



Roll Call by Clerk of Council

PRESENT: Mayor Lori A. Cockrell
Vice Mayor R. Wayne Sealock
Councilman Joshua L. Ingram
Councilwoman Amber F. Morris
Councilman H. Bruce Rappaport
Councilwoman Melissa DeDomenico-Payne
Councilman Glenn E. Wood

OTHERS PRESENT: Town Attorney George M. Sonnett, Jr.
Clerk of Council Tina L. Presley
Various members of the staff and public

ABSENT: Town Manager Joseph E. Waltz

Items Slated for Public Hearings on Tuesday, May 28th

Director of Planning Lauren Kopishke showed a PowerPoint of the following items:

A. Special Use Permit for Short-Term Rental at 1400 Old Winchester Pike for Karen Reynoso – Ms. Kopishke explained that the applicant intended to rent the whole house with three (3) bedrooms and no more than six (6) occupants at one time. After staff inspection it was found to be in full compliance with the Town Code and off-street parking was available. It was confirmed that it was not owner occupied. Councilman Rappaport voiced concern of the steep drop-off to one side of the house. While it was suggested it could be added as a condition, Town Attorney George Sonnett advised that Council should discuss this during the public hearing with the applicant if possible and then consider adding the condition as opposed to a consensus tonight. Vice Mayor Sealock voiced concern that the phone number for Fire/Rescue was incorrect and asked that staff advise the applicant to revise it to the Sheriff's Office phone number (540-635-4128). Council agreed to advertise for a public hearing on May 28th.

B. Special Use Permit for Short-Term Rental at 331 Kerfoot Avenue for Chris King-Archer – Ms. Kopishke explained that the applicant intended to rent the whole house that includes four (4) bedrooms with no more than eight (8) occupants at one time. She noted that the property did not have adequate off-street parking, therefore, it is conditioned that the applicant must provide off-street parking to accommodate four (4) spaces to be inspected by staff prior to issuance of the Special Use Permit. It was mentioned that at the most recent joint meeting with the Planning Commission it was discussed removing parking requirements but then realized until the Town Code was revised Mr. Sonnett reminded Council of the special exception. It was noted that the applicant checked the box as "primary residence". Deputy Zoning Director/Town Planner I John Ware explained that the applicant's intent was to use the house as a short-term rental on weekends, while traveling and vacation. The other times he would be living there. Council agreed to advertise for a public hearing on May 28th.

C. Special Use Permit for Ground Floor Dwelling at 519 Short Street for Short Street Properties LLC – Ms. Kopishke explained that the property was being considered as a ground floor dwelling due to its location in the commercial district. The neighborhood was primarily used as residential units despite being zoned commercial. The owner would like to see the structure revert to residential but due to fire damage, it had not been used as a dwelling for more than two years. If a legally nonconforming use has been discontinued it must be brought into compliance with the current code. Councilwoman DeDomenico-Payne questioned a timeline to have all the renovations and repairs completed. Mr. Sonnett stated that a time limit could be



a condition since the Town's Zoning Ordinance did not address it. There were questions as to why the applicant was asking for the Special Use Permit now when there was a lot of work to be done. Ms. Kopishke explained that the applicant did not want to go ahead with the renovations and repairs on a "maybe". While the timeline seemed like a good idea, Mr. Sonnett recommended that Council discuss it as a condition at the public hearing. Council agreed to advertise for a public hearing on May 28th.

D. Special Use Permit for Ground Floor Dwelling at 514 S. Royal Avenue for Edwin Wright – Ms. Kopishke explained that there would be two units, one accessed from the front with two floors and the second unit would be accessed from the back with one floor. She noted that it is conditioned that the applicant must provide adequate off-street parking. It was confirmed that there will be gravel up to the back door. Council agreed to advertise for a public hearing on May 28th.

E. Special Use Permit for Ground Floor Dwelling at 512 S. Royal Avenue for Edwin Wright – Ms. Kopishke explained that there would be two units, one accessed from the top and one accessed from the bottom. Five (5) parking spaces have been submitted but only four was needed. Council agreed to advertise for a public hearing on May 28th.

F. Special Use Permit to Convert Motel into a 39-Unit Apartment Building at 10 Commerce Avenue for CCC Enterprises LLC of VA – Ms. Kopishke explained the applicant was requesting to convert a three (3) story motel [Baymont] into a 39-unit apartment building with proposed unit breakdown of (24) one bedrooms; (3) one bedrooms with a den and (12) two bedrooms approximately 600 square feet each. She showed renderings of the proposed apartment interior, laundry facility, and exterior. It was noted that the current restaurant on site would stay since it was a separate use. The banquet room on site was proposed only for the residents. There was much discussion regarding rental costs noting several factors: elderly, physically challenged, Section 8 vouchers, workforce housing, utilities included or not included with the rent, low income, affordable housing, young professionals, and median income to name a few. There was concerns that the lodging tax would be impacted and asked staff to provide those numbers.

Councilwoman Morris suggested that the public hearing be delayed for Council to ask more questions of staff and to allow members of Council to tour the facility and talk to the owner.

Councilman Rappaport advised that he researched what Roanoke had done and agreed to send the website to everyone.

There was continued discussion on motel versus apartment building and the visitors and tenants they could draw or not as well as the price point for locals.

Council agreed to add to the June 3rd work session for continued discussion.

G. Special Exception to Reduce Parking at 10 Commerce Avenue for CCC Enterprises LLC of VA – Ms. Kopishke explained that the applicant is requesting 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 30 feet from the property lines. She further explained that the reduction in parking setbacks and space size will permit the applicant to use the existing parking lot with minimal reconstruction. She advised that there was sufficient space to accommodate two vehicles per unit. There are currently 78 spaces. She advised that the Comprehensive Plan supported the renovation and rehabilitation of these properties. After a brief discussion Mr. Sonnet



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

noted that if Item "F" did not go forward then item "G" did not go forward, stating that "G" is a condition of "F". Council agreed to bring back to the June 3rd work session.

New Business and/or Consent Agenda Item for Tuesday, May 28th

A. Request for a Sidewalk Waiver on 16th Street for Aaron Hike – Ms. Kopishke explained that the applicant wants to construct a single-family home at 831 W. 16th Street and was asking Council to waive the sidewalk requirement. The primary reason for the waiver was lack of sidewalks along W. 16th Street. She stated that the sidewalk was not necessary for the purpose of stormwater management. Council agreed that it was a sidewalk to "nowhere". The discussion continued more on the aesthetics and safety for pedestrians with concerns of maybe the installation of the sidewalk would disturb the curb/gutter already installed along the property. Council agreed to add it to the May 28th agenda.

CLOSED MEETING

Councilwoman Morris moved seconded by Vice Mayor Sealock that 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.

Vote: Yes – Councilmembers Sealock, Ingram, Morris, Rappaport, DeDomenico-Payne, Wood

No – N/A

Absent – N/A

Abstain – N/A

ROLL CALL

Councilman Josh moved seconded by Councilwoman Morris 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.

Vote: Yes – Councilmembers Sealock, Ingram, Morris, Rappaport, DeDomenico-Payne, Wood

No – N/A

Absent – N/A

Abstain – N/A

ROLL CALL

Adjourned approximately 9:18pm

Approved by Town Council

Date: May 28, 2024