



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 for a limited time.

The Planning Commission meeting of the Town of Front Royal, Virginia was held on January 17, 2024, at 7:00 PM at the Warren County Government Center.

CALL TO ORDER

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

ROLL CALL

Present: Daniel Wells, Chairman
Connie Marshner, Vice Chairman
Glenn Wood, Commissioner
Brian Matthiae, Commissioner

Absent: Michael Williams, Commissioner

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

ADDITION/DELETION OF ITEMS FROM THE AGENDA

There were no changes to the agenda.

APPROVAL OF MINUTES

- December 20, 2023 – Regular Meeting

Commissioner Wood moved, seconded by Commissioner Matthiae to approve the minutes as written.

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

ROLL CALL



CITIZEN COMMENTS

There were no citizen comments.

CONSENT TO ADVERTISE

- **2400013** – A Rezoning Application submitted by Fernando Arana Pradel requesting an amendment to the zoning map to reclassify 1724 N. Royal Avenue, identified by Tax Map 20A2-2-11 from R-1, Residential District to R-1A, Residential District.

Ms. Kopishke confirmed that the application was complete at the time of submission.

Commissioner Matthiae moved, seconded by Commissioner Wood for consent to advertise.

VOTE: Yes – Marshner, Wells, Wood, Matthiae

No – N/A

Abstain – N/A

Absent – Williams

ROLL CALL

- **2400016** – A Special Use Permit Application submitted by Jean-David Lejeune and Samantha Harris to allow a short-term rental located at 322 Kerfoot Avenue, identified by Tax Map 20A6-7-10-39, 40, 41, 42. The property is zoned R-1, Residential District.

Ms. Kopishke confirmed that the application was complete at the time of submission.

Commissioner Matthiae moved, seconded by Commissioner Wood for consent to advertise.

VOTE: Yes – Wood, Marshner, Matthiae, Wells

No – N/A

Abstain – N/A

Absent – Williams

ROLL CALL

- **2400018** – A Rezoning Application submitted by Graceful Abode of Liberation requesting an amendment to the zoning map to reclassify 1324 Old Winchester Pike, identified by Tax Map 2012-4-6 from R-1, Residential District to R-3, Residential District.

Ms. Kopishke confirmed that the application was complete at the time of submission.



Commissioner Matthiae moved, seconded by Commissioner Wood for consent to advertise.

VOTE: Yes – Wells, Marshner, Matthiae, Wood

No – N/A

Abstain – N/A

Absent – Williams

ROLL CALL

COMMISSION MEMBER REPORTS

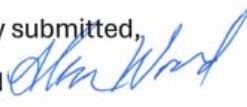
Commissioner Wood read the following statement into the record.

Mr. Chairman and fellow commissioners. I would like to address the recent interest in me continuing to serve out my term on the Planning Commission after being elected to the Town Council. As our town attorney Mr. Sonnet has stated, VA code 15.2-2212 allows one member to serve on both boards. Last summer I completed the recertification class for Commissioners at a cost of well over \$1,000 at the town's expense. My term on this Commission expires this August. After discussing this with all fellow commissioners except Mr. Mathie who has only been here two months, and getting their support, I decided to offer my 10 years of knowledge and experience by serving out this term. As your Commissioner I promise to study all concerns brought before us, perform site visits research, listen to staff and applicant reports, ask questions, as well as listen to the public input in making an decisions.

I also want to point out that since the rezoning request by Mr. Sayre the middle of last year that this Commission has voted unanimously all issues brought before it other than one abstention, on one vote for an ordinance change requested by council. To think I exert any influence over the Commission is just not true.

I am not a developer and the only property I own in town or in the county is our home. I plan to complete my term by serving all citizens faithfully and honestly as your public servant.

Respectfully submitted,

Glenn Wood 



PLANNING DIRECTOR REPORT

Ms. Kopishke reviewed the December monthly report.

Staff are working on the Zoning Ordinance rewrite and the Capital Improvement Plan (CIP) with hopes of bringing them both to the Planning Commission in late summer or early fall.

ADJOURNMENT

Vice Chairman Marshner moved, seconded by Commissioner Wood to adjourn the meeting.

VOTE: Yes – Wells, Marshner, Matthiae, Wood

No – N/A

Abstain – N/A

Absent – Williams

ROLL CALL

The meeting was adjourned at 7:10 p.m.

Approved by Planning Commission

Date: 2/21/2024