

At a regular meeting of the Warren County Planning Commission held in the Warren County Government Center on March 11<sup>th</sup>, 2026.

**Present:** Robert Myers, Chairman (Happy Creek District); Scott Kersjes (North River District); Brigitte Miller (South River District); William Gordon (Shenandoah District); also, present; Jordan Bowman, of Litten & Sipe LLP, attorney for the County; Kelly Wahl, Planner; Allison Mutter, Clerk to the Planning Commission

**Absent:** Paul Barnhart (Fork District)

**Call to order and Pledge of Allegiance of the United States of America**

**Adoption of the Agenda**

On a motion made by Mr. Gordon, seconded by Mr. Kersjes, and by the following vote, the Planning Commission approved the Adoption of the Agenda.

Ayes: Myers, Gordon, Barnhart, Kersjes, Miller.

**Adoption of Regular Meeting Minutes**

On a motion made by Mr. Kersjes, seconded by Mr. Gordon, and by the following vote, the Planning Commission approved the minutes from, as presented.

Ayes: Myers, Gordon, Kersjes, Miller.

**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.

**Public Hearings:**

**CUP2026-02-01 - Short-Term Tourist Rental - 77 Shiloh Lane** - A request for a conditional use permit for a short-term tourist rental. The property is located at 77 Shiloh Lane and is identified on tax map 43 as lot 51A1. The property is zoned Agricultural (A) and is located in the South River Magisterial District.

Mrs. Wahl stated that the applicants are requesting a conditional use permit for a short-term tourist rental for the property they recently constructed. The owners would like to make the dwelling available for short-term rental to offer a safe and welcoming lodging option to visitors of Warren County while also supporting the local economy. The owners and a local property manager will oversee all aspects of the rental process and management of the rental property.

No previous conditional use permits have been issued for the subject property for land uses in the Agricultural (A) zoning district. The dwelling was constructed in 2025 and no zoning violations have been recorded for the property. There are three (3) approved and active short-term tourist rentals adjacent to the subject dwelling. There is a Health Department operation permit approving a maximum of eight (8) occupants for the four-bedroom dwelling. The property is not located within a subdivision governed by an HOA/ POA. The dwelling meets the setback requirement to adjacent single-family dwellings. The closest dwelling is 224' to the north.

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. 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 applicant 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.
4. The applicant shall have the septic system serviced every five years as recommended by the Health Department and a copy of the service invoice shall be provided to the Planning Department.

Mr. Myers opened the public hearing and, with no one coming forward, closed the public hearing.

On a motion made by Mr. Kersjes, seconded by Mr. Gordon, and by the following vote, the Planning Commission moved to forward the conditional use permit for a short-term tourist rental to the Board of Supervisors with the recommendation of approval.

Ayes: Myers, Gordon, Kersjes, Miller

**Consent Agenda – Authorization to Advertise for Public Hearing:**

On a motion made by, seconded by, and by the following vote, the Planning Commission approved the Authorization to Advertise.

Ayes: Myers, Gordon, Kersjes, Miller.

**Commission Matters:**

**Attorney for the County:**

Mr. Bowman was glad to be back.

**Interim Planning Director:**

Mrs. Wahl stated that a new Zoning Officer had been hired and would be starting soon.

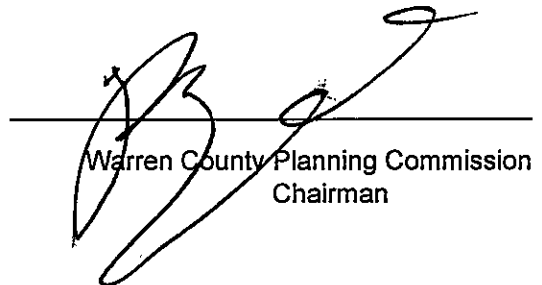
**Clerk to the Planning Commission:**

Ms. Mutter informed the Commissioners of the new zoning complaint form that was now available.

**Adjournment:**

On a motion made by Mr. Gordon and the following vote, the meeting was adjourned at 7:08PM.

Ayes: Myers, Gordon, Kersjes, Miller.



Warren County Planning Commission  
Chairman