



TOWN COUNCIL WORK SESSION

Monday, April 3, 2017 @ 7:00pm

Town Hall Conference Room

Town/Staff Related Issues:

1. Request from Shenandoah National Park for In-Town Water Rates – *Interim Town Manager*
2. Urban Agriculture Ordinance – *Director of Planning/ Zoning*
3. Budget Presentation – *Interim Town Manager/ Director of Finance*

Council/Mayor Related Items

4. Council Discussion/Goals (*time permitting*)
5. CLOSED MEETING – Personnel Matter

Motion to Go Into Closed Meeting

I move that Council convene and go into Closed Meeting for the assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of a public body, pursuant to Section 2.2 3711. A. 1., of the Code of Virginia.

Motion to Certify Closed Meeting at its Conclusion [*At the conclusion of the Closed Meeting, immediately re-convene in open meeting and take a roll call vote on the following:*]

I move 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.

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Town of Front Royal, Virginia Work Session Agenda Form

Date: April 3, 2017

Agenda Item: National Park Service request for in-town rates for water service

Summary: The Town held a meeting with the National Park Service in December 2016 to discuss numerous issues and in particular the water rates for the facilities located at the park entrance and the park housing. The Mayor instructed them to send a letter of request for Town Council to consider for in-town rates.

Council Discussion: Council is requested to consider request and determine further direction/action.

Staff Evaluation: The National Park Service is being charged appropriately for their utility services.

Budget/Funding: The Finance Director will be available

Legal Evaluation: The Town Attorney will be available to address any legal issues

Staff Recommendations: The National Park Service is being charged appropriately for their utility services.

Town Manager Recommendation: Town Manager will be available

Council Recommendation:

☐ Additional Work Session ☐ Regular Meeting ☐ No Action

Consensus Poll on Action: ____ (Aye) ____ (Nay)



United States Department of the Interior

NATIONAL PARK SERVICE

Shenandoah National Park
3655 U.S. Highway 211 East
Luray, VA 22835



IN REPLY REFER TO:

4.B.1 (4841)

March 1, 2017

Mr. Joseph E. Waltz
Interim Town Manager
Town of Front Royal
P.O. Box 1560
Front Royal, VA 22630

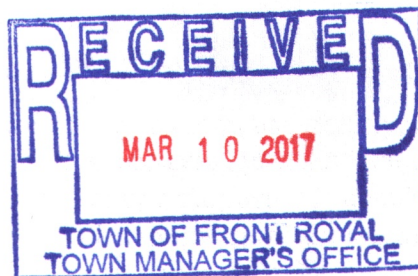
Dear Mr. Waltz:

Per our conversation, I am asking that you consider changing the water rate that Shenandoah National Park is currently being charged for our water service at the Front Royal entrance station and park housing to align with the water rates that are being charged to the Belmont Subdivision. We are currently being charged "out-of-town" rates and the Belmont Subdivision is being charged "in-town rates". However, we feel we should be charged the same "in-town" rates as the Belmont Subdivision based on the fact that the water supplied to the park comes from the same water main that serves the Belmont Subdivision and crosses park land prior to entering the subdivision.

Thank you for considering this rate change.

Sincerely,

Jennifer S. Flynn
Superintendent



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Town of Front Royal, Virginia
Work Session Agenda Form

Date: April 3, 2017

Agenda Item: Urban Agriculture Ordinance
Director of Planning & Zoning

Summary: The purpose of this discussion item is to determine if the Urban Agriculture Ordinance (175-110.5) should be continued, amended or removed from the Town Code. When Town Council adopted the ordinance it would be discussed that it would be evaluated in the future to determine if any changes are needed.

The ordinance requires persons interested in keeping fowl, rabbits or bees to obtain a permit and follow a management plan approved by the Agriculture Extension Office for the keeping of such animals. Persons with an acre or more of land are not required to obtain a permit. Prior to the adoption of this ordinance, keeping of fowl, rabbits and bees for agricultural use was not permitted in the Town on smaller residential lots.

Council Discussion: This agenda item is scheduled for a work session review on March 20, 2017.

Staff Evaluation: Since the ordinance was adopted, seven (7) permits have been issued. Other than one reported incident of fowl escaping their enclosure, there have not been any complaints received.

Budget/Funding: n/a

Legal Evaluation: The Town Attorney will be available at the work session for questions.

Town Manager: The Town Manager will be available at the work session for questions.

Council Recommendations:

☐ Additional Work Session ☐ Regular Meeting ☐ No Action
Consensus Poll on Action: ____ (Aye) ____ (Nay)

Work Session



the property and away from public view, as determined by the Administrator, or so that vertical cables, wiring and similar attachments are contained within the tower's structure.

S. The following shall be submitted to the Administrator after installation of the tower is completed and prior to issuance of a certificate of occupancy: (i) certification by a registered surveyor stating the height of the tower, measured both in feet above ground level and in elevation above mean sea level, using the benchmarks or reference datum identified in the application; and (ii) certification stating that any lightning rod's height does not exceed two (2) feet above the top of the tower and width does not exceed a diameter of one (1) inch.

(Added Section 9-26-05-Effective Upon Passage)

175-110.5 PERFORMANCE STANDARDS FOR URBAN AGRICULTURE

Urban Agriculture, as defined under Section 175-3 of this Chapter, shall comply with the following performance standards.

A. A zoning permit shall be required for the keeping of animals kept in association with urban agriculture when located on a lot less than 1 acre. Such a zoning permit application shall include a management plan that adequately addresses waste disposal, site suitability, setbacks, animal density, biosecurity and health measures, odor control, noise control, appearance, and maintenance. The management plan shall be reviewed by the Virginia Cooperative Extension Office, or other qualified expert, nonprofit organization or government entity. Conditions of approval or recommendations may be required as part of the zoning permit based on the management plan or other recommendations of the Virginia Cooperative Extension Office, or other qualified expert, nonprofit organization or government entity. The zoning permit shall only be valid for one (1) year; except that, the Zoning Administrator may successively renew the permit in additional one (1) year increments upon expiration; provide that, the use remains in compliance with the management plan and otherwise remains lawful.

B. Single family, duplex or two-family dwellings shall be permitted to keep up to six (6) female chickens (non-crowing hens only), six (6) bee hives, and/or six (6) rabbits.

C. Other types of residential uses, such as townhouses, condominiums, multi-family (apartments), are prohibited from keeping livestock, fowl or bees, except when authorized with a Special Use Permit or Proffer.

D. Commercial and industrial uses, excluding schools, are prohibited from keeping livestock, fowl or bees, except when authorized with a Special Use Permit or Proffer.

E. Roosters, livestock (excluding rabbits), and fowl (excluding hens) are prohibited on lots less than one (1) acre in land area.

F. Pigs are restricted, regardless of lot size, unless a Special Use Permit or Proffer is submitted and approved.

G. Chickens, bees, and rabbits are restricted from the front yard and corner side yard on corner lots.

H. Chickens and rabbits shall be kept within an enclosed area that includes a chicken coop or rabbit hutch. Such facilities shall be kept clean and maintained in good condition.

I. Chickens coops shall be setback at least ten (10) feet from side and rear property lines. Additional setbacks may be required by the Zoning Administrator if recommended as part of the submitted management plan or review agency recommendation.

J. Any permit issued for Urban Agriculture may be revoked by the Zoning Administrator if such use significantly deviates from the approved zoning permit and/or management plan; or if such use creates a violation of the Town Code, including, but not limited to, an unpermitted expansion, noise violation, unpermitted development activity, or nuisance.

K. The sale of goods or services related to Urban Agriculture is not authorized, except where such sale or services is allowed as a principal use of the property. This restriction shall not include the incidental selling or trading with neighbors, family or friends; nor shall it exclude selling produce off-site at farm markets or other venues.

L. The above requirements are considered in addition to all other requirements of the Town Code that may apply.

M. Urban agriculture is not permitted as a principal use of a property; except that, this restriction shall not apply to outdoor gardens.

N. Bee hives must be setback at least ten (10) feet from side and rear property lines, and shall be enclosed on all sides by a fence at least 4 feet in height. A sign between two (2) and four (4) square feet shall be clearly located on the fence to communicate that bees are being kept within the enclosure.

O. Harvesting of honey shall take place within an enclosed building.

(Added Entire Section 11-23-15-Effective Upon Passage)

175-111 SHOPPING CENTERS

Shopping centers shall be in single ownership or under a guaranteed unified management control. Shopping centers shall consist of harmonious selection of uses and groupings of buildings, service and parking areas, circulation and open space and shall be subject to the provisions of the Condominium Act of Virginia and shall comply with the following regulations:

A. Permitted principal uses shall be as follows:

1. Stores for the sale of goods at retail or the performance of customary personal services or services clearly incidental to retail sales.
2. Business, professional or banking offices.
3. Restaurants, cafes or similar places serving food and/or beverages.

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Town of Front Royal, Virginia
Work Session Agenda Form

Date: April 3, 2017

Agenda Item: FY18 Budget Discussion

Summary: PROPOSED FY 2017-2018 BUDGET PRESENTATION

Council Discussion: Discussion of the FY18 budget.

Staff Evaluation: Budget Books will be handed out at the Meeting

Budget/Funding: Will be discussed during meeting

Legal Evaluation: Town Attorney will be available for questions.

Town Manager Recommendation: The Town Manager/Director of Finance will be presenting

Council Recommendation:

☐ Additional Work Session ☐ Regular Meeting ☐ No Action



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