



TOWN COUNCIL REGULAR WORK SESSION

Monday, May 6, 2024 @ 7:00PM

Town Hall Conference Room

View meeting online LIVE at <https://www.frontroyalva.com/673/Town-Hall-Live>

7:00pm 1. Roll Call

2. **Items Slated for Public Hearing on Tuesday, May 28th** – *Lauren Kopishke*

- A. Special Use Permit for Short-Term Rental at 1400 Old Winchester Pike for Karen Reynoso
- B. Special Use Permit for Short-Term Rental at 331 Kerfoot Avenue for Chris King-Archer
- C. Special Use Permit for Ground Floor Dwelling at 519 Short Street for Short Street Properties LLC
- D. Special Use Permit for Ground Floor Dwelling at 514 S. Royal Avenue for Edwin Wright
- E. Special Use Permit for Ground Floor Dwelling at 512 S. Royal Avenue for Edwin Wright
- F. Special Use Permit to Convert Motel into a 39-unit Apartment Building at 10 Commerce Avenue for CCC Enterprises LLC of VA
- G. Special Exception to Reduce Parking at 10 S. Commerce Avenue for CCC Enterprises LLC of VA

8:00pm 3. **New Business and/or Consent Agenda Items for Tuesday, May 28th**

- A. Request for a Sidewalk Waiver on 16th Street for Aaron Hike – *Lauren Kopishke*

4. Closed Meeting

5. Adjourn



COUNCIL REGULAR WORK SESSION AGENDA STATEMENT

Meeting Date: May 6, 2024

Item# 02A

Agenda Item: Special Use Permit for Short-Term Rental at 1400 Old Winchester Pike for Karen Reynoso

Summary: A Special Use Permit application has been submitted for a Short-Term Rental located at 1400 Old Winchester Pike. The applicant intends to rent the house as a whole with three (3) bedrooms and no more than six (6) occupants at a time. Staff conducted an inspection on March 27, 2024, and found it to be in full compliance with the code. Off-street parking is available and sufficient for this expansion of use.

Budget/Funding: N/A

Staff Recommendation: Staff recommends approval without any additional conditions.

PUBLIC HEARING

**2400193 - SPECIAL USE PERMIT
FOR A SHORT-TERM RENTAL**

1400 OLD WINCHESTER PIKE



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

**Planning Commission Regular Meeting
April 17, 2024**

APPLICATION #:

2400193

APPLICANT:

Karen Reynoso

APPLICATION SUMMARY:

A Special Use Permit application has been submitted for a Short-Term Rental located at 1400 Old Winchester Pike. The applicant intends to rent the house as a whole with three (3) bedrooms and no more than six (6) occupants at a time. Staff conducted an inspection on March 27, 2024 and found it to be in full compliance with the Town Code. Off-street parking is available and sufficient for this expansion of use.

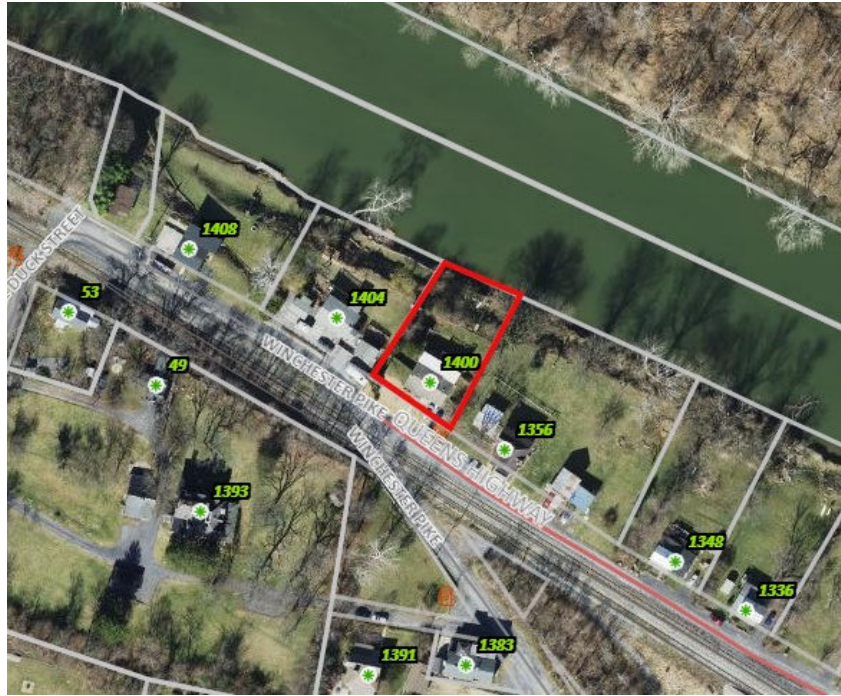
GENERAL INFORMATION:

<i>Site Addresses</i>	1400 Old Winchester Pike
<i>Owner(s)</i>	Cabin Nation LLC
<i>Zoning District</i>	R-2, Residential District
<i>Historic District</i>	No
<i>Tax Identification</i>	Tax Map #20A12-8-3
<i>Request</i>	The Applicant is requesting to rent three (3) bedrooms and no more than six (6) occupants at a time.

View of Front Elevation – 1400 Old Winchester Pike



Aerial Map (Warren County GIS)



Aerial Zoning Map (Warren County GIS)



STAFF RECOMMENDATION:

Staff recommends approval with no additional conditions.

ATTACHMENTS: Application and supporting documents.

2400193



Town of Front Royal
Department of Planning and Zoning
102 East Main Street
PO Box 1560
Front Royal, VA 22630

Main:540-635-4236
Fax:540-631-2727
www.frontroyalva.com
planning@frontroyalva.com

RECEIVED
MAR 07 2024
TOWN OF FRONT ROYAL
PLANNING & ZONING DEPARTMENT

SPECIAL USE PERMIT REQUEST FOR SHORT TERM RENTAL

APPLICANT:

NAME: Karen Reynoso PHONE: 571-230-4167
ADDRESS 2413 Ross St Alexandria VA 22306
E-MAIL karen@krownhomes.com

PROPERTY OWNER:

NAME: CABIN NATION
~~Unique Freedom LLC~~ PHONE: 571-230-4167
ADDRESS 2413 Ross St Alexandria VA 22306
E-MAIL karen@krownhomes.com

PROPERTY DESCRIPTION:

PROPERTY ADDRESS 1400 Old Winchester Pike, Front Royal, VA 22630
TAX MAP 20A12013 SECTION 8 BLOCK _____ LOT 3
SUBDIVISION NAME _____
ZONING DISTRICT R-2 ACREAGE .371
SPECIFIC SPECIAL USE PERMIT REQUEST SHORT TERM RENTAL

☒ Whole house rental ☐ Partial rental, # of rooms rented _____
☐ Primary Residence ☐ Secondary Residence

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

☒ Survey plat or sketch to scale of property showing all **existing** improvements, parking and refuse area and property boundaries.

☒ Provide a map of area attractions

NOT APPLICABLE ☐ ~~Provide proof that notification to operate was sent to the HOA, if applicable.~~

☒ Complete management plan.

☒ Written consent given to the Town to inspect for compliance.

☒ Emergency dwelling evacuation diagram (posted in each bedroom)

☒ Application fee of \$400.00

Receipt # 1217 Date Paid 3/7/2024

IN CASE OF AN EMERGENCY

Revised 12/21/2022

If there is an emergency, or there are questions in regard to the property, please contact (owner) Karen Reynoso

at (phone number) 571-230-4167 or (property manager) _____

at (phone number) _____.

If the emergency requires immediate assistance, please call the following or 911.

Front Royal Police Department: 540-635-2111 or 911, 900 Monroe Ave, Front Royal, VA 22630

Front Royal Volunteer Fire & Rescue: 540-635-2540 or 911, 221 N Commerce Ave, Front Royal, VA 22630

Warren Memorial Hospital: 540-636-0300 or 911, 351 Valley Health Way, Front Royal, VA 22630

Electrical Outage: 540-635-3027, 1101 Manassas Avenue, Front Royal, VA 22630. Outages may be reported online at <https://www.frontroyalva.com/FormCenter/Energy-Services-6/Report-Electric-Problem-46>.

Emergency/afterhours 540-635-2111

OCCUPANCY

The Special Use Permit limits the occupancy for this short-term rental at 7/6 People and 4/3 Bedrooms. KR

NOISE

It shall be a violation of Chapter 106 of the Front Royal Town Code for any person, without compelling reason, to make noise that by reason of its volume, pitch, duration, or repetition, considering the time of day, is likely to disturb the rest of any person of ordinary sensibilities or interfere with such person's lawful and peaceful enjoyment of property owned or rented by him.

PARKING

Minimum available parking is 4 vehicle(s) in the driveway.

TRASH AND RECYCLING

All trash and recycling shall be placed in containers provided by the owner.

- Trash receptacles are located (Clarify location of trash bags and receptacles)

Trash Receptacles located next to the carport. To be placed at the end of the driveway Tues/Wed and back to its designated location next to the carport all other days.

- Trash is collected (State the day of the week trash is picked up by the Town and where the container is to be placed on trash day)

Trash Receptacles located next to the carport. To be placed at the end of the driveway Tues/Wed and back to its designated location next to the carport all other days.

CHECK-IN & CHECK-OUT

Revised 12/21/2022

Provide details

Check in at 4 pm and check out at 10 am. Will send access information the morning of check in. We have a coffee station with cream, sugar, teas, coffee, and small snacks. Please help yourself to anything you see. Please keep an eye on all guests and kids at all times. For check outs, please message us on your way out. 1) Remove all bed quilts, flat/fitted bed sheets and pillow covers from all the used beds and place them on the floor 2) Wash all dish-ware 3) Empty all trash cans and bins and place them in the bins next to the carport. 4) Lock door and shoot us a message on your way out.

WIFI/PHONE/ETC

Provide details for special amenities if available

WIFI Network: "Guest"
Password: No password needed.

SPECIFIC PROPERTY DETAILS

Provide details regarding acreage, landscape, property boundaries (no trespassing notice), unique characteristic, warnings, kitchen use, house amenities, HVAC, etc.

Please explore and utilize the property, be sure to stay within the fence lines and feel free to use anything inside the property. Kitchen is equipped with dishes, pots, pans, coffee maker, etc. Please return the thermostat to 72 degrees as much as possible. Linens & Towels provided.

AREA ATTRACTIONS

Provide a map of area attractions

- Attractions: i.e., Shenandoah National Park, Shenandoah River State Park, Skyline Caverns, Golf Courses, Canoe Companies
- Groceries & Convenience: i.e., Walmart, Target, Martins, CVS
- Restaurants
- Wineries & Breweries

SPECIFIC PROPERTY REGULATIONS

May be dictated by approved conditions or owner preference, examples below

- No shooting of firearms
- No outdoor fire burning
- No fireworks

Quiet Hours: 7 pm to 9 am.
Gov't Issued ID Required for All Adult Guests, Must be 23 to rent.
No parties or events, No smoking, No commercial photography.
During your stay: 7 guests maximum.
Self check-in with lockbox - Access provided the morning of check in as long as IDs have been submitted.

As per 175-3

Revised 12/21/2022

Short-term rental- means the provision of a room or space that is suitable for, intended for occupancy for dwelling, sleeping, or lodging purposes, for a period of fewer than 30 consecutive days, in exchange for a charge for the occupancy. Any residential use that falls within the definition of short-term rental as defined in § 15.2-983, as amended, of Virginia State Code.

Short-term rental facility – A building or accessory structure, other than a hotel, motel, or bed-and-breakfast home, where lodging is provided for compensation on a short-term basis, and open to the public or transient guests. The maximum number of occupants shall not exceed ten (10) unless determined appropriate by Town Council.

Short-term rental:

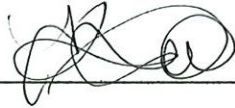
§ 175.151 Short-term rentals.

Short-term rentals shall be permitted in all Zoning Districts by Special Use Permit and shall at a minimum meet the following requirements:

- A. The short-term rental owner of a dwelling unit to be used for a short-term rental shall apply for a Special Use Permit through the Department of Planning and Zoning and receive approval from Town Council prior to utilizing the dwelling unit as a short-term rental. Town Council may impose conditions necessary to mitigate adverse effects of the use on neighboring properties.
- B. The one-time application fee shall be \$400.00.
- C. Staff will conduct an inspection prior to the issuance of the Special Use Permit approval. Additional inspections will be conducted on a complaint basis to ensure compliance with the performance standards listed in this section, along with any additional conditions imposed by Town Council, if applicable.
- D. The maximum number of occupants in the dwelling unit shall be determined by the number of bedrooms; there shall be no more than two (2) adults per bedroom. However, the maximum number of occupants shall not exceed 10 people unless approved by Council.
- E. Parking for the use shall be located in driveways or other designated and approved parking areas.
- F. There shall be no visible evidence of the conduct of such short-term rentals on the outside appearance of the property.
- G. A fire extinguisher shall be provided and visible in all kitchen and cooking areas; smoke detectors shall be installed in all locations as identified in the 2015 or 2018 Uniform Statewide Building Code (2018 Version required usage beginning July 1, 2022); and a carbon monoxide detector must be installed on each floor in every dwelling.
- H. The owner of the dwelling used for short-term rentals shall give the Town written consent to inspect any dwelling used for short-term rental to ascertain compliance with all the above performance standards upon a twenty-four-hour notice.
- I. A property management plan demonstrating how the short-term rental will be managed and how the impact on neighboring properties will be minimized shall be submitted for review and approval as part of the permitting process to the Planning Department. The plan shall include local points of contact available to respond immediately to complaints, clean up garbage, manage unruly tenants and utility issues, etc. It shall also be posted in a visible location in the short-term rental. The contact numbers shall be provided to Town staff, public safety officials and, if applicable, the HOA of the subdivision. The plan must be provided as part of the rental contract.

- J. If the property is located within a subdivision governed by a homeowners' association, the Planning Department must receive proof that a notification to operate the short-term rental was sent to the HOA.
- K. The owners of the rental shall provide an emergency evacuation plan for the dwelling and the neighborhood.
- L. A copy of Chapter 106 of the Town of Front Royal Code relative to noise must be provided at the short-term dwelling.
- M. All outdoor burning shall be in compliance with Chapter 78 of the Town of Front Royal Code.
- N. Failure to comply with the approved conditions and/or supplemental regulations will subject the permit to revocation by the Zoning Administrator at any time.

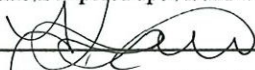
Property Owner's Signature: _____



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 _____



Date _____

3/6/24

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.

1400 Old Winchester Pike, Front Royal, VA

Written Consent for Town to Inspect Property for Compliances

DATE: March 6th, 2024

TO: Town of Front Royal
Department of Planning and Zoning

FROM: Karen Reynoso
Property Manager & Owner

Subject: Special Use Permit Authority to Inspect Property for Compliances

I am writing to provide full authorization to the Town of Front Royal to inspect 1400 Old Winchester Pike, Front Royal, VA 22630 for compliance for the Special Use Permit Request for Short Term Rental Application submitted.

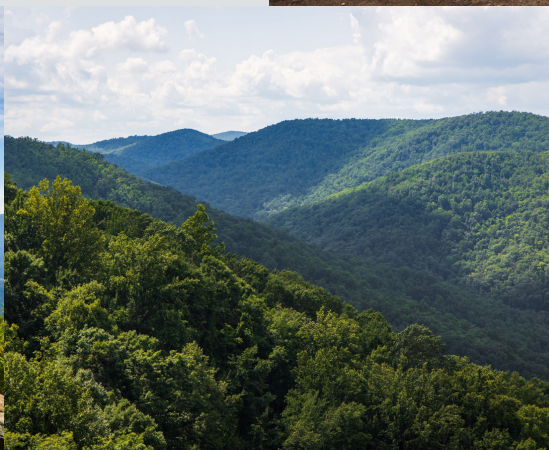
Please call or email me at any time to provide combination access code to the property.

Thank you for your time.

A handwritten signature in black ink, appearing to read 'Karen Reynoso', with a stylized, flowing script.

Karen Reynoso
Cell: 571-230-4167
Email: karen@krownhomes.com

A PLACE OF GRACE



VIRGINIA
GETAWAYS

WELCOME TO OUR RIVER HOUSE WITH UNPARALLELED VIEWS

ABOUT THE PROPERTY

Welcome to our serene river house nestled along the tranquil shores of Front Royal, Virginia.

Experience a picturesque retreat where the beauty of nature meets the comforts of home.

Perched on a spacious lot with expansive river frontage, our charming abode offers unparalleled views that stretch from the living room to the dining area and kitchen. Bathed in natural light, this haven beckons you to unwind and soak in the breathtaking vistas that change with the rhythm of the river. Ideal for quiet getaways, our river house accommodates up to six guests in its cozy confines. With two full bathrooms, comfort and convenience are at your fingertips.

1400 Old Winchester Pike, Front Royal, VA

Welcome!

Accommodating up to six guests with two full bathrooms, our river house is designed for both relaxation and adventure. You will be delighted with the spacious backyard views, all while seeking respite from the daily grind will find solace in the peaceful ambiance.

As you reconnect with nature, stay connected with the modern world thanks to complimentary Xfinity WiFi.

Discover the charm of downtown Front Royal, venture into the Shenandoah National Park, or embark on a scenic hike along the Appalachian Trail. From wine tastings at local vineyards to kayaking adventures on the river, there's something for everyone to enjoy.

Experience the perfect blend of relaxation and adventure at our riverside retreat.

wifi information

Network: GUEST/OPEN

Password: NO PASSWORD NEEDED



HOST & PROPERTY MANAGER CONTACT INFO

Phone: 571-230-4167

Email: karen@krownhomes.com

- Superhost/Premierehost
- 233+ Reviews
- 4.91 Avg. Review Ratings
- Languages: English, Spanish
- Response time: 1 hour
- Response rate: 100%

Communication:

Our philosophy is to let our guests guide the amount of interaction that is wanted. So whether it is a remote or self check in or if you want recommendations on our favorite things to do in town, please reach out! We tend to unplug around 8 pm so you may see slightly slower response, but all other times we aim to reach a response time of less than 1 hour.

emergencies

If there is an emergency, please contact local authorities, 911 or non-emergency (540) 635-2111.

If it is an emergency related to the property, contact Karen at (571) 230-4167.

Otherwise, please contact the host through the site you booked your stay with through their messaging system.

Please contact the property manager for immediate response to complaints, clean up garbage, manage unruly guests, utility issues, etc.

HOST & PROPERTY MANAGER CONTACT INFO

Phone: 571-230-4167

Email: karen@krownhomes.com



EMERGENCY INFO

Front Royal Police Department: 540-635-2111 or 911, 900 Monroe Ave, Front Royal, VA 22360

Front Royal Volunteer Fire & Rescue: 540-635-2540 or 911, 221 N Commerce Ave, Front Royal 22630

Warren Memorial Hospital: 540-636-0300 or 911, 351 Valley Health Way, Front Royal, VA 22360

Electrical Outage: 540-635-3027, 1101 Manassas Ave, Front Royal, VA 22360.



In case of an emergency:

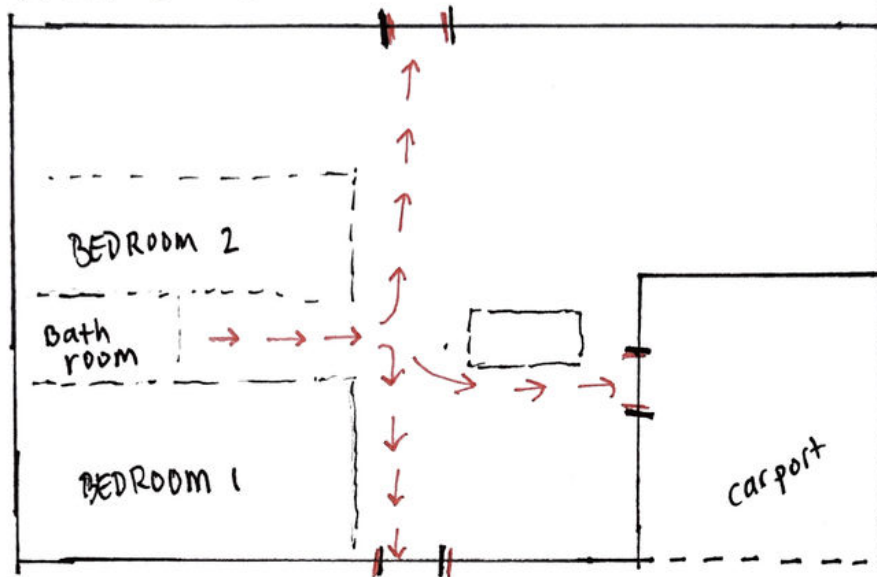
- Carefully review exit routes, located in each bedroom and on the next page.
- Stop what you are doing and leave the building immediately, closing doors behind you if you are the last person and if it is safe to do so

Area primary shelters:

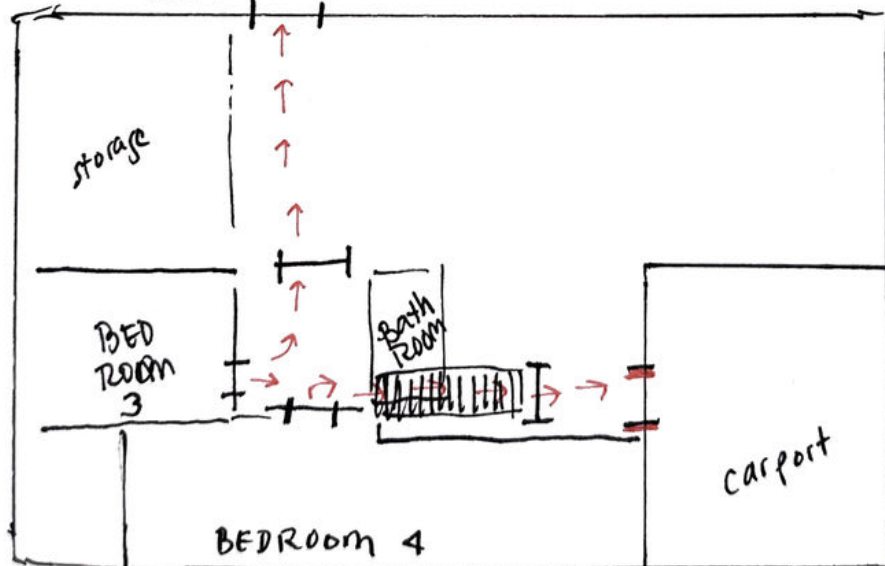
- Skyline High School, 151 Skyline Vista Dr, Front Royal, VA 22630
- Warren County Middle School, 522 Heritage Drive, Front Royal, VA 22630
- South Warren Fire Dept., 3330 Stonewall Jackson Hwy, Front Royal, VA 22630

emergencies

MAIN LEVEL



BASEMENT





FOOD & DRINK:

- Melting Pot Pizza
- Knotty Pine Restaurant
- The Apple House
- Try Thai
- Royal Spice (Indian)
- Anthony's Pizza
- Osteria Maria (Italian)
- Mikado Japanese Steakhouse
- Los Potrillos
- Pavement Smoking TapHouse
- L'Dee's Pancake House
- Melania's Gourmet

BAR & DRINK:

- Rapahannock Cellars
- Honey and Hops Meadery
- Vibrissa Brewery
- Virginia Beer Museum
- Soul Mountain Restaurant & Bar

TRANSPORTATION:

Front Royal is a small town with almost everything within some biking or walking distance. Please note that all roads in and around the Main Street are 25 MPH and the authorities are strict about it. Uber and rides shares take some time when available. Front Royal has a Trolley: <https://www.frontroyalva.com/753/Front-Royal-Trolley>

THINGS TO DO:

Front Royal is known for its proximity to nature, but also for some renown restaurants and activities. Some of the more famous activities include:

- Skyline Drive
- Museums
- Bike Riding Tours
- Luray Caverns
- Restaurants & Cafes
- Skyline Caverns
- River Adventures with Canoeing
- Kayaking and even rafting!

TOURIST ATTRACTIONS:

Wake up to coffee shops and bakeries in Front Royal that rival the best in the surrounding cities without the long lines.

After you explore the Blue Ridge Mountains, Shenandoah National Park, Shenandoah Valley, Skyline Drive, Luray Caverns or Skyline Caverns, relax at some of the best wineries, breweries, and bars Virginia has to offer.

These family owned restaurants provide a wide variety of home cooking you won't get in the city!

AMENITIES

- In-unit washer and dryer is located in the basement for your convenience
- Air conditioning & Heat in all rooms, bedrooms have ceiling fans
- Pets allowed, Fully Fenced Back Yard
- Fully equipped kitchen, refrigerator with ice maker and water dispenser,
- Ninja coffee maker, conduction stove, and complementary snacks, sugar and creamer and coffee
- 4K 50 Inch TV complete with Netflix, Disney+, and many more entertainment options
- Classic Sega, & Nintendo Game Cube for your careful use
- Dishwasher, Ninja Blender, Toaster, Air Fryer, Pots and Pans
- Back yard play set for kiddos

CHECK IN PROCEDURE

Check in is at 4:00 pm and we recommend that you try to check in before it gets dark.

The lockbox is provided on the carport corner post.

Access information has been provided to you during the booking confirmation.

Help yourself to any appliances, treats and coffee in the kitchen.

There is an option to check in early before 4 pm for \$50 with enough notice, this allows us to confirm that we are able to accommodate the time with our cleaning crews and turnover logistics.

Early and Late Check outs must be approved and cannot always be accommodated.

Reach out to me, the host, if anything is not to your liking and we will do everything we can to accommodate you to assure you have the best stay possible.



AMENITIES
& CHECK IN

CHECK OUT PROCEDURE

Check out is at 10 am.

Please message us as we have scheduled cleaners arriving following check out time.

If you could help us with some of the following it would help us tremendously! If not, no worries and we hope you enjoyed your time here.

- 1) Remove all bed quilts, flat/fitted bed sheets and pillow covers from all the used beds and place them on the floor
- 2) Wash all dish-ware and leave them on the drying rack
- 3) Empty all trash cans and bins and place them in the bins in the carport
- 4) Pick up and trash any waste or debris left on exterior of premises, deck, etc
- 5) Place all towels on the floor or in laundry room
- 6) Reset thermostat at 72 degrees
- 7) Lock door and shoot us a message on your way out

There is an option to check out late by 12 pm for \$50 with enough notice, this allows us to confirm that we are able to accommodate the time with our cleaning crews and turnover logistics.

Late Check outs must be approved in advanced before your stay and cannot always be accommodated.



CHECK
OUT

HOUSE RULES

A couple things to
remember



Pre-booking:

Before your booking begins, you will need to verify your details with us to complete your booking. You will be contacted via email and/or text to complete the verification.

You will also be given the choice between paying a refundable deposit or buying a non-refundable damage waiver. We suggest you buy the damage waiver as this protects you in case you cause accidental damage during a booking.

Check in process:

We offer self check-in with lockbox - Access provided the morning of check in as long as independent verification has been submitted.

Pets Allowed:

We do invite you to bring you furry companions on your getaway(dogs only), and we allow for 2 dogs at most per stay. There is a pet fee of \$45 per pet.

Please pick up after your pets waste on yard. Please do not allow pets on the furniture.

HOUSE RULES

A couple things to
remember



Noise:

It shall be a violation of Chapter 106 of the Front Royal Town Code for any person, without compelling reason, to make noise that by reason of its volume, pitch, duration, or repetition, considering the time of day, is likely to disturb the rest of any person of ordinary sensibilities or interfere with such person's lawful and peaceful enjoyment of property owned or rented by them.

Quiet Hours: 7 pm to 9 am.

Parties and Events:

There shall be no parties, events of unregistered gatherings over 6 individuals unless the host has approved. Feel free to contact the host about additional day guests.

Unregistered guests are not covered by the insurance and thus cannot be covered in case of physical injury or litigation.

Parking:

Minimum available parking is 4 vehicles in the driveway.



HOUSE RULES

A couple things to
remember



Trash and Recycling:

All trash and recycling shall be placed in container bins provided by the owner. The trash receptacle is located on the driveway.

Trash is collected on Tuesday mornings. Please place the container at the end of the driveway, on Tuesday mornings.

Occupancy:

No more than the authorized guest or max 6 guest count should be staying overnight. The special use permit limits the occupancy to 6 people and 3 bedrooms.

Smoking Indoors is Prohibited:

Includes cigarettes, vapes, hookahs, pens, bongs, pipes, etc.

Any smoking conducted indoors will require a penalty fee at the owner's discretion to cover cleaning.

Food & Drink:

No food or drinks on living room furniture or in the bedrooms.



NOTES:

1. NO TITLE REPORT FURNISHED.
PLAT SUBJECT TO EASEMENTS
AND RESTRICTIONS OF RECORD.

2. PLAT REF.: D.B. 340 PG. 433

3. OWNER: BILLY F. THOMAS et ux
D.B. 340 PG. 430

4. TAX MAP REF.: 20A12 ((8)) 4

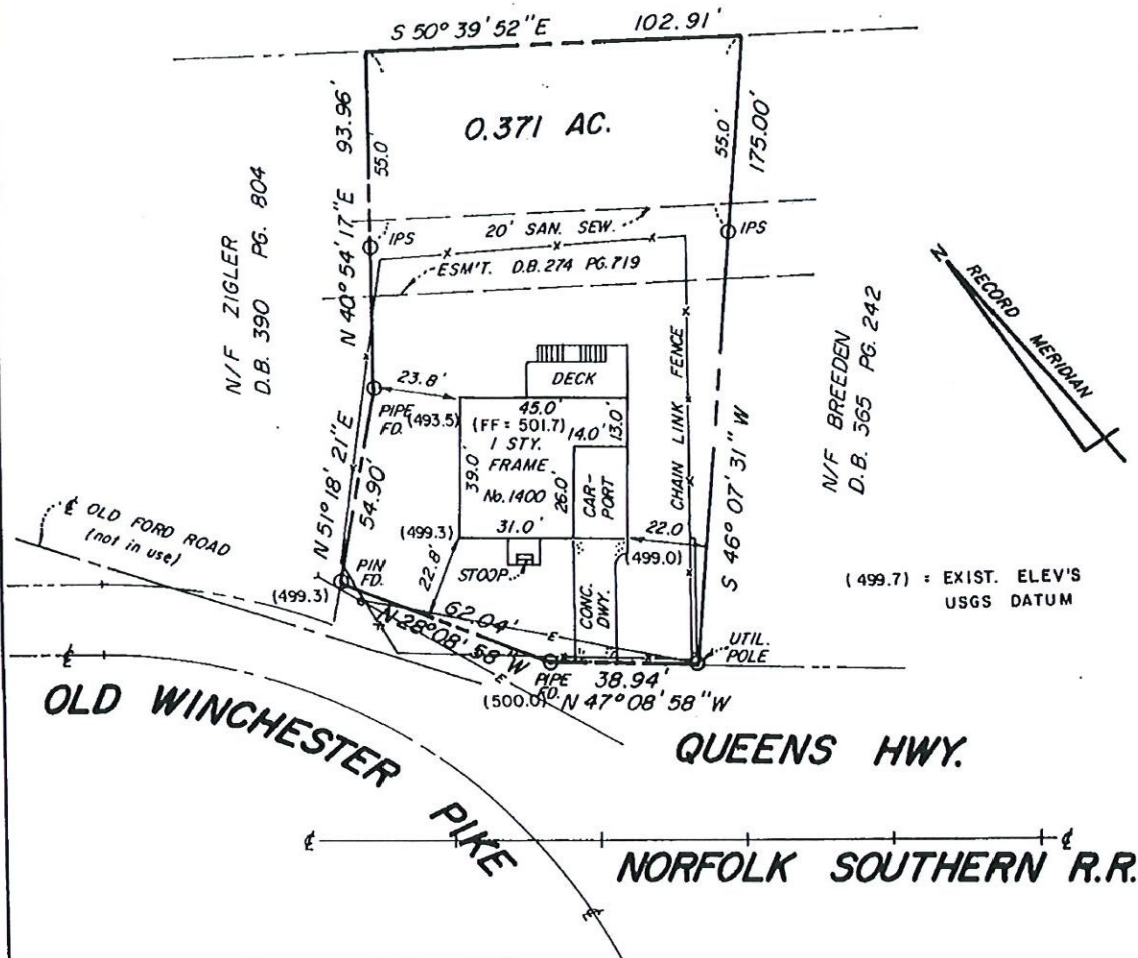
000064 JUN 20 5

THE PROPERTY SHOWN HEREON LIES WITHIN
ZONE AE, AN AREA OF 100-YR. FLOOD, AS
PER F.E.M.A. FIRM MAP No. 510167 0001B, DATED
JULY 15, 1988.

BASE FLOOD ELEVATION: 499.0

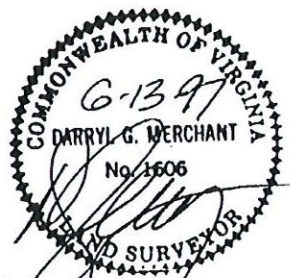
FIRST FLOOR OF HOUSE: 501.7

SHENANDOAH RIVER N. FORK



SURVEYOR'S CERTIFICATE

I HEREBY CERTIFY THAT I HAVE SURVEYED THIS PROPERTY ON
THE GROUND; THAT THIS PLAT IS CORRECT TO THE BEST OF MY
KNOWLEDGE, INFORMATION AND BELIEF; AND THAT THERE ARE NO
ENCROACHMENTS EITHER WAY ACROSS PROPERTY LINES EXCEPT AS SHOWN.



Darryl G. Merchant
LICENSED LAND SURVEYOR
P.O. BOX 1508
FRONT ROYAL, VA. 22630
703-636-4949

HOUSE LOCATION SURVEY
THE LAND OF

**BILLY F. THOMAS and
ANN H. THOMAS**, Husband and wife

TOWN OF FRONT ROYAL
WARREN COUNTY, VIRGINIA

DATE: 11 JUNE 1997
Revised: 13 JUNE 1997 add elev's.

SCALE: 1" = 40'



COUNCIL REGULAR WORK SESSION AGENDA STATEMENT

Meeting Date: May 6, 2024

Item# 02B

Agenda Item: Special Use Permit for Short-Term Rental at 331 Kerfoot Avenue for Chris King-Archer

Summary: A Special Use Permit application has been submitted requesting a Short-Term Rental located at 331 Kerfoot Avenue. The applicant intends to rent the whole house, which includes four (4) bedrooms with no more than eight (8) occupants at a time.

The property does not have adequate off-street parking.

The Planning Commission held a Public Hearing April 17, 2024, and recommended approval with conditions.

Budget/Funding: N/A

Staff Recommendation: Staff recommends approval with the following conditions.

1. The applicant must provide off-street parking to accommodate 4 spaces to be inspected by staff prior to issuance of the SUP.

PUBLIC HEARING

2400201 – SHORT TERM RENTAL

331 KERFOOT AVENUE



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

**Planning Commission Regular Meeting
April 17, 2024**

APPLICATION #:

2400201

APPLICANT:

Chris King-Archer

APPLICATION SUMMARY:

A Special Use Permit application has been submitted requesting a Short-Term Rental located at 331 Kerfoot Avenue. The applicant intends to rent the whole house, which includes four (4) bedrooms with no more than eight (8) occupants at a time. Staff conducted an inspection on April 15, 2024 and found it to not have adequate off-street parking.

GENERAL INFORMATION:

<i>Site Addresses</i>	331 Kerfoot Avenue
<i>Owner(s)</i>	Christopher & Jessica King-Archer
<i>Zoning District</i>	R-1, Residential District
<i>Historic District</i>	No
<i>Tax Identification</i>	Tax Map #20A6-7-9-1 & 2
<i>Request</i>	The Applicant is requesting to rent four (4) bedrooms and no more than eight (8) occupants at a time.

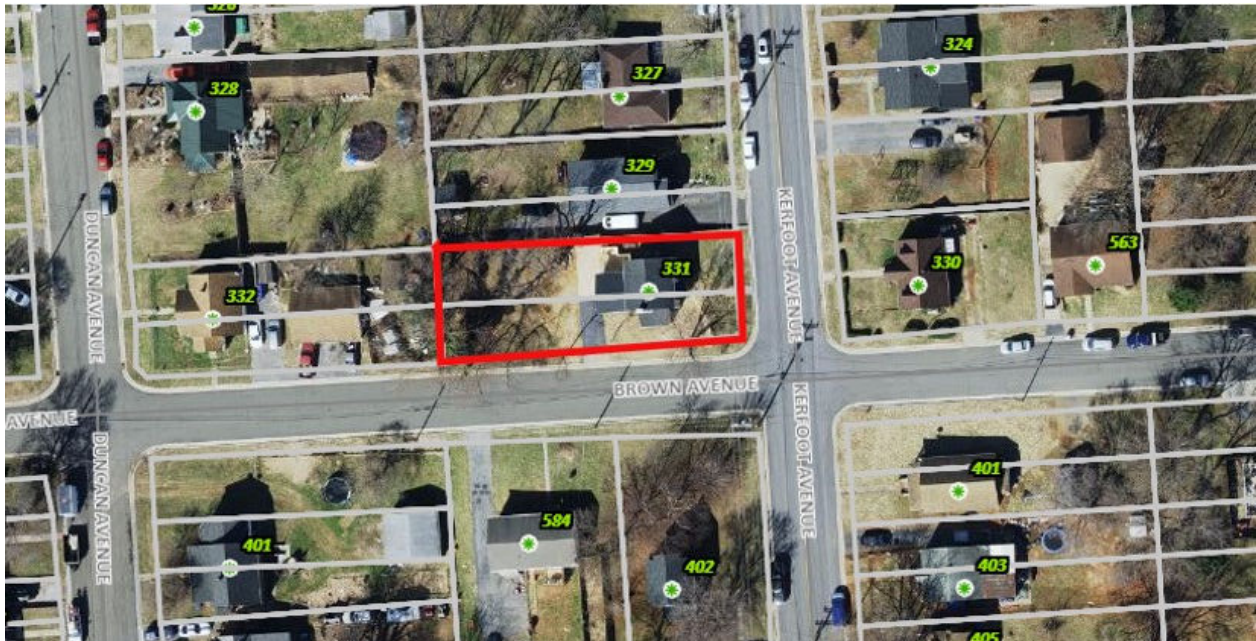
View of Front Left Elevation – 331 Kerfoot Avenue



View of Left Elevation – 331 Kerfoot Avenue



Aerial Map (Warren County GIS)



Site Location

R-1A

R-1

Brown Ave North

Brown Ave South

R-1A

R-1

Staff recommends denial of application #2400201 due to insufficient off-street parking.

ATTACHMENT: Application and supporting documents.

#2400201



Town of Front Royal
Department of Planning and Zoning
102 East Main Street
PO Box 1560
Front Royal, VA 22630

Main: 540-635-4236
Fax: 540-631-2727
www.frontroyalva.com
planning@frontroyalva.com

SPECIAL USE PERMIT REQUEST FOR SHORT TERM RENTAL

APPLICANT:

NAME: Chris King-Archer PHONE: 703-887-8917
ADDRESS 331 Kerfoot Ave
E-MAIL chriskingarcher@gmail.com

PROPERTY OWNER:

NAME: Chris King-Archer PHONE: 703-887-8917
ADDRESS 331 Kerfoot Ave
E-MAIL chriskingarcher@gmail.com

PROPERTY DESCRIPTION:

PROPERTY ADDRESS chriskingarcher@gmail.com
TAX MAP 20A6 7-91 SECTION 7 BLOCK 9 LOT 1 & 2
SUBDIVISION NAME L1 & 2 VISCOSE CITY
ZONING DISTRICT FORK - TOWN ACREAGE 0.172
SPECIFIC SPECIAL USE PERMIT REQUEST Short Term Rental

☒ Whole house rental ☐ Partial rental, # of rooms rented _____
☒ Primary Residence ☐ Secondary Residence

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

- ☒ Survey plat or sketch to scale of property showing all **existing** improvements, parking and refuse area and property boundaries.
- ☒ Provide a map of area attractions
- ☒ Provide proof that notification to operate was sent to the HOA, if applicable.
- ☒ Complete management plan.
- ☒ Written consent given to the Town to inspect for compliance.
- ☒ Emergency dwelling evacuation diagram (posted in each bedroom)
- ☒ Application fee of \$400.00 Receipt # _____ Date Paid _____

IN CASE OF AN EMERGENCY

Revised 12/21/2022

RECEIVED
MAR 11 2024
TOWN OF FRONT ROYAL
PLANNING & ZONING DEPARTMENT

If there is an emergency, or there are questions in regard to the property, please contact (owner) Chris King-Archer
at (phone number) 7038878917 or (property manager) _____
at (phone number) _____.

If the emergency requires immediate assistance, please call the following or 911.

Front Royal Police Department: 540-635-2111 or 911, 900 Monroe Ave, Front Royal, VA 22630

Front Royal Volunteer Fire & Rescue: 540-635-2540 or 911, 221 N Commerce Ave, Front Royal, VA 22630

Warren Memorial Hospital: 540-636-0300 or 911, 351 Valley Health Way, Front Royal, VA 22630

Electrical Outage: 540-635-3027, 1101 Manassas Avenue, Front Royal, VA 22630. Outages may be reported online at <https://www.frontroyalva.com/FormCenter/Energy-Services-6/Report-Electric-Problem-46>.

Emergency/afterhours 540-635-2111

OCCUPANCY

The Special Use Permit limits the occupancy for this short-term rental at 8 People and 4 Bedrooms.

NOISE

It shall be a violation of Chapter 106 of the Front Royal Town Code for any person, without compelling reason, to make noise that by reason of its volume, pitch, duration, or repetition, considering the time of day, is likely to disturb the rest of any person of ordinary sensibilities or interfere with such person's lawful and peaceful enjoyment of property owned or rented by him.

PARKING

Minimum available parking is 2 vehicle(s) in the driveway.

TRASH AND RECYCLING

All trash and recycling shall be placed in containers provided by the owner.

- Trash receptacles are located (Clarify location of trash bags and receptacles)

On Driveway

- Trash is collected (State the day of the week trash is picked up by the Town and where the container is to be placed on trash day)

Tuesday - curb

CHECK-IN & CHECK-OUT

Revised 12/21/2022

Provide details

Check in 3pm, Check out 10am

WIFI/PHONE/ETC

Provide details for special amenities if available

Wifi, Smart TV,

SPECIFIC PROPERTY DETAILS

Provide details regarding acreage, landscape, property boundaries (no trespassing notice), unique characteristic, warnings, kitchen use, house amenities, HVAC, etc.

0.172 Acres, Fully stocked kitchen, Central HVAC system, Coffee Maker

AREA ATTRACTIONS

Provide a map of area attractions

- Attractions: i.e., Shenandoah National Park, Shenandoah River State Park, Skyline Caverns, Golf Courses, Canoe Companies
- Groceries & Convenience: i.e., Walmart, Target, Martins, CVS
- Restaurants
- Wineries & Breweries

SPECIFIC PROPERTY REGULATIONS

May be dictated by approved conditions or owner preference, examples below

- No shooting of firearms
- No outdoor fire burning
- No fireworks

No events or parties
No smoking

As per 175-3

Revised 12/21/2022

Short-term rental- means the provision of a room or space that is suitable for, intended for occupancy for dwelling, sleeping, or lodging purposes, for a period of fewer than 30 consecutive days, in exchange for a charge for the occupancy. Any residential use that falls within the definition of short-term rental as defined in § 15.2-983, as amended, of Virginia State Code.

Short-term rental facility – A building or accessory structure, other than a hotel, motel, or bed-and-breakfast home, where lodging is provided for compensation on a short-term basis, and open to the public or transient guests. The maximum number of occupants shall not exceed ten (10) unless determined appropriate by Town Council.

Short-term rental:
§ 175.151 Short-term rentals.

Short-term rentals shall be permitted in all Zoning Districts by Special Use Permit and shall at a minimum meet the following requirements:

- A. The short-term rental owner of a dwelling unit to be used for a short-term rental shall apply for a Special Use Permit through the Department of Planning and Zoning and receive approval from Town Council prior to utilizing the dwelling unit as a short-term rental. Town Council may impose conditions necessary to mitigate adverse effects of the use on neighboring properties.
- B. The one-time application fee shall be \$400.00.
- C. Staff will conduct an inspection prior to the issuance of the Special Use Permit approval. Additional inspections will be conducted on a complaint basis to ensure compliance with the performance standards listed in this section, along with any additional conditions imposed by Town Council, if applicable.
- D. The maximum number of occupants in the dwelling unit shall be determined by the number of bedrooms; there shall be no more than two (2) adults per bedroom. However, the maximum number of occupants shall not exceed 10 people unless approved by Council.
- E. Parking for the use shall be located in driveways or other designated and approved parking areas.
- F. There shall be no visible evidence of the conduct of such short-term rentals on the outside appearance of the property.
- G. A fire extinguisher shall be provided and visible in all kitchen and cooking areas; smoke detectors shall be installed in all locations as identified in the 2015 or 2018 Uniform Statewide Building Code (2018 Version required usage beginning July 1, 2022); and a carbon monoxide detector must be installed on each floor in every dwelling.
- H. The owner of the dwelling used for short-term rentals shall give the Town written consent to inspect any dwelling used for short-term rental to ascertain compliance with all the above performance standards upon a twenty-four-hour notice.
- I. A property management plan demonstrating how the short-term rental will be managed and how the impact on neighboring properties will be minimized shall be submitted for review and approval as part of the permitting process to the Planning Department. The plan shall include local points of contact available to respond immediately to complaints, clean up garbage, manage unruly tenants and utility issues, etc. It shall also be posted in a visible location in the short-term rental. The contact numbers shall be provided to Town staff, public safety officials and, if applicable, the HOA of the subdivision. The plan must be provided as part of the rental contract.

- J. If the property is located within a subdivision governed by a homeowners' association, the Planning Department must receive proof that a notification to operate the short-term rental was sent to the HOA.
- K. The owners of the rental shall provide an emergency evacuation plan for the dwelling and the neighborhood.
- L. A copy of Chapter 106 of the Town of Front Royal Code relative to noise must be provided at the short-term dwelling.
- M. All outdoor burning shall be in compliance with Chapter 78 of the Town of Front Royal Code.
- N. Failure to comply with the approved conditions and/or supplemental regulations will subject the permit to revocation by the Zoning Administrator at any time.

DocuSigned by:
Christopher King-Archer
27995E9A846B404...

03/08/2024 | 11:30:48 EST

Property Owner's Signature: _____

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 _____ Date _____

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.

Town of Front Royal
Department of Planning and Zoning
102 East Main Street
PO Box 1560
Front Royal, VA 22630

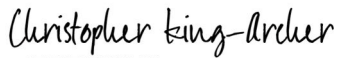
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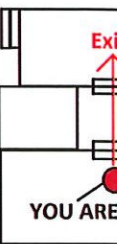
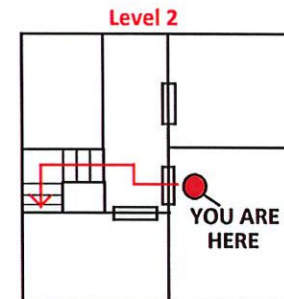
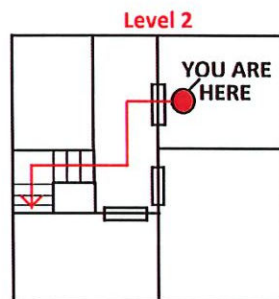
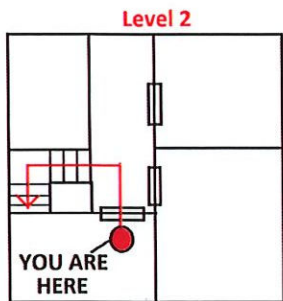
To Whom it may concern:

Please take this letter as written consent to give the Town of Front Royal admittance for compliance for the special use permit application request for Short Term Rental of 331 Kerfoot Ave, Front Royal, Virginia, 22630.

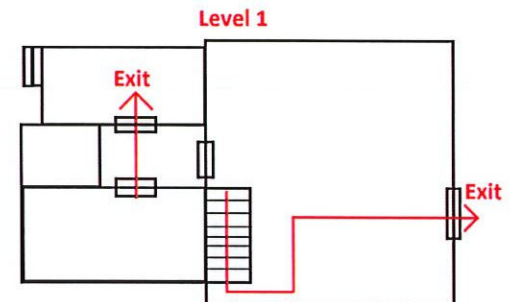
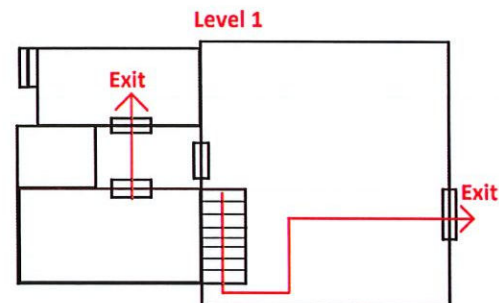
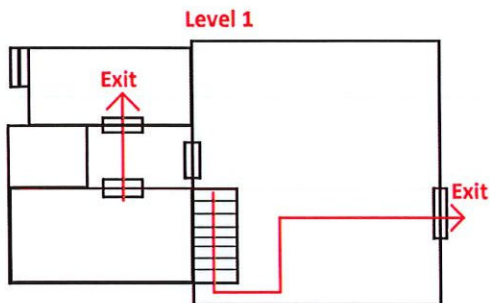
Thank you,
Chris King-Archer
Owner/Manager
Ph: 703 887 8917

DocuSigned by:

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03/08/2024 | 11:30:48 EST



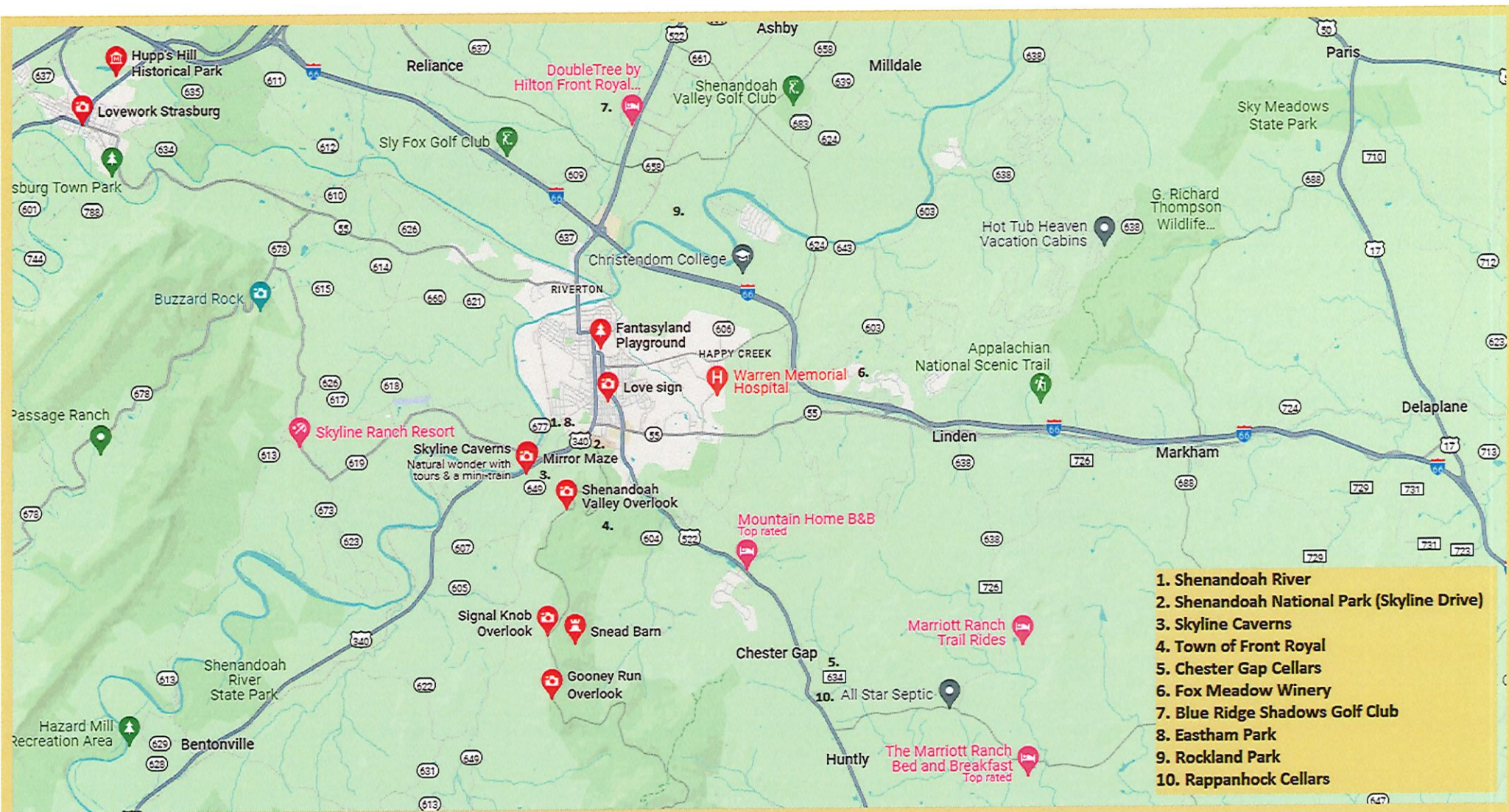
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EMERGENCY EXIT PATH
Bedroom 1

EMERGENCY EXIT PATH
Bedroom 2

EMERGENCY EXIT PATH
Bedroom 3

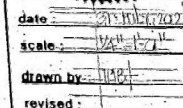


1. Shenandoah River
2. Shenandoah National Park (Skyline Drive)
3. Skyline Caverns
4. Town of Front Royal
5. Chester Gap Cellars
6. Fox Meadow Winery
7. Blue Ridge Shadows Golf Club
8. Eastham Park
9. Rockland Park
10. Rappanhock Cellars

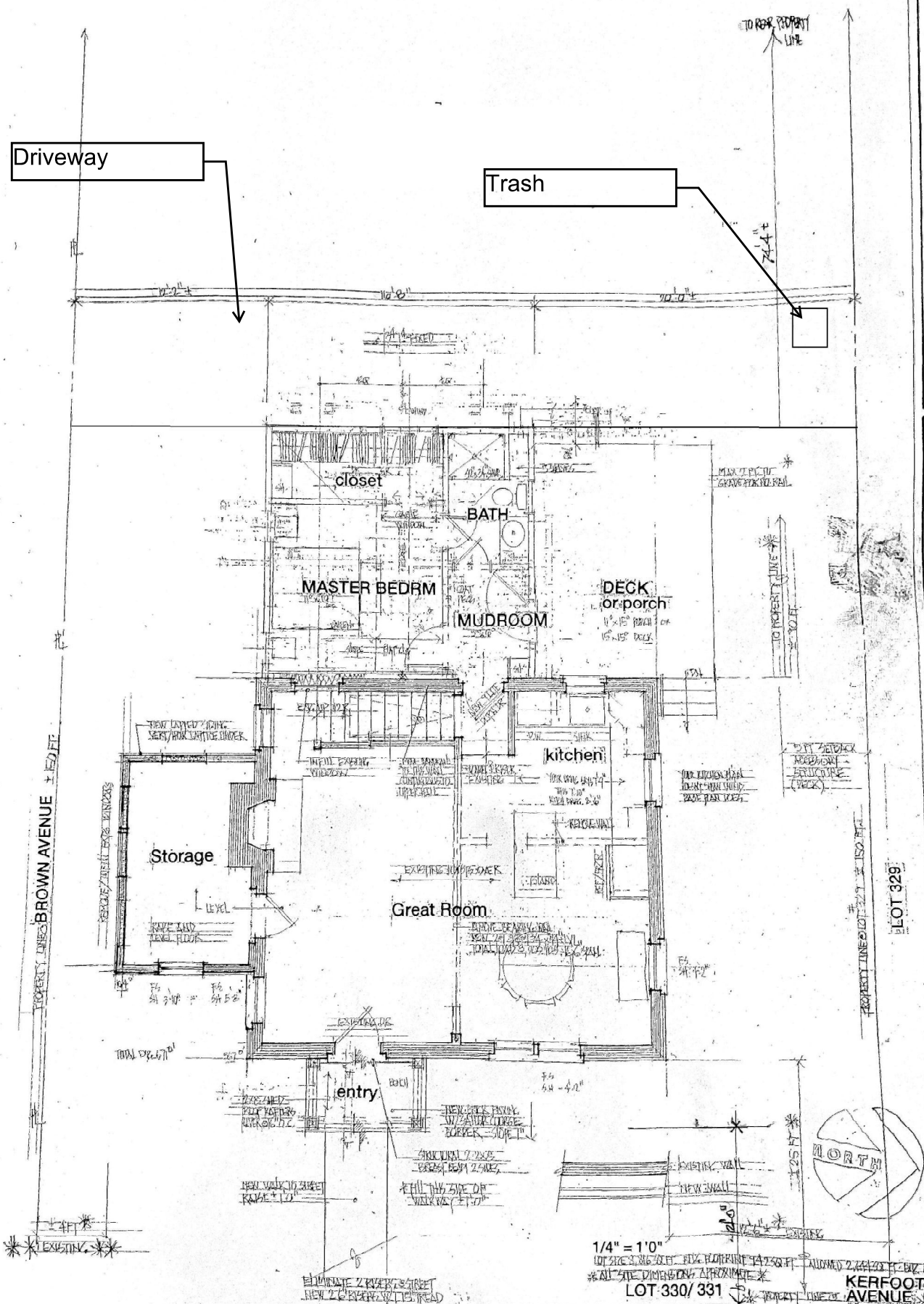
2267. Thomas M Beach, Jr.

ARCHITECTURE STUDIO
THOMAS M. BEACH, JR. AIA

PO BOX 698
UPPERVILLE, VIRGINIA 20184
TOMMYA12@GMAIL.COM



2



331 Kerfoot Ave Property Management Plan:

1. Emergency Contact information:

- If the emergency requires immediate assistance, please call the following or 911.
- Front Royal Police Department: 540-635-2111 or 911, 900 Monroe Ave, Front Royal, VA 22630
- Front Royal Volunteer Fire & Rescue: 540-635-2540 or 911, 221 N Commerce Ave, Front Royal, VA 22630
- Warren Memorial Hospital: 540-636-0300 or 911, 351 Valley Health Way, Front Royal, VA 22630
- Electrical Outage: 540-635-3027, 1101 Manassas Avenue, Front Royal, VA 22630. Outages may be reported
- online at <https://www.frontroyalva.com/FormCenter/Energy-Services-6/Report-Electric-Problem-46>.
- Emergency/afterhours 540-635-2111
- Owner: Chris King-Archer 703 887 8917

2. Noise:

It shall be a violation of Chapter 106 of the Front Royal Town Code for any person, without compelling reason, to make noise that by reason of its volume, pitch, duration, or repetition, considering the time of day, is likely to disturb the rest of any person of ordinary sensibilities or interfere with such person's lawful and peaceful enjoyment of property owned or rented by him. (Please see attached noise ordinance)

3. Parking:

2-3 Vehicles on the driveway with additional street parking

4. Trash:

All trash and recycling shall be placed in containers located on the driveway.
Trash is collected every Tuesday on the curbside at the end of the driveway.

5. Check in and Check out:

Check in time – 3pm, Check out time – 10am

6. Special amenities:

Include wifi and smart TV

7. Special Property Details:

Site area: 0.172 Acres, Fully stocked kitchen, central hvac system, coffee maker

8. Area attractions:

Please see attached map

9. Property regulations:

No events or parties.
No Smoking

10. Property Management/Maintenance:

The property will be managed and maintained by the owner including trash and clean up. I will be the point of contact, should any issues arise I will act immediately. There should not be any impact on the neighborhood. Security cameras and noise monitoring will ensure this along with vetting guest requests.

This is our primary family home and renting will occur approximately one long weekend per month. Our guest will predominantly be families visiting the area or attending family events such as weddings and graduations.

If there are any questions or concerns please call me on 703 887 8917.

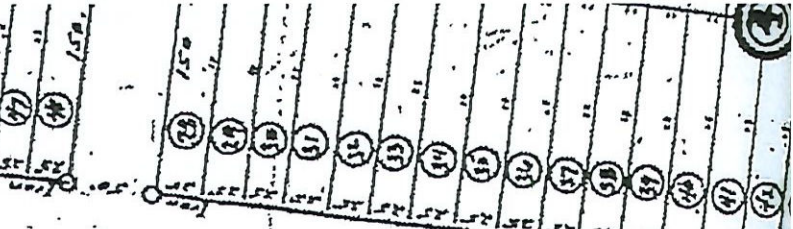
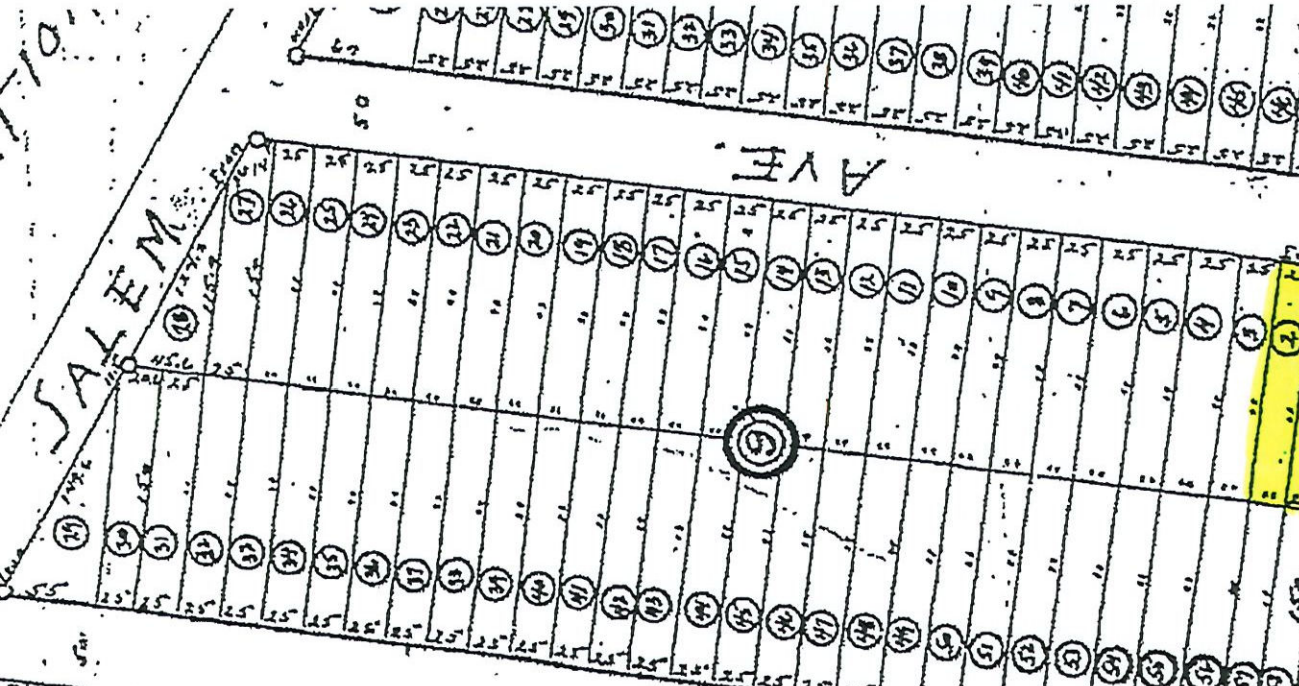
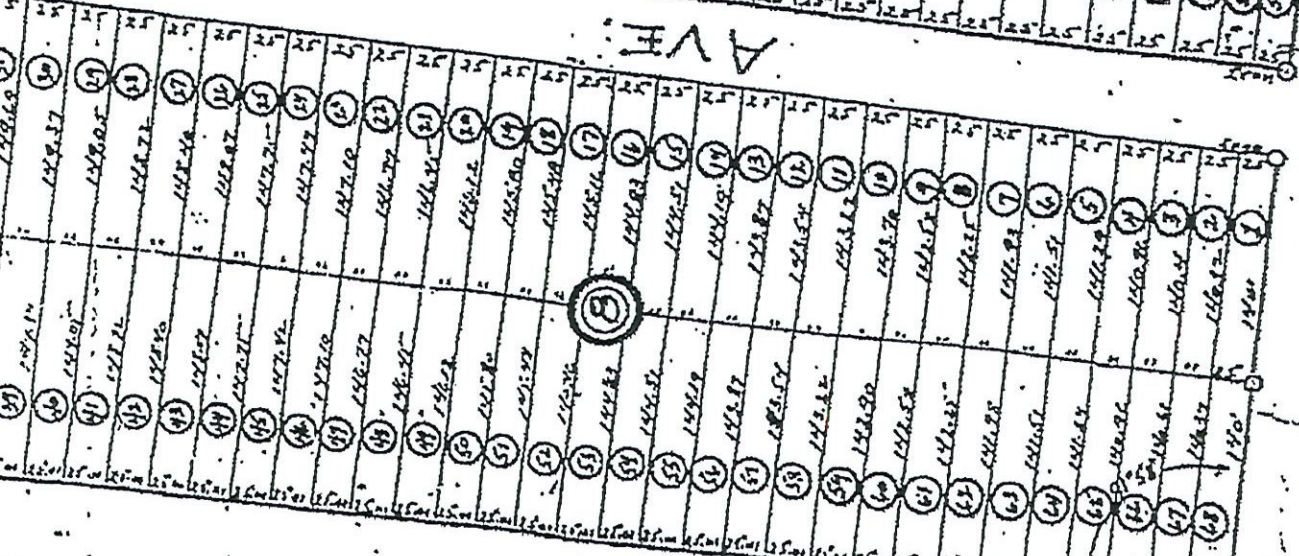
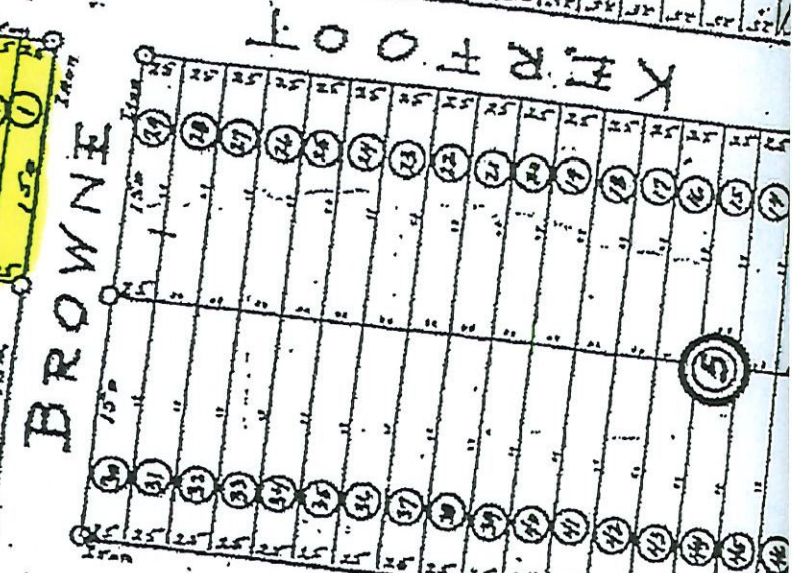
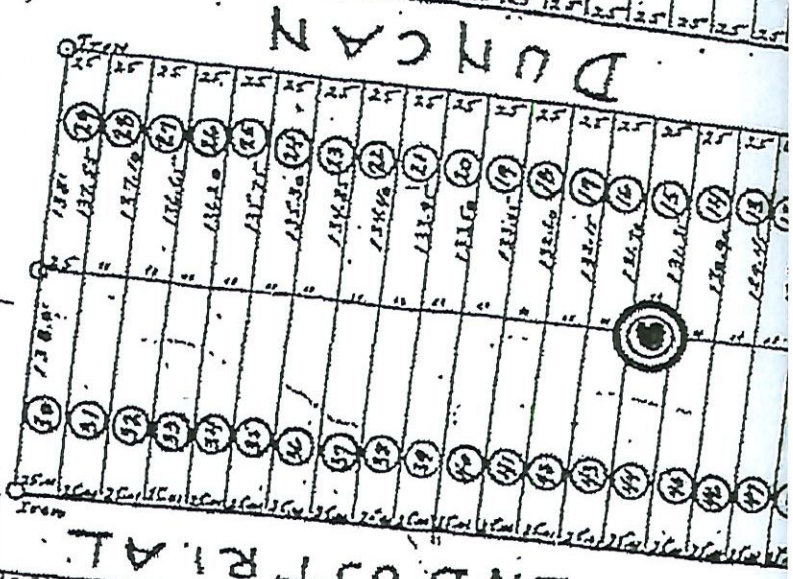
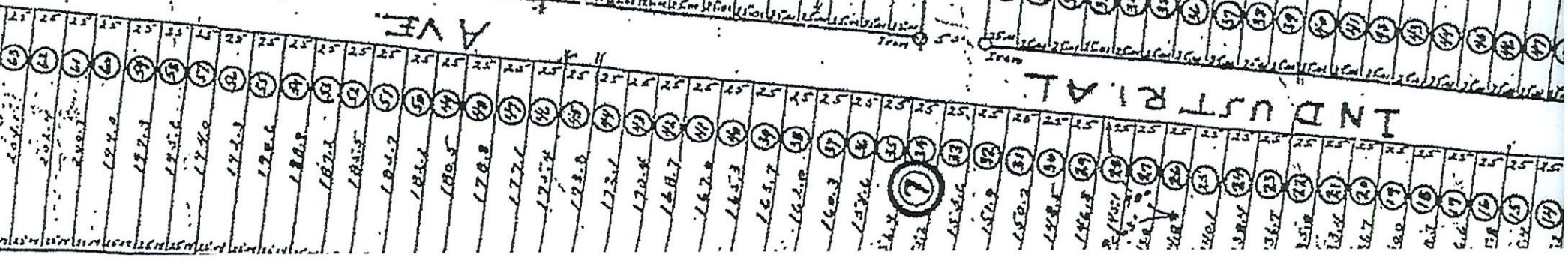
11. Maximum number of occupants – 8. No more than 2 adults in each bedroom.

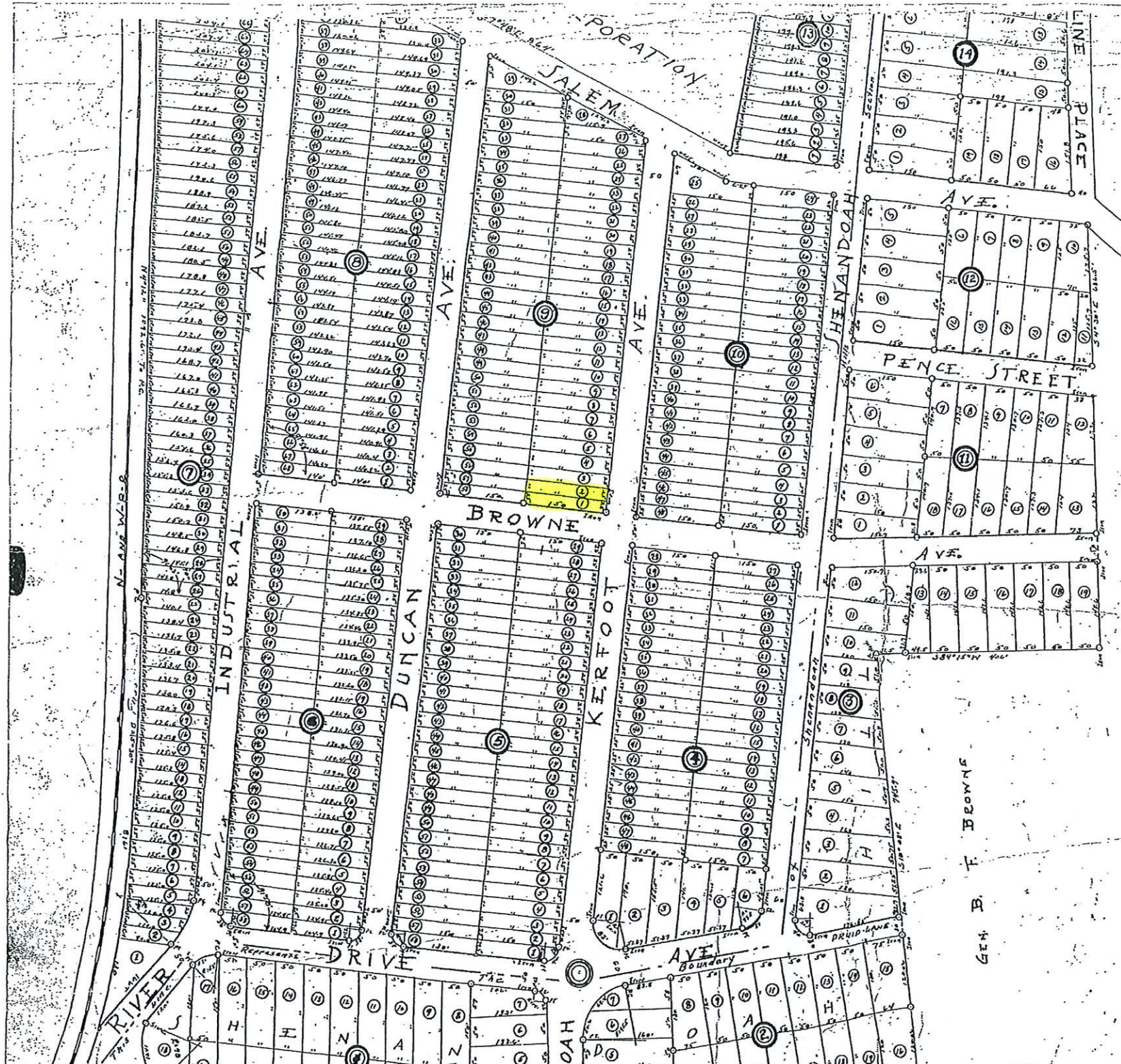
12. Safety:

Fire extinguisher location: Kitchen

Emergency Exit Plans: Located in Bedrooms. Exit via front or back door on main level.

All outdoor burning shall be in compliance with Chapter 78 of the Town of Front Royal Code (see attached).





Chapter 78**FIRE PREVENTION****Sections:**

- 78-1 OPEN BURNING**
- 78-2 BLASTING**
- 78-3 ADOPTION OF STANDARDS; CONDITIONS**
- 78-4 WHEN AND WHERE COPIES AVAILABLE**
- 78-5 MODIFICATIONS**
- 78-6 APPEALS**
- 78-7 NEW MATERIALS, PROCESSES OR OCCUPANTS**
- 78-8 VIOLATIONS AND PENALTIES**
- 78-9 RECOGNITION**

Adopted by the Town Council of the Town of Front Royal 4-23-73(*Chapter 10 of the 1965 Code*). Other Amendments noted where applicable.

78-1 OPEN BURNING

A. It shall be unlawful for any owner or lessee of land to set fire to or to procure another to set fire to any woods, brush, logs, leaves, grass, debris or other flammable material upon such land unless he previously shall have taken all reasonable care and precaution, by having cut and piled the same or carefully cleared around the same, to prevent the spread of such fire to lands other than those owned or leased by him. It shall also be unlawful for any employee of any such owner or lessee of land to set fire to or to procure another to set fire to any woods, brush, logs, leaves, grass, debris or other flammable material upon such land unless he shall have taken similar precautions to prevent the spread of such fire to any other land.

B. During the period beginning March 1 and ending May 15 of each year, even though the precautions required by the foregoing subsection shall have been taken, it shall be unlawful for any person to set fire to or to procure another to set fire to any brush, leaves, grass, debris or field containing dry grass or other flammable material capable of spreading fire, located in the Town, except between the hours of 4:00 p.m. and 12:00 midnight. The provisions of this subsection shall not apply to fires set on rights-of-way of railroad companies by their duly authorized employees.

C. Any person violating any provision of this section shall, upon conviction, be fined not less than ten dollars (\$10.) nor more than one hundred dollars (\$100.) for each separate offense.

78-2 BLASTING

It shall be unlawful for any person to permit any blast to be discharged, either by himself or his agents or employees, without having the blast so confined or protected as to prevent the escape of rock or earth.

78-3 ADOPTION OF STANDARDS; CONDITIONS

There is hereby adopted as the Fire Prevention Code of the town, for the purpose of prescribing regulations governing conditions hazardous to life and property from fire or explosion, that certain code known as the "Fire Prevention Code," recommended by the National Board of Fire Underwriters, being particularly the 1960 Edition thereof and the whole thereof, and such Fire Prevention Code is hereby adopted and incorporated as fully as if set out at length herein; and, from the date on which the Code of the Town of Front Royal, Virginia, shall take effect, the provisions thereof shall be controlling within the limits of the town, provided that:

A. Whenever the word "municipality" is used in the Fire Prevention Code hereby adopted, it shall mean the Town of Front Royal.

B. Wherever the term "Chief of the Fire Department" is used in the Fire Prevention Code hereby adopted, it shall mean the Building Inspector.

C. Wherever the term "Corporate Counsel" is used in the Fire Prevention Code hereby adopted, it shall be held to mean the Town Attorney.

D. The limits referred to in Section 12.6b of the Fire Prevention Code hereby adopted, in which storage of explosives and blasting agents is prohibited, shall be as provided by the Council.

E. The limits referred to in Section 16.22a of the Fire Prevention Code hereby adopted, in which storage of flammable liquids in outside aboveground tanks is prohibited, are hereby established as the fire limits of the town.

F. The limits referred to in Section 16.51 of the Fire Prevention Code hereby adopted, in which new bulk plants for flammable liquids are prohibited, shall be as provided by the council.

G. The limits referred to in Section 21.6a of the Fire Prevention Code hereby adopted, in which bulk storage of liquid petroleum gas is restricted, shall be as provided by council.

H. In the event of conflict between the provisions of the Fire Prevention Code hereby adopted and the provisions of any other ordinance of the town, the more stringent provisions shall prevail.

78-4 WHEN AND WHERE COPIES AVAILABLE

Copies of the Fire Prevention Code adopted by Section 78-3 may be obtained at the office of the Building Inspector in the town during regular business hours.

78-5 MODIFICATIONS

The Building Inspector shall have power to modify any of the provisions of the Fire Prevention Code adopted by Section 78-3 upon application in writing by the owner or lessee, or his duly authorized agent, when there are practical difficulties in the way of carrying out the strict letter

of such Fire Prevention Code, provided that the spirit of such Fire Prevention Code shall be observed, public safety secured and substantial justice done. The particulars of such modification, when granted or allowed, and the decision of the Building Inspector thereon, shall be entered upon the records of the Fire Department, and a signed copy shall be furnished to the applicant.

78-6 APPEALS

Whenever the Building Inspector shall disapprove an application or refuse to grant a permit applied for, or when it is claimed that the provisions of the Fire Prevention Code adopted by Section 78-3 do not apply or that the true intent and meaning of such Fire Prevention Code have been misconstrued or wrongly interpreted, the person aggrieved may appeal from the decision of the Building Inspector to the Town Council within thirty (30) days from the date of the decision from which the appeal is taken.

78-7 NEW MATERIALS, PROCESSES OR OCCUPANCIES

The Town Manager, the Chief of the Fire Department and the Building Inspector shall act as a committee to determine and specify, after giving affected persons an opportunity to be heard, any new materials, processes or occupancies which shall require permits, in addition to those now enumerated in the Fire Prevention Code, adopted by Section 78-3. The Building Inspector shall post such list in a conspicuous place in his office and distribute copies thereof to interested persons.

78-8 VIOLATIONS AND PENALTIES

A. Any person who shall violate any of the provisions of the Fire Prevention Code adopted by Section 78-3 or fail to comply therewith or who shall violate or fail to comply with any order made thereunder or who shall build in violation of any detailed statement of specifications or plans submitted and approved thereunder and from which no appeal has been taken or who shall fail to comply with such an order as affirmed or modified by the Town Council or by a court of competent jurisdiction, within the time fixed herein, shall severally for each and every such violation and noncompliance, respectively, be guilty of a misdemeanor, punishable by a fine of not more than five hundred dollars (\$500.) or by imprisonment for not more than twelve (12) months, or by both such fine and imprisonment. The imposition of one (1) penalty for any violation shall not excuse the violation or permit it to continue, and all such persons shall be required to correct or remedy such violations or defects within a reasonable time; and, when not otherwise specified, each ten (10) days that prohibited conditions are maintained shall constitute a separate offense.

B. The application of the above penalty shall not be held to prevent the enforced removal of prohibited conditions.

78-9 RECOGNITION

The Front Royal Volunteer Fire Department, Incorporated, and its rescue squad are hereby recognized as an integral part of the official safety program of the Town.

Chapter 106**NOISE****Sections:**

- 106-1 THROUGH 106-4 (RESERVED)**
- 106-5 DECLARATION OF FINDINGS AND POLICY**
- 106-6 DEFINITIONS**
- 106-7 ADMINISTRATION AND ENFORCEMENT**
- 106-8 PROHIBITED NOISE**
- 106-9 MAXIMUM PERMISSIBLE SOUND LEVELS FROM NOISE SOURCES**
- 106-10 OPERATOR OF SOUND-PRODUCING DEVICES IN PLACE OF PUBLIC ENTERTAINMENT OR ASSEMBLY**
- 106-11 USE OF LOUDSPEAKERS FOR ADVERTISING PURPOSES**
- 106-12 PROHIBITED NOISE FROM MOTOR VEHICLE SOUND SYSTEM**
- 106-13 RESPONSIBILITY OF THE PROPERTY OWNER**
- 106-14 EXCEPTIONS FROM CHAPTER**
- 106-15 BUILDING, UTILITY, ROAD CONSTRUCTION AND EXCAVATION OPERATIONS**
- 106-16 TESTING OF METERING DEVICES**
- 106-17 PENALTIES**
- 106-18 SEPARABILITY**

Adopted by the Town Council of the Town of Front Royal 3-11-85. 106-1 through 106-4 were repealed by Ordinance No. 12-04 on 10-11-04. Amendments noted where applicable.

106-1 THROUGH 106-4 (RESERVED)

(Ord. No. 12-04 Repealed 10-11-04-Effective Upon Passage)

106-5 DECLARATION OF FINDINGS AND POLICY

The Town Council hereby finds and declares that excessive sound is a serious hazard to the public health, welfare, peace, safety, and the quality of life; that a substantial body of science and technology exists by which excessive sound may be substantially abated; that the people have a right to and should be ensured an environment free from excessive sound that may jeopardize the public health, welfare, peace, and safety or degrade the quality of life; and that it is the policy of the Town of Front Royal to prevent such excessive sound.

(Ord. No. 12-04 Added 10-11-04-Effective Upon Passage)

106-6 DEFINITIONS

For the purposes of this ordinance, the following words and phrases shall have the meanings respectively ascribed to them by this subsection.

A. **A-WEIGHTED SOUND LEVEL.** The sound pressure level in decibels as measured on a sound level meter using the A-weighting network. The level so read is designated dB(a) or dBA.

B. **DAYTIME** The local time of day between the hours of 7:00 A.M. and 10:00 P.M.

C. **DECIBEL (dB).** A unit for measuring the volume of a sound equal to twenty (20) times the logarithm to the base ten (10) of the ratio of the pressure of the sound measured to the reference pressure, which is twenty (20) micropascals (twenty micronewtons per square meter).

D. **dBA** shall mean the sound pressure level as measured on a sound meter set to slow response to the A-weighted scale to approximate the frequency response of the human auditory system.

E. **EMERGENCY WORK** shall mean work made necessary to restore property to a safe condition following a public calamity, or work required to protect persons or property from immediate exposure to danger, including work performed by public service companies when emergency inspection, repair of facilities or restoration of services is required for the immediate health, safety or welfare of the community.

F. **NIGHTTIME.** The local time between the hours of 10:00 P.M. and 7:00 A.M.

G. **NOISE** shall mean any sound which may cause or tend to cause an adverse psychological or physiological effect on human beings.

H. **NOISE SOURCE** shall mean any equipment, motor vehicle, motorcycle or facility, fixed or movable, capable of emitting sound beyond the property boundary of the property on which the equipment is used, but not including motor vehicles or motorcycles operated on public rights-of-way.

I. **SOUND.** An oscillation in pressure, particle displacement, particle velocity or other physical parameter in a medium with internal forces that causes compression and rarefaction of that medium. The description of sound may include any characteristic of such sound including duration, intensity, and frequency.

J. **SOUND LEVEL.** The weighted sound pressure level obtained by the use of an approved sound level meter and the A-frequency weighting network, as specified in American National Standards Institute specifications for sound level meters.

K. **SOUND LEVEL METER** shall mean an instrument to measure sound pressure levels which shall meet or exceed performance standards for a "type two" meter as specified by the American National Standards Institute.

L. **SOUND PRESSURE** shall mean the instantaneous difference between the actual pressure and the average or barometric pressure at a given point in space.

(Ord. No. 12-04 Added 10-11-04-Effective Upon Passage)

106-7 ADMINISTRATION AND ENFORCEMENT

The noise control program established by this section shall be enforced and administered by the Chief of Police with the assistance of other Town departments as required.

(Ord. No. 12-04 Added 10-11-04-Effective Upon Passage)

106-8 PROHIBITED NOISE

A. Generally. It shall be unlawful for any person to create any unreasonably loud, disturbing and unnecessary noise. Noise of such character, intensity and duration as to be detrimental to the life or health of any person or unreasonably to disturb or annoy the quiet, comfort or repose of any person is hereby prohibited.

B. Specific Acts as Noise Disturbances.

The following acts are declared to be noise disturbances in violation of this Chapter, provided that the acts so specified shall not be deemed to be an exclusive enumeration of those acts which may constitute a noise disturbance under Section 106-8(A):

1. Operating or causing to be operated any equipment used in construction, repair, alteration or demolition work on buildings, structures, streets, alleys, drainage or public utility systems or parts thereof, and appurtenances thereto in the outdoors between the hours of 9:00 p.m. and 7:00 a.m. the following day, except as provided in Section 106-15.
2. Repairing, rebuilding or modifying any motor vehicle or other mechanical device in residential use districts between the hours of 9:00 p.m. and 7:00 a.m. the following day.
3. The collection of trash or refuse in residential use districts between the hours of 9:00 p.m. and 7:00 a.m. the following day.
4. Loading or unloading trucks in the outdoors within one hundred (100) yards of a residence between the hours of 9:00 p.m. and 7:00 a.m. the following day; provided that this subsection shall not apply to any business that has been in operation at its current location since prior to January 1, 1980.

(Ord. No. 01-06 amended 1-23-06-Effective Upon Passage)

5. Sounding the horn or warning device of a vehicle, except when necessary as a warning during the operation of the vehicle. Sounding of such horn or other device more than once every two (2) minutes in any one town block and with a duration of more than five (5) seconds for any single emission shall be *prima facie* evidence of violation of this section.
6. Operating or permitting the use or operation of any radio receiving set, musical instrument, television, phonograph or any other device for the production of sound, between the hours of

10:00 p.m. and 8:00 a.m. the following day, in such a manner as to be plainly audible across property boundaries or through partitions common to two (2) residences within a building

7. Operating or permitting the operation of any radio, tape player, compact disc player or other device for the production of sound on a public right-of-way or in a public place in such a way that the sound is plainly audible at a distance of fifty (50) feet from such device, whether or not the device is situated within a motor vehicle.

8. Owning, keeping, possessing or harboring any animal which frequently or habitually howls, barks, meows, squawks or makes such other noise as is plainly audible across property boundaries or through partitions common to two (2) residences within a building.

9. The use of any automobile, motorcycle or vehicle so out of repair, so loaded or operated in such a manner as to create loud and unnecessary grating, grinding, rattling or other noises.

10. The discharge of the exhaust of any internal combustion engine into the open air except through a device which will effectively prohibit loud and explosive noises.

(Ord. No. 12-04 Added 10-11-04-Effective Upon Passage)

106-9 MAXIMUM PERMISSIBLE SOUND LEVELS FROM NOISE SOURCES

It shall be unlawful for any person to operate, or permit to be operated, any noise source in such a manner that the noise source emits a sound pressure level which exceeds the limits set forth below when measured on property other than that on which the noise source is located. The category of applicable sound pressure limits shall be determined by the zoning district classification of the property on which the noise is produced. Property which has been specifically determined by the Planning Commission to be within an area designated on the Comprehensive Plan for industrial use shall be deemed to fall into the industrial classification for the purposes of this ordinance, even if the property has not yet been re-zoned.

(Ord. 01-06 Amended 1-23-06-Effective Upon Passage)

Land Use Designation Where Noise is Measured.	Maximum Allowed Noise in Daytime (in dBA)	Maximum Allowed Noise in Nighttime (in dBA)
Agricultural & Residential Zones, A-1,R-1,R1-A,R-2,R-3	60	50
Commercial Zones C-1, C-2, C-3	70	65
Industrial Zones 1-1,1-2	80	80

(Ord. No. 12-04 Added 10-11-04-Effective Upon Passage)

106-10 OPERATOR OF SOUND-PRODUCING DEVICES IN PLACES OF PUBLIC ENTERTAINMENT OR ASSEMBLY.

It shall be unlawful for any person to operate, or permit to be operated, any loudspeaker or other device for the production of sound in any place of public entertainment or other place of public assembly which produces sound measure levels of ninety (90) dBA of greater at any point that is normally occupied by a person, unless conspicuous and legible signs are located outside such place, near the entrance, stating "WARNING, EXPOSURE TO SOUND ENVIRONMENT WITHIN MAY CAUSE HEARING IMPAIRMENT."

(Ord. No. 12-04 Added 10-11-04-Effective Upon Passage)

106-11 USE OF LOUDSPEAKERS FOR ADVERTISING PURPOSES

It shall be unlawful for any person to operate for commercial advertising purposes any loudspeaker or other like device or mechanism used to emit sound of any kind, which loudspeaker or other like device or mechanism is attached to or installed in any vehicle, when the vehicle is being driven, drawn, or parked along or upon the streets of the Town.

(Ord. No. 12-04 Added 10-11-04-Effective Upon Passage)

106-12 PROHIBITED NOISE FROM MOTOR VEHICLE SOUND SYSTEM

No person within the Town limits shall operate or permit the use or operation of any radio, tape player, compact disc player, or any other device which produces, reproduces, or amplifies sound in a motor vehicle, in such a manner that the sound can be heard more than fifty (50) feet from the motor vehicle.

(Ord. No. 12-04 Added 10-11-04-Effective Upon Passage)

106-13 RESPONSIBILITY OF THE PROPERTY OWNER

It shall be unlawful for a property owner knowingly to allow the creation of noise prohibited by this Chapter, within the boundaries of his or her property.

(Ord. No. 12-04 Added 10-11-04-Effective Upon Passage)

106-14 EXCEPTIONS FROM CHAPTER

The provisions of this Chapter shall not apply to the following activities:

1. The emission of sound for the purpose of alerting persons to the existence of an emergency or to the emission of sound in the performance of emergency work;
2. Noise caused by or arising out of activities related to repair, maintenance, replacement or alteration of public utility systems or parts thereof, public drainage systems or parts thereof, or streets and highways or parts thereof, and appurtenances thereto, where such activity is

reasonably necessary to further a public safety interest and/or to minimize disruption in the provision of public services, e.g., water, sewer and electric service; or

3. Parades, fireworks displays, and other organized public activities authorized by permit issued by an official of the Town.

(Ord. No. 12-04 Added 10-11-04-Effective Upon Passage)

106-15 BUILDING, UTILITY, ROADCONSTRUCTION AND EXCAVATION OPERATIONS.

A. The erection, including excavation, demolition, alteration or repair of any building in a residential or business district, the performance of any work on a public utility, the performance of any work relating to road construction, and any excavation work on January 1st (New Year's Day), the last Monday in May (Memorial Day), July 4th (Independence Day), the first Monday in September (Labor Day), the fourth Thursday in November (Thanksgiving Day), and December 25th (Christmas Day), or other than between the hours of 7:00 a.m. and 8:00 p.m. Monday through Friday, is prohibited, except in cases of necessity in the interest, public health, safety and welfare, and then only with a permit from the Town Manager or his designee. This prohibition does not apply to Town employees or to contractors performing work in compliance with the terms and requirements of a Town contract.

B. When one of the regular holidays mentioned in Subsection (a) of this section falls on a Saturday, the preceding Friday shall be declared the holiday. When one of the regular holidays falls on a Sunday, the following Monday shall be declared the holiday.

C. Construction. Notwithstanding any other provision in this Chapter, between the hours of 7:00 a.m. and 8:00 p.m. Monday through Friday, construction, alteration or repair activities that are authorized by a valid Town permit shall be allowed if they meet at least one of the following noise limitations:

1. No individual piece of equipment shall produce a noise level exceeding 85 dB(A) at a distance of twenty-five (25) feet. If the device is housed within a structure on property, the measurement shall be made outside the structure at a distance as close to twenty-five (25) feet from the equipment as possible.

2. The noise level at any point outside of the property planes of the project shall not exceed 90 dBA.

(Ord. No. 12-04 Added 10-11-04-Effective Upon Passage)

16-16 TESTING OF METERING DEVICES

In order to implement and enforce this section effectively, the Chief of Police shall, within a reasonable time after the effective date of same, develop and promulgate standards and procedures for testing and validating sound level meters used in enforcement of this section.

(Ord. No. 12-04 Added 10-11-04-Effective Upon Passage)

106-17 PENALTIES

A. Any person who violates any provision of this Chapter shall be deemed to be guilty of a Class III misdemeanor.

B. Each violation and/or day of violation of any provision of this section shall constitute a separate offense.

C. The imposition of one (1) penalty for any violation shall not excuse the violation or permit it to continue.

(Ord. No. 12-04 Added 10-11-04-Effective Upon Passage)

106-18 SEVERABILITY

If any provision of this Chapter should be determined by a court of competent jurisdiction to be invalid, such determination shall not affect the validity of the remaining provisions of this Chapter.

(Ord. No. 12-04 Added 10-11-04-Effective Upon Passage)



COUNCIL REGULAR WORK SESSION AGENDA STATEMENT

Meeting Date: May 6, 2024

Item# 02C

Agenda Item: Special Use Permit for Ground Floor Dwelling at 519 Short Street for Short Street Properties

Summary: Short Street Properties LLC – A request for a Special Use Permit to allow a ground floor dwelling unit at 519 Short Street, identified by tax map 20A8-19-6-9 & 10. The property is zoned C-1, Community Business District.

The Planning Commission held a Public Hearing April 17, 2024, and recommended approval.

Budget/Funding: N/A

Staff Recommendation: Staff recommends approval with the following conditions.

1. The applicant must obtain all necessary zoning and building permits for the alteration/repair of the structure.
2. The applicant must establish the use pursuant to obtaining an occupancy permit with Warren County.

PUBLIC HEARING

2400194 – SPECIAL USE PERMIT

519 SHORT STREET



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

**Planning Commission Regular Meeting
April 17, 2024**

APPLICATION #:

2400194

APPLICANT:

Short Street Properties LLC

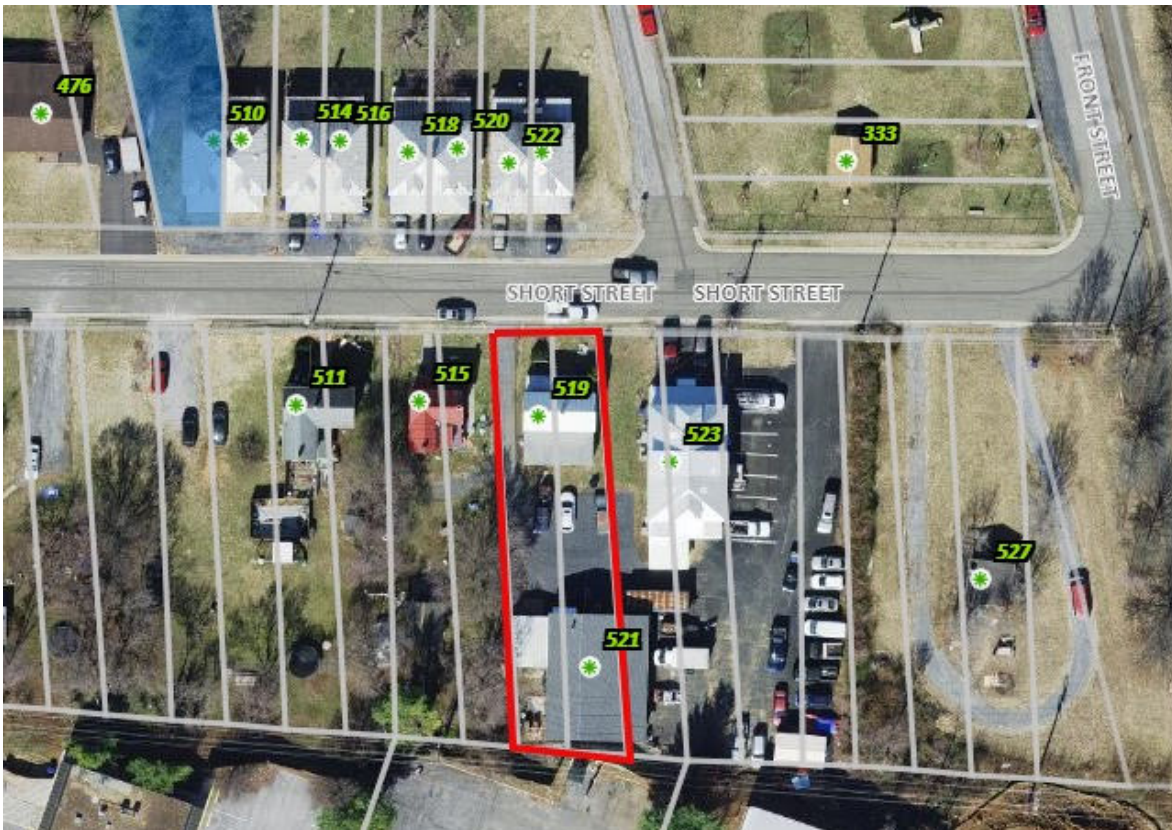
APPLICATION SUMMARY:

A Special Use Permit Application has been submitted for a ground floor dwelling unit at 519 Short Street. The property is zoned C-1, Community Business District.

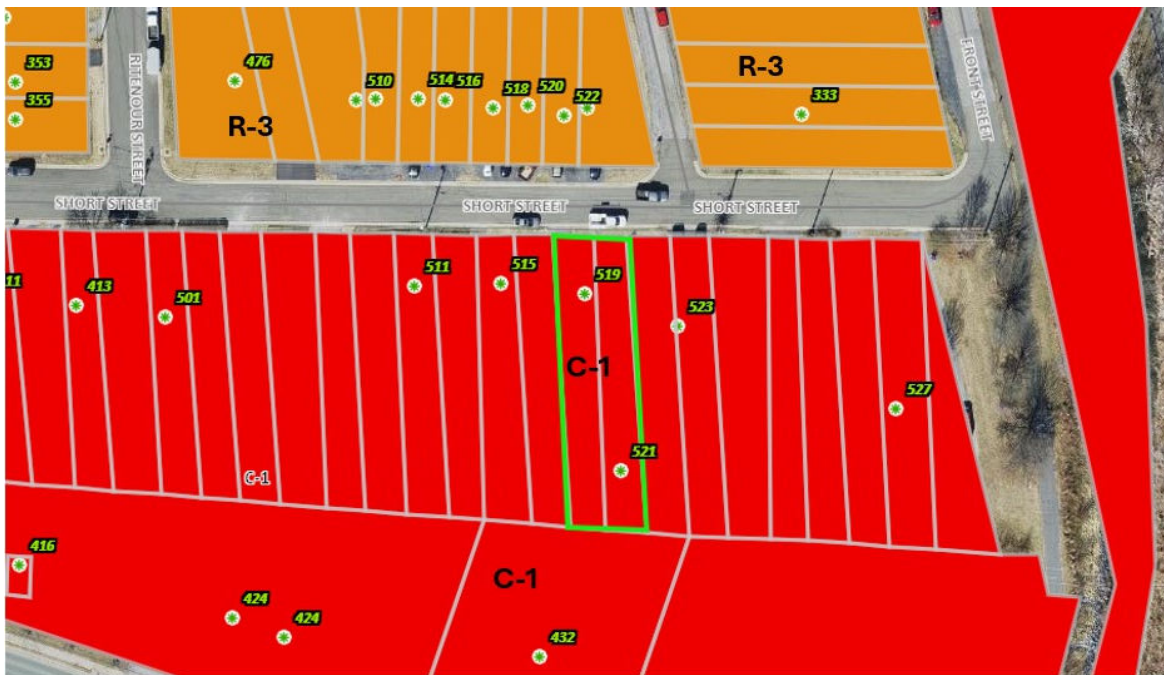
GENERAL INFORMATION:

Site Addresses	519 Short Street
Property Owner(s)	Short Street Properties LLC
Zoning District	C-1, Community Business District
Historic District	No
Tax Identification	Tax Map #20A8-19-6-9, 10

Aerial Map (Warren County GIS)



Town Zoning Map (Warren County GIS)



Front Elevation - 519 Short Street



Front Right Elevation – 519 Short Street



BACKGROUND INFORMATION

The property is located outside of the Towns Historic District. This neighborhood is primarily used as residential units despite being zoned commercial. Due to fire damage, this structure has not been used as a dwelling unit for more than two years. Per 175-126 of the Town Code if a legally nonconforming use has been discontinued it must then be brought into compliance with the current code.

Ground floor residential uses are only permitted in the C-1 district by Special Use Permit; therefore, this application is necessary to potentially reestablish the use.

RECOMMENDATION:

Staff recommends approval contingent upon the following:

1. The applicant must obtain all necessary zoning and building permits for the alteration/repair of the structure.
2. The applicant must establish the use pursuant to obtaining an occupancy permit with Warren County.

ATTACHMENTS: Application and associated documents from the Applicant.



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

Application # 2400194

APPLICANT:

NAME Short Street Properties LLC PHONE 540-683-6047

ADDRESS 727 N. Royal Ave, Front Royal Va 22630

E-MAIL christy@hcssettlements.com

PROPERTY OWNER:

NAME Short Street Properties LLC PHONE 540-683-6047

ADDRESS 727 N. Royal Ave, Front Royal Va 22630

E-MAIL christy@hcssettlements.com

PROPERTY DESCRIPTION

PROPERTY ADDRESS 519 Short St. Front Royal Ave

TAX MAP 20A819 69 SECTION Fletcher BLOCK 6 LOT 9A(9-10)

SUBDIVISION NAME Fletcher ACREAGE 2.81

ZONING DISTRICT C-1 acres

REQUEST

PROPOSED USE OF PROPERTY residential

SPECIFIC SPECIAL USE PERMIT REQUEST House burnt

its zoned commercial. It needs to
be considered residential. Request a ground
1 floor dwelling unit.

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" and provide a digital copy)
2. Site Plan Application
3. Application Fee of \$400.00 Receipt # 1218 Date Paid 3/8/24
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.

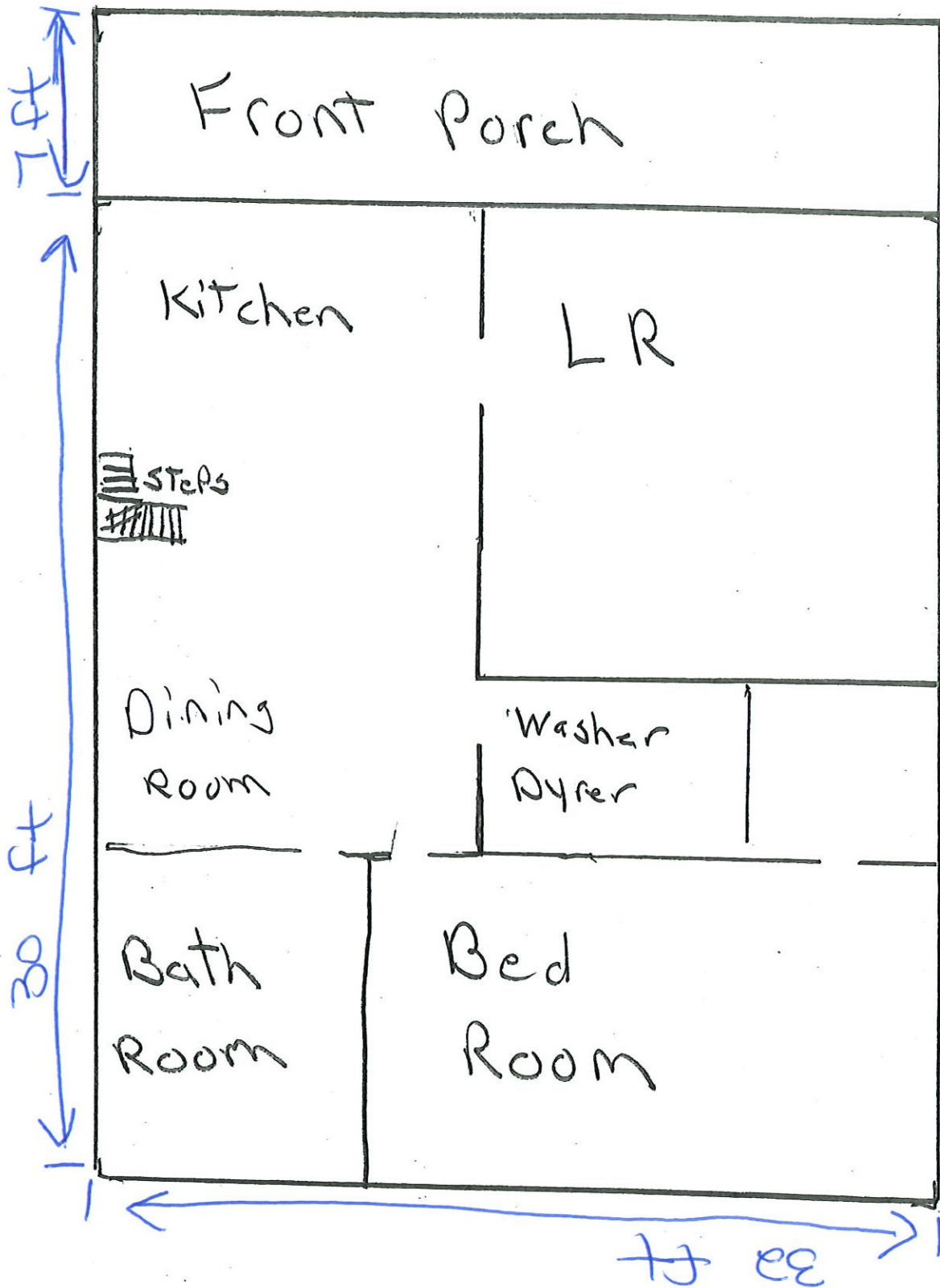
Applicant Signature Mark Smoot Date 3/5/24

Property Owner Signature [Signature] Date 3/5/24

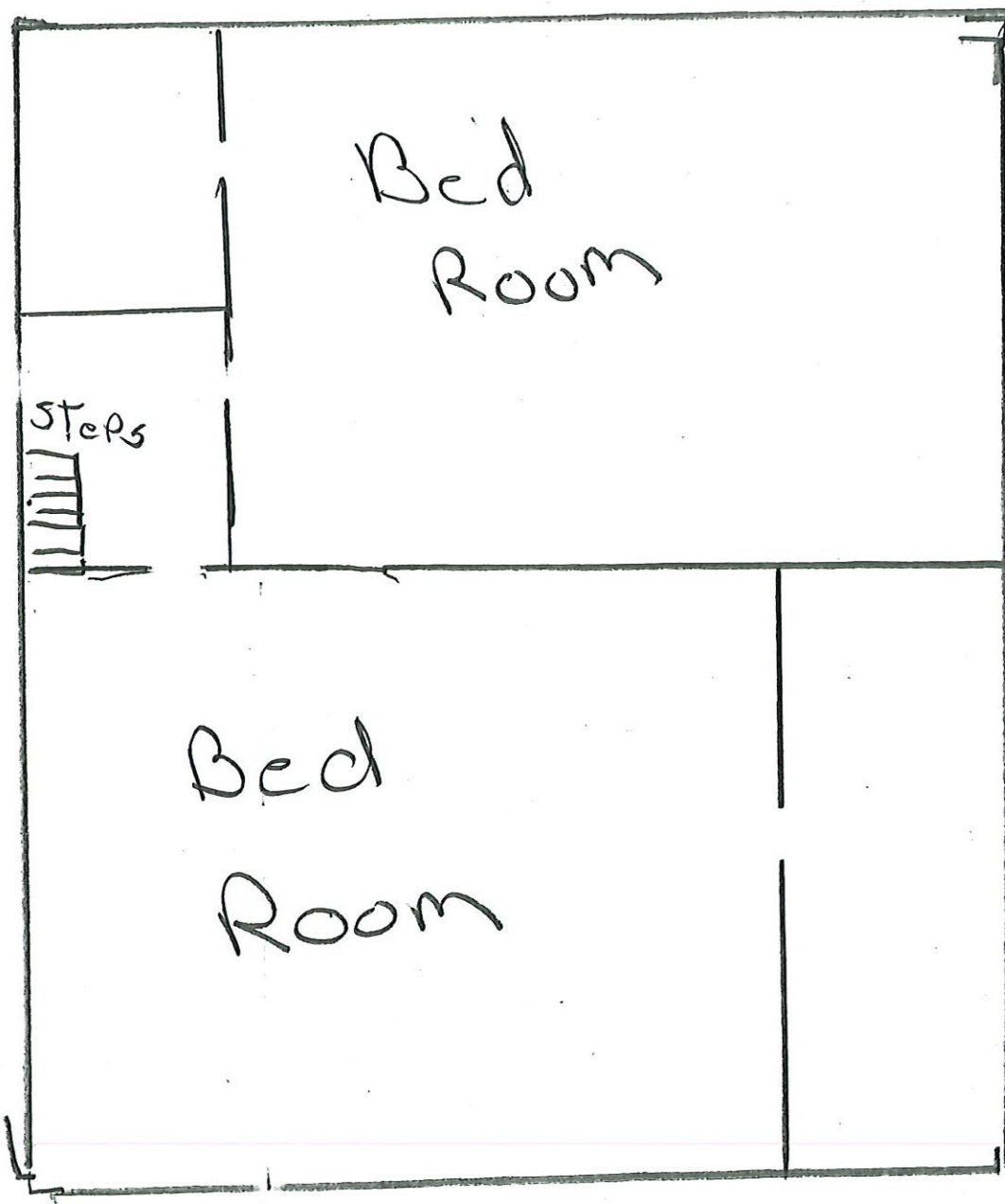
By submitting this application, the applicant grants permission to Town officials and employees to enter upon the property, which is the subject of this application, during reasonable hours and for purposes related to the application process.

RECEIVED
MAR 08 2024
TOWN OF FRONT ROYAL
PLANNING & ZONING DEPARTMENT

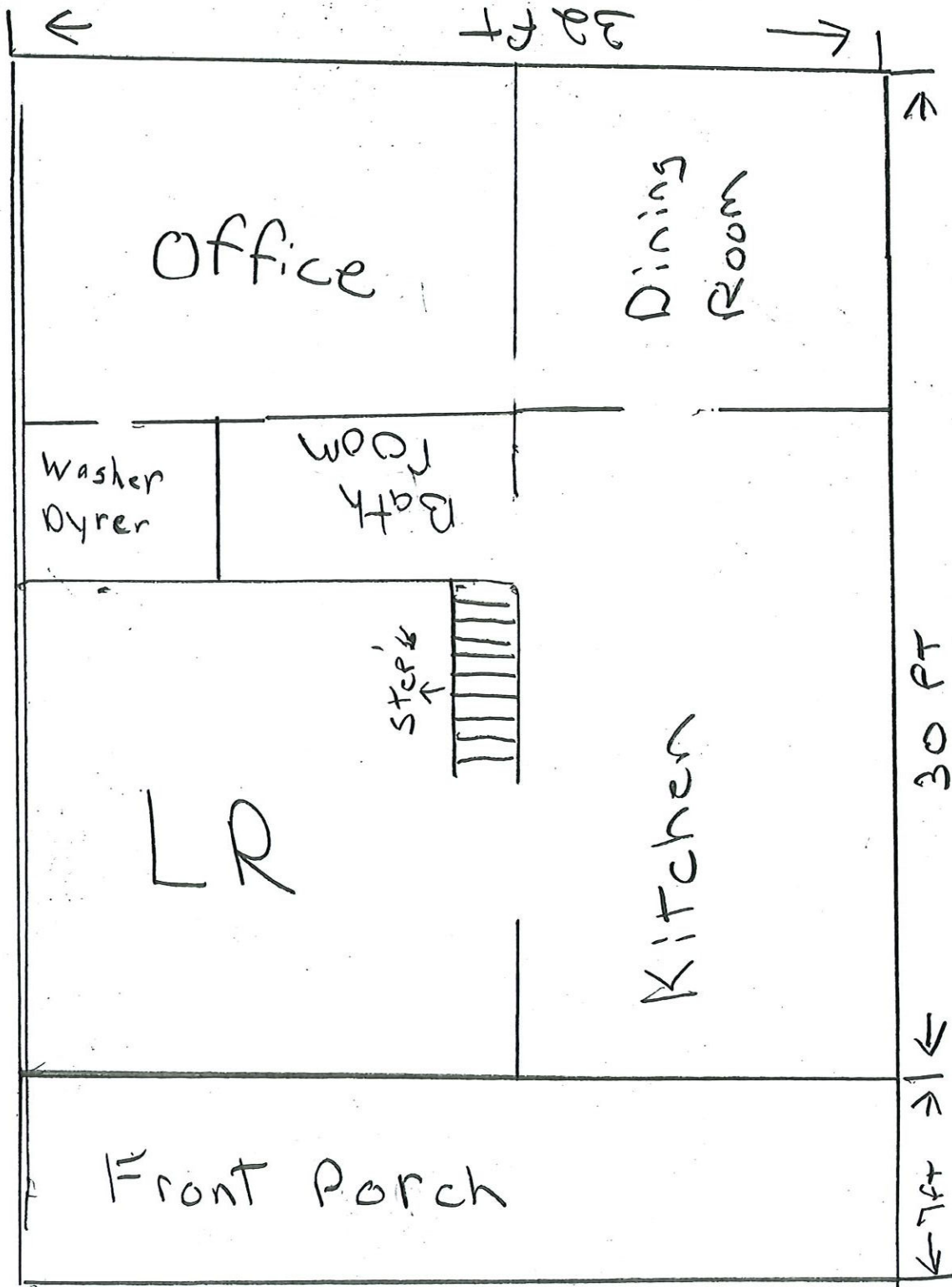
Existing



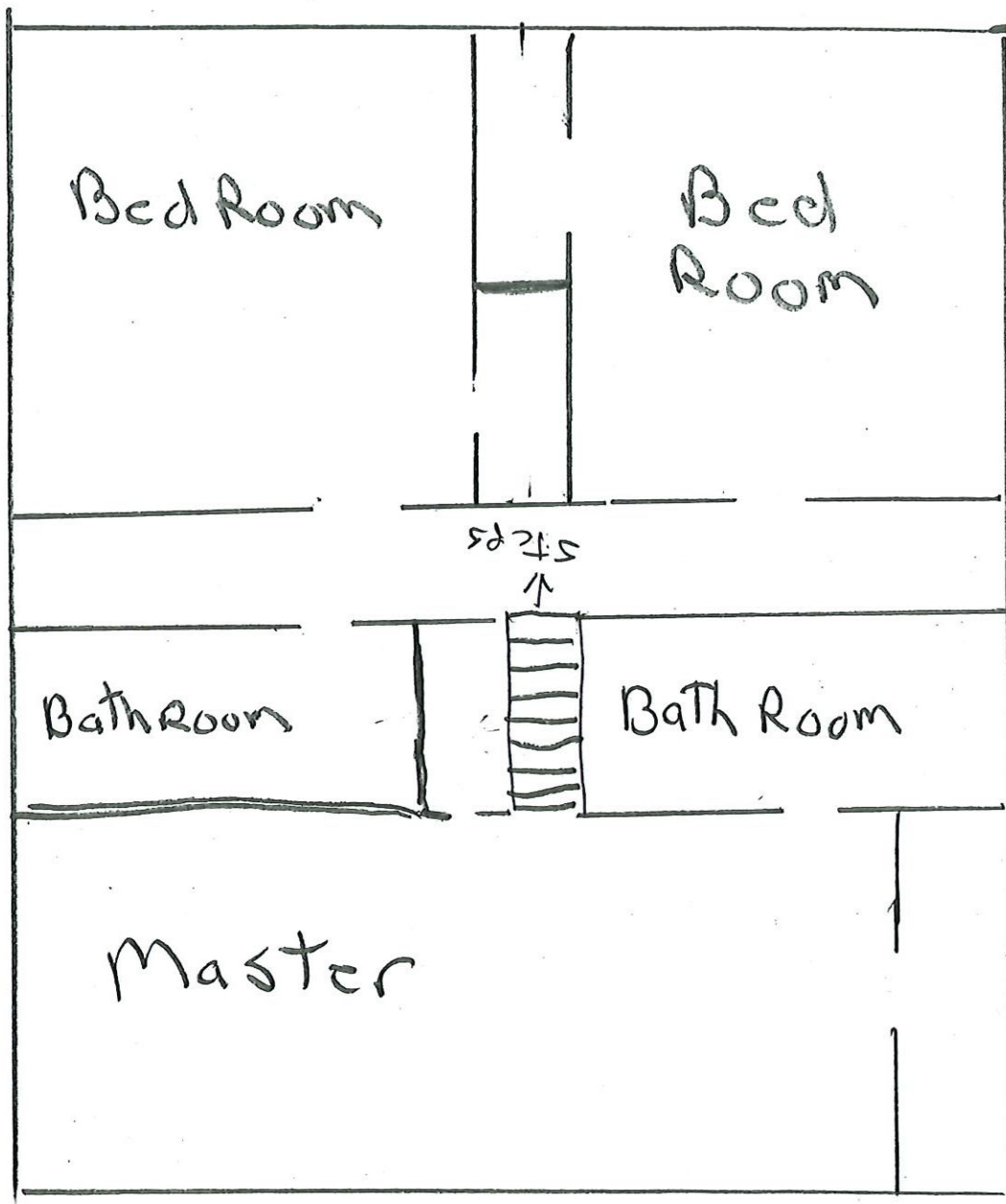
Existing



New



New



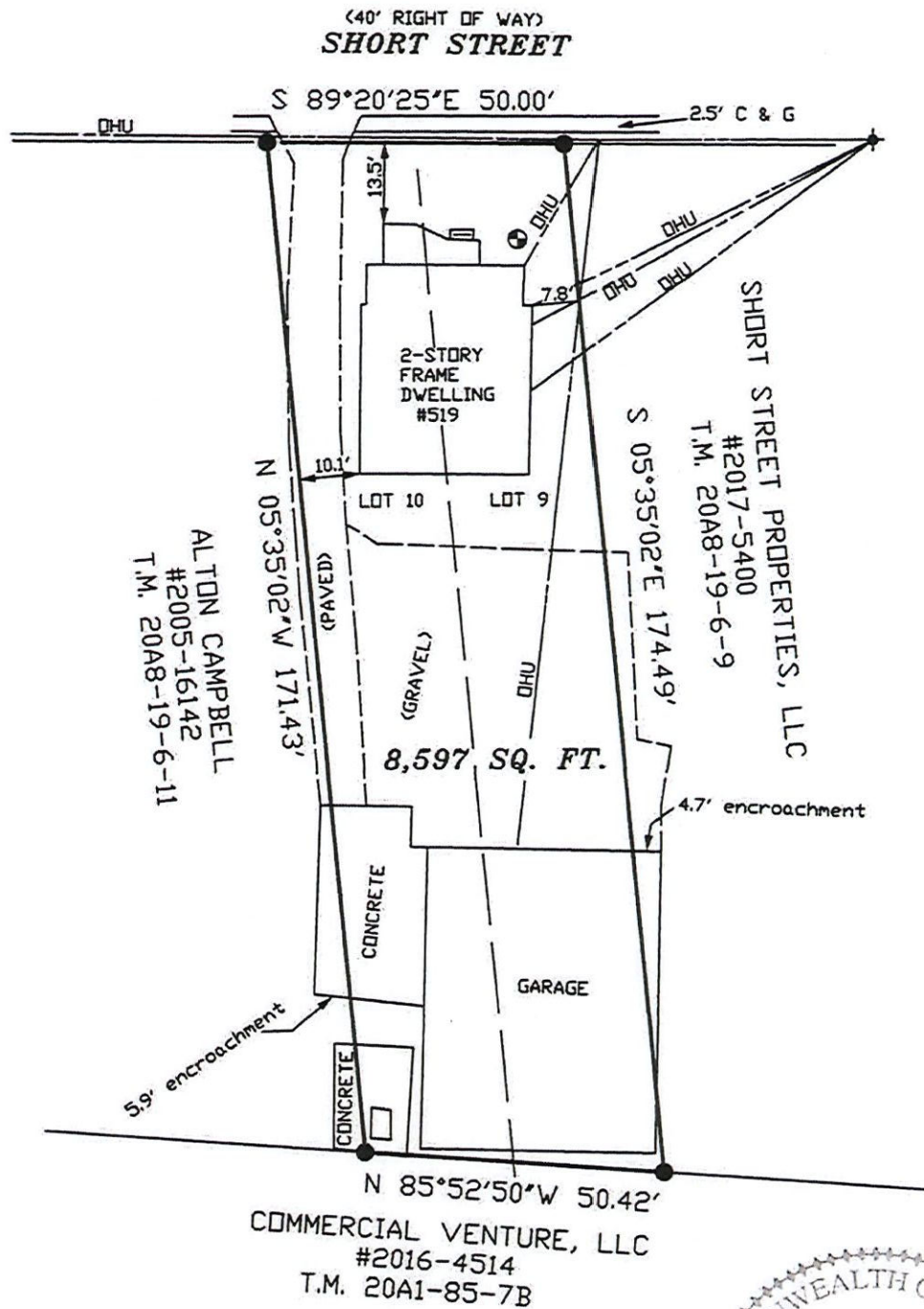
RECORD NORTH

SCALE: 1"=30'

- 1) TAX MAP: 20A8-19-6-9,10
- 2) DATUM AS SHOWN HEREON IS ACCORDING TO RECORDED INFORMATION AND IS A CURRENT FIELD SURVEY
- 3) OTHER RIGHTS OF WAY AND EASEMENTS, IF ANY, ARE NOT SHOWN
- 4) NO TITLE REPORT FURNISHED
- 5) FEMA PANEL #0116 C SHOWS FLOOD ZONE X

LEGEND

- = IRON PIN SET
- DHU = OVERHEAD UTILITY LINE
- ⊙ = WATER METER
- ✦ = UTILITY POLE



DERIVATION OF TITLE:
SHORT STREET PROPERTIES, LLC





COUNCIL REGULAR WORK SESSION AGENDA STATEMENT

Meeting Date: May 6, 2024

Item# 02D

Agenda Item: Special Use Permit for Ground Floor Dwelling at 514 S. Royal Avenue for Edwin Wright

Summary: Edwin S. Wright – A request for a Special Use Permit to allow a ground floor dwelling unit at 514 S. Royal Avenue, identified by tax map 20A7-9-B-11A, 12 & 13. The property is zoned C-1, Community Business District and is located within the Entrance Corridor.

Budget/Funding: N/A

Staff Recommendation: Staff recommends approval with the following condition:

- 1.The applicant must provide adequate off-street parking per 148-870 Parking and Loading Areas.

PUBLIC HEARING

2400199 – SPECIAL USE PERMIT

514 S. ROYAL AVENUE



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

**Planning Commission Regular Meeting
April 17, 2024**

APPLICATION #:

2400199

APPLICANT:

Edwin S. Wright

APPLICATION SUMMARY:

A Special Use Permit Application has been submitted for a ground floor dwelling unit at 514 S. Royal Avenue. The property is zoned C-1, Community Business District.

GENERAL INFORMATION:

Site Addresses	514 S. Royal Avenue
Property Owner(s)	Stone's Throw Hospitality LLC
Zoning District	C-1, Community Business District – Entrance Corridor
Historic District	No
Tax Identification	Tax Map #20A7-9-B-11A, 12 & 13

Aerial Map (Warren County GIS)



Town Zoning Map (Warren County GIS)



Front Elevation - 514 S. Royal Avenue



Rear Elevation – 514 S. Royal Avenue



**INFORMATION ON
THE APPLICATION:**

The property is located in the Towns entrance corridor just north of Joe' Steakhouse. The surrounding neighborhood is primarily used as residential units despite commercial zoning along the right-of-way. This structure was originally a dwelling unit and was used as such until it was discontinued several years ago. Since it has not been used as a dwelling unit for more than two years, per 175-126 of the Town Code it must then be brought into compliance with the current code.

Ground floor residential uses are only permitted in the C-1 district by Special Use Permit; therefore, this application is necessary to potentially reestablish the use.

RECOMMENDATION:

The applicant wishes to use the entry level floor and upper floor as one unit. The walkout basement would be the second unit.

Staff recommends approval contingent upon the following:

1. The applicant must obtain all necessary zoning and building permits for the alteration/repair of the structure.
2. The applicant must establish the use pursuant to obtaining an occupancy permit with Warren County.
3. The applicant must provide adequate off-street parking to be inspected by staff prior to issuance of the Special Use Permit.

ATTACHMENTS: Application and associated documents from the Applicant.



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

Application # 2400199

APPLICANT:

NAME EDWIN S. WRIGHT PHONE 703.346.6044
ADDRESS 4151 GOONEY MANOR LOOP BROWNSBURG VA 22610
E-MAIL edwinwright@manorlineranch.com

PROPERTY OWNER:

NAME STONE'S THROW HOSPITALITY PHONE 703.346.6044
ADDRESS 4151 GOONEY MANOR LOOP BROWNSBURG VA 22610
E-MAIL edwinwright@manorlineranch.com

PROPERTY DESCRIPTION

PROPERTY ADDRESS 514 S. ROYAL AVE
TAX MAP 20A7 SECTION 9 BLOCK B LOT 11a, 12, 13
SUBDIVISION NAME POTTS SUB ACREAGE .2009
ZONING DISTRICT C-1

REQUEST

PROPOSED USE OF PROPERTY RESIDENTIAL DWELLING UNIT
SPECIFIC SPECIAL USE PERMIT REQUEST DWELLING UNIT ON
GROUND FLOOR

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" and provide a digital copy)
2. Site Plan Application
3. Application Fee of \$400.00 pd cash Receipt # Date Paid 3/8/24
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.

Applicant Signature [Signature] Date 8 March 24

Property Owner Signature [Signature] Date 8 March 24

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.

RECEIVED
MAR 08 2024

TOWN OF FRONT ROYAL
PLANNING & ZONING DEPARTMENT

NO TITLE REPORT FURNISHED. ALL UNDERLYING EASEMENTS MAY NOT BE SHOWN.

THE PROPERTIES SHOWN HEREON ARE LOCATED ON TAX MAP 20A7 9 B 9, 10, 11, 11A, 12, 13, 14 & 15 AND 20A715 1 1, 2, 3, 4, 5, 6, 7, 8 & 9.

SURVEY REFLECTS HIGHWAY TAKING RECORDED IN DEED BOOK 435 PAGE 835 AND CONFIRMATION ORDER #9505633. HIGHWAY PROJECT NUMBER 0340-112-102, RW201.

A.J. SIMONPIETRI, JR. & GRACE C. SIMONPIETRI ACQUIRED THE PROPERTY SHOWN HEREON AT THE FOLLOWING DEEDS

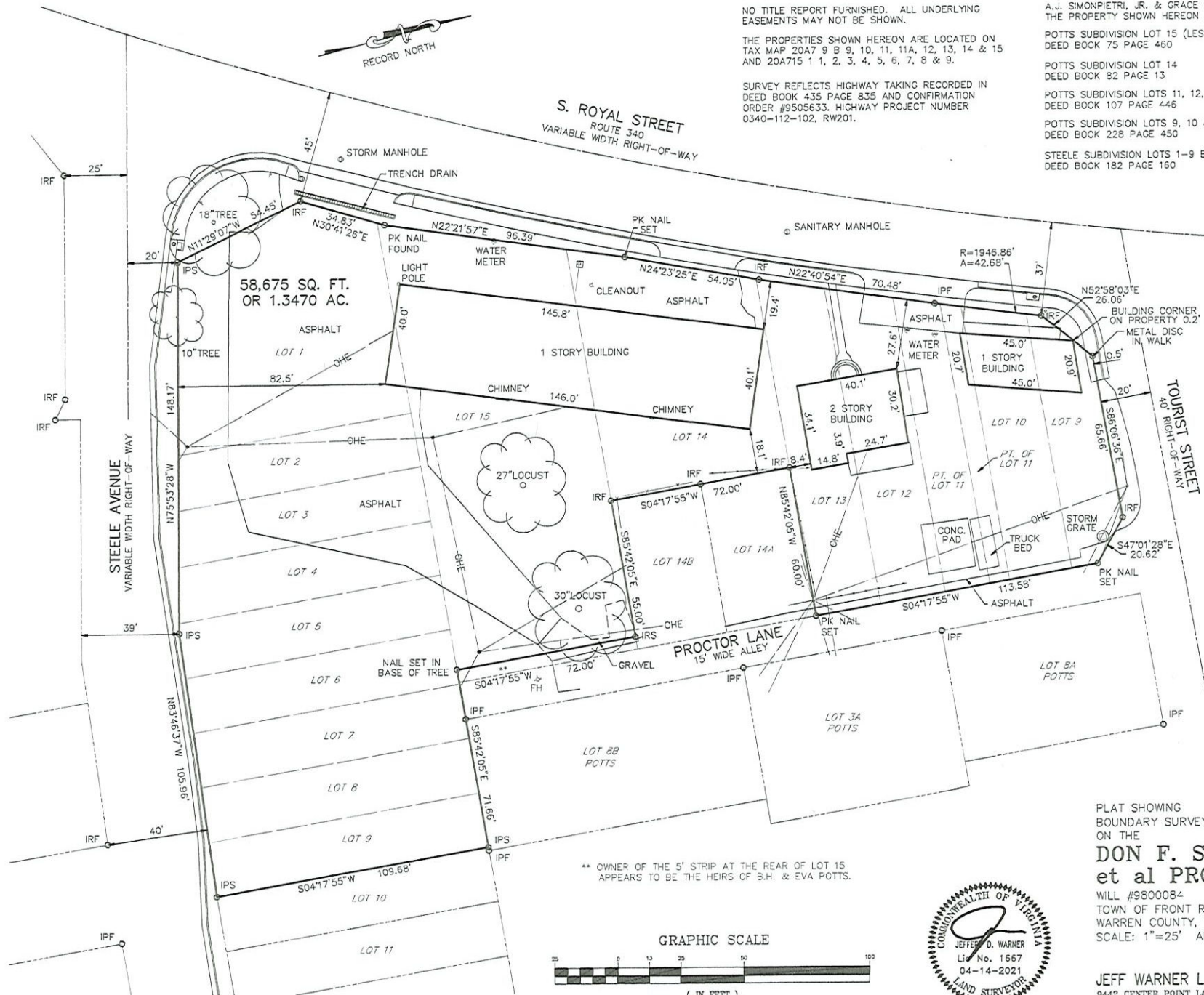
POTTS SUBDIVISION LOT 15 (LESS 5' OFF THE REAR)
DEED BOOK 75 PAGE 460

POTTS SUBDIVISION LOT 14
DEED BOOK 82 PAGE 13

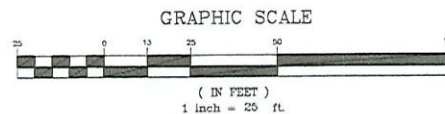
POTTS SUBDIVISION LOTS 11, 12, 13 & PART OF LOT 11
DEED BOOK 107 PAGE 446

POTTS SUBDIVISION LOTS 9, 10 & REMAINDER OF LOT 11
DEED BOOK 228 PAGE 450

STEELE SUBDIVISION LOTS 1-9 BLOCK 1
DEED BOOK 182 PAGE 160



** OWNER OF THE 5' STRIP AT THE REAR OF LOT 15 APPEARS TO BE THE HEIRS OF B.H. & EVA POTTS.



PLAT SHOWING
BOUNDARY SURVEY
ON THE

**DON F. SIMONPIETRI
et al PROPERTIES**

WILL #9800084
TOWN OF FRONT ROYAL
WARREN COUNTY, VIRGINIA
SCALE: 1"=25' APRIL 14, 2021



JEFF WARNER LAND SURVEYING, INC.
9442 CENTER POINT LANE MANASSAS, VA. 20110
(703) 369-5249 FAX (703) 369-5783

NO TITLE REPORT FURNISHED. ALL UNDERLYING EASEMENTS MAY NOT BE SHOWN.

THE PROPERTIES SHOWN HEREON ARE LOCATED ON TAX MAP 20A7 9 B 9, 10, 11, 11A, 12, 13, 14 & 15 AND 20A715 1 1, 2, 3, 4, 5, 6, 7, 8 & 9.

SURVEY REFLECTS HIGHWAY TAKING RECORDED IN DEED BOOK 435 PAGE 835 AND CONFIRMATION ORDER #9505633. HIGHWAY PROJECT NUMBER 0340-112-102, RW201.

A.J. SIMONPIETRI, JR. & GRACE C. SIMONPIETRI ACQUIRED THE PROPERTY SHOWN HEREON AT THE FOLLOWING DEEDS

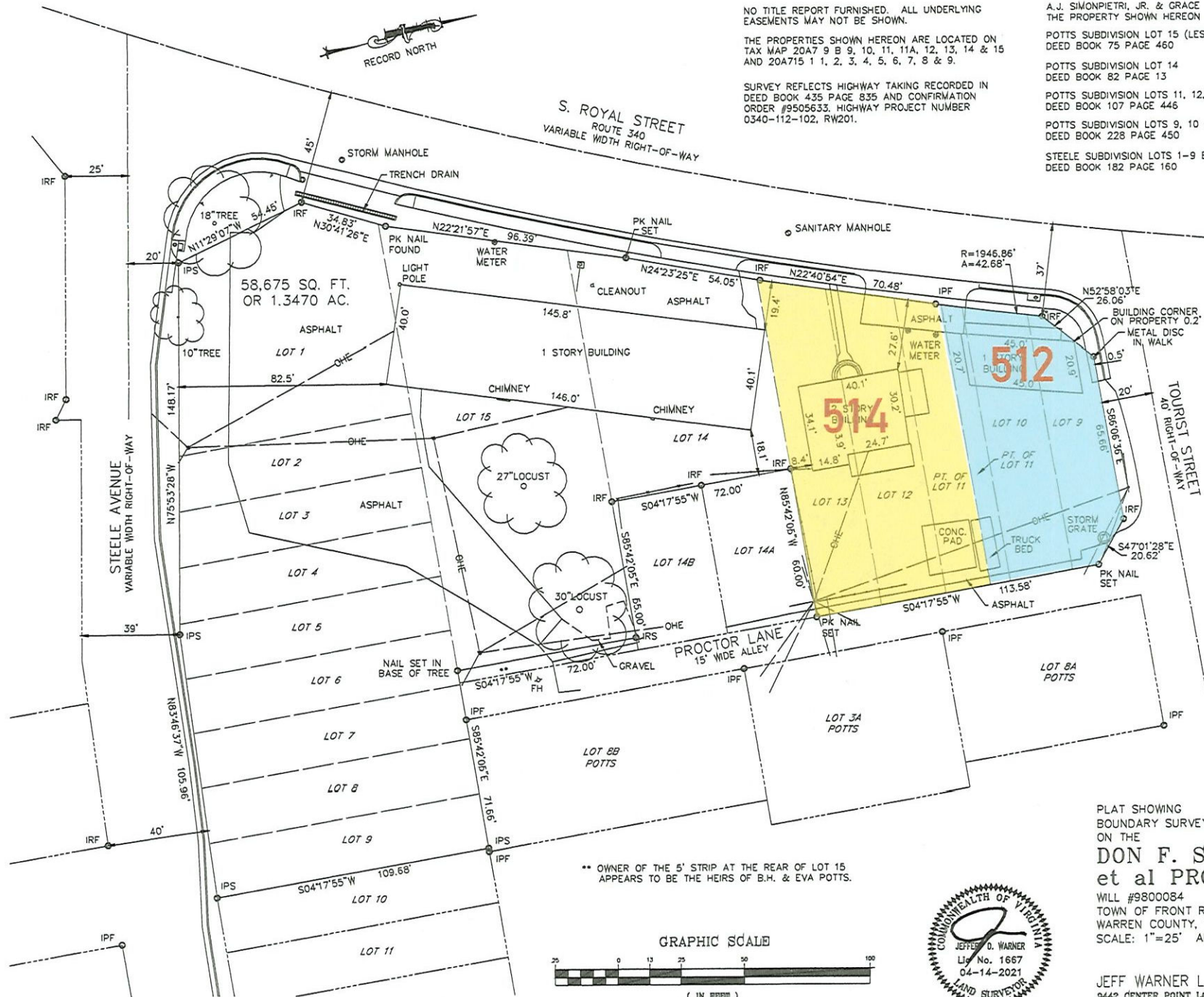
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DEED BOOK 82 PAGE 13

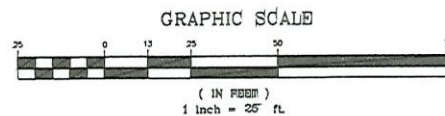
POTTS SUBDIVISION LOTS 11, 12, 13 & PART OF LOT 11
DEED BOOK 107 PAGE 446

POTTS SUBDIVISION LOTS 9, 10 & REMAINDER OF LOT 11
DEED BOOK 228 PAGE 450

STEELE SUBDIVISION LOTS 1-9 BLOCK 1
DEED BOOK 182 PAGE 160



** OWNER OF THE 5' STRIP AT THE REAR OF LOT 15 APPEARS TO BE THE HEIRS OF B.H. & EVA POTTS.



PLAT SHOWING
BOUNDARY SURVEY
ON THE

**DON F. SIMONPIETRI
et al PROPERTIES**

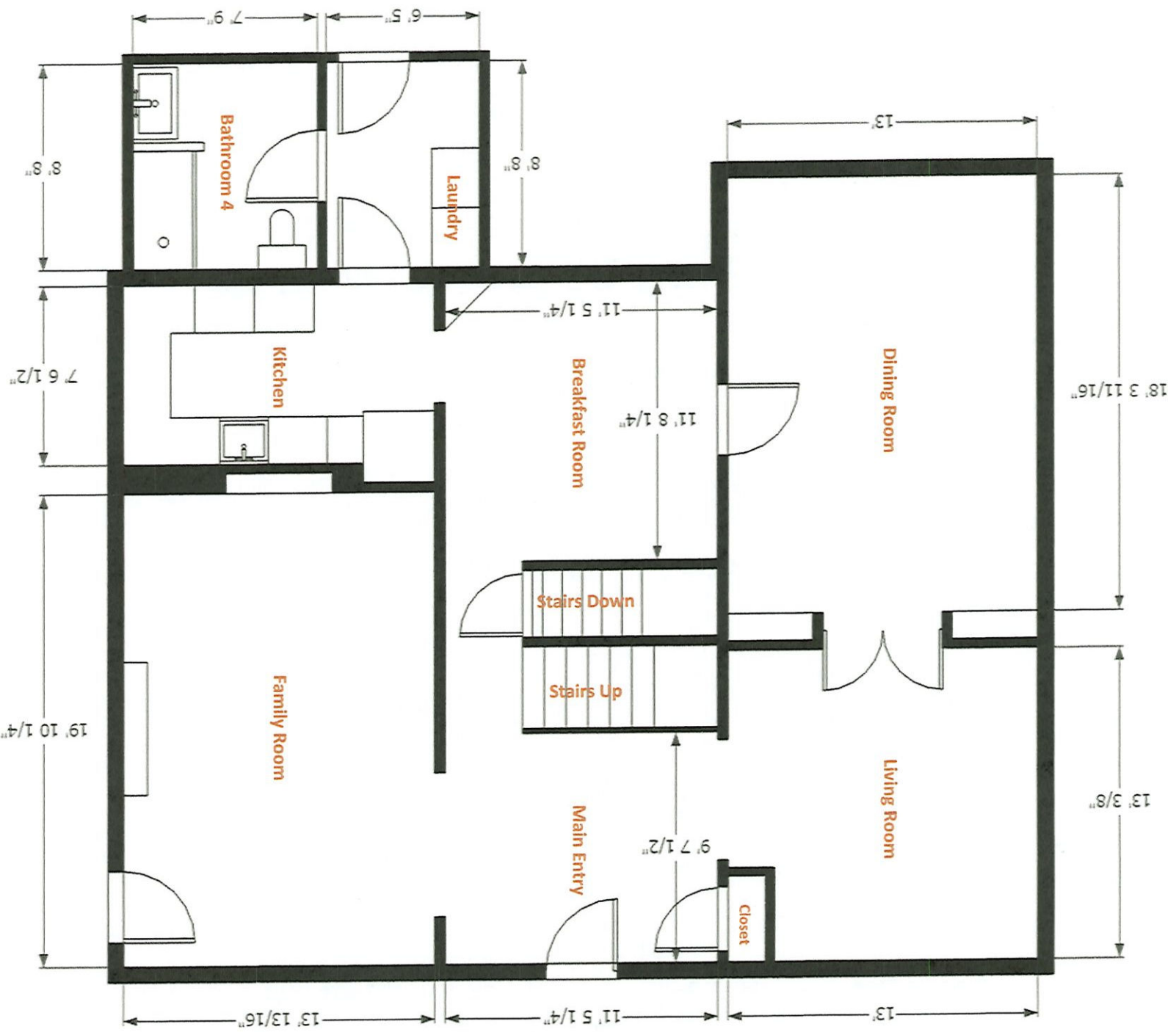
WILL #9800084
TOWN OF FRONT ROYAL
WARREN COUNTY, VIRGINIA
SCALE: 1"=25' APRIL 14, 2021

JEFF WARNER LAND SURVEYING, INC.
9442 CENTER POINT LANE MANASSAS, VA. 20110
(703) 369-5249 FAX (703) 369-5783

514 S Royal Ave, Unit "A" - Ground Floor

Sunny, Lovable 5 Bedroom, 4 Bathroom Historic House with Laundry and Storage

Approx. 2400 sf, Entry Facing S. Royal Ave.



514 S Royal Ave, Unit "A" - Second Floor

Sunny, Lovable 5 Bedroom, 4 Bathroom Historic House with Laundry and Storage

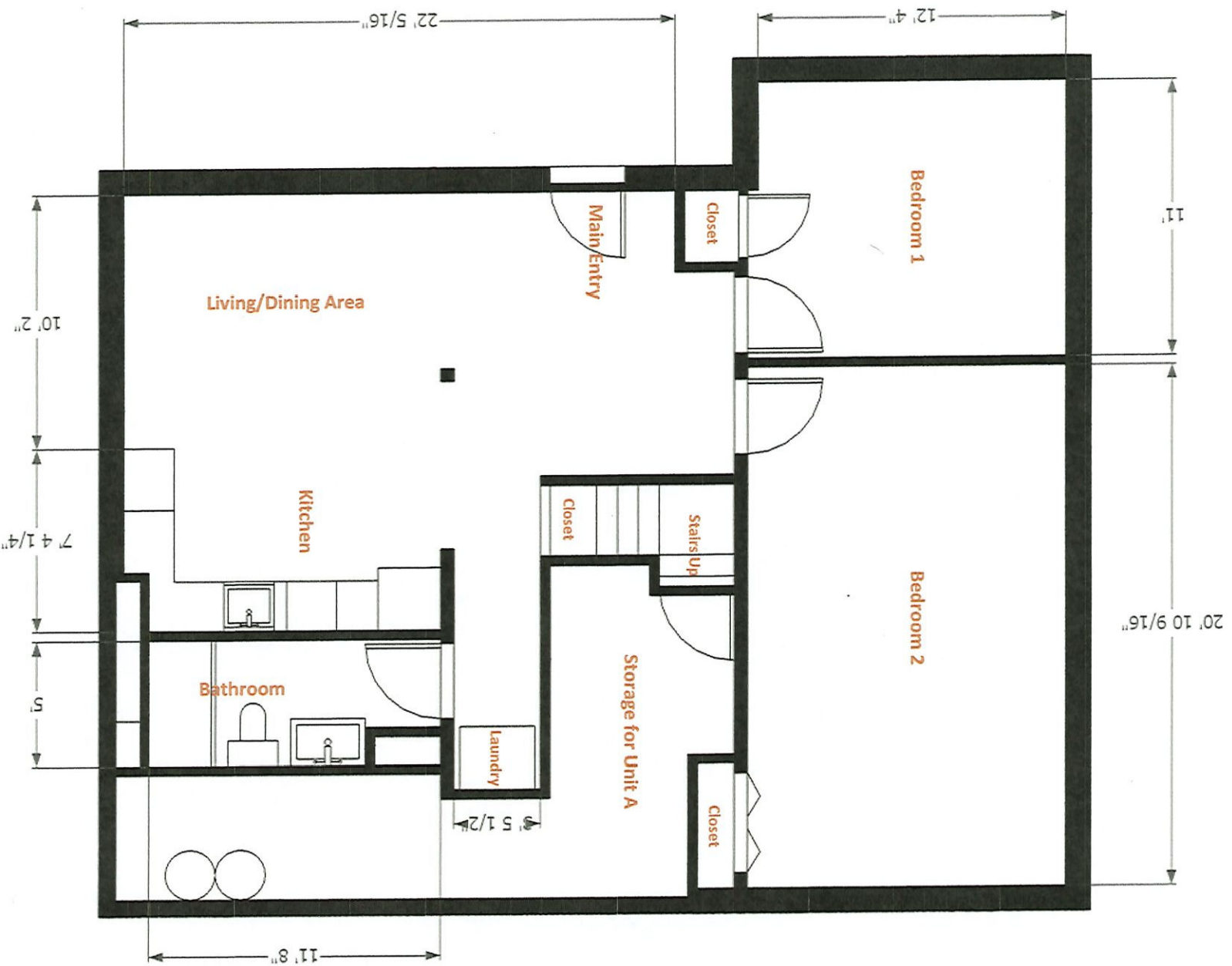
Approx. 2400 sf, Entry Facing S. Royal Ave.



514 S Royal Ave, Unit "B" - Basement

Cheerful 2 Bedroom, 1 Bathroom Dwelling Unit with Laundry and Spacious Kitchen Area

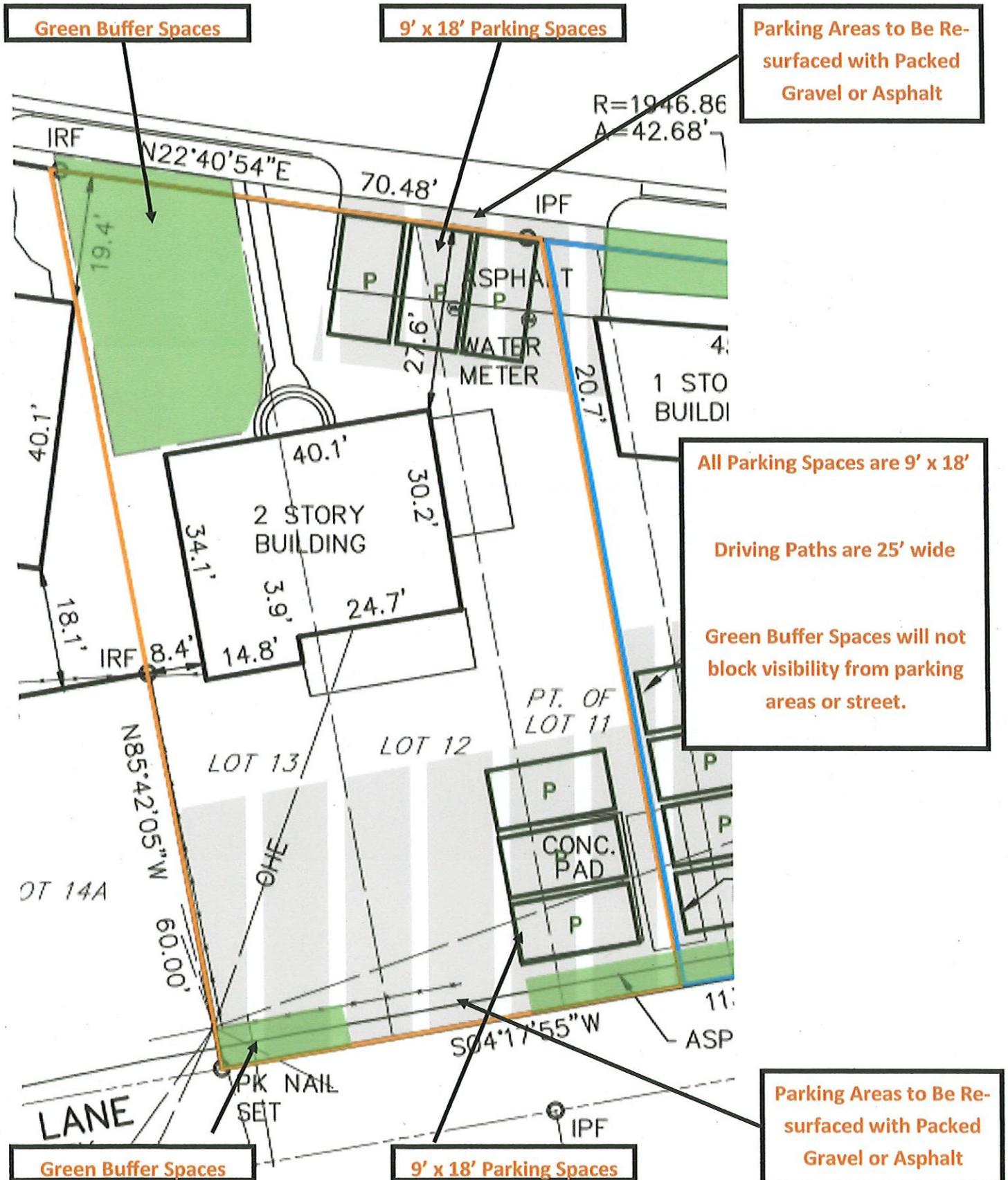
Approx. 850 sf, Entry Facing Proctor Lane



514 S Royal Ave - Parking Plan

Total of Six (6) Parking Spaces

To be marked as 2 for Unit "A" and 2 for Unit "B" and 2 for Guest





COUNCIL REGULAR WORK SESSION AGENDA STATEMENT

Meeting Date: May 6, 2024

Item# 02E

Agenda Item: Special Use Permit for Ground Floor Dwelling at 512 S. Royal Avenue for Edwin Wright

Summary: Edwin S. Wright – A request for a Special Use Permit to allow a ground floor dwelling unit at 512 S. Royal Avenue, identified by tax map 20A7-9-B-9, 10 & 11. The property is zoned C-1, Community Business District and is located within the Entrance Corridor.

Budget/Funding: N/A

Staff Recommendation: Staff recommends approval with the following conditions:

1. The applicant must obtain all necessary zoning and building permits for the alteration/repair of the structure.
2. The applicant must establish the use pursuant to obtaining an occupancy permit with Warren County.
3. The applicant must provide adequate off-street parking to be inspected by staff prior to issuance of SUP.

PUBLIC HEARING

2400200 – SPECIAL USE PERMIT

512 S. ROYAL AVENUE



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

**Planning Commission Regular Meeting
April 17, 2024**

APPLICATION #:

2400200

APPLICANT:

Edwin S. Wright

APPLICATION SUMMARY:

A Special Use Permit Application has been submitted for a ground floor dwelling unit at 512 S. Royal Avenue. The property is zoned C-1, Community Business District.

GENERAL INFORMATION:

Site Addresses	512 S. Royal Avenue
Property Owner(s)	Stone's Throw Hospitality LLC
Zoning District	C-1, Community Business District – Entrance Corridor
Historic District	No
Tax Identification	Tax Map #20A7-9-B-9, 10 & 11

Aerial Map (Warren County GIS)



Town Zoning Map (Warren County GIS)



Front Right Elevation – 512 S. Royal Avenue



Rear Elevation – 512 S. Royal Avenue



**INFORMATION ON
THE APPLICATION:**

The property is located in the Towns entrance corridor just north of Joe' Steakhouse. The surrounding neighborhood is primarily used as residential units despite commercial zoning along the rights-of-way. The use of the structure was discontinued several years ago.

Ground floor residential uses are only permitted in the C-1 district by Special Use Permit making this application necessary to potentially establish the use.

The applicant wishes to use the entry level floor as one unit and the walkout basement would be the second unit.

RECOMMENDATION:

Staff recommends approval of Special Use Permit Application 2400200 contingent upon the following:

1. The applicant must obtain all necessary zoning and building permits for the alteration/repair of the structure.
2. The applicant must establish the use pursuant to obtaining an occupancy permit with Warren County.
3. The applicant must provide adequate off-street parking to be inspected by staff prior to issuance of Special Use Permit.

ATTACHMENTS: Application and associated documents from the Applicant.



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

Application # 2400200

APPLICANT:

NAME EDWIN S. WRIGHT PHONE 703-346-6844
ADDRESS 4151 GOONEY MANOR LOOP BROWNTOWN VA 22610
E-MAIL edwinwright@manorlineranch.com

PROPERTY OWNER:

NAME STONE'S THROW HOSPITALITY LLC PHONE 703-346-6844
ADDRESS 4151 GOONEY MANOR LOOP BROWNTOWN VA 22610
E-MAIL edwinwright@manorlineranch.com

PROPERTY DESCRIPTION

PROPERTY ADDRESS 512 S ROYAL AVE
TAX MAP 20A7 SECTION 9 BLOCK B LOT 9, 10, 11
SUBDIVISION NAME POTTS SUB ACREAGE .152
ZONING DISTRICT C-1

REQUEST

PROPOSED USE OF PROPERTY RESIDENTIAL DWELLING UNIT
SPECIFIC SPECIAL USE PERMIT REQUEST DWELLING UNIT ON GROUND
FLOOR.

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" and provide a digital copy)
2. Site Plan Application
3. Application Fee of \$400.00 PAID CASH Receipt # Date Paid 3/8/24
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.

Applicant Signature Edwin Wright Date 8 March 24

Property Owner Signature Edwin Wright Date 8 March 24

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.

RECEIVED
MAR 08 2024

TOWN OF FRONT ROYAL
PLANNING & ZONING DEPARTMENT

NO TITLE REPORT FURNISHED. ALL UNDERLYING EASEMENTS MAY NOT BE SHOWN.

THE PROPERTIES SHOWN HEREON ARE LOCATED ON TAX MAP 20A7 9 B 9, 10, 11, 11A, 12, 13, 14 & 15 AND 20A715 1 1, 2, 3, 4, 5, 6, 7, 8 & 9.

SURVEY REFLECTS HIGHWAY TAKING RECORDED IN DEED BOOK 435 PAGE 835 AND CONFIRMATION ORDER #9505633. HIGHWAY PROJECT NUMBER 0340-112-102, RW201.

A.J. SIMONPIETRI, JR. & GRACE C. SIMONPIETRI ACQUIRED THE PROPERTY SHOWN HEREON AT THE FOLLOWING DEEDS

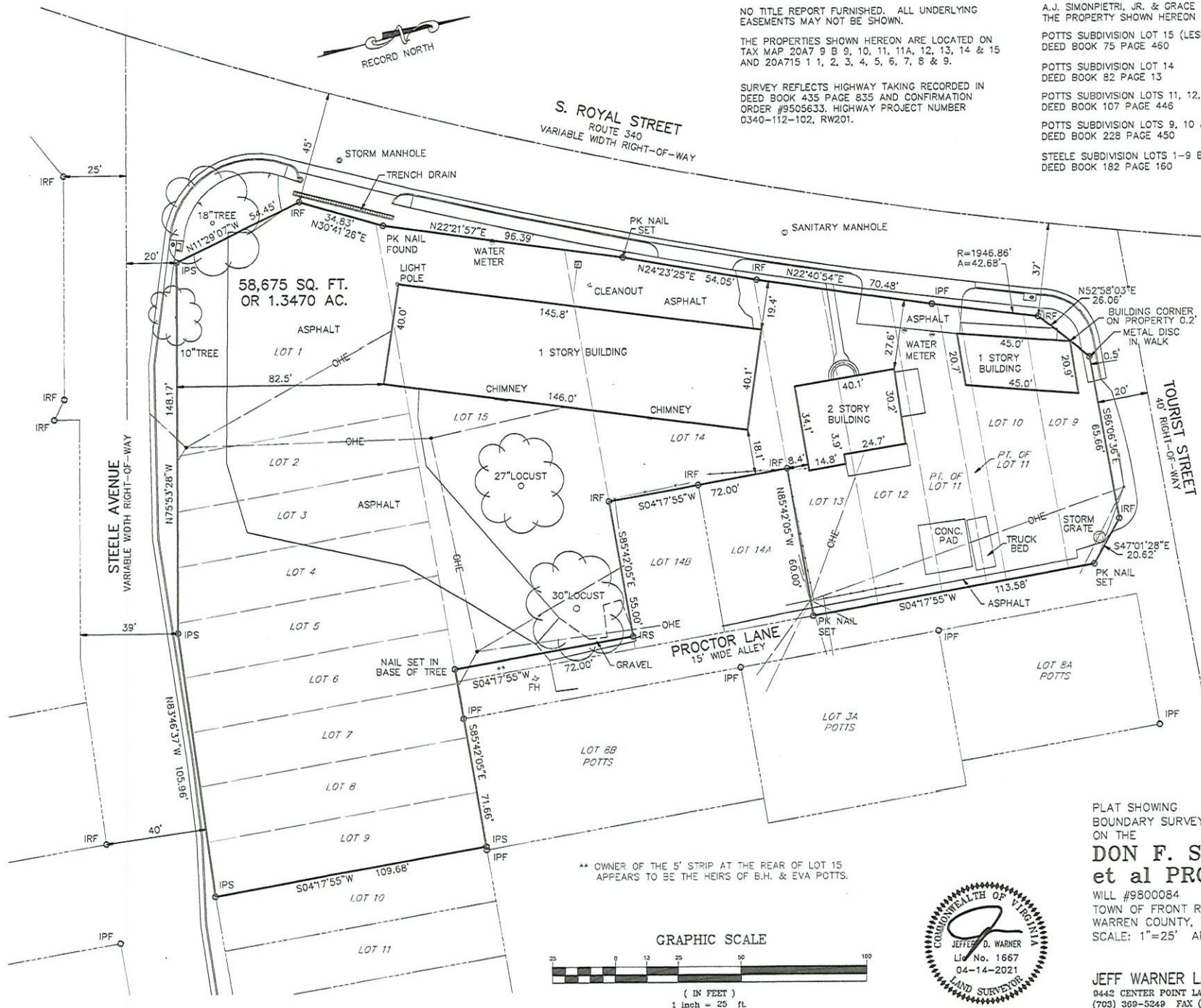
POTTS SUBDIVISION LOT 15 (LESS 5' OFF THE REAR)
DEED BOOK 75 PAGE 450

POTTS SUBDIVISION LOT 14
DEED BOOK 82 PAGE 13

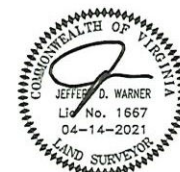
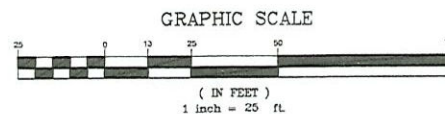
POTTS SUBDIVISION LOTS 11, 12, 13 & PART OF LOT 11
DEED BOOK 107 PAGE 446

POTTS SUBDIVISION LOTS 9, 10 & REMAINDER OF LOT 11
DEED BOOK 228 PAGE 450

STEELE SUBDIVISION LOTS 1-9 BLOCK 1
DEED BOOK 182 PAGE 160



** OWNER OF THE 5' STRIP AT THE REAR OF LOT 15 APPEARS TO BE THE HEIRS OF B.H. & EVA POTTS.



PLAT SHOWING
BOUNDARY SURVEY
ON THE
**DON F. SIMONPIETRI
et al PROPERTIES**
WILL #9800084
TOWN OF FRONT ROYAL
WARREN COUNTY, VIRGINIA
SCALE: 1"=25' APRIL 14, 2021

JEFF WARNER LAND SURVEYING, INC.
9442 CENTER POINT LANE MANASSAS, VA. 20110
(703) 369-5249 FAX (703) 369-5783

NO TITLE REPORT FURNISHED. ALL UNDERLYING EASEMENTS MAY NOT BE SHOWN.

THE PROPERTIES SHOWN HEREON ARE LOCATED ON TAX MAP 20A7 9 B 9, 10, 11, 11A, 12, 13, 14 & 15 AND 20A715 1 1, 2, 3, 4, 5, 6, 7, 8 & 9.

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POTTS SUBDIVISION LOT 15 (LESS 5' OFF THE REAR)

DEED BOOK 75 PAGE 460

POTTS SUBDIVISION LOT 14

DEED BOOK 82 PAGE 13

POTTS SUBDIVISION LOTS 11, 12, 13 & PART OF LOT 11

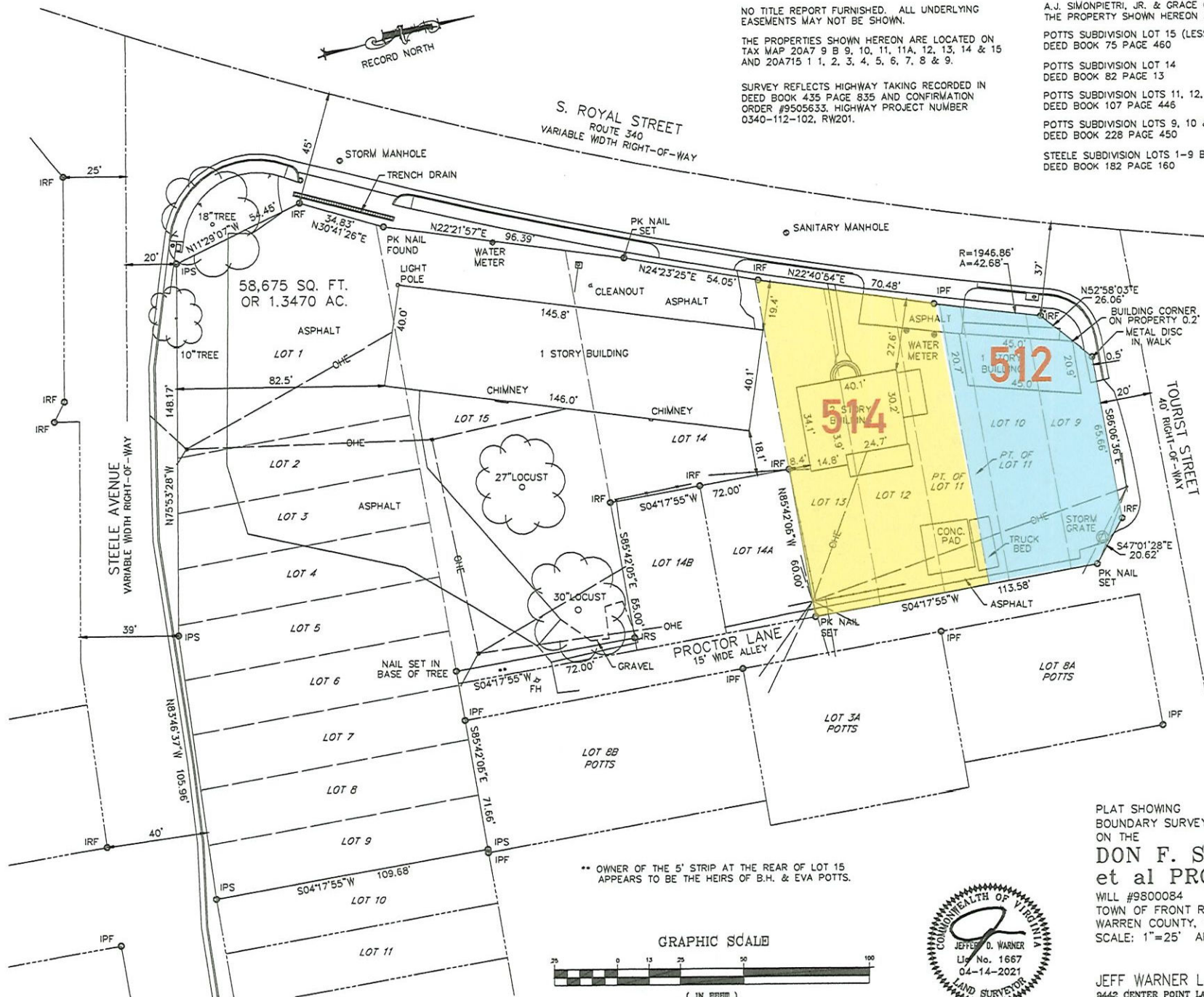
DEED BOOK 107 PAGE 446

POTTS SUBDIVISION LOTS 9, 10 & REMAINDER OF LOT 11

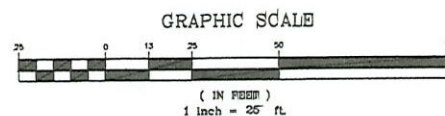
DEED BOOK 228 PAGE 450

STEELE SUBDIVISION LOTS 1-9 BLOCK 1

DEED BOOK 182 PAGE 160



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PLAT SHOWING
BOUNDARY SURVEY
ON THE

**DON F. SIMONPIETRI
et al PROPERTIES**

WILL #9800084

TOWN OF FRONT ROYAL

WARREN COUNTY, VIRGINIA

SCALE: 1"=25' APRIL 14, 2021

JEFF WARNER LAND SURVEYING, INC.

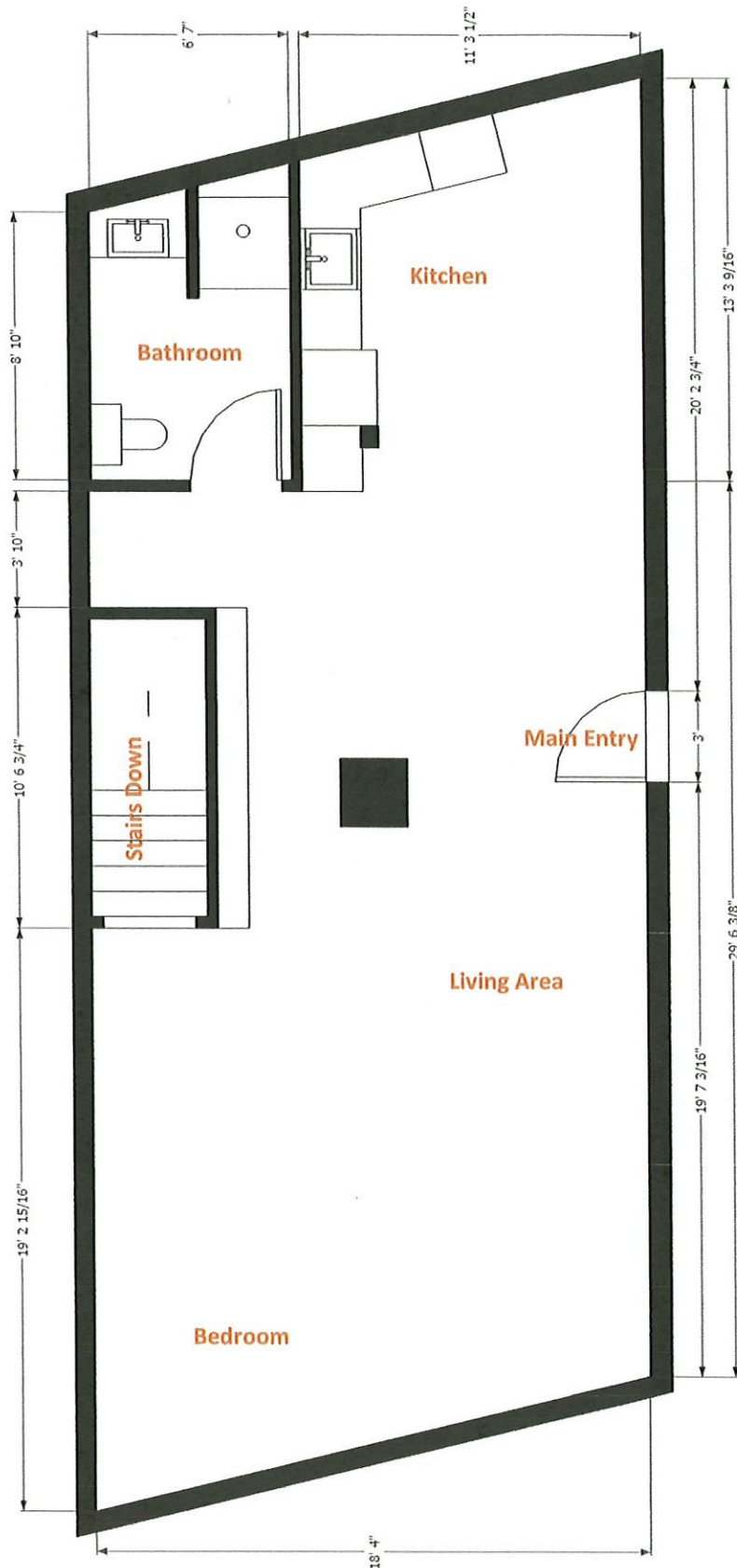
9442 CENTER POINT LANE MANASSAS, VA. 20110

(703) 369-6249 FAX (703) 369-6783

512 S Royal Ave, Unit "A"

Open Floor Plan, Spacious Dwelling Unit—One Bedroom, One Bathroom

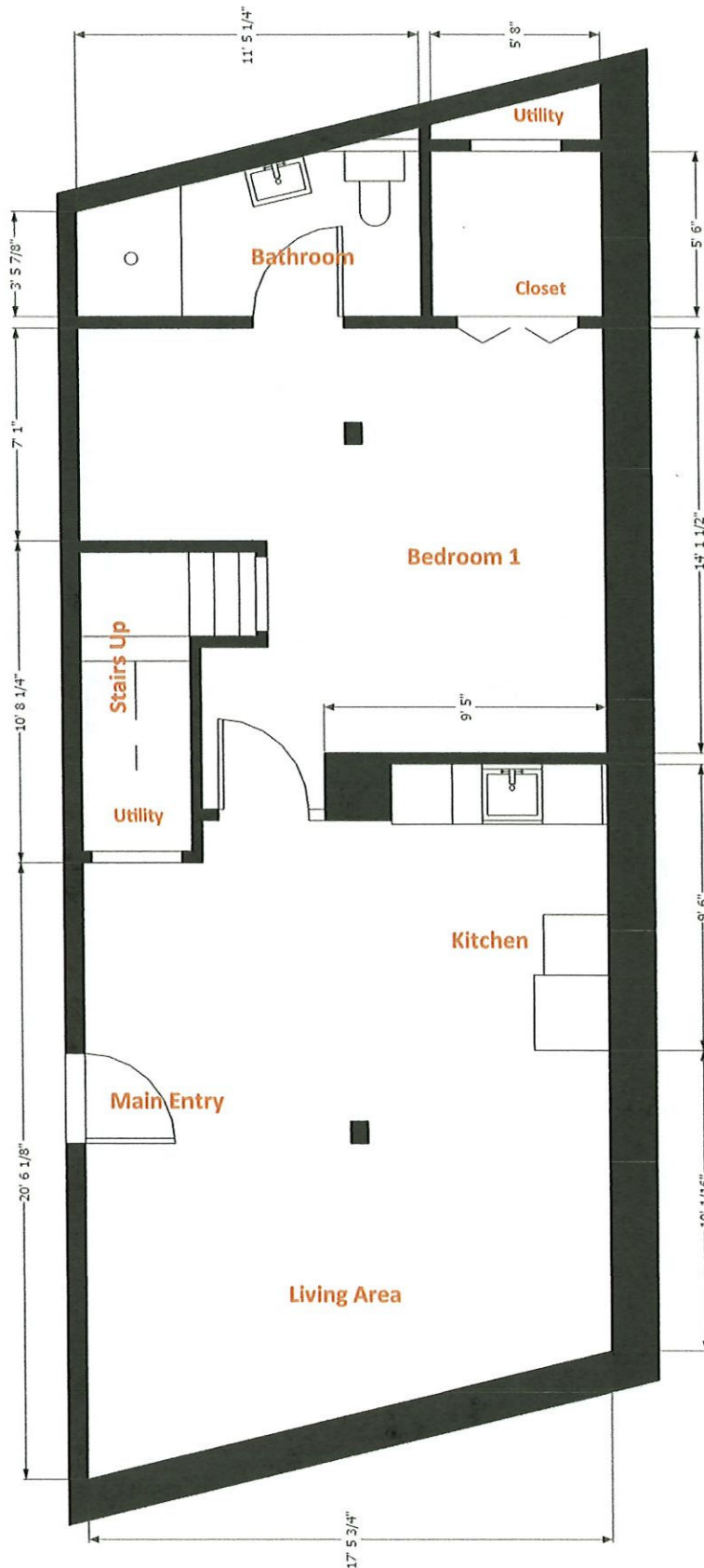
Approx. 750 sf, Entry Facing S. Royal Ave.



512 S Royal Ave, Unit "B"

Quiet One Bedroom, One Bathroom Dwelling Unit with Large Closet in Walk-Out Basement

Approx. 700 sf, Entry Facing Proctor Lane



Total of Five (5) Parking Spaces

Green Buffer Spaces



Green Buffer Spaces

9' x 18' Parking Spaces

Parking Areas to Be Resurfaced with Packed Gravel or Asphalt



COUNCIL REGULAR WORK SESSION AGENDA STATEMENT

Meeting Date: May 6, 2024

Item# 02F

Agenda Item: Special Use Permit to Covert Motel into 39-unit Apartment Building at 10 Commerce Avenue for CCC Enterprises LLC of VA

Summary: CCC Enterprises LLC of VA – A request for a Special Use Permit to convert a three (3) story motel into a 39-unit apartment building located at 10 S. Commerce Avenue, identified by Tax Map 20A8-22-6. The property is zoned C-1, Community Business District. The Planning Commission held a Public Hearing April 17, 2024 and recommended approval.

The proposed unit breakdown is as follows:

24 One bedroom

3 One bedroom with den

12 Two bedroom

39 Units (minimum unit size 600 SF)

Proposed Apartment Interior



Proposed laundry facility



Budget/Funding: N/A

Staff Recommendation: Staff recommends approval. The conversion of this hotel into an apartment house is supported by the Comprehensive Plan and could serve as a catalyst for other redevelopment projects in the downtown area. Planning Commission recommended approval with the following condition:

1. The applicant must provide adequate off-street parking per 148-870 Parking and Loading Areas.

PUBLIC HEARING

2400207 – SPECIAL USE PERMIT

10 S. COMMERCE AVENUE



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

**Planning Commission Regular Meeting
April 17, 2024**

APPLICATION #:

2400207

APPLICANT:

CCC Enterprises LLC of VA

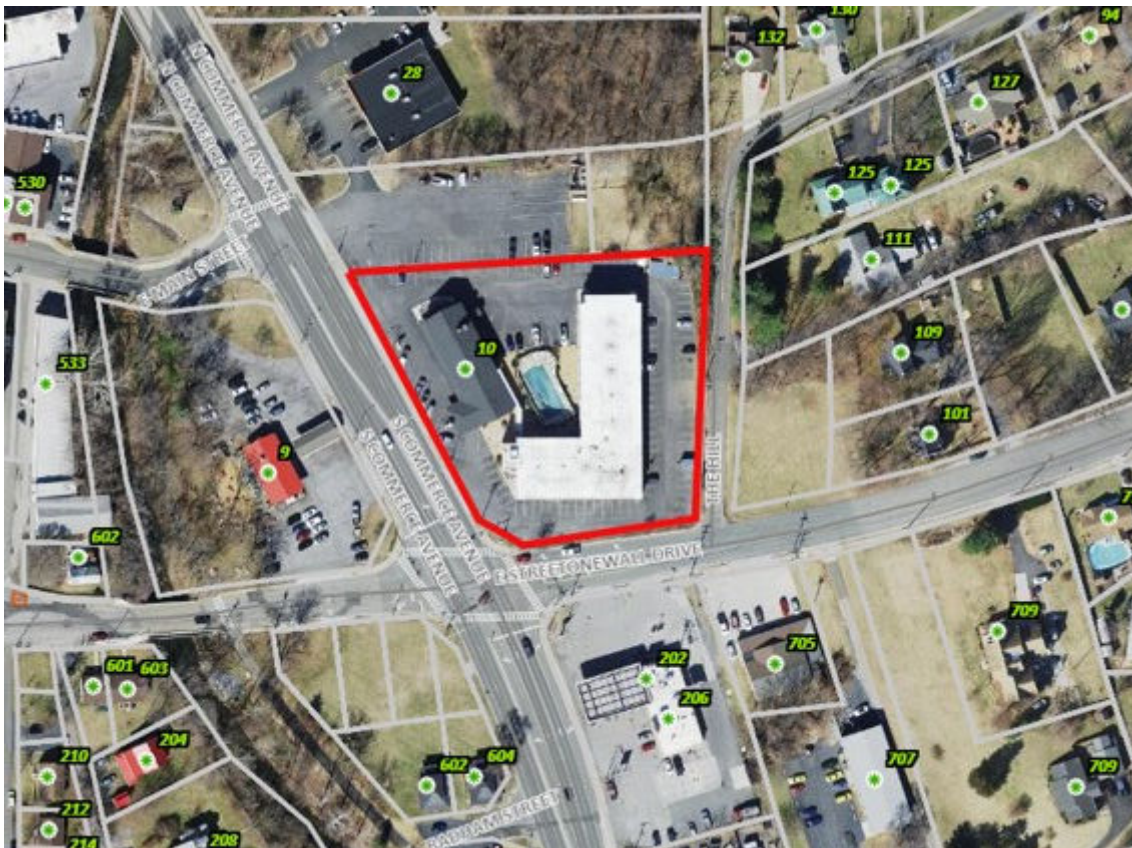
APPLICATION SUMMARY:

A Special Use Permit Application has been submitted to convert a three (3) story motel into a 39-unit apartment building located at 10 S. Commerce Avenue. The property is zoned C-1, Community Business District.

GENERAL INFORMATION:

<i>Site Addresses</i>	10 S. Commerce Avenue
<i>Property Owner(s)</i>	CCC Enterprises Inc. of VA
<i>Zoning District</i>	C-1, Community Business District
<i>Historic District</i>	No
<i>Tax Identification</i>	Tax Map #20A8-22-6

Aerial Map (Warren County GIS) – 10 S. Commerce Avenue



Town Zoning Map (Warren County GIS) – 10 S. Commerce Avenue



10 S. Commerce Avenue



Rear Elevation – 10 S. Commerce Avenue



Right-Rear Elevation – 10 S. Commerce Avenue



**INFORMATION ON
THE APPLICATION:**

The applicant is requesting to convert a 3-story motel into a 3-story apartment building with 13 units per floor.

The proposal would include the following unit breakdown:

24 - One bedroom

3 - One bedroom with den

12 - Two bedroom

39 Units (minimum unit size 600 SF)

Typical interior elevation:



Open Space and Laundry Facility – open glass for safety/visibility purposes.



Proposed Exterior Rendering



COMPREHENSIVE PLAN CONFORMANCE

This application conforms to and supports the goals and objectives of the Towns Comprehensive Plan. The implementation matrix specifically encourages the following:

Focus on where to place new housing and local/unique retail.	Year one	P&Z staff, PC, and TC (ordinance change)
Continue to concentrate big box retail in existing locations. Big Box retailers and national chains can have a place in the Town, but the focus should be on locally owned businesses. The Town will not encourage the expansion of national retailers/big box entities.	Year one, ongoing	P&Z staff, PC, and TC (ordinance change), P&Z staff, ongoing enforcement
Increase density in areas that are an easy walk or bike to downtown, creating a population that will demand services downtown. The Town and County can help implement this action through zoning ordinance.	Year one, ongoing	P&Z staff, PC, and TC (ordinance change), P&Z staff, ongoing enforcement
Support development on vacant properties or redevelopment of properties that have fallen into disrepair, especially along the Main Street corridor.	Year one, ongoing	TC, PC, P&Z staff
Support development on vacant properties or redevelopment of properties that have fallen into disrepair, especially along the Main Street corridor.	Year one, ongoing	TC, PC, P&Z staff

RECOMMENDATION:

Staff recommends approval of the Special use permit with the following condition:

1. The applicant must provide adequate off-street parking per 148-870 Parking and Loading Areas.

ATTACHMENTS: Application and associated documents from the Applicant.



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

Application # 2400 207

APPLICANT:

NAME CCC Enterprises Inc of VA PHONE 610 999 7093
ADDRESS 10 South Commerce Ave Front Royal, VA 22630
E-MAIL baymontfr10@gmail.com

PROPERTY OWNER:

NAME CCC Enterprises Inc of VA PHONE 610 999 7093
ADDRESS 10 South Commerce Ave Front Royal, VA 22630
E-MAIL baymontfr10@gmail.com

PROPERTY DESCRIPTION

PROPERTY ADDRESS 10 S. Commerce Ave. Front Royal VA 22630
TAX MAP 20A8226 SECTION 22 BLOCK LOT 6
SUBDIVISION NAME ACREAGE 1.75
ZONING DISTRICT C1 C-1

REQUEST

PROPOSED USE OF PROPERTY Multi-Family Apartments

SPECIFIC SPECIAL USE PERMIT REQUEST We are seeking to convert a three story motel into a 39 unit apartment building for young professionals. We feel the proximity to downtown is a great location for living and promotes more foot traffic.

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" and provide a digital copy)
2. Site Plan Application
3. Application Fee of \$400.00 Receipt # Date Paid 3/12/24 Check # 1152
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.

Applicant Signature [Signature] Date 03/11/24

Property Owner Signature [Signature] Date 03/11/24

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.

RECEIVED
MAR 11 2024
TOWN OF FRONT ROYAL
PLANNING & ZONING DEPARTMENT

The Baymont

Special Use Permit
3.11.2024

TYPICAL APARTMENT

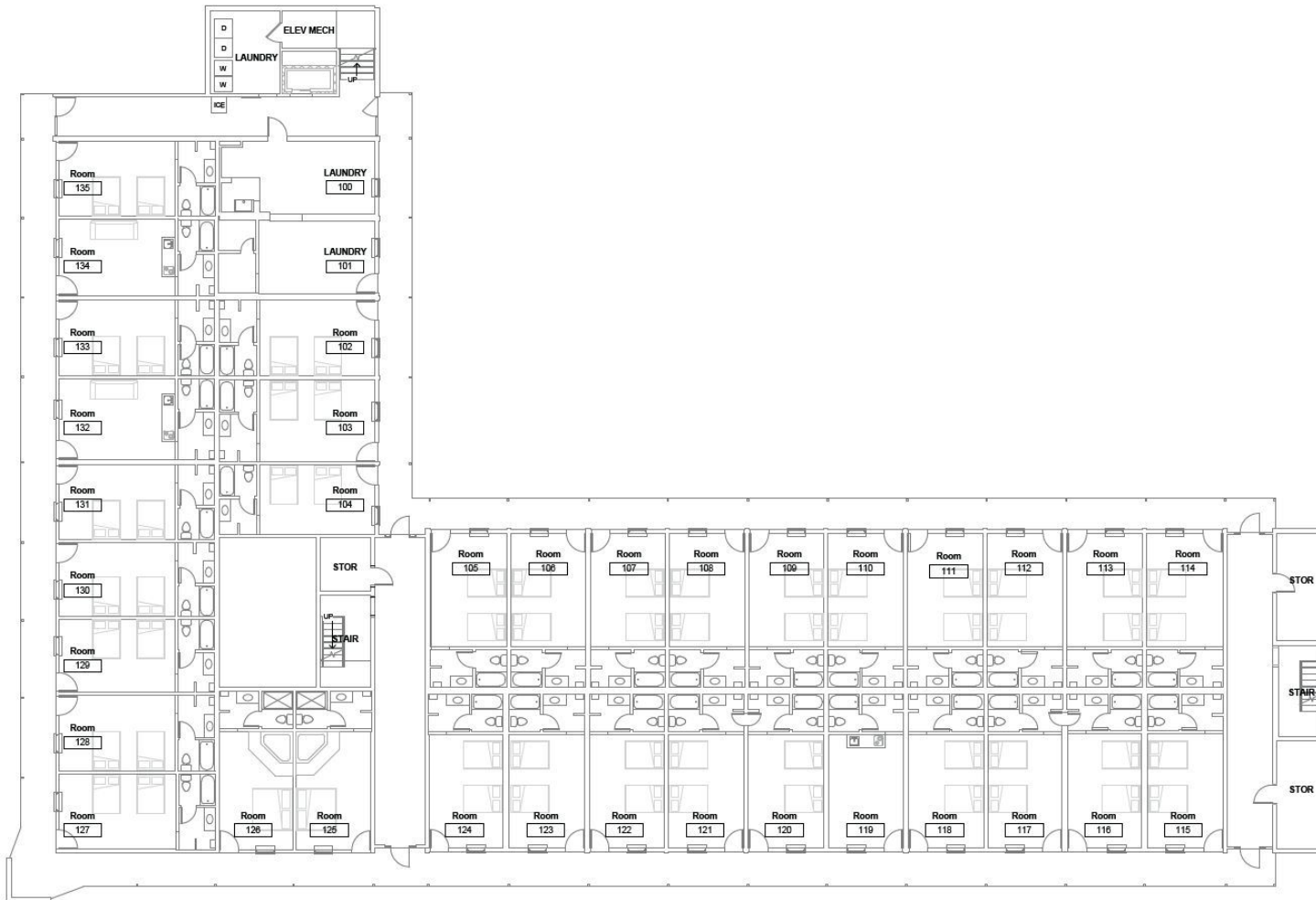


TYPICAL COMMON SPACE

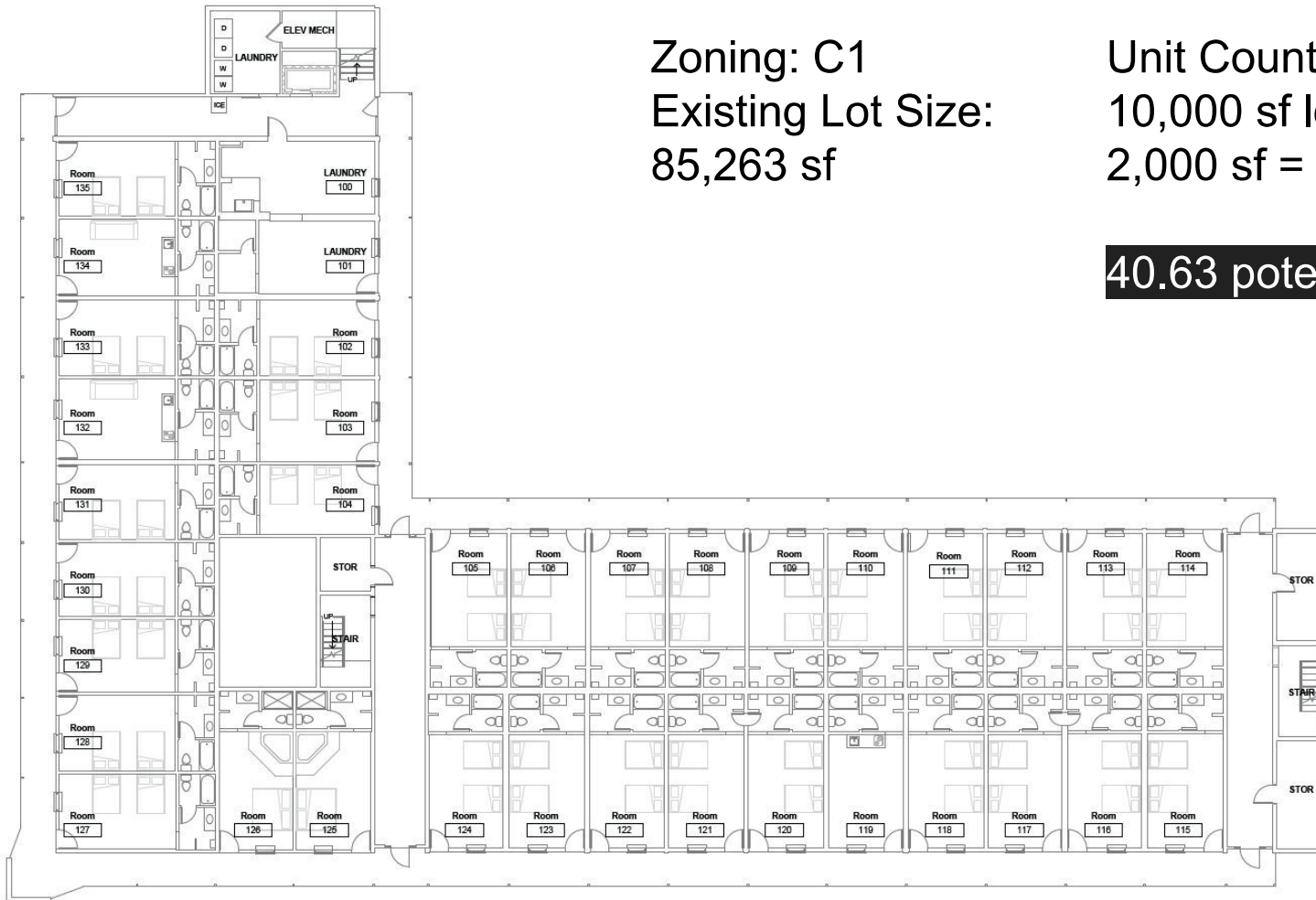


EX





Existing Plan

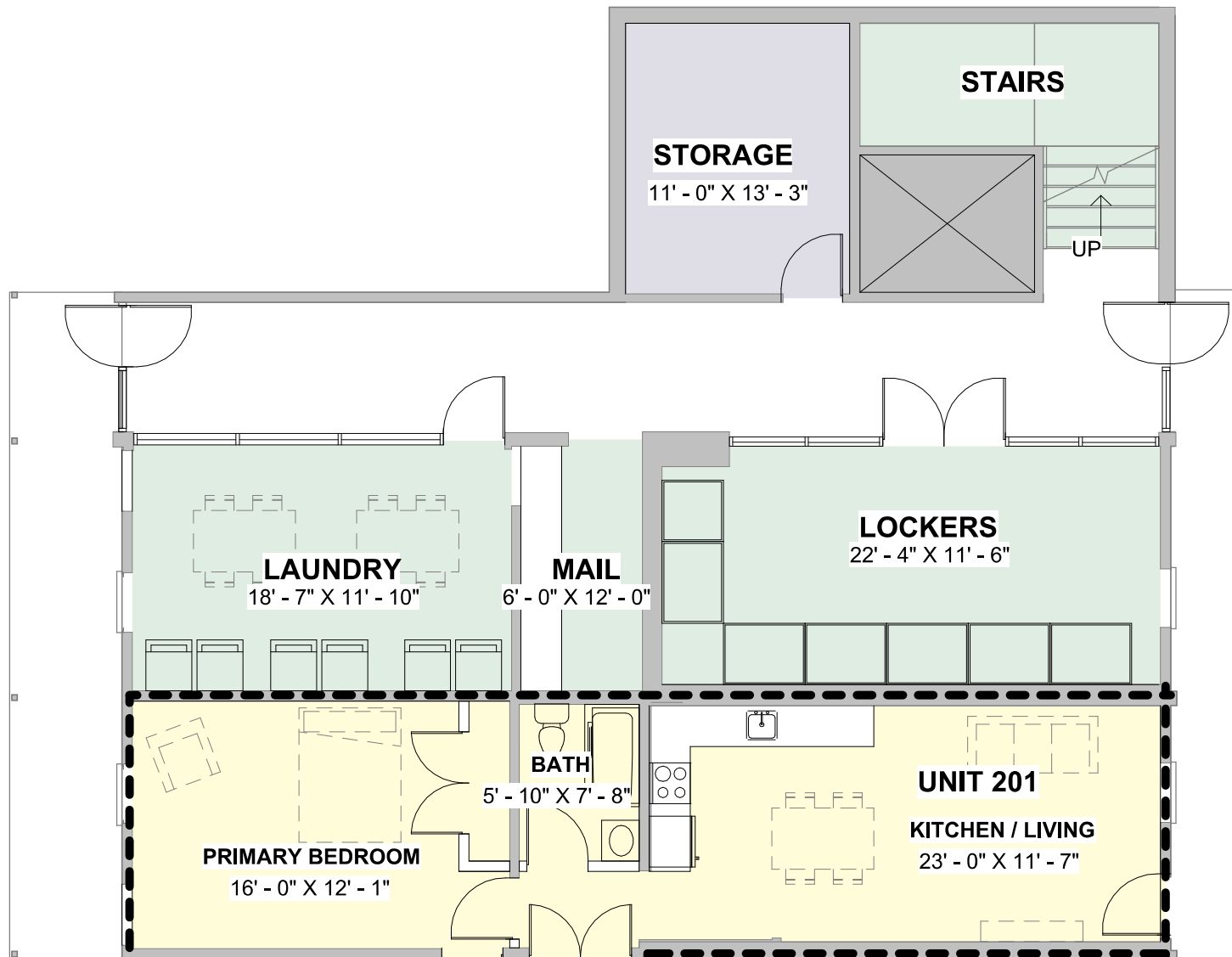


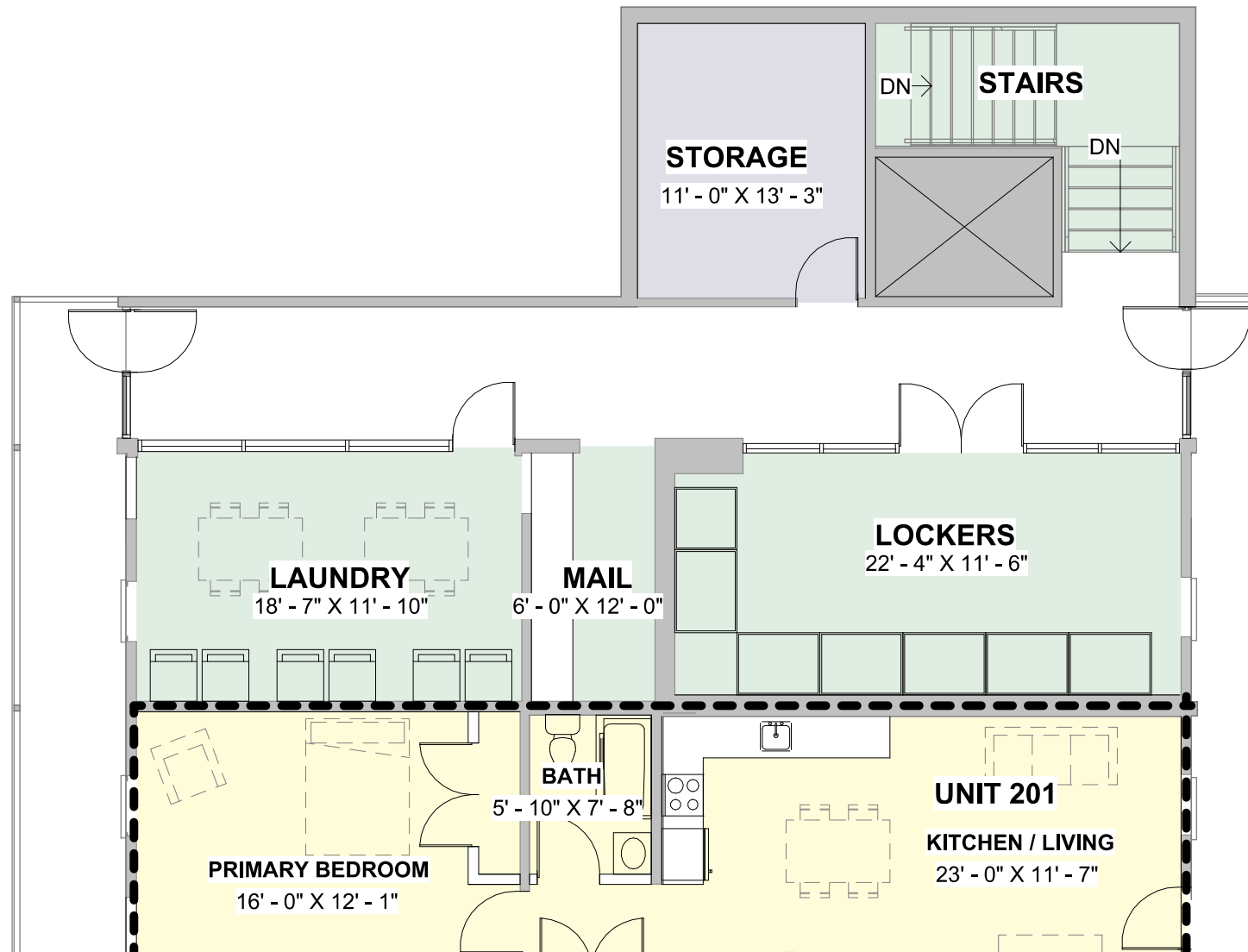
Zoning: C1
Existing Lot Size:
85,263 sf

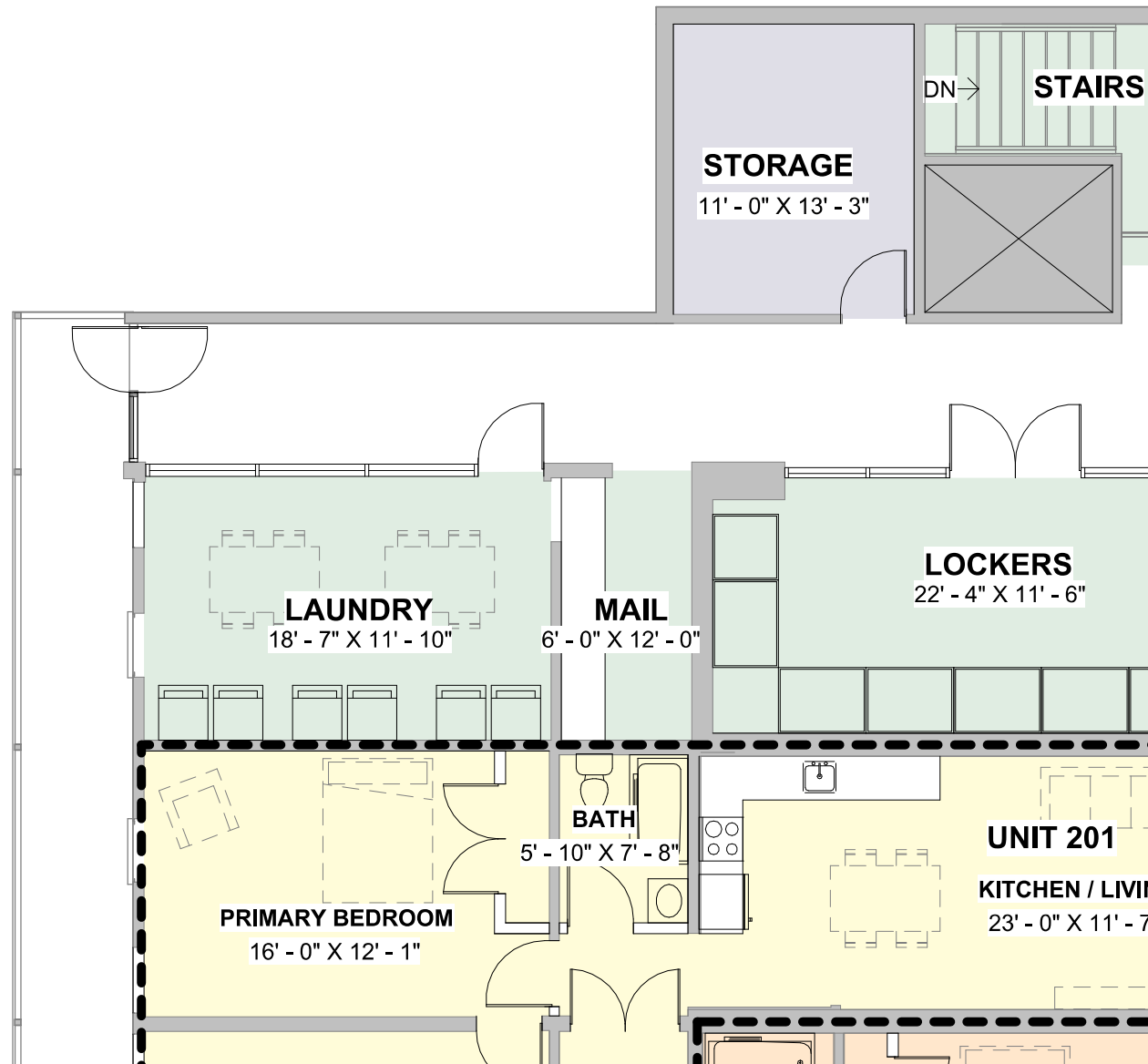
Unit Counts:
10,000 sf lot = first 3 units
2,000 sf = 1 additional unit

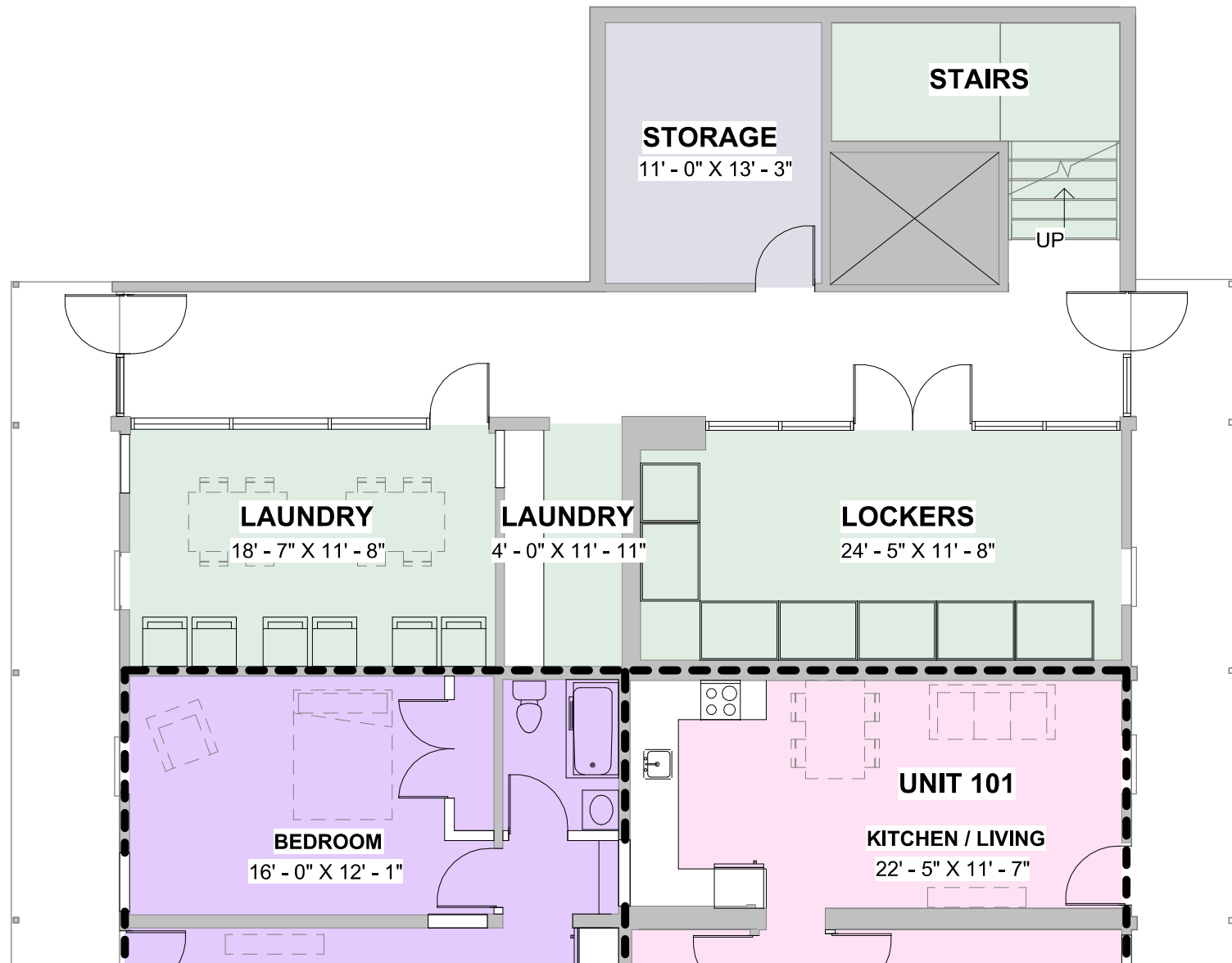
40.63 potential units

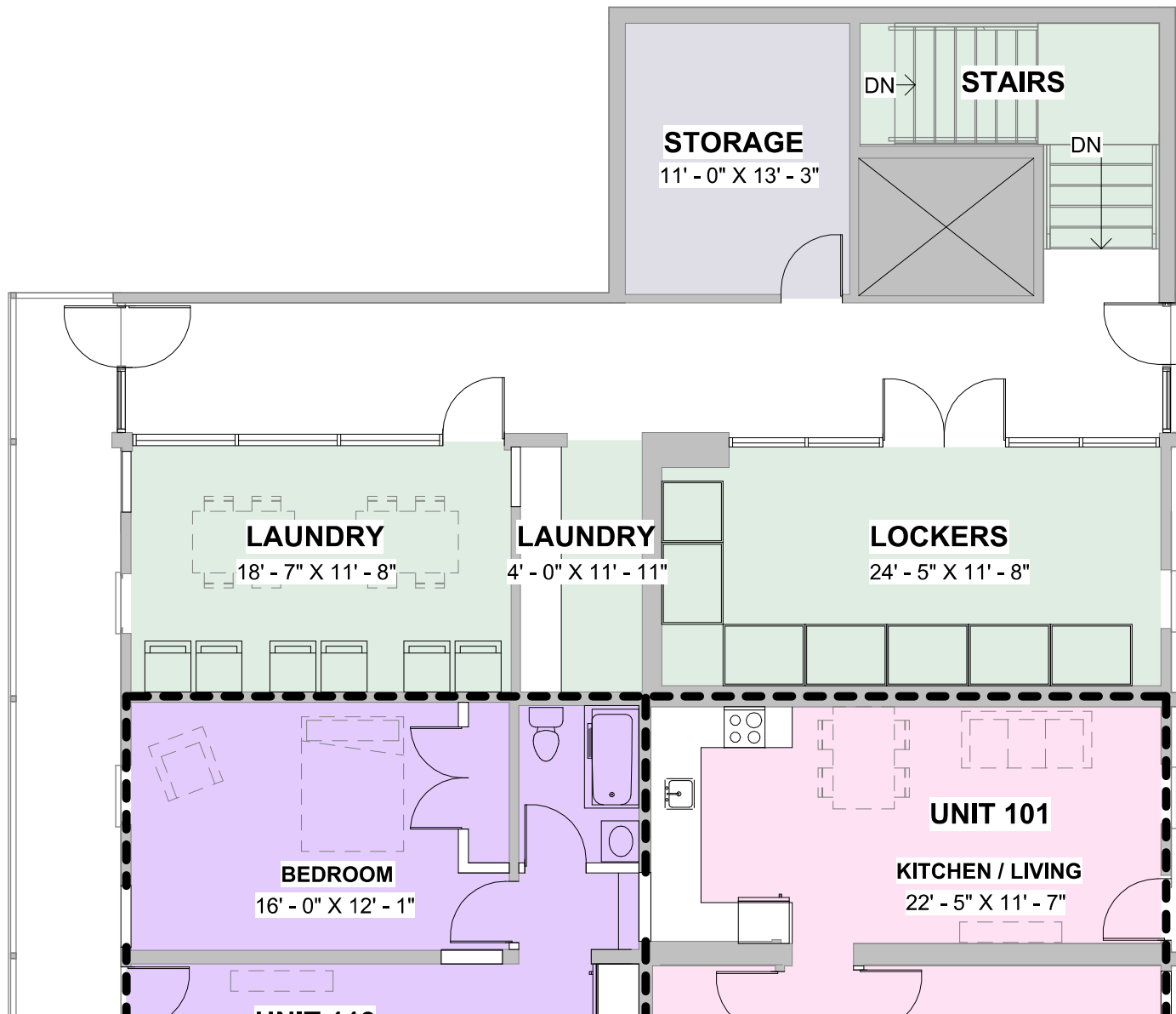
Existing Plan

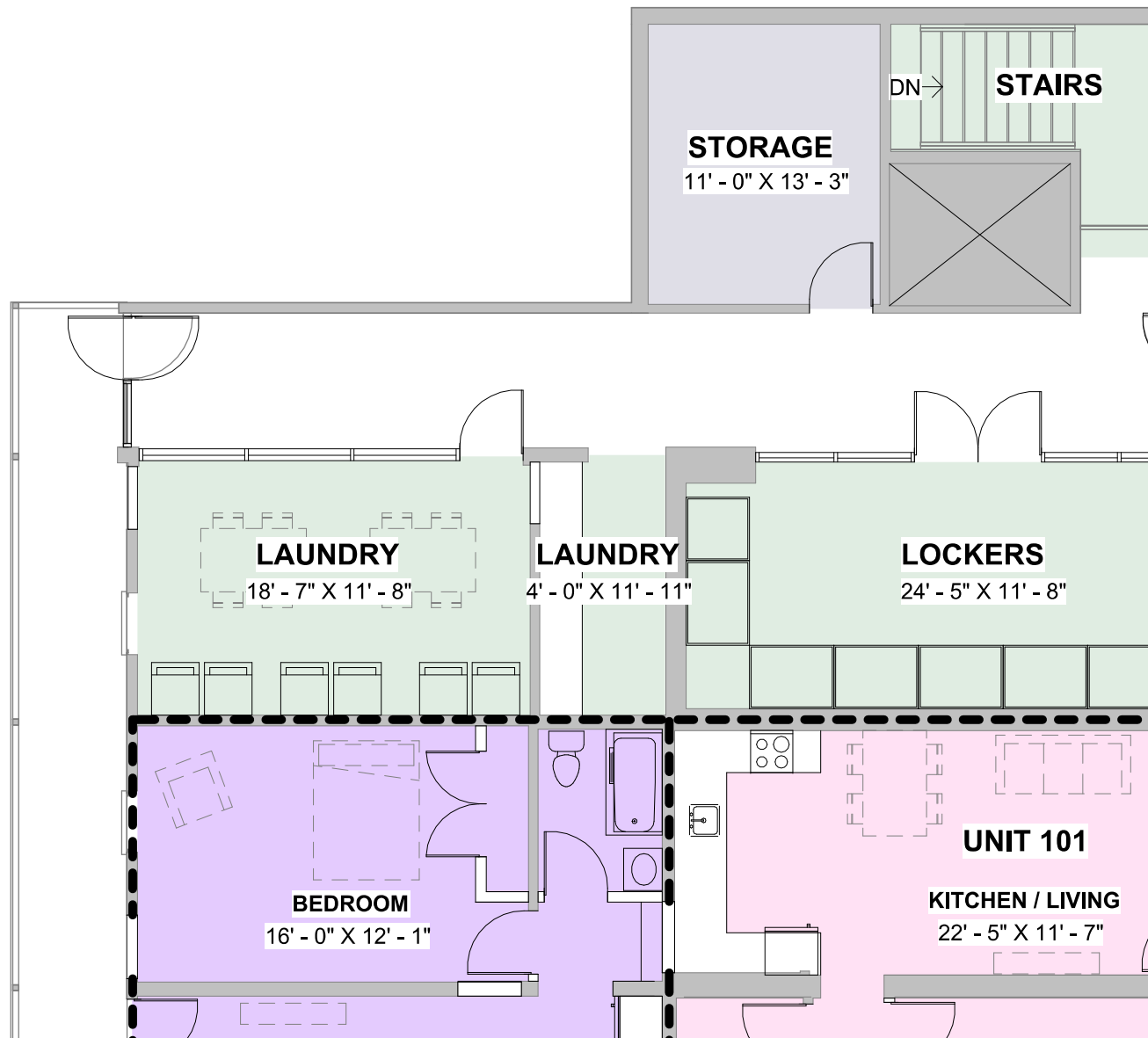














Existing





COUNCIL REGULAR WORK SESSION AGENDA STATEMENT

Meeting Date: May 6, 2024

Item# 02G

Agenda Item: Special Exception to Reduce Parking at 10 S. Commerce Avenue for CCC Enterprises LLC of VA

Summary: CCC Enterprises LLC of VA – A request for a Special Exception application for property located at 10 S. Commerce Avenue, identified by Tax Map 20A8-22-6 to reduce the required parking space size from 10' x 20' to 9' x 18', and a reduction of the required parking area setback of thirty feet (30') from the property lines. The property is zoned C-1, Community Business District.

The Planning Commission held a Public Hearing April 17, 2024, and recommended approval.

Budget/Funding: N/A

Staff Recommendation: Staff recommends approval. The reduction in the parking setbacks and space size will permit the applicant to use the existing parking lot with minimal reconstruction. There is sufficient space to accommodate 2 vehicles per unit. The applicant is seeking relief from the setback and size requirements, not requesting a reduction in the number of spaces.

PUBLIC HEARING

2400208 – SPECIAL EXCEPTION

10 S. COMMERCE AVENUE



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

**Planning Commission Regular Meeting
April 17, 2024**

APPLICATION #:

Special Exception #2400208

APPLICANT:

CCC Enterprises LLC of VA

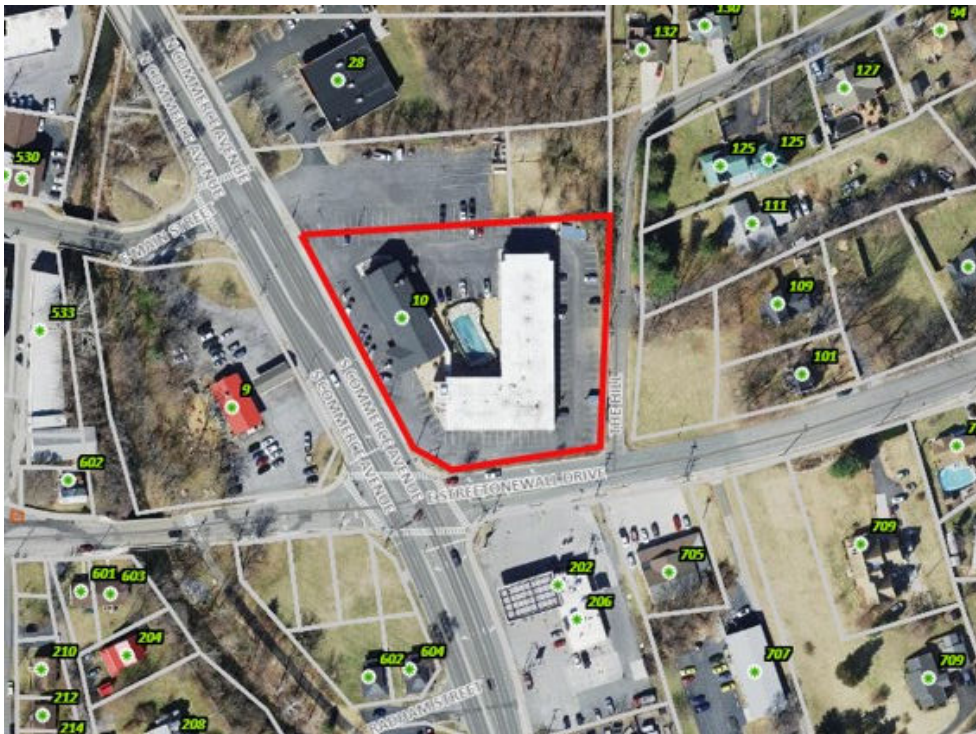
APPLICATION SUMMARY:

A Special Exception Application for an exception of the parking requirements of 148-870 for property located at 10 S. Commerce Avenue, an exception of the required parking space size from 10' x 20' to 9' x 18', and a reduction of the required parking area setback of thirty feet (30') from the property lines.

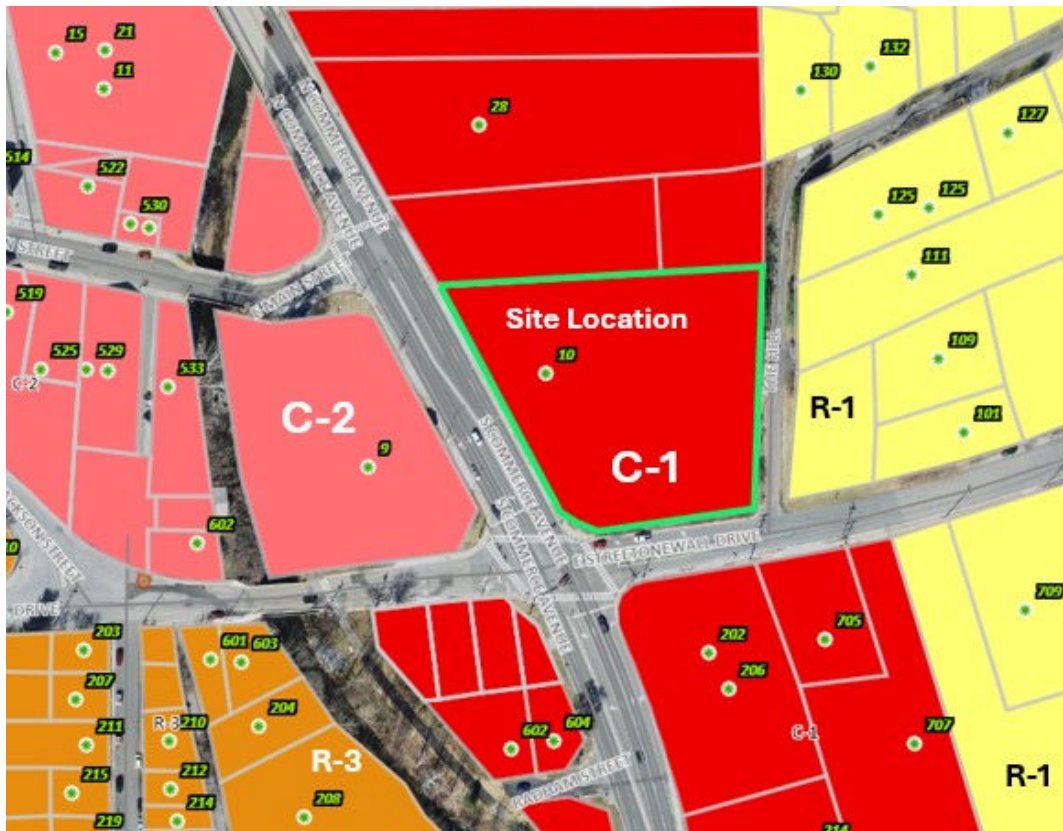
GENERAL INFORMATION:

Site Addresses	10 S. Commerce Avenue
Property Owner(s)	CCC Enterprises Inc. of VA
Zoning District	C-1, Community Business District
Historic District	No
Tax Identification	Tax Map #20A8-22-6

Aerial Map (Warren County GIS) – 10 S. Commerce Avenue



Town Zoning Map (Warren County GIS) – 10 S. Commerce Avenue



10 S. Commerce Avenue



Rear Elevation – 10 S. Commerce Avenue



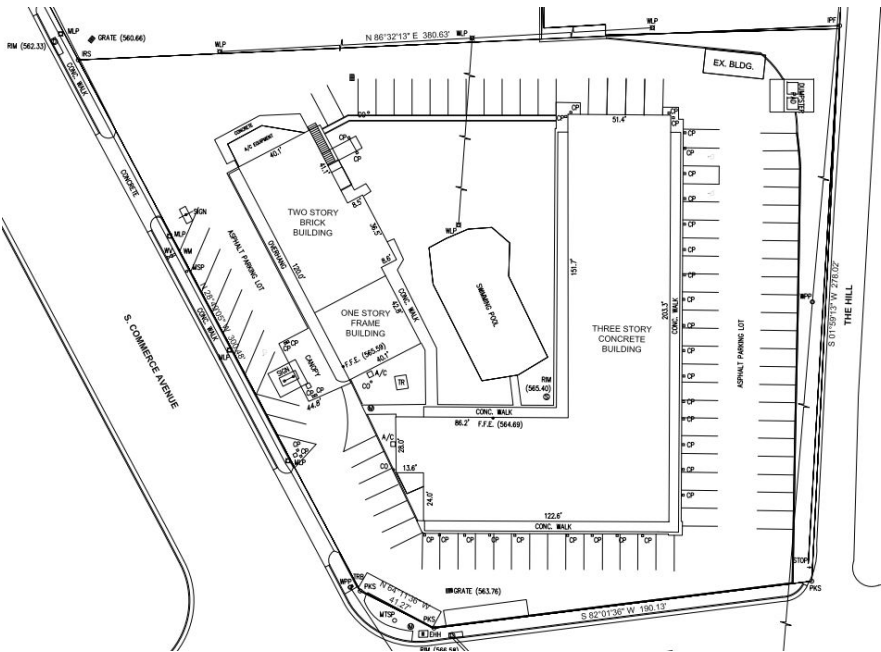
Right-Rear Elevation – 10 S. Commerce Avenue



**Background
Information &
Comprehensive Plan
Conformance:**

The Town Code requires that apartment buildings must provide parking spaces which are 10x20 feet in size as opposed to 9x18 feet in size. Other uses within Town limits are not required to provide larger parking spaces.

Currently, the existing use has 9x18 feet parking spaces already striped. If granted, the Special Exception would allow the applicant to use the existing parking lot, but re-stripe it to reconfigure the drive isles and spaces to accommodate 78 required spaces.



The applicant has provided a concept plan showing how, with the reduction of the setbacks and space size, sufficient parking can be accommodated.

This application is supported by the implementation matrix within the Comprehensive Plan which calls for pursuance of a reduction in the number of cars and supports the redevelopment of older uses to provide housing.

Study and pursue the reduction of the number of cars in the historic downtown area while increasing the number of pedestrian and bicyclists.	Year one	Planning and Zoning staff, Planning Commission, Town Council
--	----------	--

RECOMMENDATION:

Staff recommends approval of the Special Exception to reduce the required parking space size from 10' x 20' to 9' x 18', and a reduction of the required parking area setback of thirty feet (30') from the property lines per the submitted concept plan.

Staff does not recommend any additional conditions.

ATTACHMENTS: Application and associated documents from the Applicant.

#2400208

RECEIVED
MAR 11 2024TOWN OF FRONT ROYAL
PLANNING & ZONING DEPARTMENT**SPECIAL EXCEPTION APPLICATION**

TOWN OF FRONT ROYAL ~102 East Main Street, Front Royal, Va. 22630 ~ Main: 540-635-4236 ~ Fax: 540-631-2727

APPLICANT**PROPERTY OWNER (if different)**

APPLICANT'S NAME: <u>CCC Enterprises Inc of VA</u>	PROPERTY OWNER'S NAME: <u>Sam Sharma</u>
ADDRESS: <u>610 999 7093</u>	OWNER'S ADDRESS: <u>10 South Commerce Ave Front Royal, VA 22630</u>
PHONE NUMBER: <u>BAYMONTFR1P@GMAIL.COM</u>	PHONE NUMBER: <u>610 999 7093</u>
EMAIL: <u>BAYMONTFR1P@GMAIL.COM</u>	EMAIL: <u>BAYMONTFR1P@GMAIL.COM</u>

SECTION A - Property Information

Tax Map No. <u>20A822 6</u>	Zoning District: <u>C-1</u>
Site Address: <u>10 S. Commerce Ave, Front Royal VA 22630</u>	
☐ Entrance Corridor	☐ Historic District
☐ Floodplain	

SECTION B - Details of Request

Project Name: <u>Front Royal Apartments</u>
Special Exception Code Section(s): _____
General Describe of the request (please attached supporting information, such as plats, plans, details, etc.): <u>We are seeking a reduction in parking requirements from 2 spots per unit to 1 spot per unit.</u> <u>We are also seeking a reduction in size from 10'x20' to 9'x18' to use existing parkings spaces.</u> <u>Lastly, we are seeking a reduction on setback for parking along the front in order to use existing parking spaces.</u>

SIGNATURE OF APPLICANT: [Signature]PRINT NAME OF APPLICANT: Sam SharmaDate: 3/7/24SIGNATURE OF PROPERTY OWNER: [Signature]PRINT NAME OF PROPERTY OWNER: Sam SharmaDate: 3/7/24

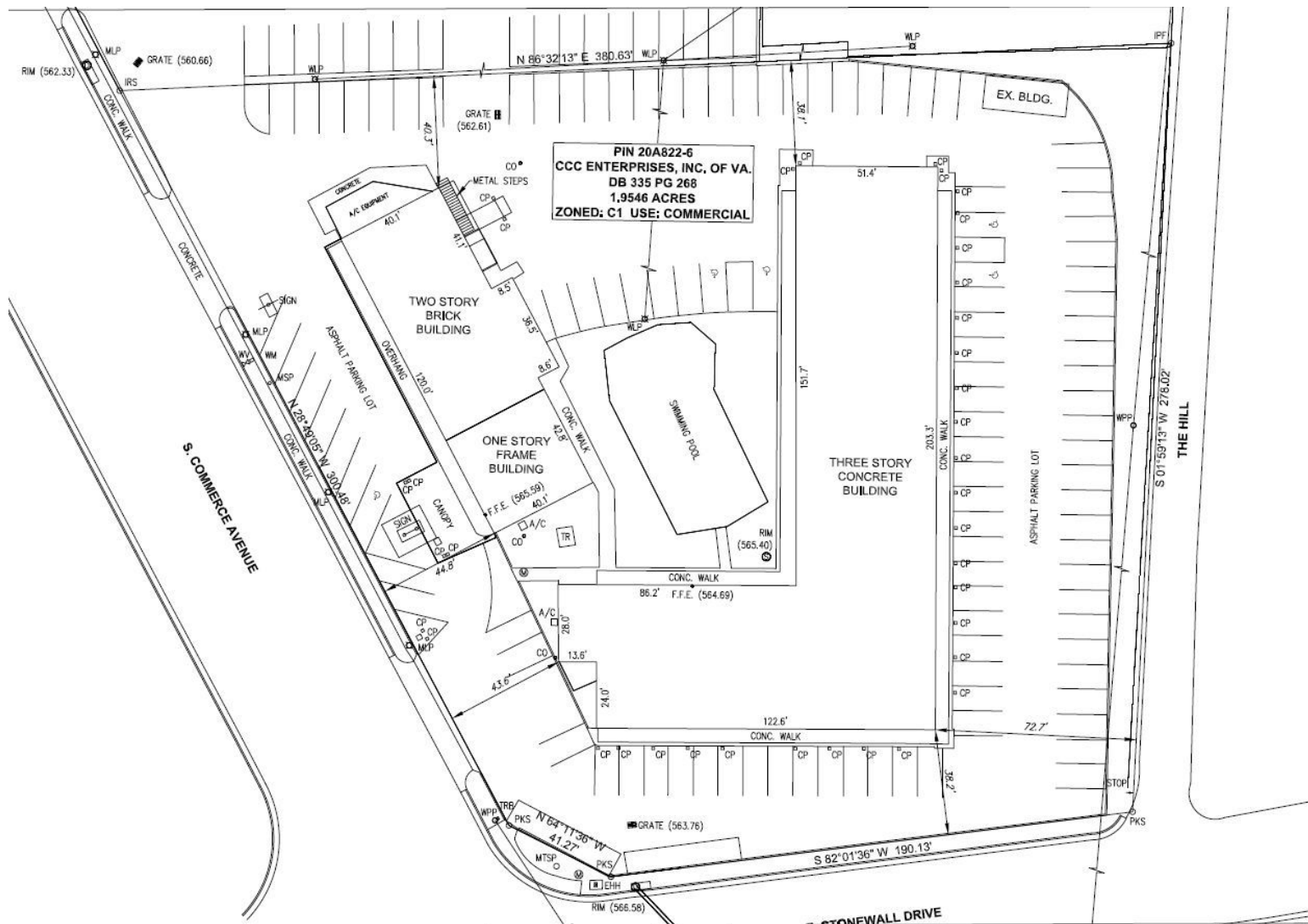
By the submission of this application, permission is hereby granted to Town Officials and employees to enter upon the subject property during reasonable hours for purposes related to the review of this application. The Applicant will be the designated contact person for this permit application.

(APPLICATION FEE: \$250.00)

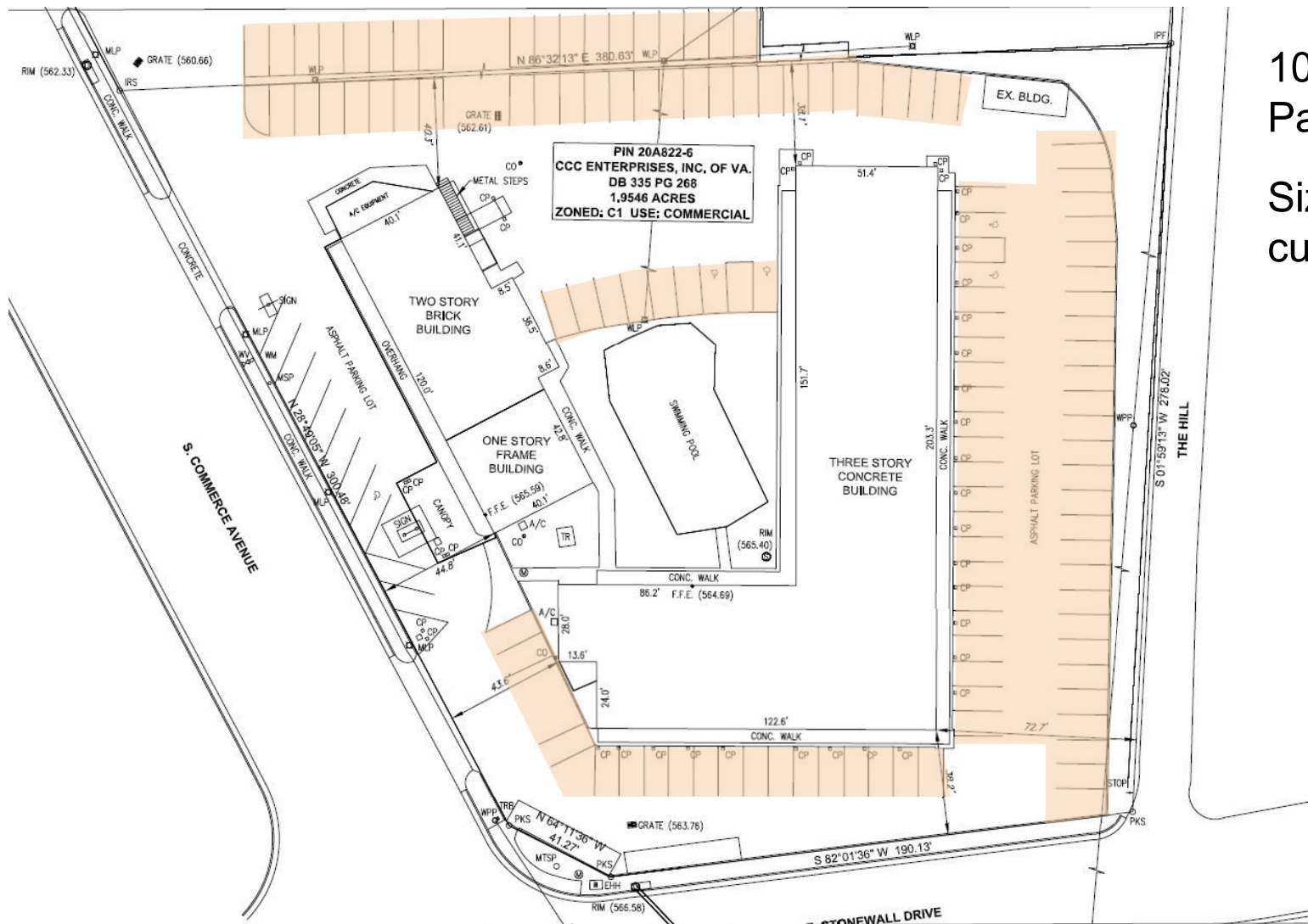
June 2015.

pd. 3/12/24

Check # 1152



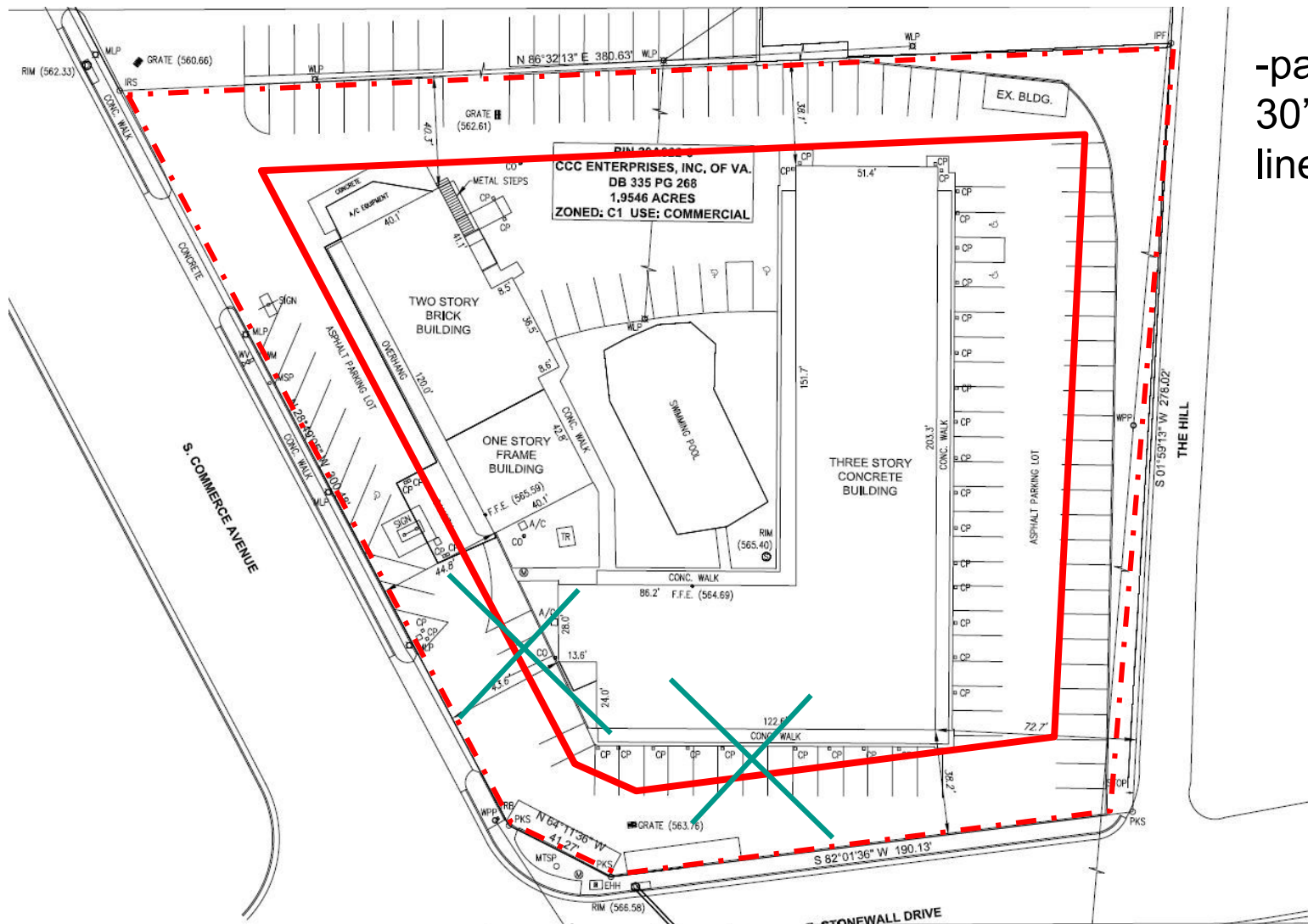
Existing



106 Existing
Parking Spaces

Size doesn't meet
current standards

Existing



-parking should be 30' from property line

Existing

Connie Potter

From: Lauren Kopishke
Sent: Friday, April 12, 2024 2:48 PM
To: Connie Potter; John Ware
Subject: FW: Front Royal Apartments - Special Exception
Attachments: Front Royal - Updated Parking 4 12 2024.pdf

FYI for the public Hearing. Connie Please provide a copy of this email in the Packets.

Lauren

From: Kyle Hopkins <kyle@foursquarearchitects.com>
Sent: Friday, April 12, 2024 2:06 PM
To: Lauren Kopishke <lkopishke@frontroyalva.com>
Cc: MS <sharmanoj@gmail.com>
Subject: Front Royal Apartments - Special Exception

Hi Lauren,

As discussed over the phone today, we'd like to amend our Special Exception Permit to only request the parking setback reduction and the sizes to be 9x18 and not the 10x20. I feel comfortable that we can park 2 spots per unit without touching the restaurant parking or adjacent lot. Please see attached for the proposed parking layout.

thanks,
k

--

Kyle Hopkins, AIA, LEED AP BD+C, NCARB

Owner / Architect

Four Square Architects, LLC

O:(540) 200 8602

C: (540) 550 5458

kyle@foursquarearchitects.com

[illegible]



Work Session Agenda Statement

Item #03 A

Meeting Date: May 6, 2024

Agenda Item: Waiver Request for 831 W 16th Street

Summary: The Applicant owns two (2) Lots on W 16th Street which were created via a Boundary Lot Adjustment Plat and approved by the Town on October 25, 2023. The House Location Plan to construct a single family home at 831 W 16th Street was approved by the Town on February 1, 2024. The Applicant has requested that Town Council waive the sidewalk requirements for this new home. The request is in the form of an email from the Applicant which is attached.

1. Sidewalks are required along the frontage of the Applicant's Lots per Town Code 148-850.D, whereas *"For subdivisions involving the creation of an additional lot and for all new development projects, sidewalk sections shall be required along the frontage of all existing public streets. This requirement may be waived on vote of the Town Council in residential areas under the following conditions: where the character of the area is relatively low-density, after consideration of the traffic impact created by the subdivision and the total lots on a given street, drainage considerations and other environmental design parameters."*

As explained in the Applicant's email, the primary reason that a waiver is being sought is because of the lack of sidewalks along W 16th Street.

The following supporting documents are attached with this cover sheet:

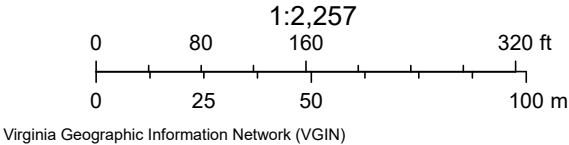
- Vicinity Map (Attachment 1)
- Applicant's E-Mail of Request (Attachment 2)
- Recorded Boundary Line Adjustment Plat Attachment 3)
- Proposed House Location Plan for 831 W 16th Street (Attachment 4)
- Foundation Location Survey (Attachment 5)

Budget/Funding: No direct impact. May have an impact in future budgets.

Staff Recommendation: Sidewalks are not necessary for the purpose of stormwater management for this particular development. However, if Town Council chooses to waive the sidewalk requirement, the Town may incur additional costs if sidewalks are added to W 16th Street in the future.



January 31, 2024



Tina Presley

From: Connie Potter
Sent: Monday, March 25, 2024 2:25 PM
To: Joe Waltz
Cc: Hillary Wilfong; Tina Presley
Subject: FW: Sidewalk Waiver
Attachments: Sidewalk waiver.pdf

Please see below for a sidewalk waiver for property located at 831 W. 16th Street. New SFD. Aerial map attached.

Thank you,
Connie

From: Lauren Kopishke <lkopishke@frontroyalva.com>
Sent: Monday, March 25, 2024 2:06 PM
To: Connie Potter <cpotter@frontroyalva.com>
Subject: FW: Sidewalk Waiver

From: Aaron Hike <hikeconstruction@gmail.com>
Sent: Wednesday, January 31, 2024 4:50 PM
To: Lauren Kopishke <lkopishke@frontroyalva.com>
Subject: Sidewalk Waiver

Hi Lauren, I would like to request a sidewalk waiver for the property located to the west of 827 W 16th st. There are no sidewalks in the area with the closest sidewalk being over a 1000' away at the social services building.

I also plan on utilizing the existing entrance that already has a cut-out in the curb and gutter.

Thank you for your consideration,

--

Aaron Hike
President

Hike Construction Inc.

417 N Royal Ave
PO Box 2161
Front Royal, VA 22630
540-683-1923

BOUNDARY LINE ADJUSTMENT
LOTS 5A, 6, 7, 8, 9 & 10, BLOCK 4,
THARPE SUBDIVISION,
PLAT BOOK 2 PAGE 87,
NORTH RIVER DISTRICT,
TOWN OF FRONT ROYAL
WARREN COUNTY, VIRGINIA

SCALE: 1" = 50'
DATE: AUG. 16, 2023
DRAWN BY: PMH

JOB: 23-037W
PAPER SIZE: 8.5" x 11"
SHEET: 1 OF 2

REVISED: OCT. 20, 2023

DRAWING FILE: 827 W16TH STREET R1.dwg

PREPARED BY:
PIONEER LAND SURVEYS PLC
P.O. BOX 1012
FRONT ROYAL, VA 22630
540-631-0700
PIONEERLANDSURVEYS@GMAIL.COM

AREA TABULATIONS

4,983 SQ. FT. PORTION OF OLD LOT 6
3,710 SQ. FT. PORTION OF OLD LOT 7
+2,298 SQ. FT. PORTION OF OLD LOT 8
10,991 SQ.FT. AREA OF NEW LOT 6A

4,488 SQ. FT. PORTION OF OLD LOT 5A
2,433 SQ. FT. PORTION OF OLD LOT 6
3,190 SQ. FT. PORTION OF OLD LOT 7
+2,570 SQ. FT. PORTION OF OLD LOT 8
12,681 SQ.FT. AREA OF NEW LOT 7A

1,137 SQ. FT. PORTION OF OLD LOT 5A
925 SQ. FT. PORTION OF OLD LOT 8
9,062 SQ. FT. OLD LOT 9
+6,166 SQ. FT. OLD LOT 10
17,290 SQ.FT. AREA OF NEW LOT 9A

OWNERS CONSENT:

THIS BOUNDARY LINE ADJUSTMENT WAS MADE WITH FREE
CONSENT AND DESIRE OF THE UNDERSIGNED OWNER.

Aaron Hike DATE 10-24-23
AARON HIKE,
HIKE PROPERTIES LLC

THIS OWNERS CONSENT WAS ACKNOWLEDGED BEFORE
ME THIS 24 DAY OF October 2023.

Connie L. Potter
NOTARY PUBLIC

ALL REAL ESTATE TAXES HAVE BEEN PAID AND RELEASED.

Brynn DATE 10/25/23
TOWN DIRECTOR OF FINANCE

Deanna Kopishke DATE 10/25/23
DIRECTOR OF PLANNING & ZONING

Jim Wallis DATE 10/25/23
TOWN MANAGER

NOTES:

1. CURRENT OWNER: HIKE PROPERTIES LLC AS SHOWN AT INSTRUMENT #220003560.
2. THE LAND BOUNDARY SHOWN HEREON IS BASED ON A CURRENT FIELD SURVEY, MEETING THE MINIMUM LAND BOUNDARY STANDARDS IN THE VIRGINIA STATE CODE.
3. NO TITLE REPORT WAS FURNISHED. THESE PROPERTIES ARE SUBJECT TO ANY ADDITIONAL EASEMENTS AND/OR COVENANTS THAT MAY NOT BE SHOWN HEREON.
4. THIS PROPERTY IS LOCATED IN F.E.M.A. ZONE "X", AN AREA OF MINIMAL FLOODING, LOCATED OUTSIDE OF THE F.E.M.A. DEFINED 100-YEAR FLOOD ZONE.
5. THE CURRENT OR FUTURES OWNERS OF LOT 7A RESERVE THE RIGHTS TO MAINTAIN ANY OF ITS EXISTING UTILITIES THAT MAY BE LOCATED ON LOT 6A.
6. ZONED: R-1
7. TAX MAP #'S: 20A1-1-5A, 6, 7, 8, 9 & 10
8. TOTAL SITE AREA: 40,962 SQ.FT.

SURVEYORS CERTIFICATE

I, PRESTON M. HUMPHREYS, A DULY
LICENSED LAND SURVEYOR, DO HEREBY
CERTIFY THAT I HAVE CAREFULLY SURVEYED
THE LAND SHOWN HEREON; THAT IT IS
CORRECT TO THE BEST OF MY KNOWLEDGE
AND BELIEF; THAT IT IS THE LAND
CONVEYED TO HIKE PROPERTIES LLC BY
DEED RECORDED AT INSTRUMENT
#220003560 AMONG THE LAND RECORDS
OF WARREN COUNTY, VIRGINIA; THAT IT IS
WITHIN THE BOUNDARIES THEREOF; AND
THAT PERMANENT PROPERTY MONUMENTS
HAVE BEEN FOUND OR SET AS SHOWN
HEREON.



LEGEND

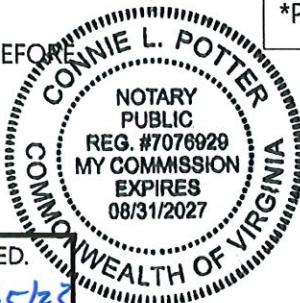
○ = IRON REBAR FOUND

● = IRON REBAR SET

⊗ = WATER METER

P.L.H.V. = PROPERTY LINE HEREBY VACATED

P.L.H.C. = PROPERTY LINE HEREBY CREATED



VICINITY MAP ~ SCALE: 1"=1000'



BOUNDARY LINE ADJUSTMENT
LOTS 5A, 6, 7, 8, 9 & 10, BLOCK 4,
THARPE SUBDIVISION,
PLAT BOOK 2 PAGE 87,
 NORTH RIVER DISTRICT,
 TOWN OF FRONT ROYAL
 WARREN COUNTY, VIRGINIA

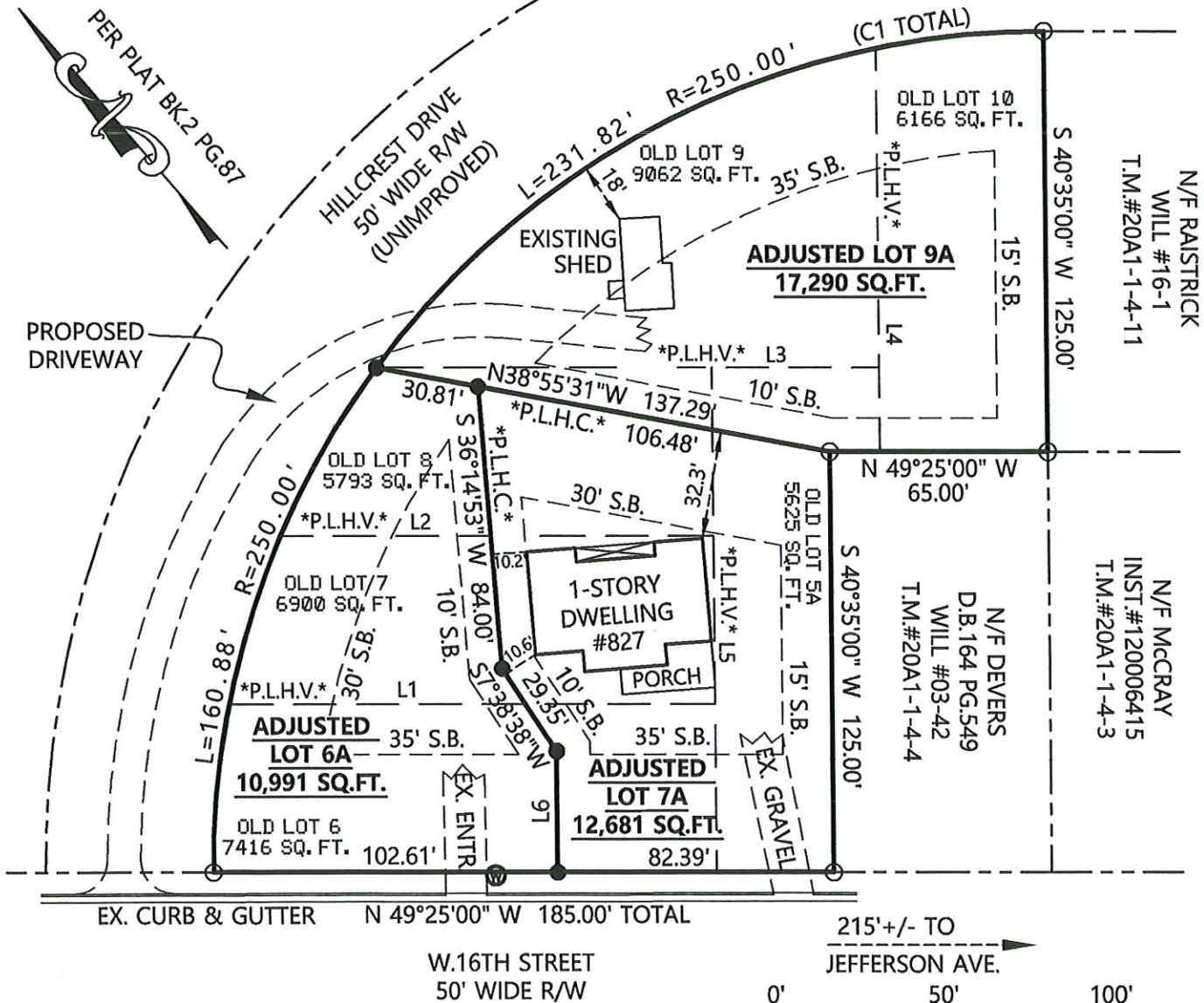
SCALE: 1" = 50'
 DATE: AUG. 16, 2023
 DRAWN BY: PMH
 JOB: 23-037W
 PAPER SIZE: 8.5" x 11"
 SHEET: 2 OF 2
 REVISED: OCT. 20, 2023
 DRAWING FILE: 827 W16TH STREET R1.dwg

PREPARED BY:
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 FRONT ROYAL, VA 22630
 540-631-0700

LEGEND

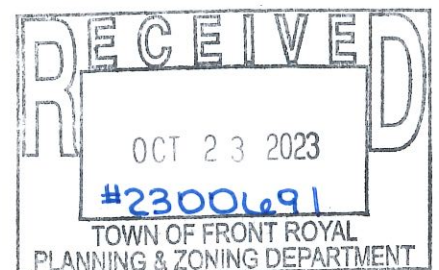
- = IRON REBAR FOUND
 ● = IRON REBAR SET
 ⊕ = WATER METER
 P.L.H.V. = PROPERTY LINE HEREBY VACATED
 P.L.H.C. = PROPERTY LINE HEREBY CREATED

LINE	BEARING	DISTANCE
L1	N 49°25'00" W	144.95'
L2	N 49°25'00" W	129.13'
L3	N 49°25'00" W	150.00'
L4	S 40°35'00" W	119.95'
L5	S 40°35'00" W	150.00'
L6	S 40°35'00" W	36.00'



This survey was produced before me on the
25 day of October, 2023,
at 16:09 am/pm, and with certificate of
acknowledgement thereto attached was
admitted to record with instrument no.
L2230004596

Copy Teste: *[Signature]*
Clerk/Deputy Clerk
Warren County Circuit Court



PROPOSED HOUSE LOCATION SURVEY

LOT 6A, BLOCK 4,
THARPE SUBDIVISION,
INSTRUMENT #230004596,

NORTH RIVER DISTRICT,
TOWN OF FRONT ROYAL, WARREN COUNTY, VIRGINIA

SCALE: 1" = 20'	DATE: DECEMBER 29, 2023	PREPARED BY: PIONEER LAND SURVEYS PLC P.O. BOX 1012, FRONT ROYAL, VA 22630 PH 540-631-0700
JOB: 23-037W	PAPER SIZE: 11" X 17"	

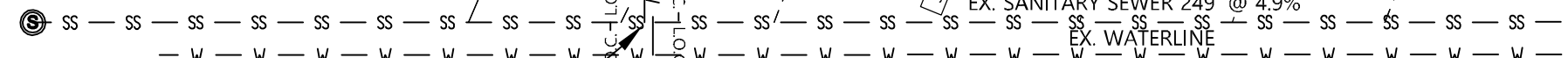
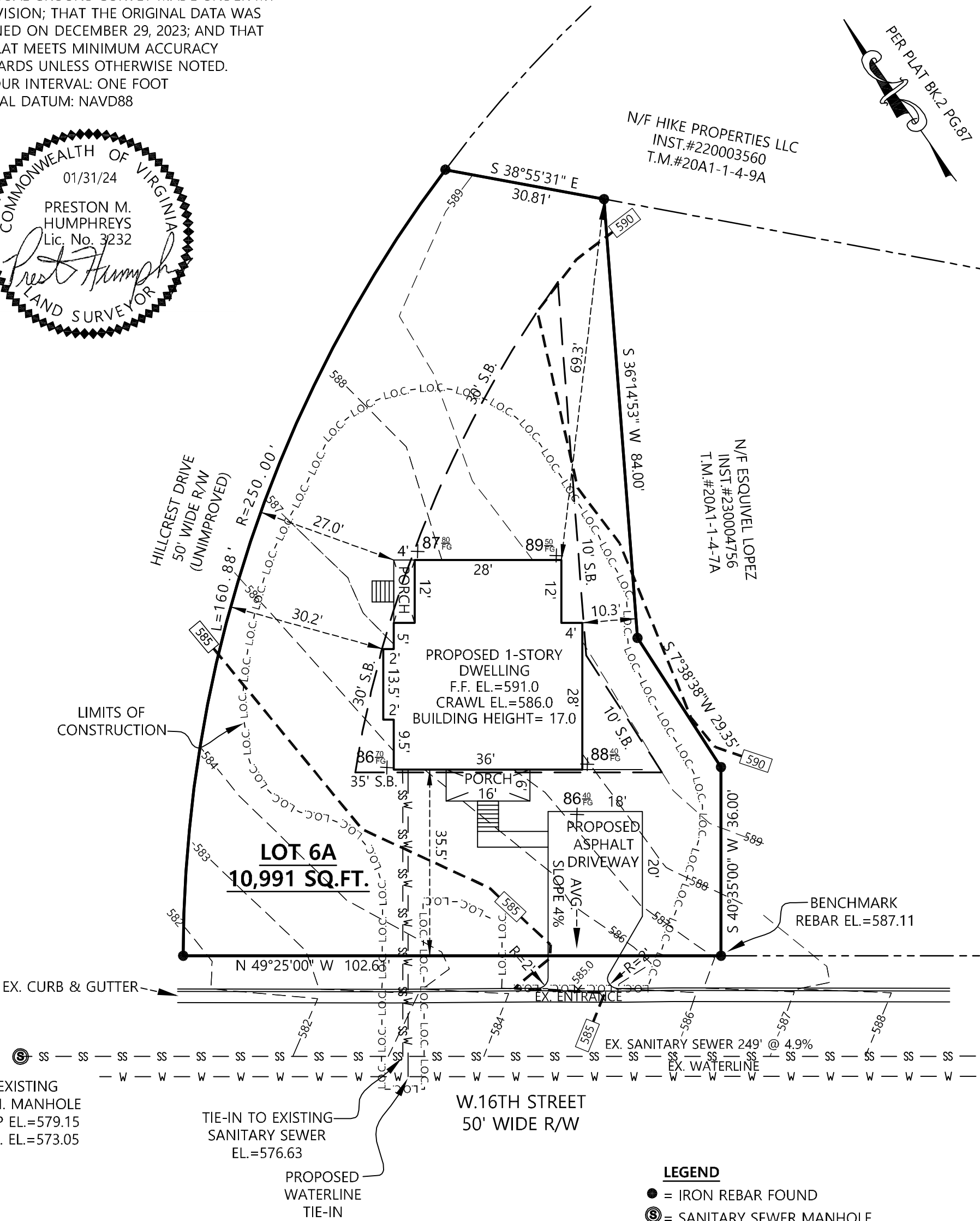
DRAWING FILE: LOT 6A PROPOSED HOUSE R1.dwg	SHEET: 1 OF 1
REVISED: JAN. 31, 2024 PER TOWN COMMENTS	

NOTES:

1. CURRENT OWNER: HIKE PROPERTIES LLC AS SHOWN AT INSTRUMENT #220003560.
2. THE LAND BOUNDARY SHOWN HEREON WAS BASED ON A FIELD SURVEY PERFORMED BY THIS OFFICE RECORDED AT INSTRUMENT #230004596.
3. NO TITLE REPORT WAS FURNISHED. THIS PROPERTY IS SUBJECT TO ANY ADDITIONAL EASEMENTS AND/OR COVENANTS THAT MAY NOT BE SHOWN HEREON.
4. THIS PROPERTY IS LOCATED IN F.E.M.A. ZONE "X", AN AREA OF MINIMAL FLOODING, LOCATED OUTSIDE OF THE F.E.M.A. DEFINED 100-YEAR FLOOD ZONE.
5. ZONED: R-1
6. TAX MAP #: 20A1-1-4-6A
7. TOTAL SITE AREA: 10,991 SQ.FT.
8. CALL MISS UTILITY (811) BEFORE ANY DIGGING.

TOPOGRAPHIC NOTE:

THIS TOPOGRAPHIC SURVEY WAS COMPLETED UNDER THE DIRECT AND RESPONSIBLE CHARGE OF PRESTON M. HUMPHREYS, LS #3232 FROM AN ACTUAL GROUND SURVEY MADE UNDER MY SUPERVISION; THAT THE ORIGINAL DATA WAS OBTAINED ON DECEMBER 29, 2023; AND THAT THIS PLAT MEETS MINIMUM ACCURACY STANDARDS UNLESS OTHERWISE NOTED. CONTOUR INTERVAL: ONE FOOT VERTICAL DATUM: NAVD88



SCALE: 1" = 20'	DATE: APRIL 4, 2024	PREPARED BY: PIONEER LAND SURVEYS PLC P.O. BOX 1012, FRONT ROYAL, VA 22630 PH 540-631-0700
JOB: 23-037W	PAPER SIZE: 11" X 17"	
DRAWING FILE: LOT 6A WALLCHECK.dwg		
		SHEET: 1 OF 1

1. CURRENT OWNER: HIKE PROPERTIES LLC AS SHOWN AT INSTRUMENT #220003560.
2. THE LAND BOUNDARY SHOWN HEREON WAS BASED ON A FIELD SURVEY PERFORMED BY THIS OFFICE RECORDED AT INSTRUMENT #230004596.
3. NO TITLE REPORT WAS FURNISHED. THIS PROPERTY IS SUBJECT TO ANY ADDITIONAL EASEMENTS AND/OR COVENANTS THAT MAY NOT BE SHOWN HEREON.
4. THIS PROPERTY IS LOCATED IN F.E.M.A. ZONE "X", AN AREA OF MINIMAL FLOODING, LOCATED OUTSIDE OF THE F.E.M.A. DEFINED 100-YEAR FLOOD ZONE.
5. ZONED: R-1
6. TAX MAP #: 20A1-1-4-6A
7. TOTAL SITE AREA: 10,991 SQ.FT.





CLOSED MEETING AGENDA STATEMENT

Meeting Date: May 6, 2024

Item# 04

MOTION ON TO GO INTO CLOSED MEETING

[to be approved by affirmative recorded vote, with motion set forth in detail in the minutes]

I move that Town Council convene a closed meeting, pursuant to Sections 2.2-3711 and 2.2-3712 of the Code of Virginia, for the following purpose:

- 1) pursuant to §2.2-3711(A)(1) of the Code of Virginia, for the discussion, consideration, assignment, appointment, promotion, performance, demotion, salaries, disciplining or resignation of specific public officers, appointees, or employees of any public body, more specifically the Planning Commission; and,
- 2) pursuant to Section 2.2-3711(A)(8) of the Code of Virginia, for consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel, more specifically, contracting for solid waste disposal.

Motion to Certify Closed Meeting at its Conclusion

[At the conclusion of the Closed Meeting, immediately re-convene in open meeting and take a roll call vote on the following:]

I move that Council certify that to the best of each member's knowledge, as recognized by each Council member's affirmative vote, that only such public business matters lawfully exempted from Open Meeting requirements under the Virginia Freedom of Information Act as were identified in the motion by which the Closed Meeting was convened were heard, discussed or considered in the Closed Meeting by Council, and that the vote of each individual member of Council be taken by roll call and recorded and included in the minutes of the meeting of Town Council.

Moved _____ Seconded _____

VM Sealock _____ Ingram _____ Morris _____ Rappaport _____ DeDomenico-Payne _____ Wood _____