



PLANNING COMMISSION REGULAR MEETING
Wednesday, September 16, 2026 @ 7:00 PM
Warren County Government Center Board Room

1. CALL TO ORDER

2. ROLL CALL – DETERMINATION OF QUORUM

3. ADDITION/DELETION OF ITEMS FROM THE AGENDA

[Items added will be placed as the last item under Business Items. Unanimous vote is required to add/delete]

4. APPROVAL OF MINUTES

A. August 19, 2026 - Regular Meeting

5. PUBLIC COMMENTS NOT RELATED TO PUBLIC HEARINGS

6. PUBLIC HEARING

A. 2600437 - A Special Use Permit Application to allow a Short-Term Rental, as defined in Town Code §175-3, submitted by Tyler Reaves, and located at 35 N. Marshall Street, identified by Tax Map 20A9-2-3-1. The property is zoned R-1, Residential District.

7. PLANNING DIRECTOR REPORT

A. August Monthly Report

8. COMMISSION MEMBER REPORTS

9. ADJOURNMENT

10. WORK SESSION BUSINESS

A. 2600469 - Ordinance Amendment to define Retail Cannabis and Cannabis Processor/Manufacturer with associated terminology in Town Code §175-3, permit retail cannabis in the C-1, Community Business District and C-3, Highway Corridor Business District via a Special Use Permit, and permit Cannabis Processor/Manufacturer in the I-1, Limited Industrial District and the I-2, Industrial Employment District via a Special Use Permit, and add performance standards under Town Code §175-118.

11. ADJOURNMENT



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.

CALL TO ORDER

The Planning Commission regular meeting of the Town of Front Royal, Virginia, was held on August 19, 2026, at Town Hall, 102 E. Main Street in the 2nd Floor East Conference Room.

Chairman Neel called the August 19, 2026, regular meeting of the Planning Commission to order at 6:00 p.m.

ROLL CALL

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

Absent: Connie Marshner, Commissioner

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

ADDITION/DELETION OF ITEMS FROM THE AGENDA

None.

APPROVAL OF MINUTES

- July 15, 2026 – Regular Meeting
- July 29, 2026 – Special Meeting

Vice Chairman Marrazzo moved, seconded by Commissioner Brooks to approve the regular meeting minutes from July 15, 2026, and special meeting minutes from July 29, 2026, as presented.



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

ROLL CALL

PUBLIC COMMENTS (NOT RELATED TO PUBLIC HEARINGS)

None.

CONSENT AGENDA

1. **2600437** – A Special Use Permit Application to allow a Short-Term Rental, as defined in Town Code §175-3, submitted by Tyler Reaves, and located at 35 N. Marshall Street, identified by Tax Map 20A9-2-3-1. The property is zoned R-1, Residential District.

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

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

ROLL CALL

PUBLIC HEARING

1. **2600380** – An Ordinance Amendment to Town Code §175-147 to refine the delineation of responsibilities of the Zoning Administrator and the Deputy Zoning Administrators.

Ms. Kopishke explained that the ordinance amendment is to update the designation of the Zoning Administrator, have multiple deputies and to clarify delegation. Currently Town Code §175-147 states that the Director of Planning shall be designated as the Zoning Administrator and there is one (1) Deputy Zoning Administrator. This section of the ordinance has not been updated since 1999 and the staffing structure is very different than it was in 1999. She explained that currently the Code Enforcement Officer who is tasked to site violations and enforce property maintenance is not a Deputy Zoning Administrator. The current ordinance does not give the flexibility that is needed in the Planning and Zoning Department.

The following are the proposed changes:

- It will no longer automatically be tied to the Director of Planning.
- Staff is asking that the Town Manager designate the Zoning Administrator.
- There can be more than one Deputy Zoning Administrator.



Ms. Kopishke explained that the position should be appointed by the Town Manager and not the Town Council because the position does not report to Town Council. The amendment should read that “the Town Manager shall designate the Zoning Administrator, who shall have all necessary authority for the enforcement and administration of the zoning ordinance on behalf of the Town Council. One or more individuals as designated and appointed by the Town Manager shall serve as deputies of the Zoning Administrator. The Zoning Administrator may delegate specific administrative and enforcement responsibilities to individual designated deputies.”

Vice Chairman Marrazzo asked if staff had any concerns or if there were any potential pitfalls regarding the proposed changes.

Ms. Kopishke expressed that staff did not have any concerns if it was the Town Manager designating the Zoning Administrator and the Deputies. Her concern would be if it stated that Town Council shall designate because you would have an employee reporting to Town Council.

Chairman Neel opened the public hearing.

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

Vice Chairman Marrazzo stated that in order to promote the general welfare of the public and in accordance with Town Code §175-1(B), Vice Chairman Marrazzo moved, seconded by Commissioner Fedoryka that the Planning Commission forward a recommendation of approval to the Town Council to approve an Ordinance Amendment to Town Code §175-47 with the following changes so the ordinance reads:

The Town Manager shall appoint or designate the Zoning Administrator, who shall have all necessary authority for the enforcement and administration of the zoning ordinance on behalf of the Town Council. One or more individuals as appointed or designated by the Town Manager shall serve as deputies of the Zoning Administrator. The Zoning Administrator may delegate specific administrative and enforcement responsibilities to individual designated or appointed deputies.

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

ROLL CALL

COMMISSION MEMBER REPORTS

None.



PLANNING DIRECTOR REPORT

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

The Entrance Corridor report provided by Summit was forwarded by Ms. Kopishke to Chairman Neel and Vice Chairman Marrazzo for review. Ms. Kopishke felt the document does not have clear action items. She and Chairman Neel did not feel there were clear action items and Ms. Kopishke stated she will respond back to Summit asking them for clarity on how and in what way, for example to “change the underlying zoning regulations”.

ADJOURNMENT

Commissioner Fedoryka moved, seconded by Commissioner Brooks to adjourn the meeting.

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

VOICE VOTE

The meeting was adjourned at 6:14 p.m.

Approved by Planning Commission
Date: _____

Town of Front Royal, Virginia

Planning Commission Monthly Meeting Agenda

☐ Consent Action ☐ Administrative Action ☒ Public Hearing ☐ Discussion

Agenda Item: Special Use Permit – Short-Term Rental #2600437

MEETING DATE: September 16, 2026

SUMMARY: A Special Use Permit application has been submitted for a Short-Term Rental located at 35 N. Marshall Street. The applicant intends to rent the house as a whole, with four (4) bedrooms and no more than eight (8) occupants at a time.

Letters were sent to the adjoining property owners notifying them of this public hearing.

STAFF RECOMMENDATION: Staff completed an inspection on September 1, 2026 and found the interior in compliance with Town Code §175-151.

Staff recommends approval with no additional conditions.

DRAFT MOTION:

"In furtherance of the purposes and objectives contained in Town Code §175-1(B), I move that the Planning Commission forward a recommendation of approval for Special Use Permit #2600437 for a Short-Term Rental at 35 N. Marshall Street, identified by tax map 20A9-2-3-1 for Tyler Reaves."

"I move that the Planning Commission keep the public hearing open to allow staff time to ascertain additional information regarding _____."

"I move that the Planning Commission forward a recommendation of denial for Special Use Permit #2600437 for a Short-Term Rental at 35 N. Marshall Street, identified by tax map 20A9-2-3-1 for the following reasons: _____"

NOTE: These are only a draft motions. Alternative motions are also welcome.

PLANNING COMMISSION ACTION:

Moved _____ Seconded _____

Marshner _____ Marrazzo _____ Neel _____ Fedoryka _____ Brooks _____

☐ Approved ☐ Approved w/ Conditions ☐ Denied ☐ Other



**TOWN OF FRONT ROYAL
DEPARTMENT OF PLANNING & ZONING**

**Planning Commission Regular Meeting
September 16, 2026**

APPLICATION #:

APPLICANT:

Special Use Permit Application #2600437	Tyler Reaves
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APPLICATION SUMMARY:

A Special Use Permit application has been submitted for a Short-Term Rental located at 35 N. Marshall Street. The applicant intends to rent the house as a whole, with four (4) bedrooms and no more than eight (8) occupants at a time. The driveway is located off a Town alley that provides at least four (4) off-street parking spaces.

Staff completed an inspection on September 1, 2026 and found the interior in compliance with Town Code § 175-151. A complete Management Plan with a copy of Chapter 106 of Town Code (Noise Ordinance) was available on-site. Emergency Dwelling Evacuation Diagrams were posted in each bedroom and Smoke Detectors/Carbon Monoxide Detectors were installed per the Uniform Statewide Building Code. Letters were sent to the adjoining property owners notifying them of this public hearing.

GENERAL INFORMATION:

<i>Site Addresses</i>	35 N. Marshall Street
<i>Owner(s)</i>	Tyler Reaves
<i>Zoning District</i>	R-1, Residential District
<i>Historic District</i>	No
<i>Tax Identification</i>	Tax Map #20A9-2-3-1

Aerial Map (Front Royal GIS) – 35 N. Marshall Street



35 N. Marshall Street - Street View



35 N. Marshall Street - Off-Street Parking



STAFF RECOMMENDATION: Staff recommends approval with no condtions.

ATTACHMENTS: Application and supporting documents.

Town of Front Royal
Department of Planning and Zoning
102 East Main Street
PO Box 1560
Front Royal, VA 22630

Main: 540.635.4236
Fax: 540.631.2727
planning@frontroyalva.com

Permit #: 2600437
Fee Amount: \$1200.00
Date Paid: 8/7/26
Date Received: 8/7/26

SPECIAL USE PERMIT REQUEST FOR SHORT TERM RENTAL

APPLICANT:

NAME: Tyler Heaves PHONE: 540-222-9527
ADDRESS 35 N. Marshall St. Front Royal, VA, 22630
E-MAIL _____

PROPERTY OWNER:

NAME: Tyler Heaves PHONE: 540-222-9527
ADDRESS 35 N. Marshall St. Front Royal, VA, 22630
E-MAIL _____

PROPERTY DESCRIPTION:

PROPERTY ADDRESS 35 N. Marshall St., Front Royal, VA, 22630

TAX MAP 20A9 SECTION 2 BLOCK 3 LOT 1

SUBDIVISION NAME N/A

ZONING DISTRICT R-1 ACREAGE 0.192

SPECIFIC SPECIAL USE PERMIT REQUEST Special Use Permit to operate
a short-term rental at 35 N. Marshall St.

☒ Whole house rental

☐ Partial rental, # of rooms rented _____

☒ Primary Residence

☐ Secondary Residence

ATTACHMENTS: The following *must* be submitted with the application. Additional information may be required depending on the nature of the request.

☒ Survey plat or sketch to scale of property showing all **existing** improvements, parking and refuse area and property boundaries.

☒ Provide a map of area attractions

☐ Provide proof that notification to operate was sent to the HOA, if applicable No N/A

☒ Complete management plan.

☒ Written consent given to the Town to inspect for compliance.

☒ Emergency dwelling evacuation diagram (posted in each bedroom)

☐ Application fee of \$1200.00

RECEIVED
AUG 07 2026
TOWN OF FRONT ROYAL
PLANNING & ZONING DEPARTMENT

IN CASE OF AN EMERGENCY

If there is an emergency, or there are questions in regard to the property, please contact (owner) Tyler Reaves
at (phone number) 540-222-9527 or (property manager) Ava Reaves
at (phone number) 540-905-3414.

If the emergency requires immediate assistance, please call the following or 911.

Front Royal Police Department: 540-635-2111 or 911, 900 Monroe Ave, Front Royal, VA 22630

Front Royal Fire Department: 540-635-2540 or 911, 221 N Commerce Ave, Front Royal, VA 22630

****If no answer please call the Warren County Sheriff's Department:** 540-635-4128 or 911

Front Royal Fire & Rescue: 540-635-3830 or 911, 200 Skyline Vista Drive, Front Royal, VA 22630

Warren Memorial Hospital: 540-636-0300 or 911, 351 Valley Health Way, Front Royal, VA 22630

Electrical Outage: 540-635-3027, 1101 Manassas Avenue, Front Royal, VA 22630. Outages may be reported online at <https://www.frontroyalva.com/FormCenter/Energy-Services-6/Report-Electric-Problem-46>.

Emergency/afterhours 540-635-2111

OCCUPANCY

The Special Use Permit limits the occupancy for this short-term rental at 8 People and 4 Bedrooms.

NOISE

It shall be a violation of Chapter 106 of the Front Royal Town Code for any person, without compelling reason, to make noise that by reason of its volume, pitch, duration, or repetition, considering the time of day, is likely to disturb the rest of any person of ordinary sensibilities or interfere with such person's lawful and peaceful enjoyment of property owned or rented by him.

PARKING

Minimum available parking is 4 vehicle(s) in the driveway.

TRASH AND RECYCLING

All trash and recycling shall be placed in containers provided by the owner.

- Trash receptacles are located (Clarify location of trash bags and receptacles)

Trash receptacles are located next to the shed
Trash bags are located under kitchen sink

- Trash is collected (State the day of the week trash is picked up by the Town and where the container is to be placed on trash day)

Every Thursday
Put out Wednesday night and put back (next to shed) Thursday evening

CHECK-IN & CHECK-OUT

Provide details

Check-In: 3:00 PM - Keyless smart lock entry; code provided prior to arrival
Check-Out: 10:00 AM - Please ensure all windows & door are locked, dishes are cleaned, thermostat is set to °F, trash is disposed of in outdoor receptacles

WIFI/PHONE/ETC

Provide details for special amenities if available

Wifi Network - Reaves Wifi
Wifi Password - Bella888
Smart TVs with streaming capabilities, central HVAC (thermostat located in living room/hall), fully equipped kitchen, covered porch, firepit, fenced in area. Cell service is strong for most carriers.

SPECIFIC PROPERTY DETAILS

Provide details regarding acreage, landscape, property boundaries (no trespassing notice), unique characteristic, warnings, kitchen use, house amenities, HVAC, etc.

Lot is 0.19 acres, fenced in side yard & fence along the back of property about halfway, central heating & air - digital thermostat located in the main living area; fully equipped kitchen which includes: stove, microwave, coffee station, dishwasher, dishes; driveway for parking ~4 vehicles & street parking on N Marshall St.

AREA ATTRACTIONS

Provide a map of area attractions

- Attractions: i.e., Shenandoah National Park, Shenandoah River State Park, Skyline Caverns, Golf Courses, Canoe Companies
- Groceries & Convenience: i.e., Walmart, Target, Martins, CVS
- Restaurants
- Wineries & Breweries

SPECIFIC PROPERTY REGULATIONS

May be dictated by approved conditions or owner preference, examples below

- No shooting of firearms
- No outdoor fire burning
- No fireworks

No shooting of firearms; pets must be leashed while outside; no smoking inside; outdoor fire burning in firepit only; do not leave fire or candles unattended
Quiet hours are 10pm-7am - respect neighboring residents by keeping outdoor noise to a minimum

Revised 7/3/2025

As per Town Code Chapter 175-3 “Definitions”

Short-term rental- means the provision of a room or space that is suitable for, intended for occupancy for dwelling, sleeping, or lodging purposes, for a period of fewer than 30 consecutive days, in exchange for a charge for the occupancy. Any residential use that falls within the definition of short-term rental as defined in § 15.2-983, as amended, of Virginia State Code.

Short-term rental facility – A building or accessory structure, other than a hotel, motel, or bed-and-breakfast home, where lodging is provided for compensation on a short-term basis, and open to the public or transient guests. The maximum number of occupants shall not exceed ten (10) unless determined appropriate by Town Council.

Short-term rentals shall be permitted in all Zoning Districts by Special Use Permit and shall at a minimum meet the following requirements:

- A. The short-term rental owner of a dwelling unit to be used for a short-term rental shall apply for a Special Use Permit through the Department of Planning and Zoning and receive approval from Town Council prior to utilizing the dwelling unit as a short-term rental. Town Council may impose conditions necessary to mitigate adverse effects of the use on neighboring properties.
- B. The one-time application fee shall be \$1200.00.
- C. Staff will conduct an inspection prior to the issuance of the Special Use Permit approval. Additional inspections will be conducted on a complaint basis to ensure compliance with the performance standards listed in this section, along with any additional conditions imposed by Town Council, if applicable.
- D. The maximum number of occupants in the dwelling unit shall be determined by the number of bedrooms; there shall be no more than two (2) adults per bedroom. However, the maximum number of occupants shall not exceed 10 people unless approved by Council.
- E. Parking for the use shall be located in driveways or other designated and approved parking areas.
- F. There shall be no visible evidence of the conduct of such short-term rentals on the outside appearance of the property.
- G. A fire extinguisher shall be provided and visible in all kitchen and cooking areas; smoke detectors shall be installed in all locations as identified in the current Uniform Statewide Building Code; and a carbon monoxide detector must be installed on each floor in every dwelling.
- H. The owner of the dwelling used for short-term rentals shall give the Town written consent to inspect any dwelling used for short-term rental to ascertain compliance with all the above performance standards upon a twenty-four-hour notice.
- I. A property management plan demonstrating how the short-term rental will be managed and how the impact on neighboring properties will be minimized shall be submitted for review and approval as part of the permitting process to the Planning Department. The plan shall include local points of contact available to respond immediately to complaints, clean up garbage, manage unruly tenants and utility issues, etc. It shall also be posted in a visible location in the short-term rental. The contact numbers shall be provided to Town staff, public safety officials and, if applicable, the HOA of the subdivision. The plan must be provided as part of the rental contract.
- J. If the property is located within a subdivision governed by a homeowners’ association, the Planning Department must receive proof that a notification to operate the short-term rental was sent to the HOA.

- K. The owners of the rental shall provide an emergency evacuation plan for the dwelling and the neighborhood.
- L. A copy of Chapter 106 of the Town of Front Royal Code relative to noise must be provided at the short-term dwelling.
- M. All outdoor burning shall be in compliance with Chapter 78 of the Town of Front Royal Code.
- N. Failure to comply with the approved conditions and/or supplemental regulations will subject the permit to revocation by the Zoning Administrator at any time.

Property Owner's Signature: _____

Tyler Reaves

CERTIFICATION:

I certify that the information provided with this application is correct to the best of my knowledge and should the special use permit be granted, the project will comply with the conditions imposed upon it and will be implemented only as approved by Town Council.

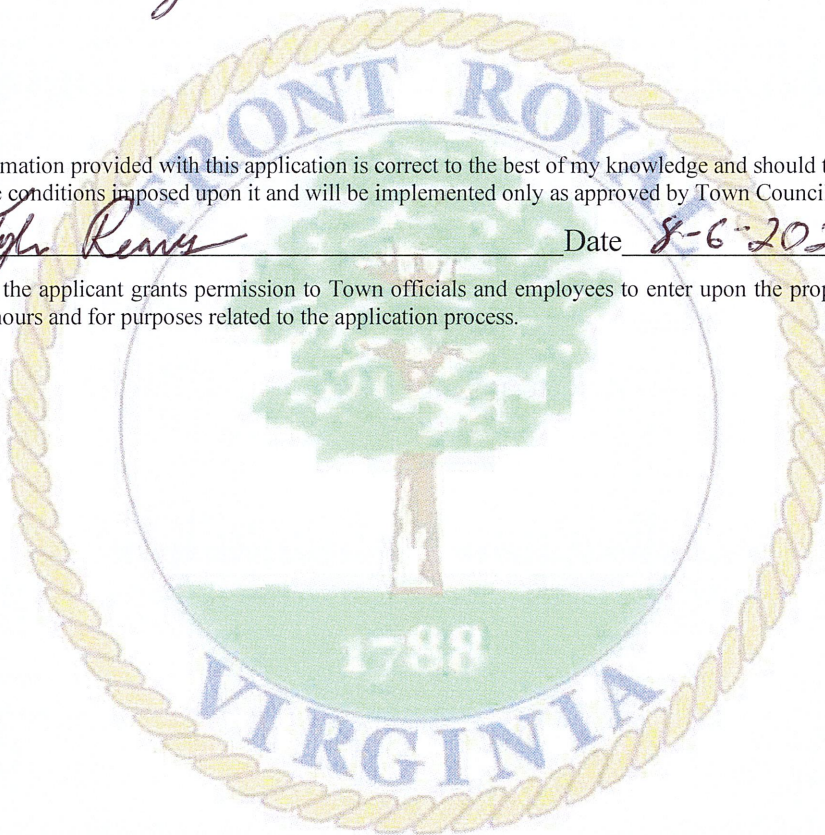
Signature _____

Tyler Reaves

Date _____

8-6-2026

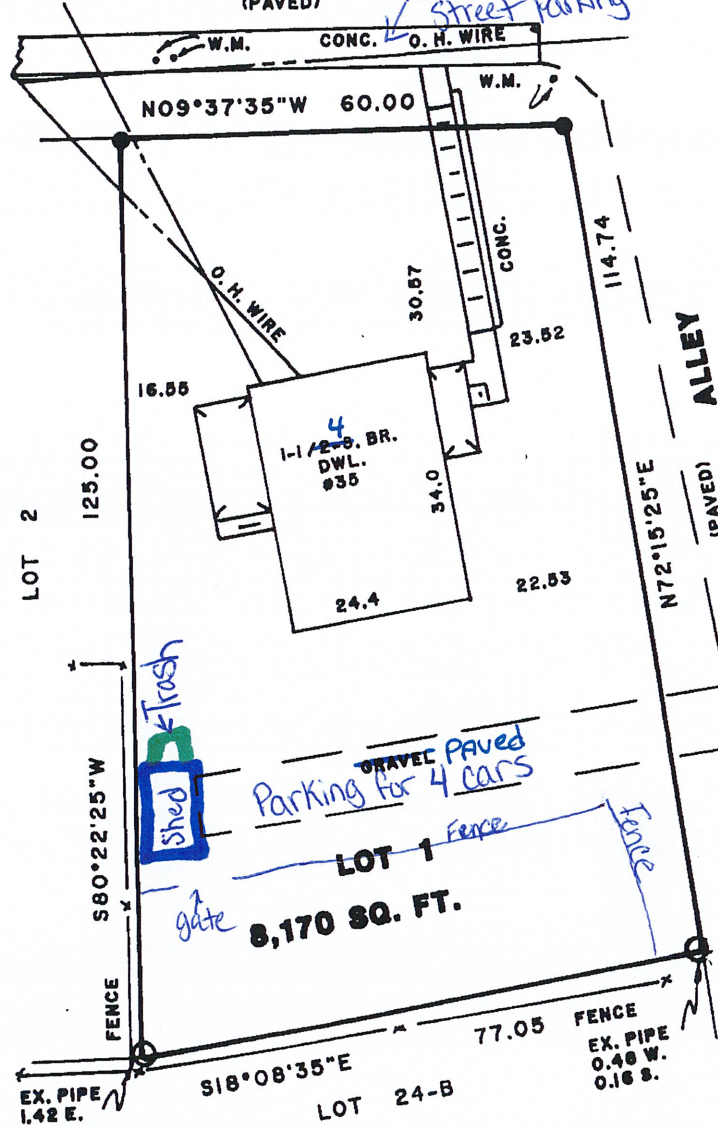
By submitting this application, the applicant grants permission to Town officials and employees to enter upon the property, which is the subject of this application, during reasonable hours and for purposes related to the application process.



NORTH MARSHALL STREET

(PAVED)

SCALE - 1" = 20'



WARREN COUNTY, VIRGINIA
LAND RECORDS
000020 JUL - 85

- DENOTES IRON PIN SET
- DENOTES EXISTING PIN OR PIPE
- NOTE - PARCEL IN FLOOD ZONE X PER HUD MAPS.

DERIVATION OF TITLE - MARY LEE
KING D. B. 360, PG. 3.

SURVEY OF LOT 1, BLOCK 3, STONEWALL HEIGHTS
RECORDED IN P. B. 1, PG. 126 AND 127.

HAPPY CREEK MAGISTERIAL DISTRICT
WARREN COUNTY

TOWN OF FRONT ROYAL, VIRGINIA



PREPARED BY

LARRY C. HIMELRIGHT P. C.
PROFESSIONAL LAND SURVEYOR
694 RED BUD ROAD, STRASBURG, VA.
PHONE 465-8767

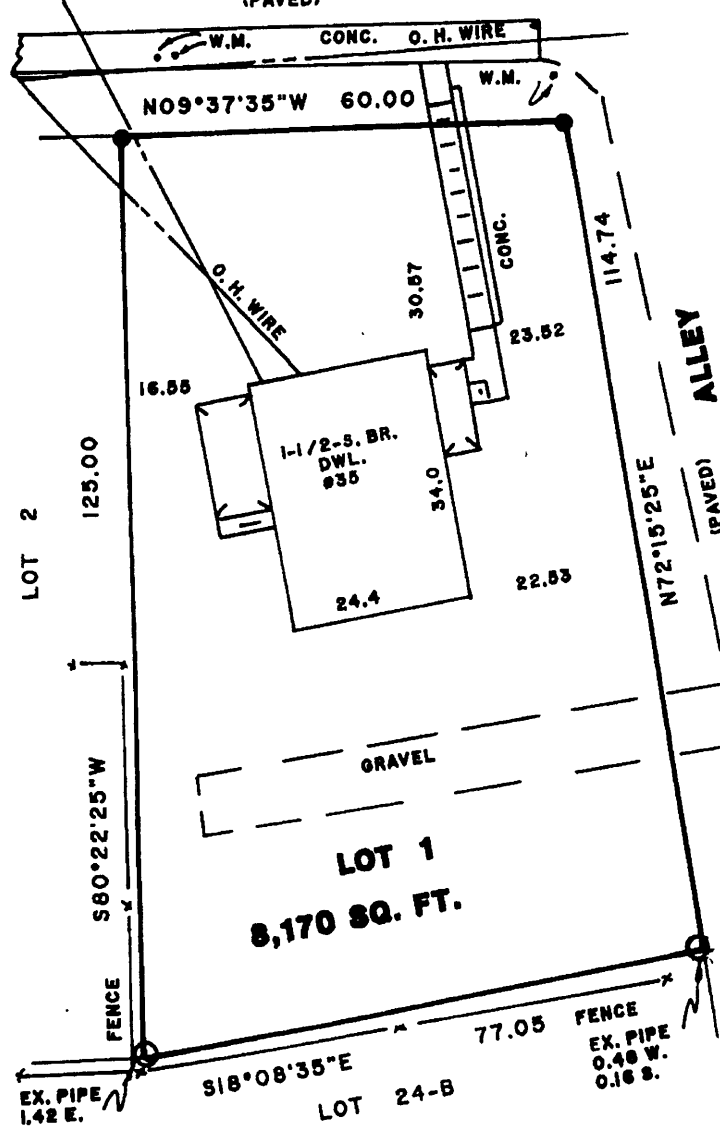
JUNE 12, 1999

NORTH MARSHALL STREET

(PAVED)

SCALE - 1" = 20'

WARREN COUNTY, VIRGINIA
LAND RECORDS
000020 JUL-85



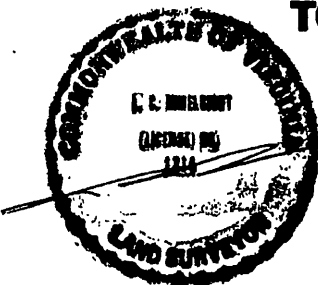
● DENOTES IRON PIN SET
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NOTE - PARCEL IN FLOOD ZONE X
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HAPPY CREEK MAGISTERIAL DISTRICT
WARREN COUNTY

TOWN OF FRONT ROYAL, VIRGINIA



PREPARED BY

LARRY C. HIMELRIGHT P. C.
PROFESSIONAL LAND SURVEYOR
694 RED BUD ROAD, STRASBURG, VA.
PHONE 465-8767

JUNE 12, 1999

Welcome to FRONT ROYAL & SURROUNDING ATTRACTIONS

Adventure. Nature. History. Small Town Charm.

NATURE & OUTDOORS

- 1 Shenandoah National Park Skyline Drive Entrance
- 2 Dickey Ridge Visitor Center
- 3 Shenandoah River Access Canoeing, Kayaking, Fishing
- 4 Front Royal Outdoors Kayaking, Tubing, Rafting
- 5 Appalachian Trail Access

ATTRACTIONS & HISTORY

- 6 Skyline Caverns
- 7 Warren Rifles Confederate Museum
- 8 Historic Downtown Front Royal Shops, Restaurants, Events

WINERIES & BREWERIES

- 9 Reitanos Vineyard
- 10 Rappahannock Cellars
- 11 Glen Manor Vineyards
- 12 North Mountain Vineyard
- 13 Chester Gap Cellars
- 14 Vibrissa Beer - Downtown

DOWNTOWN & SHOPPING

- 15 Front Royal Town Square Shopping, Dining, Local Boutiques
- 16 Local Eateries & Breweries

Things to Do All Year

- Hiking Scenic Drives Wineries Paddling History Shopping Local Events



Thank you for staying with us!

We hope you enjoy your visit to beautiful Front Royal!

Short-Term Rental Property Management Plan

35 N. Marshall Street, Front Royal, Virginia

Property Owner:

Tyler Reaves

Property Address:

35 N. Marshall Street

Front Royal, VA

Property Type: Single-family residential home

Proposed Use: Whole-house short-term rental accommodation

1. Purpose of Short-Term Rental

The purpose of this short-term rental is to provide visitors with a safe, comfortable, and well-maintained place to stay while visiting Front Royal and the surrounding Shenandoah Valley region.

The property will be operated responsibly with consideration for neighboring residents, community standards, and the character of the surrounding residential area.

The home is located near downtown Front Royal and will be maintained and improved while being used as a short-term rental.

2. Property Description

The home was built in the 1940s featuring:

- * Four legal bedrooms
- * One full bathroom
- * Approximately 816 square feet of finished living space
- * Two bedrooms located upstairs
- * Two bedrooms located on the main level
- * Central heating and air conditioning
- * Supplemental cooling available for upstairs comfort
- * Small fenced sideyard
- * Back porch area
- * Corner lot

The property will be rented as an entire-home short-term rental.

3. Occupancy Management

The property will be marketed primarily toward:

- * Families
- * Couples traveling together
- * Visitors exploring Shenandoah National Park
- * Hiking and outdoor recreation guests
- * Winery and weekend travelers
- * Wedding/event guests visiting the Front Royal area

The expected guest capacity will be limited to a reasonable number to maintain guest comfort and minimize impacts on neighbors.

Maximum occupancy will comply with all Town requirements.

4. Guest Screening and Booking Procedures

Guests will be required to:

- * Provide accurate booking information
- * Agree to all house rules before arrival
- * Provide a valid form of identification through the booking platform when required
- * Confirm the number of guests staying at the property

The property will not allow unauthorized guests, parties, or events.

5. Noise and Neighbor Considerations

The owners are committed to being responsible members of the neighborhood.

Guests will be informed of:

- * Quiet hours
- * Respect for neighbors
- * No excessive noise
- * No parties or events
- * No disruptive behavior

Quiet hours will be observed from 10:00 PM to 7:00 AM unless otherwise required by local regulations.

6. Parking Plan

The property provides adequate parking for guests.

Parking plan:

- * Guests will use the private driveway whenever possible.
- * The driveway can accommodate approximately four vehicles.
- * Additional vehicles may be accommodated depending on parking arrangement.
- * Street parking may be used where legally permitted.

Guests will be instructed not to block sidewalks, neighboring properties, or access points.

7. Trash and Property Maintenance Plan

The property will be maintained regularly to ensure cleanliness and safety.

Management responsibilities include:

- * Trash removal according to local requirements
- * Routine lawn and exterior maintenance
- * Cleaning between guest stays
- * Restocking necessary guest supplies
- * Addressing maintenance issues promptly

Guests will receive instructions regarding trash disposal and property care.

8. Cleaning and Turnover Procedures

After each guest stay:

- * The property will be professionally cleaned or cleaned by the property management team.
- * Linens and towels will be washed and replaced.
- * Bathrooms and kitchen areas will be sanitized.
- * Supplies will be replenished.
- * The property will be inspected before the next guest arrival.

9. Emergency Contact and Management

A local contact will be available to respond to guest concerns, maintenance issues, or emergencies.

Primary Contact:

Name:

Ava Reaves

Phone:

540.905.3414

The property owners will respond promptly to concerns involving the property or guests.

10. Safety Plan

The property will maintain required safety features, including:

- * Working smoke detectors
- * Carbon monoxide detectors as required
- * Fire extinguisher(s)
- * Clearly marked emergency exits
- * Emergency contact information available to guests

Guests will receive safety instructions upon arrival.

11. Basement Access and Owner Storage

The unfinished basement area will remain private and will not be included as guest-accessible space.

The basement will be used for owner storage, maintenance supplies, and operational needs.

Access will be limited to property owners or authorized management personnel.

12. Pet Policy

If pets are permitted, guests will be required to follow pet guidelines, including:

- * Cleaning up after pets
- * Preventing damage to the property
- * Following neighborhood rules
- * Keeping pets controlled while outside

The fenced yard will provide a safe outdoor area for approved pets.

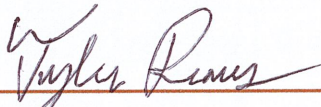
13. Commitment to Responsible Operation

The owners are committed to operating this short-term rental responsibly and respectfully.

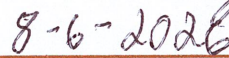
The property will be maintained to protect the quality of life of surrounding residents while providing visitors with a safe and enjoyable experience in Front Royal.

The owners will comply with all applicable Town regulations, permit requirements, and safety standards.

Owner Signature: _____



Date: _____



Short-Term Rental Parking Plan

35 N. Marshall Street, Front Royal, Virginia

Property Parking Overview

The property provides adequate parking for the proposed short-term rental use.

Available Parking:

- * Private driveway parking is available for guests.
- * The driveway can accommodate approximately four vehicles under normal parking conditions.
- * Additional vehicles may be accommodated with careful parking arrangement.
- * Street parking may be available where legally permitted.

Guest Parking Rules:

Guests will be instructed to:

- * Park only in designated areas.
- * Keep vehicles off sidewalks and neighboring properties.
- * Avoid blocking driveways, mailboxes, or access points.
- * Respect surrounding residents and maintain a quiet neighborhood environment.

Parking Management:

The property owner/property manager will communicate parking instructions to guests before arrival. Guests will be provided with clear check-in information explaining where vehicles should be parked.

The goal is to ensure guest convenience while minimizing any impact on neighboring properties.

Owner: Tyler Reaves

Manager: Ava Reaves

Phone: Tyler-(540)222-3572 9527

Ava-(540)905-3414

Date: 8-6-2026

Short-Term Rental Guest House Rules

35 N. Marshall Street, Front Royal, Virginia

Welcome to our home! We want every guest to enjoy a comfortable stay while respecting our neighbors and the community.

General Rules

Guests agree to:

- * Treat the home and furnishings with care.**
- * Follow all posted safety instructions.**
- * Respect quiet hours and surrounding neighbors.**
- * Report any damage or maintenance concerns promptly.**
- * Follow all local laws and regulations.**

Quiet Hours

Quiet hours are from:

****10:00 PM – 7:00 AM****

Guests should keep noise levels low during these hours and be considerate of nearby residents.

No Parties or Events

The property is not available for:

- * Parties**
- * Large gatherings**
- * Events**
- * Unauthorized guests beyond the approved reservation**

Occupancy

Only registered guests included on the reservation may stay overnight.

The number of guests may not exceed the approved occupancy limit.

Parking

Guests must:

- * Use the designated driveway parking area.
- * Avoid blocking sidewalks, neighboring properties, or access areas.
- * Follow all parking instructions provided by the host.

Trash

Guests should:

- * Dispose of trash according to provided instructions.
- * Keep outdoor areas clean.
- * Avoid leaving trash outside unless instructed.

Pets

If pets are approved:

- * Guests must clean up after pets.
- * Pets must be controlled while outside.
- * Guests are responsible for any pet-related damage.

Smoking

Smoking is not permitted inside the home.

Basement/Private Areas

The unfinished basement is a private owner area and is not included in guest access.

Guests should not enter restricted areas.

Thank You

Thank you for helping us maintain a welcoming home and being respectful members of the Front Royal community. We hope you enjoy your stay and the beauty of the Shenandoah Valley.

Host Contact:

Name: Ava Reaves

Phone: 540-905-3414

Short-Term Rental Emergency Contact Plan

35 N. Marshall Street, Front Royal, Virginia

Property Emergency Contact Information

Property Owner:

Name:

Tyler Reaves

Phone:

540-222-9527

Local Property Manager/Contact:

Name:

Ava Reaves

Phone:

540-905-3414

Emergency Procedures

Guests will be provided with emergency information upon arrival, including:

- * Emergency contact information**
- * Location of fire extinguisher(s)**
- * Smoke detector and carbon monoxide detector information**
- * Emergency exit instructions**
- * Local emergency service information**

Response Plan

The property owner or designated manager will respond promptly to:

- * Guest concerns**
- * Maintenance issues**

* Safety concerns

* Neighborhood complaints related to the property

Emergency situations requiring immediate assistance should be directed to the appropriate emergency services by calling 911.

The property owner is committed to maintaining a safe environment for guests and minimizing impacts on surrounding residents.

Owner Signature: 

Date: 8-6-2026

Statement of Justification

Request for Special Use Permit – Short-Term Rental

35 N. Marshall Street, Front Royal, Virginia

Applicant/Owner: Tyler Reaves

Property Address:

**35 N. Marshall Street
Front Royal, Virginia**

The applicant respectfully requests approval of a Special Use Permit to operate a whole-house short-term rental at 35 N. Marshall Street in Front Royal, Virginia.

The property is a residential home built in the 1940s and is located near the downtown Front Royal area. The proposed short-term rental use is intended to provide visitors with a safe, comfortable, and well-maintained lodging option while preserving and improving the existing residential property.

The property contains four legal bedrooms and one full bathroom and will be operated as an entire-home short-term rental. The anticipated guests will primarily include families, couples traveling together, visitors exploring the Shenandoah Valley, outdoor recreation visitors, and guests attending events in the surrounding area.

The applicant intends to operate the property responsibly and in a manner that is compatible with the surrounding neighborhood. The property will be managed with clear guest rules, occupancy limits, parking instructions, quiet hours, and responsible maintenance practices to minimize impacts on neighboring properties.

The property provides adequate parking through a private driveway capable of accommodating multiple vehicles, with additional street parking available where permitted. Guests will receive clear parking instructions to ensure vehicles do not interfere with sidewalks, neighboring properties, or public access.

The applicant will maintain the property to a high standard by completing necessary updates and improvements, including improvements to the interior spaces, guest accommodations, safety features, and outdoor areas. These improvements will help preserve a historic Front Royal home while providing a quality lodging option for visitors.

The proposed short-term rental will contribute positively to the local economy by bringing visitors to Front Royal who may support local restaurants, shops, outdoor recreation businesses, wineries, and other area attractions. The property's location

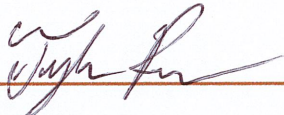
provides visitors with convenient access to the amenities and natural resources that make the Shenandoah Valley a desirable destination.

The applicant understands the importance of being a responsible neighbor and will take proactive measures to address concerns related to noise, parking, trash, and property maintenance. A local contact will be available to respond promptly to guest questions or any property-related concerns.

The requested Special Use Permit will allow the applicant to responsibly operate a short-term rental while maintaining the character of the neighborhood and preserving the quality of the surrounding community.

For these reasons, the applicant respectfully requests approval of the Special Use Permit for a short-term rental use at 35 N. Marshall Street, Front Royal, Virginia.

Applicant Signature: _____



Date: _____

8-6-2026

CONSENT TO INSPECT PROPERTY FOR SHORT-TERM RENTAL COMPLIANCE

Property Address:

35 N. Marshall Street
Front Royal, VA 22630

Owner(s):



Date:

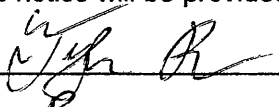
8-6-2026

To Whom It May Concern,

I, the undersigned owner of the property located at **35 N. Marshall Street, Front Royal, Virginia**, hereby grant permission to the Town of Front Royal, its employees, agents, inspectors, or authorized representatives to enter and inspect the above-referenced property for the purpose of determining compliance with all applicable Short-Term Rental requirements.

I understand that reasonable notice will be provided to me ,the owner, prior to the inspection(s).

Property Owner Signature:



Printed Name:

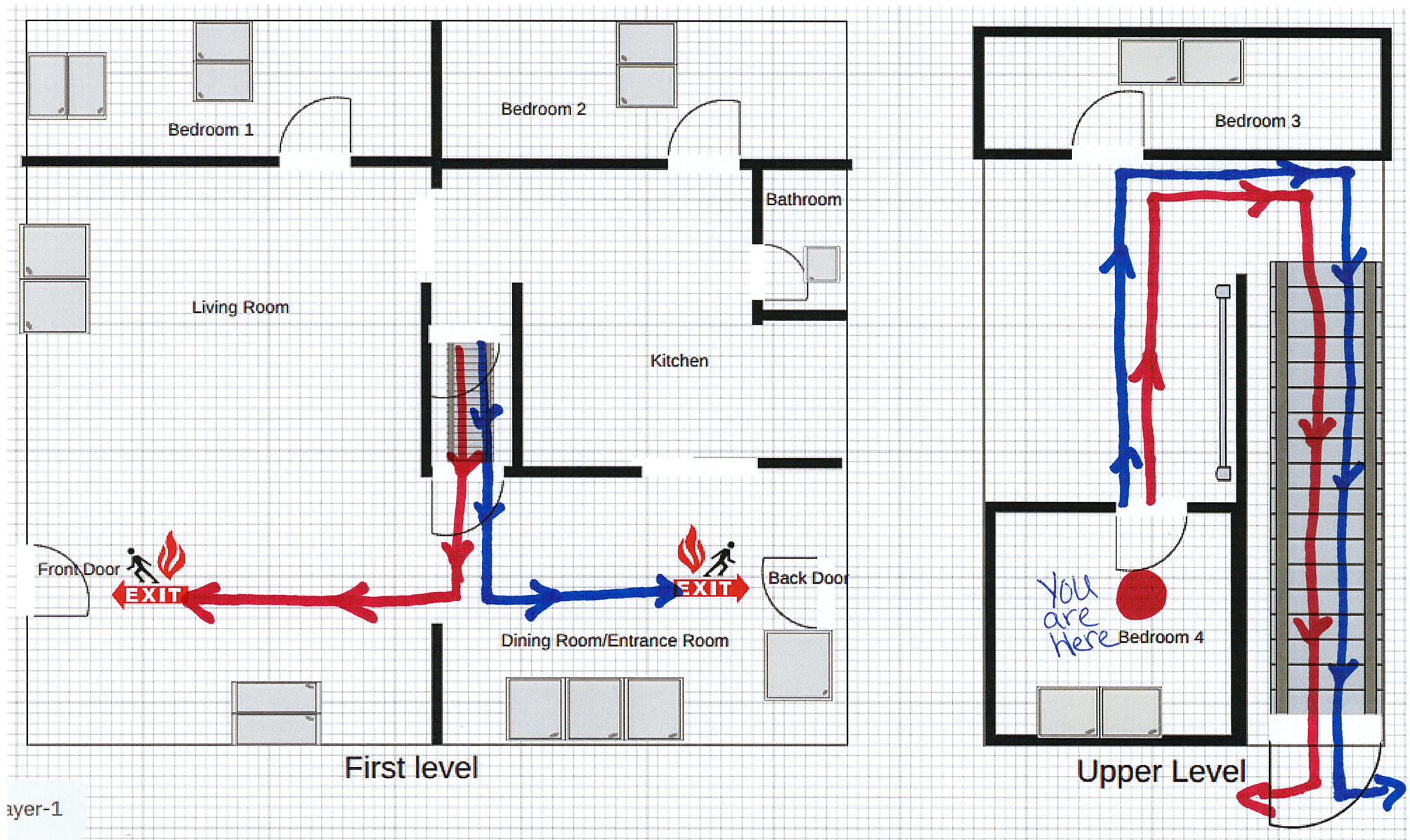
Tyler Rears

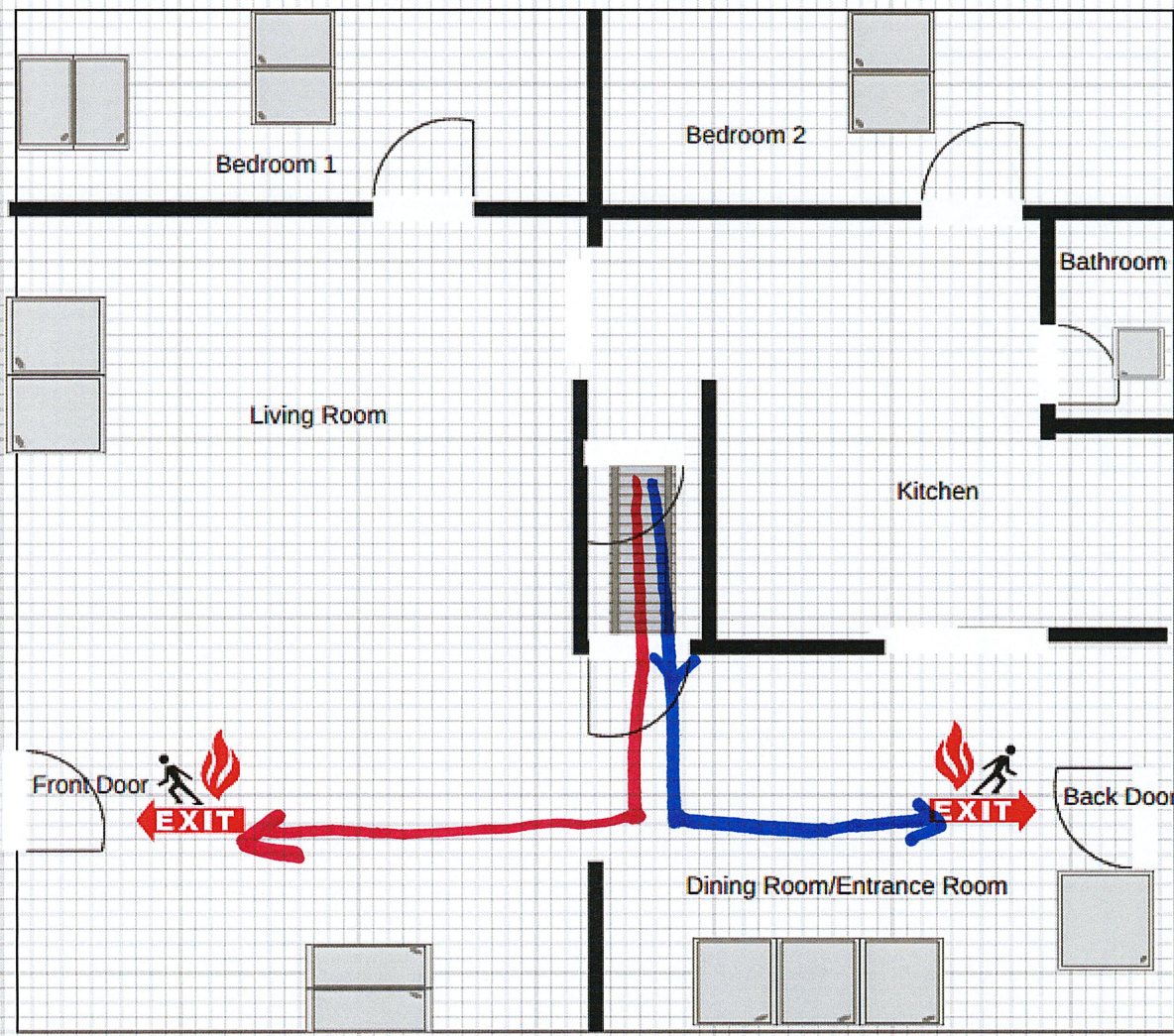
Date:

8-6-2026

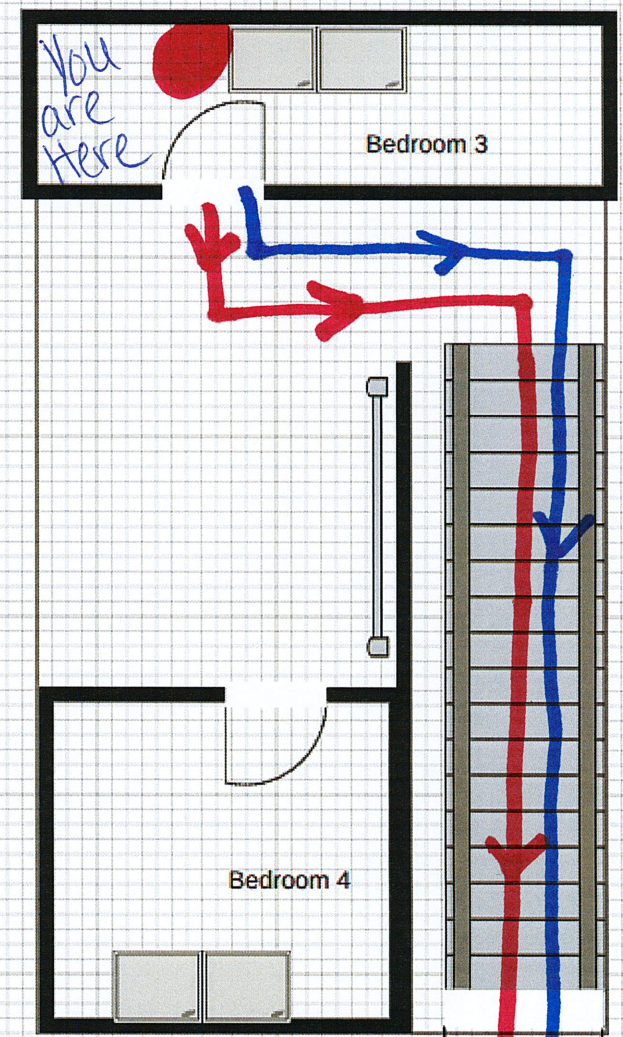
Phone:

(540)222-9527



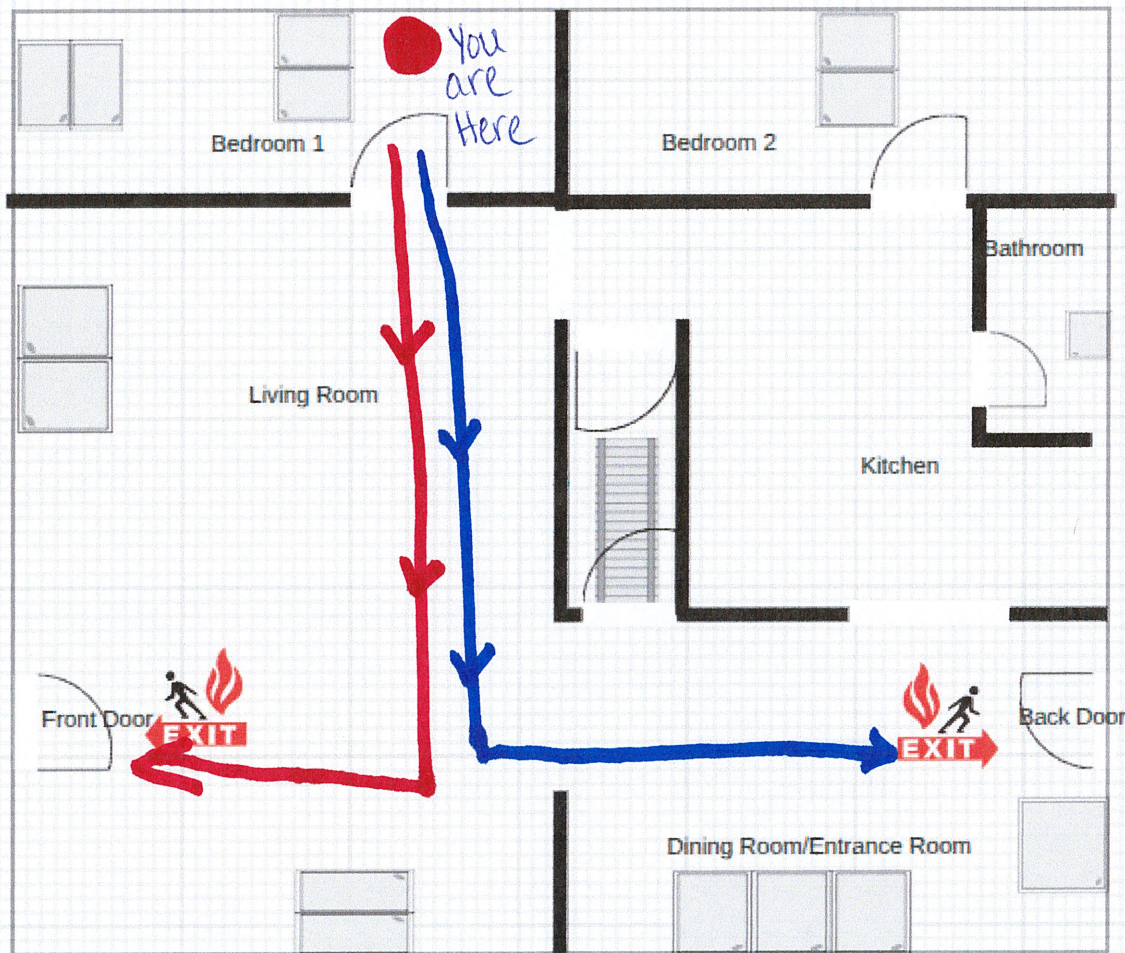


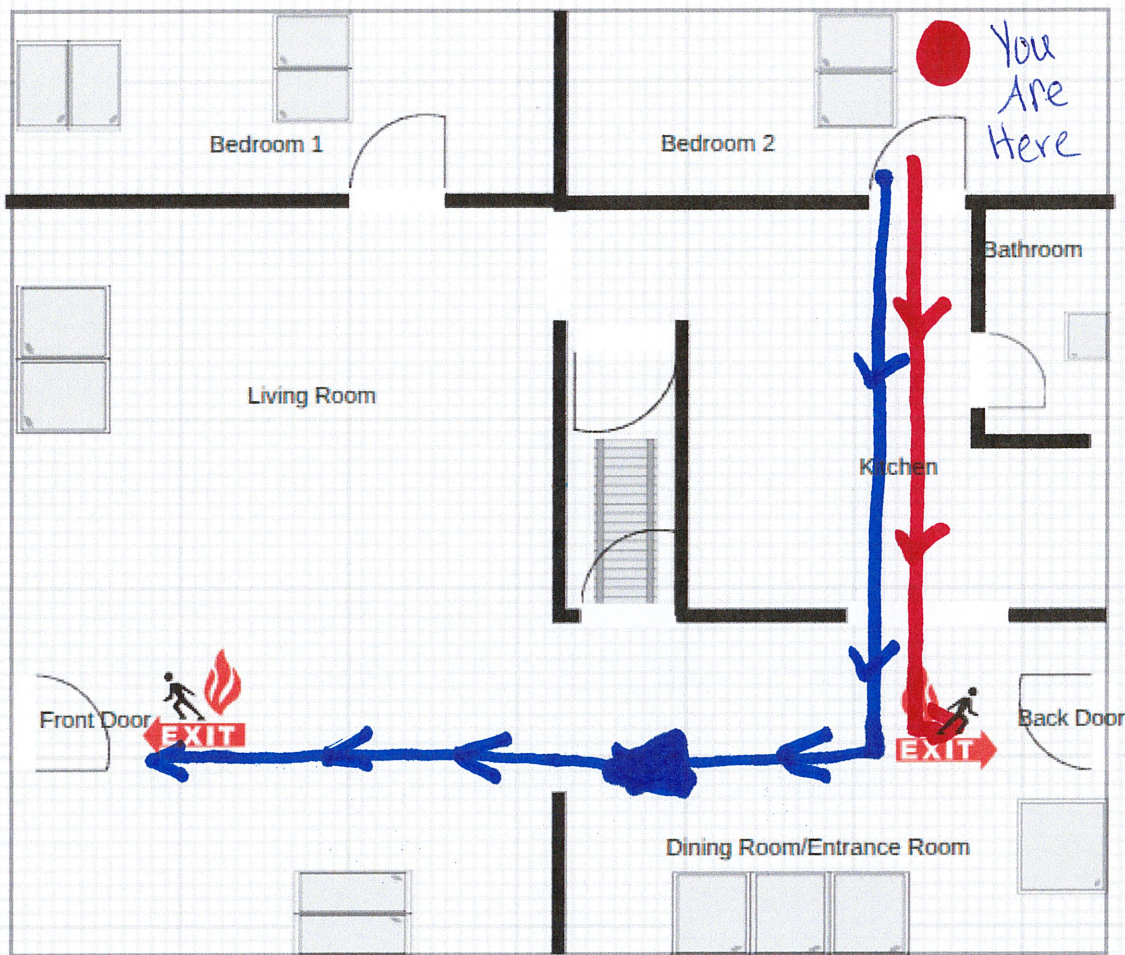
First level



Upper Level

ayer-1





PLANNING AND ZONING DEPARTMENT – AUGUST 2026

	2022	2023	2024	2025	2026 YTD	AUGUST
Zoning Permits	280	393	319	291	191	15
New Dwelling Units	37	32	60	21	22	0
New Code Enforcement Cases Open	424	407	177	152	79	13
Code Enforcement Cases in Compliance/Closed	361	378	112	59	23	3
Code Enforcement Inspections/Reinspections	340	423	388	191	85	15
Land Use Applications	56	36	45	44	26	4
Ordinance Amendments	2	4	1	9	7	1
Sign Permits	41	62	42	36	23	3
Business Licenses	155	148	129	127	76	13
Short-Term Rentals	13	5	5	2	2	1
Administrative Variance	--	4	1	1	0	0
COA Administrative Review	--	39	18	33	16	3
COA Board Review	--	11	15	5	6	2
Solicitor/Itinerant Merchant	--	10	27	19	17	3
Urban Agriculture	--	18	11	4	4	1
Vacation of Alleys, Streets, Right-of-Ways & Easements	--	5	2	9	0	0
Right of Way Utilization Permits	--	46	105	32	92	12
BZA Variance	3	2	0	1	2	1
BZA Appeal	0	0	0	0	2	0
Walk-Ins to Planning & Zoning	--	--	2606	2255	1574	166

SPECIAL PROJECTS UPDATES/NEWS

- **Chapter 175 Rewrite:** A rough draft of Chapter 175 was distributed to the Planning Commission August 7, 2024. Review is ongoing.

The “Strasburg Road Subdivision Development Plan” off Forest Hill Drive, the “Marshall’s Glen Subdivision Development Plan” on Happy Creek Road, and Harwood Place Phase 1 (45 units) off of E. Criser Road have been approved and staff is waiting on the submission of the bond agreements. The applicant for the Heritage Hall Development Plan is addressing other review agency comments. The applicant is addressing staff and VDOT comments for the Site Development Plans for the Royal Lane Apartments (36 units).

PC – In August the Planning Commission (PC) held one (1) regular meeting and two (2) work sessions. At their regular meeting the PC took the following actions:

- Approved to advertise for a public hearing in September for a Special Use Permit for a short-term rental at 35 N. Marshall Street.
- Public Hearing: Ordinance Amendment to Town Code §175-147 to refine the delineation of responsibilities of the Zoning Administrator and the Deputy Zoning Administrators – Recommendation of approval.

At their work sessions the PC continued their review of the Draft Zoning Ordinance and reviewed the above mentioned ordinance amendment.

BAR – In August the Board of Architectural Review held one (1) regular meeting and one (1) work session. At their regular meeting the BAR took the following action:

- COA Application #2600398 – A Certificate of Appropriateness Application submitted by the County of Warren for the complete restoration of the clock tower at the Warren County Courthouse located at 1 E. Main Street.

At the BAR work session, they continued their review of the Historic District Guidelines.

BZA – The Board of Zoning Appeals did not meet in August.

PLANNING COMMISSION WORK SESSION
Wednesday, September 16, 2026 - Immediately Following the Regular Meeting
Warren County Government Center – Caucus Room

AGENDA

CALL TO ORDER

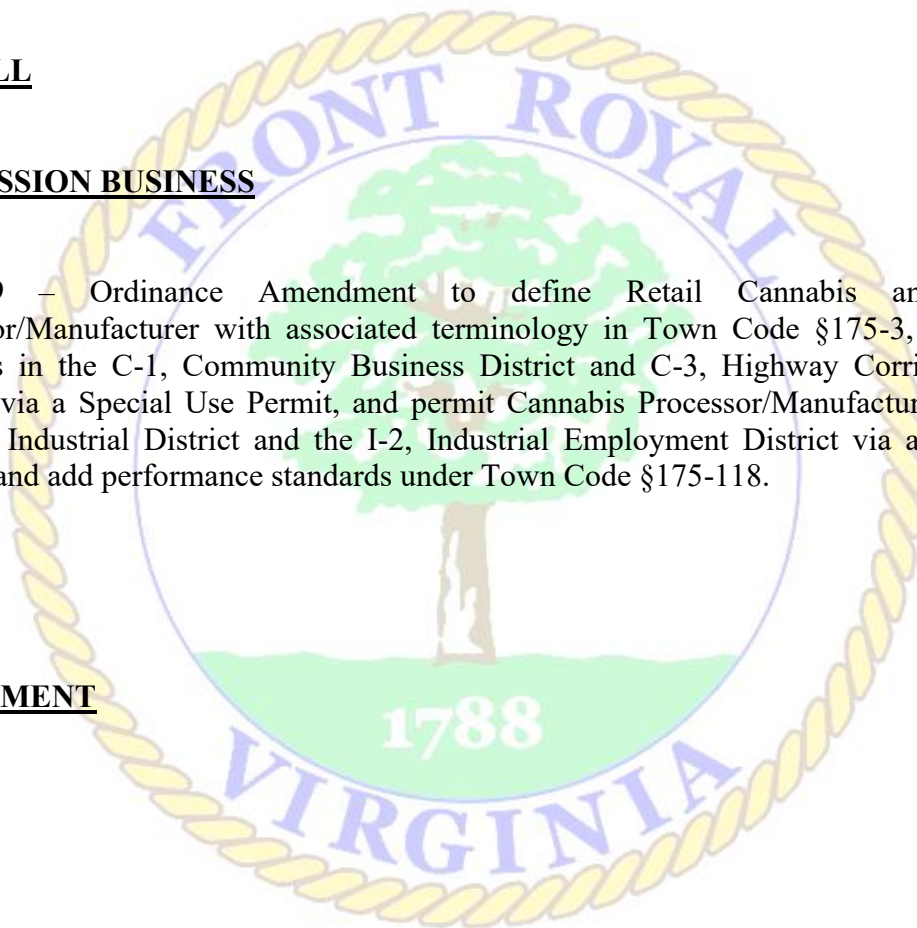
ROLL CALL

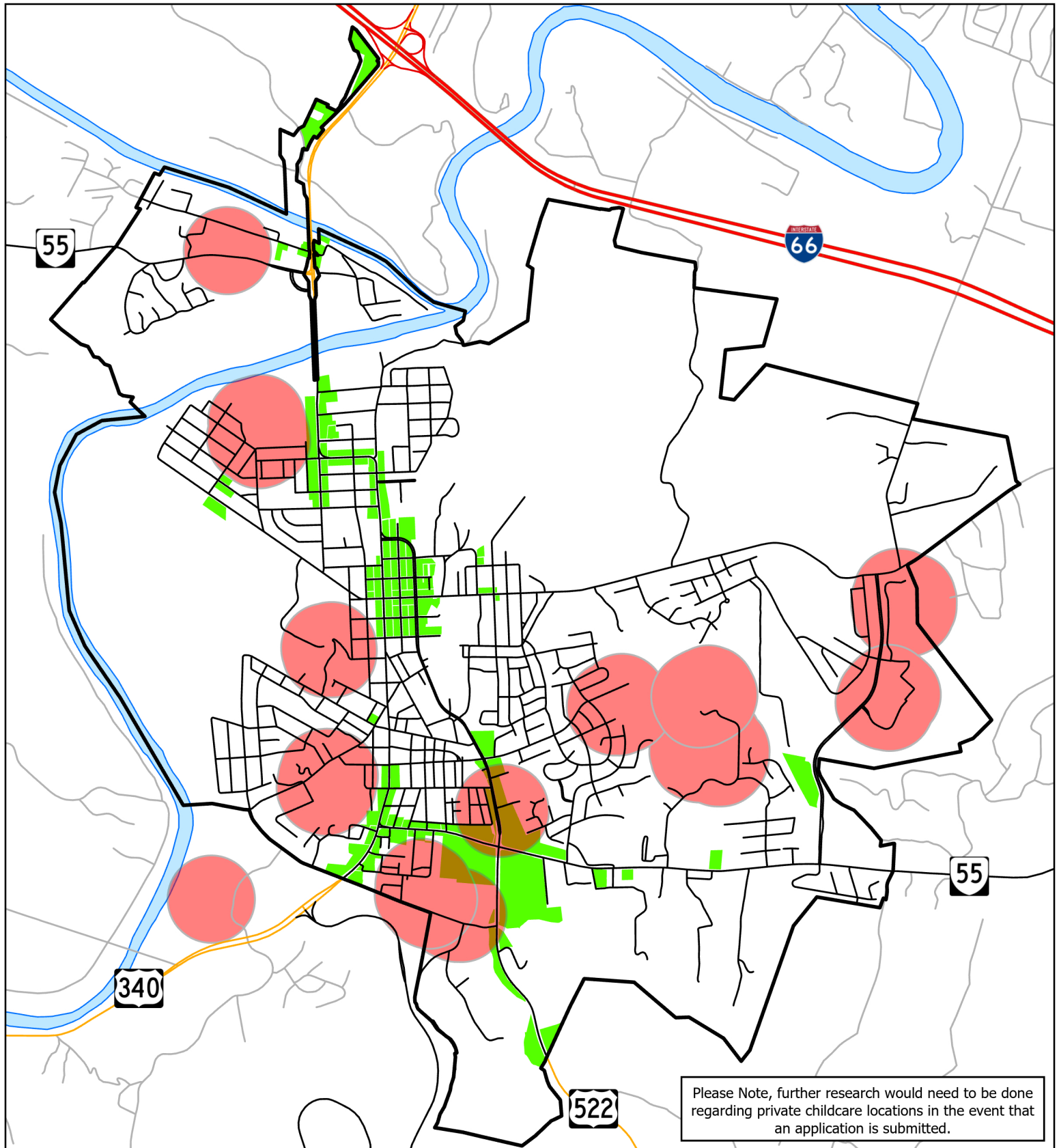
WORK SESSION BUSINESS

1. **2600469** – Ordinance Amendment to define Retail Cannabis and Cannabis Processor/Manufacturer with associated terminology in Town Code §175-3, permit retail cannabis in the C-1, Community Business District and C-3, Highway Corridor Business District via a Special Use Permit, and permit Cannabis Processor/Manufacturer in the I-1, Limited Industrial District and the I-2, Industrial Employment District via a Special Use Permit, and add performance standards under Town Code §175-118.

OTHER

ADJOURNMENT





Areas of Possible Cannabis Sale in Front Royal

0 0.25 0.5 1 Miles

Legend

- C-1 or C-3 Zoned Parcels
- Areas Within 1,000 feet of a Children's Space



Section 9.14.1 - Purpose and Intent.

The Commonwealth of Virginia has authorized the licensing and operation of retail cannabis establishments subject to state law and regulation. While the Town of Front Royal does not have authority to prohibit state-authorized cannabis retail establishments, the Town retains the responsibility and authority to regulate land use through its zoning ordinance in order to protect the public health, safety, and general welfare.

The purpose of this Ordinance is to:

- A. Give the town the capability to protect sensitive areas via Special Use Permit;
- B. Ensure cannabis-related businesses are compatible with surrounding development;
- C. Prevent the overconcentration of cannabis establishments;
- D. Establish reasonable operational and site development standards consistent with accepted planning practices;
- E. Preserve the character of the Town's commercial districts;
- F. Provide predictable standards for applicants and neighboring property owners; and
- G. The Town recognizes the importance of agriculture to the regional economy. This ordinance permits value-added agricultural processing, testing, packaging, manufacturing, and distribution facilities in appropriate industrial districts to support regional agricultural production.

Section 9.14.2 - Definitions.

- A. **CANNABIS ESTABLISHMENT:** A marijuana retail establishment, cannabis cultivation facility, cannabis processor/manufacturer, cannabis microbusiness, or other marijuana establishment licensed or authorized by the Virginia Cannabis Control Authority and regulated as a land use under this Division.
- B. **MARIJUANA RETAIL ESTABLISHMENT:** A business authorized by the Commonwealth of Virginia and the Virginia Cannabis Control Authority to sell marijuana or marijuana products at retail to consumers
- C. **CANNABIS PRODUCTS:** Includes plant material, concentrates, edibles, and vaporized products containing THC.
- D. **SUBSTANTIAL CANNABIS USE:** Cannabis products comprising greater than 25% of inventory or greater than 15% of display area.

- E. **MARIJUANA PARAPHERNALIA:** All equipment, products, and materials of any kind designed or intended for use in planting, propagating, cultivating, growing, harvesting, manufacturing, compounding, converting, producing, processing, preparing, strength testing, analyzing, packaging, repackaging, storing, containing, concealing, ingesting, inhaling, or otherwise introducing marijuana into the human body.
- F. **CANNABIS HOME AND HUB DELIVERY:** The transfer of cannabis or intoxicating hemp products from a licensed cannabis retail establishment or hub to a customer at a private residence or other authorized location within the Town of Front Royal.
- G. **INTOXICATING HEMP PRODUCTS:** Hemp-derived products containing tetrahydrocannabinols (THCs) intended to produce intoxication, including delta-8 THC, delta-10 THC, and similar cannabinoids.
- H. **LOW-THC HEMP - (less than 0.3% delta-9 THC by dry weight):** Products legal federally and in Virginia for non-intoxicating uses.
- I. **CANNABIS CULTIVATOR:** A business or individual holding a valid state cultivation license issued by the Virginia Cannabis Control Authority (CCA) for the growing and harvesting of cannabis plants for wholesale distribution to licensed processors, manufacturers, or retailers. Cannabis cultivators do not sell directly to the public.
- J. **CANNABIS CULTIVATION FACILITY:** An indoor commercial establishment operating for wholesale distribution to licensed processors, manufacturers, or retailers. Cultivation shall occur entirely within a fully enclosed building; outdoor cultivation, hoop houses, and open-air greenhouses are prohibited. This definition does not apply to industrial hemp cultivation, home cultivation, or non-cannabis agricultural, horticultural, or nursery operations.
- K. **CANNABIS PROCESSOR / MANUFACTURER:** A business holding a valid state manufacturing or processing license issued by the CCA, engaged in the transformation of raw cannabis plant material into concentrates, edibles, extracts, or other cannabis-derived products for wholesale distribution. Cannabis processors do not sell directly to the public.
- L. **CANNABIS MICROBUSINESS:** A marijuana establishment holding a microbusiness license issued by the Virginia Cannabis Control Authority and authorized to conduct those activities permitted under such license by Virginia law and applicable Authority regulations.
- M. **AGRICULTURAL PROCESSING FACILITY** - An establishment engaged in the cleaning, grading, curing, drying, packaging, testing, processing, manufacturing, storage, or

distribution of agricultural products, including fruits, vegetables, grains, hemp, cannabis, nursery products, and similar commodities, prior to wholesale or retail distribution.

- N. **Pedestrian-Oriented Storefront** - A storefront designed to provide a direct and visually inviting connection to the public sidewalk, including a functional pedestrian entrance facing the street or sidewalk, pedestrian-scale signage and lighting, and transparent windows providing visibility into customer-accessible areas, subject to applicable security and privacy requirements.

Section 9.14.3 - Applicability.

A. No cannabis retail establishment shall operate without:

1. A valid state license issued by the Virginia Cannabis Control Authority (CCA).
2. Approval of a Special Use Permit (SUP) by the Town Council.

B. No cannabis cultivator, processor, or microbusiness shall operate without:

1. A valid state license issued by the CCA for the applicable license type (cultivation, manufacturing, or microbusiness).
2. Approval of a Special Use Permit (SUP) by the Town Council under the applicable SUP track established in Section 9.14.5.

C. Personal possession or lawful home cultivation are exempt from the provisions of this Article.

D. Temporary Sales and Events:

1. Nothing in this cannabis ordinance shall be construed to authorize the temporary sale or distribution of marijuana or marijuana products at festivals, fairs, markets, concerts, special events, temporary booths, mobile vending locations, or other public gathering places except to the extent expressly authorized by Virginia law and the Virginia Cannabis Control Authority.

E. Utility Capacity Impacts:

1. As part of site plan or Special Use Permit review, an applicant for an industrial use shall provide information reasonably necessary to determine the anticipated demand upon public water, sanitary sewer, electrical, stormwater, and other public infrastructure. Approval shall be conditioned upon demonstration that adequate infrastructure capacity exists to serve the proposed development without adversely affecting the capacity or reliability of public systems.

F. Marijuana Retail Sales:

1. Marijuana and marijuana products may be sold within the Town only by a marijuana establishment authorized by the Virginia Cannabis Control Authority to conduct retail sales and only from premises approved for such retail activity by the Authority and the Town. All marijuana retail sales shall be conducted in accordance with applicable Virginia law, Cannabis Control Authority regulations, and applicable Town zoning requirements.

Section 9.14.4. - Zoning Districts.

A. Cannabis Retail Establishments shall be permitted only by special use permit in the following zoning districts:

- C-1
- C-3

B. Cannabis Production, Processing, and Distribution Establishments, including indoor cultivation, processing, packaging, testing, distribution, and related logistics, shall be permitted only by special use permit in the following zoning districts:

- I-1
- I-2

C. Prohibited in all other districts unless expressly permitted by an amendment to this Code.

D. Cannabis Microbusinesses shall be permitted by Special Use Permit in the I-1 and I-2 zoning districts and may include retail sales only to the extent authorized by the applicable state license and Virginia Cannabis Control Authority regulations, subject to the operational standards of this Division.

Section 9.14.5 - Special Use Permit (SUP).

A Special Use Permit shall be required for all retail marijuana stores and other cannabis establishments for which a Special Use Permit is required by this Chapter.

In reviewing a Special Use Permit application, the Town Council shall evaluate the compatibility of the proposed use with surrounding land uses and the character of the surrounding area including any sensitive land uses where the proximity of the proposed establishment may create a demonstrable site-specific land-use impact.

The Town Council may also consider traffic, parking, access, circulation, site layout, lighting, screening, and other site-specific land-use impacts ordinarily considered in the Special Use Permit process.

Nothing in this section shall establish a minimum separation distance different from a distance established by state law or regulation unless expressly authorized by law.

Section 9.14.6 - Buffer and Separation Requirements.

1. Establishments shall comply with the following minimum separation distances, measured in a straight line from the closest exterior wall of the establishment to the closest exterior wall of the protected use. Each stated distance represents the maximum minimum separation required by the Town. Where authorized by Virginia law, the Town Council may approve a reduced separation distance as part of the Special Use Permit process but shall not impose a greater separation distance.
2. **1.** 1,000 feet from any hospital; public, private, or parochial school or institution of higher education; or child day program.
3. **2.** 1,000 feet from any other licensed cannabis retail establishment or cannabis microbusiness conducting retail sales.
4. **3.** Proximity to other sensitive land uses identified in Section 9.14.5 may be considered as part of the Special Use Permit review where such proximity creates a demonstrable site-specific land-use impact but shall not establish an additional fixed separation distance.
5. **4.** The separation distances established in subsections 1 and 2 may be reduced through the Special Use Permit process only to the extent authorized by Virginia law..

Section 9.14.7 - Co-Location with Tobacco, Vape, or Intoxicating Hemp Products.

A. State Authorization and SUP Requirement: Any existing or new tobacco or vape retailer that seeks to sell marijuana, marijuana products, or regulated hemp products shall obtain all licenses, registrations, or other authorizations required by the Commonwealth of Virginia and shall obtain any Special Use Permit required by this Chapter.

B. Sale Restrictions: No marijuana, marijuana product, or regulated hemp product shall be sold within the Town except in accordance with applicable Virginia law, Virginia Cannabis Control Authority regulations, and applicable Town zoning requirements.

C. Age Verification: Products for which Virginia law establishes a minimum purchase age shall be sold only in accordance with applicable state age-verification requirements.

Section 9.14.8 - Cannabis Retail Delivery and Logistics Facilities

A. Any facility principally used by a marijuana transporter, marijuana delivery operator, or other cannabis transportation or distribution licensee shall hold all licenses and authorizations required by the Virginia Cannabis Control Authority.

B. Facilities principally used for the storage, consolidation, dispatch, transportation, or distribution of marijuana or marijuana products shall be permitted only by Special Use Permit in the I-1 or I-2 zoning districts.

C. No direct consumer retail sales or public retail access shall be permitted from such facility unless expressly authorized by the applicable state license and permitted by the Town under this Division.

D. Transportation and delivery of marijuana and marijuana products shall comply with Virginia law and applicable regulations of the Virginia Cannabis Control Authority.

Section 9.14.9 - Operational Standards.

A. Hours of Operation: Retail sales and storefront operations are permitted only between the hours of 9:00 a.m. – 9:00 p.m. A copy of the ordinance establishing hours of sale shall be transmitted to the Virginia Cannabis Control Authority as required by Virginia Code § 4.1-630.

B. Consumption: On-site consumption of cannabis or hemp products is strictly prohibited on the commercial premises, including within the establishment's designated parking areas. Individual consumption within adjacent public rights-of-way shall be subject to uniform state civil enforcement frameworks.

C. On-premises retail sales shall occur within the indoor physical footprint of the establishment. Drive-through windows and automated dispensing or vending machines are prohibited. Curbside pickup, walk-up service, delivery, and other methods of dispensing or transferring marijuana shall be governed by applicable Virginia law and CCA regulations.

D. Signage: Signs shall not appeal to minors, utilize cartoon styles, or display cannabis products openly to the exterior public right-of-way. All signs shall comply with Chapter 175 and applicable Virginia law and CCA regulations governing marijuana advertising and signage.

E. Odor Control: Industrial establishments must utilize commercial-grade ventilation systems (including carbon filtration and air scrubbing) to ensure that no detectable odor of cannabis escapes beyond the building property line.

Section 9.14.10 - Compliance, Enforcement, and Penalties.

A. Compliance: All establishments must comply with Commonwealth of Virginia laws and Cannabis Control Authority (CCA) regulations; state law controls in case of conflict.

B. Civil Penalties: Any person, firm, or corporation violating any provision of this Division shall be subject to civil penalties in accordance with applicable provisions of the Town Code and Virginia law.

C. SUP Revocation: Revocation, suspension, non-renewal, or failure to maintain any state license or authorization required for operation of a cannabis establishment shall constitute grounds for the Zoning Administrator to initiate Special Use Permit revocation proceedings before the Town Council in accordance with applicable law and due-process requirements

D. Council Review: Accumulation of three (3) or more paid or adjudicated civil citations within a rolling 12-month period shall trigger a review by the Zoning Administrator to determine whether initiation of Special Use Permit revocation proceedings is warranted.

E. Severability: If any part of this Article is held invalid by a court of competent jurisdiction, the remainder shall continue in full force and effect.

F. Effective Date: This ordinance is effective upon adoption and the effective date of enabling Virginia cannabis retail legislation.

Section 9.14.11 – Site Design Standards

A. In addition to any other assigned zoned restrictions a cannabis establishment shall:

- Maintain pedestrian-oriented storefronts.
- Screen mechanical equipment.
- Screen refuse enclosures.
- All exterior lighting shall be fully shielded and directed downward in accordance with Dark Sky Compliance standards. Lighting shall be designed to prevent glare onto adjacent properties and public rights-of-way. Illumination at any property line shall not exceed 0.5 foot-candles, unless otherwise approved through the Special Use Permit process. Lighting fixtures shall have a correlated color temperature (CCT) not exceeding 3000 Kelvin.
- Maintain architectural compatibility with surrounding development.
- Landscaping shall comply with applicable provisions in Chapters 175 and 148.
- Parking shall comply with applicable provisions in Chapter 175 and 148.
- Outdoor storage prohibited.
- Building facades shall be compatible with surrounding commercial architecture.

The seal of Front Royal, Virginia, is a circular emblem. It features a central green tree with a brown trunk, set against a light green background. The tree is surrounded by a blue border. The words "FRONT ROYAL" are written in blue, serif, uppercase letters along the top arc of the border, and "VIRGINIA" is written along the bottom arc. The year "1788" is inscribed in white, serif, uppercase letters at the bottom of the seal. The entire seal is framed by a yellow rope-like border.

Proposed Retail Cannabis Text Amendment

Background Authority For Zoning Text Amendment

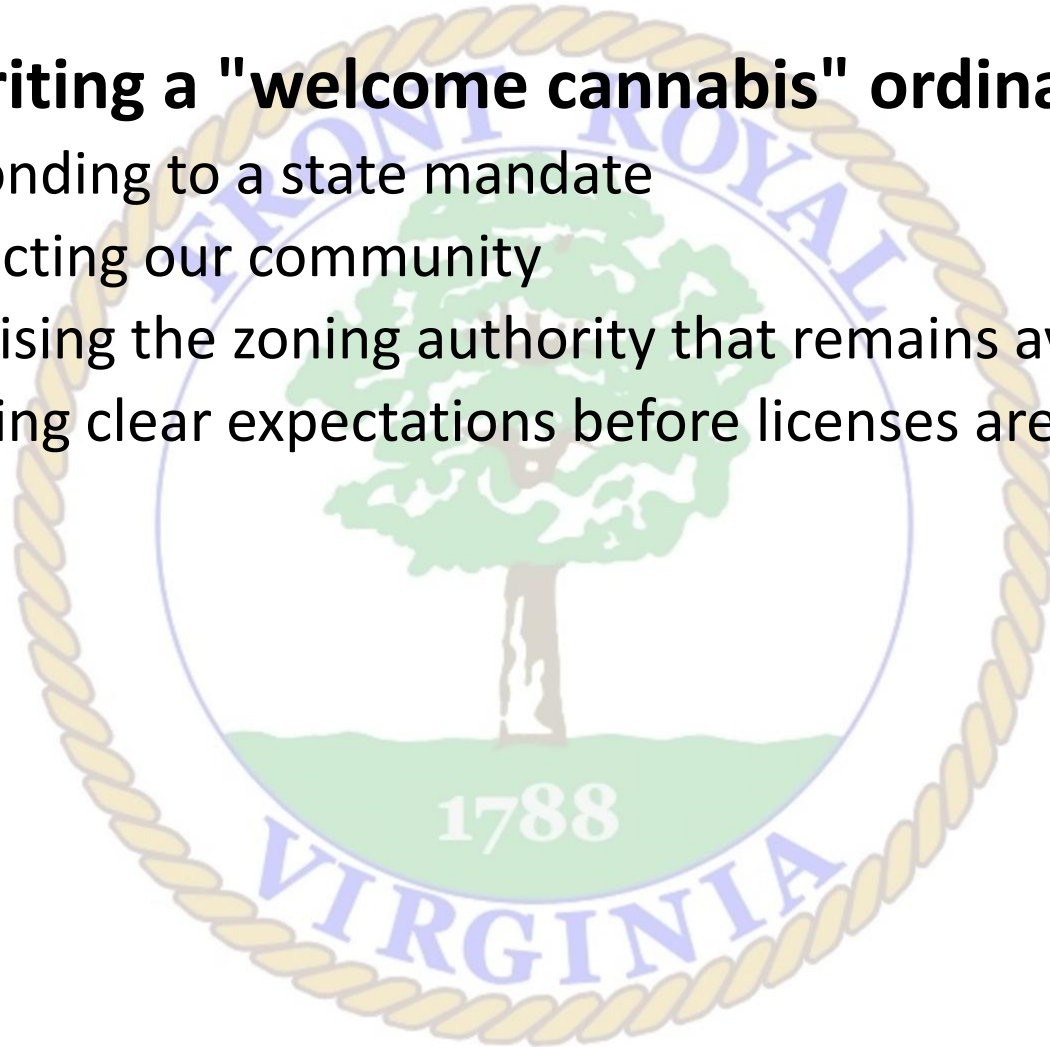
- The General Assembly passed a retail cannabis framework this year, and Gov. Spanberger's office announced a final compromise in June
 - Retail sales are set to launch July 1, 2027, with license applications Starting in February 2027.
- Localities cannot opt out of allowing retail cannabis businesses.
 - That provision was deliberately stripped out to avoid "dry county" patchwork enforcement problems.
 - The Commonwealth mandated this and our town has no legal ability to say no.
- Our job now is to make sure it happens on our terms, protects our interests and neighborhoods
 - Protect neighborhoods and community character
 - Establish clear local standards before licenses are issued
 - Keep economic benefits local whenever possible
 - Do what we can to ensure local farmers and businesses can compete fairly

What We Can Do Now

- Localities retain full zoning, land-use, and buffer authority. This is our entire lever.
 - We can't ban it, but you can shape where, how, and under what conditions it operates
 - We can also tax it (up to 3.5%) as a direct financial level
 - Provide a fair regulatory framework for local businesses
 - Evaluate what (if any) impact to surrounding properties
 - Look for ways to encourage local participation rather than outside ownership
- Virginia sets a default 1,000-foot buffer from schools, hospitals, and child day programs.
 - The town can reduce this distance by ordinance, and separately controls where and how (zoning districts, hours, frontage, etc).
 - Distance between stores did not show up in compromise version. Propose setting to 1000 feet and letting SUP process decide if reductions are warranted
- Given the Commonwealth's mandate, this is primarily a land-use planning issue with economic implications

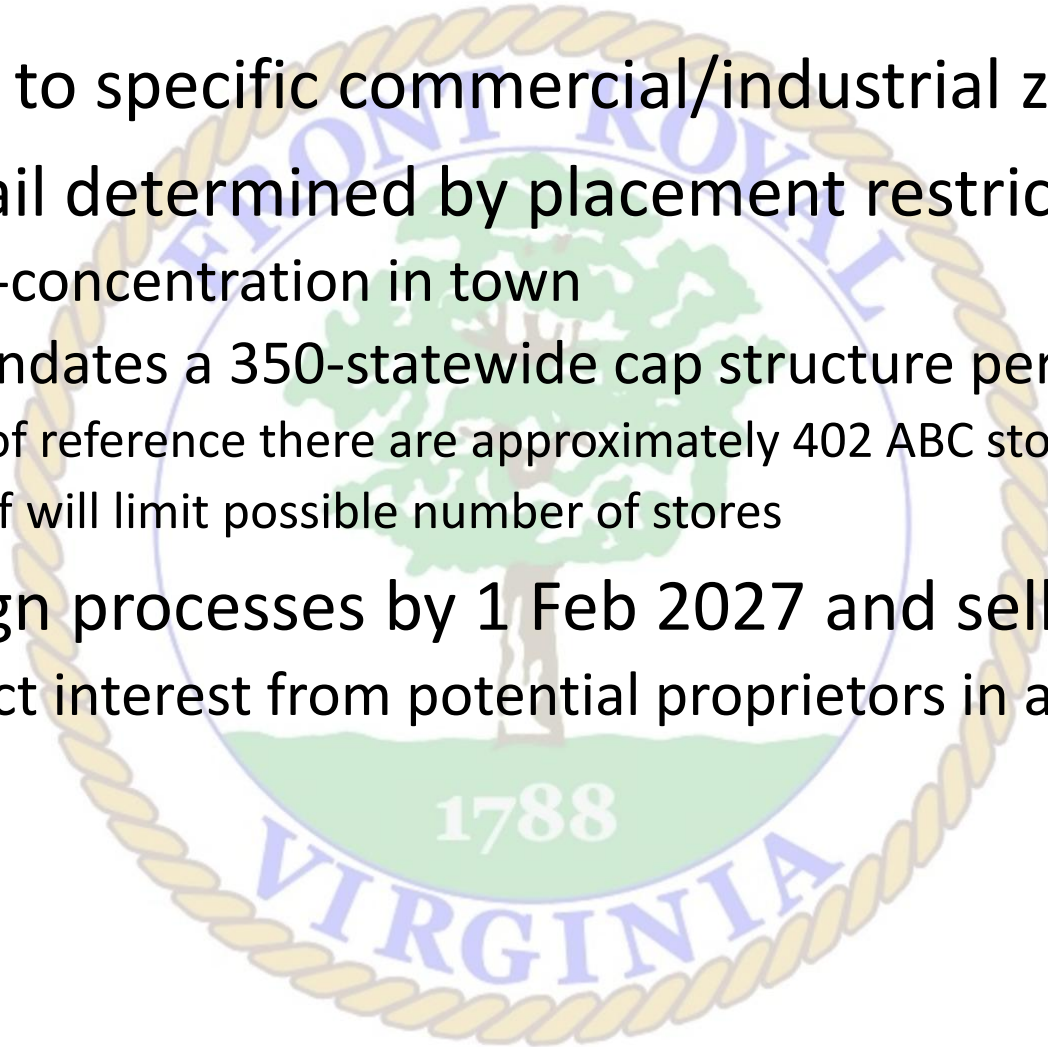
The Task at Hand

- **We are not writing a "welcome cannabis" ordinance**
 - We are responding to a state mandate
 - We are protecting our community
 - We are exercising the zoning authority that remains available
 - We are creating clear expectations before licenses are issued



Where To Put Cannabis Shops

- Limit cannabis to specific commercial/industrial zones only
- Spacing of retail determined by placement restrictions
 - Prevent over-concentration in town
 - The state mandates a 350-statewide cap structure permits
 - As a point of reference there are approximately 402 ABC stores
 - This in itself will limit possible number of stores
- State will design processes by 1 Feb 2027 and sell licenses
 - We can expect interest from potential proprietors in advance of that date



Design & Operational Standards

- Possible enhanced operation requirements to consider
 - Signage restrictions (no cartoon/youth-oriented advertising. This is already a state requirement, but you can go further locally)
 - Odor mitigation requirements for cultivation/processing facilities
 - Hours of operation restrictions
 - Security and lighting standards
 - Compatibility with adjacent properties
 - Traffic management if needed
 - Building appearance consistent with surrounding development

Local Farmer/Industry Support Provisions

- If retail cannabis is mandated by the Commonwealth, the Town should consider maximizing benefits for existing local agriculture and businesses rather than allowing those benefits to leave the region.
 - Support value-added agricultural processing
 - Allow testing and quality-control laboratories
 - Permit packaging and distribution facilities
 - Encourage local business participation
 - Coordinate with Warren County to support regional agriculture
 - Reduce transportation costs for local producers
 - Keep investment and jobs within the community

Recommended Policy Direction

- In complying with new state law, the town can both protect and benefit:
 - State law requires retail cannabis.
 - The Town cannot prohibit licensed retailers.
 - The Town should exercise every zoning authority it retains.
 - Protect neighborhoods, schools, and community character.
 - Provide fair opportunities for local farmers and businesses.
 - Keep jobs, investment, and tax revenue in the Front Royal/Warren County community.
- If this industry is established in Virginia, Front Royal should be prepared to regulate it responsibly, protect the community, and ensure that any economic benefits remain primarily local