2019 with the intentions of the applicant using it for a Short-Term Tourist Rental as a "home away from home" business venture and to support the local small business and restaurants.

Chairman Myers asked if there were any questions; there were none.

Mr. Henry moved that the Planning Commission authorize the proposed conditional use permit request for advertisement for a public hearing.

Mr. Longo seconded the motion which passed by the following vote:

Ayes: Myers, Henry, Longo, and Kersjes

2021-03-08-Frank O'Reilly

A request for a conditional use permit a for short-term tourist rental. The property is located at 187 Old Barn Lane and identified on tax map 13R, as lot 1B. The property is zoned Agricultural (A) and located in the Shenandoah Magisterial District.

Mr. Wendling reported that the applicant is requesting a conditional use permit for Short-Term Tourist Rental for the rental of a single-family dwelling for less than thirty

days. The dwelling is still under construction and with the intention of the applicant for using it for a Short-Term Tourist Rental as a “home away from home” business venture and to support the local small business and restaurants.

Chairman Myers asked if there were any questions; there were none.

Mr. Henry moved that the Planning Commission authorize the proposed conditional use permit request for advertisement for a public hearing.

Mr. Longo seconded the motion which passed by the following vote:

Ayes: Myers, Henry, Longo, and Kersjes

2021-03-09-Frank O'Reilly

A request for a conditional use permit a for short-term tourist rental. The property is located at 2973 Shenandoah Shores Road and identified on tax map 13J, Section 1, as lot 2. The property is zoned Agricultural (A) and located in the Shenandoah Magisterial District.

Mr. Wendling shared that the applicant is requesting a conditional use permit for a Short-Term Tourist Rental of the single-family dwelling for less than thirty days. In the statement of justification the applicant states his family and he has been involved with running Short-Term Tourist Rentals for over ten years. The dwelling has been used as a Bed and Breakfast in the past. The intention of the applicant will be using it for a Short-Term Tourist Rental as a “home away from home” business venture and to support the local small business and restaurants.

Chairman Myers asked if there were any questions. If not, I'll take a motion.

Mr. Henry moved that the Planning Commission authorize the proposed conditional use permit request for advertisement for a public hearing.

Mr. Longo seconded the motion which passed by the following vote:

Ayes: Myers, Henry, Longo, and Kersjes

2021-03-10-Frank O'Reilly

A request for a conditional use permit for a short-term tourist rental. The property is located at 261 Old Barn Lane and identified on tax map 13R, as lot 5. The property is zoned Agricultural (A) and located in the Shenandoah Magisterial District.

Mr. Wendling reported that the applicant is requesting a conditional use permit for Short-Term Tourist Rental for the rental of a single-family dwelling for less than thirty days. The dwelling is still under construction and with the intention of the applicant for using it for a Short-Term Tourist Rental as a “home away from home” business venture and to support the local small business and restaurants. The home is currently owned by a family member that is living out of the country.

Chairman Myers asked if there were any questions; there were none.

Mr. Henry moved that the Planning Commission authorize the proposed conditional use permit request for advertisement for a public hearing.

Mr. Longo seconded the motion which passed by the following vote:

Ayes: Myers, Henry, Longo, and Kersjes

2021-03-11- George Lombardi

A request for a conditional use permit for private use camping. The property is located on Harris Drive and identified on tax map 21C, section 3, as lot 10. The property is zoned Residential-One (R-1) and located in the Shenandoah Magisterial District.

Mr. Wendling shared that the applicant is requesting a conditional use permit for Private Use Camping on a vacant lot located in the Boilling-Poe-Manganro subdivision and all of which is located in the Special Flood Hazard Area (SFHA). Mr. and Mrs. Lombardi recently purchased this property with the intent of using it for fishing and tent camping until they are able to build a single-family dwelling. Meanwhile, he would like to place a shed on the property for storage and construct a fence along the property to confine his dog while visiting the property. County code requires that he has a conditional use permit for private use camping to do this in Residential One (R-1) zoning district. He will be required to submit a building permit for the accessory structure and fence if this CUP is approved by the Board of Supervisors since the structure is in the SFHA.

Chairman Myers asked if there were any questions; there were none.

Mr. Henry moved that the Planning Commission authorize the proposed conditional use permit request for advertisement for a public hearing.

Mr. Kersjes seconded the motion which passed by the following vote:

Ayes: Myers, Henry, Longo, and Kersjes

Subdivision Approval:

S-05-2020-Madison II, LLC

A request for final plat approval of a Class B Subdivision containing sixteen (16) lots. The property is located on the corner of Route 658 (Rockland Road) and Route 620 (Benny's Beach Road) and identified on tax map 13, as parcel 7. The property is zoned Agricultural (A) and located in the Shenandoah Magisterial District.

Ms. Logan shared that Section 155-30(B) of the Warren County Subdivision Ordinance requires that final plats for Class B Subdivisions be approved by the Planning Commission. The property is comprised of three parent parcels that were in existence prior to April 6, 1977. Staff has reviewed the final plats and they meet the minimum County requirements. We have received comments from VDOT, Mr. Brogan (Surveyor), and the Health Department. The Health Department has approved the proposed well and drains field sites. VDOT and the Health Department have signed the plats.

Mr. Kersjes asked if this subdivision triggers any HOA rules.

Ms. Logan replied that she is unsure because that would not go through the Planning Department.

Mr. Kersjes also questioned if the owners will be putting in a road or using an existing road.

Ms. Logan shared there is currently an existing road but it doesn't meet state requirements.

Chairman Myers asked if there were any additional comments; there were none.

Mr. Henry moved that the Planning Commission approve and authorize the Chairman sign the proposed subdivision plat and request that staff notify the Board of Supervisors of this decision.

Mr. Longo seconded the motion that was approved by the following vote:

Ayes: Myers, Henry, Longo, and Kersjes.

Commission Matters:

Ms. Logan shared the 2020 Annual Report with the Planning Commission and stated that 2020 was very busy year for the Planning Department. She added that requests for the Capital Improvement Plan update have been sent to all of the departments. These requests will be due March 31st and then the Planning Commission will hold a work session to review project requests. Ms. Logan also notified the Planning Commission that Ms. Beall has resigned. We will begin advertising for a South River Commission member.

Mr. Wendling is working on reviewing the floodplain ordinance and will be working with FEMA to get this updated.

Mr. Petty shared that the Zoning department has been very busy with zoning permits and with the change in weather he will begin reviewing Conditional Use Permits for private use camping. Mr. Petty also shared that the Virginia Department of Wildlife Resources delayed the start of enforcing the access fee until July 2022.

Chairman Myers, Mr. Henry, Mr. Longo, Mr. Kersjes, and Ms. Jordan had no comments.

Chairman Myers said if there is nothing else to share, we'll entertain a motion to adjourn.

Mr. Henry moved and Mr. Kersjes seconded a motion to adjourn; unanimously approved.

The meeting was adjourned at 8:47 PM.



Chairman