



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.

Roll Call by Clerk of Council

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

ABSENT: Councilwoman Amber F. Morris

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

CLOSED MEETING

Councilman Ingram moved seconded by Councilman Wood 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 purposes: 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 Clerk of Council, Planning Commission, Board of Zoning Appeals (BZA) and Local Board of Building Code Appeals (LBBCA); and, 2) pursuant to Section 2.2-3711(A)(7) of the Code of Virginia, for consultation with legal counsel and briefings by staff members or consultants pertaining to actual litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body, more specifically, the Town of Front Royal v. Jennifer McDonald.

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

No – N/A

Absent – Councilwoman Morris

Abstain – N/A

ROLL CALL

Councilman Wood moved seconded by Vice Mayor Sealock 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, Rappaport, DeDomenico-Payne

No – N/A

Absent – Councilwoman Morris

Abstain – N/A

ROLL CALL

New Business

A. Rezoning Application from Rappahannock HC LLC Requesting an Amendment to the Zoning Map to Reclassify 1321 Happy Creek Road from R-S Suburban Residential to R-1 – Director of Planning Lauren



Kopishke gave a presentation advising that the property was located approximately 1,200 feet west of the intersection of Leach Run Parkway and Happy Creek Road showing various maps and sketches. She explained the definition of density and what the R-S Zoning District required showing depictions of different style houses slated for the property. Ms. Kopishke continued by stating what the Comprehensive Plan Action Strategies (Section 13) called for in this area showing Council the Future Land Use Map and the Leach Run Planning Area 13. She gave a list of required documentation for the development that included: Wetland Delineation Report, Phase 1 Environmental Site Assessment, Fiscal Impact Analysis, and Traffic Impact Analysis. She showed comments and reviews from the Warren County Planning Staff, Building Department, Fire Marshall's Office, VDOT and Warren County Public Schools.

Ms. Kopishke explained the various proffers including: public water and sewer installed by the owner and dedicated to the Town; installation of appropriate storm water management facilities including a storm water retention pond; reservation of open space maintained by the future HOA; installation of an entrance feature along Oden Street and maintained by the HOA; installation of a tot lot and maintained by the HOA; installation of a board-on-board fence along the common property boundary at Oden Ridge and Happy Creek Knolls subdivisions and maintained by the HOA; the roads within the subdivision shall be public and once dedicated maintained by the Town; dedication of right-of-way along Happy Creek Road for entrance improvements and dedication of a fee simple right-of-way for the future widening of Happy Creek Road at no cost to the Town; and the creation of an HOA. She continued with charts regarding the derivation of costs for a new elementary school and school proffer calculations showing direct educational capacity over enrollment.

There were questions and discussions pertaining to the by-right homes and how it related to the student calculations and cash proffers.

Councilwoman DeDomenico-Payne advised that there were no pictures of the Corsica style houses as mentioned in the documents provided. She voiced concern over the confusion of the traffic level of service "C" and "D" as well as the price of the homes.

Councilman Wood questioned whether having the proposed right-of-way given to the Town will help the award of the Virginia SMART SCALE application recently submitted to VDOT. Town Manager Waltz agreed that it would help the scoring but cautioned that if awarded the road may not be completed until at least 8 – 10 years from now or longer.

Councilman Rappaport confirmed that the entrance off Happy Creek Road was right in and right out and there would be no left turns, noting that there would be a second entrance off Oden Street. Ms. Kopishke advised that the Town's Subdivision Ordinance required inner parcel connections which the applicant had provided. She explained that there was a proposed connection to Vaught estates through Meadow Drive in the future as well.

Mayor Cockrell questioned whether there were any changes to the water capacity in this area. Mr. Waltz advised that there appeared to be limitations at the Town's pumping station and a meeting was held today to discuss this issue. He stated that the (104) homes for this project would not be an issue. He also stated that the water and sewer connection fees were also being reviewed.

Mayor Cockrell stated that the Comprehensive Plan projected 2,200 people between now and 2040 and voiced concern over whether the developers would bear some of the costs of infrastructure. Mr. Waltz



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advised that costs would be incorporated into the Capital Improvement Plan (CIP) along with other needs ensuring there was enough to cover each home so as not to burden existing taxpayers. There was discussion on the many commuters the Town currently has versus those who live and work here.

Council agreed to bring this item back to the July 8th work session with their questions in advance for staff to be prepared.

B. A Request from Mark Poe for a Special Use Permit to Allow a Short-Term Rental Located at 415 E. Main Street – Ms. Kopishke gave a presentation that showed various aeries of the property noting that the applicant intended to rent three separate units on the second floor, which included a total of six bedrooms with no more than twelve occupants at a time. She stated that parking was not required for businesses located on Main Street. Councilman Rappaport noted that C-2 was the perfect place for short-term rentals

Councilwoman DeDomenico-Payne voiced concern over not collecting any Airbnb taxes on short-term rentals. Councilman Wood agreed and suggested placing a moratorium on approving any more special use permits for short-term rentals until the tax situation on them got straightened out. He suggested placing this discussion on a future work session agenda.

Council agreed to advertise for a public hearing on July 22nd.

C. Liaison Committee Meeting Items for July 18, 2024. – Mayor Cockrell advised that July 18th would not work due to vacations previously scheduled and have discussed with the Chairman of the Board of Supervisors that July 23rd would be better. It was noted that the BZA had a meeting scheduled in the conference room on the 23rd and the Clerk of Council advised she would confirm this tomorrow and let Council know. The following items were discussed and agreed to place on the next Liaison Committee Meeting agenda:

Tipping Fees Increase

Cigarette Tax Ordinance

Processing Housing Violations & Tenant/Landlord Enforcement Policy since it was delayed from last the last Liaison Committee meeting

Vape shops

Transportation Subcommittee Report

Council agreed to revisit this item on the July 8th Work Session and decide at that time who would like to attend with the Mayor.

Adjourned approximately 9:59pm

Approved by Town Council

Date: 7/22/24