TOWN COUNCIL WORK SESSION

Monday, January 7, 2019 @ 6:00pm
Town Hall Council Chambers

1. **CLOSED MEETING** – Planning Commission Interviews

Motion to go Into Closed Meeting
I move that Town Council go into closed meeting to discuss and consider prospective candidates for the Planning Commission, 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.

TOWN/STAFF RELATED ITEMS
2. Continued Discussion of BMW Real Estate LLC Proffer Revision Request – D*irector of Planning/Zoning*
3. Special Use Permit for VFW – *Director of Planning/Zoning*
4. Special Use Permit for David Dixon – *Director of Planning/Zoning*
5. FY20 Budgetary Items Overview – *Director of Finance*

COUNCIL/MAYOR RELATED ITEMS:
6. Appointments for Vice Mayor and Audit and Finance Committee
7. Council Discussion/Goals *(time permitting)*

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Work Session Agenda Form

Item #1

Date: January 7, 2019

Work Session

AGENDA ITEM: **CLOSED MEETING – Planning Commission Interviews**

SUMMARY: Council is requested to go into closed meeting to interview candidates for the Planning Commission to fill an un-expired term voided by Deborah Langfitt who resigned on December 11, 2018. The unexpired term will expire August 30, 2020.

BUDGET FUNDING: N/A

STAFF RECOMMENDATION: Council takes desired action

2

Work Session Agenda Form

Item # 2

DATE: January 7, 2018

Work Session

AGENDA ITEM: BMW Real Estate LLC Proffer Revision Request – FRREZON-000869-2018

SUMMARY: BMW Real Estate LLC submitted a request to revise the proffers for their vacant piece of commercial property located on John Marshall Highway. The Planning Commission recommended approval of the proffers. Town Council previously met on December 3, 2018 and reviewed the submission. Town Council requested the applicant to revise the proffers to restrict evening hours for retail uses. Attached is a revised proffer statement that was submitted voluntarily by the applicant on December 17, 2018. Section I, item *bb*, includes the new language that restricts retail stores that are open between the hours of 9PM and 6AM. The staff report previously provided is also attached for reference.

Revision of proffers require a public hearing and two readings in a regular Town Council meeting.

BUDGET/FUNDING: No direct impact.

STAFF RECOMMENDATION: Staff recommends approval.

TOWN OF FRONT ROYAL
DEPARTMENT OF PLANNING & ZONING

STAFF REPORT FOR THE SEPTEMBER 19, 2018 PLANNING COMMISSION MEETING
Updated for Town Council's January 7, 2019 Work Session

APPLICATION #:

FRREZON-000869-2018
(Revision of RZ05-10-57)

APPLICANT:

BMW Real Estate LLC

SUMMARY OF REQUEST:

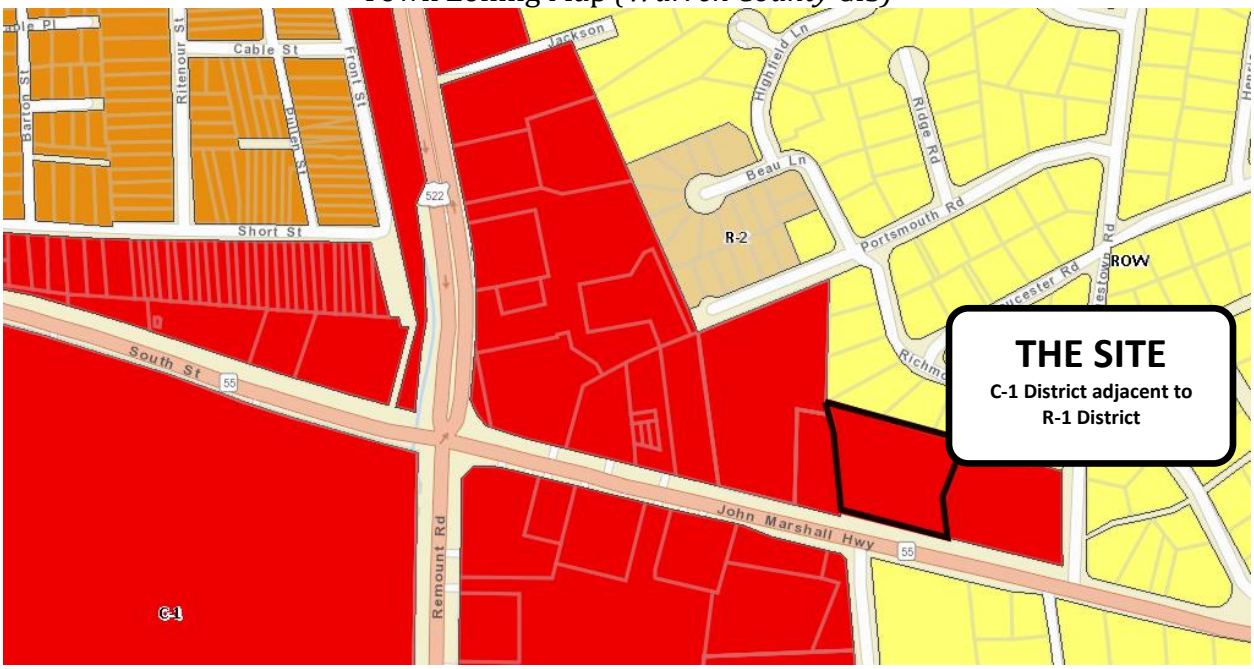
The applicant has requested to revise the proffers associated with approximately 1.68 acres of C-1 District property to assist with the selling and development of the land.

GENERAL INFORMATION:

Site Addresses	None (Vacant Land)
Property Owner(s)	BMW Real Estate LLC
Zoning District	C-1 (Community Business) District
Tax Identification	20A101 4A2
Location	The property is located on the north side of John Marshall Highway to the west of 986 John Marshall Highway and to the east of the UPS property.

Vicinity Map (Warren County GIS)

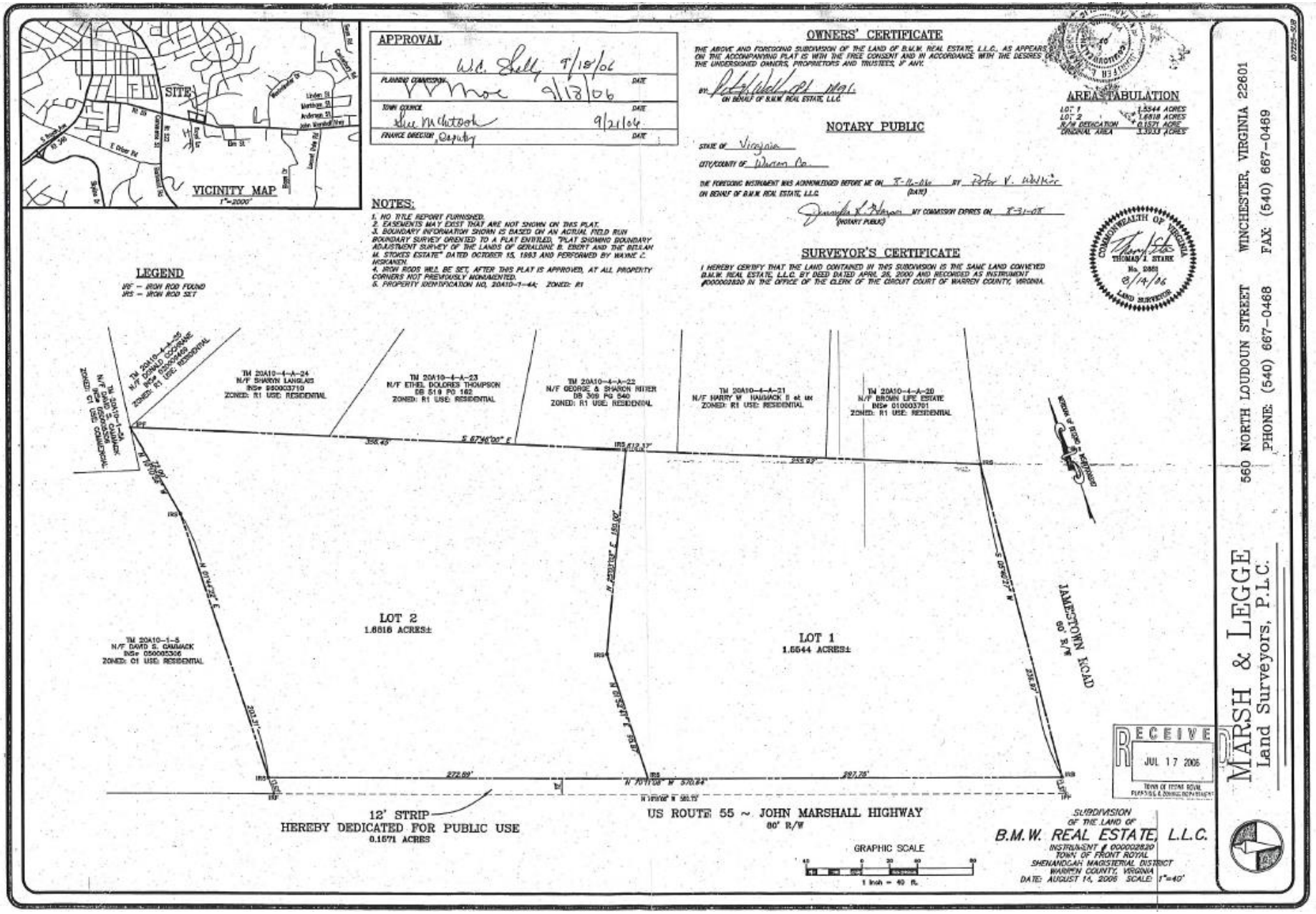
Town Zoning Map *(Warren County GIS)*



Streetviews *(Google Maps)*

Aerial Map (*WC Online GIS*)

Aerial Map (*WC Online GIS*)



SUPPLEMENTAL INFORMATION:

What are Proffers?

Virginia Code § 15.2-2296 through § 15.2-2303.4 address the legislative intent and rules associated with the practice of "conditional rezoning." Conditional rezoning, typically just referred to as "proffers", is a process where a zoning reclassification (rezoning) may be allowed subject to certain conditions that are proffered by the applicant. This process gives local governing bodies the ability to better protect their communities from negative impacts associated with new development. Proffers also give developers more flexibility to address negative impacts to obtain approval of rezoning applications that may not otherwise be possible. Once accepted by the governing body, proffers are the same as an ordinance and run with the land.

Proffers can either be cash proffers or non-cash proffers. However, not all localities are authorized to accept cash proffers. Pursuant to Virginia Code § 15.2-2298, the Town of Front Royal has the ability to accept either type. This is because the Town is classified as a high-growth locality (due to Warren County's growth rate) in the State of Virginia.

Cash proffers may be collected by localities if the funds are for a capital improvement project that is on the community's Capital Improvement Program (CIP). The funds must be used within 12 years and may only be used for the project listed in the proffer statement, unless alternative use of the funds are specified within the proffers. Proffers must also be reasonably related to the rezoning; the rezoning must give rise for the need of such proffers; they must be in writing; signed by all parties; and may not obligate a locality to do something they would not otherwise have to do. In addition, proffers are intended to impose additional requirements and restrictions, not alternative or lesser requirements or restrictions. The alteration or lessening of requirements or restrictions is considered "contract zoning". Contract zoning, much like spot zoning, is illegal. [Pima Gro Systems, Inc. v. Board of Supervisors of King George County, 52 Va. Cir. 241 (2000)].

Perhaps the most important thing to remember about proffers is that they cannot be required, they must be made voluntarily by the applicant for the purpose of mitigating impacts of the proposed rezoning application.

[Chapter 11, Conditional Zoning: Proffers, The Albemarle County Land Use Law Handbook, Kamptner (June 2017).

What Does It Mean That Proffers Must Be "Voluntary"?

- The locality must identify all of the impacts that could result from the rezoning so that the owner may decide which impacts it will address through proffers.
- It is up to the owner to decide whether to address the impacts that could result from the rezoning through proffers.
- If the locality denies the rezoning and the owner did not volunteer proffers to address all of the identified impacts, the decision must be based on sound zoning principles (including unmitigated impacts), and not simply on the fact that the owner did not proffer something.
- It does not mean that the locality is powerless to engage the applicant and its representatives in a meaningful dialogue to ensure that the applicant either addresses the identified adverse impacts through proffers or makes a conscious decision to not address those impacts through proffers.

Review Procedure	Adoption or revision of proffers requires the same procedures as a rezoning or ordinance amendment. The submission must first be reviewed by the Planning Commission, and the Planning Commission must forward recommendations to Town Council. Town Code 175-146.D. specifies that the Planning Commission must take action within 90 days after the date of the first regular meeting of the Commission. It is important to note that when the submission changes, such as when a property owner revises the proffers during the review process, the 90-day time period resets. Before approving and adopting any rezoning, or modification of a previously approved rezoning (proffers), a public hearing is required, pursuant to Virginia Code § 15.2-2204.

Attachment A is the proposed new proffers submitted by the Applicant. This draft was revised a few times during the Planning Commission review process and most recently on 12/17/18 following the Town Council's initial work session.

Below is a table that compares the proposed proffers with the current proffers:

CATEGORY	USE	CURRENT PROFFERS	PROPOSED PROFFERS (after revisions)
RESIDENTIAL:			
	Up to three (3) dwelling units of any type, but not on the ground floor	Y, but only up to 2	Y
	Caretaker quarters	Y	Y
	Apartments or dwelling units, with four (4) or more units or where located on the ground floor	N	Y
COMMERCIAL:			
	Appliance stores and repair services	N	Y
	Assembly Halls	N	N
	Automobile and truck sales lots and leasing agencies	N	N
	Automobile service stations (Gas Stations)	N	N
	Bakeries, when products are sold as retail on the premises.	Y	Y
	Banks, branch banks, and financial institutions.	Y	Y
	Barber and beauty shops	N	Y
	Car washing	N	N
	Catering Services	Y	Y
	Contractor's offices, display rooms and storage	Y	Y
	Commuter parking facilities.	N	N
	Department Stores	N	N
	Drugstores	Y	Y
	Florist shops/floral designers	Y	Y
	Funeral homes	N	N
	Furniture stores	N	N
	Grocery stores	N	N
	Hardware stores	N	Y

	Laundries, Laundromats and dry cleaners	N	Y
	Lumber and building supply	N	N
	Machinery sales and service	Y	N
	Motels, hotels, and tourist homes.	N	N
	Newspaper and other printing establishments	Y	Y
	Personal Services	Y	Y
	Retail Stores	Y, but not between 9PM and 6AM	Y, but not between 9PM and 6AM
	Pharmaceutical Center	Y	Y
	Professional and Business Offices	Y	Y
	Radio and television broadcasting stations, studios or offices.	N	Y
	Recreational Facility, Commercial	Y, but Excluding billiard parlors, poolrooms, and bowling alleys	Y, but Excluding billiard parlors and poolrooms, and bowling alleys
	Restaurants, including drive-in restaurants	Y, but not between 9PM and 6AM, nor drive-throughs or when over 2K SF	Y, excluding drive-through and excluding restaurants that are open late between the hours of 9PM and 6AM.
	Special childcare services.	Y	Y
	Technology business, as defined in Section 175-3, provided that such use does not involve broadcast or communications towers or manufacturing operations.	Y	Y
	Theatres, Indoor	N	N
	Veterinary hospitals	Y	Y
	Wearing-apparel stores	Y	Y
	Automobile garages	N	N
	Automobile Parking Lots, commercial.	Y	N
	Bed & Breakfasts	Y	Y
	Day Care Facilities	Y	Y
	Farmers' markets, and flea markets	Y	Y
	Kennels	Y	Y
	Shopping centers	Y	Y
INDUSTRIAL:			
	Distribution facilities	Y	N
	Wholesale establishments	Y	N
ORGANIZATIONAL:			
	Art galleries and museums.	Y	Y
	Churches.	N	Y
	Public libraries.	Y	Y
	Schools	Y	Y
MISCELLANEOUS:			
	Accessory uses, structures and buildings.	Y	Y
	Home occupations.	Y	Y
	Open Space	Y	Y
	Public facilities.	Y, excluding fire,	Y, but excluding fire, rescue

		rescue and transportation facilities.	and transportation facilities.
	Public parks and playgrounds.	Y	Y
	Public utilities.	N	Y
	Signs, as set forth in Section 175-106	Y	Y
	Special childcare services.	Y	Y
	Such other uses as determined similar to one or more enumerated uses by the Zoning Administrator.	Y	Y
	Heights above maximum for permitted uses	Y	Y
	Conservation areas.	Y	Y
	Communication towers, in accordance with Section 175-110.4	N	N
	Boarding Houses, Clubs & Lodging Houses	N	Y
	Mini-warehouses, subject to the standards of Section 107-44.G.	Y	Y
	Nursing homes, as set forth in Section 175-107.	Y	Y
	Parking Structures.	Y	Y
	Structures with a height between 45 feet and 70 feet, and any residential structure not in conformance with the height limitation of Section 175-41.	Y	Y
	Structures with a gross floor area of 50,000 square feet or more.	Y	Y
	Townhouse-style commercial	Y	Y
	Outdoor amplified sound	N/A	N
	Outdoor storage	N/A	N, except C-G of 175-44.A.

Notes:

1. Uses shown in *italics* require a Special Use Permit (SUP).
2. "Y" means yes, the use is permitted. However, some special restrictions are noted.
3. "N" means no, the use is not permitted, but is normally permitted by-right or by SUP in the Town Code for the C-1 Zoning District.

In addition to the use changes, the applicant is proposing the following other changes:

- Removal of the proffer that limits the lot coverage to 75%.

  [Staff Note: This is already a Town Code requirement and not needed in the proffers].

- Removal of the down-directed lighting proffer.

  [Staff Note: The current Town Code requires dark sky compliant lighting making this proffer obsolete]

- Removal of the proffer that requires existing healthy trees with a caliper of 10" or greater to be maintained and preservation of existing pine trees.

  [Staff Note: The Town has new landscaping requirements that were not in effect when the current proffers were drafted. A transitional yard of 15 feet is required between the property and adjoining residential properties by Town Code. In addition, there are perimeter and interior parking lot requirements, canopy coverage requirement, and street tree requirement]

- Removal of the proffer that requires parking to be in the rear of the property unless a 3-foot tall landscaping screen is provided along the front.

  [Staff Note: The proposed proffers include language that the applicant will provide a 20' wide landscaping screen along the frontage of the property regardless of where the parking is.]

- Rewording of the proffer regarding the building design, that requires compatibility with the existing commercial structure on the adjacent property to the east.

  [Staff Note: The new language proposes brick, masonry, stone or stucco, and allows alternative surface types upon approval by the Planning Commission.]

- Removal of the proffer that requires dedication of a strip of land to the Town for a trail. The dedication plat is shown on page 4.

  [Staff Note: This has already been completed]

- Removal of a proffer that requires utility and driveway locations to conform with the Town and VDOT standards.

  [Staff Note: This is already required by Town Code]

- Removal of the proffer for a bond for the installation of curb and gutter and sidewalk along John Marshall Highway.

  [Staff Note: curb and gutter and a sidewalk have already been added]

CONCLUSIONS:

The Planning Commission recommended approval of the revised proffers during their October Planning Commission Meeting. Review with Town Council was postponed until December at the request of the Applicant.

The Planning Commission's recommendation of approval was contingent on the applicant revising the proffers to restrict restaurants that are open between 9PM and 6AM, and a wording change to section 3 of the proffers regarding the building exterior. The current draft was submitted by the Applicant after the Planning Commission meeting and addresses the Planning Commission's concerns.

Overall, the proposed proffers allow a few more uses that currently allowed but was still true to the intent of the original rezoning in the opinion of the Planning Commission.

Citizens spoke at the Planning Commission meeting primarily regarding the existing dead row of trees between the property and the adjacent residential houses. When the Applicant's property is developed, the Town Code requires a buffer be installed at this location. That will require removal of the existing and dead trees and replanting of a new buffer that complies with the Town Code specifications.

Town Council requested that the applicant restrict evening hours for retail uses during their initial review of the Application in December. The applicant revised the proffers to include this requested change (Section 1, item *bb*). A public hearing with Town Council is required prior to action on the application. Furthermore, two readings are required.

Attachments to Staff Report (updated 1/2/18):

1) Attachment A – Revised Proffers dated 12/17, 2018

PROFFER STATEMENT

REZONING:	FRREZON-000869-2018 (Revision of RZ05-10-57)
CURRENT ZONING:	C-1 (Community Business) District [Town Code, Sections 175-38 through 175-45, as the same from time to time may be amended, or their successor ordinances.]
PROPOSED ZONING:	C-1 (Community Business) District [Town code, Sections 175-38 through 175-45, as the same from time to time may be amended, or their successor ordinances.]
PROPERTY:	1.6818 acres, Tax Map #20A101 4A2, Lr00-2820, Sub Lr06-10214 From Tax Map #20A101 4a.
APPLICANT/OWNER:	BMW Real Estate LLC
PROJECT NAME:	Vacant Land Along John Marshall Highway
DATE OF PROFFERS:	Dec. 17, 2018

Preliminary Matters

Pursuant to Section 15.2-2296 et. seq. of the Code of Virginia, 1950, as amended, and the provisions of the Town of Front Royal Zoning Ordinance with respect to conditional zoning, the undersigned Applicant hereby voluntarily agrees to the terms and conditions set forth herein, provided that the Town of Front Royal approves Rezoning Application FRREZON-000869-2018[1] for the rezoning of the subject property, as referenced above, consisting of approximately 1.6818, to the C-1 (Community Business) District. The terms and conditions set forth herein may be subsequently amended, revised, or withdrawn by the Applicant if approved by the Town of Front Royal, in accordance with the Virginia Code and Town Code. In the event that such rezoning is not granted, then these proffers shall be deemed withdrawn and have no effect whatsoever.

Terms & Conditions (Proffers)

I. Restricted Uses.

The use of the property shall comply with the C-1 District regulations of the Town Code. In addition to the Town Code requirements, the property shall NOT be used for any of the following principal uses:

a. Assembly halls.
b. Automobile and truck sales lots and leasing agencies.
c. Automobile service stations (including gas stations and fuel sales).
d. Automobile garages.
e. Billiard parlors and poolrooms.

[1] FRREZON-000869-2018 is a requested amendment to the existing proffers that were recorded on May 15, 2000 under instrument number 000002819 in the Clerk's Office of Warren County, and revised in 2006.

f. *Bowling alleys.*
g. *Car washes.*
h. *Commuter Parking Facilities.*
i. *Department Stores.*
j. *Fire, Rescue and Transportation Facilities.*
k. *Funeral Homes.*
l. *Furniture Stores.*
m. *Gasoline or other fuel sales.*
n. *Lumber and building supply.*
o. *Public transportation facilities.*
p. *Outdoor amplified sound.*
q. *Outdoor storage, excluding the following if such activities are in compliance with Town Code 175-44.A.*
    i. *Plants and other landscaping products typically sold with plants.*
    ii. *Temporary or seasonal activities, such as but not limited to, peddlers, yard sales, and itinerant merchants that have obtained approval from the Town.*
    iii. *Vending machines.*
    iv. *General products, goods, merchandise, and/or materials, provided that (i) no more than 200 square feet of area is used, and (ii) outdoor display and/or sales are restricted from the evening and night hours from 8PM to 5AM, except that general products, goods, merchandise, and/or materials may be kept outdoors if located under a roofed structure.*
r. *Grocery stores.*
s. *Machinery Sales and Service.*
t. *Motels, hotels, and tourist homes, except by special use permit.*
u. *Telecommunication (Communication) towers.*
v. *Drive-thru restaurants.*
w. *Restaurants that are open between the hours of 9 PM and 6 AM.*
x. *Theatres.*
y. *Automobile Parking Lots, commercial.*
z. *Distribution facilities.*
aa. *Wholesale establishments.*
bb. *Retail stores, as defined in section 175-39.C. that are open between the hours of 9 PM and 6 AM.*

II. <u>Front Landscaping Screen.</u>

The site development plan shall include a twenty (20) foot wide landscaping screen along the entire frontage of John Marshall Highway; provided that, the Planning Commission may waive screening in areas where it is either undesirable, impractical or unsafe to include a screen, such as, but not limited to, areas where it is necessary to have an entrance and adequate site distance.

III. Building Exterior.

Future buildings and other structures shall be designed with an exterior material that is masonry, brick, or stone. A simulated stucco exterior insulating finish system may also be used if the material and architectural style is similar to the adjacent building at 986 John Marshall Highway.

IV. Signatures.

The conditions proffered above shall be binding upon the heirs, executors, administrators, assigns, and successors in the interest of the Applicant and owner. In the event the Front Royal Town Council grants this rezoning and accepts the conditions, the proffered conditions shall apply to the land rezoned in addition to other requirements set forth in the Front Royal Town Code, as the same from time to time may be amended, or their successor ordinances. This Proffer Statement supersedes any proffer statements previously submitted in connection with this application and this Property, if any.

OWNER'S SIGNATURE: Peter V. Walker, CPA

PRINT SIGNATURE: Peter V. Walker

TITLE: Member/ mgr.

ADDRESS: PO Box 41, Front Royal, Va. 22630

WITNESS: [signature]

COMMONWEALTH OF VIRGINIA
COUNTY OF WARREN, TO- WIT:

SUBSCRIBED AND SWORN TO BEFORE ME THIS 10th DAY OF December, 2018, BY Peter V. Walker, WHOSE SIGNATURE IS EXECUTED ABOVE TO THE FOREGOING INSTRUMENT AND WHO HAS APPEARED THIS DAY BEFORE ME, Jennifer L. Harper Jennifer L Harper A NOTARY PUBLIC IN AND FOR THE COMMONWEALTH OF VIRGINIA AT LARGE.

MY COMMISSION EXPIRES ON THE 31st DAY OF August, ~~2018~~ 2020.

JENNIFER L. HARPER
Notary Public
Commonwealth of Virginia
Registration No. 173464
My Commission Expires Aug 31, 2020

Jennifer L. Harper
NOTARY PUBLIC

OWNER'S SIGNATURE: _____

PRINT SIGNATURE: Joseph P. Biggs
TITLE: member
ADDRESS: 115 Chester St, Suite E Front Royal VA 22630

WITNESS: _____

COMMONWEALTH OF VIRGINIA
COUNTY OF WARREN, TO- WIT:

SUBSCRIBED AND SWORN TO BEFORE ME THIS 10th DAY OF December, 2018, BY Joseph P. Biggs, WHOSE SIGNATURE IS EXECUTED ABOVE TO THE FOREGOING INSTRUMENT AND WHO HAS APPEARED THIS DAY BEFORE ME, Jennifer L. Harper, A NOTARY PUBLIC IN AND FOR THE COMMONWEALTH OF VIRGINIA AT LARGE.

MY COMMISSION EXPIRES ON THE 31st DAY OF August, 2020.

JENNIFER L. HARPER
Notary Public
Commonwealth of Virginia
Registration No. 173464
My Commission Expires Aug 31, 2020

_____
NOTARY PUBLIC

OWNER'S SIGNATURE: _____

PRINT SIGNATURE: J. FRANKLIN Brugh
TITLE: Member
ADDRESS: 60 SCARLET OAK Ct Front Royal VA.

WITNESS: _____

COMMONWEALTH OF VIRGINIA
COUNTY OF WARREN, TO- WIT:

SUBSCRIBED AND SWORN TO BEFORE ME THIS 11th DAY OF December, 2018, BY J. Franklin Brugh, WHOSE SIGNATURE IS EXECUTED ABOVE TO THE FOREGOING INSTRUMENT AND WHO HAS APPEARED THIS DAY BEFORE ME, Ann B. Tomarchio, A NOTARY PUBLIC IN AND FOR THE COMMONWEALTH OF VIRGINIA AT LARGE.

MY COMMISSION EXPIRES ON THE 30th DAY OF June, 2020.

ANN R TOMARCHIO
Notary Public
Commonwealth of Virginia
Registration No. 7522735
My Commission Expires Jun 30, 2020

NOTARY PUBLIC

OWNER'S SIGNATURE: _____

PRINT SIGNATURE: Joseph N. McGreevy

TITLE: Member

ADDRESS: 811 Happy Creek Rd Front Royal VA 22630

WITNESS: _____

COMMONWEALTH OF VIRGINIA
COUNTY OF WARREN, TO- WIT:

SUBSCRIBED AND SWORN TO BEFORE ME THIS 17th DAY OF December, 2018, BY Joseph N. McGreevy, WHOSE SIGNATURE IS EXECUTED ABOVE TO THE FOREGOING INSTRUMENT AND WHO HAS APPEARED THIS DAY BEFORE ME, Donna F. Heflin, A NOTARY PUBLIC IN AND FOR THE COMMONWEALTH OF VIRGINIA AT LARGE.

MY COMMISSION EXPIRES ON THE 31th DAY OF ~~December~~ July, 2020.

Donna F. Heflin
NOTARY PUBLIC
Reg# 173604

DONNA F. HEFLIN COMMONWEALTH OF VIRGINIA NOTARY PUBLIC

3

Work Session Agenda Form

Item # 3

DATE: January 7, 2019

Work Session

AGENDA ITEM: VFW Special Use Permit Application – FRSPU-1089-2018

SUMMARY: VFW, Post 1860, submitted an application to establish an assembly hall (lodge) on their property located at the end of N. Royal Avenue adjacent to the South Fork of the Shenandoah River. The new lodge will be built in the same location that the previous lodge, before it was destroyed by fire and then demolished in 2015. The Planning Commission reviewed the Application on November 28, 2018 and recommended approval with the conditions noted in the Staff Report. Attached is a copy of the Staff report and supporting documents submitted by the Applicant. The new lodge will be elevated to comply with the floodplain requirements.

BUDGET/FUNDING: No direct impact.

STAFF RECOMMENDATION: Approval with conditions.

TOWN OF FRONT ROYAL
DEPARTMENT OF PLANNING & ZONING

STAFF REPORT FOR THE NOVEMBER 28, 2018 PLANNING COMMISSION MEETING
Updated for Town Council Work Session on January 7, 2019

APPLICATION #:
FRSPU1089-2018 / FRSITE1090-2018

APPLICANT:
VFW Post 1860 (Jeffrey D. Cook)

SUMMARY OF REQUEST:
A request to establish an Assembly Hall within the I-1 Zoning District, and, a site plan application for the proposed lodge. [See **Attachment A: Applications**]

GENERAL INFORMATION:

Site Addresses	1847 North Royal Avenue
Property Owner(s)	Samuel R. Millar, VFW Post 1860
Existing Zoning	I-1 District (the lot also includes A-1, but that area is not proposed for development)
Proposed Use	Assembly Hall (lodge)
Tax Identification	20A3-1-2
Location	The property is the first right after passing the Norfolk Southern Railroad on North Royal Avenue, before the road terminates just before the South Fork Shenandoah River. The proposed Assembly Hall (lodge) would go where the former lodge was located before it was demolished after being destroyed by fire in July of 2015.

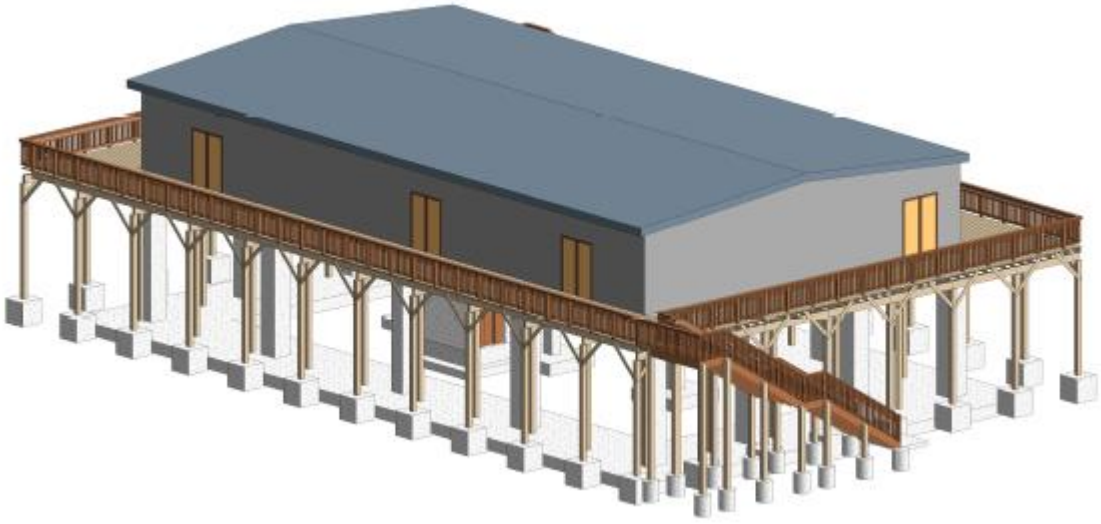
Vicinity Map (*Warren County GIS*)

Town Zoning Map *(Warren County GIS)*

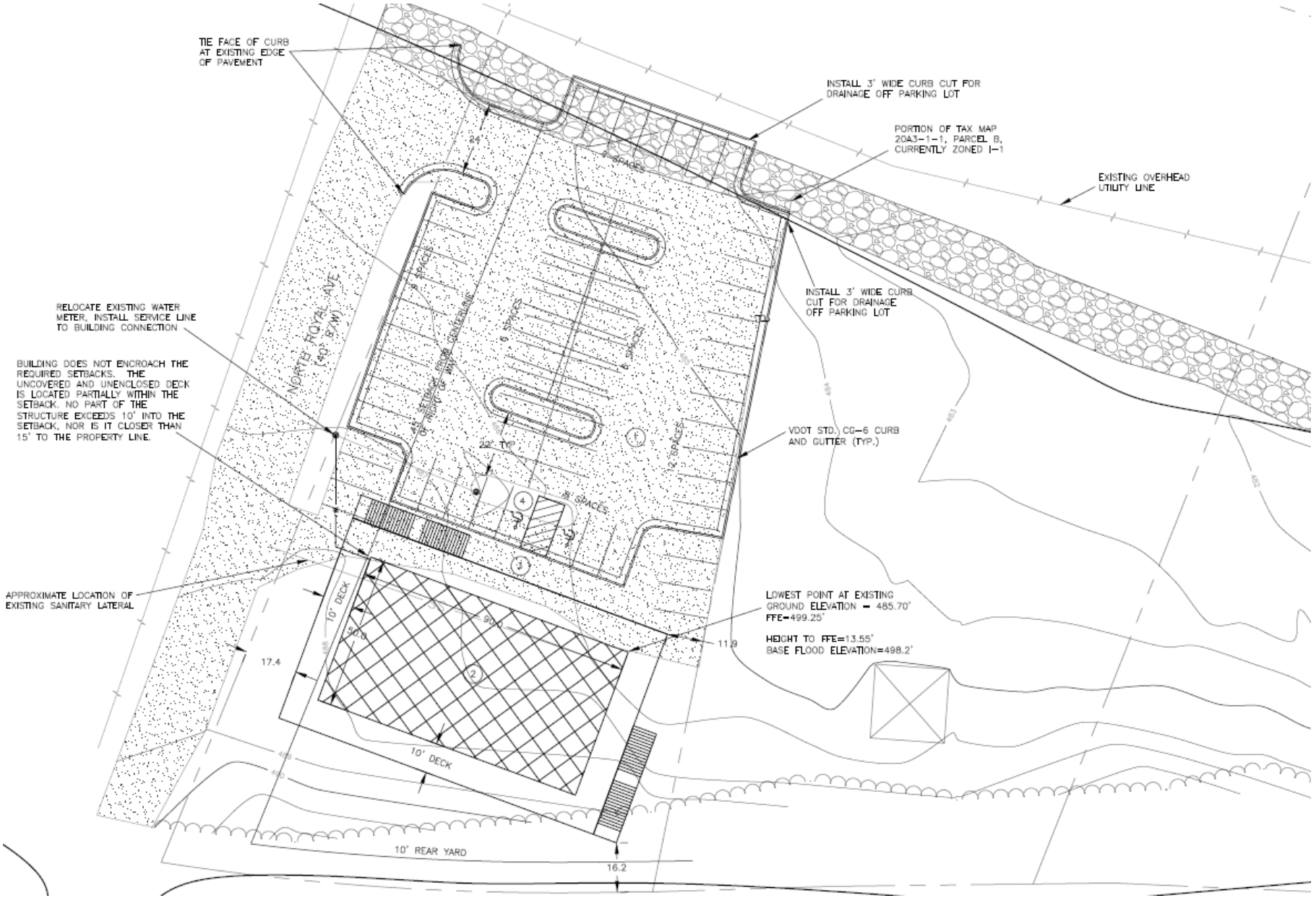
Aerial *(Pre-fire, Warren County GIS)*

Picture (the old lodge being demolished after 2015 fire destruction)

Illustration (the proposed new lodge, elevated to meet floodplain requirements)



Site Plan Layout



INFORMATION ON THE APPLICATION:

Project Summary	The Applicant proposes to establish an Assembly Hall (VFW Lodge) at the subject property. The site plan for the new lodge is for a 50' x 90' (4500 SF) building that will be elevated approximately 13 feet off of the grade to an elevation of 499.25'. The purpose for the elevation is because the structure is located within the regulated floodplain. New non-residential development inside of the floodplain is required to elevate or floodproof the structure. The proposed lodge will have an elevator and stairs to access the proposed lodge. (See **Attachment B: Site Plan**).
Special Use Permits	The Town is authorized to require a special use permit for certain uses within any zoning district under Virginia Code §15.2-2286. Some specific uses are granted protection from regulation from localities by the Virginia Code, including agriculture uses, small scale conversion of biomass to alternative fuel, certain residential uses, private tents, farm wineries, assisted living facilities, and group homes. The issuance of a special use permit is subject to such conditions as are deemed necessary by the Front Royal Town Council after recommendations of the Front Royal Planning Commission. Prior to an action by Town Council or a recommendation by the Planning Commission, a public hearing is required for special use permits.
Site Plans	The Town Code requires a major site plan for the proposed building. The requirements for major site plans are found under Article 5 of Town Code Chapter 148. The Planning Commission is delegated with the review authority for major site plans. Pursuant to Town Code 148-515.D.2.a, the Planning Commission is required to take action within 60 days. No action from Town Council is required. However, in this case, a Special Use Permit is also required, which must be approved by Town Council before a site plan can be approved. The proposed use is classified as an "Assembly Hall", which is permitted in the I-1 Zoning District if a Special Use Permit is approved. The property is also located within the AE Zone of the Floodplain. The location where the building is proposed is NOT within the floodway. Once approved, a major site development plan is valid for a period of not less than five years from the date of approval. However, the Planning Commission may allow a longer period of time if done at the time of approval. When a site plan (major or minor) is approved, or approved subject to any conditions, certain vested rights are established with the project, regardless of any code changes made while those vested rights exist.

Review Comments

The site plan was revised by the Applicant after initial review comments were provided by Town Staff. The revised site plan is included in the Planning Commission packets and has been approved by the Town Departments of Public Works and Energy Services. The Town Planning & Zoning Department has not yet approved the site plan because of the following review comments:

- Include a label to the effect that the existing gravel driveway will be removed from the property.
- Include a label to the effect that the existing asphalt parking lot areas outside of the proposed parking lot will be removed within the front yard area and replace with topsoil and seeded.
- Curb and gutter is required along the portion of N. Royal Avenue that fronts the proposed development. The curb and gutter shown around the perimeter of the parking lot is optional, and not required by the Town.

Along with the proposed lodge, the site plan includes 48 parking spaces, including 2 handicap accessible spaces, parking lot landscaping, and relocation of the water meter. The proposed building will comply with the required setbacks, height and floodplain regulations.

Conclusion

Planning & Zoning Staff recommends approval of the Special Use Permit Application with the following condition:

- The proposed lodge shall conform with all applicable Town Codes, including, but not limited to, zoning, noise, special event, and floodplain regulations.
- Town Council, or other designated representative, may inspect the property at any reasonable time to ensure compliance with local regulations, including, but not limited to, the conditions placed on this special use permit. Upon inspection of the property, if it is found that the property is not in compliance with local regulations, including but not limited to, the conditions of this special use permit, the Town may revoke this special use permit after notice to the applicant and public hearing.

Planning and Zoning Staff also recommends approval of the site plan, conditioned that the above review comments are adequately addressed before final signatures by Town Staff.

Planning Commission Action

UPDATE: The Planning Commission recommended approval of the special use permit application during their meeting on November 28, 2018 with the conditions recommended by Town Staff as noted above.

ATTACHMENTS:
Attachment A: Applications
Attachment B: Site Plan
Attachment C: Applicant's Response Letter to Town Staff's Initial Review Letter

TOWN OF FRONT ROYAL
DEPARTMENT OF PLANNING & ZONING
102 EAST MAIN STREET
P.O. BOX 1560
FRONT ROYAL, VA 22630

Main: 540.635.4236
Fax: 540.631.2727
Internet: www.frontroyalva.com

FRSITE 1090-2018

DEVELOPMENT APPLICATION
REQUEST FOR SITE PLAN APPROVAL

APPLICANT

NAME Samuel R. Miller, VFW POST 1860 PHONE 540-850-6875

ADDRESS 1847 North Royal Ave. Front Royal VA 22630

Designated Contact for Applicant Jeffrey D. Cook

PROPERTY DESCRIPTION

PROPERTY ADDRESS 1847 North Royal Ave, Front Royal VA 22630

TAX MAP 20A3-1-2 SECTION _____ BLOCK _____ LOT _____

SUBDIVISION NAME _____ ACREAGE 2.07

REQUEST

ZONING DISTRICT I-1

PROPOSED USE OF PROPERTY non-residental, non-prof.t, Veteran org.

PROPOSED BUILDING SIZE 4,500 SF

BUILDING COVERAGE 4,500 SF (50'x 90')

NUMBER OF PARKING SPACES PROVIDED 50

AMOUNT OF OPEN SPACE AREA 1.74 ACRES

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

1. **Four** (4) copies of the site development plan, prepared in accordance with the requirements of Town Code Section 148-20.
2. **One** (1) digital copy of the site development plan.
3. **One** (1) copy of an Erosion and Sediment (E&S) Plan.

(***The required number of copies of the Erosion and Sediment Plan should be to the Warren Co. Bldg. Inspection office, as their approval is required before the development plan can be approved by the Town.***)

CERTIFICATION

I certify that the information provided with this application is correct to the best of my knowledge, and the project will be implemented as presented and approved by the Town of Front Royal, in accordance with the Town's Land Development Regulations (Chapter 148) and Zoning Ordinance (Chapter 175).

Signature Jeffrey D. Cook Date 18 OCT 2018

Fee: Change of Use 1 acre or less $100 New Construction or Change of Use Over 1 Acre $750

Receipt Number _____ Date _____

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.

Revised 03-22-17

TOWN OF FRONT ROYAL
DEPARTMENT OF PLANNING & ZONING
102 EAST MAIN STREET
P.O. BOX 1560
FRONT ROYAL, VA 22630

Main: 540.635.4236
Fax: 540.631.2727
Internet: www.frontroyalva.com

SUP FRSUP1089-2018

SPECIAL USE PERMIT REQUEST

APPLICANT
NAME SAMUEL R. MILLAR VFW POST 1860 PHONE 540.850.6875
ADDRESS 1847 NORTH ROYAL AVE, FRONT ROYAL VA. 22630
E-MAIL IURULZ@ATT.NET

PROPERTY DESCRIPTION
PROPERTY ADDRESS 1847 NORTH ROYAL AVE, FRONT ROYAL VA 22630
TAX MAP 20A3-1-2 SECTION _____ BLOCK _____ LOT _____
SUBDIVISION NAME _____ ACREAGE _____

REQUEST
ZONING DISTRICT I-1
PROPOSED USE OF PROPERTY CIVIC/VETERANS ORGANIZATION
SPECIFIC SPECIAL USE PERMIT REQUEST Rebuild previous lodge established 05 June 1930, upon almost exact same foot-print as 1860's vintage building destroyed by arson in 2015.

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

1. Survey/Plat of property showing all **existing** improvements. (10 copies if larger than 11" X 17")
2. Site Plan Application
3. Application Fee of $400.00 (Checks payable to the Town of Front Royal)
4. Additional information as required by the Department of Planning & Zoning.

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 Jeffrey D. Cook Date 18 OCT 2018

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.

Receipt # 911839 Check# 7801 Date Paid 10-22-18

Revised 2-15-13

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PROPOSED BUILDING

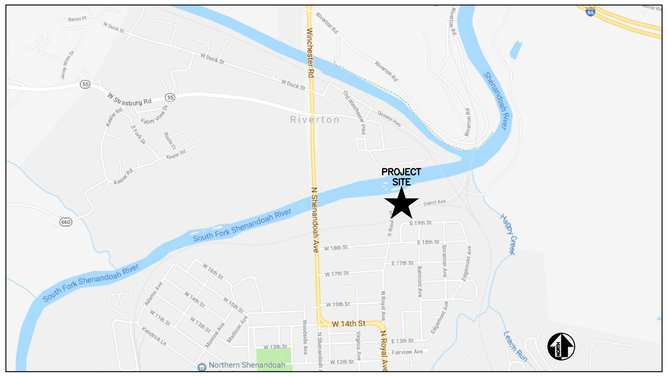
FOR

VFW POST 1860

FRONT ROYAL, VA

PROJECT SITE SUMMARY:

SITE ADDRESS:	1847 N ROYAL AVENUE FRONT ROYAL, VA 22630
OWNER/APPLICANT: CONTACT: ADDRESS:	VFW POST 1860 JEFF COOK 1847 N ROYAL AVE FRONT ROYAL, VA 22630
TELEPHONE NO:	703-322-5722
PROJECT ENGINEER: CONTACT: ADDRESS:	RACEY ENGINEERING, PLLC JOSHUA P. TURNER, P.E. 312 WEST MAIN STREET LURAY, VIRGINIA 22835
TELEPHONE NO:	(540) 743-9227
TAX MAP/PARCEL ID:	20A3-1-2
PRESENT ZONING: MAG DISTRICT:	I-1 DRY RUN
FLOOD ZONE; FEMA MAP NO.:	AE; 51187C0104C
PRESENT USE: PROPOSED USE:	VACANT LOT CIVIC ORGANIZATION
PROPERTY AREA:	2.07 ACRES
TOTAL DISTURBED AREA:	0.83 ACRES
SETBACKS:	RIGHT OF WAY - 45' FROM CENTERLINE REAR YARD - 10' SIDE YARD - 10'
BUILDING HEIGHT:	28' [45' MAXIMUM HEIGHT]
DESIGNED BUILDINGS:	SIZE (PLAN VIEW): 4,500 SF ONE STORY, RAISED COLUMNS FOUNDATION



VICINITY MAP
SCALE: 1" = 1000'

PROJECT COORDINATES
38° 56' 29.60" N
78° 11' 37.18" W

SURVEY DATUM
HORIZONTAL - NAD 83
VERTICAL - NAVD 88

SHEET INDEX

Sheet List Table	
Sheet Number	Sheet Title
T100	COVER
T101	NOTES AND LEGEND
C100	SITE LAYOUT PLAN
C400	ESC PLAN
C401	ESC NARRATIVE
C500	LANDSCAPE PLAN
C600	DETAILS

FLOODPLAIN CERTIFICATION:

THIS IS TO CERTIFY THAT THE DESIGNS HEREIN ARE IN ACCORDANCE WITH THE STANDARDS, AS SET FORTH FOR NON-RESIDENTIAL CONSTRUCTION, IN THE TOWN OF FRONT ROYAL MUNICIPAL CODE SECTION 175-81. THE BASE FLOOD ELEVATION (BFE) FOR THE PROJECT IS 498.20' AND THE DESIGN FINISH FLOOR IS ELEVATED TO 499.25'. THE STRUCTURAL COMPONENTS ARE DESIGNED TO HAVE THE CAPABILITY TO RESIST HYDROSTATIC AND HYDRODYNAMIC LOADS AND THE EFFECTS OF BUOYANCY.

NO INHABITABLE ENCLOSED AREAS ARE PROPOSED WITHIN THE SPACE BELOW THE LOWEST FLOOR. THE ONLY ENCLOSED AREA BELOW THE LOWEST FLOOR IS THE ELEVATOR SHAFT, WHICH IS DESIGNED WITH OPENINGS TO ALLOW FOR FREE PASSAGE OF FLOODWATERS. CONSTRUCTION MATERIALS ARE DESIGNED TO BE RESISTANT TO FLOOD DAMAGE. ELEVATOR EQUIPMENT AND CONTROLS ARE TO BE LOCATED ABOVE THE LOWEST FLOOR.

PROPOSED USE:

THE PROPOSED SITE INCLUDES THE CONSTRUCTION OF A NEW VETERANS OF FOREIGN WARS POST BUILDING. THE DEVELOPMENT WILL CONSIST OF THE CONSTRUCTION OF A PRE-ENGINEERING METAL BUILDING ON RAISED CONCRETE COLUMNS AND FOUNDATIONS.

SINCE THE SITE DISTURBANCE IS GREATER THAN ONE (1) ACRE, A VSMP GENERAL CONSTRUCTION PERMIT IS REQUIRED. CONTRACTOR TO OBTAIN PERMIT COVERAGE NUMBER FROM THE DEPARTMENT OF ENVIRONMENTAL QUALITY (DEQ) THROUGH THE VSMP PROGRAM ADMINISTRATOR. SEE "VPDES GENERAL PERMIT REQUIREMENTS" ON SHEET C101 FOR MORE INFORMATION.

All Town Real Estate Taxes Have Been Paid in Full

Director of Finance Date

Reviewed and Approved by the Town of Front Royal

Director of Planning & Zoning Date

Town Manager Date

Director of Public Works Date

Director of Energy Services Date

No.	Submittal / Revision	By	Appr'd	Date
1	FIRST SUBMITTAL	JPT	JPT	7/2/18
2	SECOND SUBMITTAL	BBN	TSA	10/17/18

COMMONWEALTH OF VIRGINIA
Joshua Perry Turner
Lic. No. 042405
10/17/18
PROFESSIONAL ENGINEER

PERMIT REVIEW SET

RACEY ENGINEERING
312 WEST MAIN ST., P.O. BOX 387
LURAY, VA 22835
PH: (540) 743-9227 - FAX: (540) 743-6118

CHECKED:TSA
DRAWN:JPT
DESIGNED:JPT

PROPOSED BUILDING
COVER
VFW POST 1860
FRONT ROYAL, VA

RACEY PROJECT NUMBER: 6328
PUBLISH DATE: 10/17/2018

T100

P:\2017\6328 - FRONT ROYAL, VFW_ ENGR-ING\8. DESIGN\4. DWG\CIVIL\COMPOSITE

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P:\2017\6328 - FRONT ROYAL VFW_ ENGR-ING\8. DESIGN\4. DWG\CIVIL\COMPOSITE

GENERAL NOTES AND STANDARDS:

CONSTRUCTION STANDARDS

ALL CONSTRUCTION METHODS AND MATERIALS SHALL CONFORM WITH THESE DRAWINGS, PROJECT SPECIFICATIONS, WITH ALL CURRENT APPLICABLE CODES, AND, UNLESS OTHERWISE SPECIFIED, WITH THE LATEST REVISIONS OF THE FOLLOWING REFERENCE DOCUMENTS:

- THE TOWN OF FRONT ROYAL STANDARDS AND SPECIFICATIONS
- VIRGINIA DEPARTMENT OF TRANSPORTATION (VDOT) ROAD & BRIDGE SPECIFICATIONS
- COUNTY OF WARREN STANDARDS AND SPECIFICATIONS
- VIRGINIA EROSION AND SEDIMENT CONTROL HANDBOOK (VESCH)
- VIRGINIA STORMWATER MANAGEMENT HANDBOOK
- ADA STANDARDS FOR ACCESSIBLE DESIGN
- MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES (MUTCD)
- VIRGINIA WORK AREA PROTECTION MANUAL

CONSTRUCTION NOTES

1. ALL CONSTRUCTION SHALL CONFORM WITH APPLICABLE FEDERAL, STATE, AND LOCAL CONSTRUCTION STANDARDS AS IDENTIFIED IN THESE PLANS. THE CONTRACTOR SHALL OBTAIN ALL APPLICABLE PERMITS. THE CONTRACTOR IS RESPONSIBLE FOR OBTAINING LICENSES AT THEIR EXPENSE, MAINTAIN COPIES OF THE PERMITS AND LICENSES ON-SITE AT ALL TIMES DURING CONSTRUCTION, AND SHALL BE RESPONSIBLE FOR ABIDING BY ALL CONDITIONS AND REQUIREMENTS OF THE PERMITS.
2. THE CONTRACTOR SHALL MAINTAIN A SET OF CONSTRUCTION DOCUMENTS, SPECIFICATIONS, AND A STORMWATER POLLUTION PREVENTION PLAN (IF APPLICABLE) ON-SITE AT ALL TIMES DURING CONSTRUCTION. A DESIGNATED RESPONSIBLE PERSON SHALL BE AVAILABLE FOR CONTACT BY INSPECTORS OR AGENCY OFFICIALS.
3. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO REVIEW ALL OF THE DRAWINGS AND SPECIFICATIONS ASSOCIATED WITH THE PROJECT WORK SCOPE PRIOR TO THE START OF CONSTRUCTION. IF ANY DISCREPANCIES, INCONSISTENCIES, OR AMBIGUITIES ARE FOUND BETWEEN THE DRAWINGS, SPECIFICATIONS, SITE CONDITIONS, OR ANY RELATIVE CODES, IT IS THE CONTRACTOR'S RESPONSIBILITY TO NOTIFY THE ENGINEER OF RECORD IN WRITING PRIOR TO THE START OF CONSTRUCTION. FAILURE BY THE CONTRACTOR TO NOTIFY THE ENGINEER OF SUCH DISCREPANCIES, INCONSISTENCIES, OR AMBIGUITIES SHALL CONSTITUTE ACCEPTANCE OF FULL RESPONSIBILITY BY THE CONTRACTOR TO COMPLETE THE SCOPE OF WORK AS DEFINED BY THE DRAWINGS AND IN FULL COMPLIANCE WITH LOCAL REGULATIONS AND CODES.
4. NO FIELD CHANGES OR DEVIATIONS FROM DESIGN ARE TO BE MADE WITHOUT PRIOR APPROVAL OF THE OWNER AND NOTIFICATION TO THE ENGINEER. NO CONSIDERATION WILL BE GIVEN TO CHANGE ORDERS FOR WHICH THE OWNER AND ENGINEER WERE NOT CONTACTED PRIOR TO CONSTRUCTION OF THE AFFECTED ITEM. DEVIATIONS FROM OR CHANGES TO THESE PLANS WILL NOT BE ALLOWED, UNLESS OTHERWISE APPROVED BY THE ENGINEER. IF THE CONTRACTOR DEVIATES FROM THE PLANS AND SPECIFICATIONS, INCLUDING THE NOTES CONTAINED THEREON, WITHOUT FIRST OBTAINING WRITTEN AUTHORIZATION FOR SUCH DEVIATIONS FROM THE OWNER AND ENGINEER, IT SHALL BE RESPONSIBLE FOR THE PAYMENT OF ALL COSTS TO CORRECT ANY WORK DONE, ALL FINES OR PENALTIES ASSESSED WITH RESPECT THERETO AND ALL COMPENSATORY OR PUNITIVE DAMAGES RESULTING THEREFROM. THE CONTRACTOR SHALL INDEMNIFY AND HOLD THE OWNER AND ENGINEER HARMLESS FROM ALL SUCH COSTS TO CORRECT ANY SUCH WORK AND FROM ALL SUCH FINES AND PENALTIES, COMPENSATION AND PUNITIVE DAMAGES AND COSTS OF ANY NATURE RESULTING THEREFROM.
5. CONTRACTOR TO VERIFY THE PROPOSED LAYOUT WITH ITS RELATIONSHIP TO THE EXISTING SITE SURVEY. ALSO VERIFY ALL DIMENSIONS, SITE CONDITIONS, AND MATERIAL SPECIFICATIONS AND NOTIFY THE OWNER AND THE ENGINEER OF ANY DISCREPANCIES BEFORE COMMENCEMENT OR PROCEEDING WITH WORK. CONTRACTOR SHALL NOTIFY ENGINEER AND OWNER IN WRITING IF ANY DISCREPANCIES EXIST PRIOR TO PROCEEDING WITH CONSTRUCTION. NO EXTRA COMPENSATION SHALL BE PAID TO THE CONTRACTOR FOR WORK HAVING TO BE REDONE DUE TO DIMENSIONS OR GRADES SHOWN INCORRECTLY ON THESE PLANS IF SUCH NOTIFICATION HAS NOT BEEN GIVEN.
6. THE LOCATION OF EXISTING UTILITIES AS SHOWN IS APPROXIMATE ONLY. THE CONTRACTOR IS RESPONSIBLE FOR LOCATING ALL PUBLIC OR PRIVATE UTILITIES WHICH LIE IN OR ADJACENT TO THE CONSTRUCTION SITE AND IS RESPONSIBLE FOR THE LOCATION AND PROTECTION OF ALL EXISTING UTILITIES ASSOCIATED WITH THE PROJECT WORK SCOPE DURING CONSTRUCTION. AT LEAST FORTY-EIGHT (48) HOURS PRIOR TO ANY DEMOLITION, GRADING, OR CONSTRUCTION ACTIVITY THE CONTRACTOR SHALL NOTIFY 'MISS UTILITY' OF VIRGINIA @811 FOR PROPER IDENTIFICATION OF EXISTING UTILITIES WITHIN THE PROJECT SITE. A CERTIFIED PRIVATE UTILITY LOCATION COMPANY SHALL BE HIRED TO IDENTIFY ANY ADDITIONAL EXISTING UTILITIES ON PRIVATE PROPERTY. IN ANY SITUATION, THE CONTRACTOR SHALL BE RESPONSIBLE FOR REPAIRING, AT HIS EXPENSE, ALL EXISTING UTILITIES DAMAGED DURING CONSTRUCTION.
7. PROPERLY SECURE THE CONSTRUCTION AREA AT ALL TIMES AGAINST UNAUTHORIZED ENTRY AND ADEQUATELY PROTECT EQUIPMENT, MATERIALS, AND COMPLETED WORK FROM THEFT AND VANDALISM. THE OWNER IS NOT RESPONSIBLE FOR THE LOSS OF ANY MATERIAL STORED AT THE SITE.
8. CONTRACTOR SHALL ASSUME SOLE AND COMPLETE RESPONSIBILITY FOR JOB SITE CONDITIONS DURING THE COURSE OF CONSTRUCTION OF THIS PROJECT INCLUDING SAFETY OF ALL PERSONS AND PROPERTY. THIS REQUIREMENT SHALL APPLY CONTINUOUSLY THROUGHOUT THE ENTIRE DURATION OF CONSTRUCTION UNTIL CLOSEOUT PROCEDURES ARE COMPLETED.
9. A PRE-CONSTRUCTION CONFERENCE SHALL BE HELD PRIOR TO THE START OF CONSTRUCTION. THE CONTRACTOR SHALL REQUEST THE MEETING WITH THE VESCP AUTHORITY AT LEAST ONE WEEK IN ADVANCE. IMMEDIATE SCHEDULING WITH THE VESCP AUTHORITY IS NOT GUARANTEED, AND CONTRACTOR SHOULD PROVIDE AMPLE NOTICE FOR DESIRED MEETING TIMES.
10. ANY DAMAGE OCCURRING TO THE EXISTING SITE INFRASTRUCTURE ON THIS OR THE ADJACENT SITE DURING THE CONSTRUCTION OPERATIONS AND/OR MOBILIZATION, SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR, ALL EXISTING DAMAGED ITEMS INCLUDING CONCRETE AND/OR PAVEMENT SECTIONS SHALL BE RESTORED TO THEIR ORIGINAL CONDITIONS PRIOR TO PROJECT COMPLETION AT THE EXPENSE OF THE CONTRACTOR.
11. THE CONTRACTOR SHALL BE RESPONSIBLE FOR REPLACING WITH MATCHING MATERIALS ANY PAVEMENT, DRIVEWAYS, WALKS, CURBS, ETC. THAT MUST BE CUT OR THAT ARE DAMAGED DURING CONSTRUCTION INSIDE AND OUTSIDE OF THE LIMITS OF CONSTRUCTION.
12. THE CONTRACTOR IS RESPONSIBLE TO REMOVE ALL THE REMOVED/DEMOLISHED MATERIAL FROM THE PROJECT SITE, UNLESS OTHERWISE NOTED, AND DISPOSE OF THE MATERIAL IN A SAFE, LEGAL MANNER.
13. ANY AND ALL UTILITIES AND/OR OBSTRUCTIONS (POWER POLES, TELEPHONE PEDESTALS, GUY WIRES, WATER METERS, ETC.) THAT ARE REQUIRED TO BE RELOCATED OR ADJUSTED DUE TO CONSTRUCTION SHALL BE DONE SO AT THE OWNERS/DEVELOPERS EXPENSE.
14. DIMENSIONS AND RADII ARE TO FACE OF CURB AND TO OUTSIDE FACE OF BUILDINGS, WHERE APPLICABLE, UNLESS OTHERWISE INDICATED.
15. CONTRACTOR SHALL REFER TO THE ARCHITECTURAL/BUILDING PLANS FOR EXACT LOCATIONS AND DIMENSIONS OF ENTRY/EXIT POINTS, ELEVATIONS, PRECISE BUILDING DIMENSIONS, EXACT BUILDING UTILITY LOCATIONS.
16. SLOPES WITHIN THE LIMITS OF THE HANDICAPPED PARKING AREAS SHALL NOT EXCEED 2.0% IN ANY DIRECTION. CROSSWALKS AND SIDEWALKS SHALL HAVE A MAXIMUM CROSS SLOPE OF 2.0% AND A MAXIMUM LONGITUDINAL SLOPE OF 5.0% IN DIRECTION OF TRAVEL. SLOPES IN HANDICAP RAMPS SHALL BE BUILT IN CONFORMANCE WITH THE LATEST ADA AND LOCAL DESIGN STANDARDS, THE MORE STRINGENT SHALL APPLY.
17. ALL PAINT STRIPING, PAVEMENT MARKINGS, AND SIGNAGE SHALL CONFORM TO THE "MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES". ALL NEW SIGNS SHALL BE MOUNTED ON GALVANIZED POSTS AND IN ACCORDANCE WITH STATE AND LOCAL REGULATIONS.
18. FIRE LANE DESIGNATION AND MARKING (IF REQUIRED) IS TO BE DETERMINED BY THE LOCAL BUILDING INSPECTIONS OFFICE, PRIOR TO ISSUANCE OF THE CERTIFICATE OF OCCUPANCY.
19. ALL GROUND COVER AND LANDSCAPING SHALL BE PROPERLY MAINTAINED IN A HEALTHY CONDITION AT ALL TIMES. DEAD PLANT MATERIALS SHALL BE REMOVED AND REPLACED DURING THE NORMAL PLANTING SEASON.
20. ALL GRASS OR TURF AREAS THAT ARE IMPACTED OR DISTURBED BY VEHICLES, EQUIPMENT, OR ACTIVITY SHALL BE REPAIRED, REGRADED, AND RESEEDED TO THE SATISFACTION OF THE OWNER.
21. WHENEVER CONSTRUCTION OPERATIONS ENCROACH ON THE RIGHT-OF-WAY OF ADJACENT ROADWAYS, TRAFFIC CONTROL SHALL BE PROVIDED IN ACCORDANCE WITH LOCAL AND STATE STANDARDS.
22. NO MATERIALS OR EQUIPMENT SHALL BE STORED OR STOCKPILED WITHIN THE RIGHT-OF-WAY OF ADJACENT ROADWAYS.

DEMOLITION NOTES:

1. PRIOR TO STARTING ANY DEMOLITION CONTRACTOR SHALL ENSURE THAT COPIES OF ALL APPLICABLE PERMITS AND APPROVALS ARE MAINTAINED ON SITE AND AVAILABLE FOR REVIEW. CONTRACTOR ALSO SHALL HAVE COMPLETED THE PRE-CONSTRUCTION CONFERENCE.
2. CONTRACTOR SHALL INSTALL THE REQUIRED SOIL EROSION AND SEDIMENT CONTROL AND/OR TREE PROTECTION MEASURES PRIOR TO SITE DISTURBANCE.
3. CONTRACTOR SHALL LOCATE (VERTICALLY AND HORIZONTALLY) ALL UTILITIES AND SERVICES, INCLUDING, BUT NOT LIMITED TO GAS, WATER, ELECTRIC, SANITARY AND STORM SEWER, TELEPHONE, CABLE, FIBER OPTIC CABLE, ETC. WITHIN THE LIMITS OF DISTURBANCE. THE CONTRACTOR SHALL USE AND COMPLY WITH THE REQUIREMENTS OF THE APPLICABLE UTILITY NOTIFICATION SYSTEM TO LOCATE ALL THE UNDERGROUND UTILITIES.
4. CONTRACTOR SHALL CONTACT THE APPLICABLE UTILITY SERVICE PROVIDER AND SHALL BE RESPONSIBLE FOR ALL COORDINATION REGARDING UTILITY DEMOLITION REQUIRED FOR THE PROJECT. THE CONTRACTOR SHALL PROVIDE THE OWNER WRITTEN NOTIFICATION THAT THE EXISTING UTILITIES AND SERVICES HAVE BEEN TERMINATED AND ABANDONED IN ACCORDANCE WITH JURISDICTION AND UTILITY COMPANY REQUIREMENTS.
5. CONTRACTOR SHALL COORDINATE WITH UTILITY COMPANIES & ADJACENT LANDOWNERS/BUSINESSES REGARDING WORKING "OFF-PEAK" HOURS OR ON WEEKENDS WHICH MAY BE REQUIRED TO MINIMIZE THE IMPACT ON THE ADJACENT PROPERTY OWNERS/TENANTS.
6. CONTRACTOR SHALL PROCEED WITH THE DEMOLITION IN A SYSTEMATIC AND SAFE MANNER, FOLLOWING ALL OSHA REQUIREMENTS, TO ENSURE THE SAFETY OF THE PUBLIC AND ALL PARTIES INVOLVED.
7. THE CONTRACTOR SHALL PROVIDE ALL THE "MEANS AND METHODS" NECESSARY TO PREVENT MOVEMENT, SETTLEMENT, OR COLLAPSE OF EXISTING STRUCTURES, AND ANY OTHER IMPROVEMENTS THAT ARE REMAINING ON OR OFF SITE. THE DEMOLITION CONTRACTOR IS RESPONSIBLE FOR ALL REPAIRS OF DAMAGE TO ALL ITEMS THAT ARE TO REMAIN AS A RESULT OF THEIR ACTIVITIES.
8. IN THE ABSENCE OF SPECIFICATIONS, THE CONTRACTOR SHALL PERFORM EARTH MOVEMENT ACTIVITIES, DEMOLITION AND REMOVAL OF ALL FOUNDATION WALLS, FOOTINGS, AND OTHER MATERIALS WITHIN THE LIMITS OF DISTURBANCE WITH DIRECTION BY OWNER'S STRUCTURAL OR GEOTECHNICAL ENGINEER.
9. CONTRACTOR SHALL CONDUCT DEMOLITION ACTIVITIES IN SUCH A MANNER TO ENSURE MINIMUM INTERFERENCE WITH ROADS, STREETS, SIDEWALKS, WALKWAYS, AND OTHER ADJACENT FACILITIES. STREET CLOSURE PERMITS MUST BE RECEIVED FROM THE APPROPRIATE GOVERNMENTAL AUTHORITY.
10. USE DUST CONTROL MEASURES TO LIMIT AIRBORNE DUST DURING DEMOLITION IN ACCORDANCE WITH FEDERAL, STATE, AND/OR LOCAL STANDARDS. AFTER THE DEMOLITION IS COMPLETE, ADJACENT STRUCTURES AND IMPROVEMENTS SHALL BE CLEANED OF ALL DUST AND DEBRIS CAUSED BY THE DEMOLITION OPERATIONS. THE CONTRACTOR IS RESPONSIBLE FOR RETURNING ALL ADJACENT AREAS TO THEIR "PRE-DEMOLITION" CONDITION.
11. CONTRACTOR IS RESPONSIBLE TO SAFEGUARD SITE AS NECESSARY TO PERFORM THE DEMOLITION IN SUCH A MANNER AS TO PREVENT THE ENTRY OF UNAUTHORIZED PERSONS AT ANY TIME.
12. THIS DEMOLITION PLAN IS INTENDED TO IDENTIFY THOSE EXISTING ITEMS/CONDITIONS WHICH ARE TO BE REMOVED. IT IS NOT INTENDED TO PROVIDE DIRECTION OTHER THAN THAT ALL METHODS AND MEANS ARE TO BE IN ACCORDANCE WITH STATE, FEDERAL, LOCAL, AND JURISDICTIONAL REQUIREMENTS. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ALL OSHA AND OTHER SAFETY PRECAUTIONS NECESSARY TO PROVIDE A SAFE WORK SITE.
13. DEBRIS SHALL NOT BE BURIED ON THE SUBJECT SITE. ALL DEMOLITION WASTES AND DEBRIS (SOLID WASTE) SHALL BE DISPOSED OF IN ACCORDANCE WITH ALL LOCAL, STATE, AND FEDERAL LAWS AND APPLICABLE CODES.

GRADING AND EARTHWORK NOTES:

1. ALL MATERIALS USED FOR FILL OR BACK-FILL SHALL BE FREE OF WOOD, ROOTS, OR ANY OTHER NON-COMPACTIBLE SOIL TYPE MATERIAL. UNSATISFACTORY MATERIALS ALSO INCLUDE MAN-MADE FILLS AND REFUSE DEBRIS DERIVED FROM ANY SOURCE.
2. SATISFACTORY MATERIAL FOR USE AS FILL FOR THIS PROJECT (UNLESS OTHERWISE SPECIFIED) INCLUDE THOSE CLASSIFIED IN ASTM D-2487 AS GW, GP, GM, FC, SW, SP, SM, SC, ML AND CL GROUPS. THE MOISTURE CONTENT SHALL BE CONTROLLED WITHIN PLUS OR MINUS 2 PERCENTAGE POINTS OF OPTIMUM TO FACILITATE COMPACTION. GENERALLY, UNSATISFACTORY MATERIALS INCLUDE MATERIALS CLASSIFIED IN ASTM D-2487 AS PT, CH, MH, OL, OH, AND ANY SOIL TOO WET TO FACILITATE COMPACTION. CH AND MH SOILS MAY BE USED SUBJECT TO APPROVAL BY A PROFESSIONAL GEOTECHNICAL ENGINEER.
3. MATERIALS USED TO CONSTRUCT EMBANKMENTS FOR ANY PURPOSE, BACK-FILL AROUND DRAINAGE STRUCTURES OR IN UTILITY TRENCHES OR ANY OTHER DEPRESSION REQUIRING FILL OR BACK-FILL SHALL BE COMPACTED TO 95% OF MAXIMUM DENSITY AS DETERMINED BY THE STANDARD PROCTOR TEST AS SET OUT IN ASTM STANDARD D-698. THE CONTRACTOR SHALL PRIOR TO ANY OPERATIONS INVOLVING FILLING OR BACKFILLING, SUBMIT THE RESULTS OF THE PROCTOR TEST TOGETHER WITH A CERTIFICATION THAT THE SOIL TESTED IS REPRESENTATIVE OF THE MATERIALS TO BE USED ON THE PROJECT. TESTS SHALL BE CERTIFIED BY A LICENSED PROFESSIONAL ENGINEER.
4. EMBANKMENT FILL AND TRENCH BACK-FILL SHALL BE PLACED IN LIFTS AT A MAXIMUM UN-COMPACTED DEPTH OF 8-INCHES AND 6-INCHES, RESPECTIVELY. DENSITY TESTS SHALL BE CONDUCTED AT THE FOLLOWING MINIMUM FREQUENCIES:
   - EMBANKMENTS FOR ROADS, STREETS, DAMS, ETC: ONE TEST PER LIFT PER 10,000 SQUARE FEET.
   - BACK-FILL AROUND STRUCTURES AND IN TRENCHES: ONE TEST PER LIFT PER 500 LINEAL FEET.
5. THE BUILDING'S STRUCTURAL ENGINEER SHALL DETERMINE SUITABLE SOILS TO BE USED AS FILL UNDER THE BUILDING PAD AND/OR ANY MODIFICATIONS OR TREATMENTS THE SOIL MUST UNDERGO PRIOR TO USE AS FILL.

PAVEMENT AND DRAINAGE NOTES:

1. ALL CONSTRUCTION AND MATERIALS SHALL CONFORM WITH THE STANDARDS AND SPECIFICATIONS OF THE VIRGINIA DEPARTMENT OF TRANSPORTATION'S, LATEST EDITION, EXCEPT WHERE WARREN COUNTY OR FRONT ROYAL STANDARDS ARE APPLICABLE.
2. CONTRACTOR SHALL NOTIFY ALL UTILITY COMPANIES HAVING UNDERGROUND UTILITIES ON SITE OR IN RIGHT-OF-WAY PRIOR TO EXCAVATION. CONTRACTOR SHALL CONTACT UTILITY LOCATING COMPANY AND LOCATE ALL UTILITIES PRIOR TO GRADING START.
3. ALL STORM SEWER SHALL BE DUAL WALL HDPE PIPE WITH SMOOTH INTERIOR AND CORRUGATED EXTERIOR WALLS, EXCEPT AS NOTED. MINIMUM COVER IN PAVED AREAS SHALL BE 1.5' UNLESS OTHERWISE NOTED.
4. STORM DRAIN PIPE AND FLARED END SECTIONS ARE TO BE FURNISHED AND INSTALLED IN ACCORDANCE WITH THE MANUFACTURER'S RECOMMENDATIONS FOR HDPE PIPE AND END SECTIONS, OR SECTION 302 OF VDOT ROAD AND BRIDGE SPECIFICATIONS AND SHALL CONFORM TO THE REQUIREMENTS OF ASTM DESIGNATION C-76 FOR REINFORCED CONCRETE CULVERT AND STORM DRAIN PIPE.
5. CONCRETE DRAINAGE STRUCTURES MAY BE EITHER PRECAST OR CAST-IN-PLACE. ALL SHALL BE VDOT STANDARD (PER SECTION 100 OF THE ROAD AND BRIDGE STANDARDS).
6. ALL EXISTING STORM SEWER PIPES, DROP INLETS, AND CURB INLETS BEING UTILIZED BY A PART OF THE DRAINAGE SYSTEM SHALL BE CLEANED OF ERODED MATERIAL AT ALL STAGES OF CONSTRUCTION, AS DIRECTED BY THE ENGINEER. THE COST INCIDENTAL TO THIS IS TO BE INCLUDED IN THE CONTRACT PRICE FOR THE OTHER DRAINAGE ITEMS.
7. ALL STORM SEWER SHALL HAVE A MINIMUM OF 6" AGGREGATE BEDDING MATERIAL.
8. FOR STORM SEWER LINES WITH OVER 8' OF COVER, REFER TO THE MANUFACTURERS GUIDELINES FOR PROPER BACKFILL.
9. DRAIN BASINS AND INLINE DRAINS SHALL BE NYLOPLAST OR APPROVED EQUAL.
10. ALL DRAINAGE STRUCTURES AND STORM SEWER PIPES SHALL MEET HEAVY DUTY TRAFFIC (H20) LOADING (UNLESS OTHERWISE NOTED) AND BE INSTALLED ACCORDINGLY.
11. STORM SEWER PIPES AS SHOWN ON THE PLANS ARE MEASURED FROM THE CENTERLINE OF EACH STRUCTURE AND INVERT ELEVATIONS ARE ESTABLISHED BASED ON THIS CENTER LINE DISTANCE. LENGTH CALL OUTS FOR PIPES WITH FLARED END SECTIONS WILL BE MEASURED TO THE JOINT. CONTRACTOR SHALL LOCATE ALL END SECTIONS TO MATCH THE BANK SLOPE AND THE PIPE SLOPE SHALL BE ADJUSTED AS NECESSARY.
12. ALL DROP INLETS AND CURB INLETS SHALL HAVE VDOT STD. IS-1 SHAPING AND ST-1 STEPS, WHERE APPLICABLE.
13. IF ANY EXISTING STRUCTURES TO REMAIN ARE DAMAGED DURING CONSTRUCTION IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO REPAIR AND/OR REPLACE THE EXISTING STRUCTURE AS NECESSARY TO RETURN IT TO EXISTING CONDITIONS OR BETTER.
14. BOOT CONNECTIONS SHALL BE PROVIDED FOR ALL PLASTIC PIPES THAT TIE INTO A CONCRETE STRUCTURE.
15. ALL STORM SEWER PIPES, MANHOLES, AND CURB INLETS SHALL BE CLEANED OF DEBRIS AND ERODED MATERIALS AT THE LAST STAGES OF CONSTRUCTION.
16. THE CONTRACTOR IS REQUIRED TO MAINTAIN ALL DITCHES, PIPES, AND OTHER DRAINAGE STRUCTURES FREE FROM OBSTRUCTION UNTIL WORK IS ACCEPTED BY THE OWNER. THE CONTRACTOR IS RESPONSIBLE FOR ANY DAMAGES CAUSED BY FAILURE TO MAINTAIN DRAINAGE STRUCTURE IN OPERABLE CONDITIONS.
17. ALL CURB AND GUTTER SHALL BE VDOT STANDARD, EXCEPT AS NOTED.
18. THE PAVEMENT DESIGN IS SUBJECT TO CHANGE DUE TO SOIL CONDITIONS AT THE TIME OF CONSTRUCTION, AS DETERMINED BY THE INSPECTORS FOR THE OWNER OR THE LOCALITY.
19. ANY NECESSARY PAVEMENT WIDENING BETWEEN THE EXISTING PAVEMENT AND PROPOSED IMPROVEMENTS IS THE RESPONSIBILITY OF THE CONTRACTOR.
20. WHERE PAVEMENT IS BEING REMOVED, THE CONTRACTOR SHALL REMOVE AGGREGATE BASE MATERIAL TO SUB-GRADE.
21. EXISTING PAVEMENT AND OTHER SURFACES DISTURBED BY CONTRACTOR (WHICH ARE NOT TO BE REMOVED) SHALL BE REPAIRED TO LIKE-NEW CONDITION.
22. IN ACCORDANCE WITH HANDICAP ACCESSIBILITY REQUIREMENTS, ALL APPLICABLE CODES AND REQUIREMENTS FOR ACCESSIBILITY FOR DISABLED PERSONS SHALL BE STRICTLY COMPLIED WITH.
23. CONTRACTOR SHALL ENSURE POSITIVE DRAINAGE SO THAT RUNOFF WILL DRAIN BY GRAVITY FLOW ACROSS NEW PAVEMENT AREAS TO NEW OR EXISTING DRAINAGE INLETS OR SHEET FLOW OVERLAND.
24. ALL UNSUITABLE MATERIAL UNDER STRUCTURES AND/OR PAVED AREAS SHALL BE DISPOSED OF OFFSITE AT THE CONTRACTOR'S EXPENSE.
25. AFTER PLACEMENT OF SUBGRADE AND PRIOR TO PLACEMENT OF PAVEMENT, CONTRACTOR SHALL TEST AND OBSERVE PAVEMENT AREAS FOR EVIDENCE OF PONDING. ALL AREAS SHALL ADEQUATELY DRAIN TOWARDS THE INTENDED STRUCTURE TO CONVEY STORM RUNOFF. CONTRACTOR SHALL IMMEDIATELY NOTIFY OWNER AND ENGINEER IF ANY DISCREPANCIES ARE DISCOVERED.
26. WHEN TYING INTO EXISTING PAVEMENT, THE CONTRACTOR SHALL NEATLY SAW CUT TO A STRAIGHT LINE THE EXISTING PAVEMENT, AND ALL PAVING ON THE NEW PAVEMENT SIDE OF THE CUT SHALL BE COMPLETELY REMOVED AND REPLACED WITH SPECIFIED MATERIAL. THE CUT LINE SHALL BE FULL-DEPTH AND COATED WITH A TACK COAT TO FURNISH A BOND BETWEEN THE EXISTING SURFACE COURSE AND THE NEW SURFACE COURSE.
27. WHEN TYING TO EXISTING CURB/GUTTER, THE CONTRACTOR SHALL NEATLY SAW CUT THE EXISTING PAVEMENT AND IT SHALL BE REMOVED FOR A DISTANCE OF 2'0" FROM FACE OF THE CURB AND 2'0" FROM THE EDGE OF CURB AND GUTTER AND THE SUBGRADE, BASE COURSE, AND PAVING SHALL BE REPLACED WITH NEW PRODUCTS.

GENERAL UTILITY NOTES:

1. NOTHING ON THESE CONTRACT DRAWINGS SHALL BE CONSTRUED AS A GUARANTEE THAT UTILITIES INDICATED AS EXISTING ARE IN THE LOCATION INDICATED OR THAT THEY ACTUALLY EXIST, OR THAT OTHER EXISTING UTILITIES ARE NOT WITHIN THE AREA OF OPERATIONS. PRIOR TO COMMENCEMENT OF WORK, THE CONTRACTOR SHALL MAKE ALL NECESSARY INVESTIGATIONS TO DETERMINE THE EXISTENCE, LOCATIONS, AND ELEVATIONS OF EXISTING UTILITIES IN THE WORK AREA. CONTACT THE ENGINEER IMMEDIATELY IF LOCATION OR ELEVATION IS DIFFERENT FROM THAT SHOWN ON THE PLANS, IF THERE APPEARS TO BE A CONFLICT, OR UPON DISCOVERY OF ANY UTILITY NOT SHOWN ON THE PLANS TO PERMIT REVISIONS.
2. CONTRACTOR SHALL TAKE PRECAUTIONARY MEASURES TO PROTECT THE UTILITIES SHOWN HEREON AND ANY OTHER EXISTING UTILITIES NOT SHOWN ON THESE PLANS. IF A UTILITY IS DAMAGED DURING CONSTRUCTION, STOP WORK IMMEDIATELY AND NOTIFY THE ENGINEER. DAMAGE TO UTILITIES (INCLUDING UNDERGROUND) OR PROPERTY OF OTHERS BY CONTRACTOR DURING CONSTRUCTION SHALL BE REPAIRED TO PRE-CONSTRUCTION CONDITIONS BY CONTRACTOR AT NO COST TO OWNER.
3. THE CONTRACTOR SHALL PROVIDE THE TOWN OF FRONT ROYAL A MINIMUM OF 96 HOURS NOTIFICATION PRIOR TO ANY INTERRUPTION OF WATER SERVICES, SEWER SERVICES, STREET TRAFFIC, OR STORM WATER. AND THE WORK SHALL CONFORM TO THE LATEST STANDARDS AND SPECIFICATIONS OF THE TOWN OF FRONT ROYAL.
4. THE CONTRACTOR SHALL COORDINATE WATER, SEWER, AND STORM WATER CONNECTIONS/CONSTRUCTION WITH THE TOWN OF FRONT ROYAL FOR PURPOSES OF ON-SITE INSPECTION.
5. THE CONTRACTOR SHALL CONTACT THE APPLICABLE UTILITY SERVICE PROVIDER REQUIREMENTS AND IS RESPONSIBLE FOR ALL COORDINATION REGARDING UTILITY DEMOLITION AS IDENTIFIED OR REQUIRED FOR PROJECT. THE CONTRACTOR SHALL PROVIDE THE OWNER WRITTEN NOTIFICATION THAT THE EXISTING UTILITIES AND SERVICES HAVE BEEN TERMINATED AND ABANDONED IN ACCORDANCE WITH JURISDICTION AND UTILITY COMPANY REQUIREMENTS.
6. THE CONTRACTOR SHALL COORDINATE INSTALLATION OF UTILITIES/SERVICES WITH THE INDIVIDUAL COMPANIES, TO AVOID CONFLICTS AND ENSURE PROPER DEPTHS ARE ACHIEVED. THE JURISDICTION UTILITY REQUIREMENTS SHALL ALSO BE MET, AS WELL AS COORDINATING THE UTILITY TIE-INS/CONNECTIONS PRIOR TO CONNECTING TO UTILITY/SERVICE. WHERE CONFLICTS EXIST WITH THESE SITE PLANS, ENGINEER IS TO BE NOTIFIED PRIOR TO CONSTRUCTION TO RESOLVE.
7. THE CONTRACTOR SHALL PERFORM WHATEVER TEST EXCAVATION OR OTHER INVESTIGATION IS NECESSARY TO VERIFY TIE-IN INVERTS, CROSSINGS, LOCATIONS AND CLEARANCES, AND SHALL REPORT IMMEDIATELY ANY DISCREPANCIES TO THE ENGINEER.
8. ALL PROPOSED UTILITIES ARE TO BE INSTALLED UNDERGROUND. ALL OF THESE UTILITIES (WATER, SANITARY SEWER, ELECTRICITY, ETC.) SHALL BE INSTALLED AND TESTED SATISFACTORILY PRIOR TO COMMENCING ANY PAVING OPERATIONS WHERE SUCH UTILITIES ARE WITHIN THE LIMITS OF PAVEMENT.
9. ALL EXCAVATION FOR UNDERGROUND PIPE INSTALLATION MUST COMPLY WITH OSHA STANDARDS FOR THE CONSTRUCTION INDUSTRY (29 CFR PART 1926).
10. THE CONTRACTOR SHALL COORDINATE WITH THE UTILITY COMPANIES AND THE MEP ENGINEERS ON THE REQUIREMENTS FOR AND LIMITS OF UNDERGROUND ELECTRICAL SERVICES, GAS SERVICES, COMMUNICATION SERVICES AND OTHER UTILITIES WITH THE CIVIL PLANS.
11. IT IS THE CONTRACTOR'S RESPONSIBILITY TO COMPLY WITH SECTION 59.1-406, ET SEQ. OF THE CODE OF VIRGINIA (OVERHEAD) VOLTAGE LINES SAFETY ACT.
12. CONTRACTOR IS RESPONSIBLE FOR COORDINATION OF SITE PLAN DOCUMENTS AND ARCHITECTURAL DESIGN FOR EXTERIOR BUILDING UTILITY CONNECTION LOCATIONS, DOOR ACCESS, AND EXTERIOR GRADING. THE UTILITY SERVICE SIZES ARE TO BE DETERMINED BY THE ARCHITECT.
13. MAINTAIN A MINIMUM OF 18" OF VERTICAL CLEARANCE BETWEEN STORM, SANITARY, AND ALL UTILITIES (UNLESS OTHERWISE NOTED).
14. CROSS CONNECTION CONTROL AND BACK FLOW PREVENTION SHALL BE IN ACCORDANCE WITH THE VA UNIFORM STATEWIDE BUILDING CODE.
15. ALL CLEANOUTS AND VAULTS WITHIN VEHICULAR AREAS SHALL BE TRAFFIC BEARING.
16. CONTRACTOR SHALL SAW CUT, REMOVE, AND REPLACE ASPHALT PAVEMENT AS NECESSARY TO INSTALL UNDERGROUND ELECTRIC, TELEPHONE, SANITARY SEWER, WATER, AND COMMUNICATION CONDUITS.
17. UNDERGROUND UTILITIES INSTALLED ON PRIVATE PROPERTY OR IN PRIVATE UTILITY EASEMENTS AND BUILDING RELATED STORM DRAINS SHALL BE DESIGNED AND INSTALLED PER THE CURRENT EDITION OF THE VIRGINIA UNIFORM STATEWIDE BUILDING CODE.
18. THE RIM ELEVATIONS OF EXISTING MANHOLES, INLET STRUCTURES, AND SANITARY CLEANOUT TOPS SHALL BE ADJUSTED, IF REQUIRED, TO MATCH PROPOSED GRADES IN ACCORDANCE WITH ALL APPLICABLE STANDARDS.
19. BRACING OF UTILITY POLES MAY BE REQUIRED BY UTILITY COMPANIES WHEN TRENCHING OR EXCAVATION IS IN CLOSE PROXIMITY TO THE POLES. THE COST OF BRACING POLES WILL BE BORNE BY THE CONTRACTOR. THERE IS NO SEPARATE PAY ITEM FOR THIS WORK. THE COST IS INCIDENTAL TO THE VARIOUS PAY ITEMS FOR INSTALLATION OF PIPE.

WATER AND SANITARY SEWER NOTES:

1. ALL CONSTRUCTION MATERIALS AND INSTALLATION SHALL CONFORM TO THE LATEST STANDARDS AND SPECIFICATIONS OF THE TOWN OF FRONT ROYAL OR THE VDOT ROAD AND BRIDGE ST

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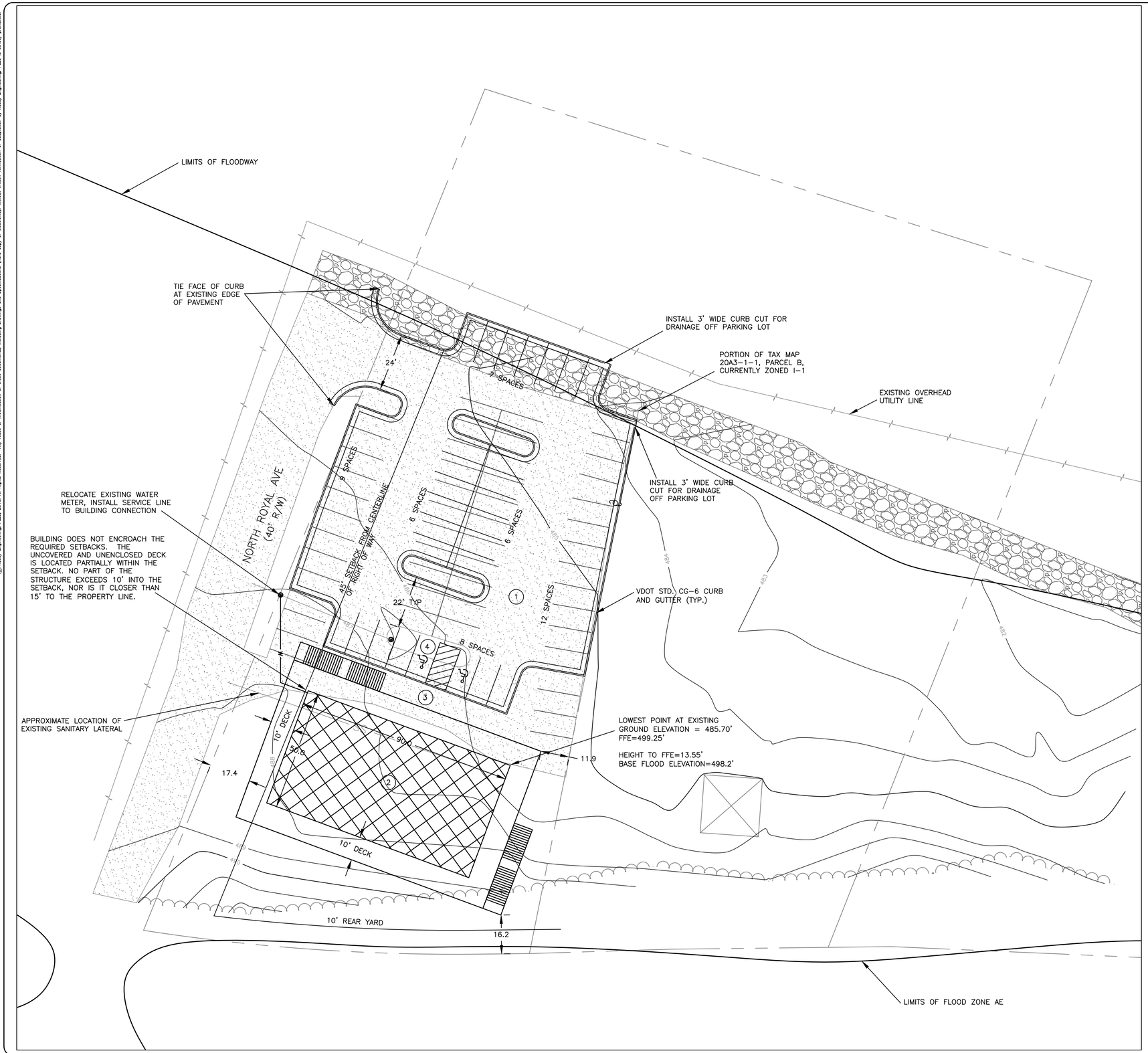

(#) SITE NOTES:

1 PROPOSED PARKING – 48 SPACES (9'X18', TYPICAL)
2 ADA ACCESSIBLE

PARKING REQUIRED – 45 SPACES (1/100 SF FLOOR AREA)
2 ADA ACCESSIBLE

2 PROPOSED BUILDING – 50'X90' (4500 SF), WITH 10' DECK (FFE=499.25)

3 SAWCUT EXISTING PAVEMENT TO ALLOW FOR BUILDING CONSTRUCTION .

4 RELOCATE FLAGPOLE, UTILITIES, INCLUDING EXISTING WATER METER. ASPHALT PATCH EXISTING PARKING ISLAND.

LEGEND

	EXISTING	PROPOSED
PROPERTY LINE		
CONTOUR (1' INTERVAL)	500	500
CULVERT PIPE		
WATER LINE	W	W
SANITARY SEWER LINE	S	S
UNDERGROUND ELECTRIC LINE	UGE	UGE
OVERHEAD ELECTRIC LINE	OHE	OHE
LIMITS OF DISTURBANCE		LOD
CENTER OF ROAD		
GAS LINE	GAS	GAS
RAILROAD		
FORCE MAIN	FM	FM
CURB & GUTTER		
GRAVEL AREA		
ASPHALT AREA		
CONCRETE AREA		
TREE LINE		
IRON PIN/ROD		
SPOT ELEVATION	× 500	+ 500
MANHOLE (UNSPECIFIED)	Ⓜ	Ⓜ
STORM MANHOLE	Ⓓ	Ⓓ
SEWER MANHOLE	Ⓢ	Ⓢ
WATER METER	Ⓦ	Ⓦ
HYDRANT		
WATER VALVE/WATER VALVE BOX		
CLEANOUT	CO	CO
UTILITY POLE		
LIGHT POLE		
TREE		
TREE		

NOTE: A FOUNDATION SURVEY ("WALL CHECK") SURVEY WILL BE REQUIRED, FOLLOWING CONSTRUCTION, AND PRIOR TO OCCUPANCY, AS PART OF THE ZONING PERMIT.

0 20 40 Feet

No.	Submittal / Revision	By	Appr'd	Date
1	FIRST SUBMITTAL	BBN	TSA	7/2/18
2	SECOND SUBMITTAL	BBN	TSA	10/17/18

COMMONWEALTH OF VIRGINIA
Joshua Perry Turner
Lic. No. 042405
10/17/18
PROFESSIONAL ENGINEER

PERMIT REVIEW SET

RACEY ENGINEERING
312 WEST MAIN ST. P.O. DRAWER 387
LURAY, VA 22835
PH: (540) 743-9227 - FAX: (540) 743- 6118

DESIGNED:JPT | DRAWN:JPT | CHECKED:TSA

PROPOSED BUILDING
VFW POST 1860
FRONT ROYAL, VA

SITE LAYOUT AND GRADING

RACEY PROJECT NUMBER: 6328 | PUBLISH DATE: 10/17/2018

C100

P:\2017\6328 – FRONT ROYAL VFW_ ENGR-ING\8. DESIGN\4. DWG\CIVIL\COMPOSITE

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P:\2017\6328 - FRONT ROYAL VFW_ ENGR-ING\8_ DESIGN\4. DWG\CIVIL\COMPOSITE

**TERMS OF ENGINEER DESIGNS (INDUSTRY STANDARDS):
THE ENGINEER IS PROVIDING NOTICE TO THE CLIENT OF THE FOLLOWING SPECIFIC TERMS: THE PLAN PREPARATIONS HAVE BEEN MADE WITH ALL REASONABLE AND PROFESSIONAL CARE GIVEN TO DESIGN DETAILS AND COORDINATION. HOWEVER, UNINTENTIONAL ERRORS, OR OMISSIONS, ARE A NORMAL PART OF ANY WELL PREPARED ENGINEERING DESIGN/CONSTRUCTION DOCUMENTS. THIS PLAN REPRESENTATION IS BASED ON THE CLIENT'S UNDERSTANDING AND ACCEPTANCE OF THIS PREMISE, AND THAT THE CONSTRUCTION CONTRACT BUDGET WILL CONTAIN A REASONABLE CONTINGENCY COST TO COVER THESE TYPES OF NORMAL DESIGN OR COORDINATION ERRORS OR OMISSIONS.

THE STANDARDS OF CARE FOR ALL PROFESSIONAL ENGINEERING AND RELATED SERVICES PERFORMED OR FURNISHED BY ENGINEER ARE OF THE CARE AND SKILL ORDINARILY USED BY MEMBERS OF THE SUBJECT PROFESSION PRACTICING UNDER SIMILAR CIRCUMSTANCES AT THE SAME TIME AND IN THE SAME LOCALITY. ENGINEER MAKES NO WARRANTIES, EXPRESS OR IMPLIED, IN CONNECTION WITH ENGINEER'S SERVICES. ENGINEER AND ITS CONSULTANTS MAY USE OR RELY UPON THE DESIGN SERVICES OF OTHERS, INCLUDING, BUT NOT LIMITED TO, CONTRACTOR'S, MANUFACTURERS, AND SUPPLIERS.

EROSION AND SEDIMENT CONTROL NARRATIVE

PROJECT DESCRIPTION:
THE PROJECT IS LOCATED IN THE TOWN OF FRONT ROYAL, VIRGINIA ON LAND HAVING TAX MAP # 20A3-1-2 AND A TOTAL PROPERTY AREA OF 2.07 ACRES. THE PROJECT CONSISTS OF A COMMERCIAL CONSTRUCTION. THE TOTAL LIMITS OF DISTURBANCE IS 0.83 ACRES. THE PROJECT WILL HAVE A 6.6% INCREASE IN IMPERVIOUS AREA IN THE POST-DEVELOPMENT CONDITION , BUT THE OVERALL EXISTING DRAINAGE PATTERNS ARE TO REMAIN UNCHANGED. THE PROJECT IS EXPECTED TO BEGIN IN THE FALL OF 2018 AND WILL BE STABILIZED WHEN CONSTRUCTION IS COMPLETE (APPROXIMATELY 8 MONTHS).

EXISTING SITE CONDITIONS:
THE EXISTING SITE IS PARKING LOT, WITH THE FORMER BUILDING HAVING BEEN DESTROYED BY FIRE, WITH DRAINING TOPOGRAPHY. THE GRADING FOR THIS PROJECT WILL COMPLEMENT THE EXISTING DRAINAGE ALLOWING FOR SHEET FLOW FROM THE SITE AS A RESULT OF THE PROPOSED CONSTRUCTION.

ADJACENT AREA:
THE AREA TO THE IMMEDIATE EAST OF THE LIMITS OF DISTURBANCE IS ZONED INDUSTRIAL, WITH THE SHENANDOAH RIVER TO THE NORTH, RAILROAD TO THE SOUTH, AND VACANT A-1 PROPERTY TO THE WEST OWNED BY THE VFW POST 1860. ADJACENT PROPERTIES AND ROADWAYS ARE TO BE KEPT IN A MUD-AND-DUST-FREE CONDITION DURING ALL PHASES OF CONSTRUCTION.

OFF-SITE AREAS:
NO OFF-SITE CONSTRUCTION IS KNOWN, BUT IF BORROW FILL OR A WASTE PIT IS UTILIZED OFF-SITE, THE AREA SHALL BE CONTROLLED UNDER A SEPARATE OR EXISTING LAND DISTURBING PERMIT.

SOILS:
THE SOILS MAP AND SOILS DESCRIPTIONS HAVE BEEN INCLUDED ON THIS SHEET. THE SOIL DATA WAS OBTAINED FROM THE USDA (WEB) SOIL SURVEY.

Note: K-factor is a factor that indicates susceptibility of soil to sheet and rill erosion by water with values ranging from 0.02 to 0.69 (the higher the value the more susceptible the soil is to erosion). Hydrologic Soil Groups indicate runoff potential of the soil with Group A having high infiltration, Group B having Moderate Infiltration, Group C having slow infiltration, and Group D having very slow infiltration. The pH value is used to approximate the required lime rate to be applied to the soil when seeding.

EROSION AND SEDIMENT CONTROL MEASURES:
UNLESS OTHERWISE INDICATED, ALL VEGETATIVE AND STRUCTURAL EROSION AND SEDIMENT CONTROL MEASURES SHALL BE CONSTRUCTED AND MAINTAINED ACCORDING TO THE MINIMUM STANDARDS AND SPECIFICATIONS OF THE LATEST EDITION OF THE VIRGINIA EROSION AND SEDIMENT CONTROL HANDBOOK. THIS PLAN DEPICTS ADEQUATE PERIMETER CONTROLS WITH THE UNDERSTANDING THAT FIELD CONDITIONS MAY REQUIRE ADDITIONAL CONTROLS OR MODIFICATIONS TO MEASURES AS SPECIFIED HEREIN. THE ENGINEER, OR LOCAL EROSION AND SEDIMENT CONTROL ADMINISTRATOR, RESERVES THE RIGHT TO PRESCRIBE ADDITIONAL MEASURES DURING CONSTRUCTION.

STRUCTURAL MEASURES:
TEMPORARY CONSTRUCTION ENTRANCE (3.02) SHALL BE INSTALLED AS SHOWN ON THE PLANS TO AID IN PREVENTING MUD AND SEDIMENT FROM BEING TRACKED ONTO THE STATE HIGHWAY. EXTRA PRECAUTIONS MAY BE REQUIRED BY THE CONTRACTOR TO ENSURE THAT NO MUD IS BEING TRACKED ONTO THE HIGHWAY BY CONSTRUCTION VEHICLES.

SILT FENCE (3.05) SHALL BE INSTALLED AS SHOWN ON THE PLANS TO FILTER SEDIMENT LADEN RUNOFF FROM DISTURBED AREAS BEFORE IT LEAVES THE SITE.

VEGETATIVE MEASURES:
PERMANENT OR TEMPORARY SOIL STABILIZATION SHALL BE APPLIED TO DENUDED AREAS WITHIN SEVEN (7) DAYS AFTER FINAL GRADE IS REACHED ON ANY PORTION OF THE SITE [FIVE (5) DAYS FOR CUT OR FILL SLOPES]. TEMPORARY SOIL STABILIZATION SHALL BE APPLIED WITHIN SEVEN (7) DAYS TO DENUDED AREAS THAT MAY NOT BE AT FINAL GRADE BUT WILL REMAIN DORMANT FOR LONGER THAN FOURTEEN (14) DAYS. PERMANENT SOIL STABILIZATION SHALL BE APPLIED TO ALL AREAS THAT ARE TO BE LEFT DORMANT FOR MORE THAN SIX (6) MONTHS.

TOPSOIL THAT HAS BEEN STOCKPILED SHALL BE SURROUNDED WITH SILT FENCE ON THE DOWNSTREAM SIDE AND PROTECTED BY MULCH AND/OR TEMPORARY VEGETATION IMMEDIATELY AFTER GRADING. TOPSOIL SHALL NOT BE STOCKPILED IN DRAINWAYS.

MAINTENANCE:
ALL CONTROL MEASURES SHALL BE INSPECTED DAILY BY THE SITE SUPERINTENDENT OR HIS REPRESENTATIVE AND WITHIN 24 HOURS AFTER ANY STORM EVENT GREATER THAN 0.5 INCHES OF RAIN PER 24 HOUR PERIOD. IT IS RECOMMENDED THAT THE CONTRACTOR UTILIZE INSPECTION REPORTS AND KEEP QUALITY RECORDS OF ALL MAINTENANCE. ANY DAMAGED STRUCTURAL MEASURES ARE TO BE REPAIRED BY THE END OF THE DAY. SEEDED AREAS SHALL BE CHECKED REGULARLY TO ENSURE THAT A GOOD STAND OF GRASS IS MAINTAINED. ALL AREAS SHALL BE FERTILIZED AND RE-SEEDED AS NEEDED UNTIL GRASS IS ESTABLISHED.

TEMPORARY SILT FENCE (AND ALL PERIMETER CONTROL MEASURES) SHALL BE CHECKED REGULARLY FOR SEDIMENT BUILD-UP. IF THE TEMPORARY SILT FENCE IS CLOGGED BY SEDIMENT ½ THE HEIGHT OF THE INSTALLATION, IT SHALL BE REMOVED AND CLEANED OR REPLACED IMMEDIATELY.

THE CONTRACTOR IS RESPONSIBLE FOR KEEPING EXISTING PUBLIC ROADS IN A CLEAN, DUST, AND MUD FREE CONDITION AT ALL TIMES.

PERMANENT STABILIZATION:
ALL AREAS DISTURBED BY CONSTRUCTION SHALL BE STABILIZED WITH PERMANENT SEEDING IMMEDIATELY FOLLOWING FINAL GRADING. SEEDING SHALL BE DONE ACCORDING TO SPECIFICATION NO. 3.32 OF THE VESCH. IN LIEU OF TESTING THE TOPSOIL TO DETERMINE IF AND WHAT RATE TO APPLY SOIL SUPPLEMENTS, THE CONTRACTOR CAN PROVIDE THE FOLLOWING MINIMUM SPECIFICATIONS:

TOPSOIL SHALL BE SPREAD AT A MINIMUM DEPTH OF 4" UNLESS OTHERWISE SPECIFIED IN ANY AREA WHERE THE EXISTING TOPSOIL HAS BEEN STRIPPED DURING CONSTRUCTION.

PULVERIZED AGRICULTURE LIMESTONE SHALL BE INCORPORATED INTO THE SOIL AT A RATE OF 92 LBS PER 1000 SF (2 TONS PER ACRE).

FERTILIZE WITH 10-20-10 AT A RATE OF 23 LBS PER 1000 SF (1000 LBS PER ACRE)

SEED MIX ON SLOPES STEEPER THAN 3:1 SHALL CONSIST OF THE FOLLOWING SEED MIX APPLIED AT THE FOLLOWING RATES:

KENTUCKY 31 FESCUE	108 LBS PER ACRE
RED TOP GRASS	2 LBS PER ACRE
CROWN VETCH	20 LBS PER ACRE
*SEASONAL NURSE CROP	20 LBS PER ACRE

SEED MIX ON MINIMUM CARE LAWN OR PASTURE SHALL CONSIST OF THE FOLLOWING SEED MIX AT 200 LBS PER ACRE:

KENTUCKY 31 FESCUE	95-100%
IMPROVED PERENNIAL RYEGRASS	0-5%
KENTUCKY BLUEGRASS	0-5%

*USE SEASONAL NURSE CROP WITH SEEDING DATES AS STATED BELOW:

MARCH 1 - MAY 15	ANNUAL RYE
MAY 16 - AUG 15	FOXTAIL MILLET
AUG 16 - OCT 31	ANNUAL RYE
NOV 1 - FEB 29	WINTER RYE

SEED MIX ON HIGH-MAINTENANCE LAWN SHALL CONSIST OF THE FOLLOWING SEED MIX AT 200-250 LBS. PER ACRE:

KENTUCKY 31 FESCUE OR TURF-TYPE TALL FESCUE	100%

*USE SEASONAL NURSE CROP WITH SEEDING DATES AS STATED BELOW:

FEB 16 - APRIL 30	ANNUAL RYE
MAY 1 - AUG 15	FOXTAIL MILLET
AUG 16 - OCT 31	ANNUAL RYE
NOV 1 - FEB 15	WINTER RYE

STRAW MULCH SHALL BE APPLIED TO ALL SEEDED AREAS AT THE RATE OF 4000 LBS/ACRE AND ANCHORED WITH CUTBACK, OR EMULSIFIED ASPHALT APPLIED AT A RATE OF 200 GALLONS PER ACRE.

STORMWATER MANAGEMENT:
THE TOTAL SITE (2.07 ACRES) HAS BEEN MANAGED FOR WATER QUANTITY IN ACCORDANCE WITH THE VIRGINIA STORMWATER MANAGEMENT ACT. THE SITE IS LOCATED WITHIN THE SHENANDOAH RIVER WATERSHED. THE HUC 8 CODE OF THE WATERSHED IS 0207005.

WATER QUALITY IS NOT REQUIRED FOR THIS PROJECT DUE TO THE TOTAL DISTURBANCE BEING UNDER ONE (1) ACRE.

WATER QUANTITY ANALYSIS HAS BEEN PERFORMED ON-SITE. THE EXISTING PARKING AREA AND NEW BUILDING WILL FOLLOW THE EXISTING DRAINAGE PATTERNS AND SHEET FLOW TO THE NORTH. THE ROOF DRAINAGE WILL DAYLIGHT TO EXISTING GRADES AND SHEET FLOW OFF SITE. ALL PROPOSED CONCENTRATED FLOW FROM THE SITE HAS BEEN RETURNED TO SHEET FLOW CONDITIONS. THE DOWNSTREAM DRAINAGE AREAS HAVE BEEN EVALUATED FOR EROSION, SEDIMENTATION, AND FLOODING AND SHOW NO EVIDENCE. THEREFORE, THE SITES MEET CHANNEL AND FLOOD PROTECTION THROUGH 9VAC25-80-66, PART D AND MS-19 HAS BEEN SATISFIED.

MANAGEMENT STRATEGIES:

SEQUENCE OF CONSTRUCTION:

1. A PRE-CONSTRUCTION CONFERENCE WITH REPRESENTATIVES FROM THE CONTRACTOR, ENGINEER(S), E&S INSPECTOR, AND PROPERTY OWNER IS REQUIRED BEFORE ANY CONSTRUCTION OPERATIONS MAY BEGIN.

2. PERIMETER EROSION AND SEDIMENT CONTROLS SHALL BE INSTALLED AS A FIRST STEP IN THE LAND DISTURBANCE ACTIVITY.

3. CLEAR AND GRUB. STRIP AND STOCKPILE TOPSOIL.

4. BEGIN CONSTRUCTION AND GRADING OPERATIONS. ONCE FINAL DESIGN GRADE IS REACHED, SEED AND MULCH ENTIRE DISTURBED AREAS.

5. ONCE THE ENTIRE AREA IS STABILIZED, REMOVE EROSION AND SEDIMENT CONTROLS.

CONSTRUCTION SHALL BE SEQUENCED SUCH THAT GRADING OPERATIONS WILL BEGIN AND END AS QUICKLY AS POSSIBLE.

THE SITE SUPERINTENDENT AND THE RESPONSIBLE LAND DISTURBER SHALL BE RESPONSIBLE FOR THE INSTALLATION AND MAINTENANCE OF ALL EROSION AND SEDIMENT CONTROL MEASURES. MAINTENANCE OF THESE MEASURES THROUGHOUT THE PROJECT IS CRITICAL TO THE EFFECTIVENESS OF THE PROGRAM.

DEVICES SPECIFIED IN THIS PLAN ARE CONSIDERED MINIMUM EROSION AND SEDIMENT CONTROLS. ADDITIONAL CONTROL MEASURES MAY BE NECESSARY DUE TO CONTRACTOR PHASING OR OTHER UNFORESEEN CONDITIONS. IT IS THE CONTRACTOR'S RESPONSIBILITY TO PROVIDE ADDITIONAL MEASURES TO THOSE SHOWN, AS NEEDED, IN ORDER TO CONTROL THE EROSION ON THE SITE. ALL MEASURES SHALL BE INSTALLED ACCORDING TO THE STANDARDS AND SPECIFICATION OF THE LATEST EDITION OF THE VIRGINIA EROSION AND SEDIMENT CONTROL HANDBOOK.

ALL APPLICABLE EROSION AND SEDIMENT CONTROLS SHALL BE ADHERED TO THROUGHOUT THE LIFE OF THE PROJECT.

GENERAL EROSION AND SEDIMENT CONTROL NOTES

ES-1: UNLESS OTHERWISE INDICATED, ALL VEGETATIVE AND STRUCTURAL EROSION AND SEDIMENT CONTROL PRACTICES WILL BE CONSTRUCTED AND MAINTAINED ACCORDING TO MINIMUM STANDARDS AND SPECIFICATIONS OF THE VIRGINIA EROSION AND SEDIMENT CONTROL HANDBOOK AND VIRGINIA REGULATIONS VR 625-02-00 EROSION AND SEDIMENT CONTROL REGULATIONS (9VAC25-840).

ES-2: THE PLAN-APPROVING AUTHORITY MUST BE NOTIFIED ONE WEEK PRIOR TO THE PRE-CONSTRUCTION CONFERENCE, ONE WEEK PRIOR TO THE COMMENCEMENT OF LAND DISTURBING ACTIVITY, AND ONE WEEK PRIOR TO THE FINAL INSPECTION. THE NAME OF THE RESPONSIBLE LAND DISTURBER MUST BE PROVIDED TO THE PLAN-APPROVING AUTHORITY PRIOR TO ACTUAL ENGAGEMENT IN THE LAND-DISTURBING ACTIVITY SHOWN ON THE APPROVED PLAN. IF THE NAME IS NOT PROVIDED PRIOR TO ENGAGING IN THE LAND-DISTURBING ACTIVITY, THE PLAN'S APPROVAL WILL BE REVOKED.

ES-3: ALL EROSION AND SEDIMENT CONTROL MEASURES ARE TO BE PLACED PRIOR TO OR AS SOON AS THE FIRST STEP IN CLEARING.

ES-4: A COPY OF THE APPROVED EROSION AND SEDIMENT CONTROL PLAN SHALL BE MAINTAINED ON THE SITE AT ALL TIMES.

ES-5: PRIOR TO COMMENCING LAND DISTURBING ACTIVITIES IN AREAS OTHER THAN INDICATED ON THESE PLANS (INCLUDING, BUT NOT LIMITED TO OFF SITE BORROW OR WASTED AREAS), THE CONTRACTOR SHALL SUBMIT A SUPPLEMENTARY EROSION CONTROL PLAN TO THE OWNER FOR REVIEW AND APPROVAL BY THE PLAN APPROVING AUTHORITY.

ES-6: THE CONTRACTOR IS RESPONSIBLE FOR INSTALLATION OF ANY ADDITIONAL EROSION CONTROL MEASURES NECESSARY TO PREVENT EROSION AND SEDIMENTATION AS DETERMINED BY THE PLAN APPROVING AUTHORITY.

ES-7: ALL DISTURBED AREAS ARE TO DRAIN TO APPROVED SEDIMENT CONTROL MEASURES AT ALL TIMES DURING LAND DISTURBING ACTIVITIES AND DURING SITE DEVELOPMENT UNTIL FINAL STABILIZATION IS ACHIEVED, AFTER WHICH, UPON APPROVAL OF THE PLAN-APPROVING AUTHORITY, THE CONTROLS SHALL BE REMOVED. TRAPPED SEDIMENT AND THE DISTURBED SOIL AREAS RESULTING FROM THE REMOVAL OF TEMPORARY MEASURES SHALL BE PERMANENTLY STABILIZED TO PREVENT FURTHER EROSION AND SEDIMENTATION.

ES-8: DURING DEWATERING OPERATIONS, WATER WILL BE PUMPED INTO AN APPROVED FILTERING DEVICE.

ES-9: THE CONTRACTOR SHALL INSPECT ALL EROSION CONTROL MEASURES AT LEAST EVERY 2 WEEKS AND IMMEDIATELY AFTER EACH RUNOFF-PRODUCING RAINFALL EVENT. ANY NECESSARY REPAIRS OR CLEANUP TO MAINTAIN THE EFFECTIVENESS OF THE EROSION CONTROL DEVICES SHALL BE MADE IMMEDIATELY.

ES-10: THE CONTRACTOR IS RESPONSIBLE FOR THE DAILY REMOVAL OF SEDIMENT THAT HAS BEEN TRANSPORTED ONTO A PAVED OR PUBLIC ROAD SURFACE.

ES-11: SEEDING OPERATIONS SHALL BE INITIATED WITHIN 7 DAYS AFTER REACHING FINAL GRADE OR UPON SUSPENSION OF GRADING OPERATIONS FOR AN ANTICIPATED DURATION OF GREATER THAN 30 DAYS OR UPON COMPLETION OF GRADING OPERATIONS FOR A SPECIFIC AREA.

ES-12: THE CONTRACTOR SHALL BE RESPONSIBLE FOR PREVENTING SURFACE AND AIR MOVEMENT OF DUST FROM EXPOSED SOILS WHICH MAY PRESENT HEALTH HAZARDS, TRAFFIC SAFETY PROBLEMS, OR HARM ANIMAL OR PLANT LIFE.

ES-13: A VSMP IS REQUIRED FOR PROJECTS DISTURBING 2,500 SQUARE FEET OR GREATER IN A DESIGNATED CHESAPEAKE BAY PRESERVATION AREA (CBPA) OR ONE (1) ACRE, OR GREATER OUTSIDE THE CBPA. FOR MORE INFORMATION VISIT THE VIRGINIA STORMWATER MANAGEMENT PROGRAM PERMITTING WEB PAGE AT:
http://www.deq.virginia.gov/programs/water/stormwatermanagement/vamppermits.aspx

VIRGINIA EROSION AND SEDIMENT CONTROL REGULATIONS
SECTION 9VAC25-840-40
MINIMUM STANDARDS

A VESCP must be consistent with the following criteria, techniques and methods:

1. Permanent or temporary soil stabilization shall be applied to denuded areas within seven days after final grade is reached on any portion of the site. Temporary soil stabilization shall be applied within seven days to denuded areas that may not be at final grade but will remain dormant for longer than 14 days. Permanent stabilization shall be applied to areas that are to be left dormant for more than one year.

2. During construction of the project, soil stock piles and borrow areas shall be stabilized or protected with sediment trapping measures. The applicant is responsible for the temporary protection and permanent stabilization of all soil stockpiles on site as well as borrow areas and soil intentionally transported from the project site.

3. A permanent vegetative cover shall be established on denuded areas not otherwise permanently stabilized. Permanent vegetation shall not be considered established until a ground cover is achieved that is uniform, mature enough to survive and will inhibit erosion.

4. Sediment basins and traps, perimeter dikes, sediment barriers and other measures intended to trap sediment shall be constructed as a first step in any land-disturbing activity and shall be made functional before upslope land disturbance takes place.

5. Stabilization measures shall be applied to earthen structures such as dams, dikes and diversions immediately after installation.

6. Sediment traps and sediment basins shall be designed and constructed based upon the total drainage area to be served by the trap or basin.
   a. The minimum storage capacity of a sediment trap shall be 134 cubic yards per acre of drainage area and the trap shall only control drainage areas less than three acres.
   b. Surface runoff from disturbed areas that is comprised of flow from drainage areas greater than or equal to three acres shall be controlled by a sediment basin. The minimum storage capacity of a sediment basin shall be 134 cubic yards per acre of drainage area. The outfall system shall, at a minimum, maintain the structural integrity of the basin during a 25-year storm of 24-hour duration. Runoff coefficients used in runoff calculations shall correspond to a bare earth condition or those conditions expected to exist while the sediment basin is utilized.

7. Cut and fill slopes shall be designed and constructed in a manner that will minimize erosion. Slopes that are found to be eroding excessively within one year of permanent stabilization shall be provided with additional slope stabilizing measures until the problem is corrected.

8. Concentrated runoff shall not flow down cut or fill slopes unless contained within an adequate temporary or permanent channel, flume or slope drain structure.

9. Whenever water seeps from a slope face, adequate drainage or other protection shall be provided.

10. All storm sewer inlets that are made operable during construction shall be protected so that sediment-laden water cannot enter the conveyance system without first being filtered or otherwise treated to remove sediment.

11. Before newly constructed stormwater conveyance channels or pipes are made operational, adequate outlet protection and any required temporary or permanent channel lining shall be installed in both the conveyance channel and receiving channel.

12. When work in a live watercourse is performed, precautions shall be taken to minimize encroachment, control sediment transport and stabilize the work area to the greatest extent possible during construction. Nonerodible material shall be used for the construction of causeways and cofferdams. Earthen fill may be used for these structures if armored by nonerodible cover materials.

13. When a live watercourse must be crossed by construction vehicles more than twice in any six-month period, a temporary vehicular stream crossing constructed of nonerodible material shall be provided.

14. All applicable federal, state and local requirements pertaining to working in or crossing live watercourses shall be met.

15. The bed and banks of a watercourse shall be stabilized immediately after work in the watercourse is completed.

16. Underground utility lines shall be installed in accordance with the following standards in addition to other applicable criteria:
   a. No more than 500 linear feet of trench may be opened at one time.
   b. Excavated material shall be placed on the uphill side of trenches.
   c. Effluent from dewatering operations shall be filtered or passed through an approved sediment trapping device, or both, and discharged in a manner that does not adversely affect flowing streams or off-site property.
   d. Material used for backfilling trenches shall be properly compacted in order to minimize erosion and promote stabilization.
   e. Restabilization shall be accomplished in accordance with this chapter.
   f. Applicable safety requirements shall be complied with.

17. Where construction vehicle access routes intersect paved or public roads, provisions shall be made to minimize the transport of sediment by vehicular tracking onto the paved surface. Where sediment is transported onto a paved or public road surface, the road surface shall be cleaned thoroughly at the end of each day. Sediment shall be removed from the roads by shoveling or sweeping and transported to a sediment control disposal area. Street washing shall be allowed only after sediment is removed in this manner. This provision shall apply to individual development lots as well as to larger land-disturbing activities.

18. All temporary erosion and sediment control measures shall be removed within 30 days after final site stabilization or after the temporary measures are no longer needed, unless otherwise authorized by the VESCP authority. Trapped sediment and the disturbed soil areas resulting from the disposition of temporary measures shall be permanently stabilized to prevent further erosion and sedimentation.

19. Properties and waterways downstream from development sites shall be protected from sediment deposition, erosion and damage due to increases in volume, velocity and peak flow rate of stormwater runoff for the stated frequency storm of 24-hour duration in accordance with the following standards and criteria. Stream restoration and relocation projects that incorporate natural channel design concepts are not man-made channels and shall be exempt from any flow rate capacity and velocity requirements for natural or man-made channels:
   a. Concentrated stormwater runoff leaving a development site shall be discharged directly into an adequate natural or man-made receiving channel, pipe or storm sewer system. For those sites where runoff is discharged into a pipe or pipe system, downstream stability analyses at the outfall of the pipe or pipe system shall be performed.
   b. Adequacy of all channels and pipes shall be verified in the following manner:
      (1) The applicant shall demonstrate that the total drainage area to the point of analysis within the channel is one hundred times greater than the contributing drainage area of the project in question; or
      (2) (a) Natural channels shall be analyzed by the use of a two-year storm to verify that stormwater will not overtop channel banks nor cause erosion of channel bed or banks.
      (b) All previously constructed man-made channels shall be analyzed by the use of a ten-year storm to verify that stormwater will not overtop its banks and by the use of a two-year storm to demonstrate that stormwater will not cause erosion of channel bed or banks; and
      (c) Pipes and storm sewer systems shall be analyzed by the use of a ten-year storm to verify that stormwater will be contained within the pipe or system.
   c. If existing natural receiving channels or previously constructed man-made channels or pipes are not adequate, the applicant shall:
      (1) Improve the channels to a condition where a ten-year storm will not overtop the banks and a two-year storm will not cause erosion to the channel, the bed, or the banks; or
      (2) Improve the pipe or pipe system to a condition where the ten-year storm is contained within the appurtenances;
      (3) Develop a site design that will not cause the pre-development peak runoff rate from a two-year storm to increase when runoff outfalls into a natural channel or will not cause the pre-development peak runoff rate from a ten-year storm to increase when runoff outfalls into a man-made channel; or
      (4) Provide a combination of channel improvement, stormwater detention or other measures which is satisfactory to the VESCP authority to prevent downstream erosion.
   d. The applicant shall provide evidence of permission to make the improvements.
   e. All hydrologic analyses shall be based on the existing watershed characteristics and the ultimate development condition of the subject project.
   f. If the applicant chooses an option that includes stormwater detention, he shall obtain approval from the VESCP of a plan for maintenance of the detention facilities. The plan shall set forth the maintenance requirements of the facility and the person responsible for performing the maintenance.
   g. Outfall from a detention facility shall be discharged to a receiving channel, and energy dissipators shall be placed at the outfall of all detention facilities as necessary to provide a stabilized transition from the facility to the receiving channel.
   h. All on-site channels must be verified to be adequate.
   i. Increased volumes of sheet flows that may cause erosion or sedimentation on adjacent property shall be diverted to a stable outlet, adequate channel, pipe or pipe system, or to a detention facility.
   j. In applying these stormwater management criteria, individual lots or parcels in a residential, commercial or industrial development shall not be considered to be separate development projects. Instead, the development, as a whole, shall be considered to be a single development project. Hydrologic parameters that reflect the ultimate development condition shall be used in all engineering calculations.
   k. All measures used to protect properties and waterways shall be employed in a manner which minimizes impacts on the physical, chemical and biological integrity of rivers, streams and other waters of the state.
   l. Any plan approved prior to July 1, 2014, that provides for stormwater management that addresses any flow rate capacity and velocity requirements for natural or man-made channels shall satisfy the flow rate capacity and velocity requirements for natural or man-made channels if the practices are designed to (i) detain the water quality volume and to release it over 48 hours; (ii) detain and release over a 24-hour period the expected rainfall resulting from the one year, 24-hour storm; and (iii) reduce the allowable peak flow rate resulting from the 1.5, 2, and 10-year, 24-hour storms to a level that is less than or equal to the peak flow rate from the site assuming it was in a good forested condition, achieved through multiplication of the forested peak flow rate by a reduction factor that is equal to the runoff volume from the site when it was in a good forested condition divided by the runoff volume from the site in its proposed condition, and shall be exempt from any flow rate capacity and velocity requirements for natural or man-made channels as defined in any regulations promulgated pursuant to § 62.1-44.15:54 or 62.1-44.15:65 of the Act.
   m. For plans approved on and after July 1, 2014, the flow rate capacity and velocity requirements of § 62.1-44.15:52 A of the Act and this subsection shall be satisfied by compliance with water quantity requirements in the Stormwater Management Act (§ 62.1-44.15:24 et seq. of the Code of Virginia) and attendant regulations, unless such land-disturbing activities are in accordance with 9VAC25-870-48 of the Virginia Stormwater Management Program (VSMP) Regulations.
   n. Compliance with the water quantity minimum standards set out in 9VAC25-870-66 of the Virginia Stormwater Management Program (VSMP) Regulations shall be deemed to satisfy the requirements of subdivision 19 of this subsection.

No.	Submittal / Revision	By	Appr'd	Date
1	FIRST SUBMITTAL	BBN	TSA	7/2/18
2	SECOND SUBMITTAL	BBN	TSA	10/17/18

COMMONWEALTH OF VIRGINIA
Joshua Perry Turner
Lic. No. 042465
10/17/18
PROFESSIONAL ENGINEER

PERMIT REVIEW SET

RACEY ENGINEERING
312 WEST MAIN ST. P.O. BOX 387
LURAY, VA 22835
PH: (540) 743-5927 - FAX: (540) 743-6118

DESIGNED:JPT | DRAWN:JPT | CHECKED:TSA

PROPOSED BUILDING
ESC NARRATIVE
VFW POST 1860
FRONT ROYAL, VA

RACEY PROJECT NUMBER: 6328 | PUBLISH DATE: 10/17/2018

C401

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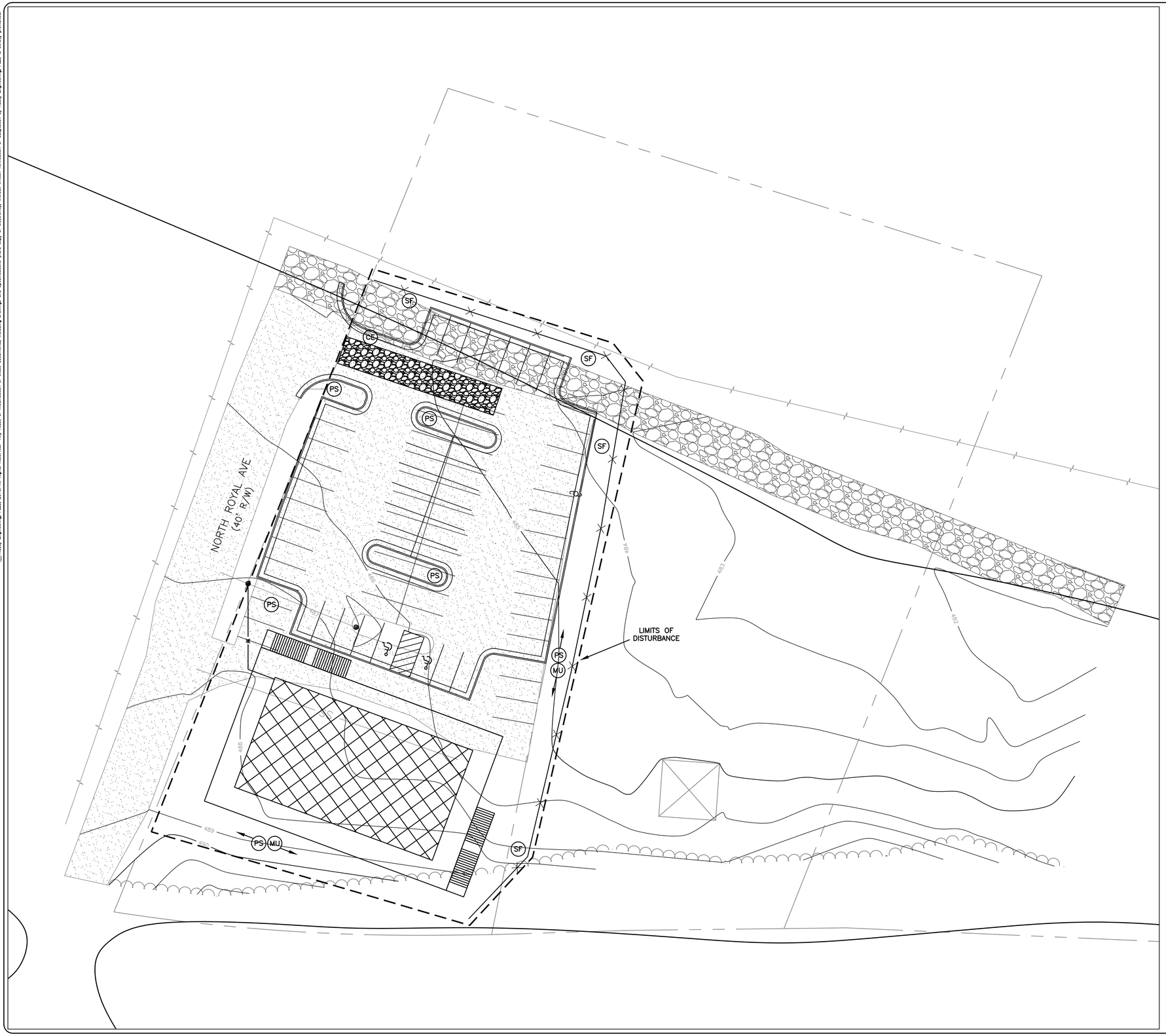

ESC SYMBOLS LEGEND

SYMBOL	DESCRIPTION	
	LIMITS OF DISTURBANCE	
CE	TEMPORARY GRAVEL CONSTRUCTION ENTRANCE	3.02
SF	SILT FENCE	3.05
PS	PERMANENT SEEDING	3.32
MU	PERMANENT MULCHING	3.35

SEQUENCE OF CONSTRUCTION

1. CONDUCT PRE–CONSTRUCTION CONFERENCE WITH PROJECT TEAM, TOWN, AND COUNTY BEFORE ANY WORK ON–SITE.
2. INSTALL CONSTRUCTION ENTRANCE AS A FIRST STEP ACTIVITY.
3. INSTALL SILT FENCE AS SHOWN
4. STRIP REMAINING TOPSOIL, SEED STOCKPILE, AND BEGIN GRADING.
5. CONSTRUCT PAD AND PREPARE SUBGRADE
6. ONCE FINAL GRADES ARE REACHED, RE–SPREAD TOPSOIL AND ENSURE PERMANENT STABILIZATION IS IN PLACE AND IS ESTABLISHED.
7. REMOVE PERIMETER CONTROLS AFTER RECEIVING APPROVAL E&S INSPECTOR.

0 20 40 Feet

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COMMONWEALTH OF VIRGINIA
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DRAWN:JPT
DESIGNED:JPT

PROPOSED BUILDING
ESC PLAN
VFW POST 1860
FRONT ROYAL, VA

RACEY PROJECT NUMBER: 6328
PUBLISH DATE: 10/17/2018

C400

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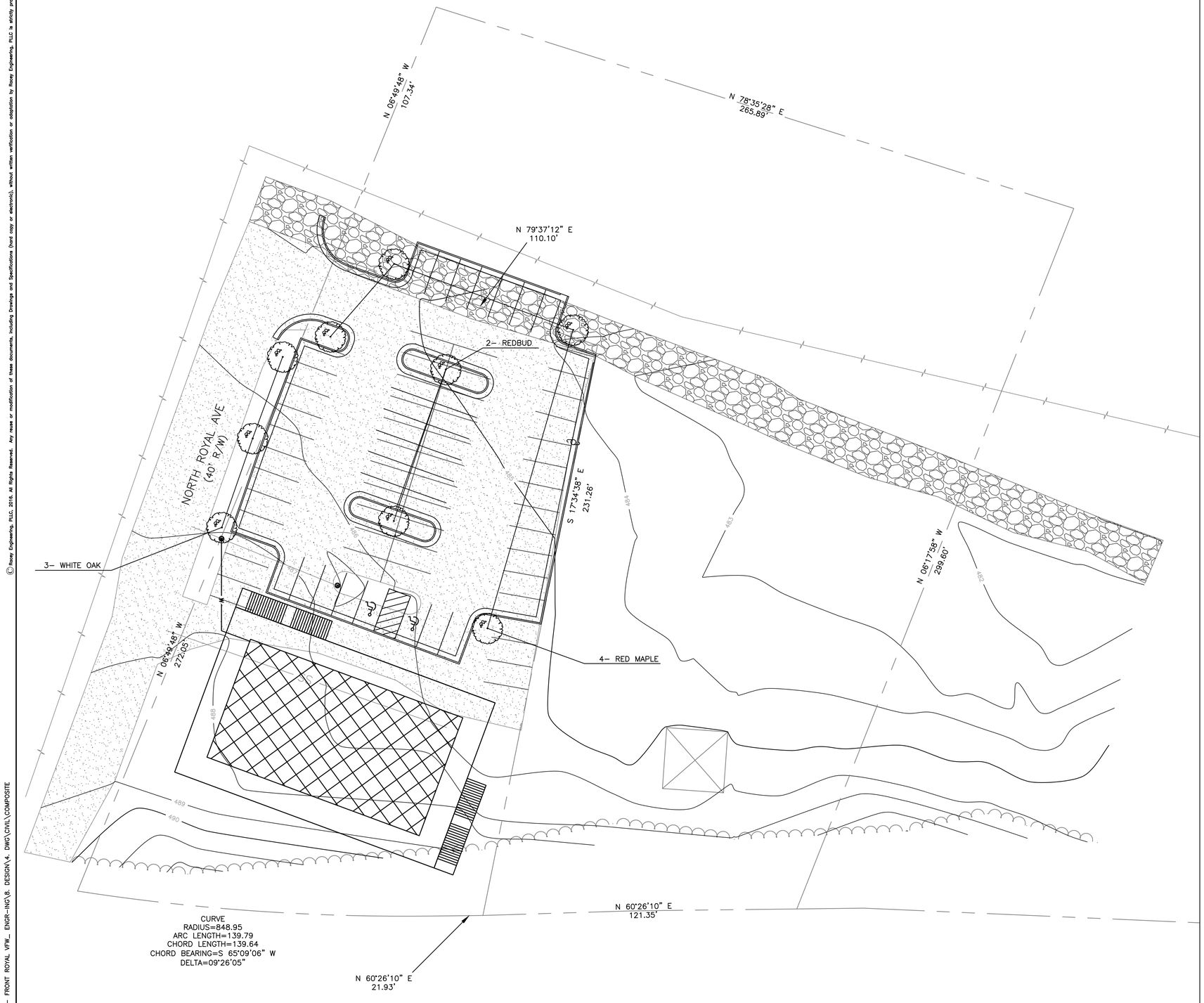

INTERIOR PARKING LOT LANDSCAPING:

TOTAL PARKING LOT AREA=16,105 SF
LANDSCAPE AREA REQUIRED (5%)=805.25 SF
LANDSCAPE AREA PROVIDED= 1613 SF (10%)

TREE CANOPY COVER:

TOTAL SITE AREA = 90,169 SF
SITE AREA OUTSIDE FLOODPLAIN=1,776 SF
CANOPY COVER REQUIRED (10%)=178 SF
CANOPY COVER PROVIDED=2,555 SF

ALL DECIDUOUS TREES SHALL BE A MINIMUM CALIPER OF 2" IN DIAMETER AND SHALL BE NURSERY GROWN. ALL MATERIALS AND INSTALLATION SHALL BE IN ACCORDANCE WITH THE ADOPTED "LANDSCAPE PRESERVATION AND PLANTING GUIDE FOR THE TOWN OF FRONT ROYAL."

THERE IS NO PROPOSED SITE OR PARKING LOT LIGHTING PROPOSED FOR THIS PROJECT.

THERE IS NO PROPOSE SITE SIGNS FOR THIS PROJECT.

PLANTING SCHEDULE			
NUMBER	SPECIES	COMMON NAME	20–YEAR TREE COVER
4	ACER RUBRUM	RED MAPLE	315 SF
3	QUERCUS ALBA	WHITE OAK	315 SF
2	CERCIS CANADENSIS	EASTERN REDBUD	175 SF

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DESIGNED:JPT | DRAWN:JPT | CHECKED:TSA

PROPOSED BUILDING

LANDSCAPE PLAN

VFW POST 1860
FRONT ROYAL, VA

RACEY PROJECT NUMBER: 6328 | PUBLISH DATE: 10/17/2018

C500

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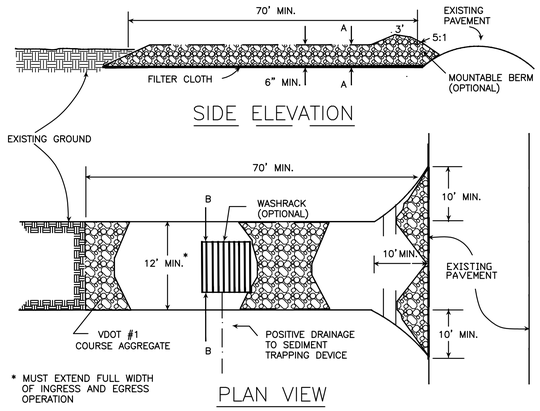
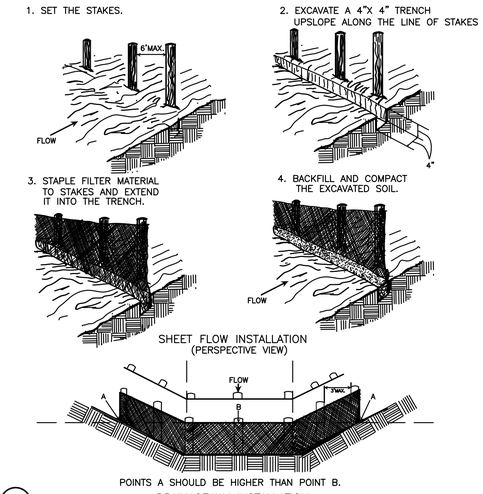


1 TEMPORORY STONE CONSTRUCTION ENTRANCE

N.T.S. - SOURCE: VIRGINIA EROSION AND SEDIMENT CONTROL HANDBOOK - PLATE 3.02-1

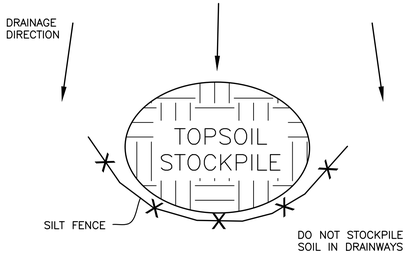
(CE)



(SF)

2 SILT FENCE - WITHOUT WIRE SUPPORT

N.T.S. - SOURCE: VIRGINIA EROSION AND SEDIMENT CONTROL HANDBOOK - PLATE 3.05-2



TOPSOIL STOCKPILE

N.T.S.

No.	Submittal / Revision	By	Appr'd	Date
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COMMONWEALTH OF VIRGINIA
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CHECKED:TSA
DRAWN:JPT
DESIGNED:JPT

PROPOSED BUILDING

DETAILS

VFW POST 1860
FRONT ROYAL, VA

RACEY PROJECT NUMBER: 6328
PUBLISH DATE: 10/17/2018

C500

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SWaM #666281 - HUBZone #28486

October 17, 2018 Racey Project #6328

Town of Front Royal
Attn: Jeremy Camp, Director of Planning and Zoning
102 East Main Street
Front Royal, VA 22630

Project Name: VFW Post 1860

Project Number: 6328

SUBJECT: Comment Response Letter; 1st Submittal

Mr. Camp,

Please find our responses to your Review Comments from our submittal of the Site Plan for the above referenced project. Below is a summary of the comments with the Engineer's response following each comment:

1. Special Use Permit & Site Plan Applications are required.

Response: Applications for Special Use Permit and Site Plan have been completed and attached.

2. Please provide a completed FEMA elevation certificate that is prepared by an engineer or other qualified design professional. Please include the BFE and proposed lowest floor elevation on the site plan.

Response: A completed FEMA elevation certificate has been attached. Base Flood Elevation and finish floor elevation are shown on Sheet C100.

3. The boundary of the floodplain and floodway are required to be shown on the site plan.

Response: Floodplain and floodway boundaries are shown on Sheet C100.

4. Please provide interior and peripheral landscaping as required under Town Code 156-8.A and B. Please also provide a total lot canopy coverage of not less than 10% as required by the Town Code 156-6; and also show compliance with Town Code 156-7 for the minimum required landscaping along streets.

Response: Proposed Landscaping and associated calculations have been included on Sheet C500. The majority of the site is located within the Floodplain and has been excluded from the lot canopy coverage requirements.

5. Please show a parking design that works with the proposed building. As illustrated, the parking spaces do not provide adequate maneuvering space for at least two vehicles in the front aisle and some of the parking spaced are inaccessible by the building deck piers.

Response: Parking has been revised as shown on Sheet C100.

6. Include parking calculations that reflect the requirement of Town Code 148-870. Assembly halls require one parking space per four fixed seats in the main assembly area or one parking space per one hundred net square feet.

Response: Parking calculations shown on Sheet C100, for 1 space per one hundred net square feet.

7. Include typical dimensions of the parking spaces and aisle widths.

Response: Typical dimensions for parking spaces, and aisle widths, are included on Sheet C100.

8. Handicap parking spaces are required.

Response: Handicap parking spaces are included as shown on Sheet C100.

9. Please show all the location and details of all proposed outdoor lighting fixtures.

Response: No outdoor lighting is proposed with this plan.

10. Please show the location of the existing water sewer and electric utility lines and how the proposed building will be connected to those facilities.

Response: Utilities and connections are shown on Sheet C100. Water and sewer utilities will be connected to the first floor via a protected vertical utility raceway adjacent to proposed columns. Electrical utility connection(s) will be overhead.

11. Please provide details regarding the space below the lowest floor so that the floodplain requirements are met…

Response: Certification of Town Code Section 175-81.B is provided on Sheet T100. The only enclosed area below the first floor, is the elevator shaft provided with flood openings meeting the necessary requirements. Controls and equipment are located on the first floor, above the BFE.

12. Please provide sufficient information to show that the proposed building will comply with the construction standards required for new construction in the floodplain…

Response: An electronic (PDF) copy of the building plans has been included, for reference, with this submittal package.

13. The site plan included with the zoning permit application does no include signature spaces.

Response: Signature spaces have been provided on the Cover Sheet, per the example provided.

14. Please show all signs that are proposed, if any.

Response: There is no site signage proposed.

15. Please include the Town General Notes on the site plan.

Response: Town General Notes are included on Sheet T101.

16. Please reference the datum used.

Response: Horizontal and vertical datum reference is shown on Cover Sheet.

17. Show the metes and bounds on the site plan, along with property distances and the type of property corner monuments.

Response: Metes, bounds, distances, and monuments are shown on Sheet C500.

18. Curb and gutter are required by Town Code for new development.

Response: Curb and gutter has been included in the site plan.

19. A foundation survey will be required as part of the zoning permit. In addition, the elevation certificate needs to be submitted for the proposed structure, as well as during mid construction and at final construction.

Response: A note has been added on Sheet C100, that a foundation survey (wall check) will be required. A FEMA elevation certificate has been attached to this submittal package. Additional elevations certificates will be prepared and submitted as required following construction.

Please find attached five (5) copies of the site plan, and an electronic copy, of the Second submittal for your review. If you have any questions regarding the responses of these comments, please feel free to contact me personally. Thank you.

Sincerely,
Racey Engineering, PLLC

Joshua P. Turner, PE
Engineering Development Manager

Attachment: Five (5) – Plan Sets
Electronic Plan Sets
FEMA Elevation Certificate
Site Plan and Special Use Permit Applications

Cc: Project File #6328

4

Work Session Agenda Form Item # 4

DATE: January 7, 2019

Work Session

AGENDA ITEM: David Dixon Special Use Permit Application – FRSPU-001063-2018

SUMMARY: David Dixon submitted an application to develop a detached single-family dwelling on a vacant lot in the R-1 Zoning District that is nonconforming. The lot is located on W. 18th Street. The lot does not meet the minimum lot width requirements of the R-1 Zoning District. As required in the Town Code, a special use permit is required before a nonconforming lot can be developed in the R-1 District (when less than 80% of minimum standard). The application was reviewed by the Planning Commission and their recommendation was approval with the following conditions:

1) The Applicant shall revise the application to increase the house size as specified in the Staff Report to comply with the Town Code minimum requirement for nonconforming lots.

2) The Applicant shall provide a complete grading plan and drainage calculations for the site.

3) Development of the lot shall comply with all requirements of the Town Code, including, but not limited to, off-street parking.

Additional information is included within the attached Staff Report and supporting documents submitted by the Applicant.

BUDGET/FUNDING: No direct impact.

STAFF RECOMMENDATION: Approval with conditions.

TOWN OF FRONT ROYAL
DEPARTMENT OF PLANNING & ZONING

STAFF REPORT FOR THE NOVEMBER 28, 2018 PLANNING COMMISSION MEETING
Updated for January 7, 2019 Town Council Work Session

APPLICATION #:
FRSPU-001063-2018

APPLICANT:
David Dixon

APPLICATION SUMMARY:

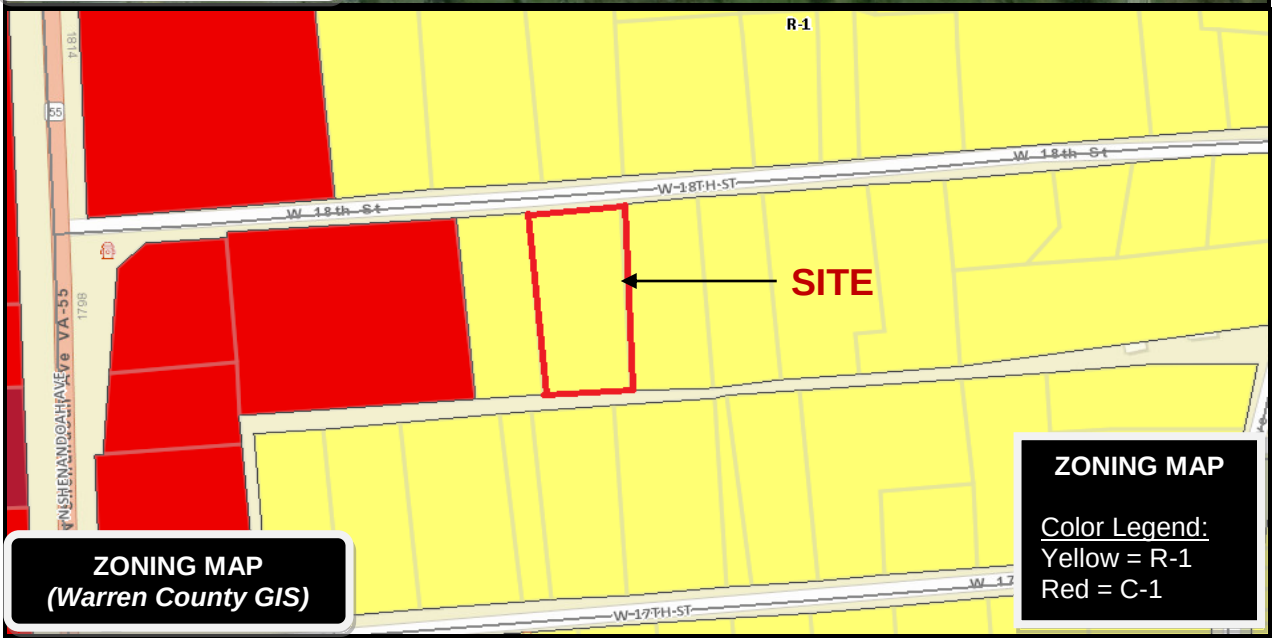
The Applicant has submitted a special use permit to construct a single family detached dwelling on a nonconforming lot in the R-1 District. The applicant's application is attached (**Attachment 1**).

GENERAL INFORMATION:

Site Address	114 W. 18th Street.		
Zoning District	R-1, Residential District		
Overlay Districts	Historic Area – NO	Floodway - NO	Entrance Corridor – NO
Tax IDs	20A2-2-55, lot 5		
Location	The subject lot is located on the south side of W. 18th Street, between 122 W. 18th Street and 110 W. 18th Street.		
Existing Use	Single-Family Detached Dwelling		
Proposed Use	Single-Family Detached Dwelling		

AERIAL MAP
(Warren County GIS)

AERIAL MAP
(Bing Maps)



ZONING MAP
(Warren County GIS)

ADDITIONAL INFORMATION:

Background

Town Code 175-128.A. establishes special rules for developing on nonconforming lots in the R-1 District. These rules differ from the rules for other districts, which pursuant to Town Code 175-125.B., do not include rules related to the existing lot size and lot width, provided that the setback and other requirements of the Town Code are complied with. In the R-1 District, nonconforming lots must meet special criteria if they are to be developed, and in cases where the minimum lot width or minimum lot area are less than 80% of the R-1 District Standard, a special use permit is required. The applicant's lot width is less than 80% of the minimum standards for the R-1 District, therefore a special use permit application is required.

Below are the minimum lot width and minimum lot area requirements for the R-1 District, as specified under Town Code 175-13 for lots serviced by public water and public sewer:

- **Minimum Lot Width: 75 feet**
- **Minimum Lot Area: 10,000 square feet**

The applicant's lot is as follows:

- **Subject Lot Width: 45 feet (60% of minimum)**
- **Subject Lot Area: 10,328 square feet**

Below is the exact language from Town Code 175-128.A. and 175-128.B:

175-128 NONCONFORMING LOTS OF RECORD

A. Except as hereinafter provided, the minimum lot width and lot area shall be required for the establishment of any new lot, or use of a lot, in the R-1 Residential District. Wherever possible, the consolidation of existing nonconforming lots is encouraged to meet the minimum lot size requirements. All new construction shall conform to the yard dimensions and all other regulations for the R-1 Residential District.

1. The Administrator may issue an administrative variance of up to twenty percent (20%) of the required lot width and/or area, where it is found that the proposed new construction is consistent with the structure size, orientation and pattern of development on the street and in the immediate neighborhood.

2. On lots with an area or lot width of less than eighty percent (80%) of the minimum required, approval for construction may be granted by special permit by the Town Council, where the Council finds the application meets the following conditions:

	a. The proposed structure has a finished floor area of not less than ninety percent (90%) of the amount of finished floor area prevalent in comparative homes. Finished floor areas do not include basement areas. b. The proposed structure is compatible with comparative homes in terms of building orientation, scale, proportion and site layout. c. The site grading provides for adequate drainage on and off the site, without any adverse impact onto adjoining properties. 3. For the purpose of this section, comparative homes shall mean characteristics that are present in at least sixty percent (60%) of the homes located on both sides of the street in the immediate block where the proposed structure is located. 4. The Council may approve a reduction of the side yard requirement, by not more than forty percent (40%), where necessary, to achieve increased compatibility with other structures in the immediate block. B. In any other residential district, a single dwelling may be erected on any single lot of record, notwithstanding limitations imposed by other provisions of this chapter. This provision shall apply even though such lot fails to meet the requirements for lot area and/or lot width, that are generally applicable in the district, provided that yard dimensions shall conform to the regulations for the district in which such lot is located. All other uses, except a single dwelling, are required to meet the minimum lot area requirements for the district in which it is located.
Legal Venue	The Town is authorized to require a special use permit for certain uses within any zoning district under Virginia Code §15.2-2286. Some specific uses are granted protection from regulation from localities by the Virginia Code, including agriculture uses, small scale conversion of biomass to alternative fuel, certain residential uses, private tents, farm wineries, assisted living facilities, and group homes. The issuance of a special use permit is subject to such conditions as are deemed necessary by the Front Royal Town Council after recommendations of the Front Royal Planning Commission. Prior to an action by Town Council or a recommendation by the Planning Commission, a public hearing is required for special use permits.
Review	175-128.A. allows for new development of nonconforming lots in the R-1 District when certain criteria are met. These criteria are shown below with commentary from Town Staff.

a. The proposed structure has a finished floor area of not less than ninety percent (90%) of the amount of finished floor area prevalent in comparative homes. Finished floor areas do not include basement areas.

COMPARATIVE	SQUARE FEET
1	1638
2	1452
3	1808
4	1452
5	1964
6	1452
7	1591
90 % Average	1460
Proposed House	1200

The proposed house does not exceed 90% of the amount of finished floor area prevalent in comparative homes.

b. The proposed structure is compatible with comparative homes in terms of building orientation, scale, proportion and site layout.

Building Orientation *– The applicant's proposed house faces the front of the lot.*

Scale *– The proposed house appears to have a smaller scale to other comparative houses in the area. The Lot is smaller than most lots in the immediate area.*

Proportion *– The applicant's proposed house is compatible with the comparative houses. All the comparative houses are either 1 or 2 stories.*

The applicant's proposed house has a proposed setback of 31 feet, which is a greater setback than comparative homes on the same street.

A driveway is shown in the plans but does not meet the minimum parking requirements. This would be required to be corrected at the zoning permit stage.

The plan needs to be prepared by a licensed surveyor. It must show elevation, landscaping, utilities, grading, parking. All the requirements need to be met for a house location survey. Town Code 148-1050 states these requirements.

c. The site grading provides for adequate drainage on and off the site, without any adverse impact onto adjoining properties.

The applicant has submitted no information regarding drainage, but there are no known drainage issues along the subject street. Curb & gutter already exist at the location

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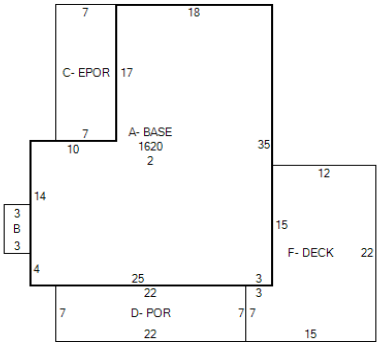
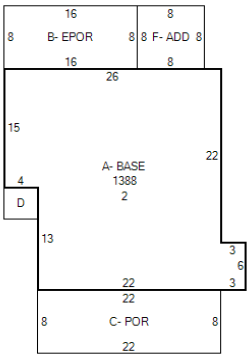
Below are other comparative houses on the immediate block that have frontage on W 18th Street:

Comparative House #1: 122 W 18th Street



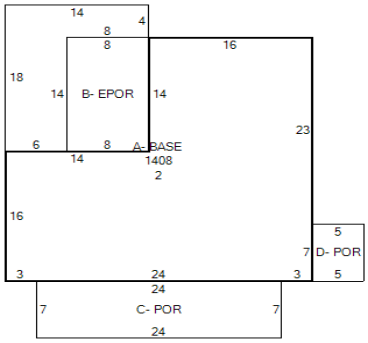
- Square Feet: 1638
- 2-story, Vinyl siding exterior
- 3 bedrooms, 1 bath
- Driveway: Yes – Garage: Yes (detached)
- Rounded Taxable Value: $ 185,900
- Lot Size: 0.454 acres
- Owner Occupied: Yes (based on vamanet)

Comparative House #2: 110 W 18th Street



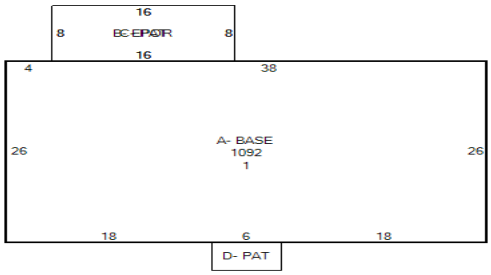
- Square Feet: 1452
- 2-story, Vinyl exterior
- 3 bedrooms, 1 bath
- Driveway: Yes – Garage: No
- Total Assessed Value: $166,200
- Lot Size: 0.454 acres
- Owner Occupied: Yes (based on vamanet)

Comparative House #3: 104 W 18th Street



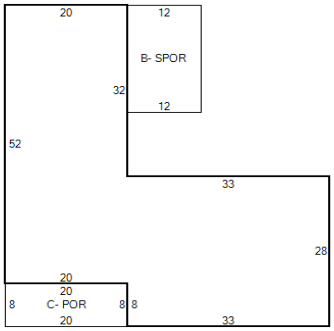
- Square Feet: 1808
- 2-story, Vinyl exterior
- 3 bedrooms, 1 bath
- Driveway: Yes – Garage: Yes (detached)
- Total Assessed Value: $186,600
- Lot Size: 0.454 acres
- Owner Occupied: Yes (based on vamanet)

Comparative House #4: 106 W 18th Street



- Square Feet: 1452
- 1-story, Aluminum exterior
- 3 bedrooms, 1½ baths
- Driveway: Yes – Garage: No
- Total Assessed Value: $ 138,000
- Lot Size: 0.401 acres
- Owner Occupied: Yes (based on vamanet)

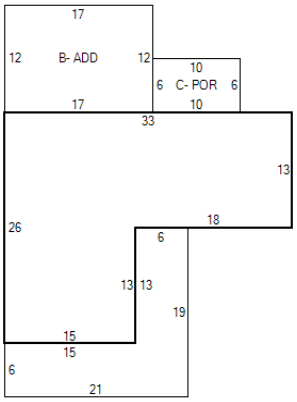
Comparative House #5: 113 W 18th Street



- Square Feet: 1964
- 1-story, Brick & Cedar exterior
- 3 bedrooms, 2 baths
- Driveway: Yes – Garage: Yes (detached)

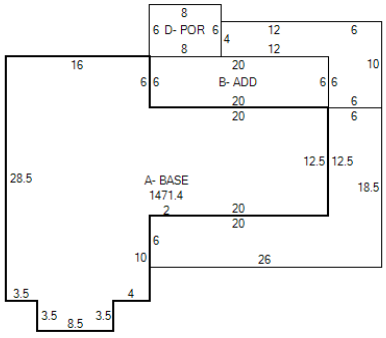
- Total Assessed Value: $ 268,500
- Lot Size: 1.157 acres
- Owner Occupied: Yes (based on vamanet)

Comparative House #6: 107 W 18th Street



- Square Feet: 1452
- 2-Story, Vinyl exterior
- 3 bedrooms, 2 baths
- Driveway: Yes – Garage: None
- Total Assessed Value: $148,200
- Lot Size: 0.429 acres
- Owner occupied: Yes (based on vamanet)

Comparative House #7: 47 W 18th Street

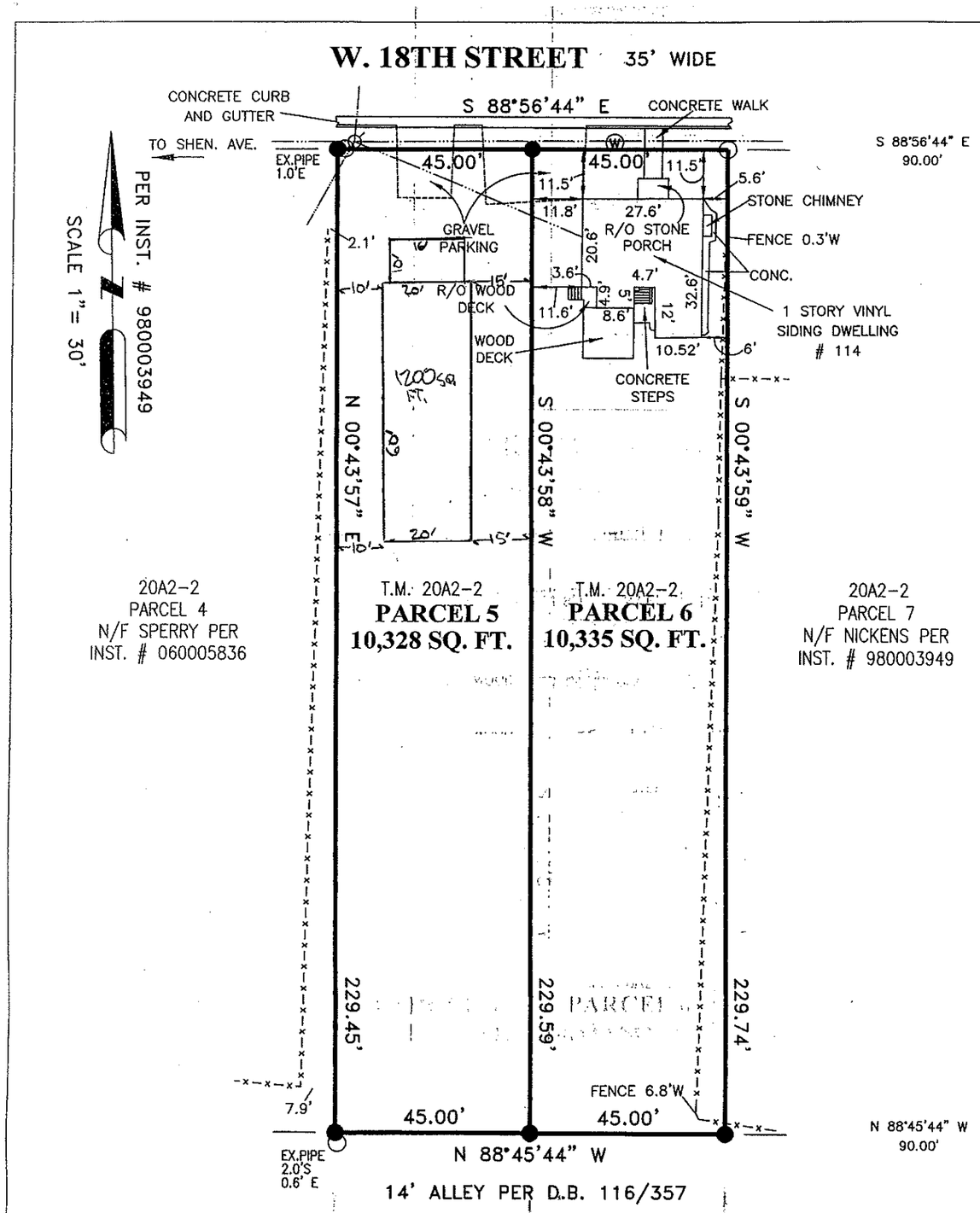


- Square Feet: 1591
- 2-story, Stucco exterior
- 3 bedrooms, 2 baths
- Driveway: Yes
- Garage: Yes (detached)
- Total Assessed Value: $142,200
- Lot Size: 0.278 acres
- Owner Occupied: Yes (based on vamanet)

If the applicant addresses the requirements for the increase of usable square footage in the home adequately, Staff does not object to approval of the special use permit. Additional housing in the Town is needed, provided that the development is done appropriately.

Planning Commission Action	Before issuance of a zoning permit for construction, the applicant will be required to obtain approval of this special use permit. In addition, the applicant is required to submit for a zoning permit application and complete the house location plan to address all requirements of the Town Code, and to pay all applicable utility connection and other fees that are required by Town Code. During the Planning Commission's November 28, 2018 meeting a public hearing was held. During the public hearing some residents expressed concern about stormwater runoff issues in the neighborhood. The Planning Commission requested Town Staff to review that issue to determine if there is anything that can be done by the Town. The Planning Commission did recommend approval of the application with the following conditions: 1) The Applicant revises the application to increase the house size as specified in the Staff Report to comply with the Town Code minimum requirement for nonconforming lots. 2) The Applicant shall provide a complete grading plan and drainage calculations for the site. 3) Development of the lot shall comply with all requirements of the Town Code, including, but not limited to, off-street parking.

ATTACHMENTS: Attachment 1: Special Use Permit Application & submitted attachments to the application



NO TITLE REPORT FURNISHED TO THIS OFFICE.
SUBJECT TO ANY AND ALL EASEMENTS OF RECORD.
SUBJECT PARCELS SITUATED OUTSIDE THE LIMITS OF THE FEMA FLOOD ZONE.
DERIVATION OF TITLE TO: DAVID DIXON PER INST. #160002613.

SURVEY OF T.M. 20A2-2 PARCELS 5 AND 6
PER PLAT BOOK 1/115 AND D.B. 78/134

- DENOTES POWER POLE.
- DENOTES OVERHEAD WIRES.
- Ⓦ DENOTES WATER METER.
- -x-x- DENOTES WOOD OR CHAIN LINK FENCE.
- ● DENOTES PIN SET.
- ○ DENOTES EXISTING PIN OR PIPE.

TOWN OF FRONT ROYAL
DEPARTMENT OF PLANNING & ZONING
102 EAST MAIN STREET
P.O. BOX 1560
FRONT ROYAL, VA 22630

Main: 540.635.4236
Fax: 540.631.2727
Internet: www.frontroyalva.com

~~SUP~~ FRSPU-001063-2018

SPECIAL USE PERMIT REQUEST

APPLICANT
NAME David Dixon PHONE 703 346 5261
ADDRESS 220 Locust Dale Road
E-MAIL DixBuilder@Comcast.net

PROPERTY DESCRIPTION
PROPERTY ADDRESS W. 18th Street
TAX MAP 20A2-2 SECTION Plat Bk 1/115 BLOCK D.B. 78/134 LOT Parcel 5
SUBDIVISION NAME _____ ACREAGE 10,328 SQ. FT.

REQUEST
ZONING DISTRICT R-1
PROPOSED USE OF PROPERTY Single Family Residential
SPECIFIC SPECIAL USE PERMIT REQUEST
Approval Non-Conforming Lot

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

1. Survey/Plat of property showing all **existing** improvements. (10 copies if larger than 11" X 17")
2. Site Plan Application
3. Application Fee of $400.00 (Checks payable to the Town of Front Royal)
4. Additional information as required by the Department of Planning & Zoning

RECEIVED
OCT - 5 2018
TOWN OF FRONT ROYAL
PLANNING & ZONING DEPARTMENT

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 _____ Date 14 DEC 2016

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.

Receipt # pd @ Finance w/CC 400- Date Paid 10/5/18

Revised 2-15-13

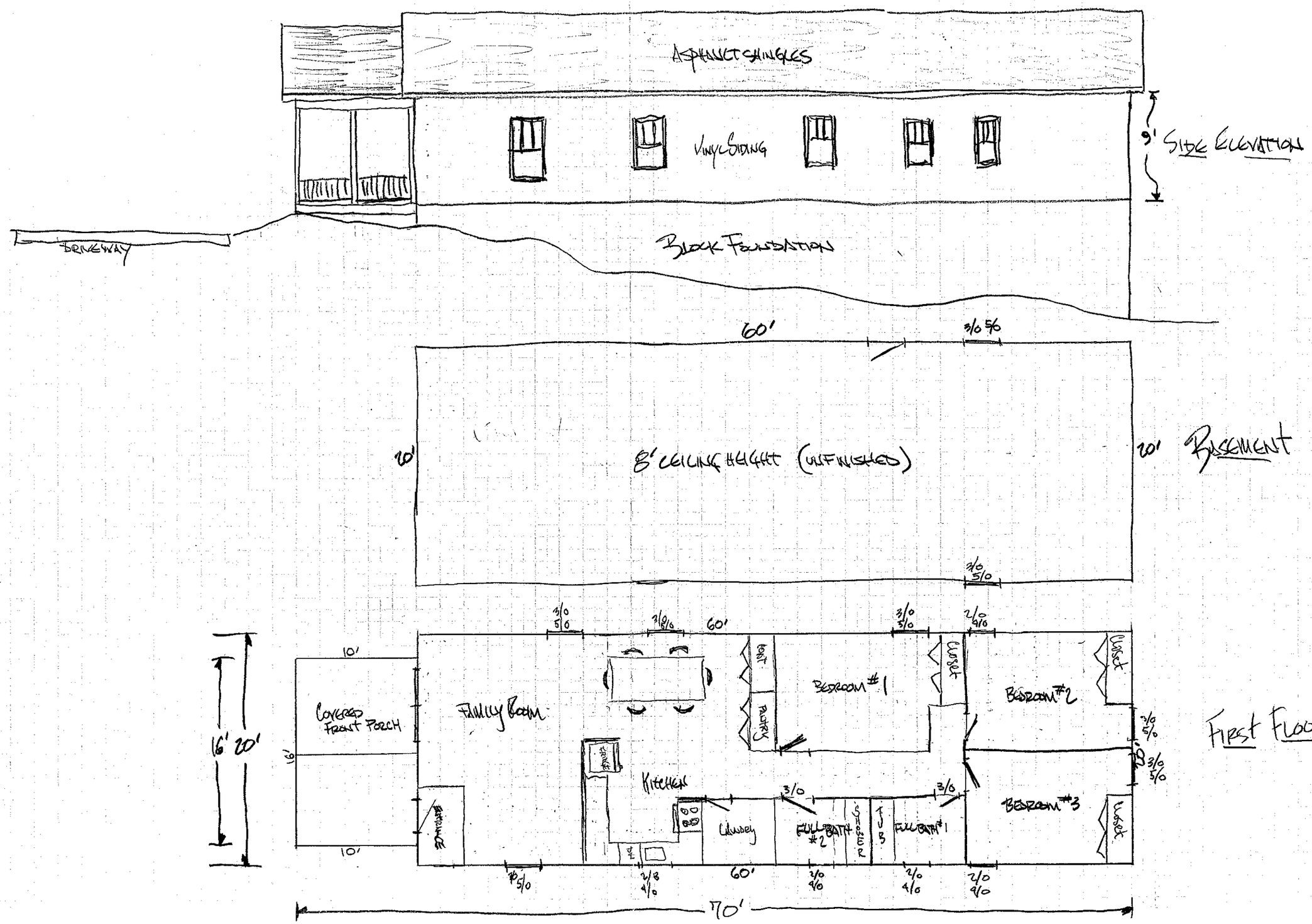
Scale 1/8" = 1'

First Floor 1200 sq. ft.

David Dixon 220 Locust Dale Road Front Royal VA 22630

W. 18th St. Single Family Home

703.316.5201



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Work Session Agenda Form

Item # 5

DATE: 1/7/18

AGENDA ITEM: FY20 Budgetary Items Overview

SUMMARY: Staff is providing council with a list of FY2020 initial departmental budget requests for capital items, staffing, and other items impacting the budget prior to being incorporated into the FY2020 proposed budget.

The list includes departmental requests that will likely be deferred for the future and are not planned to be included in the FY2020 budget at this time. Staff anticipates that additional items will need to be deferred in order to provide a balanced proposed budget.

BUDGET/FUNDING: These items may potentially be incorporated into the FY2020 proposed budget.

STAFF RECOMMENDATION: Staff recommends for council to review the listed items and provide staff with feedback and/or possible concerns, which will give staff an opportunity to better prioritize budgetary items and provide better communication regarding the items.

Work Session

FY20 Budgetary Items Currently Under Review

Highlighted items will likely be deferred for the future and are not planned to be included in the FY20 proposed budget at this time

****Additional items are anticipated to be deferred in order to provide a balanced proposed budget***

STAFFING/SALARY CHANGES		
Department	**Description**	**Budget Impact**
ALL	Compensation Study Year 2	$ 140,000.00
ALL	3% Merit Increase	$ 343,000.00
ALL	1.17% C.O.L.A. Increase effective January 1, 2020	$ 122,000.00
ALL	Estimated 7% Medical Insurance Increase	$ 135,000.00
Town Attorney	Temporary Legal Assistant	$ 5,000.00
Horticulture	Maintenance Worker Position	$ 31,070.00

SERVICES		
Department	**Description**	**Budget Impact**
Water Treatment Plant	Backflow Compliance Program	$ 50,000.00
Water Treatment Plant	Clearwell 1 & 2 Inspections	$ 30,000.00
Streets	Prospect Bridge Repairs	$ 210,000.00
Planning & Zoning	Leach Run Parkway Flyover Engineering	$ 50,000.00

MACHINERY & EQUIPMENT

Department	Description	Budget Impact
Fleet Maintenance	Parts Washer	$ 10,000.00
Information Technology	Police Department In-Car Camera System	$ 50,000.00
Information Technology	VM Ware	$ 35,000.00
Information Technology	Rapid Recovery Server	$ 25,000.00
Police Department	Body Worn Cameras	$ 12,960.00
Horticulture	Replace #745 walk behind mower with a zero turn mower	$ 15,000.00
Horticulture	Replace 72" mower deck with a 60" mower deck on mower	$ 3,500.00
Electric Dept	Emergency Generator	$ 75,000.00
Electric Dept	Replace 1966 Wire Trailer	$ 10,000.00
Water Line Maintenance	Replace Valve Turning Machine	$ 50,000.00
Water Sewer Line Maintenance	Purchase Dump Trailer	$ 10,000.00
Water Sewer Line Maintenance	Purchase Jack Hammer for Backhoe	$ 23,000.00
Water Sewer Line Maintenance	Purchase Message Board	$ 15,000.00
Streets	Replace Ashpalt Roller (Year 2 of 5)	$ 30,000.00
Streets	Replace Sign Cutter	$ 12,000.00
Inspections	Replace Air Monitor	$ 5,000.00
Inspections	Construction Plan Printer	$ 5,000.00
Solid Waste	Replace #695 - 1992 Kahn Recycle Trailer	$ 48,000.00
Solid Waste	Replace #685 - Refuse Truck 2004 Auto Car [1st Payment Allocated in FY19]	$ 140,000.00

VEHICLES

Department	Description	Budget Impact
Fleet Maintenance	Replace #542 - 2002 GMC 3500 Utility Pickup	$ 60,000.00
Police Department	Replace #217 - 2017 Ford Explorer	$ 43,550.00
Police Department	Replace #218 - 2017 Ford Explorer	$ 43,550.00
Police Department	Replace #219 - 2019 Ford Explorer	$ 43,550.00
Horticulture	Replace #716 - 2003 Chevrolet 2500 Pickup with lift gate & snow plow	$ 40,000.00
Electric Department	Replace #344 - 1999 Chevrolet Bucket Truck	$ 210,000.00
Waste Water Treatment Plant	Fork Truck	$ 33,000.00
Streets	Replace #682 - 2001 Jeep Liberty	$ 47,000.00
Streets	Replace #646 - 1991 Ford L8000 replace with Tandem Dumptruck (Year 2 of 3)	$ 71,000.00
Police Department	Replace #294 - 2000 Chevrolet Silverado	$ 43,550.00

BUILDINGS & STRUCTURES		
Department	**Description**	**Budget Impact**
Fleet Management	Building Rehabilitation Project (Allocation over mulitiple years)	TBD
Electric Department	Construction of Bio-Retention Pond	$ 25,000.00
Solid Waste	Dumpster Enclosure on Peyton Street Parking Lot	$ 8,000.00
Water/Sewer Line Maintenance	Storage Shed	$ 24,000.00

INFRASTRUCTURE		
Department	**Description**	**Budget Impact**
Water Meter Reading	Final Year for Funding of Radio Water Meters	$ 460,000.00
Water Debt Service	Estimated Debt Service on Town's portion of parrellel lines in corridor	TBD
Water Treatment Plant	Replace Pumps at Raw Water Station Year 1 of 3	$ 75,000.00
Water Treatment Plant	Dezurik Pump Control Valve Replacement & Repair	$ 40,000.00
Waste Water Treatment Plant	Chemicals Operation Increase	$ 800,000.00
Waste Water Treatment Plant	Equalization Basin Blowers	$ 70,000.00
Electric	Expansion of Service for Leach Run Parkway	$ 125,000.00
Electric	Kendrick Lane Transformer Replacement year 2 of 6	$ 142,500.00
Electric	Three Phase Recloser John Marshall Highway	$ 25,000.00
Streets	Maintaining Crosswalks	$ 40,000.00
Streets	Primary Paving Plan [N Shenandoah Ave from W 17th to W 14th]	$ 179,100.00
Streets	Secondary Paving Plan [Portions ofLeach St/Northview St, Braxton Rd, Wines St, Evenlyn Ct]	$ 573,887.00
Streets	Slurry Seal	$ 130,000.00
Electric	Automated Metering Infrastructure	TBD

DEBT SERVICE		
Department	**Description**	**Budget Impact**
Police Department	Debt Service on Police Department Headquarters	TBD
Economic Development	Debt Service owed to the EDA	TBD

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Work Session Agenda Form

Item # 6

DATE: January 7, 2019

Work Session

AGENDA ITEM: Appointments to Audit and Finance Committee and Vice Mayor

SUMMARY: Council is requested to appoint two members of Town Council to the Audit and Finance Committee to a one-year term expiring December 31, 2019. Councilmen Tewalt and Meza terms expired December 31, 2018.

Council is requested to appoint a Vice Mayor to the Town Council to serve a two-year term expiring December 31, 2020.

Appointments will be placed on the January 14, 2019 agenda for formal approval.

BUDGET/FUNDING: None

STAFF RECOMMENDATION: Council takes Desired Action.