



Moment of Silence

Pledge of Allegiance was led by Ella Halliday-Glock.

ROLL CALL BY CLERK OF COUNCIL

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

OTHERS PRESENT: Town Manager Joseph W. Petty
Town Attorney George M. Sonnett, Jr.
Clerk of Council Tina L. Presley

APPROVAL OF MINUTES –Councilman Ingram *moved seconded by Councilman Sealock that Council approve the Council Meeting minutes of August 25, 2025 Regular Meeting, September 2, 2025 Work Session, and September 8, 2025 Work Session, as presented.*

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

No – N/A

Absent – N/A

Abstain – Vice Mayor Veitenthal (due to her being virtual for some of meeting on September 8th and then lost signal)

ROLL CALL

ADDITION/DELETION OF ITEMS FROM THE AGENDA OR REVISION TO ORDER OF BUSINESS – None

RECOGNITIONS/AWARDS/REPORTS - None

PUBLIC HEARINGS

Special Use Permit submitted by Shelly Cook/Cook-Knighting Realty II, LLC to Allow a Short-Term Rental at 1408 Old Winchester Pike

Mayor Cockrell opened the public hearing. Since there were no speakers, the public hearing was closed.

In furtherance of the purposes and objectives contained in Town Code §175-1(B), Councilman Rappaport moved seconded by Councilman Wood that Council approve a Special Use Permit (SUP) submitted by Shelly Cook/Cook-Knighting Realty II, LLC for a Short-Term Rental located at 1408 Old Winchester Pike (Tax Map 20A12, Section 8, Lot 5).

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

No – N/A

Absent – N/A

Abstain – N/A

ROLL CALL



Special Use Permit submitted by Claude Van Sant to Allow a Short-Term Rental at 101 The Hill.

Mayor Cockrell opened the public hearing. Since there were no speakers, the public hearing was closed.

In furtherance of the purposes and objectives contained in Town Code §175-1(B), Councilman Ingram moved seconded by Vice Mayor Veitenthal that Council approve a Special Use Permit (SUP) submitted by Claude Van Sant for a Short-Term Rental located at 101 The Hill (Tax Map 20A8, Section 22, Lot9A).

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

No – N/A

Absent – N/A

Abstain – N/A

ROLL CALL

Special Use Permit submitted by Life Repair Center of Front Royal on behalf of WP Royal Ave LLC, to Allow a Lodging House at 437 S Royal Avenue.

Mayor Cockrell opened the public hearing.

Elena Boyle, 437 S. Royal Avenue, Program Director at Life Repair Center, stated the purpose of the request was to open a shelter for women and children. She gave statistics on homelessness that included families with children, noting there were not a lot of options for them.

Christine Mahoney, 501 S. Royal Avenue, President of the Life Repair Center Board, Program Manager of the House of Hope for men and volunteer for the thermal shelter [H.A.R.T.S.], advised of the many calls she receives from families with children needing a place to stay.

Mayor Cockrell closed the public hearing

In furtherance of the purposes and objectives contained in Town Code §175-1(B), Vice Mayor Veitenthal moved seconded by Councilwoman DeDomenico-Payne that Council approve a Special Use Permit application submitted by Life Repair Center of Front Royal on behalf of WP Royal Ave, LLC, to allow a Lodging House at 437 S. Royal Avenue (Tax Map 20A7-3-10).

Councilman Rappaport confirmed with staff that there was sufficient parking. Councilman Wood stated it was a good use and there was a need.

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

No – N/A

Absent – N/A

Abstain – N/A

ROLL CALL

A Zoning Text Amendment to Town Code §175-3 – Definitions, to redefine the definition of “Overhang” as it pertains to any projection, either roof, bay window or similar cantilevered construction which extends beyond the foundation of a structure.

Mayor Cockrell opened the public hearing. Since there were no speakers, the public hearing was closed.



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.

In furtherance of the purposes and objectives contained in Town Code §175-1(B), Councilman Ingram moved seconded by Vice Mayor Veitenthal that Council adopt a Zoning Text Amendment to Town Code §175-3 - Definitions, to redefine the definition of "overhang" as it pertains to any projection, either roof, bay window or similar cantilevered construction which extends beyond the foundation of a structure, as presented.

Councilman Rappaport voiced concern that three feet may be too restrictive. Staff understood that three feet would not need additional support, emphasizing that all plans must conform to setbacks and boundaries of the lot.

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

No – N/A

Absent – N/A

Abstain – N/A

ROLL CALL

Zoning Text Amendments to Town Code §175-151 - Short-Term Rentals performance standards, to address modifications pertaining to fees, parking and applicable Uniform Statewide Building Code regulations and to retitle and recodify Town Code §175-151 to §175-114; and, update the location of performance standards in the Town Code for Tobacco, Smoke, or Vape Shops from §175-152 to §175-116.

Mayor Cockrell opened the public hearing. Since there were no speakers, the public hearing was closed.

In furtherance of the purposes and objectives contained in Town Code §175-1(B), Councilman Rappaport moved seconded by Councilman Wood that Council adopt Zoning Text Amendments to Town Code §175-151 – Short Term Rentals performance standards to address modifications pertaining to fees, parking and applicable Uniform Statewide Building Code Regulations.

Councilman Rappaport explained that there were two different items in the draft motion and preferred they be separated so he could address the short-term rental issue. He voiced concern with Chapter 175-114.E. "An existing residential use property shall be exempt from off-street parking requirements of Town Code Chapter 148-870." He explained that short-term rentals were businesses and suggested requiring short-term rentals to have the same parking requirements. He supported the recodification of the performance standards but not the text revisions as presented for short-term rentals.

Vice Mayor Veitenthal reminded Council that there was a consensus to advertise the amendments to Town Code the same way the Planning Commission did. She noted the various discussions Council had about short-term rental parking with no conclusion on how to remedy.

At this time Councilman Rappaport stated a Point of Order noting his feeling of being attacked.

Vice Mayor Veitenthal continued with her explanation of short-term rental parking and her personal experiences, including the influx of taxes and tourism into the community from those renting the short-term rentals.

Mayor Cockrell read the motion on the floor and reiterated that there was no consensus at the work sessions to split the advertisement into two separate amendments. Vice Mayor Veitenthal confirmed with staff that if the ordinance were to be separated it would require another advertisement.

AMENDMENT MOTION: *In furtherance of the purposes and objectives contained in Town Code §175-1(B), Councilman Ingram moved seconded by Vice Mayor Veitenthal that Council adopt Zoning Text Amendments to Town Code §175-151 – Short Term Rentals performance standards to address modifications pertaining to fees, parking and*



applicable Uniform Statewide Building Code Regulations and retitle and recodify Town Code §175-151 to §175-114; and, update the location of Performance Standards in the Town Code for Tobacco, Smoke, or Vape Shops from §175-152 to §175-116, as presented.

Councilman Ingram explained that moving performance standards in the Town Code for Tobacco, Smoke, or Vape Shops from §175-152 to §175-116 was not changing the verbiage only recodifying making it easier to find the performance standards.

Councilman Wood noted that off-street parking was always going to be an issue but was okay with moving forward with the ordinance amendment as presented. He agreed that short-term rentals compete with local businesses.

Councilman Rappaport reiterated that short term rentals were businesses and should provide parking spaces as required. He reiterated that he supported moving performance standards in the Town Code for Tobacco, Smoke, or Vape Shops from §175-152 to §175-116 but did not support the proposed text amendment for short term rentals.

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

No – Councilman Rappaport

Absent – N/A

Abstain – N/A

ROLL CALL

Zoning Text Amendment to Town Code §175-84.B – Board of Architectural Review, to add language restricting the redevelopment of historic residential sites to single-family dwelling units in the Residential Area of the Towns' Historic District; and Town Code Chapter 175-29 – Uses Permitted by Right, to add language preventing the conversion of single-family residential structures into multifamily or two-family dwellings

Town Manager Joe Petty advised that after speaking with the Board of Architectural Review (BAR) and the Planning Commission it was revealed that there were some conflicting language in the proposed ordinance presented before Council tonight. He offered a revised motion that made the ordinance less restrictive; therefore, not requiring additional advertising. He noted that the revised motion allowed Special Use Permits (SUP) in the Historic District.

Vice Mayor Veitenthal clarified with staff that the draft motion in the packet, as written, would not allow rebuilding a duplex or townhouse if it were to be destroyed by disaster such as fire. Mr. Petty confirmed that the amended proposed motion would allow the rebuild with a Special Use Permit.

Mayor Cockrell opened the public hearing.

Ellen Aders, 219 Prospect Street, advised that Chairman Waters was sick but asked her to convey that the number one priority was to protect the architecture in the Historic District. She stated that the BAR understood Council's concerns about "building back" which is why the proposed revised amendment was a good idea. She mentioned the parking on Blue Ridge Avenue and Cloud Street, where single-family homes were converted into multifamily units, had created a "parking nightmare." She encouraged Council to consider the proposed revised amendment.

Katie Snyder, 507 Grandview Drive, current member of the BAR, asked Council to adopt the proposed revised amendment noting it would be contradictory to the board's mission if rejected. She explained that it would improve the value of the homes and benefit the homeowners. She mentioned the process of looking for grant money to help residents restore their homes. Ms. Snyder opined that keeping standards high and requiring some limitations was good and necessary in the Historic District.



David Silek, 295 W. Main Street, stated that the proposed revised amendment was appropriate.

Holly Rhodenhizer, 240 Cloud Street, owner of property in the Historic District for over 10 years, advised that she valued character and loved the sense of community the Town offered. She stated that shared history and preservation make the Historic District special. She voiced support for the proposed revised amendment and encouraged Council to adopt it as written.

Mayor Cockrell closed the public hearing.

In furtherance of the purposes and objectives contained in Town Code §175-1(B), Vice Mayor Veitenthal moved seconded by Councilman Wood that Council adopt Zoning Text Amendments to Town Code §175-84.B – Board of Architectural Review, to add language restricting the redevelopment of historic residential sites to single-family dwelling units in the residential area of the Town's Historic District, and Town Code Chapter 175-29 – Uses Permitted by Right (R-3), to add language preventing the conversion of single-family residential structures into multifamily or two-family dwellings, as amended: Remove the draft language in 175-84.B, "limiting development of undeveloped lots to single family use"; and Remove the draft language in 175-84.B.11 in its entirety; and Amend the drafted language in 175-29 to permit Duplexes, Townhouses, and Two-Family Dwellings in the Historic District by Special Use Permit.

Mr. Petty explained that that structures being rebuilt would have to adhere to setbacks with the footprint staying the same. Director of Planning Kopishke explained the process of applying for a Special Use Permit (SUP).

Vice Mayor Veitenthal voiced concern that the Historic District was currently not aesthetically pleasing, but did however, thank those who were taking care of their properties. She continued her explanation of why she was concerned about those structures that were caught in a disaster and could not build back.

Councilman Sealock emphasized working on making things better.

Councilman Wood opined that a renewal was happening in the Historic District and suggested keeping what we have and maintain its integrity. He clarified with staff that the construction project going in place of the Victorian house that burned down would not be affected by the new proposed text amendment.

Councilman Ingram thanked staff and the BAR for their work on the revised text amendment.

Councilwoman DeDomenico-Payne enjoyed hearing that there was assistance for homeowners who needed repairs completed on their homes. She questioned who on staff could assist residents in finding ways to renovate and preserve their homes.

Councilman Rappaport, owner of a 99-year-old home, respected the Historic District noting the value of architecture.

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

No – N/A

Absent – N/A

Abstain – N/A

ROLL CALL



PUBLIC COMMENTS NOT RELATED TO PUBLIC HEARINGS

Ellen Aders, 219 Prospect Street, thanked Council for approving the ordinance amendment regarding the Historic District. She advised that Main Street America would be in Front Royal on October 14th and encouraged Council to attend their input meetings. She suggested Councilwoman DeDomenico-Payne to check Habitat for Humanity's Program "A Brush of Kindness" since it assists homeowners who need help with specific repairs.

David Silek, 295 W. Main Street, thanked Council for approving the ordinance amendment regarding the Historic District. He voiced concern that the Town did not have active zoning enforcement for local hotels and motels that were allowing people to live in them as if they were a multi-family apartment unit. He encouraged Council to enforce the zoning ordinance as there were many violations.

REPORTS

Town Manager Report – Mr. Petty gave an update on the 8th Street Bridge replacement and the N. Royal Avenue infrastructure project. He advised that the Town Business Offices would be closed on October 13th for Columbus Day, the Citizens Academy would begin on October 8th, and the Festival of Leaves would begin on October 10th with Dancing Downtown and conclude on October 11th. He asked citizens to be patient while the Town approached "Leaf Season" traffic.

Town Council Reports

Councilwoman DeDomenico-Payne attended: Ribbon Cuttings for Family Pharmacy and Loose Cow Mercantile; 9/11 Patriot Ceremony, Northern Shenandoah Valley Regional Commission (NSVRC) Meeting and Suicide Prevention Motorcycle Ride or Walk Awareness Event. She visited the Virginia Inland Port. She mentioned the importance of Valley Health's 24-hour intervention, EmPATH (Emergency, Psychiatric Assessment, and Treatment and Healing) Unit opening soon for the community.

Councilman Wood attended the 9/11 Patriot Ceremony. He expressed condolences to the family of Mike Kisner who passed away suddenly. He met with Ellen Aders regarding various grants for infrastructure projects.

Councilman Rappaport attended the Ribbon Cutting for Family Pharmacy and the most recent Town Planning Commission Meeting where the text amendment for data centers was discussed.

Councilman Ingram advised he would be attending the VML Annual Conference.

Vice Mayor Veitenthal attended: Warren County Girls Softball game, Ribbon Cutting for Loose Cow Mercantile, a Virginia Housing meeting regarding affordable housing in Front Royal and available grants. She spoke at a Virtual Rural Healthcare Transformation Session hosted by Delegate Oates. She gave an overview of her thoughts on the assassination of Charlie Kirk, the first amendment right, political divisions and how all of it has affected the community.

Report of the Mayor – Mayor Cockrell attended: "Victory in the Valley" sponsored by Chilly Hollow Brewing Company, Ribbon Cuttings for Loose Cow Mercantile and Family Pharmacy; Shenandoah National Park Trust Gathering regarding gateway communities; Local Girls Front Royal Softball Team Fundraiser; and Arc of Warren Resource Fair "Navigating the Maze." She attended and helped organize the Suicide Prevention Motorcycle Ride or Walk Awareness Event. She reminded everyone of Warren Coaliton's "Celebrate Kids Day" event. She introduced the Hometown Heroes Banner Program.



CONSENT AGENDA ITEMS

Reimbursement of Application Fee to the Warren County Community Health Coalition for a Special Use Permit

Council approved the Reimbursement of an application fee to the Warren County Community Health Coalition in the amount of \$1,000.

Resolution to Cancel the October 14, 2025 Regular Work Session

Council approved a resolution cancelling the October 14, 2025 Regular Work Session as presented.

FY26 Budget Amendment for Electric Transformer Reimbursement

Council approved a FY26 Budget Amendment in the amount of \$18,540.00 to receive funds from a customer to reimburse the Department of Energy Service for the purchase of an electric transformer.

Award of Construction Services to Restore Happy Creek Bank at 8th Street Bridge

Council approved construction services to restore the bank on Happy Creek at the 8th Street Bridge from Muller, Inc. of Falls Church, Virginia in the amount of \$150,263.20.

Vice Mayor Veitenthal moved seconded by Councilman Sealock that Council approved the Consent Agenda as presented.

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

No – N/A

Absent – N/A

Abstain – N/A

ROLL CALL

BUSINESS ITEMS

Purchase of Replacement Refuse Truck

Councilman Rappaport moved seconded by Councilman Sealock that Council approve the purchase of an International Freightliner M2106 Chassis with a 25-Yard Rear Loader replacement refuse truck for the Department of Solid Waste Management from Excel Truck Group – Fleet Team of Weyers Cave, VA, in the amount of \$266,241.00 to replace a 2012 International 7600 Refuse Truck (#661).

Vice Mayor Veitenthal clarified that the 2012 truck would be auctioned. Councilman Wood advised that staff would have a consultant conduct a study for auto-loading truck in this fiscal year.

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

No – N/A

Absent – N/A

Abstain – N/A

ROLL CALL

Request for Water and Sewer in the Rt. 522 Corridor for Industrial Use from Stafford One Investments, LLC (522 Properties LLC) at Winchester Road and Winners Court

Vice Mayor Veitenthal moved seconded by Councilman Ingram that Council, based upon a finding of sufficient excess capacity, deny a joint request from Warren County and Stafford One Investments LLC (522 Properties LLC, Owner) for water and sewer service.

Councilman Ingram advised that his stance had not changed since this item was before Council previously. He voiced being uncomfortable with making a decision with not enough information.



Vice Mayor Veitenthal advised "something does not sit right with me" explaining that the capacity of water requested was different on the application to the County.

Councilman Sealock voiced concern that the application was not completed.

Councilwoman DeDomenico-Payne asked for an explanation on the water capacity differences. Mr. Petty advised that the original application to the County did have a rather large capacity listed; however, that has been taken care of, and a new application has been received matching the Town's application. He continued that vacant land does not have a physical address unless it has a structure on it; therefore, it is identified with a tax map number. He reminded Council the Town's utility agreement has a cap explaining the County did not regulate the water.

Vice Mayor Veitenthal voiced concern committing Council to a utility agreement that could change in the future and considerably reduce the need for Town water.

Councilman Wood reminded Council that staff has advised that the Town has the capacity and explained that spec buildings were not unusual.

Councilman Rappaport noted that the applicant was looking for a spec building to sell and that any other industry such as a data center or laundry facility would have to come back to the Town for more water.

Councilwoman DeDomenico-Payne confirmed that the Town was not required to furnish water to industries. Town Attorney George Sonnet stated that state law allows the Town to provide water and sewer provided the County made a request. She voiced concern about the applicant wanting more water at a later time maybe from another source. Mayor Cockrell questioned whether "sole provider" could be written in the agreement. Mr. Sonnett advised it could but would have to be agreed upon by all parties.

Mayor Cockrell clarified with staff that the applicant was required to get the infrastructure to their property at no additional cost to the Town. Mr. Sonnett stated that the agreement, once approved, was a legally binding document for 4,500 gallons of water reminding Council this was what the County asked the Town to provide.

SUBSTITUTE MOTION: *Councilman Rappaport moved seconded by Councilman Wood that Council, based upon a finding of sufficient excess capacity, approve a joint request from Warren County and Stafford One Investments LLC (522 Properties LLC, Owner) for water and sewer service, not to exceed 4,500 gallons per day, within the Route 522/340 North Corridor on property identified as Tax Map 12-6F, 4-44B, 4-43A, 4-45Bp and located on the west side of Winchester Road at its intersection with Winners Court for use as an industrial warehouse and distribution center, conditioned upon conveyance to the Town of any necessary easements and the execution of an out-of-Town excess capacity utility agreement and direct the Town Manager and Town Attorney to execute the necessary agreement with the Owner in compliance with all Town Code requirements, with rates and charges at one hundred percent (100%) more than the in-town rates and charges.*

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

No – Councilmembers Veitenthal, Ingram

Absent – N/A

Abstain – N/A

ROLL CALL



CLOSED MEETING

Vice Mayor Veitenthal 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 purpose: 1) 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, the insolvency and disposition of assets of the Industrial Development Authority of the Town of Front Royal and the County of Warren, Virginia; 2) pursuant to §2.2-3711(A)(3) of the Code of Virginia, discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body, more specifically, the sale of vacated 13,324 square feet of N. Royal Avenue and the unimproved alley between N. Royal Avenue and Virginia Avenue; and, 3) pursuant to §2.2-3711(A)(1) of the Code of Virginia, for the discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body, more specifically, the Board of Architectural Review (BAR).

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

No – N/A

Absent – N/A

Abstain – N/A

ROLL CALL

Vice Mayor Veitenthal left the meeting at 10:07 to not be part of the discussion for 2) pursuant to §2.2-3711(A)(3) of the Code of Virginia, discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body, more specifically, the sale of vacated 13,324 square feet of N. Royal Avenue and the unimproved alley between N. Royal Avenue and Virginia Avenue.

Councilman Ingram moved seconded by Councilman Wood 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 Wood, Rappaport, Ingram, DeDomenico-Payne

No – N/A

Absent – Vice Mayor Veitenthal

Abstain – N/A

ROLL CALL

The meeting adjourned at approximately 10:30pm.

Approved by Town Council

Date: 10/27/25