

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 Board of Zoning Appeals regular meeting of the Town of Front Royal, Virginia was held on December 16, 2025, at 7 p.m. in the Town of Front Royal 2nd floor conference room.

CALL TO ORDER:

Chairman Taylor called the Board of Zoning Appeals, December 16, 2025, meeting to order at 7:00 p.m.

ROLL CALL OF MEMBERS PRESENT

Cody Taylor, Chairman
Clare Schmitt, Vice Chairman
Maria Dutton, Board Member
Tim Brogan, Board Member

MEMBERS ABSENT

James Jackson, Board Member

STAFF MEMBERS PRESENT

Lauren Kopishke, Planning & Zoning Director / Zoning Administrator
Connie L Potter, Executive Assistant / Clerk for the Board of Zoning Appeals

APPROVAL OF MINUTES

Motion to approve minutes for the August 19, 2025 meeting.

RESULT:	Approved
MOVER:	Chairman Taylor
SECONDER:	Vice Chairman Schmitt
AYES:	Taylor, Schmitt, Dutton
NAYS:	None
ABSTAIN:	Brogan
ABSENT:	Jackson

ADJOURNMENT

RESULT:	Adjourned
MOVER:	Vice Chairman Schmitt
SECONDER:	Chairman Taylor
AYES:	Taylor Dutton Schmitt, Brogan
NAYS:	None
ABSENT:	Jackson

With no further business before the Board, the meeting adjourned at 7:01 p.m.

Approved by the Board of Zoning Appeals
Date: 2/17/2026

The Board of Zoning Appeals work session of the Town of Front Royal, Virginia was held on December 16, 2025, at 7:02 p.m. in the Town of Front Royal 2nd floor conference room.

CALL TO ORDER:

Chairman Taylor called the Board of Zoning Appeals, December 16, 2025, work session to order at 7:02 p.m.

ROLL CALL OF MEMBERS PRESENT

Cody Taylor, Chairman
Clare Schmitt, Vice Chairman
Maria Dutton, Board Member
Tim Brogan, Board Member

MEMBERS ABSENT

James Jackson, Board Member

STAFF MEMBERS PRESENT

Lauren Kopishke, Planning & Zoning Director / Zoning Administrator
Connie L Potter, Executive Assistant / Clerk for the Board of Zoning Appeals

OTHER

Tim Brogan, the newly appointed member of the Board of Zoning Appeals gave a brief introduction of himself.

- By-Laws

Staff and BZA members discussed the current by-laws.

- Staff Training – Mock Cases

For training purposes staff and BZA members reviewed “mock” applications for an Appeal of the Zoning Administrators determination and a variance request.

ADJOURNMENT

RESULT:	Adjourned
MOVER:	Vice Chairman Schmitt
SECONDER:	Chairman Taylor
AYES:	Taylor Dutton Schmitt, Brogan
NAYS:	None
ABSENT:	Jackson

With no further business before the Board, the meeting adjourned at 8:14 p.m.

Approved by the Board of Zoning Appeals

Date: 2/17/2026