



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 April 15, 2026, at 7:00 PM at the Warren County Government Center.

CALL TO ORDER

Chairman Neel called the April 15, 2026, meeting of the Planning Commission to order at 7:00 p.m.

ROLL CALL

Present: Allen Neel, Chairman
Megan Marrazzo, Vice Chairman
Connie Marshner, Commissioner
Teresa Fedoryka, 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 / Planning Commission Clerk

ADDITION/DELETION OF ITEMS FROM THE AGENDA

There were no additions or deletions to the agenda.

APPROVAL OF MINUTES

- March 18, 2026 – Regular Meeting

Vice Chairman Marrazzo moved, seconded by Commissioner Marshner to approve the regular meeting minutes from March 18, 2026.

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

ROLL CALL



PUBLIC COMMENTS (NOT RELATED TO PUBLIC HEARINGS)

There were no speakers present.

PUBLIC HEARING

1. **2600056** – A Special Use Permit Application to allow a Short-Term Rental, as defined in Town Code §175-3, submitted by Robert and Melissa Mitchell, and located at 1521 N. Royal Avenue, identified by Tax Map 20A3-3-66-21A. The property is zoned R-1, Residential District.

Mr. Ware explained the Special Use Permit request was for a short-term rental located at 1521 N. Royal Avenue. He provided a virtual presentation showing the aerial view of the property that sits on 4.3 acres. Ample parking is provided and meets Town Code requirements. Staff conducted an inspection of the home, and all conditions were met in accordance with Town Code.

The applicants, Robert and Melissa Mitchell were present at the meeting. Mrs. Mitchell stated she and her husband were the owners of “Edge Hill” and provided some background information about the historic property. She explained that their primary home was located about one (1) hour from Front Royal. Their long-term plan is to relocate permanently to become full-time residents of Front Royal. Edge Hill will serve as a 2nd home for now. Their goal is stewardship and not maximization. Mrs. Mitchell explained they will not allow instant bookings. Every guest will be screened. They want to target people who will be good neighbors and responsible renters who will take care of and preserve this historic property.

There is a cottage/auxiliary dwelling on the site. This will not be included in the rental so that when the main house is occupied by guests, they want to retain the ability to have an onsite presence. They intend to install a Noise Aware System. This is a non-intrusive decibel meter that reports instantly to them any outdoor sound that exceeds a set threshold. This device allows them to monitor and address issues proactively if outdoor noise reaches an unreasonable threshold. They have prepared a thorough management plan that guests will sign that they have read and agreed to the terms as a condition of staying at the property. The plan forbids parties or group gatherings, sets quiet hours and clarity that they will not hesitate to remove guests who do not follow their requirements and expectations. Mrs. Mitchell stated they can be at the property within an hour in case of an emergency. They also have local management support that can be onsite within minutes.

Chairman Neel opened the public hearing.

There were no speakers. Chairman Neel closed the public hearing.

In furtherance of the purposes and objectives contained in Town Code §175-1(B), Commissioner Brooks moved, seconded by Commissioner Fedoryka that the Planning Commission forward a recommendation of approval for Special Use Permit #2600056 for a



short-term rental at 1521 N. Royal Avenue, identified by tax map #20A3-3-66-21A for Robert & Melissa Mitchell.

Vice Chairman Marrazzo expressed her appreciation for the information the applicants provided and their concrete goals for the property and their intentional use of the property.

VOTE: Yes – Marshner, Brooks, Neel, Marrazzo, Fedoryka

No – N/A

Abstain – N/A

Absent – N/A

ROLL CALL

2. **2600105** – An application for a Zoning Text Amendment to define Firearms Retail Establishment and Firearms Manufacturing in Town Code §175-3 and amend Town Code §175-39.A to permit Firearms Retail Establishments by-right in the C-1 Community Business District and to amend Town Code §175.39.B to permit Firearms Manufacturing by Special Use Permit.

Mr. Ware read the definitions for Firearms Retail Establishment and Firearms Manufacturing. A firearms retail establishment would be by-right in the C-1 district and firearms manufacturing would require a Special Use Permit.

The applicant David Cressell offered information on the services they will be providing at his business Jackalope Arms & Tactical located at 840 John Marshall Highway. The code as it is currently written prohibits disassembly, reassembly and the light manufacturing of firearms which is a quarter part of his business. Currently they are unable to provide these services to our police officers, deputies and the law-abiding citizens of Front Royal. Mr. Cressell encouraged Planning Commission members to approve the zoning text amendment request to amend the Town Code.

Chairman Neel opened the public hearing.

There were no speakers present and Chairman Neel closed the public hearing.

In order to promote the general welfare of the public and in accordance with Town Code §175-1(B), Commissioner Brooks moved, seconded by Commissioner Fedoryka that the Planning Commission forward a recommendation of approval to the Town Council to approve a Text Amendment to define Firearms Retail Establishment and Firearms Manufacturing in Town Code §175-3 and amend Town Code §175-39.A to permit Firearms Retail Establishments by-right in the C-1 Community Business District and to amend Town Code §175.39.B to permit Firearms Manufacturing by Special Use Permit.

Commissioners agreed they were in favor of the proposed amendments.



VOTE: Yes – Marrazzo, Marshner, Fedoryka, Brooks, Neel

No – N/A

Abstain – N/A

Absent – N/A

ROLL CALL

3. **2600134** – A Zoning Text Amendment to Town Code §175-3 to redefine Urban Agriculture and Agricultural Pursuits; an amendment of the Performance Standards contained in Town Code §175-110.5, to clarify lot sizes and permitted animals.

Mr. Ware read the redefined definitions of Urban Agriculture and Agricultural Pursuits. He reviewed and explained the “Tier System” pertaining to chickens, bees, and rabbits to include setbacks, housing and care, zoning permit requirement, temporary breeding exception, sale of agriculture products, and commercial/industrial uses. If anything is violated in the Summary Table the Urban Agriculture permit can be revoked. The Summary Table would become part of the Town Code. Staff consulted with the Virginia Cooperative Extension Agent who offered some changes with the final draft text amendment.

Chairman Neel asked Mr. Ware to explain the contrast to what the code allows now vs. the proposed text amendments. Mr. Ware addressed his request.

Chairman Neel opened the public hearing.

There were no speakers present and the public hearing was closed.

In order to promote the general welfare of the public and in accordance with Town Code §175-1(B), Commissioner Brooks moved, seconded by Vice Chairman Marrazzo that the Planning Commission forward a recommendation of approval to the Town Council for a Zoning Text Amendment to Town Code §175-3 to redefine Urban Agriculture and Agricultural Pursuits; an amendment of the Performance Standards contained in Town Code §175-110.5, to clarify lot sizes and permitted animals.

VOTE: Yes – Fedoryka, Marshner, Neel, Marrazzo, Brooks

No – N/A

Abstain – N/A

Absent – N/A

ROLL CALL

COMMISSION MEMBER REPORTS

There were no comments.



PLANNING DIRECTOR REPORT

Ms. Kopishke reviewed the March monthly report.

On April 29, 2026, there will be a special meeting to look at how to promote development in the entrance corridor and Summit will be handing off the draft Subdivision Ordinance to the Planning Commission. Ms. Kopishke noted this was not a significant rewrite but to bring the ordinance into compliance with state code.

ADJOURNMENT

Vice Chairman Marrazzo moved, seconded by Commissioner Marshner to adjourn the meeting.

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

VOICE VOTE

The meeting was adjourned at 7:31 p.m.

Approved by Planning Commission
Date: 5/20/2026