



REGULAR PLANNING COMMISSION MEETING

Wednesday, March 15, 2023 @ 7:00pm

Warren County Government Center

I. CALL TO ORDER

II. ROLL CALL – DETERMINATION OF QUORUM

III. ADDITION/DELETION OF ITEMS FROM THE AGENDA

[Items added will be placed as the last item under Business Items. Unanimous vote is required to add/delete]

IV. APPROVAL OF MINUTES

- February 15, 2023 – Regular Meeting

V. CITIZEN COMMENTS

VI. CONSENT AGENDA (*Consent to Advertise*)

I move that the Planning Commission approve the Consent Agenda as presented. [Items removed for further discussion will be placed as the first item under Business Items. Unanimous vote is not required to move]

- **Comprehensive Plan** - Certification and recommendation of the new Comprehensive Plan document which shall update and supersede the Front Royal Comprehensive Plan, adopted March 23, 1998. Chapter 22, Article 3: §15.2-2223 through §15.2-2232 of the Code of Virginia outlines the legal authority and requirement that all localities prepare, recommend, and adopt a Comprehensive Plan.

VII. PUBLIC HEARING

- **2300075** – Warren Coalition. A request for a Special Use Permit for a lodging house located at 200 N. Royal Avenue and identified by Tax Map 20A5-13-80-1 & 2. The property is zoned C-2, Downtown Business District and is located in the Historic Overlay District.

VIII. OLD BUSINESS

- None.

IX. NEW BUSINESS

- None.

X. COMMISSION MEMBER REPORTS

XI. PLANNING DIRECTOR REPORT

- February Monthly Report

XII. ADJOURNMENT

NOTE: A work session will be held following the regular meeting. Discussion topics during the work session will include:

- Comprehensive Plan

The following minutes are a summary of items on the agenda. This meeting may be viewed in its entirety by accessing the video of the same date online via the Town's website at www.frontroyalva.com.

The Planning Commission meeting of the Town of Front Royal, Virginia was held on February 15, 2023, at 7:00 PM.

CALL TO ORDER

Chairman Merchant called the meeting of the Planning Commission to order at 7:00 pm.

ROLL CALL

Present: Darryl Merchant, Chairman
Connie Marshner, Vice Chairman
Daniel Wells, Commissioner
Glenn Wood, Commissioner
Michael Williams, Commissioner

Staff Present: Lauren Kopishke, Planning Director/Zoning Administrator
George Sonnett, Assistant Town Attorney
Connie L. Potter, Executive Assistant, Clerk of the Planning Commission

ADDITION/DELETION OF ITEMS FROM THE AGENDA

Chairman Merchant stated they would add the Election of Officers under Item 9, New Business.

MINUTES

- January 18, 2023 – Regular Meeting

Commissioner Williams moved, seconded by Vice Chairman Marshner to approve the meeting minutes as written.

VOTE: Yes – Marshner, Wells, Williams, Wood, Merchant
No – N/A
Abstain – N/A
Absent – N/A

ROLL CALL

CITIZEN COMMENTS

There were no citizen comments.

CONSENT AGENDA

Consent to advertise for public hearing.

- **2300075** – Warren Coalition. A request for a Special Use Permit for a lodging house located at 200 N. Royal Avenue and identified by Tax Map 20A5-13-80-1 & 2. The property is zoned C-2, Downtown Business District and is located in the Historic Overlay District.

Vice Chairman Marshner moved, seconded by Commissioner Wood to approve the consent agenda.

VOTE: Yes – Wood, Wells, Williams, Merchant, Marshner

No – N/A

Abstain – N/A

Absent – N/A

ROLL CALL

PUBLIC HEARINGS

Chairman Merchant explained the process for speaking at the public hearing.

- **2300021** – Jeffrey Kelble. A request for a Special Use Permit for a commercial outdoor recreation facility located at 1847 N Royal Avenue and identified by Tax Map 20A3-1-1 & 2. The property is zoned A-1, Agriculture and Open Space Preservation District.

Ms. Kopishke reviewed the application and staff report. The Special Use Permit Application was submitted by J & J Shores, LLC to operate an outdoor recreation facility at 1847 N. Royal Avenue offering inner tubing, canoes, kayak rentals, shuttle service, boat rentals, and rustic light camping facilities. The application included a Statement of Justification, location, proposed activities, potential future activities, flood action plan, transportation maps, survey plat and a site plan. This is an 11.44-acre parcel located at the intersection of N. Royal Avenue and Depot Avenue and is situated in the entire FEMA floodplain zone. The applicant noted that peak season would be from Memorial Day to Labor Day with the busiest days being Saturdays and Sundays and the highest projected volume would be from June to the third week of August. Ms. Kopishke gave a virtual presentation showing the proposed site plan to include routing maps of pick up and drop off locations as well as the pavilion area and possible campsites in the future.

The applicant Jeff Kelble thanked staff and Commissioners for considering his application. Since he purchased the property, Mr. Kelble has worked with the VFW to continue for them to be present on the property and use the property until the VFW finds a new home. Their hope by selling the

property was to give them the cash to purchase another property. Any business that operates on the property will be required to donate off the top 1% of the revenue to create a revenue source for the VFW to continue to operate and have a budget to do so until such time they find a new location. Mr. Kelble explained why he purchased the property and the proposed uses of the property. He mentioned that he has a very successful business in West Virginia operating the same as his proposal in this application. Mr. Kelble said he thought through the potential difficulties of the property which were floodplain concerns and passageway concerns. The property is fairly isolated, and he noted that the business is inherently fairly quiet. He noted that he will implement “quiet hours” when there are campers present. All camping will be within the Health Department guidelines. He would like to have up to 75 campsites. Potential future uses of the property would include the Rail to Trail project should it come to fruition. He has delineated an easement across the property in order to connect to the Rail to Trails. Mr. Kelble also explained the evacuation plan when flooding occurs.

Chairman Merchant opened the public hearing.

Robert Sealock, 437 Bel Air Avenue, Front Royal, VA. Mr. Sealock spoke in favor of the Special Use Permit. He believes it will offer more to do in the summer and fall for the youth in the community and will draw more people into the Town and County.

Fred Andreae, 367 Overall Road, Bentonville, VA. Mr. Andreae stated he owns the adjacent property, and he is excited about the proposed recreation facility. He believes it will be a wonderful asset to the Town and County and will draw people into the Town.

Herschel Finch, 310 Oakridge Court, Front Royal, VA. Mr. Finch spoke in favor of the Special Use Permit.

There were no additional speakers. Chairman Merchant closed the public hearing.

Commissioner Wood said that RVs had been discussed at a work session and the concern about long-term stays. He asked Mr. Kelble if he had thought about this concern.

Mr. Kelble explained that he is happy to limit the length of stay in a way the Planning Commission feels is fit. He suggested no longer than 14 days.

Commissioner Wood expressed concern with RVs and asked if Mr. Kelble planned on having a dump station.

Mr. Kelble stated that the health code requires a dump station. He said he was not planning on having RVs in the beginning. If he receives a lot of RV requests in the future he will create a dump station and do all that is required.

Commissioner Wood commented that it was a well thought out and well-prepared plan.

Commissioner Williams expressed that he was excited to see something like this coming to our Town. With Mr. Kelble mentioning possibly 75 tent units, how many toilets/showers are there onsite?

Mr. Kelble explained that the Health Department provides a grid. The first threshold is sixteen (16) and the second threshold is thirty-two (32). The sixteen (16) threshold requires two (2). It has to be even between men and women. The existing bathhouse currently has two (2) women's, two (2) enclosed for the men, and two (2) latrines. It would currently be suitable for up to sixteen (16) sites. Mr. Kelble noted that these numbers are the best to his recollection. The health code allows mobile toilets and because he is doing a "rustic" camp experience he would most likely employ those.

Chairman Merchant mentioned that the Town Ordinance does not define campground. Campgrounds are regulated by the Virginia Health Department. Part of the condition of any approval will be on getting a permit issued from the Health Department. Chairman Merchant noted that the health code requires camp spaces to be marked and asked if the applicant would be doing that.

Mr. Kelble answered yes and stated the spaces are required to be thirty feet (30') wide and 1600 square feet. He stated they would most likely be 40' x 40'.

Chairman Merchant expressed that the primary concern would be getting the Health Department permit which would be required before obtaining a Town business license.

Mr. Kelble assured the Commissioner's that he would acquire all permits before opening the facility.

Chairman Merchant asked for the definition of a "light camper" as mentioned in Mr. Kelble's application.

Mr. Kelble explained it was a term he used and not necessarily an official term. It would be a "pull behind" pulled by a truck and not more than thirty-two feet (32') in length.

Chairman Merchant asked if the overflow parking would be gravel or paved.

Mr. Kelble stated it would be gravel and that he would not be installing any more pavement than what was currently there.

Chairman Merchant asked the applicant what his plan was regarding staff at the site.

Mr. Kelble explained that in the beginning while it will be for the rafting business, he will determine the location of where a call center would be. It will depend on the onsite reception. There will be staff on site. He explained the use of a mobile pad connected to their reservation site which explains check-in/check-out and also gives a safety briefing. The check-in staff who are doing pfd's and safety speeches will either be out in the open, under the pavilion or in a small "event" tent typically 20' x 40'. Staff will do an onsite orientation briefing, walk them to get the

equipment and get them on to transportation and will have a staff driver to transport them to drop off sites. When camping is added there will be staff that will stay onsite during the camping season. Mr. Kelble continued answering questions explaining the mode of transportation for equipment and noted that in the beginning 1 vehicle (van or bus that pulls a trailer) will be used and when possibly serving 1,000 guests in the future, there would eventually be 4-5 busses. As far as retail sales there will be no warm food. He would like to sell river shoes, hats, sunscreen, sun shirts, waterproof phone cases, ice, etc.

Chairman Merchant shared that he was glad to see this project coming to the Town and believes it will be an asset to the Town.

After some additional questions by Commissioners, Mr. Kelble explained the process for monitoring and evacuating during flooding.

Commissioner Williams moved that the Planning Commission forward a recommendation of approval.

Ms. Kopishke advised that the Planning Commission may want to include a condition for the length of stay.

Commissioner Williams amended his motion.

Commissioner Williams moved that the Planning Commission forward a recommendation of approval to Front Royal Town Council for Special Use Permit Application number 2300021 for an outdoor recreation facility located at 1847 N. Royal Avenue with the following conditions:

- 1. That the length of stay be no more than 14 calendar days at one time.***
- 2. The application shall comply with all performance standards of 175-10.1-D.***

Mr. Kelble asked if the motion could be clarified that the length of stay applies to a non-staff person. If he has a camp site he may have a staff person living onsite in a camper. He wants to make sure it doesn't preclude a staff person from being onsite overnight.

Commissioner Williams amended his motion to state that it would exclude caretakers, seconded by Commissioner Wood.

VOTE: Yes – Williams, Wood, Marshner, Merchant, Wells

No – N/A

Abstain – N/A

Absent – N/A

ROLL CALL

OLD BUSINESS

None.

NEW BUSINESS

- Election of officers.

Chairman Merchant explained that the newly elected officer terms would begin on March 1, 2023.

Commissioner Williams moved, seconded by Vice Chairman Marshner to nominate Daniel Wells as Vice Chairman.

VOTE: Yes – Marshner, Merchant, Wood, Williams
No – N/A
Abstain – Wells
Absent – N/A

ROLL CALL

Commissioner Wood moved, seconded by Vice Chairman Marshner to nominate Darryl Merchant to continue serving as Chairman of the Front Royal Planning Commission through either/or the term of office or the term of his Commission expires.

VOTE: Yes – Wood, Wells, Williams, Marshner
No – N/A
Abstain – Merchant
Absent – N/A

ROLL CALL

COMMISSION MEMBER REPORTS

Vice Chairman Marshner shared she had been appointed to the joint Town and County Transportation Subcommittee. She noted it is an ad hoc transportation committee.

Commissioner Williams stated he had read through the Draft Comprehensive Plan twice and with the understanding that it is a “living” document he questioned what was stopping the Planning Commission from moving it forward as is and make adjustments as we move along.

Chairman Merchant explained it would be discussed at the March 1st Planning Commission work session. He noted that the Planning Director has been talking with VDOT and that the Planning Commission needs to look at the transportation network. There has been some preliminary planning and now there is some interest in the area and it was time to move to the next phase which is tightening up the plan and may require looking at some land use bays in the area that may be more commercial and light industrial to help us qualify for VDOT grants moving forward.

PLANNING DIRECTOR REPORT

- January Monthly Report
- 2022 Annual Report

Ms. Kopishke reviewed the monthly report and noted that staff had provided the 2022 Annual Report which is required by the state to be published yearly.

Vice Chairman Marshner said she would meet with staff to correct some minor typos in the Annual Report.

Commissioner Williams moved, seconded by Commissioner Wood to approve the January Monthly Report and the 2022 Annual Report.

VOTE: Yes – Merchant, Williams, Wood, Marshner, Wells
No – N/A
Abstain – N/A
Absent – N/A

ROLL CALL

ADJOURNMENT

Chairman Merchant asked for a voice call for adjournment. All those in favor say aye.

VOTE: Yes – Merchant, Wells, Williams, Wood, Marshner
No – N/A
Abstain – N/A
Absent – N/A

VOICE VOTE

The meeting adjourned at 8:09 p.m.

Approved by Planning Commission
Date: _____

Town of Front Royal, Virginia

Planning Commission Monthly Meeting Agenda

☐ Consent Action ☐ Administrative Action ☒ Public Hearing ☐ Discussion

Agenda Item: Special Use Permit – 2300075

MEETING DATE: March 15, 2023

SUMMARY: Warren Coalition – A request for a Special Use Permit for a lodging house located at 200 N. Royal Avenue, identified by Tax Map 20A5-13-80-1 & 2. The property is zoned C-2, Downtown Business District and is located in the Historic Overlay District.

STAFF RECOMMENDATION:

DRAFT MOTION: “I move that the Planning Commission forward a recommendation of approval with the following conditions:

1. The total number of lodging rooms or units shall not exceed ten (10).
2. Applicant to provide parking to accommodate eight (8) spaces.

NOTE: This is only a draft motion. Alternative motions are also welcome.

PLANNING COMMISSION ACTION:

Moved _____ Seconded _____

Merchant _____ Wells _____ Marshner _____ Wood _____ Williams _____

☐ Approved ☐ Approved w/ Conditions ☐ Denied ☐ Other



**TOWN OF FRONT ROYAL
DEPARTMENT OF PLANNING & ZONING**

**Planning Commission Regular Meeting
March 15, 2023**

APPLICATION #:

2300075

APPLICANT:

Warren Coalition

APPLICATION SUMMARY:

A Special Use Permit Application has been submitted for a lodging house located at 200 N. Royal Avenue.

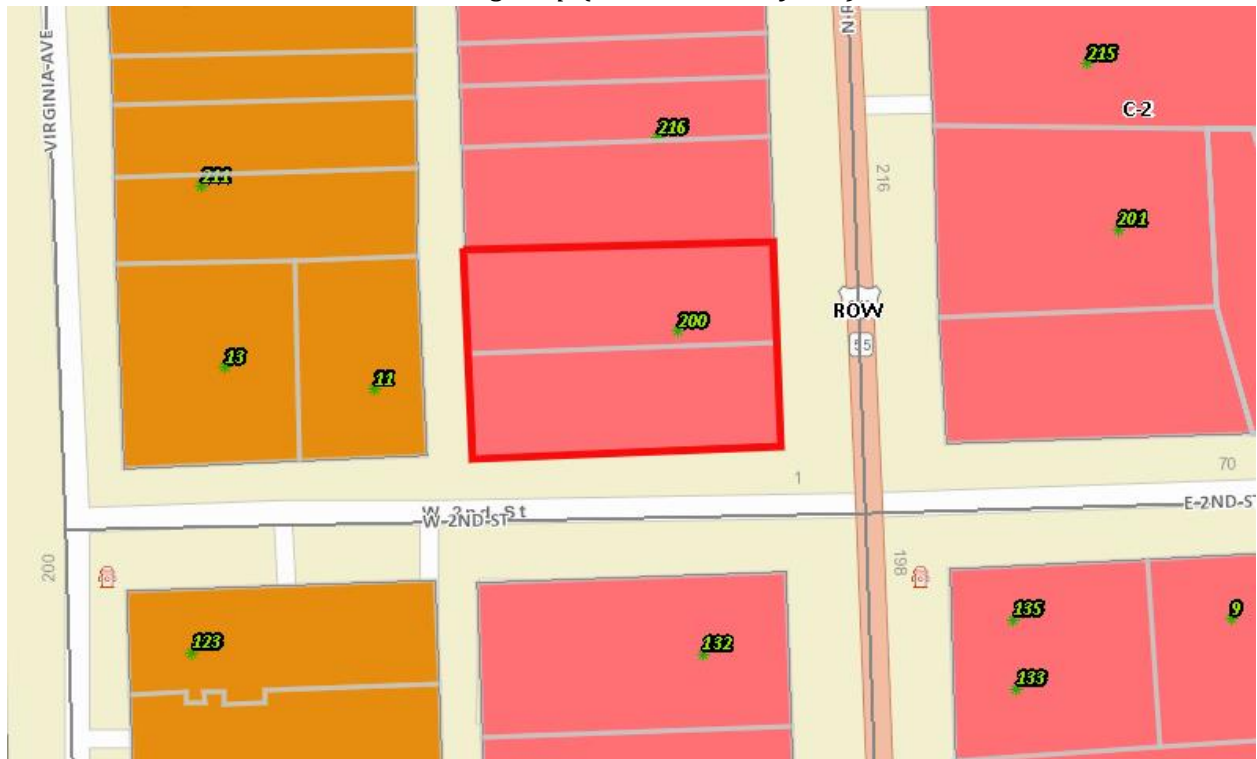
GENERAL INFORMATION:

Site Addresses	200 N. Royal Avenue
Property Owner(s)	Vaught Real Estate, LLC
Existing Zoning	C-2, Downtown Business District
Historic District	Yes
Proposed Use	Lodging House
Tax Identification	20A5-13-80-1, 2
Location	The property is located in the NW corner of the intersection of N. Royal Avenue and W 2 nd Street.

Vicinity Map (Warren County GIS)



Town Zoning Map (Warren County GIS)



Aerial (Warren County GIS)



Existing Site Conditions(Staff Photos of the Property)



Existing Site Conditions – Continued (Staff Photos of the Property)



INFORMATION ON THE APPLICATION:

Town Code

175-3, LODGING HOUSE - A residential building, other than a hotel, motel, or bed-and-breakfast home, where lodging is provided for compensation on a regular basis, pursuant to previous arrangements, but which is not open to the public or transient guests. Meals may be provided to the residents in a central location; however, no provisions shall be made for cooking in individual rooms or units. The maximum number of rooms or units shall be controlled by the area requirements of the district in which the use is located, but in no case shall the total number of lodging rooms or units exceed ten (10). A "Lodging House" shall also be known as a "Rooming House" or a "Boarding House."

175-48, USES PERMITTED BY SPECIAL PERMIT (C-2)

A. The following uses are permitted within the C-2 District only by approval of a special use permit, except as prohibited or restricted by separate restrictions of record that may pertain to property within the C-2 District:

RESIDENTIAL:

Apartments located in buildings constructed after January 1, 1999, in accordance with the area requirements in Section 175-49.

COMMERCIAL:

Automobile garages, excluding where repairs work is only an accessory use, subject to the requirements of Section 175-110.3 where motor vehicle painting or body work services are provided.

Automobile service stations, in accordance with 175-110.

Automobile and truck sales lots and leasing agencies, in accordance with 175-52.D.

Bed & Breakfasts, as set forth in Section 175-107.3.

Day Care Facilities, subject to the provisions of Section 175-107.1F, and any necessary improvements or changes to address the considerations of that section.

Farmers' markets, in accordance with 175-52.E.

INDUSTRIAL:

	<u>ORGANIZATIONAL:</u> Schools <u>MISCELLANEOUS:</u> Conservation areas. Lodging houses and boarding houses
<i>Project Summary</i>	A Special Use Permit (SUP) Application has been submitted for a lodging house located at 200 N. Royal Avenue by the Warren Coalition. The property is zoned C-2, downtown business district. The lodging house use is required by Special Use permit per 175-48. Records indicate the property has been used as a lodging house in the past, from 1989 to 2019. At the time the use was commenced the Towns Ordinance did not require an SUP. After the adoption of the most recent iteration of 175-48, the use was considered to be legally non-conforming, meaning if the use ceased for more than two years it must be brought into compliance. Due to change in ownership, the use was discontinued for 3 years. The applicant is now asking permission to have a lodging home for no more than 9 males, for approximately 6 to 9 month stays. The applicant will be utilizing 6 bedrooms and 3 bathrooms for the use and therefore is required to provide 8 parking spaces. Staff conducted a site visit and determined the property has room for adequate parking.
<i>Staff Recommendation</i>	Staff recommends approval with the following conditions: 1. The total number of lodging rooms or units shall not exceed ten (10). 2. Applicant to provide parking to accommodate eight (8) spaces.

ATTACHMENTS: 1) Application and associated documents from the Applicant.
2) Email from the Applicant.

2300075

2300075



TOWN OF FRONT ROYAL

DEPARTMENT OF PLANNING & COMMUNITY DEVELOPMENT
 102 EAST MAIN STREET
 P.O. BOX 1560
 FRONT ROYAL, VA 2263

Main: 540.635.4236
 Fax: 540.631.2727
 www.frontroyalva.com

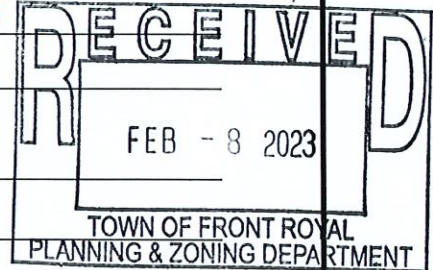
SPECIAL USE PERMIT REQUEST

FRSPU _____

* APPLICANT:

NAME Warren Coalition PHONE 540-636-6385 x 1001ADDRESS 538 Villa Ave. Front Royal, VA 22600E-MAIL Christa.c.warrencoalition.org

* PROPERTY OWNER:

NAME # Vaughn Real Estate, LLC PHONE _____ADDRESS 200 N. Royal Ave. Front Royal, VA 22630E-MAIL philipvaughn@gmail.com

PROPERTY DESCRIPTION

PROPERTY ADDRESS 200 N. Royal Ave. Front Royal, VA 22600TAX MAP 20A5 SECTION 13 BLOCK 80 LOT 1.12SUBDIVISION NAME _____ ACREAGE 15,000 sq ft.

REQUEST

ZONING DISTRICT C2PROPOSED USE OF PROPERTY Lodging Hse

* SPECIFIC SPECIAL USE PERMIT REQUEST Seeking an approval of a
lodging house which was the use of this building from 1989-2019.

ATTACHMENTS --The following must be submitted with the application. Additional information may be required depending on the nature of the request.

1. Survey/Plat of property showing all **existing** improvements.
(10 copies if larger than 11" X 17")
2. Site Plan Application Pd by clc
3. Application Fee of \$400.00 Receipt # _____ Date Paid 2-8-23 CS
4. Additional information as required by the Dept. of Planning & Community Development.

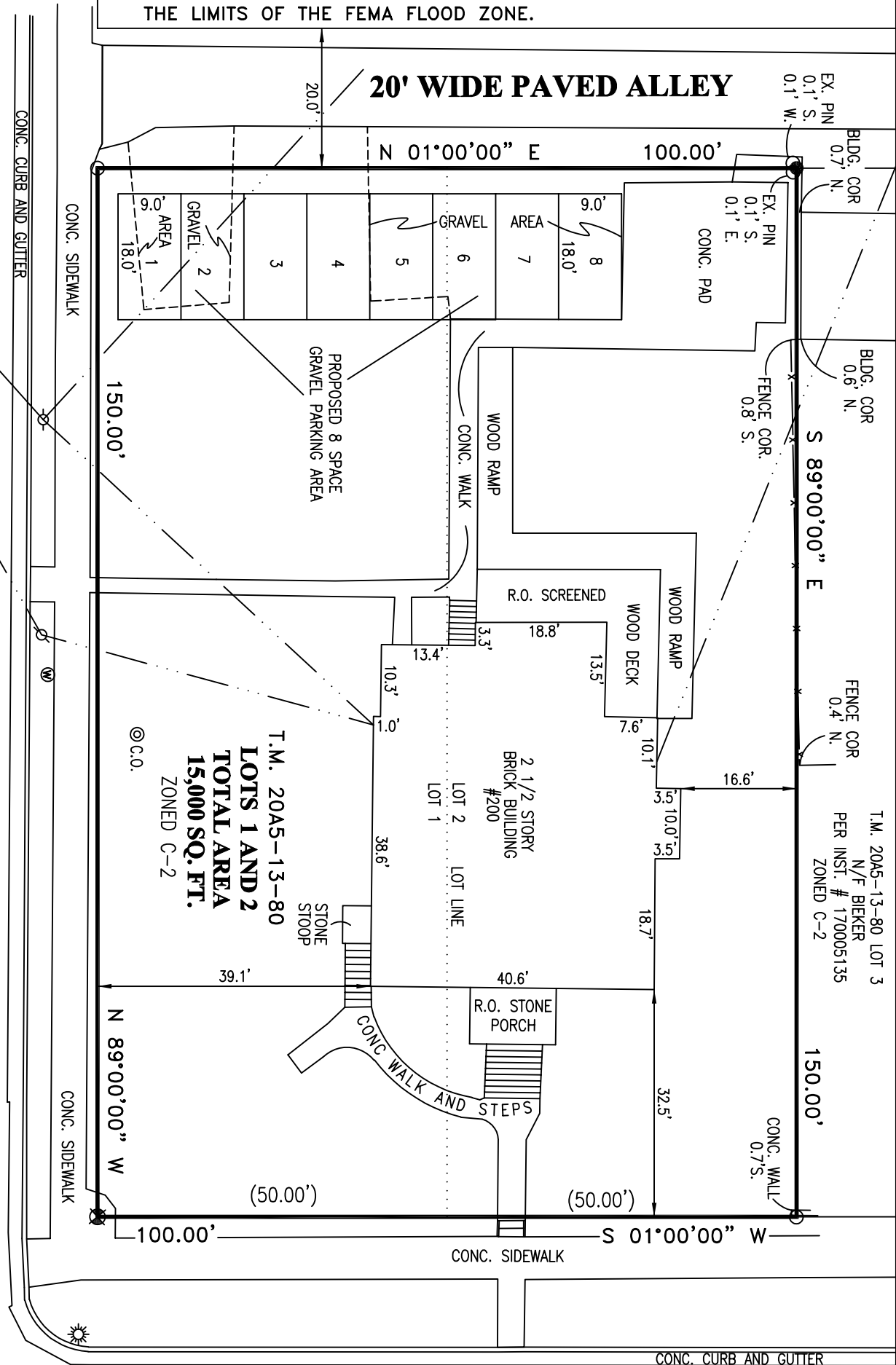
CERTIFICATION

I certify that the information provided with this application is correct to the best of my knowledge and should the special use permit be granted, the project will comply with the conditions imposed upon it and will be implemented only as approved by Town Council.

Signature (Leasee) Date 2/8/20

By submitting this application, the applicant grants permission to Town officials and employees to enter upon the property, which is the subject of this application, during reasonable hours and for purposes related to the application process.

NO TITLE REPORT WAS FURNISHED TO THIS OFFICE.
SUBJECT TO ANY AND ALL EASEMENTS OF RECORD.
DERIVATION OF TITLE TO: VAUGHT REAL ESTATE, LLC. PER INST. # 190006706.
PLAT REF: DEED BOOK "X" PAGE 444.
SUBJECT PARCEL SITUATED OUTSIDE THE LIMITS OF THE FEMA FLOOD ZONE.

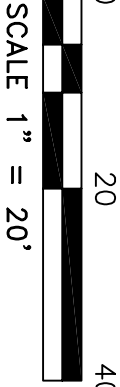


SURVEY OF LOTS 1 AND 2, BLOCK EIGHTY
FRONT ROYAL AND RIVERTON IMPROVEMENT CO.
FORK MAGISTERIAL DISTRICT

TOWN OF FRONT ROYAL
WARREN COUNTY, VA.

W. 2ND ST. 60' WIDE R/W

PREPARED BY:
BROGAN LAND SURVEYING, PLC
P.O. BOX 1578
FRONT ROYAL, VA. 22630-0034
TEL. & FAX (540) 635-5657
FEBRUARY 6, 2023



- N. ROYAL AVE**
80' WIDE R/W
- PER D.B. "X"/444
- DENOTES DRILL HOLE IN CONC.
 - ⊙ DENOTES LIGHT POLE.
 - ⊙ DENOTES WATER METER.
 - ⊙ DENOTES PIN FOUND.
 - ⊙ DENOTES PIN SET.
 - ⊙ DENOTES UTILITY POLE.
 - ⊙ DENOTES OVERHEAD WIRES.
 - ⊙ DENOTES PRIVACY FENCE LINE.

From: Julia Laurent <Julia@WARRENCOALITION.ORG>

Sent: Wednesday, January 18, 2023 1:24 PM

To: Lauren Kopishke <lkopishke@frontroyalva.com>

Subject: The Landing-200N Royal Ave

Good Afternoon,
Per our conversation:

We will have anywhere from 8-10 males in the home at a time; however, we don't anticipate 10 being a frequent number.

Residents will sign a lease with us for no less than 9months, but no more than 12.

Residents are responsible for obtaining their own supplies, living items, and proof of employment to reside in the premises.

Residents will be required to work with The warren coalition staff to create a savings plan and work towards goals of paying off fines, obtaining transportation, and stability.

Residents must live in Page, Warren, or Shenandoah counties.

Residents must be involved in some form of outpatient treatment; including but not limited to counseling, MAT, AA, or NA.

Residents can be terminated from their rental agreement for substance misuse or violence.

Residents have the ability to choose their room and rent is based on size. Some rooms are two men to a room.

Residents are responsible for their own meals. And share living spaces; this includes a large kitchen, living room, dining room, and outdoor areas.

Residents will be required to participate in Urine drug screens as requested.

Residents clean their own rooms and will coordinate with their fellow residents to clean the shared spaces.

Residents will have their own toiletries, linens, clothes, and dishware.

There are currently 5-7 parking spaces in the rear of the building.

There are currently 3 full restrooms

There are 7 rooms that could be utilized as bedrooms. Presently only 6 are being considered for use.

Please let me know if you have any further questions or need any more clarification.

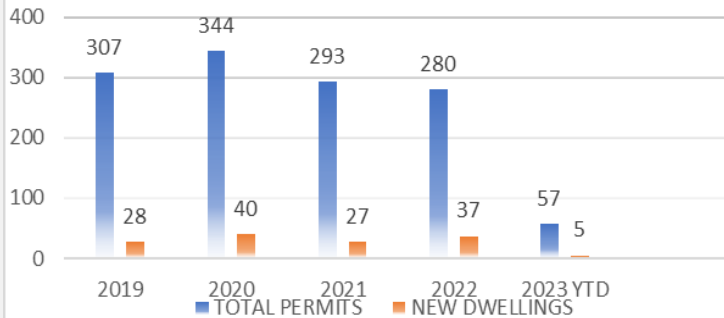
If there is another of better way that we can go about this please let us know

PLANNING/ZONING DEPARTMENT – FEBRUARY 2023

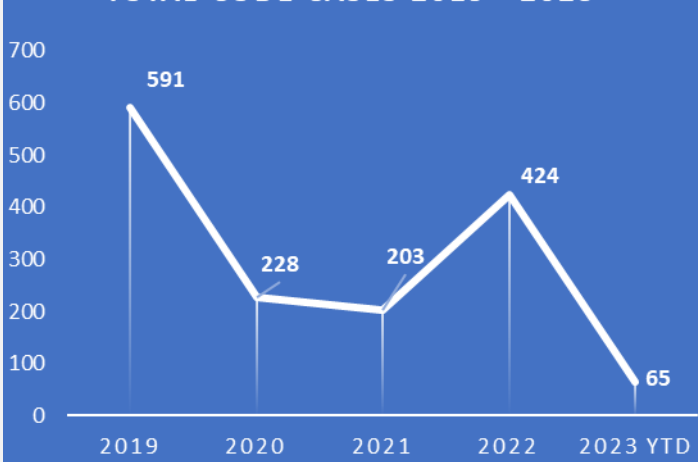
● GENERAL INDICATORS

	2019	2020	2021	2022	2023 YTD	January
Zoning Permits	307	344	293	280	57	26
Code Enforcement Cases	591	228	203	424	65	39
Land Use Applications	19	26	29	56	5	2
Code Amendments	1	1	7	2	0	0
Sign Permits	52	39	47	41	14	4
Business Licenses	186	151	172	155	33	19
Short-Term Rentals	N/A	N/A	1	13	0	0

PERMIT TOTALS 2019 - 2023



TOTAL CODE CASES 2019 - 2023



SPECIAL PROJECTS UPDATES/NEWS

- **Comprehensive Plan Rewrite:** Summit provided a Final Version of the Comprehensive Plan on November 30, 2022. The Planning Commission held a Public Hearing on December 21, 2022, and the PC voted to take it back to a work session on January 4, 2023. An additional work session to discuss the Comp Plan was held on February 1, 2023. The Comprehensive Plan is scheduled to go to PC work sessions on March 15th and April 5th with the intention of go back to a PC public hearing on April 19, 2023.
- **Chapter 175 and 148 Rewrite:** Discussion held with summit regarding the rewrite.
- **Capital Improvement Plan (CIP)** – At their regular meeting on January 18, 2023, the PC forwarded a recommendation of approval to Town Council.

- **BAR** – The Board of Architectural Review met for one (1) regular meeting in February and approved a 2-story addition and exterior renovations at 415 E. Main Street and postponed a decision for a completed reroof at 301 E. Prospect Street.
- **BZA** - The Board of Zoning Appeals held a regular meeting in February to approve minutes and review parliamentary procedure.

- **PC** – In February the Planning Commission (PC) held one regular meeting and one work session. At their regular meeting the PC recommended approval of one (1) Special Use Permit for a commercial outdoor recreation facility located at 1847 N. royal Avenue. The PC approved one (1) consent agenda item for a Special Use Permit application to be advertised for public hearing in March. Discussion at the work session was for one (1) Special Use Permit Application and the Comprehensive Plan Rewrite.



PLANNING COMMISSION WORK SESSION
Wednesday, March 15, 2023, After Regular PC Meeting
Warren County Government Center Caucus Room

AGENDA

- I. Call to Order
- II. Roll Call
- III. Work Session Business
 - **Comprehensive Plan** - Certification and recommendation of the new Comprehensive Plan document which shall update and supersede the Front Royal Comprehensive Plan, adopted March 23, 1998. Chapter 22, Article 3: §15.2-2223 through §15.2-2232 of the Code of Virginia outlines the legal authority and requirement that all localities prepare, recommend, and adopt a Comprehensive Plan.
- IV. Adjournment