



PLANNING COMMISSION REGULAR MEETING

21 Main Street

Tuesday, September 19, 2023, at 7:00 PM

MINUTES

A REGULAR MEETING OF THE PLANNING COMMISSION OF THE TOWN OF WARRENTON, VIRGINIA, WAS HELD ON September 19th, 2023, AT 7:00 P.M.

Regular Meeting

PRESENT

Mr. Ryan Stewart, Vice Chair; Mr. Steve Ainsworth; Ms. Darine Barbour; Mr. Terry; Ms. Denise Harris, Planning Manager; Ms. Heather Jenkins, Zoning Ordinance; Ms. Casey Squyres, Town Planner

ABSENT

Mr. James Lawrence, Chair

REGULAR MEETING - 7:00 PM

At 7:00 pm on Tuesday, September 19th, 2023. The Planning Commission meeting was called to order.

Vice Chair Stewart asks if the Planning Commission would like to accept the agenda.

Commissioner Lasher moves to accept the agenda.

Commissioner Barbour seconds.

The vote was as follows:

Ayes: Mr. Ryan Stewart, Vice Chair; Mr. Steve Ainsworth; Ms. Darine Barbour; Mr. Terry Lasher

Nays:

Abstention:

Absent: Mr. James Lawrence, Chair

The motion passed 4-0-1; agenda was accepted.

APPROVAL OF THE MINUTES.

Draft December 20, 2023, Planning Commission Regular Meeting Minutes

Vice Chair Stewart invites a motion to approve the minutes.

Commissioner Ainsworth motions to approve the December 20th, 2022, set of Draft Minutes.

Commissioner Lasher seconded.

The vote was as follows:

Ayes: *Mr. Ryan Stewart, Vice Chair; Mr. Steve Ainsworth; Ms. Darine Barbour; Mr. Terry Lasher*

Nays:

Abstention:

Absent: *Mr. James Lawrence, Chair*

The motion passed 4-0-1; minutes were approved.

Draft June 20, 2023, Planning Commission Regular Meeting Minutes

Vice Chair Stewart invites a motion to approve the minutes.

Commissioner Ainsworth motions to approve the June 20, 2023, set of Draft Minutes.

Commissioner Barbour seconds the motion.

The vote was as follows:

Ayes: *Mr. Ryan Stewart, Vice Chair; Mr. Steve Ainsworth; Ms. Darine Barbour; Mr. Terry Lasher*

Nays:

Abstention:

Absent: *Mr. James Lawrence, Chair*

The motion passed 4-0-1; minutes were approved.

WORK SESSIONS.

1. **SUP Special Use Permit (SUP) 2023-02** Wal-Mart, is requesting a Special Use Permit (SUP) Amendment to allow for upgrades to the existing Store by implementing the following improvements: 1) expanding the Store by approximately 6,151 square feet to accommodate a merchandise pick-up staging area, which will require the relocation of an existing outdoor storage area, 2) re-striping portions of the parking area in order to provide spaces for customers picking up pre-ordered merchandise, and 3) modifying the exterior Store elevations to include an addition and new colors at 700 James Madison Highway. Currently, Wal-Mart encompasses an approximate 157,345 square foot retail Store on two parcels that together contain approximately 18.434 acres. The expansion of the existing Store requires an SUP per Article 11-3.1.3. of the Zoning Ordinance. The parcel is zoned Commercial (C) and is located outside of the Historic District.

Vice Chair Stewart opens the work session.

Ms. Squyres presents the background of the application.

Mr. Rob Beaman, Representative for the Applicant, introduces Lindsey Bowman and Connor Hedges as the application engineers and gives a brief overview of the application.

Planning Commission discusses the current seasonal storage location, removal of parking spaces, traffic flow and generation, pedestrian safety, and the history of the conditions of approval.

Mr. Beaman states the application as amended still exceeds parking, describes the seasonal outdoor storage, and indicates the Applicant is not looking to revise the existing conditions related to screening of the outdoor storage.

Mr. Hedges indicates the application seeks to increase the safety of the employees at the pick up location, while not encouraging customers to leave their vehicles in the pick up zone.

Vice Chair Stewart asks the Applicant if they are ready to be placed on the Planning Commission's October public hearing; Mr. Beaman agrees. Staff is directed to advertise the application for the October public hearing.

2. **Zoning Text Amendment 23-02 A Zoning Ordinance Text Amendment Regarding Assembly Uses in the Industrial District.** A work session to discuss potential revisions to Zoning Ordinance Article 3, Section 3-4.12 – Industrial District to address allowable Assembly uses in the District. The Ordinance currently permits several uses as by-right Permitted Uses where people gather for social, entertainment, cultural, educational and recreational purposes, where these uses are classified as Assembly uses by the Building Code. The Building Code classifies Churches as an Assembly use, however Churches are not listed as either a Permitted Use or a Permissible Use in the Industrial District. A text amendment to Section 3-4.12 was initiated by Town Council on May 9, 2023 to allow staff to begin work on potential revisions to the list of Assembly uses that are allowable in the Industrial District; the Planning Commission held a work session on August 22, 2023.

Vice Chair Stewart opens the work session.

Ms. Jenkins gives a presentation responding to the questions from the previous Planning Commission work session. Ms. Jenkins reviewed the Legislative Intent for the Industrial District in the Zoning Ordinance, other jurisdiction's treatment of assembly uses in the Industrial District, and a review of industrial zoned land within the Town and Plan Warrenton 2040 Character Districts.

Ms. Jenkins asks for guidance from the Planning Commission on the Legislative Intent; should assembly uses be allowed in the Industrial District, if yes, then by-right or through Special Use Permit; remove assembly uses from the Industrial District; or no changes to the Zoning Ordinance.

Planning Commission discussed requirements of other jurisdictions; creating non-conforming uses; the concept of different thresholds between by-right and permissible uses; potential land use impacts; the scope of the text amendment; and fees associated for Special Use Permits.

Planning Commission offered guidance to staff to:

- Modify Legislative Intent during the Zoning ordinance rewrite for the Character Districts. Add "limited assembly uses" language.
- Propose to keep assembly uses and add churches to Industrial District in existing buildings.
- Develop thresholds to allow following Fauquier County's adopted capacity and square footage requirements.
- Propose a second approach of capacity thresholds between 300-500.

Planning Commission directed staff to develop a draft text and bring to October Public Hearing.

COMMENTS FROM THE COMMISSION

Vice Chair Stewart opens the floor to comments.

No comments from the Commission.

COMMENTS FROM STAFF

Ms. Harris states Commission will review its holiday schedule at its October meeting.

ADJOURN.

Commissioner Ainsworth motions to adjourn. Seconded by Commissioner Barbour. Motion passes unanimously 4-0-1.

Vice Chair Stewart states with no further business this meeting was adjourned at 8:49 P.M.

I hereby certify that this is a true and exact record of actions taken by the Planning Commission of the Town of Warrenton on September 19, 2023.



Steve Ainsworth
Planning Commission Secretary