



AGENDA

Board of Supervisors Meeting

7:00 PM

March 18, 2025

7:00 PM - Moment of Silence - Opening with Prayer

- A. Call to Order and Pledge of Allegiance of the United States of America
- B. Adoption of Agenda – Additions or Deletions
- C. Treasurer - Update on Investment Accounts
- D. Public Comment Period for **Items on the Agenda** (30-Minute Time Limit)
- E. Reports – Board Members, County Administrator, County Attorney
- F. Appropriations and Transfers
- G. Approval of Accounts
- H. Approval of Minutes- March 4th 2025

Unfinished Business

- I. **Z2024-11-01 - Conditional Use Zoning Text Amendments - Warren County Planning Staff** - A request to amend Chapter 180 of the Warren County Code to amend §180-63 to modify the termination, expiration, extension, and re-application procedures for conditional uses. - Chase Lenz, Zoning Administrator

7:30 PM - Public Hearings

- J. **Public Hearing - CUP2025-01-01 - Short-Term Tourist Rental - Natasha Nyirongo-Gaillard & Gabriel Gaillard** - A request for a conditional use permit for a Short-Term Tourist Rental. The property is located at 268 Vaught Drive and is identified on tax map 15E, section 1, block 1, as lot 423. The property is zoned Residential-One (R-1) and is located in the Shenandoah Farms - Mountain Lake subdivision in the Shenandoah Magisterial District. - Chase Lenz, Zoning Administrator
- K. **Public Hearing - CUP2025-01-02 - Short-Term Tourist Rental - Natasha Nyirongo-Gaillard & Gabriel Gaillard** - A request for a conditional use permit for a Short-Term Tourist Rental. The property is located at 229 Riley Court and is identified on tax map 15E, section 4, block 4, as lot 52. The property is zoned Residential-One (R-1) and is located in the Shenandoah Magisterial District. - Kelly Wahl, Planner
- L. **Public Hearing - Z2025-01-01 - Bicycle Shop Zoning Text Amendments - Downriver Adventure Company, LLC (Mark Harris)** - A request to amend Chapter 180 of the Warren County Code to amend §180-8C to add a definition for bicycle shop, to amend §180-21D to add bicycle shop as a use

permitted by conditional use permit in the Agricultural (A) zoning district, and to enact §180-35.2 to add supplementary regulations for bicycle shop. - Chase Lenz, Zoning Administrator

- M. Public Hearing - CUP2025-01-03 - Bicycle Shop - Downriver Adventure Company, LLC (Mark Harris) -** A request for a conditional use permit for a Bicycle Shop. The property is located at 884 Indian Hollow Road and is identified on tax map 35 as lot 50A. The property is zoned Agricultural (A) and is located in the South River Magisterial District. - Chase Lenz, Zoning Administrator
- N. Public Hearing - CUP2025-01-04 - Artisan and Craftsman Trades Facility - W. Allen Nicholls & Kelly Walker -** A request for a conditional use permit for an Artisan and Craftsman Trades Facility. The property is located at 76 Hickory Hill Road and is identified on tax map 28 as lot 114. The property is zoned Agricultural (A) and is located in the South River Magisterial District. - Chase Lenz, Zoning Administrator
- O. Public Hearing - CUP2025-01-05 - Short-Term Tourist Rental - Paul Balserak -** A request for a conditional use permit for a Short-Term Tourist Rental. The property is located at 5305 Gooney Manor Loop and is identified on tax map 44 as lot 18B. The property is zoned Agricultural (A) and is located in South River Magisterial District. - Kelly Wahl , Planner

New Business

- P. Consent Agenda
1. Approval of revised Administrative Services Manager job description and grade - Jane Meadows, Deputy County Administrator
 2. Reclassification of Administrative Assistant to Accounting Technician I - Kayla Darr, Human Resources Manager
 3. Proclamation - Red Cross Awareness Month - Deborah Fleming
 4. **Authorization to Advertise for Public Hearing - CUP2025-02-01 - Short-Term Tourist Rental - Vesta Properties (W. Properties LLC) -** A request for a conditional use permit for a Short-Term Tourist Rental. The property is located at 422 Timberline Ridge Road and is identified on tax map 15H, section 2, as lot 6. The property is zoned Residential-One (R-1) and is located in the Shenandoah Magisterial District. - Kelly Wahl , Planner
 5. **Authorization to Advertise for Public Hearing - CUP2025-02-03 - Short-Term Tourist Rental - Paul Bell -** A request for a conditional use permit for a Short-Term Tourist Rental. The property is located at 551 Jonathan Rd and is identified on tax map 22B, block U, as lot 9A. The property is zoned Residential-One (R-1) and is located in the Happy Creek Magisterial District. - Kelly Wahl , Planner
 6. **Authorization to Advertise for Public Hearing - CUP2025-02-04 - Short-Term Tourist Rental - Elizabeth Baxter and Saurabh Prakash -** A request for a conditional use permit for a Short-Term Tourist Rental. The property is located at 168 Riley Court and is identified on tax map 15E, section 4, block 4, as lot 74A. The property is zoned Residential-One (R-1) and is located in the Shenandoah Magisterial District. - Kelly Wahl , Planner
 7. Amendment to Lease Agreement of Hangar B12 to Kirk McComas - Mike Berry, Public Works Director

8. Warren County Planning Commission Annual Report - 2024
9. Citizen Appointment - David Brotman to the Agricultural and Forestal District Advisory Committee - Matt Wendling, Planning Director
10. Contract Renewal - ACOM, LLC Contract - Jane Meadows, Deputy County Administrator
11. National Procurement Month Proclamation -
12. Amendment to Lease Agreement of Hangar B19 to Rock Skowbo - Mike Berry, Public Works Director
13. Amendment to Lease Agreement of Hangar B18 to Rock Skowbo - Mike Berry, Public Works Director
14. Amendment to Lease Agreement of Hangar B15 to Rock Skowbo - Mike Berry, Public Works Director
15. Amendment to Lease Agreement of Hangar B16 to Rock Skowbo - Mike Berry, Public Works Director
16. Amendment to Lease Agreement of Hangar B10 to Kenneth McCoy - Mike Berry, Public Works Director
17. Authorization to Advertise for Public Hearing - Warren County Comprehensive Plan - Kelly Wahl , Planner
18. Engagement Letter Approval for Colin Baenziger & Associates for County Administrator Recruitment - Jerome Butler - Board of Supervisors Chair
19. Authorization to Advertise for Public Hearing - Ordinance Amending Warren County Code §160-23 and enacting § 160-23.1 regarding Roll Back Taxes - Jason Ham, County Attorney
20. Rail to Trail Letter of Support - Richard Jamieson , Board of Supervisors - North River District

Q. Additional New Business

R. Public Comment Period - **General Comments** (30Minute Time Limit)

S. Adjournment