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*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](http://www.frontroyalva.com) for a limited time.*

The Planning Commission meeting of the Town of Front Royal, Virginia, was held on May 20, 2026, at 7:00 PM at the Warren County Government Center.

### **CALL TO ORDER**

Chairman Neel called the May 20, 2026, meeting of the Planning Commission to order at 7:00 p.m.

### **ROLL CALL**

**Present:** Allen Neel, Chairman  
Megan Marrazzo, Vice Chairman  
Teresa Fedoryka, Commissioner  
Andrew Brooks, Commissioner

**Absent:** Connie Marshner, Commissioner

**Staff Present:** Lauren Kopishke, Planning Director / 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**

- April 15, 2026 – Regular Meeting

*Vice Chairman Marrazzo moved, seconded by Commissioner Brooks to approve the regular meeting minutes from April 15, 2026.*

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

ROLL CALL



- April 29, 2026 – Special Meeting

***Commissioner Fedoryka moved, seconded by Vice Chairman Marrazzo to approve the special meeting minutes from April 29, 2026.***

VOTE: Yes – Neel, Marrazzo, Fedoryka

No – N/A

Abstain – Brooks

Absent – Marshner

ROLL CALL

### **PUBLIC COMMENTS (NOT RELATED TO PUBLIC HEARINGS)**

Chairman Neel explained the process for speaking during the public comment portion of the meeting.

Megan McDonnell, 1022 Braxton Road, Front Royal, VA. Ms. McDonnell is requesting guidance for a longstanding retaining wall on her property sitting within a five foot (5') strip that was recently identified as a town utility easement. Through a review and survey of the property by the Town Public Works Department it was determined that the retaining wall alongside her driveway is located in the easement that is dedicated to the town. Following that determination, she was referred to Planning and Zoning to determine what options for repair may exist. She expressed concerns for safety issues and land stabilization related to the deteriorating retaining wall. The wall supports an elevated portion of her driveway and a five foot (5') drop down to the neighboring property. She understands the concerns about structures located in the town easement however she is trying to understand what safeguards would be considered appropriate given the grade change and the condition of the longstanding retaining wall that supports her property. Ms. McDonnell stated her goal in speaking to the Commission was to raise concern about the retaining wall before the condition worsens. She would like to work with the town to preserve the need for utility access while also addressing the longstanding condition of the wall affecting the stability of her property.

### **CONSENT AGENDA**

1. **2600139** – A Special Use Permit Application, submitted by Andres A. Montesinos, on behalf of the property owner Eagle Sky Industrial Park, LLC to allow an Automobile Graveyard “Junkyard”, located at 508 Kendrick Lane, identified by Tax Map Number 20A1-3-4. The Property is zoned I-2, Industrial Employment District.

***Commissioner Brooks moved, seconded by Chairman Neel that the Planning Commission approve the Consent Agenda to publicly advertise for a public hearing in June as presented.***



VOTE: Yes – Marrazzo, Fedoryka, Brooks, Neel

No – N/A

Abstain – N/A

Absent – Marshner

ROLL CALL

## **PUBLIC HEARING**

1. **2600214** - An Ordinance Amendment to repeal the current Subdivision and Land Development Ordinance, Town Code Chapter 148, in its entirety and adopt a new Subdivision and Land Development Ordinance. This comprehensive update is intended to modernize standards contained within and bring the language into compliance with State Code.

Ms. Kopishke explained that the amendments are to bring the Subdivision and Land Development Ordinance into compliance with State Code. The major changes in the document were in §148-210 and §148-211. The administrative subdivision requirements changes from eight (8) lots down to two (2) lots. In addition, the other substantial amendment was changing the language that called for a “special exception” and making it an “administrative variance” which would not require a public hearing. She requested the Planning Commission to move Article 9 – Definitions to the beginning of the ordinance for ease of use and clarity.

Chairman Neel opened the public hearing.

No one spoke and the public hearing was closed.

*In order to promote the health, safety and general welfare of the public, Chairman Neel moved, seconded by Commissioner Brooks that the Planning Commission forward a recommendation of approval to the Town Council to approve the amended Subdivision and Land Development Ordinance text in its entirety with the following addition:*

*Add new language for the 148-210 section:*

*In accordance with §148-210.B of this Chapter the applicant may submit a waiver application to wave either one (1) or more technical requirements of this Chapter, and receive administrative approval for the plat or plan for the following types of subdivision or land development activities:*

1. *The division of a single lot or parcel into two (2) parcels or lots.*
2. *The combination or recombination of previously platted and recorded lots where the total number of lots is not increased, including the vacation or abandonment of a lot line.*

*And*

*Move Article 9, Definitions after Article 1.*



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

ROLL CALL

### **COMMISSION MEMBER REPORTS**

There were no comments.

### **PLANNING DIRECTOR REPORT**

Ms. Kopishke reviewed the April Planning and Zoning monthly report.

With the recommendation of approval by the Planning Commission, the Subdivision and Land Development Ordinance will move forward to the Town Council for a work session and public hearing.

The Planning Commission will continue to review the Performance Standards of the Draft Zoning Ordinance and focus on the supplemental provisions to include signs, fences, trailers, etc.

Chairman Neel noted the Planning Commission would look further into Ms. McDonnell's concerns related to the retaining wall at 1022 Braxton Road.

### **ADJOURNMENT**

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

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

VOICE VOTE

The meeting was adjourned at 7:11 p.m.

Approved by Planning Commission  
Date: 6/17/2026