



PLANNING COMMISSION WORK SESSION
Wednesday, December 6, 2023 @ 6 PM
Town Hall – 2nd Floor, East Conference Room

AGENDA

Call to Order

Roll Call

Work Session Business

- **2300695** – Warren Coalition. A request for a Special Use Permit for a lodging house located at 501 S. Royal Avenue, identified by tax map 20A7-8-1. The property is zoned C-1, Community Business District and is located in the Entrance Corridor.
- **2300700** – A Rezoning Application submitted by Skyline Realty Investments, LLC for a request to rezone 29 W. Duck Street, identified by tax map 20A12-3-25 & 28 from C-1, Community Business District to R-3, Residential District.
- **2300736** – A Rezoning Application submitted by Cook Realty, LLC for a request to rezone 1121, 1125 and 1135 John Marshall Highway, identified by tax map 20A10-3-8, 8A and 9A from R-1, Residential District to C-1, Community Business District.

Other

Adjournment

WORK SESSION ITEM 1

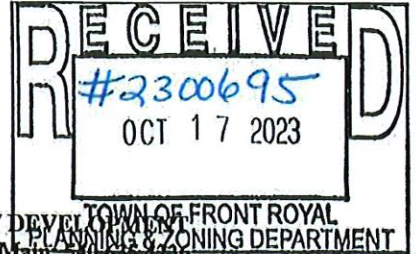
- **2300695** – Warren Coalition. A request for a Special Use Permit for a lodging house located at 501 S. Royal Avenue and identified by Tax Map 20A7-8-1. The property is zoned C-1, Community Business District and is located in the Entrance Corridor.



TOWN OF FRONT ROYAL

DEPARTMENT OF PLANNING & COMMUNITY DEVELOPMENT
102 EAST MAIN STREET
P.O. BOX 1560
FRONT ROYAL, VA 22630

TOWN OF FRONT ROYAL
PLANNING & ZONING DEPARTMENT
Main: 540.631.4230
Fax: 540.631.2727
www.frontroyalva.com



SPECIAL USE PERMIT REQUEST

FRSPU _____

APPLICANT:

NAME Werven Coalition PHONE 540-328-9036

ADDRESS 538 Villa Ave. Front Royal, VA 22630

E-MAIL Christa.Cox@wervencoalition.org

PROPERTY OWNER: William T. Vaught, Jr

NAME W. Vaught Real Estate PHONE 540-671-0460

ADDRESS PO Box 309 Front Royal, VA 22630 1042 Harmony Hollow Rd

E-MAIL philipvaught@gmail.com

PROPERTY DESCRIPTION

PROPERTY ADDRESS 501 S. Royal Ave. Front Royal, VA 22630

TAX MAP 20A17 SECTION 8 BLOCK _____ LOT 6

SUBDIVISION NAME _____ ACREAGE _____

REQUEST

ZONING DISTRICT C1

PROPOSED USE OF PROPERTY Lodging House

SPECIFIC SPECIAL USE PERMIT REQUEST A permit is requested
for a 15 bed ~~residential~~ ^{lodging} house for males. We will repurpose
the landing for females. (8 BEDROOMS)

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. To be brought by Philip Vaught.
(10 copies if larger than 11" X 17")
2. Site Plan Application
3. Application Fee of \$400.00 Receipt # 950 Date Paid 10/12/23 paw/cc by phone w/Carol
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 [Signature] Date 10/10/2023

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.

Revised 4-21-2021

Property Owner Signature

William T. Vaught, Jr.

501 S ROYAL AVE



Owner: VAUGHT WILLIAM T JR

Tax Map #: 20A7 8 1

Account #: 11998

Total Value: \$380,200

Land Value: \$117,000

Improvement Value: \$263,200

Zoning: C-1

Acres: .224

Property Details

Current Owner

Name: VAUGHT WILLIAM T JR

Mailing Address: 1042 HARMONY HOLLOW RD N/A
FRONT ROYAL, VA 22630

Physical Address: 501 S ROYAL AVE
FRONT ROYAL, VA 22630

Legal Repository

Legal Description: L1 & L3 BEATY SUB

Legal Description 2: N/A

Legal Description 3: N/A

Legal Description 4: N/A

Valuation & Sales

Land

\$117,000

Grantor

HAYNES BRADLEY K

Number of Parcels Involved in Sale

LINE	BEARING	DISTANCE
L1	N 27°04'38" E	48.91'
L2	S 78°32'53" E	144.52'
L3	S 22°55'09" W	86.44'
L4	N 63°33'30" W	145.45'
L5	S 27°04'38" W	64.84'

- DENOTES PIN OR SPIKE FOUND.
- DENOTES PIN SET.
- ⊕ DENOTES DRILL HOLE SET IN CONC.
- ⊗ DENOTES UTILITY POLE.
- - - - - DENOTES EDGE OF GRAVEL.
- . . - - DENOTES OVERHEAD WIRES.
- x - x - DENOTES WIRE FENCE LINE.

NO TITLE REPORT WAS FURNISHED TO THIS OFFICE.
SUBJECT TO ANY AND ALL EASEMENTS OF RECORD.
DERIVATION OF TITLE TO: WILLIAM T. VAUGHT JR.
PER INST. # 230001965.
PLAT REF: DEED BOOK 29 PAGE 129 AND DEED
BOOK 224 PAGE 66.

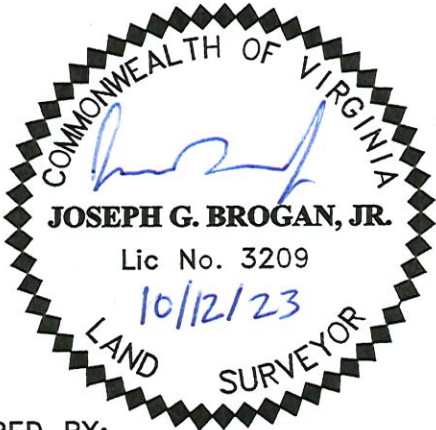
SUBJECT PARCEL SITUATED OUTSIDE
THE LIMITS OF THE FEMA FLOOD ZONE.
PARKING SPACES TO BE 9' X 18'.

T.M. 20A6-2-2 PARCEL 1
N/F PROSPECT HILL CEMETERY
PER D.B. 18 PG. 321
ZONED R-1

PER D.B. 224/66

T.M. 20A-7-3 PARCEL 10
N/F 6 CARDINAL PARK, LLC
PER INST. # 150000009
ZONED C-1

0 40 80
SCALE 1" = 40'



SURVEY OF TRACT ONE AND TWO OF
THE WILLIAM T. VAUGHT, JR. PROPERTY
PER INST. # 230001965.

FORK MAGISTERIAL DISTRICT
TOWN OF FRONT ROYAL
WARREN COUNTY, VA.

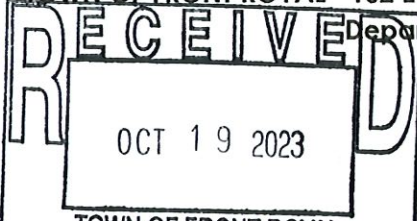
PREPARED BY:
BROGAN LAND SURVEYING, PLC
P.O. BOX 1578,
FRONT ROYAL, VA. 22630-0034
TEL. & FAX (540) 635-5657
OCTOBER 12, 2023

WORK SESSION ITEM 2

- **2300700** – A Rezoning Application submitted by Skyline Realty Investments, LLC for a request to rezone 29 W. Duck Street, identified by tax map number 20A12-325 & 28 from C-1, Community Business District to R-3, Residential District.



TOWN OF FRONT ROYAL ~102 East Main Street, Front Royal, Va. 22630 ~ 540-635-4236



Department of Planning & Zoning

FRREZON 2300700

TOWN OF FRONT ROYAL
PLANNING & ZONING DEPARTMENT

REZONING APPLICATION

APPLICANT

Name Skyline Realty Investments, LLC. Phone 540-771-7653
540-664-6439
Address 8043 Main Street, Middletown, Va. 22645
E-mail Info@SkylineRealtyInvestments.com

PROPERTY OWNER OF RECORD

Name Same Phone _____
Address _____

PROPERTY DESCRIPTION

(w) Location/Street Address Duck Street 29 W. Duck St

Number of lots: 2 Total Acreage 30,031 sq' 0.6894169

Tax Map Identification for each parcel (Map, Section, Block, & Lot):

20A12-3 20A12-3-25
20A12-3-28

Subdivision Name (if applicable) _____

REQUEST

Existing Zoning C-1 Proposed Zoning R-3

Existing Use Residential Proposed Use Townhomes

ATTACHMENTS

The following should be submitted with a completed copy of this application. Additional information may be determined necessary depending on the nature of the request.

1. Application Fee (Checks should be made out to the Town of Front Royal. Fees are as follows: 1 acre or less = \$500, over 1 acre = \$500 + \$100 per acre after 1st acre, Downzoning = \$400)
2. Survey/Plat of the property with metes and bounds descriptions for all existing and proposed property lines and zoning district boundaries (8 copies and a digital copy).
3. Environmental Site Assessment Phase I and Phase II (unless waived by Director). *waived JK*
4. Traffic Impact Analysis (if required) *Not required - CK*
5. Written proffers. Proffers are voluntary but should be submitted in a written format approved by the Director.
6. Statement of Justification. As a separate document, provide a statement or statements that explain why you believe the property should be rezoned.

CERTIFICATION

I certify that the information provided with this application is correct to the best of my knowledge. The proffering system has been explained to me and I have read Sections 175-149 and 175-150 of the Town of Front Royal Zoning Ordinance pertaining to conditional zoning and proffering.



Chris W. Holloway
Signature of Property Owner

Signature of Applicant (if different)

City/County of WARREN, Commonwealth of Virginia

The foregoing instrument was acknowledged before me this 19 day of October, 2023 by

Chris W. Holloway

(Name of person seeking acknowledgement)

Connie L. Potter

Notary Public

Notary registration number: 7076929 My commission expires: 08/31/2027

NOTICES

- Staff will notify adjacent property owners of the rezoning request and the scheduled public hearing dates with the Planning Commission and Town Council.
- Town Staff will place an advertisement in the local newspaper as required under Virginia Code § 15.2-2204.
- Town Staff will place a public hearing sign(s) at the location of the proposed rezoning.
- Submission of this application does not establish a vested right as outlined under Virginia Code § 15.2-2307.
- By submitting this application, the applicant grants permission to the 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.
- When the applicant is different than the fee simple property owner, the signature by the fee simple property owner on this application shall be considered as authorization for the applicant to act as an agent for matters concerning this application.

OFFICE USE ONLY

Receipt # 817144/954 Date Paid 10/19/2023 pd. \$400.00 Check # 4978

Planning Commission Hearing Date: _____ Recommendation: _____

Town Council Hearing Date: _____ Date Sent to Clerk: _____

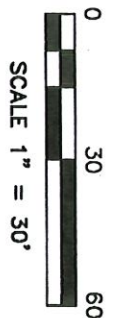
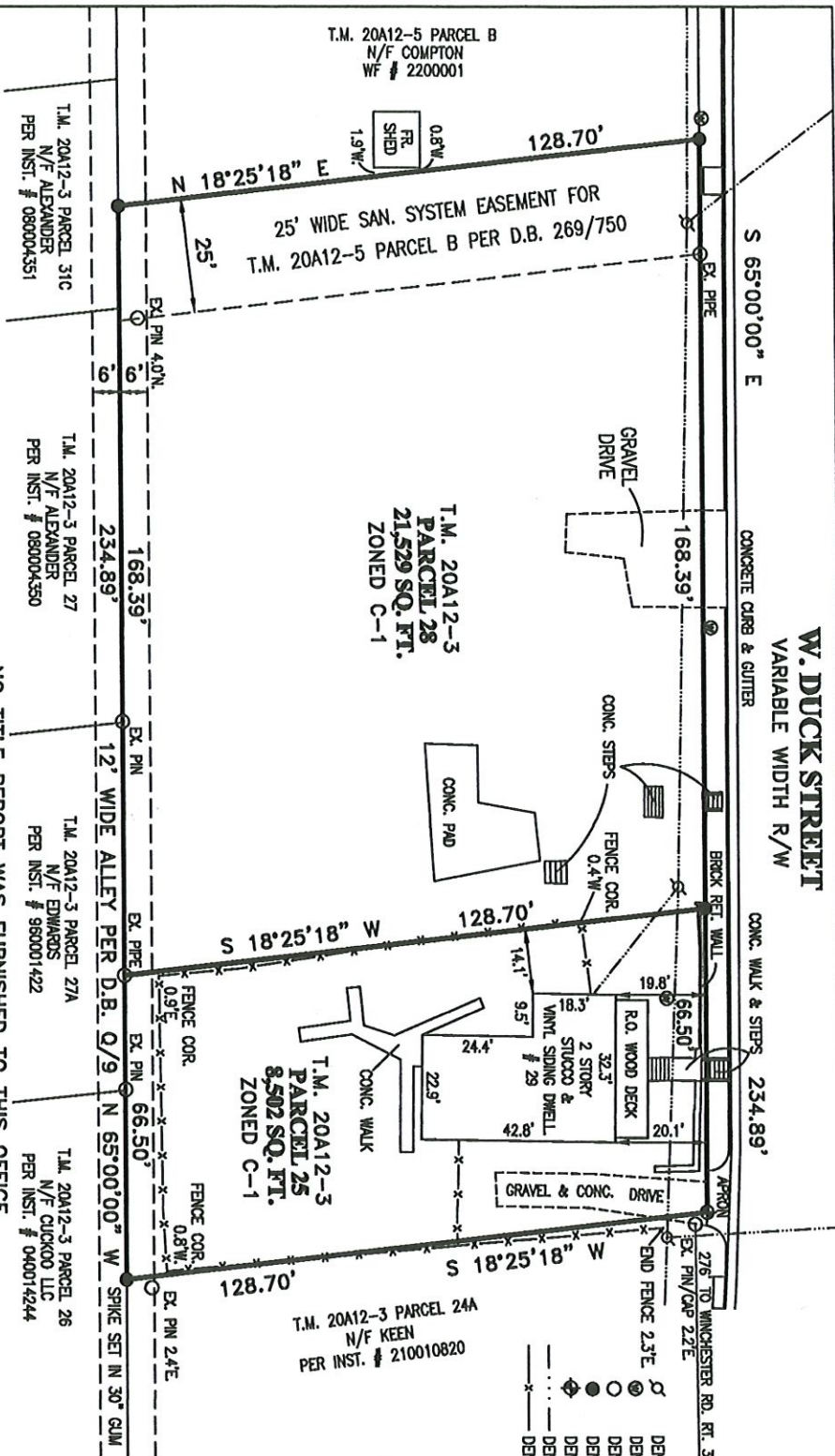
Tax Map 20A12-3 Two Parcels

Property is currently zoned C-1, but used as residential. There is not sufficient depth for C-1. Would like to continue as Residential and Rezone to R-3.

**SURVEY OF
TAX MAP 20A12-3 PARCELS 25 AND 28
NORTH RIVER MAGISTERIAL DISTRICT
TOWN OF FRONT ROYAL
WARREN COUNTY, VA.**

NO TITLE REPORT WAS FURNISHED TO THIS OFFICE.
SUBJECT TO ANY AND ALL EASEMENTS OF RECORD.
DERIVATION OF TITLE PARCEL 25 TO: PAUL ROBERT RUFFNER, JR.
AND JUDITH ANN RUFFNER PER DEED BOOK 278 PAGE 470.
PLAT REF: PLAT BOOK 1 PAGE 70.
DERIVATION OF TITLE PARCEL 28 TO: PAUL ROBERT RUFFNER, JR.
AND JUDITH ANN RUFFNER PER DEED BOOK 278 PAGE 472.
PLAT REF: DEED BOOK 269 PAGE 750.
SUBJECT PARCEL SITUATED OUTSIDE
THE LIMITS OF THE FEMA FLOOD ZONE.

PREPARED BY:
BROGAN LAND SURVEYING, PLC
P.O. BOX 1578,
FRONT ROYAL, VA. 22630-0034
TEL. & FAX (540) 635-5657
SEPTEMBER 26, 2023



- DENOTES UTILITY POLE
- ⊙ DENOTES WATER METER
- DENOTES PIN OR PIPE FOUND
- ⦿ DENOTES PIN SET UNLESS NOTED
- ⦿ DENOTES DRILL HOLE SET IN CONC.
- DENOTES OVERHEAD WIRES
- - - DENOTES CHAIN LINK FENCE

PER D.B. 269/750

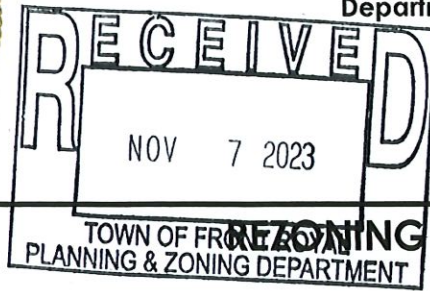
WORK SESSION ITEM 3

- **2300736** – A Rezoning Application submitted by Cook Realty, LLC for a request to rezone 1121, 1125 and 1135 John Marshall Highway, identified by tax map numbers 20A10, Section 3, Lots 8, 8A and 9A from R-1, Residential District to C-1, Commercial, Community Business District.



TOWN OF FRONT ROYAL ~102 East Main Street, Front Royal, Va. 22630 ~ 540-635-4236

Department of Planning & Zoning



FRREZON #2300736

ZONING APPLICATION

APPLICANT

Name Cook Realty, LLC Phone 540-550-0334

Address 65 Lee Burke, Front Royal, Va. 22630

E-mail shellycook103@gmail.com

PROPERTY OWNER OF RECORD

Name Cook Realty, LLC Phone 540-550-0334

Address 65 Lee Burke, Front Royal, Va. 22630

PROPERTY DESCRIPTION

Location/Street Address 1121, 1125, and 1135 John Marshall Hwy.

Number of lots: 3 Total Acreage 62,386 Sq. Ft.

Tax Map Identification for each parcel (Map, Section, Block, & Lot):

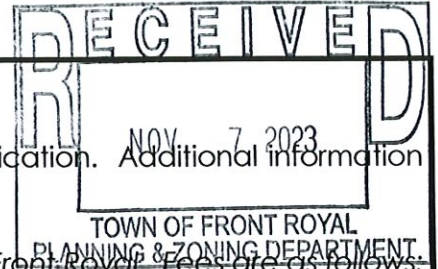
TM: 20A10-3 Lots 8, 8A, and 9A

Subdivision Name (if applicable) Subdivision of Hall Property

REQUEST

Existing Zoning R-1 Proposed Zoning C-1

Existing Use Airbnb and event center Proposed Use Airbnb and event center



ATTACHMENTS

The following should be submitted with a completed copy of this application. Additional information may be determined necessary depending on the nature of the request.

1. Application Fee (Checks should be made out to the Town of Front Royal. Fees are as follows:
1 acre or less = \$500, over 1 acre = \$500 + \$100 per acre after 1st acre, Downzoning = \$400)
2. Survey/Plat of the property with metes and bounds descriptions for all existing and proposed property lines and zoning district boundaries (8 copies and a digital copy).
3. Environmental Site Assessment Phase I and Phase II (unless waived by Director).
4. Traffic Impact Analysis (if required)
5. Written proffers. Proffers are voluntary but should be submitted in a written format approved by the Director.
6. Statement of Justification. As a separate document, provide a statement or statements that explain why you believe the property should be rezoned.

CERTIFICATION

I certify that the information provided with this application is correct to the best of my knowledge. The proffering system has been explained to me and I have read Sections 175-149 and 175-150 of the Town of Front Royal Zoning Ordinance pertaining to conditional zoning and proffering.



Signature of Property Owner



Signature of Applicant (if different)

City/County of Warren, Commonwealth of Virginia
The foregoing instrument was acknowledged before me this 7th day of November, 2023 by
Brandy Lynn Knighting
(Name of person seeking acknowledgement)
Bryndy Lynn Knighting
Notary Public
Notary registration number: 7704421 My commission expires: March 31, 2025



NOTICES

- Staff will notify adjacent property owners of the rezoning request and the scheduled public hearing dates with the Planning Commission and Town Council.
- Town Staff will place an advertisement in the local newspaper as required under Virginia Code §15.2-2204.
- Town Staff will place a public hearing sign(s) at the location of the proposed rezoning.
- Submission of this application does not establish a vested right as outlined under Virginia Code §15.2-2307.
- By submitting this application, the applicant grants permission to the 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.
- When the applicant is different than the fee simple property owner, the signature by the fee simple property owner on this application shall be considered as authorization for the applicant to act as an agent for matters concerning this application.

OFFICE USE ONLY

Receipt # 01001957432 Date Paid 11-7-23 Pd \$543.20 by card
Planning Commission Hearing Date: _____ Recommendation: _____
Town Council Hearing Date: _____ Date Sent to Clerk: _____

Statement Of Justification

Shelly Cook
1121 John Marshall Highway
1125 John Marshall Highway
1135 John Marshall Highway

Front Royal , Virginia 22630

To Whom It may Concern

I am requesting the rezoning of the Property I own at the above addresses also known as The Trellis. is property was built in the 1950's as a "Motor Court" Motel and over the last three years I took on renovating this property that had become blighted and run down to enhance our entrance corridor and hopefully encourage tourism in our town and down town areas.

In light of the recent changes to the Comp Plan for this area to commercial zoning , it is my opinion that this is more suitable for the use of the property as it was originally purposed as well as it is purposed today. In rezoning this property it will make it more compliant with the current comp plan and more in line with the current use.

It was also requested when I started this property by the Planning Commission that the property needed to be rezoned to commercial, so in such I am making application to comply with the request and ask for your approval to rezone the property to commercial

Thank you

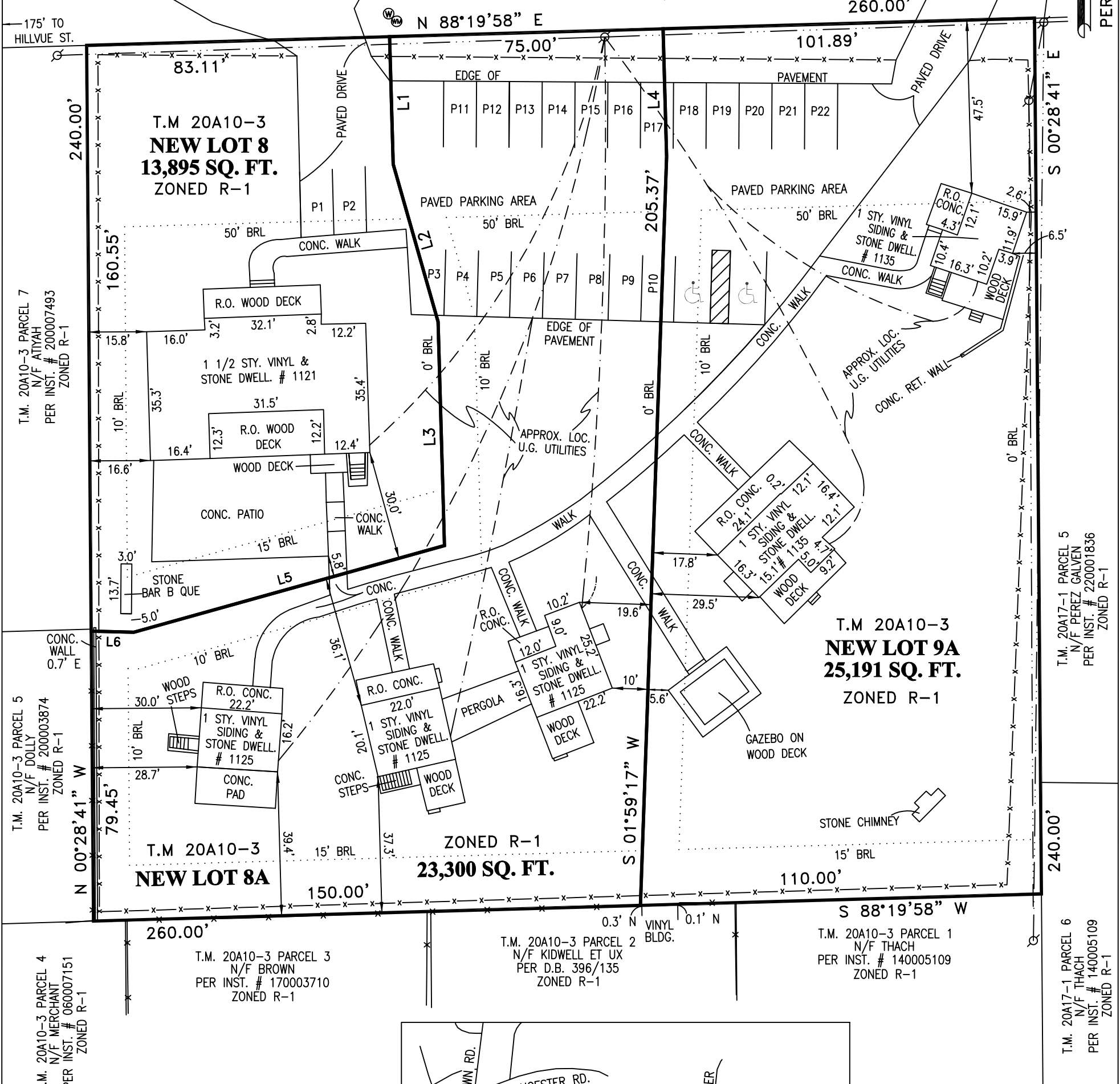
Shelly Cook

LINE	BEARING	DISTANCE
L1	S 01°40'02" E	35.00'
L2	S 15°53'34" E	44.87'
L3	S 01°40'02" E	61.35'
L4	S 01°40'02" E	35.00'
L5	S 74°24'34" W	88.40'
L6	N 88°43'19" W	11.68'

- DENOTES UTILITY POLE.
- DENOTES OVERHEAD WIRES.
- ⊙ DENOTES WATER METER.
- ⊕ DENOTES WATER VALVE.
- X— DENOTES WOOD FENCE.
- P1 DENOTES PARKING SPACE.

JOHN MARSHALL HWY. - RT. 55

VARIABLE WIDTH R/W



PER D.B. 235/160

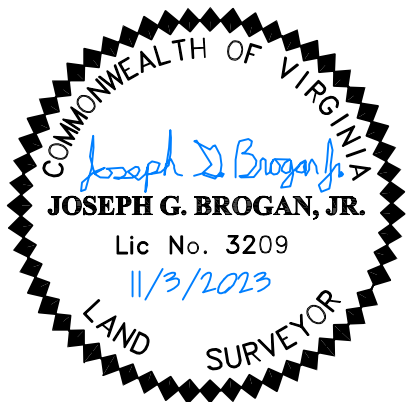
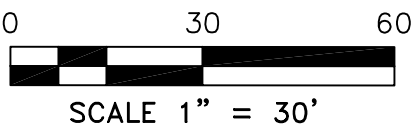
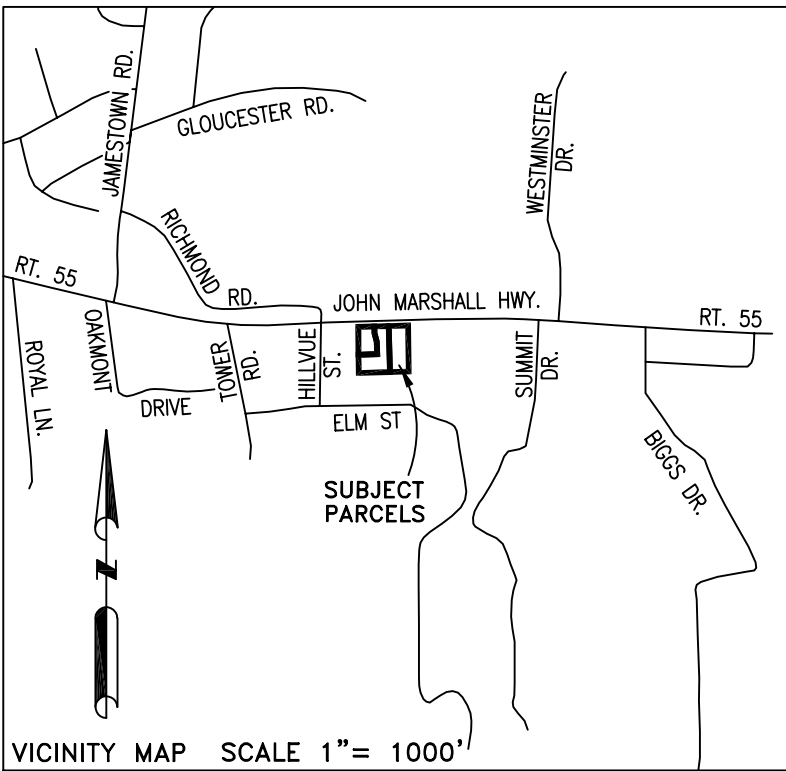
CURRENT ZONING: R-1.
PROPOSED ZONING C-1.

NO TITLE REPORT WAS FURNISHED TO THIS OFFICE.
SUBJECT TO ANY AND ALL EASEMENTS OF RECORD.

DERIVATION OF TITLE TO: COOK REALTY, LLC.
PER INSTRUMENT # 23.

PLAT REF: INST. # 230000504 AND D.B. 235/160.
PROPERTY SITUATED OUTSIDE THE LIMITS
OF THE FEMA FLOOD ZONE.

PLAT OF PROPOSED REZONING OF
LOTS 8, 8A AND 9 PER PLAT OF
SUBDIVISION OF THE HALL PROPERTY
SOUTH RIVER MAGISTERIAL DISTRICT
TOWN OF FRONT ROYAL
WARREN COUNTY, VA.



PREPARED BY:
BROGAN LAND SURVEYING, PLC
P.O. BOX 1578
FRONT ROYAL, VA. 22630-0034
TEL. & FAX (540) 635-5657
NOVEMBER 3, 2023