



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

The Planning Commission meeting of the Town of Front Royal, Virginia was held on November 20, 2024, at 7:00 PM at the Warren County Government Center.

CALL TO ORDER

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

ROLL CALL

Present: Connie Marshner, Chairman
Gary Gillispie, Vice Chairman
Megan Marrazzo, Commissioner
Allen Neel, Commissioner
Andrew Brooks, Commissioner

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

ADDITION/DELETION OF ITEMS FROM THE AGENDA

There were no additions or deletions to the agenda.

APPROVAL OF MINUTES

- October 16, 2024 – Regular Meeting

Commissioner Marazzo moved, seconded by Commissioner Neel to approve the meeting minutes as written.

VOTE: Yes – Marrazzo, Gillispie, Neel, Brooks, Marshner
No – N/A
Abstain – N/A
Absent – N/A

VOICE VOTE

CITIZEN COMMENTS

There were no citizen comments.



CONSENT AGENDA

- **2400599** – A zoning text amendment to include performance standards for tobacco, smoke or vape shops in the Commercial and Industrial Districts within Town limits. (*Consent to advertise for public hearing at the December 18, 2024 regular Planning Commission meeting.*)
- **2400652** – A Comprehensive Plan Amendment to amend the area between Strasburg Road and Duck Street to Rugby Street from a future land use designation of commercial to neighborhood residential. (*Consent to advertise for public hearing at the December 18, 2024 regular Planning Commission meeting.*)

Commissioner Gillispie moved, seconded by Commissioner Brooks to approve the consent agenda items as presented.

Vote: Yes – Marshner, Gillispie, Neel, Marrazzo, Brooks
No – N/A
Abstain – N/A
Absent – N/A

VOICE VOTE

OLD BUSINESS

- **2400523** – A Special Exception Application submitted by COL Samuel R. Millar VFW Post 1860, Commander Jeffrey D. Cook for relief of existing parking Town Code requirements located at 654-B W. 11th Street, identified by Tax Map 20A1-2-3-3 and 4. The property is zoned C-2, Community Business District.

Andrea White stated she was the realtor representing VFW Post 1860 for the potential purchase of 654 W. 11th Street. The Post Commander was out of town, and he asked Ms. White and her husband to speak on their behalf. Her husband Geoffrey White is a member of VFW Post 1860 and serves as an officer for the Post. The applicant is asking that any further consideration of the application be deferred until the December meeting. Ms. White stated they are currently working with the Front Royal Church of the Nazarene to meet parking requirements and were asking for the opportunity to fully pursue that with the church prior to the application being heard any further. Her understanding from the Planning Director is that the Special Exception Application could be pulled from consideration should they be able to reach a parking agreement.

Commissioner Gillispie moved, seconded by Commissioner Marrazzo to postpone application #2400523 to the December 18, 2024 Planning Commission meeting.

Vote: Yes – Neel, Brooks, Marshner, Gillispie, Marrazzo
No – N/A
Abstain – N/A
Absent – N/A

VOICE VOTE



COMMISSION MEMBER REPORTS

Mr. Neel spoke about attending the data center information meeting presented by Kimley-Horn. He stated that both Warren County and the Town of Front Royal need to put some thought into what data centers will mean for our area and not only consider zoning for such facilities, but the total life cycle which would include but not limited to conception design, economics, environmental construction, operation, etc. Mr. Neel felt this needed to be discussed at a future Planning Commission work session

Vice Chairman Gillispie said he was very involved with data centers coming to the area. He believes there are a lot of misconceptions about them. There is a “large bill” coming to the Town and he does not want either the Town or County to tax citizens in order to pay that bill. Data centers need to be considered and given a chance.

PLANNING DIRECTOR REPORT

Ms. Kopishke reviewed the October monthly report.

A draft of the Capital Improvement Plan will be brought to the Planning Commission in January. Once approved by the Planning Commission it will move forward to Town Council.

At the December Planning Commission work session Article 3 of the Draft Zoning Ordinance will be reviewed.

Chairman Marshner asked for an update on the Afton Inn after receiving many requests from citizens asking for an update.

Ms. Kopishke explained the property owner had applied for an updated building permit through Warren County which did not require a Town Zoning Permit. They are currently doing an extension of the roof overhang and actively pursuing permits with Warren County. There is nothing currently before the Town Planning and Zoning office for review.

Vice Chairman Gillispie asked how long a property owner had to repair/renovate/demolish a structure after fire damage. He noted there were several burned out structures within the Town that are still sitting there and pose a hazard to the public.

Ms. Kopishke explained that each structure is on a case-by-case basis. Staff has notified four (4) property owners in Town requiring them to provide an abatement plan. One has been demolished on Strasburg Road. Two others are in the process of obtaining approval for demolition with the fourth structures property owner having submitted an abatement plan to the Planning and Zoning office.

Vice Chairman Gillispie specifically mentioned the structure on 17th Street.



Ms. Kopishke stated this property was owned by the bank and they are going through the process of selling it. The Town has cleaned up the property in order to render it safe and is waiting on the bank to act.

ADJOURNMENT

Commissioner Neel moved, seconded by Vice Chairman Gillispie to adjourn the meeting and go into a work session.

VOTE: Yes – Marrazzo, Gillispie, Neel, Brooks, Marshner
No – N/A
Abstain – N/A
Absent – N/A

VOICE VOTE

The meeting was adjourned at 7:15 p.m.

Approved by Planning Commission

Date: 12/18/2024