

**Planning Commission
Town of Front Royal, Virginia**

June 21, 2017

Present: **Deborah Langfitt, Chairman**
 Douglas Jones, Vice Chairman
 David Gushee, Commissioner
 Joseph McFadden, Commissioner
 Connie Marshner, Commissioner
 Cee Ann Davis, Commissioner

Staff: **Jeremy Camp, Director**
 Darryl Merchant, GIS Analyst/Planner/Surveyor
 Connie L. Potter, Sr. Administrative Assistant

The June 21, 2017 meeting of the Planning Commission for the Town of Front Royal, Virginia was called to order by Chairman Langfitt at 7:00 p.m.

CITIZEN COMMENTS:

There were no speakers.

MINUTES:

Commissioner Davis moved to approve the meeting minutes as written, seconded by Commissioner Gushee.

VOTE: Yes – McFadden, Jones, Gushee, Langfitt, Davis, Marshner

PUBLIC HEARING:

- **ORD17-03-228. Flea Market Regulations.** A draft ordinance amendment that would modify Town Code 98-46, 175-3, 175-10.10, 175-44, 175-53.7.A3, 175-63C.3, 175-70.I.3, and 175-10.4.A. The drafted modifications would allow flea markets to operate on Fridays, in addition to Saturdays, Sundays, and holidays as presently stipulated, subject to certain standards and a special use permit.

Mr. Camp explained that the draft amendment request came from Andrick's Flea Market who had communicated a request to Town Council to operate the flea market on Friday's

and potentially open a farmers market also on Fridays. Town Council referred the request to the Planning Commission. The Commission and Staff have been working on the request over the past few months trying to identify within the code what needs to change and come to a consensus to establish if this is what the Town would like to happen. A draft ordinance has been written that would accommodate the request if Andrick's Flea Market applies and obtains a Special Use Permit. The draft ordinance amendment would allow for the flea market to operate on Friday, with certain performance standards written in the code as well as the requirement for a Special Use Permit. Also included are some minor wording changes and new definitions. The proposed amendment has been vetted through the Finance Director, as well as the Virginia Department of Health and the Virginia Department of Agriculture. Staff has also communicated with the property owner of Andrick's Flea Market and he provided a letter of support which was included in the Planning Commission meeting packets.

The public hearing was opened.

There were no speakers present.

The public hearing was closed.

There was no discussion by Planning Commission members.

Commissioner Marshner moved to recommend approval of the draft amendment to the Town Code, titled Flea Market Regulations, as presented, seconded by Vice Chairman Jones.

VOTE: Yes – Gushee, Jones, McFadden, Langfitt, Marshner, Davis

CONSENT AGENDA:

There were no items on the consent agenda.

NEW BUSINESS:

There were no items for new business.

OLD BUSINESS:

There were no items for old business.

PLANNING DIRECTOR'S REPORT:

Mr. Camp reviewed the May monthly report.

Leach Run Parkway is reaching substantial completion and construction should be complete by end of the week (June 23rd).

Town Council will be discussing the property maintenance code at the July 3rd work session.

The site plan for the Criser Road Trail has been completed by the Town Surveyor, Darryl Merchant. A pre-bid meeting has taken place and Staff is moving forward with bidding the project out with construction starting in July.

COMMISSION MEMBER REPORTS:

Commissioner Davis questioned when the updated Comprehensive Plan would be complete.

Mr. Camp explained that with current staffing, he is allocating approximately 2 hours of his time per week on the update and hoping for completion by end of the year.

Commissioner Davis asked if Staff had any information on the potential new hospital site and noted she was not clear on what the footprint would look like.

Mr. Camp stated that he had met with Valley Engineering over the past several months. They are working on a submittal for the hospital, which will include a concept plan as well as a zoning application for the property. The plans have not yet been submitted.

ADJOURNMENT:

Vice Chairman Jones moved to adjourn the meeting, seconded by Commissioner Gushee.

VOTE: Yes – Langfitt, Gushee, Jones, McFadden, Davis, Marshner

The meeting adjourned at 7:10 p.m.

Connie L. Potter
Sr. Administrative Assistant