



## TOWN COUNCIL REGULAR MEETING

21 Main Street

Tuesday, September 13, 2022 at 6:30 PM

### AGENDA

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Possible additions to the agenda and related materials are not set forth herein.

#### WORKSESSION - 9 AM

Times set forth are approximate and may be adjusted as necessary.

- [1.](#) Special Events Fee Schedule
- [2.](#) Review of Town Properties and Outstanding Debt
- [3.](#) A Resolution to Support Underground Transmission Line Routing For the Proposed Dominion Energy Virginia Blackwell Substation
4. Agenda Review
- [5.](#) Closed Session pursuant to Code of Virginia section 2.2-3711(A)(3) to discuss acquisition of real property within Town limits for the use of a park

#### REGULAR MEETING - 6:30 PM

##### INVOCATION.

##### PLEDGE OF ALLEGIANCE.

##### CITIZEN'S TIME.

##### APPROVAL OF THE AGENDA.

##### PUBLIC HEARINGS.

- [1.](#) A Resolution Authorizing the Issuance of up to \$5,400,000 Principal Amount of General Obligation Bonds
- [2.](#) A Resolution to Amend the Fiscal Year 2023 Adopted Budget to Appropriate Coronavirus State and Local Fiscal Recovery Funds in the Amount of \$6,270,000
- [3.](#) A Zoning Ordinance Text Amendment (ZOTA 2022-2) to Article 3 as it Relates to Property Maintenance Within the Historic District
- [4.](#) An Applicant Initiated Zoning Ordinance Text Amendment (ZOTA 2022-1) To Increase the Permitted Density in the Central Business District from Twenty Five (25) Units Per Acre to Fifty (50) Units Per Acre on Parcels Less Than 1/2 Acre and to Update to Fee Schedule

##### CONSENT AGENDA.

- [5.](#) Bond release request for improvements associated with the Lindsay Buick/GMC Site Development Plan 2019-04.

**STAFF REPORTS.**

- [6.](#) Finance Department Report
- [7.](#) Police Department Report.
- [8.](#) Community Development Report
- [9.](#) Public Works and Utilities Report
- [10.](#) Parks and Recreation Department Report

**APPROVAL OF COUNCIL MINUTES.**

- [11.](#) Minutes

**NEW BUSINESS.**

- [12.](#) A Resolution to Amend the Fiscal Year 2023 Adopted Budget to Appropriate Funds for Storm Clean Up

**TOWN MANAGER'S REPORT.****TOWN ATTORNEY REPORT.****COUNCILMEMBERS TIME.****ADJOURNMENT.**



## Agenda Memorandum

September 13, 2022

<b>Staff Lead:</b>	Chief Kochis
<b>Topic:</b>	Special Events Fee Schedule
<b>Description:</b>	<p>-Staff added a fee for the Parks and Recreation staff as there is not one in the current fee schedule.</p> <p>-Staff updated the costs for amusement devices permit and after-hours inspections.</p>
<b>Recommended Action:</b>	Move the fee schedule to the consent agenda for the night meeting to approve.

### Attachments:

1. Draft Fee Schedule
2. Current Fee Schedule



## SPECIAL EVENT FEE SCHEDULE

### PUBLIC SAFETY

<u>Staff Type</u>	<u>Rate</u>
Police Officers	\$40.00 per hour
Police Corporals and Above	\$50.00 per hour
Fire Lieutenant	\$40.00 per hour
Fire Captain	\$50.00 per hour

### COMMUNITY DEVELOPMENT

<u>Type</u>	<u>Rate</u>
Application Fee	\$100.00 flat fee
Building Official*	\$39.00 per hour
Fire Marshal*	\$34.00 per hour
Inspector*	\$29.00 per hour
Permit Renewal / Administrative	\$45.00 per 6 months
Tents ***	\$50.00 1st + \$25.00 each additional

\* Estimated Time at event site = 2 hours

### AMUSEMENT DEVICES

Small Mechanical ***	\$55.00 flat fee
Circular Ride/Flat Ride less than 20' in height ***	\$75.00 flat fee
Spectacular Ride***	\$100.00 flat fee
Coasters <30' ***	\$200.00 flat fee
All Other Devices ***	\$55.00 flat fee
After Hours Inspection	50% increase of permit fee

### PUBLIC WORKS AND UTILITIES

<u>Staff Type</u>	<u>Rate</u>
Public Works Employee	\$32.00 per hour
Cone/Barricade Rental	\$30.00 flat fee
No Parking Sign Placement*	\$20.00 per hour

\* Estimated Time to place signs = 2 hours

### PARKS AND RECREATION STAFF

<u>Staff Type</u>	<u>Rate</u>
Manager on Duty (MOD)	\$32.00 per hour
Parks and Recreation Staff	\$20.00 per hour

## PARK FACILITY FEE SCHEDULE

<u>Park Pavilion</u> (Eva Walker, Rady, Warrenton Sports Complex)	<u>Rate</u>
Half Day Rental 7:30 AM - 2 PM or 2:30 PM - Dusk	\$70.00
Full Day Rental	\$95.00
<u>Park Amenities</u>	<u>Rate</u>
Sand Volleyball Court (Rady Park)	\$25.00 per hour
Basketball Court (Eva Walker Park)	\$25.00 per hour
Pickleball Court (Academy Hill Park)	\$25.00 per hour
Field Rental (Rady Park or Academy Hill Park)	\$25.00 per hour

\*\*\* Plus 2.00% Virginia Levy Fee - subject to change without notice, set by State of Virginia.

# SPECIAL EVENT FEE SCHEDULE

## PUBLIC SAFETY

<u>Staff Type</u>	<u>Rate</u>
Police Officers	\$40.00 per hour
Police Corporals and Above	\$50.00 per hour
Fire Lieutenant	\$40.00 per hour
Fire Captain	\$50.00 per hour

## COMMUNITY DEVELOPMENT

<u>Type</u>	<u>Rate</u>
Application Fee	\$100.00 flat fee
Afterhours Inspection for tents, or amusement devices	\$200.00 flat fee
Building Official*	\$39.00 per hour
Fire Marshal*	\$34.00 per hour
Inspector*	\$29.00 per hour

\* Estimated Time at event site = 2 hours

## PUBLIC WORKS AND UTILITIES

<u>Staff Type</u>	<u>Rate</u>
Public Works Employee	\$32.00 per hour
Cone/Barricade Rental	\$30.00 flat fee
No Parking Sign Placement*	\$20.00 per hour

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## Agenda Memorandum

September 13, 2022

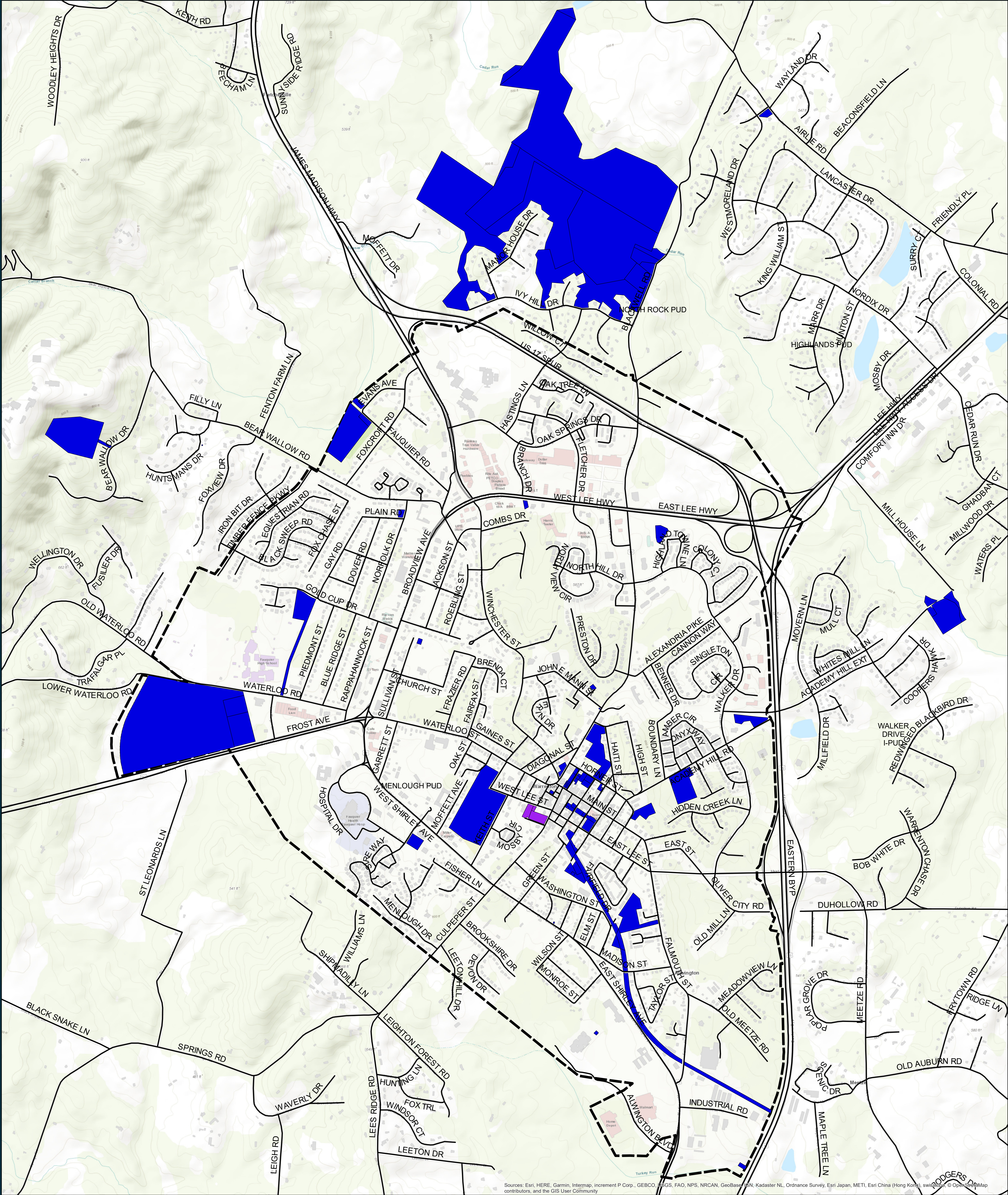
<b>Staff Lead:</b>	Stephanie Miller, Finance Director
<b>Topic:</b>	Review of Town Properties and Outstanding Debt
<b>Description:</b>	During the August 9, 2022 Council Meeting, Councilman Carlos requested a review of Town-owned properties and outstanding debt.
<b>Financial Impact:</b>	
<b>Recommended Action:</b>	

### Attachments:

1. Map of Town Owned Properties
2. List of Town Owned Properties
3. List of Properties Jointly Owned with the County
4. Table Cover
5. Evaluation of Town Owned Properties
6. Portfolio
7. Summary of Outstanding Debt

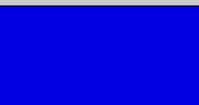
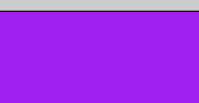




# TOWN OF WARRENTON TOWN OWNED PROPERTIES



Sources: Esri, HERE, Garmin, Intermap, increment P Corp., GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), Swisstopo, © OpenStreetMap contributors, and the GIS User Community

## Legend

-  Town Owned Properties
-  Town/County Joint Owned Properties
-  Street
-  Town of Warrenton Boundary



June 3, 2022

Source:  
Town of Warrenton  
& Fauquier County



TOWN OF WARRENTON OWNED PROPERTIES

Parcel ID	Site Address	Description	Zoning	Property Constraints	# Buildings / Structures	Building Use	Year Built	Building Size (sqft)	Building Size Net	# Segment	Acreage	2019 Assessed Value	Current Assessed Value	Current Taxable Value	Land Value	Building Value
6994-07-8168-000	ACADEMY HILL EXT.	Abuts Pump Station	R1	Floodplain	-	-	-	-	-	1	0.62600	\$ 55,000	\$ 32,500	\$ 32,500	\$ 32,500	\$ -
6984-63-2742-000	167 ACADEMY HILL RD	Academy Hill Park	PSP	-	2	Shelter	-	320	-	1	4.72000	\$ 621,200	\$ 598,500	\$ 598,500	\$ 590,000	\$ 8,500
6984-64-3051-000	ACADEMY HILL	Academy Hill Park Parking	R-10	-	-	Pavement	-	5,000	-	1	0.17710	\$ 39,000	\$ 90,000	\$ 90,000	\$ 85,000	\$ 5,000
6984-64-3093-000	ACADEMY HILL	Academy Hill Park Parking	R-10	-	-	Pavement	-	5,000	-	1	0.15520	\$ 39,000	\$ 90,000	\$ 90,000	\$ 85,000	\$ 5,000
6984-45-7118-000	-	Alexandria Pike ROW	CBD	-	-	-	-	-	-	1	0.00000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ -
6984-31-8260-000	-	Bartenstein Well	R-10	Floodplain	-	-	-	-	-	1	0.00000	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ -
6983-49-6156-000	354 E. SHIRLEY AVE	Brumfield Pump Station	PSP	Public Utilities	2	Outbuilding	-	-	-	1	0.08260	\$ 24,000	\$ 26,000	\$ 26,000	\$ 20,000	\$ 6,000
6984-23-3210-000	110 W LEE ST	Cemetery	PSP	-	1	Shed	-	504	-	1	9.59000	\$ 2,641,300	\$ 2,645,900	\$ 2,645,900	\$ 2,637,300	\$ 8,600
6975-50-4192-000	7448 BEAR WALLOW DR	Connection to Water Storage Tank	RC	Public Utilities	0	-	-	-	-	1	0.28520	\$ 7,300	\$ 7,300	\$ 7,300	\$ 7,300	\$ -
6984-42-3052-000	103 SOUTH FIFTH ST	Dog Park, Offsite Storage	PSP	Physically contains outbuilding, but on different tax record	-	-	-	-	-	1	0.00000	\$ 869,900	\$ 873,900	\$ 873,900	\$ 869,900	\$ 4,000
6985-53-4660-000	7200 BLACKWELL RD	Dwelling	R1	-	2	Residential	1950	1,515	1,227	2	1.79250	\$ 217,600	\$ 273,000	\$ 273,000	\$ 169,800	\$ 103,200
6985-53-6430-000	7204 BLACKWELL RD	Dwelling	R1	-	2	Residential	1980	3,772	1,792	1	1.00000	\$ 341,300	\$ 474,300	\$ 474,300	\$ 150,000	\$ 324,300
6984-44-6336-000	123 ALEXANDRIA PIKE	Eva Walker Park	PSP	-	1	Outbuilding	-	1,089	-	1	5.70200	\$ 1,383,000	\$ 1,383,000	\$ 1,383,000	\$ 1,368,000	\$ 15,000
6984-42-4142-000	-	Greenway	C, RMF, PSP	-	-	-	-	-	-	1	1.39010	\$ 423,900	\$ 423,900	\$ 423,900	\$ 423,900	\$ -
6984-41-7622-000	-	Greenway	C, RMF, RT	-	-	-	-	-	-	1	0.80250	\$ 139,800	\$ 139,800	\$ 139,800	\$ 139,800	\$ -
6983-68-9223-000	-	Greenway	I	-	-	-	-	-	-	1	2.36900	\$ 206,500	\$ 206,500	\$ 206,500	\$ 206,500	\$ -
6983-59-5252-000	-	Greenway	R-10	-	-	-	-	-	-	1	4.60090	\$ 400,800	\$ 400,800	\$ 400,800	\$ 400,800	\$ -
6984-50-0897-000	-	Greenway	R-10	-	-	-	-	-	-	1	0.63510	\$ 55,800	\$ 55,800	\$ 55,800	\$ 55,800	\$ -
6984-41-9227-000	-	Greenway	R-10, RT, C	-	-	-	-	-	-	1	0.78790	\$ 137,600	\$ 137,600	\$ 137,600	\$ 137,600	\$ -
6984-42-1657-000	79 S FOURTH ST	Greenway & Caboose	C	Historic District	1	Outbuilding	-	96	-	1	1.04550	\$ 820,600	\$ 820,600	\$ 820,600	\$ 819,800	\$ 800
6984-42-2549-000	-	Greenway Buffer	C	Historic District	-	-	-	-	-	1	0.26070	\$ 227,100	\$ 227,100	\$ 227,100	\$ 227,100	\$ -
6975-70-3019-000	7343 HUNTSMANS DR	Huntsman Pump Station	R1	Public Utilities	1	Outbuilding	-	36	-	-	0.01000	\$ 1,100	\$ 1,100	\$ 1,100	\$ -	\$ 1,100
6985-33-7267-000	-	Ivy Hill Open Space	R1	-	-	-	-	-	-	1	20.54560	\$ 513,800	\$ 308,300	\$ 308,300	\$ 308,300	\$ -
6984-44-0029-000	11 WINCHESTER ST	Library	CBD	Historic District	1	Commercial	1919	13,548	12,698	1	0.29800	\$ 1,760,600	\$ 1,886,800	\$ 1,886,800	\$ 520,000	\$ 1,366,800
6974-75-9148-000	731 FROST AVE	MBBR	PSP	Public Utilities	1	Outbuilding	2018	2,500,000	2,500,000	1	2.91830	\$ 292,000	\$ 840,000	\$ 840,000	\$ 365,000	\$ 475,000
6984-16-3465-000	151 SULLIVAN ST	Old Well	RO	-	1	Shed	-	-	-	1	0.26600	\$ 50,300	\$ 50,300	\$ 50,300	\$ 50,000	\$ 300
6984-43-1316-000	-	Parking Lot B	PSP	Historic District	-	Pavement	-	2,610	-	1	0.07010	\$ 126,100	\$ 126,100	\$ 126,100	\$ 122,200	\$ 3,900
6984-43-1374-000	-	Parking Lot B	PSP	Historic District	-	Pavement	-	9,215	-	1	0.22860	\$ 412,300	\$ 412,300	\$ 412,300	\$ 398,500	\$ 13,800
6984-43-2328-000	-	Parking Lot B	PSP	Historic District	-	Pavement	-	5,700	-	1	0.16750	\$ 300,600	\$ 300,600	\$ 300,600	\$ 292,000	\$ 8,600
6984-43-3236-000	-	Parking Lot C	PSP	Historic District	-	Pavement	-	10,000	-	1	0.32550	\$ 440,500	\$ 440,500	\$ 440,500	\$ 425,500	\$ 15,000
6984-43-4221-000	-	Parking Lot C	PSP	Historic District	-	Pavement	-	2,200	-	1	0.09900	\$ 155,600	\$ 155,600	\$ 155,600	\$ 152,300	\$ 3,300
6984-43-4091-000	-	Parking Lot D	PSP	Historic District	-	Pavement	-	30,400	-	1	0.71910	\$ 828,700	\$ 828,700	\$ 828,700	\$ 783,100	\$ 45,600
6984-43-2865-000	-	Parking Lot E	PSP	Historic District	-	Pavement	-	3,640	-	1	0.12250	\$ 190,400	\$ 190,400	\$ 190,400	\$ 186,800	\$ 3,600
6984-43-3901-000	-	Parking Lot E	PSP	Historic District	-	Pavement	-	3,203	-	1	0.08410	\$ 131,500	\$ 131,500	\$ 131,500	\$ 128,300	\$ 3,200
6984-43-3925-000	-	Parking Lot E	PSP	Historic District	-	Pavement	-	1,976	-	1	0.06000	\$ 93,000	\$ 93,000	\$ 93,000	\$ 91,000	\$ 2,000
6984-43-3990-000	38 HORNER ST	Parking Lot E	PSP	Historic District	-	Pavement	-	12,500	-	1	0.31550	\$ 431,200	\$ 637,300	\$ 637,300	\$ 618,500	\$ 18,800
6984-43-4759-000	-	Parking Lot E	PSP	Historic District	-	Pavement	-	13,500	-	1	0.30990	\$ 425,300	\$ 425,300	\$ 425,300	\$ 405,000	\$ 20,300
6984-43-5827-000	-	Parking Lot E	PSP	Historic District	-	Pavement	-	15,688	-	1	0.46750	\$ 634,500	\$ 634,500	\$ 634,500	\$ 611,000	\$ 23,500

TOWN OF WARRENTON OWNED PROPERTIES

Parcel ID	Site Address	Description	Zoning	Property Constraints	# Buildings / Structures	Building Use	Year Built	Building Size (sqft)	Building Size Net	# Segment	Acreage	2019 Assessed Value	Current Assessed Value	Current Taxable Value	Land Value	Building Value
6984-43-5154-000	-	Parking Lot F	PSP	Historic District	-	Pavement	-	13,130	-	1	0.29700	\$ 473,200	\$ 667,600	\$ 667,600	\$ 647,900	\$ 19,700
6984-42-2290-000	101 SOUTH FIFTH ST	Parking Lot G (Dog Park)	PSP	Outbuilding physically on different lot, but on this tax record	1	Outbuilding	-	20,000	-	1	0.37890	\$ 146,400	\$ 146,400	\$ 146,400	\$ 115,900	\$ 30,500
6984-12-2780-000	333 CARRIAGE HOUSE LN	Police Station	PSP	-	2	Commercial	2002	8,969	8,616	1	1.21270	\$ 1,959,100	\$ 2,544,100	\$ 2,544,100	\$ 792,400	\$ 1,751,700
6983-76-3679-000	795 JAMES MADISON HWY	Pump Station	I	Public Utilities	1	Outbuilding	-	-	-	1	0.22980	\$ 65,100	\$ 35,100	\$ 35,100	\$ 35,100	\$ -
6985-00-2836-000	550 EVANS DR	Pump Station	PSP	Floodplain, Public Utlities	-	-	-	-	-	1	0.48430	\$ 120,000	\$ 137,000	\$ 137,000	\$ 125,000	\$ 12,000
6994-16-2918-000	6295 ACADEMY HILL EXT.	Pump Station	R1	Floodplain	1	Commercial	1980	1,127	1,127	2	5.53710	\$ 82,100	\$ 166,400	\$ 166,400	\$ 151,400	\$ 15,000
6994-17-3158-000	ACADDEMY HILL EXT.	Pump Station	R1	Floodplain	-	-	-	-	-	2	1.37690	\$ 6,100	\$ 6,100	\$ 6,100	\$ 6,100	\$ -
6985-00-3546-000	710 FAUQUIER RD	Pump Station & Rady Park	PSP	Public Utilities	1	Outbuilding	-	168	-	1	0.58750	\$ 104,500	\$ 104,500	\$ 104,500	\$ 100,000	\$ 4,500
6994-07-8072-000	6307 ACADEMY HILL EXT.	Pump Station Building	R1	Public Utilities, Floodplain	1	Outbuilding	-	140	-	2	0.42110	\$ 599,800	\$ 599,300	\$ 599,300	\$ 3,700	\$ 595,600
6984-51-2365-000	360 FALMOUTH ST	PUPW Building/Shop	PSP	-	5	Commercial	1969	13,221	13,221	2	5.22700	\$ 947,800	\$ 903,300	\$ 903,300	\$ 284,200	\$ 619,100
6985-00-1454-000	540 EVANS AVE	Rady Park	PSP	Floodplain	2	Shelter	-	140	-	1	7.26980	\$ 339,000	\$ 339,000	\$ 339,000	\$ 290,800	\$ 48,200
6985-14-9602-000	-	Reservoir	RA	Floodplain	-	-	-	-	-	2	38.37300	\$ 387,800	\$ 475,700	\$ 475,700	\$ 475,700	\$ -
6985-37-6169-000	-	Reservoir	RA	Floodplain	-	-	-	-	-	2	85.85670	\$ 407,900	\$ 407,900	\$ 407,900	\$ 407,900	\$ -
6985-44-4029-000	-	Reservoir	RA	Floodplain	-	-	-	-	-	2	62.07000	\$ 903,500	\$ 903,500	\$ 903,500	\$ 903,500	\$ -
6985-34-8678-000	-	Reservoir Extended	RA	No Road Frontage	1	Shed	-	-	-	1	27.00000	\$ 675,100	\$ 675,000	\$ 675,000	\$ 675,000	\$ -
6985-35-0465-000	-	Reservoir Extended	RA	No Road Frontage	-	-	-	-	-	1	2.17210	\$ 32,600	\$ 32,600	\$ 32,600	\$ 32,600	\$ -
6985-37-0043-000	-	Reservoir Extended	RA	Floodplain	-	-	-	-	-	2	1.15620	\$ 6,800	\$ 6,800	\$ 6,800	\$ 6,800	\$ -
6985-48-1154-000	-	Reservoir Extended	RA	Floodplain	-	-	-	-	-	2	0.83370	\$ 3,900	\$ 3,900	\$ 3,900	\$ 3,900	\$ -
6974-97-2008-000	-	Sam Tarr Park	R-15	Public Utilities, Floodplain	0	-	-	-	-	2	5.25180	\$ 124,300	\$ 124,300	\$ 124,300	\$ 124,300	\$ -
6984-58-8445-000	HIGHLANDS	SWM Pond	PUD	Floodplain	-	-	-	-	-	1	1.22250	\$ 4,900	\$ 4,900	\$ 4,900	\$ 4,900	\$ -
NOT SURVEYED*	W. SHIRLEY & GARRETT ST	SWM Pond & Floodplain ROW	C	Floodplain (aprx 0.2 acres not encumbered)	-	-	-	-	-	-	1.5000	-	-	-	-	-
6984-43-1718-000	21 MAIN STREET	Town Hall	CBD	Historic District	2	Public Building, C	1,903	50,983	42,311	1	0.06190	\$ 3,011,900	\$ 3,011,900	\$ 3,011,900	\$ 163,300	\$ 2,848,600
6984-33-8623-000	18 COURT ST	Town Hall	PSP	Historic District	1	Commercial	1925	14,416	10,812	1	0.09000	\$ 1,539,300	\$ 1,695,200	\$ 1,695,200	\$ 351,600	\$ 1,343,600
6984-33-7695-000	18 COURT ST	Town Hall Alley	PSP	Historic District	-	-	-	-	-	1	0.00190	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ -
6984-43-0765-000	-	Town Hall Parcel	CBD	Historic District	-	-	-	-	-	1	0.07000	\$ 167,700	\$ 167,700	\$ 167,700	\$ 167,700	\$ -
6984-43-0892-000	-	Town Hall Parcel	CBD	Historic District	-	-	-	-	-	1	0.03780	\$ 90,600	\$ 90,600	\$ 90,600	\$ 90,600	\$ -
6984-43-1887-000	-	Town Hall Parcel	CBD	Historic District	2	Pavement, Fence	-	-	-	1	0.27720	\$ 681,500	\$ 681,500	\$ 681,500	\$ 664,100	\$ 17,400
6984-44-2072-000	-	Town Hall Parcel	CBD	Historic District	2	Pavement, Lights	-	-	-	1	0.17160	\$ 351,300	\$ 351,300	\$ 351,300	\$ 336,400	\$ 14,900
6974-84-0739-000	731 FROST AVE	Treatment Plant	PSP	Public Utilities	1	Outbuilding	Various	2,500,000	2,500,000	2	5.30000	\$ 16,163,200	\$ 16,163,200	\$ 16,163,200	\$ 1,163,200	\$ 15,000,000
6985-53-4169-000	7240 BLACKWELL RD	Treatment Plant	R1	Public Utilities	1	Outbuilding	-	3,400,000	-	2	3.65630	\$ 13,778,200	\$ 21,513,700	\$ 21,513,700	\$ 203,200	\$ 21,310,500
6985-53-7685-000		Utility Building	R1	Public Utilities	1	Outbuilding	-	1,250	-	3	1.53270	\$ 170,800	\$ 195,800	\$ 195,800	\$ 158,300	\$ 37,500
6984-38-3938-000	204 W LEE HIGHWAY	Utlities Crossing	PSP	Floodplain	-	-	-	-	-	1	0.27140	\$ 27,200	\$ 68,000	\$ 68,000	\$ 68,000	\$ -

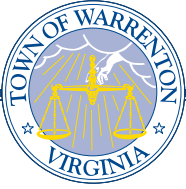
TOWN OF WARRENTON OWNED PROPERTIES

Parcel ID	Site Address	Description	Zoning	Property Constraints	# Buildings / Structures	Building Use	Year Built	Building Size (sqft)	Building Size Net	# Segment	Acreage	2019 Assessed Value	Current Assessed Value	Current Taxable Value	Land Value	Building Value
6984-74-6947-000*	ACADEMY HILL EXT.	Vacant	I	Floodplain (1.49 acre)	-	-	-	-	-	2	1.93210	\$ 28,000	\$ 28,000	\$ 28,000	\$ 28,000	\$ -
6984-45-5588-000	ARMSTRONG ST	Vacant Lot	R-10	-	-	-	-	-	-	1	0.00000	\$ 90,000	\$ 110,000	\$ 110,000	\$ 110,000	\$ -
6984-50-0841-000	RAILROAD ST	Vacant Lot Adjacent to Greenway	R-10	No Road Frontage	-	-	-	-	-	1	0.25000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ -
6984-42-1098-000	-	Vacant portion of dog park	PSP	-	-	-	-	-	-	1	0.09600	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ -
6984-53-5257-000	33 N CALHOUN ST	Visitors Center	PSP	Historic District	1	Commercial	2006	4,914	4,248	2	1.67220	\$ 560,100	\$ 584,500	\$ 584,500	\$ 175,200	\$ 409,300
6974-64-6885-000	800 WATERLOO RD	WARF - 2 sty aquatic center	PSP	Floodplain	4	Commercial	2007	57,782	57,782	3	64.52670	\$ 15,836,800	\$ 15,707,200	\$ 15,707,200	\$ 1,098,300	\$ 14,608,900
6975-50-1279-000	-	Water Storage Tank	RC	1 Acre Utilities	0	-	-	-	-	2	12.86600	\$ 309,900	\$ 309,900	\$ 309,900	\$ 309,900	\$ -
6984-43-7721-000	34 N FOURTH ST	Water Tower	PSP	Public Utilities	2	Outbuilding	-	501,938	-	1	0.20000	\$ 1,727,800	\$ 2,159,100	\$ 2,159,100	\$ 393,800	\$ 1,765,300
6984-18-0811-000	366 NORFOLK DR	Well	R-15	Floodplain	1	Shed	-	-	-	1	0.00000	\$ 100,200	\$ 125,800	\$ 125,800	\$ 125,000	\$ 800
6985-76-8226-000	6455 GOOCHLAND ST	Well Lot	R2	Public Utilities	1	Outbuilding	-	100	-	1	0.48080	\$ 4,600	\$ 4,600	\$ 4,600	\$ 3,000	\$ 1,600
TOTAL											404.98	\$ 77,514,700	\$ 87,667,700	\$ 87,667,700	\$ 24,727,800	\$ 62,939,900

(\*Parcels where a portion of the lot may be boundary adjusted into neighboring parcel but is otherwise not buildable on its own)

JOINT TOWN OF WARRENTON / FAUQUIER COUNTY OWNED PROPERTIES

Parcel ID	Site Address	Description	Zoning	Property Constraints	# Buildings / Structures	Building Use	Year Built	Building Size (sqft)	Building Size Net	# Segment	Acreage	Previous Assessed Value	Current Assessed Value	Current Taxable Value	Land Value	Building Value
6984-33-3277-000	-	Parking Lot	PSP	Joint Ownership	1	Pavement	-	-	-	1	0.69400	\$ 628,600	\$ 628,600	\$ 628,600	\$ 604,600	\$ 24,000
6984-33-5166-000	62 & 70 CULPEPER ST	Fauquier County Fire Rescue, Building, Shed, &	PSP	Joint Ownership	3	Commercial	1850	13,606	11,612	1	1.28240	\$ 1,860,100	\$ 1,860,100	\$ 1,860,100	\$ 1,672,700	\$ 187,400
6984-33-4392-000	-	Parking Lot	PSP	Joint Ownership	1	Pavement	-	-	-	1	0.15440	\$ 207,500	\$ 207,500	\$ 207,500	\$ 201,800	\$ 5,700



## TOWN OF WARRENTON

PO BOX 341  
WARRENTON, VIRGINIA 20188-0341  
<http://www.warrentonva.gov>  
(540) 347-1101

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### *Potential Excess Properties*

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Table contains parcels identified as having the fewest property constraints and the highest ease of divestment.

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### *Potential Partial Excess Properties\**

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Table contains parcels with constraints that may result in difficulties to sell. Some of these parcels have potential salability if boundary adjusted into neighboring parcel, but are not otherwise buildable on their own. Additional parcels may be sold if the Town operations currently housed within them are moved to a new location.

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### *Cannot Sell*

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Table contains parcels identified as public amenities with some having potential for public private partnerships.

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### *Not Buildable*

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Table contains parcels with property environmental constraints, resource protection areas, and infrastructure use that prohibits the further development of the property.

TOWN OF WARRENTON OWNED PROPERTIES

Potential Excess Properties

Parcel ID	Site Address	Description	Zoning	Property Constraints	# Buildings / Structures	Building Use	Year Built	Building Size (sqft)	Building Size Net	# Segment	Acreage	2019 Assessed Value	Current Assessed Value	Current Taxable Value	Land Value	Building Value
6984-16-3465-000	151 SULLIVAN ST	Old Well	RO	-	1	Shed	-	-	-	1	0.26600	\$ 50,300	\$ 50,300	\$ 50,300	\$ 50,000	\$ 300
6984-33-8623-000	18 COURT ST	Town Hall	PSP	Historic District	1	Commercial	1925	14,416	10,812	1	0.09000	\$ 1,539,300	\$ 1,695,200	\$ 1,695,200	\$ 351,600	\$ 1,343,600
6984-33-7695-000	18 COURT ST	Town Hall Alley	PSP	Historic District	-	-	-	-	-	1	0.00190	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ -
6984-45-5588-000	ARMSTRONG ST	Vacant Lot	R-10	-	-	-	-	-	-	1	0.00000	\$ 90,000	\$ 110,000	\$ 110,000	\$ 110,000	\$ -
6984-50-0841-000	RAILROAD ST	Vacant Lot Adjacent to Greenway	R-10	No Road Frontage	-	-	-	-	-	1	0.25000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ -
TOTAL											2.58	\$ 4,028,300	\$ 4,354,800	\$ 4,354,800	\$ 1,234,800	\$ 3,120,000

TOWN OF WARRENTON OWNED PROPERTIES

Potential Partial Excess

Parcel ID	Site Address	Description	Zoning	Property Constraints	# Buildings / Structures	Building Use	Year Built	Building Size (sqft)	Building Size Net	# Segment	Acreage	2019 Assessed Value	Current Assessed Value	Current Taxable Value	Land Value	Building Value
6985-53-4660-000	7200 BLACKWELL RD	Dwelling	R1	-	2	Residential	1950	1,515	1,227	2	1.79250	\$ 217,600	\$ 273,000	\$ 273,000	\$ 169,800	\$ 103,200
6985-53-6430-000	7204 BLACKWELL RD	Dwelling	R1	-	2	Residential	1980	3,772	1,792	1	1.00000	\$ 341,300	\$ 474,300	\$ 474,300	\$ 150,000	\$ 324,300
6984-42-2549-000	-	Greenway Buffer	C	Historic District	-	-	-	-	-	1	0.26070	\$ 227,100	\$ 227,100	\$ 227,100	\$ 227,100	\$ -
6984-12-2780-000	333 CARRIAGE HOUSE LN	Police Station	PSP	-	2	Commercial	2002	8,969	8,616	1	1.21270	\$ 1,959,100	\$ 2,544,100	\$ 2,544,100	\$ 792,400	\$ 1,751,700
6984-51-2365-000	360 FALMOUTH ST	PUPW Building/Shop	PSP	-	5	Commercial	1969	13,221	13,221	2	5.22700	\$ 947,800	\$ 903,300	\$ 903,300	\$ 284,200	\$ 619,100
NOT SURVEYED*	W. SHIRLEY & GARRETT ST	SWM Pond & Floodplain ROW	C	Floodplain (aprx 0.2 acres not encumbered)	-	-	-	-	-	-	1.5000	-	-	-	-	-
6984-74-6947-000*	ACADEMY HILL EXT.	Vacant	I	Floodplain (1.49 acre)	-	-	-	-	-	2	1.93210	\$ 28,000	\$ 28,000	\$ 28,000	\$ 28,000	\$ -
6974-64-6885-000	800 WATERLOO RD	WARF - 2 sty aquatic center	PSP	Floodplain	4	Commercial	2007	57,782	57,782	3	64.52670	\$ 15,836,800	\$ 15,707,200	\$ 15,707,200	\$ 1,098,300	\$ 14,608,900
6975-50-1279-000	-	Water Storage Tank	RC	1 Acre Utilities	0	-	-	-	-	2	12.86600	\$ 309,900	\$ 309,900	\$ 309,900	\$ 309,900	\$ -
TOTAL											90.32	\$ 19,867,600	\$ 20,466,900	\$ 20,466,900	\$ 3,059,700	\$ 17,407,200

TOWN OF WARRENTON OWNED PROPERTIES

Cannot Sell (\*\*Potential Public Private Partnerships)

Parcel ID	Site Address	Description	Zoning	Property Constraints	# Buildings / Structures	Building Use	Year Built	Building Size (sqft)	Building Size Net	# Segment	Acreage	2019 Assessed Value	Current Assessed Value	Current Taxable Value	Land Value	Building Value
6984-63-2742-000	167 ACADEMY HILL RD	Academy Hill Park	PSP	-	2	Shelter	-	320	-	1	4.72000	\$ 621,200	\$ 598,500	\$ 598,500	\$ 590,000	\$ 8,500
6984-64-3051-000	ACADEMY HILL	Academy Hill Park Parking	R-10	-	-	Pavement	-	5,000	-	1	0.17710	\$ 39,000	\$ 90,000	\$ 90,000	\$ 85,000	\$ 5,000
6984-64-3093-000	ACADEMY HILL	Academy Hill Park Parking	R-10	-	-	Pavement	-	5,000	-	1	0.15520	\$ 39,000	\$ 90,000	\$ 90,000	\$ 85,000	\$ 5,000

6984-42-3052-000	103 SOUTH FIFTH ST	Dog Park, Offsite Storage	PSP	Physically contains outbuilding, but on different tax record	-	-	-	-	-	1	0.00000	\$ 869,900	\$ 873,900	\$ 873,900	\$ 869,900	\$ 4,000
6984-44-6336-000	123 ALEXANDRIA PIKE	Eva Walker Park	PSP	-	1	Outbuilding	-	1,089	-	1	5.70200	\$ 1,383,000	\$ 1,383,000	\$ 1,383,000	\$ 1,368,000	\$ 15,000
6984-42-4142-000	-	Greenway	C, RMF, PS	-	-	-	-	-	-	1	1.39010	\$ 423,900	\$ 423,900	\$ 423,900	\$ 423,900	\$ -
6984-41-7622-000	-	Greenway	C, RMF, RT	-	-	-	-	-	-	1	0.80250	\$ 139,800	\$ 139,800	\$ 139,800	\$ 139,800	\$ -
6983-68-9223-000	-	Greenway	I	-	-	-	-	-	-	1	2.36900	\$ 206,500	\$ 206,500	\$ 206,500	\$ 206,500	\$ -
6983-59-5252-000	-	Greenway	R-10	-	-	-	-	-	-	1	4.60090	\$ 400,800	\$ 400,800	\$ 400,800	\$ 400,800	\$ -
6984-50-0897-000	-	Greenway	R-10	-	-	-	-	-	-	1	0.63510	\$ 55,800	\$ 55,800	\$ 55,800	\$ 55,800	\$ -
6984-41-9227-000	-	Greenway	R-10, RT, C	-	-	-	-	-	-	1	0.78790	\$ 137,600	\$ 137,600	\$ 137,600	\$ 137,600	\$ -
6984-42-1657-000	79 S FOURTH ST	Greenway & Caboose	C	Historic District	1	Outbuilding	-	96	-	1	1.04550	\$ 820,600	\$ 820,600	\$ 820,600	\$ 819,800	\$ 800
6984-42-2290-000	101 SOUTH FIFTH ST	Parking Lot G (Dog Park)	PSP	Outbuilding physically on different lot, but on this tax record	1	Outbuilding	-	20,000	-	1	0.37890	\$ 146,400	\$ 146,400	\$ 146,400	\$ 115,900	\$ 30,500
6985-00-1454-000	540 EVANS AVE	Rady Park	PSP	Floodplain	2	Shelter	-	140	-	1	7.26980	\$ 339,000	\$ 339,000	\$ 339,000	\$ 290,800	\$ 48,200
6974-97-2008-000	-	Sam Tarr Park	R-15	Public Utilities, Floodplain	0	-	-	-	-	2	5.25180	\$ 124,300	\$ 124,300	\$ 124,300	\$ 124,300	\$ -
6984-42-1098-000	-	Vacant portion of dog park	PSP	-	-	-	-	-	-	1	0.09600	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ -
6984-43-1316-000*	-	Parking Lot B	PSP	Historic District	-	Pavement	-	2,610	-	1	0.07010	\$ 126,100	\$ 126,100	\$ 126,100	\$ 122,200	\$ 3,900
6984-43-1374-000*	-	Parking Lot B	PSP	Historic District	-	Pavement	-	9,215	-	1	0.22860	\$ 412,300	\$ 412,300	\$ 412,300	\$ 398,500	\$ 13,800
6984-43-2328-000*	-	Parking Lot B	PSP	Historic District	-	Pavement	-	5,700	-	1	0.16750	\$ 300,600	\$ 300,600	\$ 300,600	\$ 292,000	\$ 8,600
6984-43-3236-000*	-	Parking Lot C	PSP	Historic District	-	Pavement	-	10,000	-	1	0.32550	\$ 440,500	\$ 440,500	\$ 440,500	\$ 425,500	\$ 15,000
6984-43-4221-000*	-	Parking Lot C	PSP	Historic District	-	Pavement	-	2,200	-	1	0.09900	\$ 155,600	\$ 155,600	\$ 155,600	\$ 152,300	\$ 3,300
6984-43-4091-000*	-	Parking Lot D	PSP	Historic District	-	Pavement	-	30,400	-	1	0.71910	\$ 828,700	\$ 828,700	\$ 828,700	\$ 783,100	\$ 45,600
6984-43-2865-000*	-	Parking Lot E	PSP	Historic District	-	Pavement	-	3,640	-	1	0.12250	\$ 190,400	\$ 190,400	\$ 190,400	\$ 186,800	\$ 3,600
6984-43-3901-000*	-	Parking Lot E	PSP	Historic District	-	Pavement	-	3,203	-	1	0.08410	\$ 131,500	\$ 131,500	\$ 131,500	\$ 128,300	\$ 3,200
6984-43-3925-000*	-	Parking Lot E	PSP	Historic District	-	Pavement	-	1,976	-	1	0.06000	\$ 93,000	\$ 93,000	\$ 93,000	\$ 91,000	\$ 2,000
6984-43-3990-000*	38 HORNER ST	Parking Lot E	PSP	Historic District	-	Pavement	-	12,500	-	1	0.31550	\$ 431,200	\$ 637,300	\$ 637,300	\$ 618,500	\$ 18,800
6984-43-4759-000*	-	Parking Lot E	PSP	Historic District	-	Pavement	-	13,500	-	1	0.30990	\$ 425,300	\$ 425,300	\$ 425,300	\$ 405,000	\$ 20,300
6984-43-5827-000*	-	Parking Lot E	PSP	Historic District	-	Pavement	-	15,688	-	1	0.46750	\$ 634,500	\$ 634,500	\$ 634,500	\$ 611,000	\$ 23,500
6984-43-5154-000*	-	Parking Lot F	PSP	Historic District	-	Pavement	-	13,130	-	1	0.29700	\$ 473,200	\$ 667,600	\$ 667,600	\$ 647,900	\$ 19,700
6984-43-0765-000	-	Town Hall Parcel	CBD	Historic District	-	-	-	-	-	1	0.07000	\$ 167,700	\$ 167,700	\$ 167,700	\$ 167,700	\$ -
6984-43-0892-000	-	Town Hall Parcel	CBD	Historic District	-	-	-	-	-	1	0.03780	\$ 90,600	\$ 90,600	\$ 90,600	\$ 90,600	\$ -
6984-43-1887-000	-	Town Hall Parcel	CBD	Historic District	2	Pavement, Fence	-	-	-	1	0.27720	\$ 681,500	\$ 681,500	\$ 681,500	\$ 664,100	\$ 17,400
6984-44-2072-000	-	Town Hall Parcel	CBD	Historic District	2	Pavement, Lights	-	-	-	1	0.17160	\$ 351,300	\$ 351,300	\$ 351,300	\$ 336,400	\$ 14,900
6984-43-1718-000	21 MAIN STREET	Town Hall	CBD	Historic District	2	Public Building, Generator	1,903	50,983	42,311	1	0.06190	\$ 3,011,900	\$ 3,011,900	\$ 3,011,900	\$ 163,300	\$ 2,848,600
6984-53-5257-000	33 N CALHOUN ST	Visitors Center	PSP	Historic District	1	Commercial	2006	4,914	4,248	2	1.67220	\$ 560,100	\$ 584,500	\$ 584,500	\$ 175,200	\$ 409,300
6984-44-0029-000	11 WINCHESTER ST	Library	CBD	Historic District	1	Commercial	1919	13,548	12,698	1	0.29800	\$ 1,760,600	\$ 1,886,800	\$ 1,886,800	\$ 520,000	\$ 1,366,800
TOTAL											41.24	\$ 17,028,400	\$ 17,662,800	\$ 17,662,800	\$ 12,707,500	\$ 4,955,300

TOWN OF WARRENTON OWNED PROPERTIES

Not Buildable

Parcel ID	Site Address	Description	Zoning	Property Constraints	# Buildings / Structures	Building Use	Year Built	Building Size (sqft)	Building Size Net	# Segment	Acreage	2019 Assessed Value	Current Assessed Value	Current Taxable Value	Land Value	Building Value
6994-07-8168-000	ACADEMY HILL EXT.	Abuts Pump Station	R1	Floodplain	-	-	-	-	-	1	0.62600	\$ 55,000	\$ 32,500	\$ 32,500	\$ 32,500	\$ -
6984-45-7118-000	-	Alexandria Pike ROW	CBD	-	-	-	-	-	-	1	0.00000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ -
6984-31-8260-000	-	Bartenstein Well	R-10	Floodplain	-	-	-	-	-	1	0.00000	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ -
6983-49-6156-000	354 E. SHIRLEY AVE	Brumfield Pump Station	PSP	Public Utilities	2	Outbuilding	-	-	-	1	0.08260	\$ 24,000	\$ 26,000	\$ 26,000	\$ 20,000	\$ 6,000
6984-23-3210-000	110 W LEE ST	Cemetery	PSP	-	1	Shed	-	504	-	1	9.59000	\$ 2,641,300	\$ 2,645,900	\$ 2,645,900	\$ 2,637,300	\$ 8,600
6975-50-4192-000	7448 BEAR WALLOW DR	Connection to Water Storage Tank	RC	Public Utilities	0	-	-	-	-	1	0.28520	\$ 7,300	\$ 7,300	\$ 7,300	\$ 7,300	\$ -
6975-70-3019-000	7343 HUNTSMANS DR	Huntsman Pump Station	R1	Public Utilities	1	Outbuilding	-	36	-	-	0.01000	\$ 1,100	\$ 1,100	\$ 1,100	\$ -	\$ 1,100
6985-33-7267-000	-	Ivy Hill Open Space	R1	-	-	-	-	-	-	1	20.54560	\$ 513,800	\$ 308,300	\$ 308,300	\$ 308,300	\$ -
6974-75-9148-000	731 FROST AVE	MBBR	PSP	Public Utilities	1	Outbuilding	2018	2,500,000	2,500,000	1	2.91830	\$ 292,000	\$ 840,000	\$ 840,000	\$ 365,000	\$ 475,000
6983-76-3679-000	795 JAMES MADISON HWY	Pump Station	I	Public Utilities	1	Outbuilding	-	-	-	1	0.22980	\$ 65,100	\$ 35,100	\$ 35,100	\$ 35,100	\$ -
6985-00-2836-000	550 EVANS DR	Pump Station	PSP	Floodplain, Public Utilities	-	-	-	-	-	1	0.48430	\$ 120,000	\$ 137,000	\$ 137,000	\$ 125,000	\$ 12,000
6994-16-2918-000	6295 ACADEMY HILL EXT.	Pump Station	R1	Floodplain	1	Commercial	1980	1,127	1,127	2	5.53710	\$ 82,100	\$ 166,400	\$ 166,400	\$ 151,400	\$ 15,000
6994-17-3158-000	ACADDEMY HILL EXT.	Pump Station	R1	Floodplain	-	-	-	-	-	2	1.37690	\$ 6,100	\$ 6,100	\$ 6,100	\$ 6,100	\$ -
6985-00-3546-000	710 FAUQUIER RD	Pump Station & Rady Park	PSP	Public Utilities	1	Outbuilding	-	168	-	1	0.58750	\$ 104,500	\$ 104,500	\$ 104,500	\$ 100,000	\$ 4,500
6994-07-8072-000	6307 ACADEMY HILL EXT.	Pump Station Building	R1	Public Utilities, Floodplain	1	Outbuilding	-	140	-	2	0.42110	\$ 599,800	\$ 599,300	\$ 599,300	\$ 3,700	\$ 595,600
6985-14-9602-000	-	Reservoir	RA	Floodplain	-	-	-	-	-	2	38.37300	\$ 387,800	\$ 475,700	\$ 475,700	\$ 475,700	\$ -
6985-37-6169-000	-	Reservoir	RA	Floodplain	-	-	-	-	-	2	85.85670	\$ 407,900	\$ 407,900	\$ 407,900	\$ 407,900	\$ -
6985-44-4029-000	-	Reservoir	RA	Floodplain	-	-	-	-	-	2	62.07000	\$ 903,500	\$ 903,500	\$ 903,500	\$ 903,500	\$ -
6985-34-8678-000	-	Reservoir Extended	RA	No Road Frontage	1	Shed	-	-	-	1	27.00000	\$ 675,100	\$ 675,000	\$ 675,000	\$ 675,000	\$ -
6985-35-0465-000	-	Reservoir Extended	RA	No Road Frontage	-	-	-	-	-	1	2.17210	\$ 32,600	\$ 32,600	\$ 32,600	\$ 32,600	\$ -
6985-37-0043-000	-	Reservoir Extended	RA	Floodplain	-	-	-	-	-	2	1.15620	\$ 6,800	\$ 6,800	\$ 6,800	\$ 6,800	\$ -
6985-48-1154-000	-	Reservoir Extended	RA	Floodplain	-	-	-	-	-	2	0.83370	\$ 3,900	\$ 3,900	\$ 3,900	\$ 3,900	\$ -
6984-58-8445-000	HIGHLANDS	SWM Pond	PUD	Floodplain	-	-	-	-	-	1	1.22250	\$ 4,900	\$ 4,900	\$ 4,900	\$ 4,900	\$ -
6974-84-0739-000	731 FROST AVE	Treatment Plant	PSP	Public Utilities	1	Outbuilding	Various	2,500,000	2,500,000	2	5.30000	\$ 16,163,200	\$ 16,163,200	\$ 16,163,200	\$ 1,163,200	\$ 15,000,000
6985-53-4169-000	7240 BLACKWELL RD	Treatment Plant	R1	Public Utilities	1	Outbuilding	-	3,400,000	-	2	3.65630	\$ 13,778,200	\$ 21,513,700	\$ 21,513,700	\$ 203,200	\$ 21,310,500
6985-53-7685-000		Utility Building	R1	Public Utilities	1	Outbuilding	-	1,250	-	3	1.53270	\$ 170,800	\$ 195,800	\$ 195,800	\$ 158,300	\$ 37,500
6984-38-3938-000	204 W LEE HIGHWAY	Utilities Crossing	PSP	Floodplain	-	-	-	-	-	1	0.27140	\$ 27,200	\$ 68,000	\$ 68,000	\$ 68,000	\$ -
6984-43-7721-000	34 N FOURTH ST	Water Tower	PSP	Public Utilities	2	Outbuilding	-	501,938	-	1	0.20000	\$ 1,727,800	\$ 2,159,100	\$ 2,159,100	\$ 393,800	\$ 1,765,300
6984-18-0811-000	366 NORFOLK DR	Well	R-15	Floodplain	1	Shed	-	-	-	1	0.00000	\$ 100,200	\$ 125,800	\$ 125,800	\$ 125,000	\$ 800
6985-76-8226-000	6455 GOOCHLAND ST	Well Lot	R2	Public Utilities	1	Outbuilding	-	100	-	1	0.48080	\$ 4,600	\$ 4,600	\$ 4,600	\$ 3,000	\$ 1,600
TOTAL											272.82	\$ 38,911,100	\$ 47,654,500	\$ 47,654,500	\$ 8,421,000	\$ 39,233,500

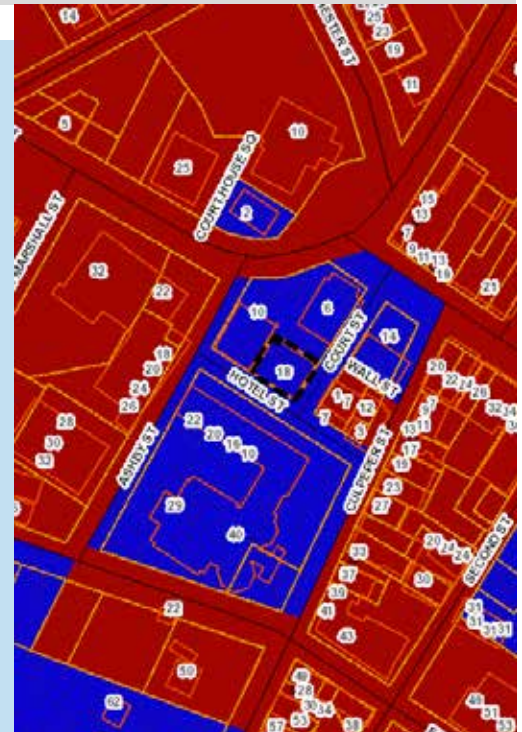
# 18 Court Street – 6984-33-7695-000 & 6984-33-8623-000 Town Hall & Rear Alley



Parcel Size (acre)	Building	Assessed Value	Constraints:
• 0.0919	• 1925	• Land – \$354,600	• Historic District
Zoning District	• 14,416 sqft	• Building – \$1,187,700	
• PSP	• Commercial	• Total – \$1,542,300	

## By-Right Uses

- Accessory buildings and uses, including dwellings accessory to a permitted use
- Cemeteries
- Child care center, day care center, or nursery school
- Churches
- Community buildings
- Fairgrounds, showgrounds, or exhibition center
- Family care homes, foster homes, or group homes
- Hospitals, nursing homes, and clinics
- Institutional uses
- Mobile Food
- Offices for business or professional use
- Off-street parking for permitted uses
- Open space
- Parks and playgrounds
- Public or governmental buildings
- Rescue squad or volunteer fire co.
- Schools
- Senior citizen center
- Signs
- Utilities related to and necessary for service within the Town, including poles, wires, transformers, telephone booths, and the like for electrical power distribution or communication service, and underground pipelines or conduits for local electrical, gas, sewer, or water service, but not those facilities listed as requiring a special use permit
- Yard sale or other special sale or event conducted on the premises of and for the benefit of a permitted use in the district



## SUP Uses

- Emergency housing
- Gift Shops
- Health and Fitness Facilities
- Museums
- Single Family Dwellings
- Visitor Centers
- Active and passive recreation and recreational facilities
- Treatment plants, water storage tanks, major transmission lines or pipelines, pumping or regulator stations, storage yards and substations, communications towers, and cable television facilities and accessory buildings

## Real Estate Tax Summary – Town Hall

## Parcel Detail for PIN 6984-33-8623-000

Street Address: 18 COURT ST

Legal Description: ADJ COURT HOUSE BANK BLDG

## Current Assessment Summary

Improvements Value	Land Value	Deferment	Total Taxable Value
\$1,187,700	\$351,600	\$0	\$1,539,300

Parcel   Improvements   Land   Transfers

Owners : WARRENTON TOWN OF

Subdivision :

Map Sheet : 6984.14

Landscape : AVERAGE

Road Type : PAVED

Topography : ON GRADE

ROLLING

Book/Page 290/2 DEED

&amp; Instrument :

Ancestors :

Mailing Address : PO DRAWER 341

WARRENTON, VA 20188-0341

Neighborhood :

Neighborhood Group : 0006

Tax District : CENTER-WARRENTON

Class : WARRENTON-TOWN

Acreage : 0.0900

Utilities : PUBLIC WATER

PUBLIC SEWER

ELECTRIC

[View less](#)

Zoning : PUBLIC/SEMI-PUBLIC

Descendents :

Transfer Notes : 1996-CORR SF TO 3906-- ERRON SHOWN AS 6726 SF SEE PLAT DB 290-5

## Land Conservation Easement Summary

Purchase of Development Rights	County of Fauquier	Open Space Easement	Other

Parcel

Improvements

Land

Transfers

## Improvement Value Summary

Total Improvements	Improvement Value
1	\$1,187,700

## Detail - Improvements

Collapse all

1.	<b>Building Use:</b> COMMERCIAL	<b>Valuation Method:</b> COMMERCIAL	<b>Structure:</b> 2 STY BRICK COMM. BLDG.	<b>Improvement Value:</b> \$1,187,700	—
----	---------------------------------	-------------------------------------	---	---------------------------------------	---

Valuation Method	Depreciation Factors			Other Factors		Improvement Value
	Physical %	Functional %	Economic %	Market Adj.	% Complete	
COMMERCIAL	23				100	\$1,187,700

<b>Building Use :</b>	COMMERCIAL	<b>Structure :</b>	2 STY BRICK COMM. BLDG.	<b>Style :</b>	
<b>Condition :</b>	GOOD	<b>Occupancy :</b>	COMMERCIAL	<b>Quality :</b>	
<b>Grade :</b>	A	<b>Heating Type :</b>	ELEC HEAT PUMP	<b>Fireplace Types :</b>	
<b>Stories :</b>	2.0	<b>Heating Fuel :</b>	ELECTRIC	<b>Floor Cover :</b>	CARPET
<b>Year Built :</b>	1938	<b>Roof Style :</b>	FLAT/SHED	<b>Interior Walls :</b>	DRYWALL
<b>Effective Year :</b>	1985	<b>Roof Material :</b>	ASPHALT	<b>Exterior Wall :</b>	BRICK
<b>Rooms :</b>	6	<b>Foundation :</b>	CONCRETE		
<b>Bedrooms :</b>		<b>% Air Conditioned</b>	100		
<b>Full Baths :</b>					
<b>Half Baths :</b>	4	<b>Fireplace Opens :</b>			
		<b>Chimney Stacks :</b>			

Building Sections	Square Feet	Stories
PUBLIC BUILDINGS	7208	2.0
UNF WALK-DWN BSM	3604	1.0
FIN WALK-DWN BSM	3604	1.0

Parcel

Improvements

Land

Transfers

## Land Valuation Summary

Segments	Acreage	Total Value	Deferment	Taxable Value
1	0.0000	\$351,600	\$0	\$351,600

## Detail - Segment

Segment Type	Valuation Method	Size		Unit price	Adj. Code and %	Zone Class	Total Value
		Acreage	Sq. Ft.				
COMMERCIAL	BY THE SQUARE FOOT	0.0000	3907.00	\$90			\$351,600

Parcel

Improvements

Land

Transfers

## History of Transfers

Recorded Date	Instrument	Book/Page	Sales Price
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# Real Estate Tax Summary – Town Hall Alley

## Parcel Detail for PIN 6984-33-7695-000

Street Address:

Legal Description: .0019 ACRE

### Current Assessment Summary

Improvements Value	Land Value	Deferment	Total Taxable Value
\$0	\$3,000	\$0	\$3,000

Parcel Improvements Land Transfers

Owners : WARRENTON TOWN OF

Subdivision :

Map Sheet : 6984.14

Landscape : AVERAGE

Road Type : PAVED

Topography : ON GRADE

ROLLING

Book/Page 290/2 DEED

& Instrument :

Ancestors :

Mailing Address : PO DRAWER 341

WARRENTON, VA 20188-0341

Neighborhood :

Neighborhood Group : 0006

Tax District : CENTER-WARRENTON

Class : WARRENTON-TOWN

Acreage : 0.0019

Utilities : PUBLIC WATER

PUBLIC SEWER

ELECTRIC

[View less](#)

Zoning : PUBLIC/SEMI-PUBLIC

Descendents :

Transfer Notes :

### Land Conservation Easement Summary

Purchase of Development Rights	County of Fauquier	Open Space Easement	Other

Parcel Improvements Land Transfers

### Improvement Value Summary

Total Improvements	Improvement Value
0	\$0

### Detail - Improvements

Parcel Improvements Land Transfers

### Land Valuation Summary

Segments	Acreage	Total Value	Deferment	Taxable Value
1	0.0000	\$3,000	\$0	\$3,000

### Detail - Segment

Segment Type	Valuation Method	Size		Unit price	Adj. Code and %	Zone Class	Total Value
		Acreage	Sq. Ft.				
LOT	BY THE SQUARE FOOT	0.0000	87.00	\$35			\$3,000

History of Transfers

Recorded Date	Instrument	Book/Page	Sales Price
	DEED	290/2	\$0

## Armstrong Street – 6984-45-5588-000 Vacant Lot



Parcel Size (acre)  
• 0.2 (6910 sqft)

Zoning District  
• R-10

Buildings  
• ~ 2000 sqft BRL  
area

Assessed Value  
• Land – \$90,000  
• Building – None  
• Total – \$90,000

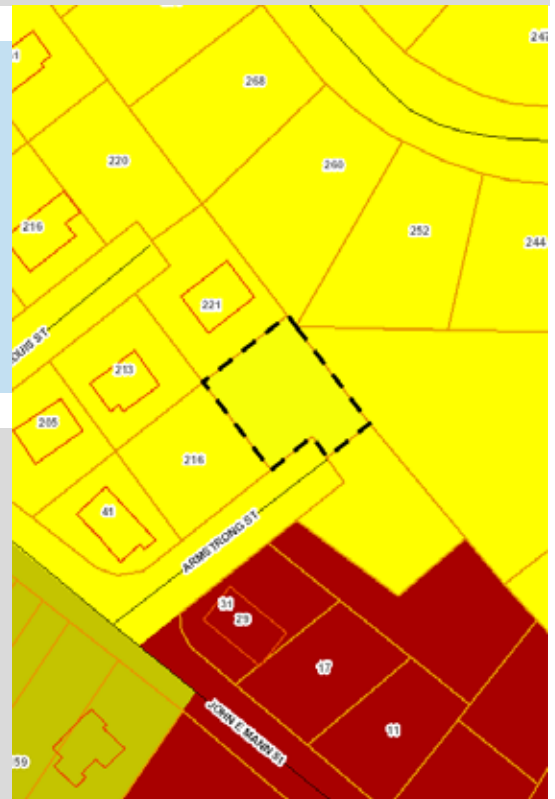
Constraints:  
• Under minimum lot size  
• Possible road issues

### By-Right Uses

- Accessory buildings
- Group Homes of eight (8) residents or less
- Home occupations
- Off-street parking for permitted uses
- Open space
- Public utilities including poles, wires, transformers, underground pipelines or conduits, but not those facilities listed as requiring a SUP
- Signs
- Single-family detached dwelling units
- Yard sale or garage sale

### SUP Uses

- Accessory dwelling units
- Active and passive recreation and recreational facilities
- Assisted living facilities
- Cemeteries
- Cluster Development
- Child care center, day care center, or nursery school
- Churches
- Community buildings
- Family care homes or foster homes
- Golf courses, swim, and tennis clubs
- Group Homes of more than eight (8) residents



## SUP Uses Continued

- Home business
- Hospitals and clinics.
- Inn, bed and breakfast facility, or tourist home
- Libraries
- Neighborhood professional business
- Nursing or convalescent homes
- Parks and playgrounds
- Schools
- Traditional Neighborhood Developments
- Treatment plants, water storage tanks, major transmission lines or pipelines, pumping or regular stations, communications towers, storage yards and substations, and cable television facilities and accessory buildings

## Real Estate Tax Summary

### Parcel Detail for PIN 6984-45-5588-000

**Street Address:**

**Legal Description:** ALEX HTS SD LOT 11

#### Current Assessment Summary

Improvements Value	Land Value	Deferment	Total Taxable Value
\$0	\$90,000	\$0	\$90,000

#### Parcel Improvements Land Transfers

**Owners :** WARRENTON TOWN OF

**Subdivision :** ALEXANDRIA HEIGHTS

**Map Sheet :** 6984.10

**Landscape :** AVERAGE

**Road Type :** NONE

**Topography :** ON GRADE

ROLLING

**Book/Page** 488/30 DEED

**& Instrument :**

**Ancestors :**

**Mailing Address :** PO DRAWER 341

WARRENTON, VA 20188-0341

**Neighborhood :** ALEXANDRIA HEIGHTS

**Neighborhood Group :** 0006

**Tax District :** CENTER-WARRENTON

**Class :** WARRENTON-TOWN

**Acreage :** 0.0000

**Utilities :** PUBLIC WATER

NO SEWER

ELECTRIC

[View less](#)

**Zoning :** R10-RESIDENTIAL

**Descendents :**

**Transfer Notes :**

#### Land Conservation Easement Summary

Purchase of Development Rights	County of Fauquier	Open Space Easement	Other

Parcel Improvements Land Transfers

### Improvement Value Summary

Total Improvements	Improvement Value
0	\$0

### Detail - Improvements

[Collapse all](#)

Parcel Improvements Land Transfers

### Land Valuation Summary

Segments	Acreage	Total Value	Deferment	Taxable Value
1	0.0000	\$90,000	\$0	\$90,000

### Detail - Segment

Segment Type	Valuation Method	Size		Unit price	Adj. Code and %	Zone Class	Total Value
		Acreage	Sq. Ft.				
LOT	SOUND (MARKET) VALUE	0.0000	0.00	\$90,000			\$90,000

Parcel Improvements Land Transfers

### History of Transfers

Recorded Date	Instrument	Book/Page	Sales Price
	DEED	488/30	\$0

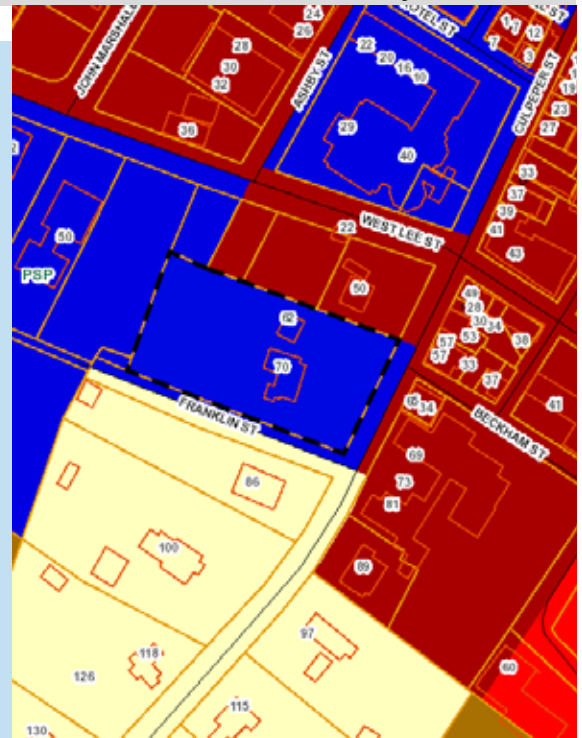
## 62/70 Culpeper Street – 6984-33-5166-000 Fauquier County Fire Rescue Building



Parcel Size (acre)	Buildings	Assessed Value	Constraints:
<ul style="list-style-type: none"> <li>1.280</li> </ul>	<ul style="list-style-type: none"> <li>1850</li> </ul>	<ul style="list-style-type: none"> <li>Land – \$1,672,000</li> </ul>	<ul style="list-style-type: none"> <li>Historic District</li> </ul>
Zoning District <ul style="list-style-type: none"> <li>PSP</li> </ul>	<ul style="list-style-type: none"> <li>2 Buildings</li> <li>7994 sqft total</li> <li>Commercial</li> </ul>	<ul style="list-style-type: none"> <li>Building – \$230,800</li> <li>Total – \$1,903,500</li> </ul>	<ul style="list-style-type: none"> <li>Joint Owned with County (attached deed only includes County)</li> </ul>

### By-Right Uses

- Accessory buildings and uses, including dwellings accessory to a permitted use
- Cemeteries
- Child care center, day care center, or nursery school
- Churches
- Community buildings
- Fairgrounds, showgrounds, or exhibition center
- Family care homes, foster homes, or group homes
- Hospitals, nursing homes, and clinics
- Institutional uses
- Mobile Food
- Offices for business or professional use
- Off-street parking for permitted uses
- Open space
- Parks and playgrounds
- Public or governmental buildings
- Rescue squad or volunteer fire co.
- Schools
- Senior citizen center
- Signs
- Utilities related to and necessary for service within the Town, including poles, wires, transformers, telephone booths, and the like for electrical power distribution or communication service, and underground pipelines or conduits for local electrical, gas, sewer, or water service, but not those facilities listed as requiring a special use permit
- Yard sale or other special sale or event conducted on the premises of and for the benefit of a permitted use in the district



## SUP Uses

- Emergency housing
- Gift Shops
- Health and Fitness Facilities
- Museums
- Single Family Dwellings
- Visitor Centers
- Active and passive recreation and recreational facilities
- Treatment plants, water storage tanks, major transmission lines or pipelines, pumping or regulator stations, storage yards and substations, communications towers, and cable television facilities and accessory buildings

## Real Estate Tax Summary

### Parcel Detail for PIN 6984-33-5166-000

**Street Address:** 62 & 70 CULPEPER ST

**Legal Description:**

#### Current Assessment Summary

Improvements Value	Land Value	Deferment	Total Taxable Value
\$230,800	\$1,672,700	\$0	\$1,903,500

**Parcel** **Improvements** **Land** **Transfers**

**Owners :** FAUQUIER COUNTY BD OF SUPERVISORS &  
WARRENTON TOWN OF

**Subdivision :**

**Map Sheet :** 6984.14

**Landscape :** AVERAGE

**Road Type :** PAVED

**Topography :** ON GRADE  
ROLLING

**Book/Page** 314/350 DEED

**& Instrument :**

**Ancestors :**

**Mailing Address :** 40 CULPEPER ST  
WARRENTON, VA 20186-3298

**Neighborhood :**

**Neighborhood Group :** 0006

**Tax District :** CENTER-WARRENTON

**Class :** MULTIPLE GOVMT

**Acreage :** 1.2824

**Utilities :** PUBLIC WATER  
PUBLIC SEWER  
ELECTRIC

[View less](#)

**Zoning :** PUBLIC/SEMI-PUBLIC

**Descendents :**

**Transfer Notes :**

#### Land Conservation Easement Summary

Purchase of Development Rights	County of Fauquier	Open Space Easement	Other

Parcel

Improvements

Land

Transfers

## Improvement Value Summary

Total Improvements	Improvement Value
3	\$230,800

## Detail - Improvements

[Collapse all](#)

1. **Building Use:** COMMERCIAL      **Valuation Method:** COMMERCIAL      **Structure:** 2 STY STUCCO COMM. BLDG.      **Improvement Value:** \$54,800      —

Valuation Method	Depreciation Factors			Other Factors		Improvement Value
	Physical %	Functional %	Economic %	Market Adj.	% Complete	
COMMERCIAL	60				100	\$54,800

**Building Use :** COMMERCIAL**Condition :** AVERAGE**Grade :** C**Stories :** 2.0**Year Built :** 1850**Effective Year :** 1968**Rooms :** 9**Bedrooms :****Full Baths :** 1**Half Baths :****Structure :** 2 STY STUCCO COMM.

BLDG.

**Occupancy :** COMMERCIAL**Heating Type :** GAS HOT WATER**Heating Fuel :** GAS**Roof Style :** GABLE**Roof Material :** METAL**Foundation :** ROCK**% Air Conditioned**100

:

**Fireplace Opens :****Chimney Stacks :****Style :****Quality :****Fireplace Types :****Floor Cover :** WOOD**Interior Walls :** PLASTER**Exterior Wall :** STUCCO

Building Sections	Square Feet	Stories
OFF BLDG-CINDERBLOCK	1624	2.0
OFF BLDG-CINDERBLOCK	268	1.0
OPEN PORCH	162	1.0

2. **Building Use:** COMMERCIAL      **Valuation Method:** COMMERCIAL      **Structure:** 2 STY FRAME DWG      **Improvement Value:** \$162,000

Valuation Method	Depreciation Factors			Other Factors		Improvement Value
	Physical %	Functional %	Economic %	Market Adj.	% Complete	
COMMERCIAL	60				100	\$162,000

**Building Use :** COMMERCIAL

**Condition :** AVERAGE

**Grade :** C

**Stories :** 2.0

**Year Built :** 1850

**Effective Year :** 1968

**Rooms :** 14

**Bedrooms :**

**Full Baths :** 4

**Half Baths :**

**Structure :** 2 STY FRAME DWG

**Occupancy :** COMMERCIAL

**Heating Type :** GAS HOT WATER

**Heating Fuel :** GAS

**Roof Style :** GABLE

**Roof Material :** METAL

**Foundation :** ROCK

**% Air Conditioned :** 100

**Fireplace Opens :**

**Chimney Stacks :**

**Style :**

**Quality :**

**Fireplace Types :**

**Floor Cover :** WOOD

**Interior Walls :** PLASTER

**Exterior Wall :** FRAME/WOOD

Building Sections	Square Feet	Stories
OFFICE BLDG-FRAME	3988	2.0
OPEN PORCH	105	1.0
OFFICE BLDG-FRAME	120	1.0
UNF WALK-DWN BSM	1994	

3. **Building Use:** PAV ASP      **Valuation Method:** OUTBUILDING      **Structure:**      **Improvement Value:** \$14,000

Valuation Method	Depreciation Factors			Other Factors		Improvement Value
	Physical %	Functional %	Economic %	Market Adj.	% Complete	
OUTBUILDING	0					\$14,000

**Building Use :** PAV ASP

**Quality :** AVERAGE

**Structure :**

**Square Feet:** 9,300.00

[Parcel](#)   [Improvements](#)   [Land](#)   [Transfers](#)

#### Land Valuation Summary

Segments	Acreage	Total Value	Deferment	Taxable Value
1	1.2800	\$1,672,700	\$0	\$1,672,700

#### Detail - Segment

Segment Type	Valuation Method	Size		Unit price	Adj. Code and %	Zone Class	Total Value
		Acreage	Sq. Ft.				
COMMERCIAL	BY THE SQUARE FOOT	1.2800	55756.80	\$30			\$1,672,700

[Parcel](#)   [Improvements](#)   [Land](#)   [Transfers](#)

#### History of Transfers

Recorded Date	Instrument	Book/Page	Sales Price
	DEED	314/350	\$0

# 151 Sullivan Street – 6984-16-3465-000

## Vacant Lot – Old Well



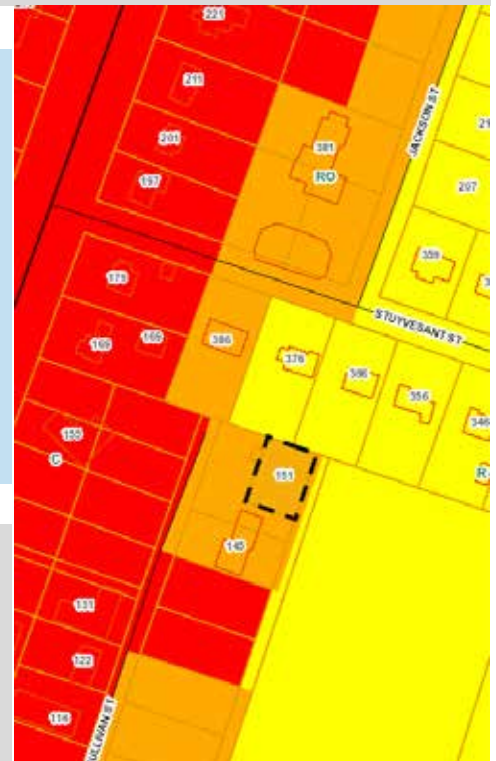
Parcel Size (acre)	Buildings	Assessed Value	Constraints:
• 0.266	• Shed	• Land – \$50,000	• No lot frontage (20' access easement)
Zoning District	• ~1,800 sqft BRL Area	• Building – \$300	• Adjacent commercial use (buffer)
• RO		• Total – \$50,300	• Overhead Power Lines

### By-Right Uses

- Accessory uses customarily incidental to permitted uses
- Home occupations
- Offices, business and professional
- Off-street parking
- Open space
- Personal Service Establishments not to exceed 3,500 square feet in gross floor area
- Signs
- Single-family detached dwelling units
- Studios for artists, photographers, and sculptors
- Utilities related to and necessary for service within the Town, including poles, wires, transformers, telephone booths, and the like for electrical power distribution or communication service, and underground pipelines or conduits for local electrical, gas, sewer, or water service, but not those facilities listed as requiring a SUP
- Yard sale or garage sale

### SUP Uses

- Active and passive recreation and recreational facilities
- Assisted living facilities
- Banks and savings and loan offices
- Churches
- Child care center, day care center, or nursery school
- Clubs, lodges, and assembly halls
- Community buildings
- Institutional uses
- Townhouses and duplexes subject to all RT requirements



## SUP Uses Continued

- Treatment plants, water storage tanks, major transmission lines or pipelines, pumping or regulator stations, communications towers, storage yards and substations, and cable television facilities and accessory buildings

## Real Estate Tax Summary

## Parcel Detail for PIN 6984-16-3465-000

Street Address: 151 SULLIVAN ST

Legal Description: SULLIVAN SUBD

## Current Assessment Summary

Improvements Value	Land Value	Deferment	Total Taxable Value
\$300	\$50,000	\$0	\$50,300

Parcel    Improvements    Land    Transfers

Owners : WARRENTON TOWN OF

Subdivision : C N SULLIVAN SD

Map Sheet : 6984.09

Landscape : AVERAGE

Road Type : DT/PRIV

Topography : ON GRADE

ROLLING

Book/Page : 105/333 DEED

&amp; Instrument :

Ancestors :

Mailing Address : PO DRAWER 341

WARRENTON, VA 20188-0341

Neighborhood : C N SULLIVAN SD

Neighborhood Group : 0006

Tax District : CENTER-WARRENTON

Class : WARRENTON-TOWN

Acreage : 0.2660

Utilities : PUBLIC WATER

PUBLIC SEWER

ELECTRIC

[View less](#)

Zoning : PUBLIC/SEMI-PUBLIC

Descendents :

Transfer Notes :

## Land Conservation Easement Summary

Purchase of Development Rights	County of Fauquier	Open Space Easement	Other

Parcel Improvements Land Transfers

### Improvement Value Summary

Total Improvements	Improvement Value
1	\$300

### Detail - Improvements

[Collapse all](#)

1.	<b>Building Use:</b> SHED BQ	<b>Valuation Method:</b> SOUND VALUE	<b>Structure:</b>	<b>Improvement Value:</b> \$300	—
----	------------------------------	--------------------------------------	-------------------	---------------------------------	---

Valuation Method	Depreciation Factors			Other Factors		Improvement Value
	Physical %	Functional %	Economic %	Market Adj.	% Complete	
SOUND VALUE	0			YES		\$300

**Building Use :** SHED BQ      **Structure :**  
**Quality :**      **Square Feet:** 00.00

Parcel Improvements Land Transfers

### Land Valuation Summary

Segments	Acreage	Total Value	Deferment	Taxable Value
1	0.0000	\$50,000	\$0	\$50,000

### Detail - Segment

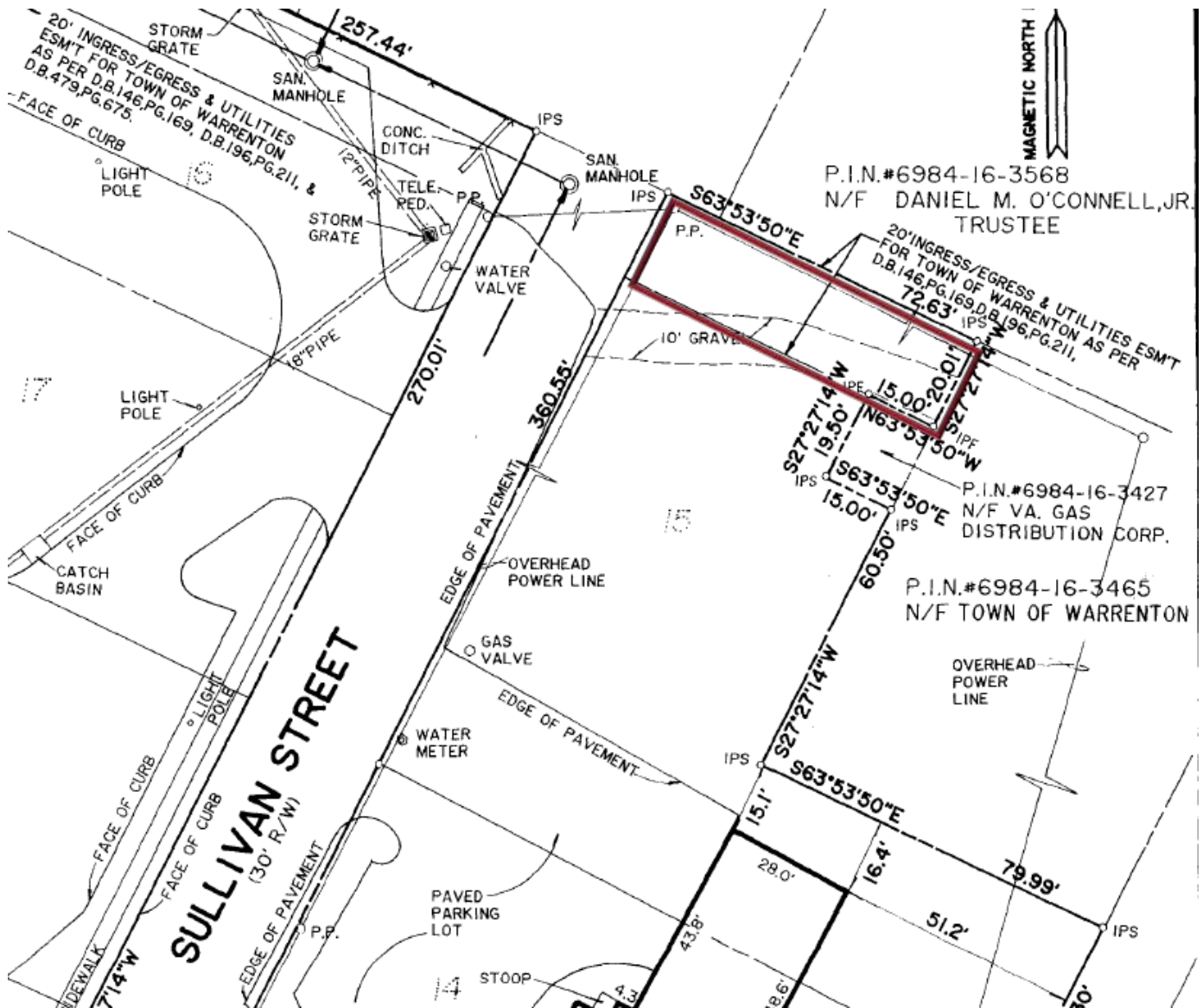
Segment Type	Valuation Method	Size		Unit price	Adj. Code and %	Zone Class	Total Value
		Acreage	Sq. Ft.				
COMMERCIAL	SOUND (MARKET) VALUE	0.0000	11600.00	\$50,000			\$50,000

Parcel Improvements Land Transfers

### History of Transfers

Recorded Date	Instrument	Book/Page	Sales Price
	DEED	105/333	\$0

# Ingress/Egress Easement



BOOK 314 PAGE 350

786

THIS DEED, made this 31 day of March,

1975, by and between AUDREY B. DUHART and ROY S. DUHART, her husband, parties of the first part and THE COUNTY BOARD OF SUPERVISORS OF FAUQUIER COUNTY, VIRGINIA, parties of the second part.

W I T N E S S E T H :

THAT FOR and in consideration of the sum of Ten Dollars (\$10.00), cash in hand, paid by the parties of the second part, and other valuable consideration, the receipt of all of which is hereby acknowledged, the parties of the first part do hereby grant, sell and convey, WITH COVENANTS OF GENERAL WARRANTY OF TITLE AND ENGLISH COVENANTS OF TITLE, unto the said COUNTY BOARD OF SUPERVISORS OF FAUQUIER COUNTY, VIRGINIA, parties of the second part, all their right, title and interest, being a fee simple interest in and to the following described real estate, to-wit:

All that certain lot or parcel of land with improvements thereon situated on the West Side of Culpeper Street in the Town of Warrenton, Fauquier County, Virginia, containing 1.2824 acres according to plat and survey of James G. Butler, Jr., certified land surveyor, dated March 12, 1975, and which is attached hereto and made a part hereof and which is more particularly described as follows:

Beginning at a pipe set on the westerly side of Culpeper Street, said pipe lies in the center of a lane and is the southeasterly corner of the herein described lot, thence departing Culpeper Street and running with the center of said lane N 70° 33' 27" W 143.88 feet to an iron set, thence continuing to run with said lane N 66° 18' 50" W 159.86 feet to a point, said lies S 20° 19' 19" W 5.51 feet from a pipe found, thence departing the lane and running with the Warrenton Supply Co. N 20° 19' 19" E 175.54 feet to a pipe found, thence departing the Warrenton Supply Co. and running with the Town of Warrenton Lot S 66° 25' 35" E 55.52 feet to a pipe found, thence departing aforesaid Town lot and running with Stephenson and Keesey generally along a fence line S 69° 15' 34" E, passing over a pipe found at the southeasterly corner

Ed. + mailed  
20!

(See Deed  
File)

This 29 April  
1975

Bail H. Barb.  
DC

DB 286 P 210  
CHARRINGTON

DB 165 P 130

BOOK 314 PAGE 351

WARRENTON SUPPLY CO.

N 20° 19' 19" E  
175.54'

DB 289 P 340  
TOWN OF  
WARRENTON

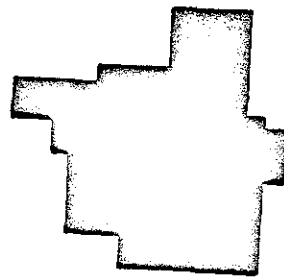
1.2824 AC.

DB 177 P 445

DB 297 P 388  
STEPHEN-  
SON

BISHOP

METAL SHED



2 STORY FRAME  
DWELLING



2 STORY STUCCO  
DWELLING

S 20° 38' 24" W  
178.69'

sidewalk

CULPEPER STREET

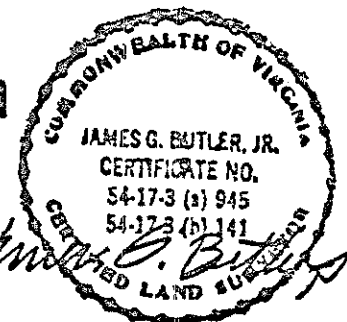
PLAT SHOWING

ETHEL S. BISHOP PROPERTY  
TOWN OF WARRENTON  
FAUQUIER COUNTY, VIRGINIA

SCALE: 1" = 40'

MARCH 12, 1975

JAMES G. BUTLER, JR.  
CERTIFIED LAND SURVEYOR  
WARRENTON, VIRGINIA



(no title report furnished) page 2 of 2

BOOK 314 PAGE 352

of the Stephenson lot at 49.80 feet, a total distance of 267.69 feet to a pipe set on the westerly side of Culpeper Street, thence departing Keesey and running with said Culpeper Street S 26° 38' 24" W 178.69 feet to a point and place of beginning, containing 1.2824 acres of land. THIS BEING the same and identical lot or parcel conveyed to Ethel S. Bishop by Deed from the Fauquier National Bank and James Keith, Executors and Trustees of the Last Will and Testament of Ann Gordon Spilman dated December 31, 1951 and recorded in Deed Book 177, Page 445 in the Clerk's Office of the Circuit Court of Fauquier County, Virginia. The said Ethel S. Bishop died testate and by will dated February 25, 1970 and probated August 8, 1974 she devised to her daughter, Audrey B. Duhart the above described property in her residuary clause.

Reference to the above Deed, plat and other records of the Clerk's Office aforesaid is hereby made for a more particular description of the property herein conveyed.

WITNESS THE FOLLOWING SIGNATURES AND SEALS.

Audrey B. Duhart (SEAL)  
AUDREY B. DUHART

Roy S. Duhart (SEAL)  
ROY S. DUHART

THIS DEED is hereby accepted by the above named Grantee pursuant to Resolution duly adopted by THE BOARD OF SUPERVISORS OF FAUQUIER COUNTY, VIRGINIA, on the 13<sup>th</sup> day of March, 1975.

James F. Austin (SEAL)  
JAMES F. AUSTIN,  
CHAIRMAN OF THE BOARD

Attest:

CLERK

STATE OF Maryland  
COUNTY OF Prince George's, TO-WIT:

I, M NEAL JACOBS, a Notary Public

BOOK 314 PAGE 353

in and for the State and County aforesaid, whose commission expires on the 1 day of July, 1978, do hereby certify that AUDREY B. DUHART and ROY S. DUHART, whose names are signed to the foregoing Deed bearing date on the 22nd day of March, 1975, have acknowledged the same before me in my County aforesaid.

GIVEN under my hand this 22nd day of March, 1975.

M Neal Jacob  
NOTARY PUBLIC

Virginia: In the Clerk's Office of Fauquier Circuit Court, 17 April 1975

This instrument was this day received in said Office with certificate admitted to record at 2:12 P.M. of \$ 110.00 imposed by Section 58-34(b) Paid

Teste: J H Pearson Clerk



## Railroad Street – 6984-50-0841-000 Vacant Lot



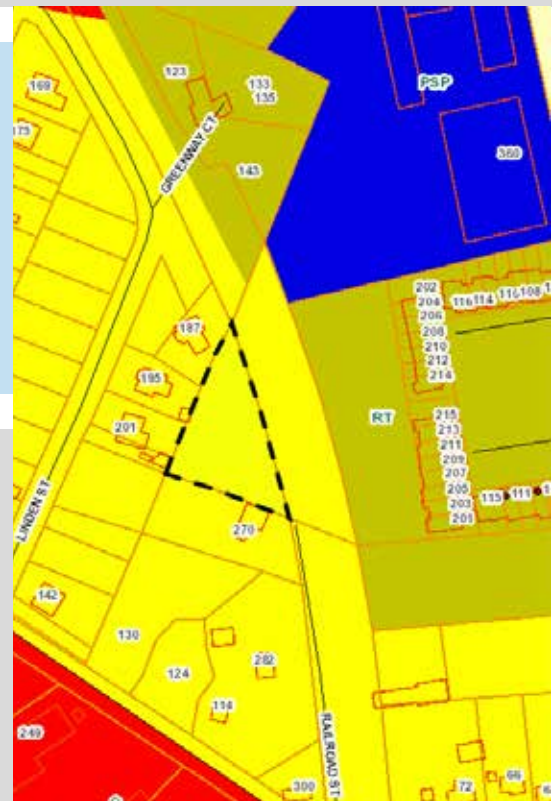
Parcel Size (acre)	Buildings	Assessed Value	Constraints:
• 0.25	• ~6000 sqft BRL Area	• Land – \$25,000	• No road frontage
Zoning District		• Building – None	
• R-10		• Total – \$25,000	

### By-Right Uses

- Accessory buildings
- Group Homes of eight (8) residents or less
- Home occupations
- Off-street parking for permitted uses
- Open space
- Public utilities including poles, wires, transformers, underground pipelines or conduits, but not those facilities listed as requiring a SUP
- Signs
- Single-family detached dwelling units
- Yard sale or garage sale

### SUP Uses

- Accessory dwelling units
- Active and passive recreation and recreational facilities
- Assisted living facilities
- Cemeteries
- Cluster Development
- Child care center, day care center, or nursery school
- Churches
- Community buildings
- Family care homes or foster homes
- Golf courses, swim, and tennis clubs
- Group Homes of more than eight (8) residents



## SUP Uses Continued

- Home business
- Hospitals and clinics.
- Inn, bed and breakfast facility, or tourist home
- Libraries
- Neighborhood professional business
- Nursing or convalescent homes
- Parks and playgrounds
- Schools
- Traditional Neighborhood Developments
- Treatment plants, water storage tanks, major transmission lines or pipelines, pumping or regular stations, communications towers, storage yards and substations, and cable television facilities and accessory buildings

## Real Estate Tax Summary

### Parcel Detail for PIN 6984-50-0841-000

**Street Address:**

**Legal Description:** RAILROAD

#### Current Assessment Summary

Improvements Value	Land Value	Deferment	Total Taxable Value
\$0	\$25,000	\$0	\$25,000

Parcel **Improvements** **Land** **Transfers**

**Owners :** WARRENTON TOWN OF

**Subdivision :**

**Map Sheet :** 6984.19

**Landscape :** AVERAGE

**Road Type :** NONE

**Topography :** ON GRADE  
ROLLING

**Book/Page** 1021/1084 COMMISSIONERS DEED

**& Instrument :**

**Ancestors :**

**Mailing Address :** PO DRAWER 341

WARRENTON, VA 20188-0341

**Neighborhood :**

**Neighborhood Group :** 0006

**Tax District :** CENTER-WARRENTON

**Class :** WARRENTON-TOWN

**Acreage :** 0.2500

**Utilities :** PUBLIC WATER

PUBLIC SEWER

ELECTRIC

[View less](#)

**Zoning :** R10-RESIDENTIAL

**Descendents :**

**Transfer Notes :** 2004-FR GALLEHR, TRACY A ASST CO ATTY & SPEC COMR FOR DOWNELL, ROGER -DB 1021/1084

#### Land Conservation Easement Summary

Purchase of Development Rights	County of Fauquier	Open Space Easement	Other

Parcel Improvements Land Transfers

### Improvement Value Summary

Total Improvements	Improvement Value
0	\$0

### Detail - Improvements

[Collapse all](#)

Parcel Improvements Land Transfers

### Land Valuation Summary

Segments	Acreage	Total Value	Deferment	Taxable Value
1	0.2500	\$25,000	\$0	\$25,000

### Detail - Segment

Segment Type	Valuation Method	Size		Unit price	Adj. Code and %	Zone Class	Total Value
		Acreage	Sq. Ft.				
MISCELLANEOUS	BY THE ACRE	0.2500	0.00	\$100,000			\$25,000

Parcel Improvements Land Transfers

### History of Transfers

Recorded Date	Instrument	Book/Page	Sales Price
	DEED	126/44	\$0
04/14/2003	COMMISSIONERS DEED	1021/1084	\$1,500



## Review of Outstanding Debt

Town Council Work Session  
September 13, 2022

# DEBT MANAGEMENT POLICY

Adopted by Council in  
September 2021 as part  
of the Comprehensive  
Financial Policies

- Long-term borrowing limited to capital improvements, projects or equipment that cannot be financed from current financial resources
- Repay debt within a period NTE the useful life of the project or equipment
- Tax-supported debt:
  - Debt service NTE 12% of general fund expenditures
  - Debt NTE 1.5% of the total assessed value of taxable property in the town
- Enterprise debt:
  - Debt service coverage ratio at least 1.15x

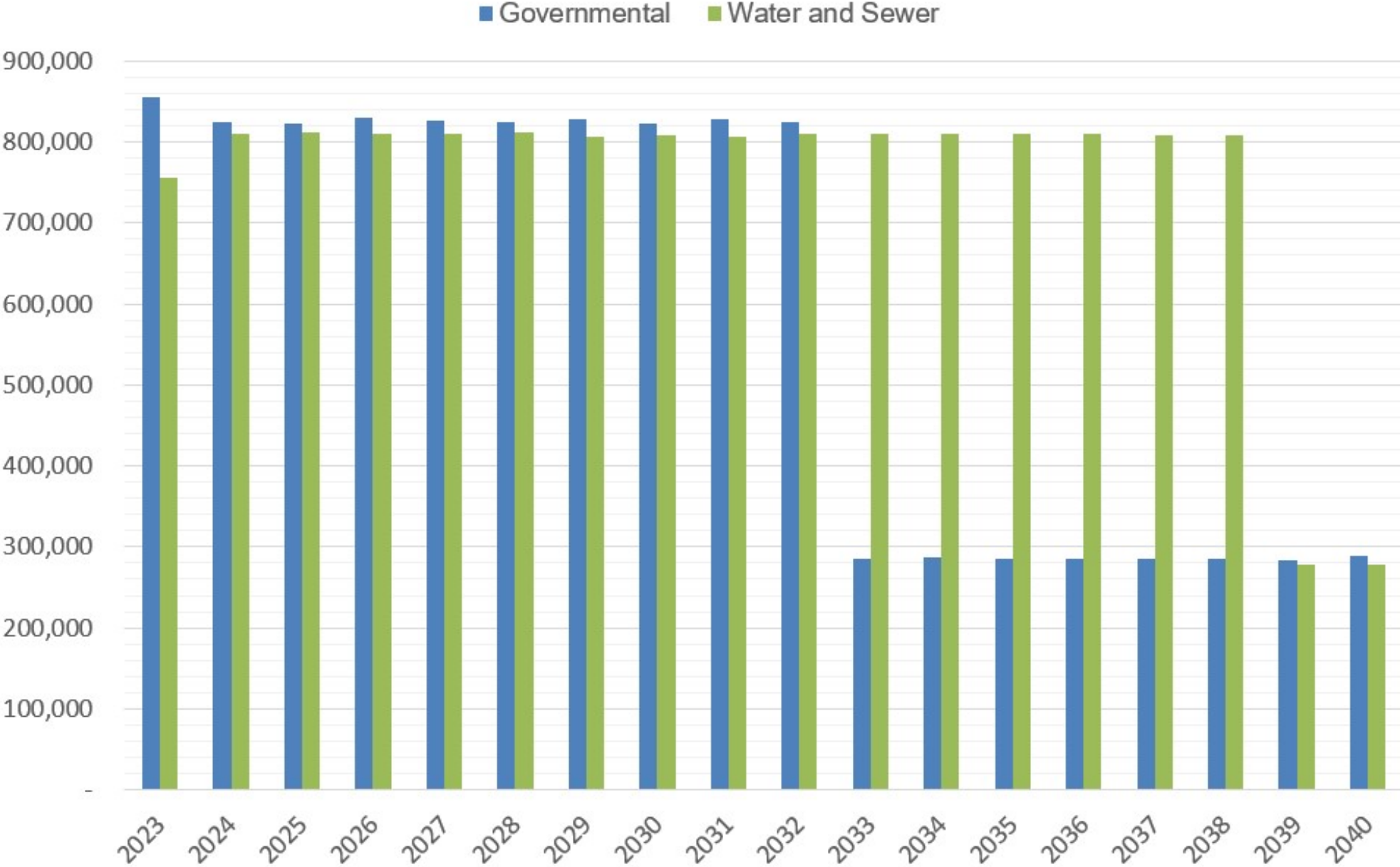
# Summary of Outstanding Debt

*All outstanding debt was refinanced in 2021 for NPV savings of \$1.6M*

<u>General Obligation Bonds:</u>	<u>Final Maturity Date</u>	<u>Amount of Original Issue</u>	<u>Outstanding Balance</u>	
			<u>Governmental</u>	<u>Water and Sewer</u>
Refunding Series 2021A	1/15/2038	\$ 6,935,000	\$ -	\$ 6,728,000
Refunding Series 2021B	10/1/2039	\$ 12,695,000	<u>\$ 8,165,000</u>	<u>\$ 3,855,000</u>
			<u><u>\$ 8,165,000</u></u>	<u><u>\$ 10,583,000</u></u>

# Annual Debt Service Requirements

Item 2.



## RESOLUTION

A RESOLUTION TO SUPPORT UNDERGROUND TRANSMISSION LINE ROUTING  
FOR THE PROPOSED DOMINION ENERGY VIRGINIA BLACKWELL SUBSTATION

WHEREAS, the Dominion Energy Virginia (DEV) anticipates a new substation within the Town of Warrenton named the Blackwell substation; and

WHEREAS, DEV has presented potential 230 kilovolt (kV) electrical transmission line routing from either the Warrenton substation or the Wheeler substation to support the proposed Blackwell substation, with indication that full support capacity for this substation will require transmission lines routing from both Warrenton and Wheeler substations; and

WHEREAS, DEV intends to apply to the State Corporation Commission in 2022 for the approval of such proposed routing to support the future Blackwell substation; and

WHEREAS, the proposed Blackwell substation and required additional transmission infrastructure should focus on the use of underground routes to minimize impacts on established development or areas under development, where impacts of such high voltage infrastructure cannot be minimized or existing high voltage transmission infrastructure does not already exist; and

WHEREAS, the Warrenton Town Council support economic development activities that align with the Town vision, comprehensive plan, and ability to diversify the tax base; and

WHEREAS, the Warrenton Town Council continues to receive input from Warrenton and Fauquier County citizens on this proposed DEV project; and

WHEREAS, the Town Council support actions of the County's General Assembly delegation to introduce legislation for this project to be considered for the pilot underground transmission line legislation under Code of Virginia section 56-585.1:5, including transmission routing from both Warrenton and Wheeler substations; now, therefore, be it

RESOLVED by the Warrenton Town Council this 13<sup>th</sup> day of September 2022, That the Interim Town Manager, or designee, be, and is hereby, authorized to submit a letter to the Fauquier County General Assembly Delegation to request drafting of legislation for the proposed Blackwell substation transmission line infrastructure to be included in the pilot underground transmission program; and

RESOLVED FURTHER, the Warrenton Town Council directs staff to submit this resolution to the State Corporation Commission for the proposed DEV project review package.



**Motion for Closed Session Under the  
Virginia Freedom Of Information Act**

I move that the Town Council convene a closed session under the Virginia Freedom of Information Act in order to discuss:

- ☐ **Personnel** specific Town officers, appointees, or employees, for the purpose of considering such person's assignment, appointment, promotion, performance, demotion, salary, disciplining, or resignation, under Virginia Code §2.2-3711(A)(1)
- ☒ **Real Property**
  - ☒ Acquisition of real property for a public purpose, of discussing where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the Town Council, under Virginia Code §2.2-3711(A)(3)  
**OR**
  - ☐ Disposition of publicly held real property where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the Town Council, under Virginia Code §2.2-3711(A)(3)
- ☐ **Prospective Business**
  - ☐ Prospective business or industry, **OR**
  - ☐ Expansion of an existing business or industry where no previous announcement has been made of the business or industry's interest in locating or expanding its facilities in the community, under Virginia Code §2.2-3711(A)(5)
- ☐ **Legal Matters**
  - ☐ Actual litigation specifically to discuss with legal counsel where such consultation in open session would adversely affect the negotiating or litigating posture of Town Council, **OR**
  - ☐ Probable litigation with legal counsel, staff, or consultants, where (1) litigation has been specifically threatened or on which the Council or its counsel has a reasonable basis to believe will be commenced by or against a known party, and (2) such consultation in open session would adversely affect the negotiating or litigating posture of the Town Council, under Virginia Code §2.2-3711 (A)(7) **OR**
  - ☐ Legal matters, specifically where such matters require the provision of legal advice, under Virginia Code §2.2-3711 (A)(8)
- ☐ **Public Safety** matters of reports or plans related to the security of any governmental facility, building or structure, or the safety of person using such facility, building, or structure under Virginia Code §2.2-3711(A)(19)
- ☐ **Privacy** the protection of the privacy of individuals in personal matters not related to public business under Virginia Code §2.2-3711(A)(4)
- ☐ **Contracts** discussion of the award of a public contract involving the expenditure of public funds, including interviews of bidders or offerors, and discussion of the terms or scope of such contract, where discussion in an open session would adversely affect the bargaining position or negotiating strategy of the public body under Virginia Code §2.2-3711(A)(29)



**MOTION:**

**SECOND:**

**Votes:**

**Ayes:**

**Nays:**

**Absent from Vote:**

**Absent from Meeting:**

-Adjourned into Closed Meeting at

-Adjourned out of Closed Meeting at

### **CERTIFICATION OF CLOSED MEETING**

**WHEREAS**, The Town Council of the Town of Warrenton has convened a closed meeting on this date pursuant to an affirmative recorded vote in accordance with the provisions of the Virginia Freedom of Information Act; and

**WHEREAS**, Section 2.2-3172(E) of the Code of Virginia requires a certification by the Town Council that such closed meeting was conducted in conformity with Virginia law;

**NOW, THEREFORE, BE IT RESOLVED** that the Town Council hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business as were identified in the motion convening the closed meeting were heard, discussed, or considered by the Town Council.

**MOTION:**

**SECOND:**

**Votes:**

**Ayes:**

**Nays:**

**Absent from Vote:**

**Absent from Meeting:**

\*\*\*\*\*

### ***Clerk's Certificate***

*I certify that I am Clerk of Council of the Town of Warrenton, Virginia, and that the foregoing is a true copy adopted at a meeting of the Town Council held \_\_\_\_\_, at which a quorum was present and voted.*

---

**Christopher E. Martino**  
**Town Recorder**



## Agenda Memorandum

September 13, 2022

<b>Staff Lead:</b>	Stephanie Miller, Finance Director
<b>Topic:</b>	A Resolution Authorizing the Issuance of up to \$5,400,000 Principal Amount of General Obligation Bonds
<b>Description:</b>	The 2021 Water and Sewer Rate Study update included a mix of cash, grant and debt financing for capital projects. The Town's financial advisors, Davenport & Company, submitted a Virginia Resources Authority application on behalf of the Town for up to \$5.4 million in bond funding for Water and Sewer projects. Davenport also issued a Request for Proposal for bank loans to compare results and to determine which option may afford the Town the best terms. Kyle Laux with Davenport will present the results and Davenport's recommendations to the Council.
<b>Financial Impact:</b>	This action will authorize the issuance of debt up to \$5,400,000 to finance water and sewer capital projects with annual debt service to be paid out of the Water and Sewer Operating Fund.
<b>Recommended Action:</b>	Staff recommends that Council conduct the Public Hearing and pass the attached resolution to authorize the issuance of up to \$5,400,000 principal amount of general obligation bonds to finance water and sewer capital projects.

### Attachments:

1. A Resolution Authorizing the Issuance of up to \$5,400,000 Principal Amount of General Obligation Bonds

**TOWN OF WARRENTON, VIRGINIA**

**A RESOLUTION AUTHORIZING THE ISSUANCE OF UP TO  
\$5,400,000 PRINCIPAL AMOUNT OF GENERAL OBLIGATION BONDS OF THE  
TOWN OF WARRENTON, VIRGINIA  
AND PROVIDING FOR THE FORM, DETAILS AND PAYMENT THEREOF**

**Adopted on September 12, 2022**

Be it Resolved by the Town Council of the Town of Warrenton, Virginia:

## **Section 1      Definitions**

Unless the context shall clearly indicate some other meaning, the following words and terms shall for all purposes of the Resolution and of any certificate, resolution or other instrument amendatory thereof or supplemental thereto for all purposes of any opinion or instrument or other documents therein or herein mentioned, have the following meanings:

**“Act”** shall mean the Public Finance Act, Chapter 26, Title 15.2 of the Code of Virginia of 1950, as amended.

**“Bond Counsel”** shall mean Sands Anderson PC or another attorney or firm of attorneys nationally recognized on the subject of municipal bonds selected by the Town.

**“Bond Fund”** shall mean the Bond Fund established by Section 6.

**“Bondholder”** or **“Holder”** shall mean the registered owner of the Bond, initially the Lender.

**“Bond”** shall mean the Town's General Obligation Bond in an aggregate principal amount not to exceed \$5,400,000 to finance a portion of the costs of funding the Project authorized to be issued hereunder.

**“Business Day”** shall mean any Monday, Tuesday, Wednesday, Thursday or Friday on which commercial banks generally are open for business in the Commonwealth of Virginia.

**“Closing Date”** shall mean the date on which the Series 2022 Bond is issued and delivered to the Bondholder.

**“Code”** shall mean the Internal Revenue Code of 1986, as amended, and applicable regulations, procedures and rulings thereunder.

**“Commonwealth”** shall mean the Commonwealth of Virginia.

**“Council”** shall mean the Town Council of the Town of Warrenton, Virginia.

**“Interest Account”** shall mean the Interest Account in the Bond Fund established by Section 6.

**“Interest Payment Dates”** shall mean April 1 and October 1, beginning April 1, 2023 through and including the Maturity Date.

**“Lender”** shall mean \_\_\_\_\_.

**“Maturity Date”** shall mean October 1, 2042.

**“Mayor” or “Vice Mayor”** shall mean the Mayor or Vice Mayor of the Town.

**“Outstanding”** shall mean, as of a particular date, the Series 2022 Bond authenticated and delivered under this Resolution except:

- (i) if the Bond is cancelled by the Town at or before such date;
- (ii) if cash equal to the principal amount of the Bond, with interest to the date of maturity, shall have been deposited with the Paying Agent prior to maturity;
- (iii) the Bond for the redemption or purchase of which cash or noncallable direct obligations of the United States of America, equal to the redemption or purchase price thereof to the redemption or purchase date, shall have been deposited with the Paying Agent, for which notice of redemption or purchase shall have been given in accordance with the Resolution;
- (iv) the Bond in lieu of, or in substitution for which, another Bond shall have been authenticated and delivered pursuant to this Resolution; and
- (v) if the Bond is deemed paid under the provisions of Section 9, except that such Bond shall be considered Outstanding until the maturity or redemption date thereof only for the purposes of actually being paid.

**“Paying Agent”** shall mean the Finance Director of the Town acting as Paying Agent hereunder as designated and authorized under Section 3 or the successors or assigns serving as such hereunder.

**“Principal Account”** shall mean the Principal Account in the Bond Fund established by Section 6.

**“Proceeds Fund”** shall mean the Proceeds Fund established by Section 4.

**“Project”** shall mean the design, engineering, acquisition, construction and installation of various capital improvements to the Town’s water and sewer system, including but not limited to upgrades of existing pump stations, connection lines and piping, plants and certain other utility improvements.

**“Registrar”** shall mean the Paying Agent, or the successors or assigns serving as such hereunder.

**“Town”** shall mean the Town of Warrenton, Virginia.

**“Town Recorder”** shall mean the Recorder of the Town Council.

**“Town Charter”** shall mean the Town Charter of the Town of Warrenton, Virginia, Chapter 47 of the 1964 Acts of Assembly, as amended.

## **Section 2      Findings and Determinations**

The Council hereby finds and determines that (i) the Town is in need of funds to be used by the Town for purposes of financing a portion of the cost of the design, engineering, acquisition, construction and installation of various capital improvements to the Town’s water and sewer system, including but not limited to upgrades of existing pump stations, connection lines and piping, plants and certain other utility improvements **(the “Project”)**, for costs of issuance of the Bond and for the payment of interest on the Bond, (ii) the obtaining of such funds will be for municipal purposes of the Town for the welfare of citizens of the Town for purposes which will serve the Town and its citizens, (iii) the most effective, efficient and expedient manner in which to provide such funds is by the issuance of a general obligation bond or bonds in the maximum principal amount of up to \$5,400,000 issued by the Town as further described herein **(the “Bond”)** to be sold to the Bondholder, which has offered to purchase the same on certain terms and conditions pursuant to a Bond Purchase Agreement between the Town and the Bondholder **(the “Bond Purchase Agreement”)** a form of which has been presented to the Town Council, the issuance of such Bond being within the power of the Town to contract debts, borrow money and make and issue evidence of indebtedness, and (iv) the issuance of the Bond is in the best interests of the Town and its citizens.

## **Section 3      Authorization, Form and Details of the Bond**

There is hereby authorized to be issued a general obligation bond of the Town in the aggregate principal amount of up to \$5,400,000 for purposes of funding the Project, to pay certain costs of issuance of the Bond and for payment of interest on the Bond, all as described in Section 2 above. The Bond authorized herein shall be designated “General Obligation Bond, Series 2022”, shall be issuable as a fully registered bond, without coupons, shall be dated the Closing Date, shall be numbered R-1, shall bear interest payable semiannually on each April 1 and October 1, commencing April 1, 2023 with principal payable annually on each October 1, commencing October 1, 2023, through and including the Maturity Date (October 1, 2042), at a rate per annum of \_\_\_\_% in accordance with the provisions herein and therein and with the provisions of the Lender’s written proposal to purchase the Bond, and shall mature on the Maturity Date.

[The Bond may not be prepaid before October 1, 20\_\_\_. On and after October 1, 20\_\_\_, after giving at least thirty (30) days' written notice to the Bank, the Town may prepay the Bond in whole only on any date upon payment of interest accrued and unpaid to such date, plus principal at the following redemption prices (expressed as a percentage of the principal amount of Bond to be redeemed):

Redemption Period ( <u>both dates inclusive</u> )	Redemption <u>Prices</u>
October 1, 20___, to September 30, 20___	101%
October 1, 20___, and thereafter	100]

The Bond is hereby authorized to be issued under the Act. The Bond shall bear interest from the date on which the Bond is authenticated. Interest on the Bond shall be computed on the basis of 30-day months and a 360-day year.

Principal of, and interest on, the Bond shall be payable in lawful money of the United States of America. Principal of and interest on the Bond shall be payable by wire transfer to the registered holder on the payment dates of the Bond.

The Bond shall be printed, lithographed or typewritten and shall be substantially in the form herein below set forth, with such appropriate variations, omissions and insertions as are permitted or required by this Resolution, including such variations, insertions and omissions as shall be necessary to issue the Bond under a system of book-entry for recording the ownership and transfer of ownership of rights to receive payments of principal of and interest on the Bond and may have endorsed thereon such legends or text as may be necessary or appropriate to conform to any applicable rules and regulations of any governmental authority or any usage or requirement of law with respect thereto.

If any principal of, or interest on, the Bond is not paid when due (whether at maturity, by acceleration or call for redemption, or otherwise), then, to the extent permitted by law, the overdue installments of principal shall bear interest until paid at the same rate as set forth in the Bond.

The Bond shall be signed by the facsimile or manual signature of the Mayor. The facsimile of the Town's seal shall be printed thereon or manually impressed thereon and attested by the facsimile or manual signature of the Town Recorder. In case any officer whose signature or facsimile of whose signature shall appear on the Bond shall cease to be such officer before delivery of the Bond, such signature or facsimile shall nevertheless be valid and sufficient for all purposes, the same as if he remained in office until such delivery. The Bond may bear the facsimile signature of or may be signed by such persons as at the actual time of the execution

thereof shall be the proper officers to sign the Bond although on the date of delivery of the Bond such persons may not have been such officers.

The Bond shall bear a certificate of authentication, in the form set forth below, duly executed by the Registrar. The Registrar shall authenticate the Bond with the signature of an authorized officer of the Registrar. Only the authenticated Bond shall be entitled to any right or benefit under this Resolution, and such certificate on the Bond issued hereunder shall be conclusive evidence that the Bond has been duly issued and is secured by the provisions hereof.

The Paying Agent shall act as Registrar and shall maintain Registration Books for the registration and the registration of transfer of the Bond. The Finance Director of the Town is hereby designated and authorized to act as Paying Agent and Registrar hereunder. The transfer of the Bond may be registered only on the books kept for the registration and registration of transfer of the Bond upon surrender thereof to the Registrar together with an assignment duly executed by the registered holder in person or by his duly authorized attorney or legal representative in such form as shall be satisfactory to the Registrar. Upon any such transfer, the Town shall execute and the Registrar shall authenticate and deliver, in exchange of the Bond, a new registered Bond registered in the name of the transferee of the same series, maturity and interest rate as the Bond so exchanged in any denomination or denominations authorized by this Resolution.

The Registrar shall not be required to make any such registration or registration of transfer during the fifteen (15) days immediately preceding an Interest Payment Date, the Maturity Date or a redemption date.

Prior to due presentment for registration of transfer for the Bond, the Registrar shall treat the registered holder as the person exclusively entitled to payment of principal of, premium, if any, and interest on, the Bond and the exercise of all other rights and powers of the Holder.

If the Bond has been mutilated, lost or destroyed, the Town shall execute and the Registrar shall authenticate and deliver a new Bond of like date and tenor in exchange or substitution for, and upon cancellation of, such mutilated Bond or in lieu of and in substitution for such lost or destroyed Bond; provided, however, that the Town and the Registrar shall execute, authenticate and deliver such Bond only if the Holder has paid the reasonable expenses and charges of the Town and the Registrar in connection therewith and, in the case of a lost or destroyed Bond, has furnished to the Town and the Registrar (a) evidence satisfactory to them that such Bond was lost or destroyed and the Holder was the Owner thereof and (b) indemnity satisfactory to them. If the Bond has matured, instead of issuing a new Bond, the Registrar may pay the same without surrender thereof upon receipt of the aforesaid evidence and indemnity.

If the Bond has been paid (whether at maturity, by acceleration or otherwise) or delivered to the Paying Agent for cancellation, the Bond shall not be reissued and the Registrar shall, unless otherwise directed by the Town, cremate, shred or otherwise dispose of the Bond. The

Registrar shall deliver to the Town a certificate of any such cremation, shredding or other disposition of the Bond.

CUSIP identification numbers may be printed on the Bond, but such numbers shall not be deemed to be a part of the Bond or a part of the contract evidenced thereby and no liability shall hereafter attach to the Town or any of the officers or agents thereof because or on account of said CUSIP numbers.

The Bond, the Certificate of Authentication and the provision for the assignment to be inserted in the Bond shall be substantially in the following forms, to-wit:

**“FORM OF BOND”****No. R-1**

**UNITED STATES OF AMERICA  
COMMONWEALTH OF VIRGINIA, TOWN OF WARRENTON  
GENERAL OBLIGATION BOND,  
SERIES 2022**

**Registered Holder:**

\_\_\_\_\_

**Dated: September \_\_, 2022  
Maturity Date: October 1, 2042**

**Principal Sum: [UP TO FIVE MILLION  
FOUR HUNDRED THOUSAND AND  
00/100 DOLLARS (\$5,400,000.00)]**

**Interest Rate: \_\_\_\_\_ %**

**KNOW ALL MEN BY THESE PRESENTS**, that the Town of Warrenton, Virginia (hereinafter sometimes referred to as the “Town”), a body politic and corporate of the Commonwealth of Virginia, for value received hereby promises to pay to the registered holder (named above), or assigns, on the Maturity Date (specified above), subject to prepayment or prior redemption as hereinafter provided, the Principal Sum (specified above) by wire transfer to the registered holder on the payment dates set forth below by the Finance Director of the Town (the “Paying Agent”), and to pay interest on said Principal Sum semi-annually on each April 1 and October 1, commencing October 1, 2023 (each an “Interest Payment Date”), from the date of authentication hereof, at the rate per annum (specified above). Principal shall be paid annually on each October 1, commencing October 1, 2020, and on the Maturity Date.

[The Bond may not be prepaid before October 1, 20\_\_\_. On and after October 1, 20\_\_\_, after giving at least thirty (30) days’ written notice to the Bank, the Town may prepay the Bond in whole only on any date upon payment of interest accrued and unpaid to such date, plus principal at the following redemption prices (expressed as a percentage of the principal amount of Bond to be redeemed):

Redemption Period (both dates inclusive)	Redemption Prices
October 1, 20___, to September 30, 20___	101%
October 1, 20___, and thereafter	100]

Both principal of and interest on this Bond are payable in any coin or currency of the United States of America which at the time of payment is legal tender for public and private debts.

It is hereby certified, recited and declared that all acts, conditions and things required to have happened, to exist and to have been performed precedent to and in the issuance of this Bond do exist, have happened and have been performed in regular and due time, form and manner as required by law; that this Bond does not exceed any constitutional, statutory or charter limitation of indebtedness; and that provision has been made for the payment of the principal of, and interest on, this Bond as provided in the Resolution.

No registration, transfer or exchange of this Bond shall be permitted within fifteen (15) days of an Interest Payment Date, the Maturity Date or the date of prepayment or redemption of this Bond.

This Bond is an authorized series in the aggregate principal amount of up to \$5,400,000 authorized of like date and tenor, except for number and denomination, and is issued under and pursuant to and in compliance with the Constitution and laws of the Commonwealth of Virginia, including Chapter 26, Title 15.2 of the Code of Virginia of 1950, as amended, the same being the Public Finance Act, and the Resolution duly adopted under said Chapter by the Town Council on September 12, 2022 (**the “Resolution”**).

This Bond shall bear interest from the date on which this Bond is authenticated. Interest on this Bond shall be computed on the basis of 30-day months and 360-day year.

This Bond is transferable only upon the registration books kept at the office of the Registrar by the registered holder hereof, or by his duly authorized attorney, upon surrender of this Bond (together with a written instrument of transfer, satisfactory in form to the Registrar, duly executed by the registered holder or his duly authorized attorney, which may be the form endorsed hereon) and subject to the limitations and upon payment of the charges, if any, as provided in the Resolution, and thereupon as provided in the Resolution a new Bond, in the aggregate principal amount and of the same series, interest rate and maturity as the Bond surrendered, shall be issued in exchange therefor. The Town and the Registrar shall deem and treat the person in whose name this Bond is registered as the absolute owner hereof for the purpose of receiving payment of, or on account of, the principal hereof and interest due hereon and for all other purposes whatsoever.

This Bond has been designated by the Town as a “qualified tax-exempt obligation” pursuant to Section 265(b)(3)(B) of the Internal Revenue Code of 1986, as amended (**the “Code”**).

**THIS BOND IS A GENERAL OBLIGATION OF THE TOWN FOR THE PAYMENT OF WHICH THE TOWN’S FULL FAITH AND CREDIT ARE IRREVOCABLY PLEDGED. THE TOWN COUNCIL IS AUTHORIZED AND**

**REQUIRED TO LEVY AND COLLECT ANNUALLY AT THE SAME TIME AND IN THE SAME MANNER AS OTHER TAXES OF THE TOWN ARE ASSESSED, LEVIED AND COLLECTED, A TAX UPON ALL TAXABLE PROPERTY WITHIN THE TOWN, OVER AND ABOVE ALL OTHER TAXES AUTHORIZED OR LIMITED BY LAW AND WITHOUT LIMITATION AS TO RATE OR AMOUNT, SUFFICIENT TO PAY WHEN DUE THE PRINCIPAL OF AND PREMIUM, IF ANY, AND INTEREST ON THE BOND, TO THE EXTENT OTHER FUNDS OF THE TOWN ARE NOT LAWFULLY AVAILABLE AND APPROPRIATED FOR SUCH PURPOSE.**

Reference is hereby made to the Resolution and to all of the provisions thereof to which any holder of this Bond by his acceptance hereof hereby assents, for definitions of terms; the description of and nature and extent of the security for the Bond; the conditions upon which the Resolution may be amended or supplemented without the consent of the holder of this Bond and upon which it may be amended only with the consent of the holder of the Bond affected thereby; the rights and remedies of the holder hereof with respect hereto; the rights, duties and obligations of the Town; the provisions discharging the Resolution as to this Bond and for the other terms and provisions of the Resolution.

This Bond shall not be valid or obligatory for any purpose unless the certificate of authentication hereon has been duly executed by the Registrar and the date of authentication inserted hereon.

**IN WITNESS WHEREOF**, the Town of Warrenton, Virginia, by its Town Council has caused this Bond to be signed by the Mayor and attested by the Town Recorder, by their manual or facsimile signatures, and its seal to be impressed or imprinted hereon, and this Bond to be dated as set forth above.

**(SEAL)**

\_\_\_\_\_  
Town Recorder, Town Council

\_\_\_\_\_  
Mayor, Town of Warrenton, Virginia

**CERTIFICATE OF AUTHENTICATION**

This Bond is the Bond described in the within-mentioned Resolution.

**REGISTRAR – TOWN OF WARRENTON,  
VIRGINIA FINANCE DIRECTOR**

By: \_\_\_\_\_  
Finance Director, Town of Warrenton

**DATE OF AUTHENTICATION:**

March \_\_, 2022

**[FORM OF ASSIGNMENT]**

For value received, the undersigned hereby sells, assigns, and transfers unto

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Please insert social security number or other tax identification number of assignee:

[\_\_\_\_\_]

Name and address of assignee, including zip code:

\_\_\_\_\_ the within-mentioned Bond and hereby irrevocably constitutes and appoints \_\_\_\_\_ attorney-in-fact, to transfer the same on the registration books thereof maintained in the office of the within-mentioned Registrar with the full power of substitution in the premises.

**DATED:** \_\_\_\_\_

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**NOTE:** The signature to this assignment must correspond with the name of the registered holder that is written on the face of the within Bond in every particular, without alteration or enlargement or any change whatsoever.

Signature Guaranteed

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**NOTICE:** Signature(s) must be guaranteed by a member firm of the New York Stock Exchange or a commercial bank or trust company.

## SCHEDULE

#### **Section 4      Creation of Proceeds Fund**

There is hereby established a trust fund to be designated the “Proceeds Fund, Town of Warrenton, Virginia, General Obligation Bond, Series 2022.”

#### **Section 5      Payments into Proceeds Fund**

All funds received from the proceeds of the sale of the Bond shall be deposited into the Series 2022 Bond Proceeds Fund to be used in the manner provided and in accordance with the Bond Purchase Agreement to pay the Costs of the Project and applicable law.

#### **Section 6      Creation of Bond Fund**

There is hereby established a trust fund to be designated the “Bond Fund, Town of Warrenton, Virginia, General Obligation Bond, Series 2022”, in which Bond Fund there are hereby established two accounts, an Interest Account and a Principal Account. As and when received, monies shall be deposited into the appropriate account of the Bond Fund, and payments from the Bond Fund shall be made as follows:

- a. to the Interest Account in the Bond Fund, subject to credit, if any, for proceeds of the Bond deposited therein, on April 1 and October 1, beginning April 1 2023, through and including the Maturity Date, an amount equal to the amount of interest that will become due on the Bond on the Interest Payment Date or Maturity Date; and
- b. to the Principal Account in the Bond Fund on each October 1 beginning October 1, 2023 through and including the Maturity Date, an amount equal to the principal that is required to be deposited into the Principal Account in order to pay the principal due on the Bond on such payment date, and on the Maturity Date.

#### **Section 7      Accounts Within Funds**

Any fund or account created by this Resolution may contain such accounts or subaccounts as may be necessary for the orderly administration thereof.

#### **Section 8      Investment of Funds**

- a. The Town shall separately invest and reinvest any monies held in the funds established by this Resolution in investments which would mature in amounts and at times so that the principal of, premium, if any, and interest on, the Bond can be paid when due at maturity thereof.
- b. Permissible investments include investments in securities that are legal investments under Chapter 45 of Title 2.2 of the Code of Virginia of 1950, as amended (Section 2.2-4500 et seq.) and which are otherwise in compliance with Section 15.2-2619 of the Act.

## **Section 9      Defeasance**

The obligations of the Town under this Resolution and covenants of the Town provided for herein shall be fully discharged and satisfied as to the Bond and the Bond shall no longer be deemed to be Outstanding thereunder when the Bond shall have been purchased by the Town and cancelled or destroyed, when the payment of principal of the Bond, plus interest on the principal to the due date thereof either (a) shall have been made or (b) shall have been provided for by irrevocably depositing with the Paying Agent for the Bond, money sufficient to make such payment, or direct and general obligations of, or obligations the principal of, and interest on, which are guaranteed by, the United States of America, maturing in such amounts and at such times as will insure the availability of sufficient monies to make such payment.

## **Section 10    General Obligation**

The Bond is a general obligation of the Town for the payment for which the Town's full faith and credit are irrevocably pledged. The Council, in accordance with Section 15.2-2624 of the Act, is hereafter authorized and required to levy and collect annually, at the same time and in the same manner as other taxes of the Town are assessed, levied and collected, a tax upon all taxable property within the Town, over and above all other taxes, authorized or limited by law and without limitation as to rate or amount, sufficient to pay when due the principal of and premium, if any and interest on the Bond, to the extent other funds of the Town are not lawfully available and appropriated for such purpose.

## **Section 11    Event of Default**

Each of the following shall constitute an event of default hereunder:

- a. Failure to pay the principal of the Bond when due;
- b. Failure to pay interest on the Bond when due;
- c. Failure of the Town to perform any other covenant or agreement contained in this Resolution, which failure shall have continued for 60 days after the notice thereof from the Holders of not less than twenty percent (20%) of the Bond Outstanding; provided, however, that if any such failure shall be such that it cannot be cured or corrected within a 60-day period but is, in fact, susceptible of cure or correction, it shall not constitute an Event of Default if curative or corrective action is instituted within said period and diligently pursued until the failure of performance is cured or corrected;
- d. The instituting of any proceeding with the consent of the Town for the purpose of effecting composition between the Town and its creditors or for the purpose of adjusting the claims of creditors pursuant to any federal or state statute; or
- e. If the Town for any reason shall be rendered incapable of fulfilling its obligations under this Resolution.

Upon the occurrence of an Event of Default, the Holders of not less than twenty-five percent (25%) in principal amount of the Bond then Outstanding may declare the principal of all of the Outstanding Bond and all accrued and unpaid interest thereon to be due and payable immediately. This provision is subject to the condition that if, at any time after such declaration and before any such further action has been taken, all arrears of interest on, and principal of, the Bond shall have been paid and all other Events of Default, if any, which shall have occurred have been remedied, then the Holders of such majority in principal amount of the Outstanding Bond may waive such default and annul such declaration.

If an Event of Default shall have occurred and be continuing, then the Holders of not less than twenty-five percent (25%) in principal amount of the Bond then Outstanding may call a meeting of the Holders of the Bond for the purpose of selecting a Bondholders' committee (**the "Bondholders Committee"**). At such meeting the Holders of not less than a majority in principal amount of the Outstanding Bond must be present in person or by proxy in order to constitute a quorum for the transaction of business. A quorum being present at such meeting, the Bondholders present may, by a majority of the votes cast, elect one or more persons who may or may not be Bondholders to the Bondholders' Committee. The Bondholders' Committee is empowered to exercise, as trustee for the Bondholders, all the rights and powers conferred on the Bondholders in the Resolution.

In case an Event of Default shall occur, subject to the provisions referred to in the preceding paragraph, the Holders of the Outstanding Bond shall have the right to protect the rights vested in such Holder by the Resolution by such appropriate judicial proceeding as such Holder shall determine either by suit in equity or by action at law.

## **Section 12     Enforcement by Bondholder**

The Holder of the Bond may by mandamus or other appropriate proceeding at law or in equity in any court of competent jurisdiction, enforce and compel performance of this Resolution and every provision and covenant thereof, including without limiting the generality of the foregoing, the enforcement of the performance of all obligations and duties and requirements to be done or performed by the Town by the Resolution or by the applicable laws of the Commonwealth.

## **Section 13     Modification of Bond Resolution**

The Town may without the consent of any Bondholder make any modification or amendment of this Resolution required to cure any ambiguity or error herein contained or to make any amendments hereto or to grant to the Bondholders additional rights.

The Holders of not less than sixty-six and two-thirds percent (66-2/3%) in principal amount of the Outstanding Bond shall have the power to authorize any modifications to this Resolution affecting the Outstanding Bond proposed by the Town other than as permitted above;

provided that without the consent of the Holder of the Bond affected thereby, no modifications shall be made which will (a) extend the time of payment of principal of, or interest on, the Bond or reduce the principal amount thereof or the rate of interest thereon or any alteration of prepayment provisions; (b) give to the Bond any preference over any other note or bond secured equally and ratably therewith; (c) deprive the Bondholders of the security afforded by this Resolution, or (d) reduce the percentage in principal amount of the Bond required to authorize any modification to the Resolution.

#### **Section 14     Application of Proceeds; Sale of Bond**

Proceeds derived from the sale of the Bond together with other monies available therefor shall be used to pay the costs of issuance and other expenses of the Town relating to the issuance of the Bond and thereafter any remaining funds to be deposited in the Proceeds Fund shall be used for the purposes specified in Section 2 of this Resolution and otherwise used in accordance with the provisions of this Resolution or an opinion of Bond Counsel. Interest accruing on the principal of the Proceeds Fund and any profit realized from it may be transferred to the Bond Fund to be applied to the payment of interest on the Bond during the acquisition, construction, improvement and equipping of the Project.

#### **Section 15     No Arbitrage Covenant and Covenants and Designations as to the Code**

The Town hereby covenants that it will not use or invest, or permit the use or investment of any proceeds of the Bond, in a manner that would cause the Bond to be subjected to treatment under Section 148 of the Code and the regulations adopted thereunder as an “arbitrage bond,” and to that end the Town shall comply with applicable regulations adopted under said Section 148 of the Code.

The Town covenants to comply with the Code provisions requiring that any issuance of “governmental bonds,” as defined therein, be subject to certain requirements as to rebate and timing and type of payments to be paid for from the proceeds of such notes or bonds, as well as other additional requirements. In order to assure compliance with such Code provisions, the Town has entered into a Compliance Certificate, to comply with such requirements and covenants therein that it will not breach the terms thereof.

The Council, on behalf of the Town, hereby designates the Bond as a “qualified tax-exempt obligation” as defined in Section 265(b)(3)(B) of the Code and certifies by this Resolution that it does not reasonably anticipate the issuance by it or its subordinate entities of more than \$10,000,000 in “qualified tax-exempt obligations” during the calendar year 2022 for or on its behalf and will not designate, or permit the designation by any of its subordinate entities of, any of its notes and bonds (or those of its subordinate entities) during the calendar year 2022 for or on its behalf which would cause the \$10,000,000 limitation of Section 265(b)(3)(D) of the Code to be violated.

The Council intends for the Bond to be treated as complying with the provisions of Section 148(f)(4)(D) of the Code, which provides an exception from the “rebate requirement,” since (i) the 2022 Bond (1) is issued by the Town which is a governmental unit with general taxing powers, (2) no bond which is a part of this issue is a private activity bond, (3) 95% or more of the net proceeds of this issue are to be used for local governmental activities entirely within the jurisdiction of the Town, and (4) the aggregate face amount of all tax-exempt notes and bonds (other than private activity bonds) issued by the Town during the calendar year 2022 (and notes and bonds issued by any subordinate entity of the Town) is not reasonably expected to exceed \$5,000,000 except that, pursuant to the provisions of Section 148(f)(4)(D)(vii) of the Code, this amount of \$5,000,000 may increase by the lesser of \$10,000,000 or so much of the aggregate face amount of all tax-exempt bonds (other than private activity bonds) issued by the Town during the calendar year 2022 (and notes and bonds issued by any subordinate entity of the Town) attributable to financing the construction (within the meaning of Section 148(f)(4)(C)(iv) of the Code) of public school facilities.

The Town hereby declares, in accordance with U.S. Treasury Regulation Section 1.150-2, as amended from time to time, the Town’s intent to reimburse itself with the proceeds of the Bond for expenditures with respect to the Project made on and after the date which is no more than 60 days prior to the date of adoption of this Resolution. The Town reasonably expects on the date hereof that it will reimburse itself for the expenditures with the proceeds of the Bond. Each expenditure was and will be either (a) of a type properly chargeable to a capital account under general federal income tax principles (determined in each case as of the date of the expenditures), (b) a cost of issuance with respect to the Bond, (c) a nonrecurring item that is not customarily payable from current revenues, or (d) a grant to a party that is not related to or an agent of the Town so long as such grant does not impose any obligation or condition (directly or indirectly) to repay any amount to or for the benefit of the Town. The maximum principal amount of the Bond expected to be issued for the Project is \$5,400,000. The Town will make a reimbursement allocation, which is a written allocation by the Town that evidences the Town’s use of proceeds of the Bond to reimburse an expenditure, no later than 18 months after the later of the date on which the expenditure is paid or the Project is placed in service or abandoned, but in no event more than three years after the date on which the expenditure is paid. The Town recognize that exceptions are available for certain “preliminary expenditures,” costs of issuance, certain *de minimis* amounts, expenditures by “small issuers” (based on the year of issuance and not the year of expenditure) and expenditures for construction projects of at least 5 years.

## **Section 16     Further Actions Authorized**

The Mayor, the Town Recorder, the Town Manager and the Finance Director of the Town, and all other officers, employees and agents of the Town are hereby authorized and directed to take any and all such further action and to modify such documents and terms relating to the issuance of the Bond, including but not limited to the terms of payment, dates, redemption dates and terms as shall be deemed necessary, appropriate or desirable in order to effectuate delivery of, and payment for, the Bond all in accordance with the Resolution. The signature of

such officers on such documents or certificates shall be conclusive evidence of such determination.

Furthermore, terms and provisions of the Bond may be subsequently modified by a resolution of the Council as may be deemed necessary, appropriate or desirable without modifying this Resolution and without further public hearing.

**Section 17     Invalidity of Sections**

If any section, paragraph, clause or provision of this Resolution shall be held invalid or unenforceable for any reason, the invalidity or unenforceability of such section, paragraph, clause or provision shall not affect any of the remaining portions of this Resolution.

**Section 18     Headings of Sections, Table of Contents**

The headings of the sections of this Resolution and the Table of Contents appended hereto or to copies hereof shall be solely for convenience of reference and shall not affect the meaning, construction, interpretation or effect of such sections of this Resolution.

**Section 19     Effectiveness and Filing of Resolution**

This Resolution shall become effective upon its passage. A certified copy of this Resolution shall be filed with the Clerk of the Circuit Court of the County of Fauquier, Virginia in accordance with Section 15.2-2607 of the Act.

The Members of the Council voted as follows:

<u>Ayes</u>	<u>Nays</u>

<u>Absent</u>	<u>Abstentions</u>

Adopted this 12<sup>th</sup> day of September, 2022.

The undersigned Town Recorder of the Town Council of the Town of Warrenton, Virginia hereby certifies that the foregoing constitutes a true and correct extract from the minutes of a meeting of the Council held on September 12, 2022, and of the whole thereof so far as applicable to the matters referred to in such extract. I hereby further certify that such meeting was a regularly called meeting and that, during the consideration of the foregoing resolution, a quorum was present and action was taken in an open meeting.

Dated this \_\_\_\_\_ day of September, 2022.

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Town Recorder, Town Council of the  
Town of Warrenton, Virginia

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## Agenda Memorandum

September 13, 2022

<b>Staff Lead:</b>	Stephanie Miller, Finance Director
<b>Topic:</b>	A Resolution to Amend the Fiscal Year 2023 Adopted Budget to Appropriate Coronavirus State and Local Fiscal Recovery Funds in the Amount of \$6,270,000
<b>Description:</b>	<p>The American Rescue Plan Act of 2021 (ARPA) was signed into law on March 11, 2021 and established the Coronavirus State and Local Fiscal Recovery Fund (CSLFRF). The intent of ARPA is to address the consequences of the pandemic and to assist communities moving forward. The CSLFRF provides funds for governments to meet these types of local needs.</p> <p>The Town received a total allocation of \$10,403,180. In September 2021 and March 2022, the Town Council conducted work sessions to review the eligible use categories and begin work on a spending plan.</p>
<b>Financial Impact:</b>	The attached resolution summarizes prior appropriations of CSLFRF funding and amends the Fiscal Year 2023 Adopted Budget to appropriate \$6,270,000 to fund Water and Sewer projects, park land acquisition, and ADA improvements necessary for Town polling locations. There is no required match of local funds.
<b>Recommended Action:</b>	After conducting the public hearing, staff recommends that Council move to adopt a resolution to amend the fiscal year 2023 adopted budget to appropriate Coronavirus State and Local Fiscal Recovery Funds in the amount of \$6,270,000 in support of Water and Sewer projects, park land acquisition, and ADA improvements necessary for Town polling locations.

### Attachments:

1. Resolution
2. Exhibits A-C

## RESOLUTION

### **A RESOLUTION TO AMEND THE FISCAL YEAR 2023 ADOPTED BUDGET TO APPROPRIATE FEDERAL CORONAVIRUS STATE AND LOCAL FISCAL RECOVERY FUNDS IN THE AMOUNT OF \$6,270,000**

WHEREAS, the U.S. Congress passed and the President signed the *American Rescue Plan (ARP) Act of 2021* which established the Coronavirus State and Local Fiscal Recovery Fund (CSLFRF); and

WHEREAS, the United States Treasury distributed funding under the CSLFRF to the Commonwealth of Virginia and mandated that Non-Entitlement Unit funds be distributed according to a formula based on population; and

WHEREAS, the Town of Warrenton is considered a Non-Entitlement Unit and has received a total allocation of \$10,403,180 according to the prescribed formula, which has been distributed in two equal tranches of \$5,201,590 approximately 12 months apart with the second tranche received July 21, 2022; and

WHEREAS, staff has reviewed the United States Treasury guidance and provided information to Town Council during a work session on March 8, 2022 regarding projects that are eligible for the CSLFRF funding; and

WHEREAS, qualifying expenditures in the amount of \$2,111,144 as detailed in the attached Exhibit A were appropriated in the Fiscal Year 2023 Adopted Budget on June 16, 2022; and

WHEREAS, staff has determined that the \$4,500,000 previously committed for Water and Sewer projects may be classified under the Revenue Replacement category, thereby expanding the number of qualifying projects under CSLFRF; and

WHEREAS, advancing the use of the funding for Water and Sewer projects will ensure the funds are spent by the deadlines provided for in the ARP; and

WHEREAS, Council desires to appropriate \$1,620,000 for parks land acquisition; and

WHEREAS, as a result of the recent compliance review of Town facilities to be used as polling locations for the November 2022 elections, certain necessary improvements in the amount of \$150,000 to comply with the Americans with Disabilities Act have been identified; and

WHEREAS, the Town Council reviewed and committed funding for other projects as detailed in the attached Exhibit C in the amount of \$660,907 during the March 8, 2022 work session; now therefore be it

RESOLVED by the Town Council of the Town of Warrenton, Virginia on this 13th day of September 2022, that \$4,500,000 in CSLFRF funds are hereby appropriated to fund Water and Sewer projects identified in the Town's five-year Capital Improvement Plan, \$1,620,000 in CSLFRF funds are appropriated to fund parks land acquisition, and \$150,000 in CSLFRF funds are appropriated to fund ADA compliance for new polling locations.

---

Town Clerk

EXHIBIT A - Appropriated in FY23 Budget		
Project	Estimated Cost	Description
Financial Coordinator Salary and Benefits	\$101,093	1 year in budget, remaining time committed
Deputy Director Salary and Benefits	\$154,397	Covers 1 year period - salary and benefits
Junior Engineer	\$131,947	Covers 1 year period - salary and benefits
Project Coordinator	\$119,408	Covers 1 year period - salary and benefits
Compensation Study	\$50,000	Classification and compensation study
Professional Services	\$35,000	Economic Development
Other Non-Personnel Items	\$7,350	Economic Development
Fitness Class Live Streaming	\$5,000	IT
Fuel System	\$50,000	IT
Sidewalk Construction (T-23-002)	\$18,280	Unfunded CIP – FY23 cost only
Pedestrian Crossing - Blackwell & Moorhead (T-23-004)	\$96,238	Unfunded CIP – FY23 cost only
Pedestrian Crossing Improvements (T-23-007)	\$25,000	Unfunded CIP – FY23 cost only
Waterloo Speed/Safety Improvements	\$70,200	Unfunded CIP – FY23 cost only
Leaf Machine (G-23-004)	\$85,000	
Salt Spreaders (G-23-005)	\$68,000	
HVAC Replacement (G-23-006)	\$55,000	FY23 cost only
Police Vehicles (P-23-001)	\$98,282	FY23 cost only
Fitness and Studio Floor Replacement	\$80,000	
Fitness Equipment Replacement	\$25,000	
Traffic Light Updates (T-23-008)	\$28,800	FY23 cost only
Timber Fence Trailway	\$50,889	
Refuse Trucks	\$626,308	Two new refuse trucks
ADA Improvements (R-23-001)	\$150,000	Remaining project balance of \$450,000 committed
<b>\$2,111,144 Total Appropriated in FY23 Budget</b>		

EXHIBIT B - Appropriated September 13, 2022		
Project	Estimated Cost	Description
Water and Sewer Projects	\$4,500,000	Per Davenport analysis of sewer rate study
Parks and Recreation	\$1,620,000	Land acquisition
Polling Place ADA Compliance	\$150,000	ADA Compliance for new polling locations
<b>\$6,270,000 Total Appropriated September 13, 2022</b>		

EXHIBIT C - Commitments		
Project	Estimated Cost	Description
ADA Improvements (R-23-001)	\$450,000	ADA commitment (R-23-001) in out years
Financial Coordinator Salary	\$210,907	Remaining commitment in out years
<b>\$660,907 Total Committed</b>		

**\$9,042,052 Total Committed and Appropriated**  
**\$10,403,180 Total ARPA Funds Received**  
**\$1,361,128 Remaining Unappropriated ARPA Funds**

EXHIBIT A - Appropriated in FY23 Budget		
Project	Estimated Cost	Description
Financial Coordinator Salary and Benefits	\$101,093	1 year in budget, remaining time committed
Deputy Director Salary and Benefits	\$154,397	Covers 1 year period - salary and benefits
Junior Engineer	\$131,947	Covers 1 year period - salary and benefits
Project Coordinator	\$119,408	Covers 1 year period - salary and benefits
Compensation Study	\$50,000	Classification and compensation study
Professional Services	\$35,000	Economic Development
Other Non-Personnel Items	\$7,350	Economic Development
Fitness Class Live Streaming	\$5,000	IT
Fuel System	\$50,000	IT
Sidewalk Construction (T-23-002)	\$18,260	Unfunded CIP – FY23 cost only
Pedestrian Crossing - Blackwell & Moorhead (T-23-004)	\$96,236	Unfunded CIP – FY23 cost only
Pedestrian Crossing Improvements (T-23-007)	\$25,000	Unfunded CIP – FY23 cost only
Waterloo Speed/Safety Improvements	\$70,200	Unfunded CIP – FY23 cost only
Leaf Machine (G-23-004)	\$85,000	
Salt Spreaders (G-23-005)	\$68,000	
HVAC Replacement (G-23-006)	\$55,000	FY23 cost only
Police Vehicles (P-23-001)	\$98,262	FY23 cost only
Fitness and Studio Floor Replacement	\$60,000	
Fitness Equipment Replacement	\$25,000	
Traffic Light Updates (T-23-008)	\$28,800	FY23 cost only
Timber Fence Trailway	\$50,889	
Refuse Trucks	\$626,306	Two new refuse trucks
ADA Improvements (R-23-001)	\$150,000	Remaining project balance of \$450,000 committed
<b>\$2,111,144</b>	<b>Total Appropriated in FY23 Budget</b>	

EXHIBIT B - Appropriated September 13, 2022		
Project	Estimated Cost	Description
Water and Sewer Projects	\$4,500,000	Per Davenport analysis of sewer rate study
Parks and Recreation	\$1,620,000	Land Acquisition
<b>\$6,120,000</b>	<b>Total Appropriated September 13, 2022</b>	

EXHIBIT C - Commitments		
Project	Estimated Cost	Description
ADA Improvements (R-23-001)	\$450,000	ADA commitment (R-23-001) in out years
Financial Coordinator Salary	\$210,907	Remaining commitment in out years
<b>\$660,907</b>	<b>Total Committed</b>	

**\$8,892,052** Total Committed and Appropriated  
**\$10,403,180** Total ARPA Funds Received  
**\$1,511,128** Remaining Unappropriated ARPA Funds



## Agenda Memorandum

September 13, 2022

<b>Staff Lead:</b>	Rob Walton
<b>Topic:</b>	A Zoning Ordinance Text Amendment (ZOTA 2022-2) to Article 3 as it Relates to Property Maintenance Within the Historic District
<b>Description:</b>	Revisions to Sections 3-5.3.4.10 Hazardous Buildings or Structures and 3-5.3.4.11 Demolition by Neglect to provide specific examples when property maintenance enforcement can be required.
<b>Financial Impact:</b>	
<b>Recommended Action:</b>	Hold the public hearing.

### Attachments:

1. Staff Report
2. Proposed revisions to Article 3
3. Ordinance



## TOWN OF WARRENTON

Department of Community Development

PO BOX 341  
WARRENTON, VIRGINIA 20188  
<http://www.warrentonva.gov>  
TELEPHONE (540) 347-1101  
FAX (540) 349-2414

### MEMORANDUM

**TO:** Mayor Nevill and Members of Town Council

**FROM:** Rob Walton, Director of Community Development

**DATE:** September 13, 2022

**SUBJECT:** Article 3 - Property Maintenance Update  
ZOTA 2022-2

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#### **Background**

This Zoning Ordinance text amendment (ZOTA 2022-2) was initiated by Town Council during its April 12, 2022 Regular Meeting. The purpose of this amendment to Article 3 of the Zoning Ordinance is to clarify language related to property maintenance within the Historic District. Town Council approved a text amendment to the Town Code related to property maintenance on June 14, 2022. The changes to the Town Code related to property maintenance town wide and helped update references to outdated State regulations and codes.

#### **Proposal**

This Zoning Ordinance text amendment proposes changes to Article 3 within the Historic District. A summary of the changes are as follows:

- Section 3-5.3.4.10 Hazardous Buildings or Structures – The proposed changes relate to when a Certificate of Appropriateness is not required prior to the razing or demolition of a building. The Zoning Administrator is given the authority to determine if a life safety issue necessitates the need to demolish a structure or if there is the ability to stabilize the structure.
- Section 3-5.3.4.11 Demolition By Neglect – The proposed text gives specific examples of what can be considered “Demolition By Neglect”. This text also provides a procedure when the Zoning Administrator determines a case for neglect exists as well as enforcement procedures for the inability to abate the violation.

### **Overview of Text Amendment**

These proposed changes will help staff with the enforcement of property maintenance issues within the Historic District. Staff continues to strive to work with property owners as compliance is always the preferred goal. Unfortunately, there are instances when property owners choose not to maintain their property and enforcement becomes a necessity.

### **Process**

This text amendment was initiated by Town Council on April 12, 2022. The Planning Commission held a work session on July 26, 2022 followed by a public hearing on August 16, 2022 where one individual spoke in favor of the text amendment. The Commission unanimously recommended approval of the text amendment by a 6-0 vote.

### **Suggested Motions**

1. I move that the Town Council approve ZOTA 2022-2 as drafted.

OR

2. I move that the Town Council approve ZOTA 2022-2 with suggested revisions:
  - a. \_\_\_\_\_
  - b. \_\_\_\_\_

OR

3. I move that the Town Council defer action until the next scheduled Regular Meeting to address concerns.

OR

4. I move that the Town Council deny ZOTA 2022-2.

OR

5. I move an alternate motion.

## Article 3    Zoning Districts and Map

Amended by Town Council:    March 11, 2008  
    February 12, 2013  
    April 12, 2016  
    June 14, 2016  
    August 9, 2016  
    December 11, 2018  
    August 11, 2020  
    August 10, 2021  
    **September 13, 2022**

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  - 3-1.1    Base Districts
  - 3-1.2    Overlay Districts
- 3-2    Zoning Map**
- 3-3    Zoning District Boundaries**
- 3-4    Requirements for Base Zoning Districts**
  - 3-4.1    R-15 Residential District
  - 3-4.2    R-10 Residential District
  - 3-4.3    R-6 Residential District
  - 3-4.4    RT Residential Townhouse District
  - 3-4.5    RMF Residential Multifamily District
  - 3-4.6    R-40 Residential District
  - 3-4.7    R-E Residential District
  - 3-4.8    RO Residential Office District
  - 3-4.9    PSP Public-Semi-Public Institutional District
  - 3-4.10    C Commercial District
  - 3-4.11    CBD Central Business District
  - 3-4.12    I Industrial District
- 3-5    Requirements for Overlay Zoning Districts**
  - 3-5.1    FPD - Floodplain District
  - 3-5.2    PUD - Planned Unit Development District
  - 3-5.3    HD - Historic District

## **Article 3     Zoning Districts and Map**

### **3-5.3    HD - Historic District**

#### **3-5.3.1 Legislative Intent**

Districts may hereafter be created which are designated as Historic Districts (HD). They shall include historic areas as defined in the 1950 Code of Virginia § 15.2-2201. See also Code of Virginia § 15.2-2280-2283 and § 15.2-2306. districts may be created by amendment of the Zoning Ordinance and shall be overlay districts, as defined herein.

Pursuant to the purposes and provisions of the 1950 Code of Virginia § 15.2-2306 and for the purposes of implementing the Comprehensive Plan, promoting the general welfare, education, and recreational pleasure of the public, through the perpetuation of those areas or individual structures and premises which have been or may be officially designated by the Town Council as having historic or architectural significance, historic districts are created. Regulations within such districts are intended to protect against deterioration, destruction of, or encroachment upon, such areas, structures, and premises; to encourage uses which will lead to their continuance, conservation, and improvement in an appropriate manner; and to assure that new structures and uses within such districts will be in keeping with the character to be preserved and enhanced.

It is further the intent of this article that the Town Council along with the Planning Commission shall seek and obtain the advice and assistance of the Architectural Review Board, created herein, as well as other organizations or individuals qualified by interest, training, and experience in achieving the objectives set forth.

#### **3-5.3.2 Creation and Composition of Architectural Review Board**

**3-5.3.2.1 Creation.** For the general purposes of administering this article and specifically to preserve and protect historic places and areas in the Town through the control of demolition of such places and through the regulation of architectural design and uses of structures in such areas, there is hereby created a board to be known as the "Architectural Review Board" (ARB) to be composed of five (5) voting members. The members of said Architectural Review Board shall be appointed by the Town Council.

**3-5.3.2.2 Membership.** The Membership shall consist of five (5) members, a majority of which shall be residents of the Town, and all of who have

reasonable knowledge and have demonstrated an interest in historic or architectural development within the Town.

**3-5.3.2.3 Terms.** Members shall be appointed for a term of four (4) years. Initial appointments shall be three (3) members for four (4) years, and remaining members for two (2) years.

**3-5.3.2.4 Organization.** The ARB shall elect from its own membership a chairman and vice-chairman who shall serve annual terms and may succeed themselves. The Planning Director or his designee shall serve as Secretary to the ARB.

**3-5.3.2.5 Rules.** The ARB shall meet in regular session at least once a month, whenever an application has been filed for their consideration. Special Meetings of the ARB may be called by the Chairman or a majority of the members after twenty-four (24) hours written notice to each member served personally or left at his usual place of business or residence. Such notice shall state the time and place of a meeting and the purpose thereof.

Written notice of a special meeting is not required if the time of the special meeting has been fixed at a regular meeting, or if all members are present at a special meeting or file a written waiver of notice. For the conduct of any hearing and the taking of any action, a quorum shall be not less than a majority of all voting members of the ARB. The ARB may make, alter, or rescind rules and forms for its procedures, consistent with the ordinances of the Town and the general laws of the State of Virginia.

The ARB shall establish procedures for all matters coming before it for review and all meetings shall be open to the public. Adequate notice shall be given to applicants, but meetings need not be advertised in advance except in the case of a proposal to demolish or move a designated landmark or contributing structure. Notice when required shall be the publication of the agenda in a newspaper of general circulation in the county seven (7) days prior to the meeting.

**3-5.3.2.6 Powers and Duties.** The Architectural Review Board shall have the power and authority for issuing or denying Certificates of Appropriateness for construction, reconstruction, substantial exterior alteration, razing, relocation, and signs within the historic district, with right of direct appeal of an adverse decision to the Town Council as provided in Article 11.

In addition to the aforementioned duties and powers, the Board shall have the following duties and powers:

1. To assist and advise the Town Council, the Planning Commission, and other Town departments, agencies, and property owners in matters involving historically significant sites and buildings, such as appropriate land usage, parking facilities, and signs.
2. To advise owners of historic landmarks or contributing structures on problems of preservation.
3. To propose additional historic districts.
4. To conduct studies deemed necessary by the Town Council or Planning Commission concerning additional districts, and means of preservation and utilization of historic assets in the Town.
5. To formulate recommendations to the Town Council concerning the establishment of an appropriate system of markers for selected historic sites and buildings, including proposals for the installation and care of such historic markers.
6. To cooperate with and enlist assistance from the Virginia Department of Historic Resources, the National Trust for Historic Preservation, and other interested parties both public and private in its efforts to preserve, restore, and conserve historic landmarks, buildings, sites, or areas within the Town.

### **3-5.3.3 Applicability; Historic District Boundaries Generally**

#### **3-5.3.3.1 Character.**

The Historic District boundaries shall in general be drawn so as to include lands closely related to and bearing upon the character of the historic site or sites, thus providing an area needed to control potentially adverse influences. Said boundary shall include land on both sides of a street or streets where desirable to accomplish the preservation objective. The concept of the historic district shall include groupings of structures which have significance relative to their patterns of development and/or interrelationships among such structures, while some of the structures might not possess significant merit when considered alone.

#### **3-5.3.3.2 Inventory of Landmarks and Contributing Properties Established.**

The ARB shall prepare and recommend for adoption as a part of this Ordinance an inventory map based upon the criteria set forth in this

Ordinance. This map, hereinafter called the Inventory Map, when adopted by the Town Council shall be as much a part of this Ordinance as if fully described herein and shall be filed as a part of this Ordinance by the Zoning Administrator. All structures or sites designated on the Inventory Map as landmark structures or sites shall be considered as landmarks or landmark structures for the purposes of this Ordinance. Structures or sites designated as properties which contribute to the historic character of the Town but which do not contain landmark structures or sites shall be known as contributing properties for the purpose of this Ordinance. Structures or sites not designated as landmark or contributing properties shall be known as noncontributing properties. The Inventory Map may be amended from time to time in the same manner as the zoning map.

#### **3-5.3.3.3 Establishment of and Amendments to Historic District Boundaries and Regulations.**

Historic District boundaries, regulations and amendments thereto may be initiated (i) by resolution of the Town Council, (ii) by motion of the Planning Commission, or (iii) by petition of the owner, contract purchaser with the owner's written consent, or the owner's agent therefore, of the property which is the subject of the proposed Inventory Map amendment, addressed to the governing body or the local planning commission, in accord with Section 11-3.10 of this Ordinance. Any such resolution or motion by the Town Council or Planning Commission proposing the rezoning shall state the public purposes therefore.

The ARB shall prepare and submit a report with an evaluation of the proposed amendment. Such report should establish and define the historic district boundaries as defined upon an appropriate overlay map, as well as the historic and/or architectural significance of the buildings, structures, or sites to be protected; report on any special characteristics, qualities and/or fabric to be preserved; and describe current planning, present trends, conditions, and desirable public objectives for preservation.

#### **3-5.3.3.4 Criteria.**

Criteria for evaluating the merits of a given structure or space shall be based on architectural features as well as historic factors. Certain buildings or areas, although not associated with a historic personage or event, may be valuable examples of the Town's physical and cultural

heritage. Structures of local significance shall be evaluated as well as those of State and National significance, and any structures individually listed upon the National Register of Historic Places or the Virginia Landmarks Register shall be designated upon the Town Register. In addition, such evaluation shall be based on the following matters, as well as the Town's Historic District Design Guidelines.

#### 1. Architectural and Landscape Style

The evaluation shall respect the qualities of each architectural and landscape style and shall judge a structure's merit on how well it exemplifies the distinguishing characteristics of said style. Consideration will be given to:

1. Significance of architectural design.
2. Scale and/or interrelationships of structures and/or environmental features.
3. Significant patterns of development.
4. Quality of Workmanship.
5. Amount of surviving original fabric.
6. Original location and/or use.
7. Remaining outbuildings or dependencies.
8. Surrounding environment, including gardens, landscaping, and walks.
9. Aesthetic quality.
10. Original integrity of the structure and its details.

#### 2. Historical and/or Cultural Significance

Structures or spaces relating to one or more of the following criteria will be considered historically or culturally valuable:

1. Association with historic personage.
2. Association with historic event.
3. Work of leading architect or master craftsman.
4. Site or structure of cultural significance.

In addition, sole or infrequent surviving building types and structures not historic in themselves but adding to the character of a historic district need to be looked at as potentially deserving preservation. The location of such resources within the Historic District and the resource's relative importance to the District as a whole, shall be considered.

**3-5.3.3.5 Additional Required Information.** In addition to historical and architectural information, the aforementioned report of the ARB required by paragraph 3-5.3.3.2 for amendments to the Ordinance shall include:

1. A description of existing structures, premises, and uses likely to have an adverse effect on the desired character of the district, including those near and visually related to the district, with maps, photographs, and other data indicating the reasons for such an effect.
2. An analysis of lands not occupied by structures, including lands near and visually related to the district. For public lands, ownership, use, and location shall be indicated. For private lands, assessed valuation shall be added as well as existing zoning and planned land use.
3. Recommendations concerning detailed regulations to be applied within the district, to supplement or modify general regulations set forth herein, which may include principal and accessory uses and structures, minimum lot and yard requirements, maximum lot coverage by all buildings, maximum height of structures, off-street parking and loading requirements, control of signs and exterior illumination, and control of integral facade changes to existing buildings where said controls and regulations are only for the express purpose of preventing changes which are architecturally incompatible with the buildings, structures, or sites to be preserved.

**3-5.3.3.6 Action by the Town Council.** The creation of a historic district by the Town Council shall include a declaration that the landmarks, buildings, structures, or sites to be preserved are in fact of historical and/or architectural significance requiring protection against destruction or encroachment; that the designation of individual structures and premises is in substantial public interest; and that such recommendations as approved by the Town Council supplementing or modifying general regulations are to be applied to the district created.

#### **3-5.3.4 District Regulations**

Within the Historic District the following regulations shall apply:

**3-5.3.4.1 Certain Minor Actions Exempted From Review By The Architectural Review Board.** Certain minor actions which are deemed not to have

permanent effects upon the character of the historic district are exempted from review for architectural compatibility by the Architectural Review Board. Such actions shall include the following and any similar actions which in the written opinion of the Zoning Administrator will have no more effect on the character of the district than those listed:

1. Repainting resulting in the same or in a different color. (Original painting of masonry surfaces is not exempted from review.)
2. Replacement of missing or broken window panes, roofing slates, tiles, or shingles and except on landmark structures outside doors, window frames, or shutters where no substantial change in design or material is proposed.
3. Addition or deletion of storm doors or storm windows and window gardens, or similar appurtenances.
4. Addition or deletion of television and radio antennas, or skylights and solar collectors in locations not visible from a public street.
5. Landscaping involving planting of grass, trees or shrubs, minor grading, walks, low retaining walls, temporary fencing, small fountains, ponds, and the like which will not substantially affect the character of the property and its surroundings.
6. Minor additions or deletions to the structure or accessory structures which will not substantially change the architectural character of the structure or which are generally hidden from public view.
7. Construction of accessory buildings and structures on properties which are not designated as landmark or contributing properties and which are generally in keeping with the character of the existing structure and its surroundings.
8. Construction of off-street loading areas and off-street parking areas containing five (5) spaces or less in a commercial or Central Business District.
9. Creation of outside storage in a commercial or Central Business District which does not require structural changes or major grading.
10. Routine utility repairs and minor improvements which will not be clearly visible from the public right-of-way.
11. Any changes within a structure which are not visible from a public street.

Provided however that the Zoning Administrator shall have authority to order that work be stopped and that an appropriate application be filed for review by the Architectural Review Board in any case where in his opinion the action may have an adverse effect on the Historic District or may produce arresting and spectacular effects, violent contrasts of materials or colors and intense and lurid colors or patterns, or details clearly inconsistent with the character of the present structures or with the prevailing character of the surroundings and the historic district.

**3-5.3.4.2 Certificate of Appropriateness Required for New Construction, Reconstruction, and Substantial Exterior Alteration.**

Except as herein provided no building or structure, including signs, shall be refaced, erected, reconstructed, restored, or substantially altered in exterior appearance within a historic district and no permit authorizing same shall be granted unless and until the same is approved by the Architectural Review Board and a Certificate of Appropriateness has been issued by that body, with right of direct appeal to the Town Council as hereinafter provided, as being architecturally compatible with the historical, cultural, and/or architectural aspects of the structure and its surroundings.

"Substantial alterations" shall be defined as any and all work done on buildings, structures, or sites in a historic district other than those specifically exempted herein and other than the general examples of "nonsubstantial" alterations cited herein. Examples of work constituting "substantial alterations" include:

1. Construction of a new building at any location or a new accessory building on a landmark or contributing property or on a site within the Historic District adjacent to a designated landmark site.
2. Any addition to or alteration of a structure which increases the square footage of the structure or otherwise alters substantially its size, height, contour, or outline.
3. Any change or alteration of the exterior architectural style of a contributing or landmark structure, including removal or rebuilding of porches, openings, dormers, window sash, chimneys, columns, structural elements, stairways, terraces, and the like.
4. Addition or removal of one (1) or more stories or alteration of a roof line.

5. Landscaping which involves major changes of grade or walls and fences more than three-and-one-half (3.5) feet in height.
6. All signs on all structures shall be reviewed in accordance with Article 6.
7. Any other major actions not specifically covered by the terms of this section but which would have a substantial effect on the character of the historic district.
8. Erection of awnings, canopies, and similar appurtenances shall be reviewed.
9. Placement of window air conditioners on the front of commercial buildings only shall be reviewed. Central air conditioning units on residential and commercial buildings shall be reviewed. Placement of exhaust fans shall be reviewed.

In any case in which there might be some question as to whether a project may be exempted from review, may constitute a minor action, or may constitute "substantial alteration," the Zoning Administrator shall be contacted for a written determination prior to commencement of work.

"Unsubstantial Alterations" shall include:

1. Work done to prevent deterioration or to replace parts of a structure with similar materials in order to correct any deterioration, decay of, or damage to any structure or on any part thereof, or
2. To restore same as nearly as practical to its condition prior to such deterioration, decay, or damage.
3. Those minor actions exempted from review by Section 3-5.3.4.1.

**3-5.3.4.3** Matters to be Considered in Reviewing the Appropriateness of the Construction, Reconstruction, or Exterior Alteration of Buildings or Structures by the Board. The Architectural Review Board shall consider only those elements that support the purpose of preventing construction, reconstruction, exterior alteration, repair, or restoration that is not compatible with the old and historic aspect of the surroundings.

The Architectural Review Board shall consider the following in reviewing the appropriateness of architectural features:

1. Exterior architectural features including all signs except for those exempted in Section 3-5.3.4.1

2. General design, scale, and arrangement.
3. Texture and material, of new construction.
4. The relation of features 1, 2, and 3 above, to similar features of buildings and structures in the immediate surroundings.
5. The extent to which the building or structure would be harmonious with or incompatible with the old and historic aspects of the surroundings. It is not the intent of this consideration to discourage contemporary architectural expression or to encourage the emulation of existing buildings or structures of historic or architectural interest in specific detail. Harmony or incompatibility should be evaluated in terms of the appropriateness of materials, scale, size, height, and placement of a new building or structure in relationship to existing buildings and structures and to the setting thereof, in accord with the Town's Historic District Design Guidelines.

**3-5.3.4.4** Matters Not to be Considered in Reviewing the Appropriateness of the Construction, Reconstruction, or Exterior Alteration of Buildings or Structures by the Board.

The Architectural Review Board shall not consider the following in reviewing the appropriateness of architectural features:

1. Interior arrangements of rooms, spaces, materials and structural elements, which are reviewed by the building official for compliance with the building code
2. Base Zoning Regulations, such as use, lot size, height, setback, parking requirements, density and landscaping, which are reviewed by the Zoning Administrator for compliance with the Zoning Ordinance.

**3-5.3.4.5** Demolition. No building or structure officially designated as a landmark or a contributing building or structure within the historic district on the Inventory Map which accompanies this Ordinance shall be demolished until a Certificate of Appropriateness is issued by the Architectural Review Board, with right of direct appeal from an adverse decision to the Town Council, as hereinafter provided. The Town Council may approve the demolition of a building or structure within the historic district which has not been designated either as a landmark or contributing structure on said inventory map.

**3-5.3.4.6 Moving or Relocation.** No building or structure officially designated as a landmark or contributing building or structure within the district on the inventory map which accompanies this Ordinance shall be moved or relocated unless the same is approved by the Architectural Review Board and a Certificate of Appropriateness issued with right of direct appeal of an adverse decision to the Town Council as herein provided. An appeal for final decision by the Town Council shall be automatic and mandatory in the case of approval of the moving or relocation of a building or structure so designated as a landmark. The Zoning Administrator may approve the moving or relocation of the building or structure within the historic district which has not been designated either as a landmark or contributing structure on said inventory map.

**3-5.3.4.7 Matters to be Considered in Determining the Appropriateness of Moving or Relocating a Landmark Building or Structure within a Historic District.**

1. Whether or not the proposed relocation would have a detrimental effect on the structural soundness of the landmark building or structure.
2. Whether or not the proposed relocation would have a detrimental effect on the historical aspects of other landmarks in the districts.
3. Whether the proposed relocation would provide new surroundings that would be harmonious with or incompatible with the historical and architectural aspects of the landmark, building, or contributing structure.
4. Whether or not the proposed relocation is the only feasible means of saving the structure from demolition or demolition by neglect.

**3-5.3.4.8 Matters to be Considered in Determining Whether or Not to Grant a Certificate of Appropriateness for Razing or Demolition.** The Architectural Review Board shall consider the following criteria in determining whether or not to grant a certificate of appropriateness for razing or demolition:

1. Whether or not the building or structure is of such architectural or historic interest that its removal would be to the detriment of the public interest.
2. Whether or not the building or structure is of such interest or significance that it would qualify as a National, State, or local historic landmark.

3. Whether or not the building is of such old and unusual or uncommon design, texture, and/or material that it could be reproduced only with great difficulty and/or expense.
4. Whether or not retention of the building or structure would help to preserve and protect a historic place or area of historic interest in the Town.

**3-5.3.4.9 Offer for Sale.** However, the owner of a historic landmark, as a matter of right shall be entitled to raze or demolish such landmark provided that:

1. ~~He has~~ They have applied to the Architectural Review Board for such right.
2. The owner has for the period of time set forth in the time schedule hereinafter contained at a price reasonably related to its fair market value as determined by independent appraisal, as hereinafter set forth, made a bona fide offer to sell such landmark, and the land pertaining thereto, to such person, firm, corporation, government, or agency, or political subdivision or agency thereof, which gives reasonable assurance that it is willing to preserve and restore the landmark, and the land pertaining thereto. A bona fide offer shall mean actions equivalent to a formal offer in writing and publicly advertised, from the seller to the public, specifying the price and terms of sale. The procedure for establishing the fair market value, unless the owner and the Architectural Review Board agree upon the said value, shall be that the owner and Architectural Review Board shall each retain one independent, qualified appraiser, and should the two appraisers not agree upon the said fair market value, those appraisers shall choose a third qualified appraiser. A median value shall be established by the three appraisers which shall be final and binding upon the owner and the Architectural Review Board.
3. No contract for the sale of any such historic landmark, and the land pertaining thereto, shall be binding or enforceable prior to the expiration of the applicable time period as set forth in the time schedule hereinafter contained. Any appeal which may be taken to the Town Council from the decision of the Architectural Review Board, and from the Town Council to the Circuit Court of Fauquier County, shall not affect the right of the owner to make bona fide offer to sell. Offers to sell as provided in this section shall be made within one (1) year of the date of application to the Architectural Review Board.

4. Notice. Before making a bona fide offer to sell, an owner shall first file a written statement with the Chairman of the Architectural Review Board. Such statement shall identify the property, state the offering price, the date the offer of sale is to begin, and name of the real estate agent, if any. No time period set forth in the time schedule hereinafter set forth shall begin to run until such statement has been filed.

The time schedule for offers to sell shall be as follows:

1. Three (3) months when the offering price is less than twenty-five thousand dollars (\$25,000);
2. Four (4) months when the offering price is twenty-five thousand dollars (\$25,000) or more but less than forty thousand dollars (\$40,000);
3. Five (5) months when the offering price is forty thousand dollars (\$40,000) or more but less than fifty-five thousand dollars (\$55,000);
4. Six (6) months when the offering price is fifty-five thousand dollars (\$55,000) or more but less than seventy-five thousand dollars (\$75,000);
5. Seven (7) months when the offering price is seventy-five thousand dollars (\$75,000) or more but less than ninety thousand dollars (\$90,000);
6. Twelve (12) months when the offering price is ninety thousand dollars (\$90,000) or more.

**3-5.3.4.10** Hazardous Buildings or Structures. Notwithstanding anything to the contrary contained in this Article, review and approval of a Certificate of Appropriateness by the Architectural Review Board is not required ~~Nothing in this Article shall prevent for~~ the razing or demolition of any building or structure, ~~or any portion thereof,~~ ~~without consideration of the Architectural Review Board~~ (i) that is determined by the Zoning Administrator to be of such an unsafe condition that it presents an imminent danger to life or property ~~which is in such an unsafe condition that it would endanger life or property~~, and (ii) where the Zoning Administrator determines that such razing or demolition is immediately necessary for the protection of life or property. If the Building Code or other applicable Town ordinance allows for any such unsafe condition to be abated by reasonable means and methods of stabilization and/or shoring,

including but not limited to the establishment of alternative load paths, then as an alternative to demolition the Zoning Administrator shall have the right to undertake such abatement at the owner's cost and expense. from such condition is provided for in the Building Code and/or other applicable Town ordinances. However, such razing or demolition shall not be commenced without written approval of the Zoning Administrator verifying the conditions necessitating such action.

**3-5.3.4.11** Demolition by Neglect. ~~No All officially designated~~ historic landmarks, buildings, or structures within any historic district shall be maintained in good condition and repair and shall not be allowed to deteriorate or fall into disrepair due to ~~neglect~~ any actions or inactions by the owner which would result in violation of this section. "Demolition by neglect" shall mean any or all of the following: shall include any one (1) or more of the following courses of action or inaction:

1. Deterioration, disrepair, or lack of maintenance of ~~the exterior of any portion of~~ a building or structure to the extent that it creates or permits a hazardous or unsafe condition.
2. Deterioration, disrepair, or lack of maintenance of foundations, exterior walls, or other vertical supports, horizontal members, roofs, chimneys, parapets, cornices, and or other exterior wall elements of a building or structure, including but not limited to, such as siding, wooden walls, brick, plaster, ~~or~~ mortar, pilasters, or columns to the extent that it adversely affects the character of the historic district or could reasonably lead to irreversible damage to the structure.
- ~~3. Action by any Town or State authority relative to the safety or physical condition of any building.~~
- ~~4. The deterioration of exterior chimneys~~
- ~~53. The ineffective waterproofing of exterior walls, roofs, and foundations, including but not limited to peeling paint, rotting wood, broken and cracked windows and doors, windows and doors that do not fully close, or other unsealed openings or penetrations.~~
- ~~6. The peeling of paint, rotting, holes or other forms of decay~~
- ~~74. The lack of maintenance~~ Deterioration, disrepair, or lack of maintenance of the surrounding environment including fences, gates, sidewalks, steps, signs, accessory structures, and

landscaping that contributes to the historic integrity of the building or structure.

~~8. The deterioration of any feature that so as to create or permit the creation of any hazardous or unsafe conditions.~~

In the event that the Zoning Administrator determines that any of the above conditions exist a structure in a historic district is being "demolished by neglect", he, they shall so notify the owner and the Chairman of the Architectural Review Board of this conclusion in writing, stating the specific instances of deterioration, disrepair, and/or lack of maintenance observed reasons therefore, and shall give the owner shall have the owner thirty (30) days from the date of the written notice in which to commence work rectifying the specifies provided in the notice to address the issues in the notice, or to initiate proceedings as provided in Section 3-5.3.4.2 or 3-5.3.4.9 above. If the owner commences action to address the issues in the notice within the 30-day period, the Zoning Administrator may extend the time for the owner to fully address the issues for such period that the Zoning Administrator deems reasonable for the owner to completely address the issues in the notice. If the owner does not commence appropriate action to address, or does not completely address, the issues in the notice is not taken in this within such period time, or does not completely address such issues within any extended period, the owner shall be in violation of this Ordinance and shall be guilty of committing a Class 2 misdemeanor for each and every day of such ongoing violation, which shall be punishable as provided by Va. Code § 15.2-2286(A)(5). Zoning Administrator will initiate appropriate legal action as provided herein.

**3-5.3.4.12** Signs, Exterior Illumination. Within the Historic District only those signs permitted in the underlying, base Zoning District shall be permitted. However, no sign otherwise permitted by the Zoning Ordinance shall be permitted if the Architectural Review Board finds such sign or exterior illumination to be architecturally incompatible with the historical and/or architectural character of the landmark or district as set forth in the adopted Historic District Guidelines.

**3-5.3.4.13** Exceptions. Where the strict interpretation of this article contradicts existing building, sanitary, or other codes, the Architectural Review Board shall make recommendations for reasonable relief after consultation with qualified technical authorities or with any appeal board now or hereafter established by code. In other cases of

conflict between this and other regulations, the stricter between the two shall apply.

### **3-5.3.5 Administration**

#### **3-5.3.5.1 Zoning Administrator.**

Except as authorized herein the Zoning Administrator shall not authorize a permit for any erection, reconstruction, addition, integral exterior facade change, demolition, or razing of a building or structure, or for a sign in the Historic District until the same has been approved by the Architectural Review Board as set forth in the following provisions.

#### **3-5.3.5.2 Receipt of Application.**

Upon receipt of an application by the Planning Director for each permit in the historic district, the Planning Director shall:

1. Forthwith forward to the Architectural Review Board a copy of the application, together with a copy of the site plan and the building plans and specifications filed by the applicant;
2. Maintain in his office a record of all such applications and of his handling and final disposition of the same; and
3. Require applicants to submit seven (7) copies of material required to permit compliance with the foregoing.

#### **3-5.3.5.3 Material to be Submitted for Review.**

By general rule, or by specific request in a particular case, the Architectural Review Board may require submission of any or all of the following in connection with the application: architectural plans, site plans, landscaping plans, construction methods, proposed signs with appropriate detail as to character, proposed exterior lighting arrangements, elevations of all portions of structure with important relationships to public view (with indications as to visual construction materials, design of doors and windows, colors, and relationships to adjoining structures), and such other exhibits and reports as are necessary for its determinations. Requests for approval of activities proposed in historic districts shall be accepted only from the record owner of the land involved in such proposal, or his agent.

For minor actions not required to be reviewed by the Architectural Review Board and which may be approved by the Zoning Administrator, an application shall be submitted on a form provided by the Town to determine if the proposed action is exempt from review by the Architectural Review Board. Should the proposed action not be capable of adequate description on the application form, the Zoning Administrator may require additional information, including photographs, sketches, and samples of materials or such other information as may be required for a decision.

#### **3-5.3.5.4 Other Approvals Required.**

In any case in which an applicant's proposal also requires the approval of the Board of Zoning Appeals, final action by the Board of Zoning Appeals shall precede final action by the Architectural Review Board. The Board of Zoning Appeals may, however, table a proposal in order to request the comments of the Architectural Review Board. Final action by the Architectural Review Board shall be taken prior to consideration of proposals requiring site plan approval.

#### **3-5.3.5.5 Action by the Architectural Review Board, Issuance of Certificates of Appropriateness.**

The Architectural Review Board shall render a decision upon any request or application for a Certificate of Appropriateness within sixty (60) days after the filing of such application; failure of the Architectural Review Board to render such a decision within said sixty (60) day period, unless such period be extended with the concurrence of the applicant, shall entitle the applicant to proceed as if the Architectural Review Board had granted the Certificate of Appropriateness applied for. Prior to denying the Certificate of Appropriateness, the Architectural Review Board, on the basis of the review of information received, shall, upon request, indicate to the applicant the changes in plans and specifications, if any, which in the opinion of the Board would protect and/or preserve the historical aspects of the landmark, building, structure, or district. If the applicant determines that he will make the suggested changes and does so in writing, the Architectural Review Board may issue the Certificate of Appropriateness.

#### **3-5.3.5.6 Expiration of Certificates of Appropriateness and Permits to Raze.**

Any Certificate of Appropriateness issued pursuant to this article and any permit to raze a building issued pursuant to this article shall expire of its own limitation twelve (12) months from the date of issuance if the work authorized thereby is not commenced by the end of such twelve-month period; and further, any such certificate and permit shall also expire and become null and void if such authorized work is suspended or abandoned for a period of twelve (12) months after being commenced. Any period or periods of time during which the right to use any such certificate or permit is stayed pursuant to this article shall be excluded from the computation of the twelve (12) months.

**3-5.3.5.7 Appeals of Architectural Review Board Decisions to Town Council.**

Applicants may appeal a decision by the ARB to the Town Council, in accord with the procedures set forth in Article 11 of this Ordinance and §15.2-2306 (A) (3) of the Code of Virginia.

**3-5.3.5.8 Appeals of Town Council Decisions to the Circuit Court.**

Applicants may appeal a decision by the Town Council to the Circuit Court, in accord with the procedures set forth in Article 11 of this Ordinance and §15.2-2306 (A) (3) of the Code of Virginia. Such appeals shall set forth the alleged illegality of the action of the Town Council and shall be filed within thirty days of the final decision rendered by the Town Council.

**3-5.3.6 Violations and Penalties**

Any violation of this Article and the penalties for all such violations shall be as set forth in the Zoning Ordinance, in accord with Article 11 of this Ordinance and §15.2-2306 (A) (3) of the Code of Virginia.

**AN ORDINANCE TO APPROVE A ZONING ORDINANCE TEXT AMENDMENT TO  
ARTICLE 3 TO AMEND THE PROPERTY MAINTENANCE PROVISIONS WITHIN THE  
HISTORIC DISTRICT**

WHEREAS, Town Council seeks to update the property maintenance regulations found in Sections 3-5.3.4.10 Hazardous Buildings or Structures and 3-5.3.4.11 Demolition By Neglect; and

WHEREAS, the revisions would help staff with enforcement of property maintenance issues within the Historic District; and

WHEREAS, the revisions to Section 3-5.3.4.10 Hazardous Buildings or Structures identify when a Certificate of Appropriateness is not required prior to razing or demolition of a building in instances where life safety issues are found; and

WHEREAS, the revisions to Section 3-5.3.4.11 Demolition By Neglect give specific examples of Demolition By Neglect and provides a procedure when the Zoning Administrator determines a case for neglect exists and subsequent enforcement procedures when the violation is not abated; and

WHEREAS, the Town Council has determined that the health, safety, general welfare of the public and good zoning practice warrant this amendment; and

WHEREAS, the Town Council initiated this Zoning Ordinance text amendment on April 12, 2022; and

WHEREAS, the Town of Warrenton Planning Commission held a work session on the proposed amendment on July 26, 2022; and

WHEREAS, the Town of Warrenton Planning Commission held a public hearing on the proposed amendment on August 16, 2022 and unanimously recommended approval of the text amendment as drafted; and

WHEREAS, on September 13, 2022, the Town of Warrenton Town Council held a public hearing and considered written and oral testimony on the proposed text amendment; now, therefore, be it

ORDAINED by the Town Council of the Town of Warrenton this 13<sup>th</sup> day of September 2022, That the Town Council hereby approves the following text amendment to Article 3 of the Zoning Ordinance:

---

Tommy Cureton, Town Clerk

## Article 3    Zoning Districts and Map

Amended by Town Council:    March 11, 2008  
    February 12, 2013  
    April 12, 2016  
    June 14, 2016  
    August 9, 2016  
    December 11, 2018  
    August 11, 2020  
    August 10, 2021  
    **September 13, 2022**

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## **Article 3     Zoning Districts and Map**

### **3-5.3     HD - Historic District**

#### **3-5.3.1 Legislative Intent**

Districts may hereafter be created which are designated as Historic Districts (HD). They shall include historic areas as defined in the 1950 Code of Virginia § 15.2-2201. See also Code of Virginia § 15.2-2280-2283 and § 15.2-2306. districts may be created by amendment of the Zoning Ordinance and shall be overlay districts, as defined herein.

Pursuant to the purposes and provisions of the 1950 Code of Virginia § 15.2-2306 and for the purposes of implementing the Comprehensive Plan, promoting the general welfare, education, and recreational pleasure of the public, through the perpetuation of those areas or individual structures and premises which have been or may be officially designated by the Town Council as having historic or architectural significance, historic districts are created. Regulations within such districts are intended to protect against deterioration, destruction of, or encroachment upon, such areas, structures, and premises; to encourage uses which will lead to their continuance, conservation, and improvement in an appropriate manner; and to assure that new structures and uses within such districts will be in keeping with the character to be preserved and enhanced.

It is further the intent of this article that the Town Council along with the Planning Commission shall seek and obtain the advice and assistance of the Architectural Review Board, created herein, as well as other organizations or individuals qualified by interest, training, and experience in achieving the objectives set forth.

#### **3-5.3.2 Creation and Composition of Architectural Review Board**

**3-5.3.2.1 Creation.** For the general purposes of administering this article and specifically to preserve and protect historic places and areas in the Town through the control of demolition of such places and through the regulation of architectural design and uses of structures in such areas, there is hereby created a board to be known as the "Architectural Review Board" (ARB) to be composed of five (5) voting members. The members of said Architectural Review Board shall be appointed by the Town Council.

**3-5.3.2.2 Membership.** The Membership shall consist of five (5) members, a majority of which shall be residents of the Town, and all of who have

reasonable knowledge and have demonstrated an interest in historic or architectural development within the Town.

**3-5.3.2.3 Terms.** Members shall be appointed for a term of four (4) years.

Initial appointments shall be three (3) members for four (4) years, and remaining members for two (2) years.

**3-5.3.2.4 Organization.** The ARB shall elect from its own membership a chairman and vice-chairman who shall serve annual terms and may succeed themselves. The Planning Director or his designee shall serve as Secretary to the ARB.

**3-5.3.2.5 Rules.** The ARB shall meet in regular session at least once a month, whenever an application has been filed for their consideration. Special Meetings of the ARB may be called by the Chairman or a majority of the members after twenty-four (24) hours written notice to each member served personally or left at his usual place of business or residence. Such notice shall state the time and place of a meeting and the purpose thereof.

Written notice of a special meeting is not required if the time of the special meeting has been fixed at a regular meeting, or if all members are present at a special meeting or file a written waiver of notice. For the conduct of any hearing and the taking of any action, a quorum shall be not less than a majority of all voting members of the ARB. The ARB may make, alter, or rescind rules and forms for its procedures, consistent with the ordinances of the Town and the general laws of the State of Virginia.

The ARB shall establish procedures for all matters coming before it for review and all meetings shall be open to the public. Adequate notice shall be given to applicants, but meetings need not be advertised in advance except in the case of a proposal to demolish or move a designated landmark or contributing structure. Notice when required shall be the publication of the agenda in a newspaper of general circulation in the county seven (7) days prior to the meeting.

**3-5.3.2.6 Powers and Duties.** The Architectural Review Board shall have the power and authority for issuing or denying Certificates of Appropriateness for construction, reconstruction, substantial exterior alteration, razing, relocation, and signs within the historic district, with right of direct appeal of an adverse decision to the Town Council as provided in Article 11.

In addition to the aforementioned duties and powers, the Board shall have the following duties and powers:

1. To assist and advise the Town Council, the Planning Commission, and other Town departments, agencies, and property owners in matters involving historically significant sites and buildings, such as appropriate land usage, parking facilities, and signs.
2. To advise owners of historic landmarks or contributing structures on problems of preservation.
3. To propose additional historic districts.
4. To conduct studies deemed necessary by the Town Council or Planning Commission concerning additional districts, and means of preservation and utilization of historic assets in the Town.
5. To formulate recommendations to the Town Council concerning the establishment of an appropriate system of markers for selected historic sites and buildings, including proposals for the installation and care of such historic markers.
6. To cooperate with and enlist assistance from the Virginia Department of Historic Resources, the National Trust for Historic Preservation, and other interested parties both public and private in its efforts to preserve, restore, and conserve historic landmarks, buildings, sites, or areas within the Town.

### **3-5.3.3 Applicability; Historic District Boundaries Generally**

#### **3-5.3.3.1 Character.**

The Historic District boundaries shall in general be drawn so as to include lands closely related to and bearing upon the character of the historic site or sites, thus providing an area needed to control potentially adverse influences. Said boundary shall include land on both sides of a street or streets where desirable to accomplish the preservation objective. The concept of the historic district shall include groupings of structures which have significance relative to their patterns of development and/or interrelationships among such structures, while some of the structures might not possess significant merit when considered alone.

#### **3-5.3.3.2 Inventory of Landmarks and Contributing Properties Established.**

The ARB shall prepare and recommend for adoption as a part of this Ordinance an inventory map based upon the criteria set forth in this

Ordinance. This map, hereinafter called the Inventory Map, when adopted by the Town Council shall be as much a part of this Ordinance as if fully described herein and shall be filed as a part of this Ordinance by the Zoning Administrator. All structures or sites designated on the Inventory Map as landmark structures or sites shall be considered as landmarks or landmark structures for the purposes of this Ordinance. Structures or sites designated as properties which contribute to the historic character of the Town but which do not contain landmark structures or sites shall be known as contributing properties for the purpose of this Ordinance. Structures or sites not designated as landmark or contributing properties shall be known as noncontributing properties. The Inventory Map may be amended from time to time in the same manner as the zoning map.

#### **3-5.3.3.3 Establishment of and Amendments to Historic District Boundaries and Regulations.**

Historic District boundaries, regulations and amendments thereto may be initiated (i) by resolution of the Town Council, (ii) by motion of the Planning Commission, or (iii) by petition of the owner, contract purchaser with the owner's written consent, or the owner's agent therefore, of the property which is the subject of the proposed Inventory Map amendment, addressed to the governing body or the local planning commission, in accord with Section 11-3.10 of this Ordinance. Any such resolution or motion by the Town Council or Planning Commission proposing the rezoning shall state the public purposes therefore.

The ARB shall prepare and submit a report with an evaluation of the proposed amendment. Such report should establish and define the historic district boundaries as defined upon an appropriate overlay map, as well as the historic and/or architectural significance of the buildings, structures, or sites to be protected; report on any special characteristics, qualities and/or fabric to be preserved; and describe current planning, present trends, conditions, and desirable public objectives for preservation.

#### **3-5.3.3.4 Criteria.**

Criteria for evaluating the merits of a given structure or space shall be based on architectural features as well as historic factors. Certain buildings or areas, although not associated with a historic personage or event, may be valuable examples of the Town's physical and cultural

heritage. Structures of local significance shall be evaluated as well as those of State and National significance, and any structures individually listed upon the National Register of Historic Places or the Virginia Landmarks Register shall be designated upon the Town Register. In addition, such evaluation shall be based on the following matters, as well as the Town's Historic District Design Guidelines.

#### 1. Architectural and Landscape Style

The evaluation shall respect the qualities of each architectural and landscape style and shall judge a structure's merit on how well it exemplifies the distinguishing characteristics of said style. Consideration will be given to:

1. Significance of architectural design.
2. Scale and/or interrelationships of structures and/or environmental features.
3. Significant patterns of development.
4. Quality of Workmanship.
5. Amount of surviving original fabric.
6. Original location and/or use.
7. Remaining outbuildings or dependencies.
8. Surrounding environment, including gardens, landscaping, and walks.
9. Aesthetic quality.
10. Original integrity of the structure and its details.

#### 2. Historical and/or Cultural Significance

Structures or spaces relating to one or more of the following criteria will be considered historically or culturally valuable:

1. Association with historic personage.
2. Association with historic event.
3. Work of leading architect or master craftsman.
4. Site or structure of cultural significance.

In addition, sole or infrequent surviving building types and structures not historic in themselves but adding to the character of a historic district need to be looked at as potentially deserving preservation. The location of such resources within the Historic District and the resource's relative importance to the District as a whole, shall be considered.

**3-5.3.3.5 Additional Required Information.** In addition to historical and architectural information, the aforementioned report of the ARB required by paragraph 3-5.3.3.2 for amendments to the Ordinance shall include:

1. A description of existing structures, premises, and uses likely to have an adverse effect on the desired character of the district, including those near and visually related to the district, with maps, photographs, and other data indicating the reasons for such an effect.
2. An analysis of lands not occupied by structures, including lands near and visually related to the district. For public lands, ownership, use, and location shall be indicated. For private lands, assessed valuation shall be added as well as existing zoning and planned land use.
3. Recommendations concerning detailed regulations to be applied within the district, to supplement or modify general regulations set forth herein, which may include principal and accessory uses and structures, minimum lot and yard requirements, maximum lot coverage by all buildings, maximum height of structures, off-street parking and loading requirements, control of signs and exterior illumination, and control of integral facade changes to existing buildings where said controls and regulations are only for the express purpose of preventing changes which are architecturally incompatible with the buildings, structures, or sites to be preserved.

**3-5.3.3.6 Action by the Town Council.** The creation of a historic district by the Town Council shall include a declaration that the landmarks, buildings, structures, or sites to be preserved are in fact of historical and/or architectural significance requiring protection against destruction or encroachment; that the designation of individual structures and premises is in substantial public interest; and that such recommendations as approved by the Town Council supplementing or modifying general regulations are to be applied to the district created.

#### **3-5.3.4 District Regulations**

Within the Historic District the following regulations shall apply:

**3-5.3.4.1 Certain Minor Actions Exempted From Review By The Architectural Review Board.** Certain minor actions which are deemed not to have

permanent effects upon the character of the historic district are exempted from review for architectural compatibility by the Architectural Review Board. Such actions shall include the following and any similar actions which in the written opinion of the Zoning Administrator will have no more effect on the character of the district than those listed:

1. Repainting resulting in the same or in a different color. (Original painting of masonry surfaces is not exempted from review.)
2. Replacement of missing or broken window panes, roofing slates, tiles, or shingles and except on landmark structures outside doors, window frames, or shutters where no substantial change in design or material is proposed.
3. Addition or deletion of storm doors or storm windows and window gardens, or similar appurtenances.
4. Addition or deletion of television and radio antennas, or skylights and solar collectors in locations not visible from a public street.
5. Landscaping involving planting of grass, trees or shrubs, minor grading, walks, low retaining walls, temporary fencing, small fountains, ponds, and the like which will not substantially affect the character of the property and its surroundings.
6. Minor additions or deletions to the structure or accessory structures which will not substantially change the architectural character of the structure or which are generally hidden from public view.
7. Construction of accessory buildings and structures on properties which are not designated as landmark or contributing properties and which are generally in keeping with the character of the existing structure and its surroundings.
8. Construction of off-street loading areas and off-street parking areas containing five (5) spaces or less in a commercial or Central Business District.
9. Creation of outside storage in a commercial or Central Business District which does not require structural changes or major grading.
10. Routine utility repairs and minor improvements which will not be clearly visible from the public right-of-way.
11. Any changes within a structure which are not visible from a public street.

Provided however that the Zoning Administrator shall have authority to order that work be stopped and that an appropriate application be filed for review by the Architectural Review Board in any case where in his opinion the action may have an adverse effect on the Historic District or may produce arresting and spectacular effects, violent contrasts of materials or colors and intense and lurid colors or patterns, or details clearly inconsistent with the character of the present structures or with the prevailing character of the surroundings and the historic district.

**3-5.3.4.2 Certificate of Appropriateness Required for New Construction, Reconstruction, and Substantial Exterior Alteration.**

Except as herein provided no building or structure, including signs, shall be refaced, erected, reconstructed, restored, or substantially altered in exterior appearance within a historic district and no permit authorizing same shall be granted unless and until the same is approved by the Architectural Review Board and a Certificate of Appropriateness has been issued by that body, with right of direct appeal to the Town Council as hereinafter provided, as being architecturally compatible with the historical, cultural, and/or architectural aspects of the structure and its surroundings.

"Substantial alterations" shall be defined as any and all work done on buildings, structures, or sites in a historic district other than those specifically exempted herein and other than the general examples of "nonsubstantial" alterations cited herein. Examples of work constituting "substantial alterations" include:

1. Construction of a new building at any location or a new accessory building on a landmark or contributing property or on a site within the Historic District adjacent to a designated landmark site.
2. Any addition to or alteration of a structure which increases the square footage of the structure or otherwise alters substantially its size, height, contour, or outline.
3. Any change or alteration of the exterior architectural style of a contributing or landmark structure, including removal or rebuilding of porches, openings, dormers, window sash, chimneys, columns, structural elements, stairways, terraces, and the like.
4. Addition or removal of one (1) or more stories or alteration of a roof line.

5. Landscaping which involves major changes of grade or walls and fences more than three-and-one-half (3.5) feet in height.
6. All signs on all structures shall be reviewed in accordance with Article 6.
7. Any other major actions not specifically covered by the terms of this section but which would have a substantial effect on the character of the historic district.
8. Erection of awnings, canopies, and similar appurtenances shall be reviewed.
9. Placement of window air conditioners on the front of commercial buildings only shall be reviewed. Central air conditioning units on residential and commercial buildings shall be reviewed. Placement of exhaust fans shall be reviewed.

In any case in which there might be some question as to whether a project may be exempted from review, may constitute a minor action, or may constitute "substantial alteration," the Zoning Administrator shall be contacted for a written determination prior to commencement of work.

"Unsubstantial Alterations" shall include:

1. Work done to prevent deterioration or to replace parts of a structure with similar materials in order to correct any deterioration, decay of, or damage to any structure or on any part thereof, or
2. To restore same as nearly as practical to its condition prior to such deterioration, decay, or damage.
3. Those minor actions exempted from review by Section 3-5.3.4.1.

**3-5.3.4.3** Matters to be Considered in Reviewing the Appropriateness of the Construction, Reconstruction, or Exterior Alteration of Buildings or Structures by the Board. The Architectural Review Board shall consider only those elements that support the purpose of preventing construction, reconstruction, exterior alteration, repair, or restoration that is not compatible with the old and historic aspect of the surroundings.

The Architectural Review Board shall consider the following in reviewing the appropriateness of architectural features:

1. Exterior architectural features including all signs except for those exempted in Section 3-5.3.4.1

2. General design, scale, and arrangement.
3. Texture and material, of new construction.
4. The relation of features 1, 2, and 3 above, to similar features of buildings and structures in the immediate surroundings.
5. The extent to which the building or structure would be harmonious with or incompatible with the old and historic aspects of the surroundings. It is not the intent of this consideration to discourage contemporary architectural expression or to encourage the emulation of existing buildings or structures of historic or architectural interest in specific detail. Harmony or incompatibility should be evaluated in terms of the appropriateness of materials, scale, size, height, and placement of a new building or structure in relationship to existing buildings and structures and to the setting thereof, in accord with the Town's Historic District Design Guidelines.

**3-5.3.4.4** Matters Not to be Considered in Reviewing the Appropriateness of the Construction, Reconstruction, or Exterior Alteration of Buildings or Structures by the Board.

The Architectural Review Board shall not consider the following in reviewing the appropriateness of architectural features:

1. Interior arrangements of rooms, spaces, materials and structural elements, which are reviewed by the building official for compliance with the building code
2. Base Zoning Regulations, such as use, lot size, height, setback, parking requirements, density and landscaping, which are reviewed by the Zoning Administrator for compliance with the Zoning Ordinance.

**3-5.3.4.5** Demolition. No building or structure officially designated as a landmark or a contributing building or structure within the historic district on the Inventory Map which accompanies this Ordinance shall be demolished until a Certificate of Appropriateness is issued by the Architectural Review Board, with right of direct appeal from an adverse decision to the Town Council, as hereinafter provided. The Town Council may approve the demolition of a building or structure within the historic district which has not been designated either as a landmark or contributing structure on said inventory map.

**3-5.3.4.6** Moving or Relocation. No building or structure officially designated as a landmark or contributing building or structure within the district on the inventory map which accompanies this Ordinance shall be moved or relocated unless the same is approved by the Architectural Review Board and a Certificate of Appropriateness issued with right of direct appeal of an adverse decision to the Town Council as herein provided. An appeal for final decision by the Town Council shall be automatic and mandatory in the case of approval of the moving or relocation of a building or structure so designated as a landmark. The Zoning Administrator may approve the moving or relocation of the building or structure within the historic district which has not been designated either as a landmark or contributing structure on said inventory map.

**3-5.3.4.7** Matters to be Considered in Determining the Appropriateness of Moving or Relocating a Landmark Building or Structure within a Historic District.

1. Whether or not the proposed relocation would have a detrimental effect on the structural soundness of the landmark building or structure.
2. Whether or not the proposed relocation would have a detrimental effect on the historical aspects of other landmarks in the districts.
3. Whether the proposed relocation would provide new surroundings that would be harmonious with or incompatible with the historical and architectural aspects of the landmark, building, or contributing structure.
4. Whether or not the proposed relocation is the only feasible means of saving the structure from demolition or demolition by neglect.

**3-5.3.4.8** Matters to be Considered in Determining Whether or Not to Grant a Certificate of Appropriateness for Razing or Demolition. The Architectural Review Board shall consider the following criteria in determining whether or not to grant a certificate of appropriateness for razing or demolition:

1. Whether or not the building or structure is of such architectural or historic interest that its removal would be to the detriment of the public interest.
2. Whether or not the building or structure is of such interest or significance that it would qualify as a National, State, or local historic landmark.

3. Whether or not the building is of such old and unusual or uncommon design, texture, and/or material that it could be reproduced only with great difficulty and/or expense.
4. Whether or not retention of the building or structure would help to preserve and protect a historic place or area of historic interest in the Town.

**3-5.3.4.9 Offer for Sale.** However, the owner of a historic landmark, as a matter of right shall be entitled to raze or demolish such landmark provided that:

1. ~~He has~~ They have applied to the Architectural Review Board for such right.
2. The owner has for the period of time set forth in the time schedule hereinafter contained at a price reasonably related to its fair market value as determined by independent appraisal, as hereinafter set forth, made a bona fide offer to sell such landmark, and the land pertaining thereto, to such person, firm, corporation, government, or agency, or political subdivision or agency thereof, which gives reasonable assurance that it is willing to preserve and restore the landmark, and the land pertaining thereto. A bona fide offer shall mean actions equivalent to a formal offer in writing and publicly advertised, from the seller to the public, specifying the price and terms of sale. The procedure for establishing the fair market value, unless the owner and the Architectural Review Board agree upon the said value, shall be that the owner and Architectural Review Board shall each retain one independent, qualified appraiser, and should the two appraisers not agree upon the said fair market value, those appraisers shall choose a third qualified appraiser. A median value shall be established by the three appraisers which shall be final and binding upon the owner and the Architectural Review Board.
3. No contract for the sale of any such historic landmark, and the land pertaining thereto, shall be binding or enforceable prior to the expiration of the applicable time period as set forth in the time schedule hereinafter contained. Any appeal which may be taken to the Town Council from the decision of the Architectural Review Board, and from the Town Council to the Circuit Court of Fauquier County, shall not affect the right of the owner to make bona fide offer to sell. Offers to sell as provided in this section shall be made within one (1) year of the date of application to the Architectural Review Board.

4. Notice. Before making a bona fide offer to sell, an owner shall first file a written statement with the Chairman of the Architectural Review Board. Such statement shall identify the property, state the offering price, the date the offer of sale is to begin, and name of the real estate agent, if any. No time period set forth in the time schedule hereinafter set forth shall begin to run until such statement has been filed.

The time schedule for offers to sell shall be as follows:

1. Three (3) months when the offering price is less than twenty-five thousand dollars (\$25,000);
2. Four (4) months when the offering price is twenty-five thousand dollars (\$25,000) or more but less than forty thousand dollars (\$40,000);
3. Five (5) months when the offering price is forty thousand dollars (\$40,000) or more but less than fifty-five thousand dollars (\$55,000);
4. Six (6) months when the offering price is fifty-five thousand dollars (\$55,000) or more but less than seventy-five thousand dollars (\$75,000);
5. Seven (7) months when the offering price is seventy-five thousand dollars (\$75,000) or more but less than ninety thousand dollars (\$90,000);
6. Twelve (12) months when the offering price is ninety thousand dollars (\$90,000) or more.

**3-5.3.4.10** Hazardous Buildings or Structures. Notwithstanding anything to the contrary contained in this Article, review and approval of a Certificate of Appropriateness by the Architectural Review Board is not required ~~Nothing in this Article shall prevent for~~ the razing or demolition of any building or structure, ~~or any portion thereof,~~ ~~without consideration of the Architectural Review Board~~ (i) that is determined by the Zoning Administrator to be of such an unsafe condition that it presents an imminent danger to life or property ~~which is in such an unsafe condition that it would endanger life or property~~, and (ii) where the Zoning Administrator determines that such razing or demolition is immediately necessary for the protection of life or property. If the Building Code or other applicable Town ordinance allows for any such unsafe condition to be abated by reasonable means and methods of stabilization and/or shoring,

including but not limited to the establishment of alternative load paths, then as an alternative to demolition the Zoning Administrator shall have the right to undertake such abatement at the owner's cost and expense. from such condition is provided for in the Building Code and/or other applicable Town ordinances. However, such razing or demolition shall not be commenced without written approval of the Zoning Administrator verifying the conditions necessitating such action.

**3-5.3.4.11** Demolition by Neglect. ~~No All officially designated~~ historic landmarks, buildings, or structures within any historic district shall be maintained in good condition and repair and shall not be allowed to deteriorate or fall into disrepair due to ~~neglect~~ any actions or inactions by the owner which would result in violation of this section. "Demolition by neglect" shall mean any or all of the following: shall include any one (1) or more of the following courses of action or inaction:

1. Deterioration, disrepair, or lack of maintenance of ~~the exterior of~~ any portion of a building or structure to the extent that it creates or permits a hazardous or unsafe condition.
2. Deterioration, disrepair, or lack of maintenance of foundations, exterior walls, or other vertical supports, horizontal members, roofs, chimneys, parapets, cornices, and or other exterior wall elements of a building or structure, including but not limited to, such as siding, wooden walls, brick, plaster, ~~or~~ mortar, pilasters, or columns to the extent that it adversely affects the character of the historic district or could reasonably lead to irreversible damage to the structure.
- ~~3. Action by any Town or State authority relative to the safety or physical condition of any building.~~
- ~~4. The deterioration of exterior chimneys~~
- ~~53. The ineffective waterproofing of exterior walls, roofs, and foundations, including but not limited to peeling paint, rotting wood, broken and cracked windows and doors, windows and doors that do not fully close, or other unsealed openings or penetrations.~~
- ~~6. The peeling of paint, rotting, holes or other forms of decay~~
- ~~74. The lack of maintenance~~ Deterioration, disrepair, or lack of maintenance of the surrounding environment including fences, gates, sidewalks, steps, signs, accessory structures, and

landscaping that contributes to the historic integrity of the building or structure.

~~8. The deterioration of any feature that so as to create or permit the creation of any hazardous or unsafe conditions.~~

In the event that the Zoning Administrator determines that any of the above conditions exist a structure in a historic district is being "demolished by neglect", he, they shall so notify the owner and the Chairman of the Architectural Review Board of this conclusion in writing, stating the specific instances of deterioration, disrepair, and/or lack of maintenance observed reasons therefore, and shall give the owner shall have the owner thirty (30) days from the date of the written notice in which to commence work rectifying the specifies provided in the notice to address the issues in the notice, or to initiate proceedings as provided in Section 3-5.3.4.2 or 3-5.3.4.9 above. If the owner commences action to address the issues in the notice within the 30-day period, the Zoning Administrator may extend the time for the owner to fully address the issues for such period that the Zoning Administrator deems reasonable for the owner to completely address the issues in the notice. If the owner does not commence appropriate action to address, or does not completely address, the issues in the notice is not taken in this within such period time, or does not completely address such issues within any extended period, the owner shall be in violation of this Ordinance and shall be guilty of committing a Class 2 misdemeanor for each and every day of such ongoing violation, which shall be punishable as provided by Va. Code § 15.2-2286(A)(5). Zoning Administrator will initiate appropriate legal action as provided herein.

**3-5.3.4.12** Signs, Exterior Illumination. Within the Historic District only those signs permitted in the underlying, base Zoning District shall be permitted. However, no sign otherwise permitted by the Zoning Ordinance shall be permitted if the Architectural Review Board finds such sign or exterior illumination to be architecturally incompatible with the historical and/or architectural character of the landmark or district as set forth in the adopted Historic District Guidelines.

**3-5.3.4.13** Exceptions. Where the strict interpretation of this article contradicts existing building, sanitary, or other codes, the Architectural Review Board shall make recommendations for reasonable relief after consultation with qualified technical authorities or with any appeal board now or hereafter established by code. In other cases of

conflict between this and other regulations, the stricter between the two shall apply.

### **3-5.3.5 Administration**

#### **3-5.3.5.1 Zoning Administrator.**

Except as authorized herein the Zoning Administrator shall not authorize a permit for any erection, reconstruction, addition, integral exterior facade change, demolition, or razing of a building or structure, or for a sign in the Historic District until the same has been approved by the Architectural Review Board as set forth in the following provisions.

#### **3-5.3.5.2 Receipt of Application.**

Upon receipt of an application by the Planning Director for each permit in the historic district, the Planning Director shall:

1. Forthwith forward to the Architectural Review Board a copy of the application, together with a copy of the site plan and the building plans and specifications filed by the applicant;
2. Maintain in his office a record of all such applications and of his handling and final disposition of the same; and
3. Require applicants to submit seven (7) copies of material required to permit compliance with the foregoing.

#### **3-5.3.5.3 Material to be Submitted for Review.**

By general rule, or by specific request in a particular case, the Architectural Review Board may require submission of any or all of the following in connection with the application: architectural plans, site plans, landscaping plans, construction methods, proposed signs with appropriate detail as to character, proposed exterior lighting arrangements, elevations of all portions of structure with important relationships to public view (with indications as to visual construction materials, design of doors and windows, colors, and relationships to adjoining structures), and such other exhibits and reports as are necessary for its determinations. Requests for approval of activities proposed in historic districts shall be accepted only from the record owner of the land involved in such proposal, or his agent.

For minor actions not required to be reviewed by the Architectural Review Board and which may be approved by the Zoning Administrator, an application shall be submitted on a form provided by the Town to determine if the proposed action is exempt from review by the Architectural Review Board. Should the proposed action not be capable of adequate description on the application form, the Zoning Administrator may require additional information, including photographs, sketches, and samples of materials or such other information as may be required for a decision.

#### **3-5.3.5.4 Other Approvals Required.**

In any case in which an applicant's proposal also requires the approval of the Board of Zoning Appeals, final action by the Board of Zoning Appeals shall precede final action by the Architectural Review Board. The Board of Zoning Appeals may, however, table a proposal in order to request the comments of the Architectural Review Board. Final action by the Architectural Review Board shall be taken prior to consideration of proposals requiring site plan approval.

#### **3-5.3.5.5 Action by the Architectural Review Board, Issuance of Certificates of Appropriateness.**

The Architectural Review Board shall render a decision upon any request or application for a Certificate of Appropriateness within sixty (60) days after the filing of such application; failure of the Architectural Review Board to render such a decision within said sixty (60) day period, unless such period be extended with the concurrence of the applicant, shall entitle the applicant to proceed as if the Architectural Review Board had granted the Certificate of Appropriateness applied for. Prior to denying the Certificate of Appropriateness, the Architectural Review Board, on the basis of the review of information received, shall, upon request, indicate to the applicant the changes in plans and specifications, if any, which in the opinion of the Board would protect and/or preserve the historical aspects of the landmark, building, structure, or district. If the applicant determines that he will make the suggested changes and does so in writing, the Architectural Review Board may issue the Certificate of Appropriateness.

#### **3-5.3.5.6 Expiration of Certificates of Appropriateness and Permits to Raze.**

Any Certificate of Appropriateness issued pursuant to this article and any permit to raze a building issued pursuant to this article shall expire of its own limitation twelve (12) months from the date of issuance if the work authorized thereby is not commenced by the end of such twelve-month period; and further, any such certificate and permit shall also expire and become null and void if such authorized work is suspended or abandoned for a period of twelve (12) months after being commenced. Any period or periods of time during which the right to use any such certificate or permit is stayed pursuant to this article shall be excluded from the computation of the twelve (12) months.

**3-5.3.5.7 Appeals of Architectural Review Board Decisions to Town Council.**

Applicants may appeal a decision by the ARB to the Town Council, in accord with the procedures set forth in Article 11 of this Ordinance and §15.2-2306 (A) (3) of the Code of Virginia.

**3-5.3.5.8 Appeals of Town Council Decisions to the Circuit Court.**

Applicants may appeal a decision by the Town Council to the Circuit Court, in accord with the procedures set forth in Article 11 of this Ordinance and §15.2-2306 (A) (3) of the Code of Virginia. Such appeals shall set forth the alleged illegality of the action of the Town Council and shall be filed within thirty days of the final decision rendered by the Town Council.

**3-5.3.6 Violations and Penalties**

Any violation of this Article and the penalties for all such violations shall be as set forth in the Zoning Ordinance, in accord with Article 11 of this Ordinance and §15.2-2306 (A) (3) of the Code of Virginia.



## Agenda Memorandum

September 13, 2022

<b>Staff Lead:</b>	Rob Walton
<b>Topic:</b>	An Applicant Initiated Zoning Ordinance Text Amendment (ZOTA 2022-1) to Increase the Permitted Density in the Central Business District from Twenty-Five (25) Units per Acre to Fifty (50) Units per Acre on Parcels Less Than ½ Acre and to Update the Fee Schedule.
<b>Description:</b>	Revisions to Sections 3-4.11.6 Use Limitations to increase the permitted apartment density from twenty-five (25) to fifty (50) apartment units on parcels less than ½ acre in the CBD, 7-9.3 Parking for Residential Density in CBD to provide standards for parking, and 9-4 Apartment Buildings, Special Regulations to create standards for apartment size and trash enclosures.
<b>Financial Impact:</b>	
<b>Recommended Action:</b>	Hold the public hearing.

### Attachments:

1. Staff Report
2. Statement of Justification
3. Article 3 Revisions
4. Article 7 Revisions
5. Article 9 Revisions
6. Fee Schedule Revisions
7. Parking Fee Schedule Appendix
8. CBD Map
9. CBD Density Analysis
10. Main Street Density Analysis
11. Main Street Density Study
12. Ordinance



## TOWN OF WARRENTON

Department of  
Community Development

PO BOX 341  
WARRENTON, VIRGINIA 20188  
<http://www.warrentonva.gov>  
[LandDevelopment@warrentonva.gov](mailto:LandDevelopment@warrentonva.gov)  
(540) 347-2405

### MEMORANDUM

**TO:** Mayor Nevill and Members of Town Council  
**FROM:** Rob Walton, Director of Community Development  
**DATE:** September 13, 2022  
**SUBJECT:** Central Business District Unit Density Text Amendment – ZTA 2022-01

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#### I. Summary:

- A. Applicant: Malcolm Alls
- B. Representative: Charles C. Mothersead
- C. Request: Zoning Text Amendment (ZTA) to Articles 3, 7, and 9 of the Zoning Ordinance to increase the permitted apartment unit density in the Central Business District (CBD) from 25 units per acre to 50 units per acre on parcels less than one-half acre.
- D. Comprehensive Plan: The properties within the CBD are designated as Old Town District and Old Town Mixed Use in the Comprehensive Plan Future Land Use Map.
- E. Zoning: CBD, with many of the properties also within the Historic District Overlay.

#### II. Overview:

This is a request to amend Zoning Ordinance Sections 3-4.11.1, 3-4.11.2, 3-4.11.6, 7-9.3, and 9-4, to allow for increased apartment unit density in the CBD. The text amendment includes provisions limiting the minimum size of units to 500 gross square feet (300 livable square feet) and demonstrating adequate parking. Adequate parking is to be addressed by providing all required parking on site, providing a parking study showing adequate parking within existing lots, or contributing to the Downtown Parking fund for each parking space.

This text amendment was previously heard by the Planning Commission under ZTA 2021-0457, which was withdrawn after the November 2021 Planning Commission Public Hearing. The letter of justification in this application is the same as the one previously provided to the Planning Commission, with a few additions. The current

letter of justification has a new section, “Increased Density in the Central Business District”, which includes specific examples of existing/potential residential density. The estimated potential increases in density, income, and utility usage are the same as proposed previously.

This is an applicant initiated Zoning Ordinance text amendment that was submitted on May 12, 2022. The Planning Commission held a work session on July 19, 2022 and a public hearing on August 16, 2022 where it was recommended to deny the text amendment by a 3-3 vote (tie vote is a recommendation for denial).

### **Outstanding Issues:**

The application has changed since the last review by the Planning Commission in that the density allowance would increase from twenty-five (25) apartment units up to fifty (50) units on parcels less than one-half (1/2) acre by-right. Parcels greater than ½ acre would continue to be limited to 25 apartment units as it currently exists in the Town’s Zoning Ordinance.

The applicant has also made amendments to the application to address concerns brought up by the Planning Commission. These additional changes include:

- a proposed parking fund fee amount of \$3,650 per space for flat parking;
- limiting any parcel exceeding 0.5 acres to 25 units per acre; and
- adding criteria that apartments within the CBD must identify the location/screening of trash enclosures (site plan) and comply with building code.

Another concern regarding security lighting, previously brought up by staff, was addressed by a text amendment approved by Town Council on April 12, 2022, and as such is not included in this application request. The concern was regarding the safety of residents utilizing an exemption in the Zoning Ordinance that does not require onsite parking for uses within 300 feet of a municipal parking lot. With an increase in apartment density, additional security lighting may be needed to ensure the safety of residents traveling from the municipal lots to their apartments. ZTA 2022-597 added a provision under Article 7-13 requiring a parking demand study for any new residential uses utilizing municipal parking for required parking. This study must include weekdays and both weekend days, parking availability at peak times, and the distance to the nearest municipal parking lot via a clear pedestrian path.

However, there is still a concern about the proposed text amendment concerns regarding the application of Historic District Guidelines. The proposed text amendment includes a provision that, “any design or rehabilitation of a building for this density shall be of an exterior design and form that is compatible with the

Historic District and its regulations subject to approval of a Certificate of Appropriateness (Section 3-5.3).” As written, it may be interpreted that the Historic District Guidelines could apply all buildings requesting the increased density within the CBD. However, the Historic District Overlay only covers a portion of the CBD. For those parcels within the Historic District, the additional language is not needed as the existing Historic District Design Guidelines and associated regulations afforded in the Zoning Ordinance would mitigate most negative impacts concerning new or redevelopment related to the increased density in the Central Business District.

For those resources outside of the Historic District that would be subject to the proposed text amendment, staff has two primary concerns. A portion of Alexandria Pike and the corner of Horner Street are areas with noted historic resources that contribute to the character of Warrenton. Prospective higher-density developments could endanger these resources, especially the smaller residential dwellings lining Alexandria Pike.

Some of the concerns above may be addressed through the site development plan process. However, when it comes changes of use within an existing building, site development plans are only required where the change in use results in an increase in more than 25% of the required parking. Since many parcels within the CBD do not require any parking due to their proximity to a municipal lot, the proposed increased apartment density result in a site plan requirement for many parcels within the CBD.

### III. **Previous Planning Commission Review of ZNG 2021-0457:**

During the November 2021 public hearing, the Planning Commission raised a number of questions including affordable housing, traffic impacts, parking analysis, and impact on utilities. In response, the applicant revised the application by adding a fee in lieu of providing parking spaces as well as an alternative that would limit the number of allowed apartments on parcels over one-half acre to twenty-five (25) units per acre total.

The density calculation table was also revised, based on the added alternative, to show that a maximum number of apartments in the CBD would be 1,107 units as compared to 1,413 units if the alternative language was not added. If the CBD density remained unchanged, the total number of apartments allowed would be 713 units based on the currently allowed 25 apartments per acre (by-right based on acreage). This text amendment increases the total unit count by 394 apartments most of which must be permitted through the Special Use Permit process.

During the January 18, 2022, Planning Commission meeting the Planning Commission recommended denial of the text amendment to Town Council due to the volume of issues not addressed. Issues raised at the January Planning Commission Meeting included impacts to water/sewer, the proposed parking

amount, increased density without public benefits such as affordable housing, and the ability of the Town to handle a large amount of growth in a short period of time.

**IV. Staff Recommendation:**

Staff recommends the Town Council hold a public hearing and decide on the proposed text amendment.

**V. Suggested Motions**

1. I move that the Town Council approve ZOTA 2022-1, to amend and/or add Zoning Ordinance Section 3-4.11.6, 7-9.3, and 9-4 to increase the permitted dwelling unit density within the Central Business District as written.

OR

2. I move that the Town Council approve ZOTA 2022-1, to amend and/or add Zoning Ordinance Section 3-4.11.6, 7-9.3, and 9-4 to increase the permitted dwelling unit density within the Central Business District, with the following amendment [insert].

- a. Amend Section 9-4 by stating, "Any design or rehabilitation of a building located within the Historic District Overlay shall be of an exterior design and form that is compatible with the Historic District and subject to the following site criteria:"

OR

3. I move that the Town Council deny ZOTA 2022-1, to amend and/or add Zoning Ordinance Section 3-4.11.6, 7-9.3, and 9-4 to increase the permitted dwelling unit density within the Central Business District for the following reason(s) [insert].

OR

4. I move that the Town Council table ZOTA 2022-1 to the next regular meeting to address the following concerns: [Insert].

OR

5. I move an alternative motion.

**TOWN OF WARRENTON  
ZONING TEXT AMENDMENT  
to the  
CENTRAL BUSINESS DISTRICT (CBD):  
RESIDENTIAL DEVELOPMENT DENSITY**

**STATEMENT OF JUSTIFICATION**

**Introduction**

The text amendment to the Warrenton Zoning Ordinance is to modify the Central Business District (CBD) provisions to increase residential density in the downtown area. The CBD covers the Old Town area of Warrenton and typically refers to the historic market area of the Town which traditionally included commercial, services and residential uses. This mixed use provides for the retail, customer and local services of a vibrant downtown: the live-work center of the community. The buildings are older and often do not adapt to conversion easily or accommodate newer zoning or building regulations. The buildings are mixed use with commercial/retail on the first floor and offices or supportive residential on the second and/or third floors.

The events of the last year have placed considerably economic strain on the downtown core in Warrenton. The pandemic and resulting loss of employment and office space to home work and job restructuring has altered the economic center of the community. Retail sales and office employment has declined due to isolation and distancing. Office occupancy has plummeted hitting the upper floor/back office operations and increasing the vacancy rate for office uses. This lack of income for property owners has reduced viability for building support and produced difficulty in meeting debt service, especially in older buildings. The loss of office rent for 3-5 offices in the upper floors means 40% decline or more in income with its resultant loss in sales tax, BPOL tax and increased difficulty in paying real estate tax. There are no other options for building use as the existing residential density, when applied to the small lots in the downtown area, does not allow for replacement of offices with apartments.

The traditional development of a downtown core from the 19<sup>th</sup> Century is small retail uses as the center of social and economic activity of the community. These uses were characterized by small lots and commercial business tailored to the surrounding population. The ground floor was retail as such use would pay more for the space and outbid residential use for the street access. The upper floors were storage for the commercial activity or office/residential use to compliment the ground floor commerce. These residential uses also provided some of the economic base (market) for the retail and generated activity on the street beyond the typical business hours of 9 am to 5 pm, extending the demand for restaurants and some retail use to 9 or 10 pm in the evening and offering added security with people on the street.

The lots were small to avoid excess land purchase for business use and enable minimal overhead for the sale of items. The high demand for land in the center of the community generated higher land cost and competition for land producing smaller lots and higher value goods. The evolution of retail to the suburbs has decentralized the business core and created the need for significant square footage (for commercial use) to produce volume sales over local service, which cannot be provided on the smaller downtown lots. The businesses in downtown are predominantly specialty uses and restaurants that can adapt to the small lots. However, they must utilize the upper floors of existing buildings to support the first floor and justify the cost or rent. These small lots have resulted in very limited space for office or residences as the density requirement of the Zoning Ordinance or the parking regulations restrict the use of upper floor space. Often, buildings cannot be fully utilized or properly adapted to other uses.

Warrenton has a stable CBD, but very limited expansion ability due to the adjacent development and parking lots. Land is limited and adjacent development has restricted expansion without significant expense for purchasing individual parcels. The potential for additional residential use in Old Town would be a significant improvement in the commerce of the area. Such uses would not interfere with commercial activity – residents would leave the area for work freeing up parking for retail customers. The residents would be a built-in market for retail uses buying goods and using services available in Old Town further supporting the retention of local business. In addition, local residences would monitor the area (“eyes on the street”) and produce visible population that deters crime and vandalism.

An analysis of the density along Main Street and some of the adjacent side streets indicate the impact of a potential change in development density (Table 1). As a result of the small lots, a doubling of the CBD development from 25 dwelling units per acre to 50 dwelling units per acre is warranted to provide additional economic vitality. This only produces a limited number of new residences as the small parcel size limits the mathematical production of increased dwelling units. Most of the parcels would receive 1-3 dwelling units in addition to the existing allowable under the current zoning regulations – *should they wish to use it*. Larger lots along Main Street are owned by the Town and institutional uses (church, Moose Lodge, etc.) and would not use the opportunity for new residences. Lots at 35 Main, 9 No. 3<sup>rd</sup>, 78 Main and 100 Main represent the bulk of the potential growth from new density (+ 35.2%). However, these would be limited to the old density as they are over 0.5 acres, under the new proposal. New dwelling units represent a maximum of 195 new residential units in the downtown resulting from the additional density.

Dwellings in the downtown are more affordable than the rest of Warrenton. They tend to be 1 or 2 bedroom units that rent for \$1200-1500 per month. Such units are affordable in relation to the housing stock and appeal to single occupancy, couples and millennials. The market for downtown locations is improving as a boutique address as well as the center of the community. This same approach is being used in new towns and planned unit developments that aim for a live/work/shop environment.

## **Zoning**

The current zoning in the downtown is Central Business District (CBD). The intent of the District is maintenance and revitalization of downtown commerce via reuse of existing buildings consistent with the Comprehensive Plan, preservation of the historic character, mixed uses to promote the downtown core, uniform design/coordination of buildings and the creation of a pedestrian environment consistent with the surroundings. This indicates that mixed uses within an existing building are encouraged. Uses permitted by-right in the District are a reflection of the existing development in the CBD. These include churches, retail, service business, government, museums, offices, restaurants, etc.

Many of the buildings are mixed-use. They contain retail or office use on the first floor and offices or residential apartments on the second and/or third floors. In the past, retail usage of the first floor was often followed by storage on the upper floors (depending on the availability of basement space). However, as the size of retail uses expanded in square footage and diversity of goods offered, the smaller buildings in downtown could no longer accommodate the use. Grocery, hardware and other consolidated uses sought greater land outside the CBD and developed land along the Rt. 211 Bypass and similar spaces. As a result, downtown buildings looked for other options focusing on office and residential reuse of the upper floors to supplement income and diversify the productive use - much like larger cities.

The average lot size along Main Street and the adjacent areas is only 0.10 acres or 4515 square feet (Table 1). The CBD provides for very flexible lot/bulk regulations that offer compatibility for most uses. However, the density for residential use is limited to 25 dwelling units per gross acre (Warrenton Zoning Ordinance; 3-4.11.6). As a result, the average lot can have no more than two (2) dwelling units which represents most of the downtown parcels. For most structures, this would not be an incentive for redevelopment of the upper floors of an older, historic building. Further, removing the 3 largest private parcels from the group results in an average of only one (1) dwelling unit available for each of 35 parcels.

The proposed increase in development density for residential in the CBD is 50 dwelling units per acre. While this appears to be a major increase in the potential for apartments in each building, the small average size of the lots generates only one (1) additional unit per lot – from 1 unit to 2. Table 1 indicates the impact of the zoning on each lot for Main Street and the adjacent side streets. Generally, most lots would realize 1-3 prospective dwellings while only a few lots could generate up to 8 additional apartments. These are existing buildings and the limited square footage of the upper floors also restricts the potential for added dwellings.

One method for comparing the viability of a higher density is to look at other communities similar to Warrenton and see how they deal with the traditionally historic core of the community with limited land area and the desire to retain the historic appearance of their Old Town. Warrenton has often used “benchmark” communities of similar character to assess the techniques they use in accommodating the same issue. Communities used as comparables for Warrenton include the Towns of Blacksburg, Christiansburg, Culpeper, Front Royal, Herndon, Leesburg, Middelburg, Purcellville and Vienna. Each of these towns contains zoning regulations specific to the downtown or Old Town areas to insure their protection as the historic center of the area

and their economic continuity for the future. Typical elements of their ordinances relating to residential use in the Central Business District include:

- Use of the existing residential zoning districts for the density of residential development in the CBD or have no density guidelines
- Connection of development with the historic character and/or regulations of the Historic District
- Utilize minimum dwelling unit size of 300-600 square feet, among other performance standards
- Reserve the ground floor for commercial use and restrict residential uses to the above-ground floors
- Require residential development above a certain density to obtain a Special Use Permit (eg: Leesburg allows 5 units in mixed-use buildings by-right and a SUP for any proposal in excess of 6 units). *Apparently, the use of a SUP for increased residential density is no longer allowed under the Virginia Code (15.2-2288.1).*

The Town of Blacksburg provides an excellent comparable for Warrenton as it links the historic character to the residential development potential. Their regulations indicate that such use is a part of the protection and retention of structures in the downtown and are afforded preferential treatment in the form of a density bonus. That targets adaptive reuse of existing buildings and offers an incentive for their continued viability. The density bonus is regulated by the Special Use Permit process and provides for up to 96 bedrooms per acre on parcels up to ½ acre in area and 72 bedrooms per acre for parcels ½ to 1 acre (equivalent of 48 units/acre and 36 units/acre, respectively). Performance standards include designs consistent with downtown buildings, parking available on site or within ¼ mile and durable exterior materials (wood, brick, concrete; no vinyl).

### **Increased Density in the Central Business District**

The proposed density for residential units in the CBD was derived from the diminutive size of the parcels that frequent the downtown area. These were commercial parcels that were created in the 19th century to accommodate the small shops and the competitive character of land costs at that time. As a result, the business area evolved as a limited shopping area with smaller, specialized shops to serve the surrounding town.

The majority of those parcels along Main Street are less than 1/10 of an acre with the average of the adjacent area 0.12 acres. The existing zoning does not provide more than one (1) residential dwelling unit (any part thereof is restricted to the lower whole unit under zoning interpretation). We tested varying densities to the average and individual lot sizes and could not achieve any significant increase in the residential development potential sufficient to justify the investment necessary to allow conversion or reuse from office to residential use and meet current building codes..

Buildings in the downtown have limited upper floor space, but more space than required for a single residential unit. The existing density would not effectively utilize the available floor space with only 1 or 2 dwelling units. To obtain the density necessary to utilize the upper floor

spaces, a doubling of residential units was required to offer a real opportunity for conversion from office to residential. The smaller lots produced 2-4 units, which better fit the available floor space. A lower density created a fraction of a unit that would not be allowed under zoning (rounding is down, not up). The larger lots (0.2-0.4 acres) generated additional units per lot, but in a limited number that did not adversely affect the downtown with traffic, parking or Town services.

We reviewed a number of parcels for the impact of the proposed density. The following examples (Map 2) represent the effect of 50 units per acre on selected parcels, while the effect on the entire CBD is summarized on the attached Table 1 for Main Street and Table 2 for the CBD.

*Example 1 Terrace's Flowers/Miller Carpet – 7 Main Street*

The current building is 2 stories on Main Street with an additional floor on the rear due to topography. It has one apartment on the top floor and additional square footage used for storage. The first floor is commercial in accordance with the ordinance. The owner has requested an addition residential unit to fully utilize the upper floor, but was limited by the zoning density. One additional unit would be allowed under the proposed density and the current owner would exercise this to add the apartment. The lot size of 0.0778 acres would only allow the one added unit.

*Example 2 9 North 3<sup>rd</sup> Street*

This property has 0.3514 acres with frontage on both Main Street and 3<sup>rd</sup> Street. The first floor and part of the second floor are commercial and the third floor is residential (8 units). The second floor of 9 North 3<sup>rd</sup> is currently vacant due to the decline in the office market and the inability of renting the office space. Any attempt to convert the office space to residential is restricted by the zoning density and the floor remains vacant. The owner wishes to create four (4) new 2 bedroom units on the second floor which would be eligible by the proposed density. This would be the maximum allowable and would improve the viability of the building and its renovation.

*Example 3 TFB – 10 Courthouse Square*

The TFB property is comprised of two (2) parcels owned by Fauquier National Bank. The Waterloo parcel is 0.1667 acres occupied by the wealth management division (offices) and the Courthouse Square parcel is 0.254 acres with retail banking on the first floor and administrative offices on the second floor. The property is currently for sale after a merger with Virginia Bank. The commercial first floor would be retained and the second floor of each building would be eligible for conversion, subject to the performance criteria proposed in the amendment to Articles 7 and 9. The Courthouse Square parcel has a 4-story brick building of 14,456 square feet. With the first floor required for commercial use, the upper floors of 10,842 square feet could be converted to, roughly, 12 residential units of 800 square feet each. The existing zoning density would provide for 6 dwelling units on the property, while the proposed zoning amendment

would allow up to 12 units. This would enable a more reasonable use of the upper floors consistent with the available square footage, but not excessive for the property.

We met with a number of property owners in the downtown area. They related the decline in commercial demand, specifically office use, but were not aware of the potential for residential use and the prospective income available. Most were familiar with apartment use, but remembered \$400-\$600/month rents. Current rents are \$1200-1500/month and represent a competitive option for existing office space. The increased density was an attractive alternative for adaptive reuse as the market shifts.

### **Comprehensive Plan**

The Warrenton Comprehensive Plan (Plan Warrenton 2040, adopted April 13, 2021) identifies the downtown area as the hub of the Town of Warrenton – its cultural, social and historic center of the community. The area is part of the Old Town Character District and suggested for mixed use housing along the arterial highway. *The Plan does not provide any specific recommendation for density in the downtown area or in combination with mixed use buildings. It proposes use of the building configuration, height and existing form as a guide to the development instead of definitive density or floor area ratios.* The Plan indicates the need for housing diversity and multiple uses to support the Old Town area.

The Plan incorporates a general goal of increased diversity in housing for the downtown and offers housing policies that support increased mixed use opportunity (Policy H-1.1); encouragement of housing types (Policy H-2.2); increase of workforce housing (Policy H-2.3); and improvement of the existing housing stock (Policy H-3.2). The existing development in the CBD is already mixed use, but with the existence of small lots the expansion of residential development is significantly limited.

The Comprehensive Plan identifies the downtown as part of the Old Town Character District. It recommends that this area be focused on adaptive reuse and mixed uses for the next 20 years to protect the historic resources, enhance the character of the CBD and promote the fiscal resilience of the center of Town. It suggests that the CBD should be the most intense and diverse area of the Town representing the economic, social and cultural center of activity. It specifically suggests:

*“One of the Town’s priorities is to develop more diverse housing types and a range of amenities for future residents that retain the Town’s unique character while providing for commercial uses. Getting the type of development that offers more variety will also mean changing what’s currently allowed in the Town’s Zoning Ordinance.” (Character District Design Guide Book; p.3)*

The Old Town Character District objectives include maintenance of historic character and protection of historic resources (L.2.1); revitalization of Lee and Horner Streets (such as improved residential for expanded retail base (L.2.6); mixed uses, live-work lofts and *higher density residential development* (L.2.8); and promote a streetscape with a walking experience to maintain the character of downtown (L.2.12). These and other Old Town goals would aim to

preserve and maintain the character of downtown Warrenton and promote it as the center of the community.

The Plan also recommends an Overlay District for Arts and Culture in Old Town. This has been investigated before and adds a vibrant element to the downtown to compliment retail, services and residential uses. Other communities such as Culpeper have made use of this type of district as a central part of their downtown revitalization efforts with considerable success. The Arts and Cultural Overlay District “... *can attract new residents, entrepreneurs and businesses to contribute to the economic vitality ...*” of the downtown (Arts and Cultural Overlay in the Old Town; p. 40). The availability of additional housing in the downtown would complement this by offering potential customers, provide live-work housing and offer apartment/studio space for local artists. Such housing would provide an entirely new opportunity for the CBD and is specifically indicated in the Arts and Cultural Overlay section (Housing; p. 42).

The Comprehensive Plan supports the increase in housing in the Old Town District, but the current zoning does not as the application of the current density does not produce any significant increase in housing for existing buildings. As indicated in the Plan, such increased housing would add to the economic support, provide affordable housing and improve the live-work opportunity and reduce vehicle traffic (by placing residents closer to their jobs or shopping opportunities). Such increase would also further the maintenance and support of the downtown area by providing for adaptive reuse of buildings and increasing the economic viability of Old Town structures.

The potential for adaptive reuse of historic structures is critical for the existence of downtowns such as Warrenton. Older buildings are more difficult to accommodate new uses and the ability to retain the economic viability of the building determines its future. Planning and historic literature is full of studies demonstrating the need for adaptive reuse of older buildings with identified benefits as:

- Preserving historic character of the community;
- Sustaining the community identity and its traditional population center;
- Encouraging reinvestment in existing structures instead of demolition;
- Improving community safety with local population that will monitor and report crime and vandalism; and
- Boost the downtown market of traditional retail and commercial goods by improving the economic base for local purchases.

### **Transportation/Parking**

The Warrenton downtown is well served by local streets, which provide access predominantly to land use. The two bypass routes – Route 15/29 and Route 211 – offer excellent circulation around the Town for through traffic. As a result, Main Street is used to access the commercial core and related nearby residential uses. Little or no through traffic travels to/along Main Street and the adjacent routes in downtown. The potential new residential development of 195 dwelling units could generate 0.56 trips per unit (ITE Trip Generation Manual, 10<sup>th</sup> edition; Common Trip Rates for multi-family housing). This would produce approximately 110 vehicle

trips per day, distributed to Main Street, Horner Street and/or Lee Street via the various secondary routes from the downtown. None of this would significantly compound traffic congestion in the downtown. Circulation in the larger CBD would have access to the radial streets of Winchester, Waterloo, Alexandria Pike, Falmouth, Culpeper and Academy Hill to distribute traffic and accommodate travel into/out of the CBD.

Parking that would result from the added dwelling units would generally need adequate spaces in public or private lots. However, there are numerous parking facilities existing in downtown that previous studies have demonstrated are adequate and possess excess spaces (Town study of downtown parking from the 2009 comprehensive Plan). In addition, the demand for retail and residential parking is complimentary in that residents often commute, leaving the downtown prior to opening of local business, while the local business closes prior to the return of resident from work. The only conflict might be from residents who work locally and walk to their employment and weekend shopping when residents may be home. However, it had been shown that as much as 15% of those residents forgo auto ownership as their employment and shopping needs are available locally. This would typically encourage lower car ownership than the 2+ vehicles per household and limit further parking impact. There are a number of public parking lots surrounding the downtown that accommodate parking.

The Comprehensive Plan suggests that the future need for additional parking should be considered for a public structure as a developmental benefit for downtown location and development. Such a structure could be provided via public funding, joint public/private development or third-party funding with a fee structure based on downtown usage (Appendix: Proposed Parking Fee Schedule)..

### **Impacts**

The impacts of the rezoning are negligible as the actual increase in residential dwellings in the CBD is small due to the restricted lot sizes, particularly along Main Street, Lee Street and Horner Street. However, the potential increase in residential units in Old Town would have a significantly positive impact on the downtown commercial development. Each dwelling unit represents 1.8 persons per unit and could improve the market area for support of businesses in Old Town. These individuals would frequent local restaurants, shop at local retail outlets and increase sales tax and real estate tax revenues for the Town.

The density study of properties along Main Street and its side streets indicates that as many as 195 additional dwelling units could be realized from the change in zoning to fifty (50) dwelling units per acre. More realistically, about 105 units would be added for a range of 189-262 new population downtown. *The increased per capita income from this development would be \$700,900 to \$1,835,925 to support local business (2019 Census income per capita) or approximately 4600-7300 square feet of retail uses.* This would encourage similar new development or, more likely, support of existing retail to insure infill and continuation of the Old Town commercial core. The growth in income would also improve property values, increasing real estate tax and expand sales tax through increased purchases. The Old Town has already suffered significant losses of commercial expenditures to the bypass and this activity can reverse that trend to retain the commercial core.

Generally, the downtown residential units are one to two bedroom due to the limited space associated with the conversion of existing buildings. Rents are in the \$1200-\$1600 per month range, averaging \$1500 per month (local realtors) and the US Census estimate for median rents in Warrenton of \$1353 per month (2020 Census). The rents suggest that these units also provide alternative housing as affordable and/or workforce dwellings that support the Town housing stock. Local employees and millenials seeking a downtown location will find this housing type reasonable and provide the local support necessary to stabilize/grow the downtown commercial core.

There is potential increase in the consumption of sewer and water services from the Town. The addition of new residential units would alter the use of these services in comparison with the offices that would generally be displaced. While the equivalent office use would include more employees than residents, the residential consumption of services is considerably greater. The average office has 4-5 employees which generates 40-50 gallons per day (10 gal/employee). The average 1-2 bedroom apartment would generally contain 2 residents producing about 120-180 gallons per day (60-80 gal/person). This is a 2-3 fold increase or, as applied to the assumed residential growth on Main Street, about 19,500 gallons per day for the entire area. The Public Works Department of Warrenton has indicated that such impacts would be easily accommodated in the existing sewer and water systems.

There are no natural or scenic resources that would be compromised by the rezoning. In addition, it would maintain the neighborhood and insure the availability of workforce housing for the Town and area employees, both public and private. No changes in the existing structures are proposed and the character of the areas adjacent to the downtown will be maintained.

## Article 3 Zoning Districts and Map

Amended by Town Council: March 11, 2008  
 February 12, 2013  
 April 12, 2016  
 June 14, 2016  
 August 9, 2016  
 December 11, 2018  
 August 11, 2020  
 August 10, 2021  
 April 12, 2022  
September 13, 2022

### Contents (Sections)

- 3-1 Zoning Districts Established**
  - 3-1.1 Base Districts
  - 3-1.2 Overlay Districts
- 3-2 Zoning Map**
- 3-3 Zoning District Boundaries**
- 3-4 Requirements for Base Zoning Districts**
  - 3-4.1 R-15 Residential District
  - 3-4.2 R-10 Residential District
  - 3-4.3 R-6 Residential District
  - 3-4.4 RT Residential Townhouse District
  - 3-4.5 RMF Residential Multifamily District
  - 3-4.6 R-40 Residential District
  - 3-4.7 R-E Residential District
  - 3-4.8 RO Residential Office District
  - 3-4.9 PSP Public-Semi-Public Institutional District
  - 3-4.10 C Commercial District
  - 3-4.11 CBD Central Business District
  - 3-4.12 I Industrial District
- 3-5 Requirements for Overlay Zoning Districts**
  - 3-5.1 FPD - Floodplain District
  - 3-5.2 PUD - Planned Unit Development District
  - 3-5.3 HD - Historic District

### 3-4.11 CBD Central Business District

#### 3-4.11.1 Legislative Intent

**Legislative Intent.** The intent of this district is to provide for orderly development, infill and revitalization of the central business and commerce area of the Town of Warrenton in accordance with objectives, policies, and proposals of the Comprehensive Plan of the Town; and for the logical and timely development of the land for primarily business purposes providing for higher density residential development, especially on the upper floors of structures on Main Street and encouraging a lively retail environment at the street level of Main Street. The district is designed to encourage the following:

- Re-use of existing buildings in ways that are compatible with and supportive of the purposes of the district and of the Comprehensive Plan.
- Preservation of the unified, historic character of the district and its function as the retail and service center for Town citizens and visitors.
- The creation and reinforcement of the street as a public space, defined by buildings fronting the street, to create a harmonious pedestrian environment for Town citizens and visitors.
- Mixed uses within the district, including mixed uses within single structures: to encourage better utilization of existing structures and a diversity of housing types in the CBD.
- A uniformity of design to ensure the orderly arrangement of buildings, land uses, and parking areas, and all construction hereafter proposed for this area.
- A cohesive interrelationship of buildings in order to ensure a harmonious environment, allowing a degree of variety in building design provided said variety is within the overall historic, human-scale design framework of the district.
- Maximization of a beneficial interrelationship between vehicular facilities (streets and parking lots), pedestrian facilities (sidewalks, malls and plazas), and commercial establishments, with a particular focus on pedestrian, convenience and safety.
- The provision of adequate, appropriately located off-street parking facilities.
- The architectural design and arrangement of buildings and spaces so as to conform to the general character and plans of the district.

#### 3-4.11.2 Permitted Uses (by-right)

- Accessory buildings
- Apartments as part of a mixed-use building
- Banks and other financial institutions, but not drive-in facilities

- Broadcasting stations
- Churches
- Cleaning and pressing shops limited to six (6) pressing machines, and four (4) dry cleaning machines
- Clinics - outpatient care only
- Community buildings
- Historic shrines and museums
- Home Occupations
- Institutional buildings
- Medical and dental offices/clinics
- Mixed Use structures
- Mobile Food Vendors subject to Article 9-24
- Offices for business or professional use
- Off-street parking and load subject to Article 7
- Open space subject to Article 9
- Parking lots, in accord with supplemental regulations in Article 9 and parking lot standards, Article 7
- Personal service stores not exceeding three thousand (3,000) square feet in gross area, or within an existing space legally used for such purposes within the previous five years.
- Restaurants, without drive-in facilities
- Retail service stores not exceeding three thousand (3,000) square feet in gross area, or within an existing space legally used for such purposes within the previous five years
- Signs subject to Article 6
- Single-family detached dwelling units
- Studios and Trade Schools
- Theaters
- Townhouses and duplexes
- Utilities related to and necessary service within the Town, including poles, wires, transformers, telephone booths, and the like for electrical power distribution of communication service, and underground pipelines or conduits for local electrical, gas, sewer, or water service, but not those facilities listed as requiring a special use permit
- Vending machines

#### **3-4.11.3 Permissible Uses** (by special use permit upon approval of the Town Council)

- Active and passive recreation and recreational facilities
- Child care center, day care center, or nursery school
- Clubs and lodges
- Commercial parking lots and garages
- Commercial recreational establishments

- Drive-through facilities for banks and financial institutions
- Emergency housing
- Farmers markets
- Funeral homes
- Health and Fitness Facilities
- Hotels and motels, not exceeding seventy-five (75) rooms
- Hotels, Inns, Bed & Breakfasts, and Tourist Homes
- Medical centers and laboratories
- Parks and playgrounds.
- Printing establishments in excess of 3,000 square feet in gross area
- Rental service establishments, with no outside equipment storage.
- Retail, personal or business services, office, or restaurants in dwellings or apartment buildings
- Schools, including trade schools
- Small equipment sales and/or service operations
- Taxicab stands
- Water storage tanks, major transmission lines or pipelines, pumping or regulator stations, communications towers, and substations, and cable television facilities and accessory buildings

#### 3-4.11.4. Lot and Yard Regulations

Use	Minimum	Minimum	Maximum	Minimum Setbacks		
	Lot Size (sq. ft.)	Lot Frontage (at front setback)	Lot Coverage (impervious surfaces)	Front	Side	Rear
Commercial Uses	3,000	none	none	none	None to C or I District; 25 ft. to R District	None to C or I District; 25 ft. to R District
Other Permitted and Permissible Uses	None	none	none	none	None to C or I District; 25 ft. to R District	None to C or I District; 25 ft. to R District
Mixed-use structures	None	none	none	none	none	None to C or I District; 20 ft. to R District
Apartments (if stand-alone, non-mixed-use structure)	None	none	85%	none	None to C or I District; 20 ft. to R District	None to C or I District; 20 ft. to R District

Use	Minimum	Minimum	Maximum	Minimum Setbacks		
	Lot Size (sq. ft.)	Lot Frontage (at front setback)	Lot Coverage (impervious surfaces)	Front	Side	Rear
Single Family Dwellings	none	50 ft.	none	none	None to C or I District; 20 ft. to R District	None to C or I District; 20 ft. to R District

### 3-4.11.5 Building Regulations

Use	Maximum Height*	Yards
All main buildings	45 feet by right 75 feet by Special Use Permit	
Accessory buildings	Within 10 feet of any lot line shall not exceed 15 feet in height. All accessory buildings shall be less than the main building in height	All non-residential accessory buildings shall satisfy setback requirements

\* Side and rear yards adjacent to any other C or I district shall be increased one (1) additional foot of building height above thirty-five (35) feet;

\* Side and rear yards adjacent to any R district shall be increased two (2) additional feet for each one (1) foot of building height above thirty-five (35) feet.

### 3-4.11.6 Use Limitations

1. Apartments are a permitted use in the district; however, apartments are prohibited on the ground floor except by Special Use Permit.
2. Apartment densities shall not exceed fifty (50) dwelling units per gross acre -subject to special provisions as provided for in Article 7-9.3, parking provisions found in Article 7, and the Supplemental Use Regulations found in Section 9-4. Any parcel in the CBD that is equal to or exceeds one-half (1/2) acres shall be limited in residential density to twenty-five (25) dwelling units per acre.

## Article 7

### Off-Street Parking and Loading

#### 7-9 Special Parking Considerations for the CBD District

##### 7-9.1 Off-Site Parking in CBD

In the Central Business District, up to twenty-five percent (25%) of the parking requirement for any use may be provided on an off-site parking lot located so long as it is within five hundred (500) feet of the use and the owner or applicant for the use provides to the Zoning Administrator a deed restriction, contract, easement, or some form of written agreement showing that the parking lot will remain available at such off-site location.

##### 7-9.2 Parking Credit in CBD

In the Central Business District, in addition to the off-site parking provisions in Section 7-9.1, an owner or applicant may contribute to the Town's Downtown Parking Fund in lieu of providing up to twenty-five percent (25%) of the otherwise required parking for the site. Such fee shall be in accord with a fee schedule adopted by the Town Council.

##### 7-9.3 Parking for Residential Density in CBD

Properties in the Central Business District must demonstrate the availability of adequate parking spaces to accommodate the density of fifty (50) dwelling units per gross acre. Parking adequacy can be demonstrated by either one of the following:

**7-9.3.1** Availability of on-site parking spaces in accordance with Section 7-3; or

**7-9.3.2** Availability of parking spaces in accordance with Section 7-9.1 or Section 7-9.2 with the provision of a parking study of weekday and weekend parking in the subject lot sufficient to accommodate the additional dwelling units without exceeding a margin of 90% occupancy of the subject lot in accordance with Section 7-13 of the Zoning Ordinance; or

**7-9.3.3** Contribution of a fee in lieu of to the Town's Downtown Parking Fund for each additional parking space not accommodated in Section 7-9.3.1 or Section 7-9.3.2 above. Such fee shall be in accordance with the fee schedule adopted by Town Council.

**7-13 Proximity to Municipal Parking Lots**

Any building or use located within three hundred (300) feet (measured along lines of public access) of an existing municipally-operated parking lot shall be exempt from the provisions of this Article. A parking demand study shall be required for the establishment of any new residential uses utilizing municipal parking lot spaces for required parking. The parking demand study shall include weekdays and both weekend days, parking availability at peak times, and the distance to the nearest municipal parking lot via a clear pedestrian path.

## Article 9 Supplemental Use Regulations

Amended by Town Council: February 12, 2013  
 July 8, 2014  
 August 9, 2016  
 December 11, 2018  
 April 9, 2019  
 December 10, 2019  
 August 10, 2021  
 April 12, 2022  
September 13, 2022

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9-8	Lighting
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9-24	Mobile Food Vendors
9-25	Mixed-Use Development Option
9-26	Data Centers

#### 9-4 Apartment Buildings, Special Regulations

Apartment buildings shall be constructed in accordance with an overall plan and shall be designed as a single architectural unit with appropriate landscaping.

Adequate areas shall be provided for loading and unloading of delivery trucks and for the servicing of refuse collection, fuel, fire, and other service vehicles. These areas shall be so arranged that they may be used without blockage or interference with the use of accessways or parking facilities. Service areas shall be screened from view from any abutting roadway and from within the parking area.

Provision shall be made for safe and efficient vehicular ingress and egress to and from public streets and highways serving the center without undue congestion to or interference with normal traffic flow. Provision shall also be made for safe and convenient pedestrian ingress and egress to all adjacent public rights of way, as well as to adjacent properties. Where intersection augmentation is required, the applicant shall bear the cost of any improvements made necessary by his development.

Apartments in the Central Business District. The average size of apartments shall be at least 500 gross square feet and a minimum of 300 square feet of livable space. Any design or rehabilitation of a building shall be of an exterior design and form that is compatible with the Historic District and subject to the following site criteria:

1. Identification of the location of the trash receptacles and their enclosure/screening from the street (Article 10 Site Development Plan).
2. Adequate parking for dwelling units shall be demonstrated consistent with Sections 7-9.3 and 7-13 of the Zoning Ordinance.

**AN ORDINANCE TO ADOPT A REVISED COMMUNITY DEVELOPMENT FEE SCHEDULE  
EFFECTIVE JULY 1, 2018**

BE IT ORDAINED by the Council of the Town of Warrenton, Virginia, that the following Fee Schedule is hereby adopted effective July 1, 2018 and amended June 8, 2021 (Noise Permit)

PLANNING & ZONING		
DESCRIPTION	CODE	FEE
PLANNING*		
Rezoning	PLNG	\$1,250 + \$150 per acre**
Planned Unit Development (PUD)		\$2,150 + \$150 per acre + COA Consultant Review Fees**
Rezoning Additional submissions (4+)		\$500
Special Use Permit (SUP)		\$750 + \$300 for each additional use
Comprehensive Plan Amendment		\$1,600 if no rezoning required 50% of current rezoning fee if rezoning required
Section 15.2-2232 Compliance		\$800
BOARD OF ZONING APPEALS (BZA)*		
Administrative Appeal (BZA & ARB)	ZOPM	\$400
Variance		\$400
SITE DEVELOPMENT PLAN		
Site Development Plan (SDP)	SITE	\$3,600 + \$400x disturbed acres +\$200 late fee +600 (each review 3+)
BONDS		
Bond Reduction or Release	SITE	\$300
Bond Extension Fee		\$300/year
As-Built Submissions		\$300 (each 3+ review)
SUBDIVISION		
Preliminary / Final Plat (Commercial & Residential)	SITE	\$2,000 + \$250 per lot
Easement Plat		\$300
Re-approval (After 6 Months Signatures)		\$200
Administrative Plat / Boundary Adjustment		\$650
Record Plat / Vacation of Plat		\$200 (1-5 lots) \$300 (6-24 lots) \$400 (>25 lots)
Concept or Sketch Plan Review		\$10 per parcel + \$25 reissue after reg/prop change
LAND DISTURBANCE PERMIT		
Single Family Residential (<10,000 SF)	LDPA	\$200 + \$250 if work started without a permit; + \$50 re-inspection fee for Notice to Comply or Stop Work
Residential/Commercial (All)		Per Zoning Ordinance (Article 5-16)
Plan Review		\$200 + \$50/acre
E&S Compliance Inspection (Reinstatement)		50% of fee or \$1,500 (whichever less)
VSMP General Permit (State Fee Portion)	VSMP	Portion of cost within Article 5-16

*\*Plus the cost of advertising and property notice mailings*

*\*\*or any portion thereof, whichever is greater*

DESCRIPTION	CODE	FEE
ARCHITECTURAL REVIEW BOARD (Per property or design as applicable)		
ARB Review	PLNG	\$100 (Non-Residential) / \$50 (Residential)
ARB Review – Administrative		\$25
REVIEW/MODIFICATION		
Amendments (All Permit Re-Submissions including SDP)*	Same as application type	\$500* (condition amendment only) \$1,000* (minor) 50% of fee* (major)
Text Amendment	ZOPM	\$750 + Consultant Review Fee*
ZONING PERMIT		
Temporary Use	ZOPM	\$100
Zoning Determination Letter		\$350
Zoning Confirmation Letter		\$30 / \$100 if requires Conditions of Development conformance review
Expedited Letter		\$250
Zoning Permit		\$75 / \$200 if requires Conditions of Development conformance review No fee if in conjunction with Site Plan
Home Occupation Permit		\$25
Massage Therapy Business		\$75
Massage Therapist		\$50
Mobile Food Establishment		\$25 (included in zoning permit)
Zoning Inspections		\$80
Sign Permit		\$50 + \$2 per SF \$100 + \$66.30 per sign (if building permit required) \$1,000 + Consultant Fee (Sign Package)
Special Events	SPEV	\$100
Amplified Noise Permit (Annual)	NOISE	\$100

## MISCELLANEOUS

DESCRIPTION	CODE	FEE
Administrative Waiver	ZOPM	\$200
Waiver / Exception*		\$350*
Fee In-Lieu of Parking (Residential CBD Only)		\$3,650 (per space)
ADDITIONAL FEES		
Property List	ZOPM	\$25
New structure address		\$75
Deferrals / Continuance / Tabling*		\$200* (if re-advertised)
Work Without Permit (Permit After the Fact; Signs, E&S, Zoning, etc.)		\$100

\*Plus the cost of advertising and property notice mailings

\*\*or any portion thereof, whichever is greater

Technical Reviews and Studies (Professional Consultant Services)	PCSF	<div data-bbox="1448 65 1557 128" data-label="Text">Item 4.</div> \$1,000 (Traffic Impact Analysis) \$500 (Floodplain Study) \$300 (Design Standards Modification) \$750 (Wireless/Telecommunication) As Charged by Consultant (E&S / SWM Review)
Property Notification & Advertising	PNAC	As Charged by Piedmont Press & USPS

*\*Plus the cost of advertising and property notice mailings*  
*\*\*or any portion thereof, whichever is greater*

Item 4

BUILDING & FIRE		
DESCRIPTION	CODE	FEE
Building Permit State Levy Fee	BPSL	2% of total building permit cost for applicable line items as noted below by “****”
ELECTRIC SERVICE		
0 - 600 A	BLDG	\$50.00***
601 A - 1200 A		\$95.00***
Over 1200 A		\$160.00***
Temp Elect. Service		\$55.00***
Residential Circuits		\$55.00***
Commercial Circuits		\$0.01 / SF - \$100.00 Min.***
Electrical @ Residential Accessory Bldg.		\$50.00***
ALARM SYSTEM		
Fire	BLDG	\$0.01 / SF - \$100.00 Min.***
GAS		
Residential Gas	BLDG	\$50.00***
Commercial Gas		\$0.01 / SF - \$100.00 Min.***
LP Tank		\$50.00***
PLUMBING		
Residential Plumbing	BLDG	\$50.00***
Commercial Plumbing		\$0.01 / SF - \$100.00 Min.***
WATER LATERAL		
Residential / Commercial	BLDG	\$55.00***
SEWER LATERAL		
Residential / Commercial	BLDG	\$55.00***
IRRIGATION / RPZ		
Residential	BLDG	\$35.00***
Commercial		\$50.00***
MECHANICAL		
Residential Mechanical	BLDG	\$50.00***
Commercial Mechanical		\$0.01 / SF - \$100.00 Min.***
BUILDING		
New Residential Finished	BLDG	\$0.14 SF / \$100.00 Min.***
New Residential Unfinished		\$0.14 SF / \$100.00 Min.***
New Commercial< 5,000 SF		\$0.18 SF / \$150.00 Min.***
New Commercial > 5,000 SF		\$0.13 SF / \$150.00 Min.***
Residential Alterations		\$0.13 SF / \$75.00 Min.***
Commercial Alterations		\$0.17 SF / \$100.00 Min.***
Roofing / Siding Commercial		\$65.00***
Retaining Walls - Commercial		\$0.18 SF / \$150.00 Min.***
Retaining Walls - Residential		\$0.12 SF / \$75.00 Min.***
Accessory Structures		\$50.00***
Moved Structures		\$65.00***
MASONRY FIRE PLACE / FLUE		
Residential / Commercial	BLDG	\$65.00***

\*\*\*Plus 2.00% Virginia Levy Fee – subject to change without notice, set by State of Virginia

\*\*\*\*Returned if Applicant Prevails

DESCRIPTION	CODE	FEE	Item 4
MISCELLANEOUS			
Sprinkler System	BLDG	\$0.01 / SF - \$100.00 Min.***	
Hood Suppression		\$75.00***	
Demo		\$65.00***	
Re-inspection		\$50.00	
Permit Renewal / Administrative		\$45 per 6 months	
Consultation		\$50.00	
Modification		\$75.00	
After Hours Inspect.		\$200.00	
Certificate of Occupancy (C of O)		\$45.00	
C of O; Existing Structure		\$100.00	
Change of Use		\$65.00	
Tents		\$50.00 1st + \$25.00 each additional***	
Moved Structures		\$65.00***	
Appeals****		\$500.00****	
Work without permit – Minor or Major		\$100.00	
Signs		\$65.00***	
Violation Notices		N/A	\$0.00
ELEVATORS			
Annual Certificate	BLDG	\$50.00	
Repair Permit		\$50.00*	
New Elevator		\$50.00 + \$20.00 per floor	
POOLS			
Residential Pool	BLDG	\$65.00***	
Commercial Pool		\$0.07 SF / \$100.00 Min.***	
PLAN REVIEW (PR)			
Residential Plan Review	BLDG	\$0.03 SF / \$50.00 Min.	
Residential Electric PR		\$35.00	
Residential Plumbing - Mechanical PR		\$35.00	
Commercial Plan Review		\$0.01 SF / \$100.00 Min.	
Commercial Electric PR		\$45.00	
Commercial Plumbing - Mechanical PR		\$45.00	
Fire Suppression		\$0.01 SF / \$75.00 Min.	
Tenant Build-out		\$0.03 SF / \$75.00 Min.	
AMUSEMENT DEVICES			
Kiddie	BLDG	\$25.00***	
Circulate / Flat > 20'		\$35.00***	
Spectacular Ride		\$55.00***	
Coasters < 30'		\$150.00***	
All other devices		\$55.00***	
After Hours Inspect.		\$200.00	
FIRE OFFICIAL			
Open Burning or Blasting Permit	BLDG	\$50.00***	
FP Inspection	FIRE	\$50.00 for 1 <sup>st</sup> 2,500 SF + \$0.01 for each additional SF	

\*\*\*Plus 2.00% Virginia Levy Fee – subject to change without notice, set by State of Virginia

\*\*\*\*Returned if Applicant Prevails

## PARKING FUND FEE SCHEDULE

The Town Council has established a Parking Fund for the provision for adequate future parking in the Central Business District. The intention is to insure that there is opportunity for expanded parking to meet the needs of business, commerce and residential uses in the downtown. The availability of land in the downtown is severely limited and the addition of any new public parking would require the development of a structure or structures to accommodate new spaces. The Town has already identified locations for the construction of parking structures in conjunction with Fauquier County, Federal Government (Post Office) and/or private entities for the joint use and financing of parking structures.

The 2022-2027 Warrenton Capital Improvement Program (CIP) identifies a \$20,000,000 investment of local funds in the years 2025 – 2026 for this project. While current funding sources are Town bonds, there are numerous public, private and semi-public resources available to assist in the finance. The CIP indicates the various public sites available for a structure and references a previous study for the need of up to 300 additional parking spaces in the downtown area (Parking Study; Wilber Smith and Associates; 2000). This would be the basis for estimating the fee structure necessary to support the development of new parking in the CBD.

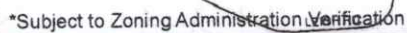
The current/2021 engineering cost estimate for surface parking (asphalt) is \$1.65 per square foot based on a 2 inch surface. The Warrenton/Central Virginia area generally requires additional surface material either in the form of asphalt or subsurface preparation resulting in double the investment plus added area for drives, circulation and access. This produces a cost per surface parking space of \$3650.

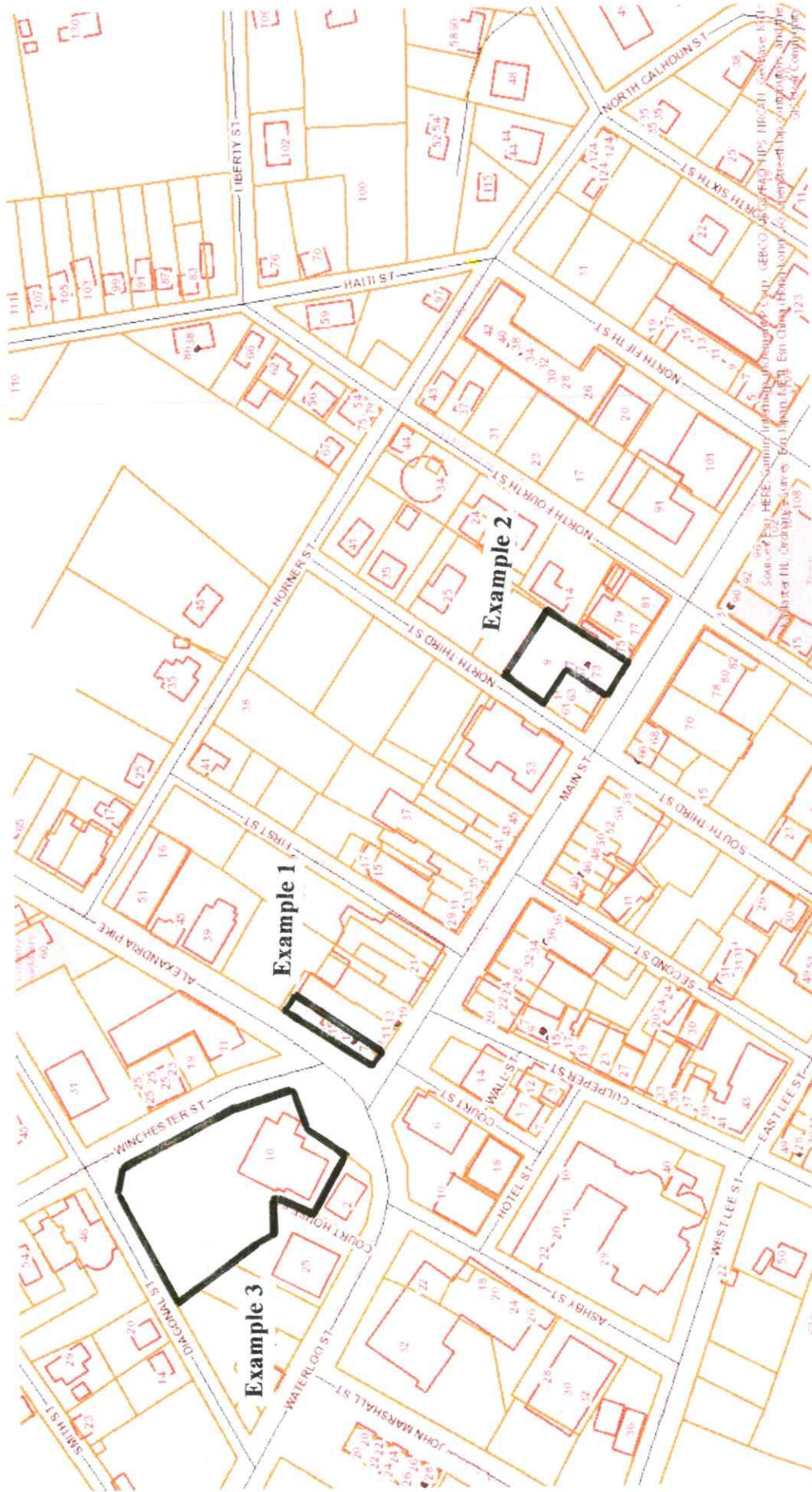
Structural parking requires considerable more investment in the structure, grading, steel/concrete and ramps to develop the vertical floor for vehicles, typically three (3) floors. Warrenton contains prospective topography in the downtown that can be an advantage for structural parking. A two-floor structure can be built such that the ground floor is accessible at the ground level, while the second floor is accessible at the street or second floor level, thereby eliminating the ramp and its space and structure.

Current engineering estimates of the cost per space for structural parking is \$50-65 per square foot. This produces an estimate per parking space of \$12,150 - \$15,800. As there exists an economy of scale in Warrenton for the development of structural parking (depending on the site), a fee of \$12,500 per parking space can be established for the Parking fund. This would generate about \$1.25 million in the six years prior to construction of the first parking structure (est. 15 spaces/year). The amortized cost of the CIP project (#T-25-008), assuming no cost participation from other sources, is about \$9000/space. This compares favorably with other communities where the parking fee schedule for downtown spaces ranges from \$7000 in Danville (non-retail) to \$15,000 in Middleburg. The recommended fee schedule is as follows:

**Parking Fund Fee Schedule**

**\$3,650/Space**





**MAP 2**  
**DENSITY EXAMPLES**

PARCELID	OWNER/NAME1	SITE/ADDRESS	CNTZ/ZONE/CD	ACREAGE	EXISTING DWELLINGS	POTENTIAL	POTENTIAL
						25 UNITS/ACRE	50 UNITS/ACRE
6984-23-9796-000	VERIZON VIRGINIA INC		CB	0		0	0
6984-43-1192-000	MT ZION BAPTIST CHURCH TEES OF		CB	0.0861		2	4
6984-43-4607-000	UNITED STATES POSTAL SERVICE		CB	0.0326		0	0
6984-33-1675-005	SUNRISE PROPERTY HOLDINGS LLC	77 W LEE ST	CB	0		0	0
6984-43-4533-000	ROGERS, CONNIE I; ROGERS, SAMUEL L	1 N THIRD ST	CB	0.0332		1	2
6984-33-2576-000	COUNTY OF FAUQUIER	JOHN MARSHALL ST	CB	0.4946		0	0
6984-33-5751-000	JOHN MARSHALL OFFICE BUILDING LLC	32 WATERLOO ST	PD	0		0	0
6984-33-7857-000	GAINES, WILLIAM H HEIRS		CB	0.0344		1	2
6984-43-2687-000	CARTER, HOWARD B II; CARTER, SHARON FAE	43 MAIN ST	CB	0.0526		1	3
6984-33-9361-000	DBRL4 LLC	39 CULPEPER ST	CB	0.2935		7	15
6984-42-5898-000	ALLS, MALCOLM W; HOTTLE, PRISCILLA G	111 E LEE ST	CB	0.1337		3	7
6984-33-5971-000	HARRIS, EVA C		CB	0.038		1	2
6984-33-8116-000	CORNER BUILDING PROPERTIES LLC	57 CULPEPER ST	CB	0.0557		1	3
6984-33-7180-800	ST JAMES EPISCOPAL CHURCH		CB	0.0464		0	0
6984-44-4456-000	ALLS, MALCOLM W ; HOTTLE, PRISCILLA G	95 ALEXANDRIA PIKE	CB	0.1713		4	9
6984-43-7774-000	MARTIN, CECILIA N; MARTIN, FRANK L	44 N FOURTH ST	CB	0.0393		1	2
6984-44-2241-000	JWT LLC		CB	0.0459		1	2
6984-43-7022-000	TUCKER, JAMES F REVOC LVG TRUST; TUCKER, JAMES I	17 S FIFTH ST	CB	0.0699		2	3
6984-33-1675-011	DSSP LLC		CB	0		0	0
6984-33-7180-000	ST JAMES EPISCOPAL CHURCH	34 BECKHAM ST	CB	0.0464		0	0
6984-33-6208-000	GRAHAM-GEORGE LLC	22 W LEE ST	CB	0.2848		7	14
6984-44-0404-000	DIAGONAL LC		CB	1.9378		48	97
6984-34-7116-000	WARRENTON BIBLE FELLOWSHIP	46 WINCHESTER ST	CB	0.3488		0	0
6984-33-2519-003	MOUNTAIN TOP PROPERTIES LLC		CB	0		0	0
6984-33-1675-004	DEPOLO, GEORGE M TRUSTEE	77 W LEE ST	CB	0		0	0
6984-43-3452-000	FENDLEY, JOYCE PAYNE; FENDLEY, W G III	66 MAIN ST	CB	0.0571		1	3
6984-44-3342-000	TRIVETTE, SARA E	73 ALEXANDRIA PIKE	CB	0		0	0
6984-43-1593-000	RUTH LLC	40 MAIN ST	CB	0.0290		1	1
6984-33-4726-005	JM PROPERTY LLC	20B JOHN MARSHALL ST	CB	0		0	0
6984-33-4439-000	BR 28 ASHBY STREET LLC	36 ASHBY ST	CB	0.3454		9	17
6984-43-0633-000	SAMUEL LLC	20 MAIN ST	CB	0.0432		1	2
6984-33-1675-010	JOINER, RICHARD & ROBYN LVG TRUST; JOINER, RICHAF	77 W LEE ST	CB	0		0	0
6984-43-8588-003	JADCO LLC	30 NORTH FIFTH ST	CB	0		0	0
6984-44-2072-000	WARRENTON TOWN OF		CB	0.4746		0	0
6984-43-2448-000	NOAH LLC	50 MAIN ST	CB	0.0439		1	2
6984-43-6676-000	JACKSON, MARY LOUISE JOYNES; JOYNES REAL ESTATE	35 N THIRD ST	CB	0.06		2	3
6984-43-5154-000	WARRENTON TOWN OF		CB	0.297		0	0
6984-44-3205-000	PAYNE, L W; PAYNE, MARY H HEIRS	65 ALEXANDRIA PIKE	CB	0		0	0
6984-34-5038-000	HODGES, DAVID; HODGES, HENRY	14 DIAGONAL ST	CB	0		0	0
6984-44-1362-000	MAGGIOLO, MARION	64 ALEXANDRIA PIKE	CB	0.2154		5	11
6984-33-2519-001	BLUE SPRUCE LLC		CB	0		0	0
6984-33-9515-000	MACDONALD, ETSUKO K; MACDONALD, MICHAEL KEITH	3 HOTEL ST	CB	0		0	0
6984-44-4235-000	DAUGHERTY, JAMES D	29 HORNER ST	CB	0.2047		5	10
				0		0	0
6984-33-1675-008	S & J CAPITAL LLC	77 W LEE ST	CB	0		0	0
6984-34-4195-000	CASNER, KARIN C	23 SMITH ST	CB	0.112		3	6
6984-23-9688-000	VERIZON VIRGINIA INC		CB	0		0	0
6984-43-8588-001	COLVIN, YOLANDA K	26 NORTH FIFTH ST	CB	0		0	0
6984-33-1821-000	FAUQUIER COUNTY BD OF SUPERVISORS		CB	0.4606		0	0
6984-43-3019-000	GUADALUPE INC	79 E LEE ST	CB	0.2438		6	12
6984-33-9538-000	12 CULPEPERST LLC	12 CULPEPER ST	CB	0		0	0
6984-42-2990-000	AIANI, ELIZABETH M; AIANI, RONALD J	86 E LEE ST	CB	0.1236		3	6
6984-43-2667-000	NEVILL, HUGH T A CO-TRUSTEE; NEVILL, HUGH T A REV C	41 MAIN ST	CB	0.0526		1	3
6984-33-0494-000	FAUQUIER COUNTY BD OF SUPERVISORS		CB	0.2255		0	0
6984-33-1675-006	SUNRISE PROPERTY HOLDINGS LLC	77 W LEE ST	CB	0		0	0
6984-33-1846-000	FAUQUIER COUNTY BD OF SUPERVISORS		CB	0.4446		0	0
6984-43-1659-000	REUWER FAMILY REAL ESTATE HOLDINGS LLC	29 MAIN ST	CB	0.0303		1	2
6984-33-8242-000	TIFFANY BUILDING LLC	51 CULPEPER ST	CB	0.0172		0	1
6984-53-0546-000	WARRENTON BAPTIST CHURCH		CB	0.4742		0	0
6984-23-9669-000	FAUQUIER COUNTY BD OF SUPERVISORS		CB	0.0683		0	3
6984-43-8588-007	SANFORD, KEVIN H	38 NORTH FIFTH ST	CB	0		0	0
6984-33-1675-001	FRANZONI, GEORGETTE C CO-TEE; FRANZONI, ROBERT	75A W LEE ST	CB	0		0	0
6984-43-5258-000	FENDLEY, JOYCE P; FENDLEY, WILLIAM G III	90 MAIN ST	CB	0.1377		3	7
6984-33-6944-000	FAUQUIER NAT BANK OF WARRENTON	25 WATERLOO ST	CB	0.1667		4	8
6984-43-6734-000	JACKSON, MARY LOUISE JOYNES; JOYNES, BARBARA LE	35 N THIRD ST	CB	0.16		4	8
6984-43-2476-000	LUKE LLC	52 MAIN ST	CB	0.1347		3	7
6984-43-7587-000	WARRENTON, PRESBYTERIAN CHURCH INC	23 N FOURTH ST	CB	0.4573		4	0
6984-33-1675-007	SUNRISE PROPERTY HOLDINGS LLC	77 W LEE ST	CB	0		0	0
6984-33-8179-000	CORNER BUILDING PROPERTIES LLC	34 E LEE ST	CB	0.0548		1	3
6984-43-8646-000	WARRENTON, PRESBYTERIAN CHURCH INC	37 N FOURTH ST	CB	0.4		0	0
6984-43-1718-000	WARRENTON TOWN OF	21 MAIN ST	CB	0.0649		0	0
6984-43-8588-009	HOSPICE OF FAUQUIER COUNTY INC.	42 NORTH FIFTH ST	CB	0		0	0
6984-34-8278-000	MACDONALD, ETSUKO K; MACDONALD, MICHAEL KEITH	45 WINCHESTER ST	CB	0.3408		9	17
6984-43-5428-000	WOODWARD GROUP INC THE	75 MAIN ST	CB	0.0393		1	2
6984-44-3184-000	HERNDON, JOY T	25 HORNER ST	CB	0.3436		9	17
6984-33-8599-000	WALL STREET LLC	1 HOTEL ST	CB	0.0652		2	3
6984-45-7229-000	THE WOODWARD GROUP INC		CB	0		0	0
6984-43-4221-000	WARRENTON TOWN OF		PS	0.999		0	0
6984-44-2282-000	WINSTON, PEGGY P		CB	0		0	0
6984-43-0283-003	WARRENTON REALTY CO INC THE	49 & 51 E LEE ST	CB	0.1108		3	6
6984-33-1675-009	JOINER, RICHARD & ROBYN LVG TRUST; JOINER, RICHAF	77 E LEE ST	CB	0		0	0
6984-33-4548-000	28 ASHBY STREET LLC; BR 28 ASHBY STREET LLC		CB	0.1878		5	9
6984-45-7377-000	THE WOODWARD GROUP INC		CB	0		0	0
6984-43-0283-001	WARRENTON REALTY CO INC THE	30 S THIRD ST	CB	0.0234		1	1
6984-43-3718-000	COFFEE SHOPPE PROPERTY LLC	35 MAIN ST	CB	0.3224		8	16
6984-33-9894-000	7 MAIN STREET LLC	7 MAIN ST	CB	0.0778	1	2	4
6984-33-5341-000	GRAHAM-GEORGE LLC		PS; CB	0.1363		3	7
6984-43-7376-000	WARRENTON, PRESBYTERIAN CHURCH INC	101 MAIN ST	CB	0.3294		0	0
6984-33-8144-000	CORNER BUILDING PROPERTIES LLC		CB	0.0378		1	2
6984-43-6211-000	CLEA INVESTMENTS LLC	100 MAIN ST	CB	0.5244		13	26
6984-34-6269-000	SENTZ, ANN F TRUSTEE; SENTZ, THOMAS C LIVING TRU	58 WINCHESTER ST	CB	0.1086		3	5

6984-43-6060-000	TUCKER, JAMES F REVOC LVG TRUST; TUCKER, JAMES I		CB	0.0695	2	3	
6984-33-7215-000	GRAHAM-GEORGE LLC	50 CULPEPER ST	CB	0.323	8	16	
6984-42-3837-000	BURAK, EDWARD		CB	0.1236	3	6	
6984-42-3891-000	HARRIS, EVA C	96 LEE ST	CG; CB	0.4028	10	20	
6984-33-0645-000	CHESAPEAKE & POTOMAC TELE CO	87 WEST LEE ST	CB	0	0	0	
6984-33-0797-000	FAUQUIER COUNTY BD OF SUPERVISORS		CB	<del>0.4606</del>	0	0	
6984-34-5191-000	ALLS, MALCOLM W; HOTTLE, PRISCILLA G	20 DIAGONAL ST	CB	0	0	0	
6984-33-9359-000	BURG RENTALS LLC	31 CULPEPER ST	CB	0.049	1	2	
6984-34-9169-000	CARTER HALL PROPERTIES LLC	31 WINCHESTER ST	CB	0.5145	13	26	13
6984-44-2137-000	JWT LLC		CB	0.0642	2	3	
6984-43-8622-000	WARRENTON, PRESBYTERIAN CHURCH INC	31 N FOURTH ST	CB	<del>0.4444</del>	0	0	
6984-33-8254-000	49 CULPEPER LLC	49 CULPEPER ST	CB	0.0246	1	1	
6984-43-6711-000	JACKSON, MARY LOUISE JOYNES; JOYNES, BARBARA LE		CB	0.0513	1	3	
6984-45-6375-000	JENKINS, KELLY J; WESTMORELAND, DAVID M	11 JOHN E MANN ST	CB	0	0	0	
6984-44-3718-000	SGF BROS CORP	98 ALEXANDRIA PIKE	CB	1.7823	45	89	45
6984-43-3947-000	ALLS, MALCOLM W ; HOTTLE, PRISCILLA G	41 FIRST ST	PS	0	0	0	
6984-33-7809-000	FAUQUIER NATIONAL BANK THE	10 COURTHOUSE SQ	CB	0.254	6	13	
6984-43-2832-000	FAUQUIER HUNT PROPERTIES LLC		CB	0.0181	0	1	
6984-42-2912-000	EICHER, JAMES D TRUST OF THE; EICHER, JAMES D TRU	50 S FOURTH ST	CB	0.1071	3	5	
6984-33-0591-000	FAUQUIER COUNTY BD OF SUPERVISORS		CB	<del>0.0099</del>	0	0	
6984-43-4352-000	WALKER, GEORGE T & COMPANY LTD	78 MAIN ST	CB	0.2655	7	13	
6984-43-3185-000	LAWRENCE, MICHELLE L	26 S FOURTH ST	CB	0.0459	1	2	
6984-33-2519-004	MOUNTAIN TOP PROPERTIES LLC		CB	0	0	0	
6984-33-9326-000	FAUQUIER CLUB	37 CULPEPER ST	CB	0.0531	1	3	
6984-43-7551-000	WARRENTON, PRESBYTERIAN CHURCH INC	17 N FOURTH ST	CB	<del>0.4743</del>	4	0	
6984-44-2009-000	JWT LLC	51 ALEXANDRIA PIKE	CB	0.1446	4	7	
6984-43-7018-000	TUCKER, JAMES F REVOC LVG TRUST; TUCKER, JAMES I	15 S FIFTH ST	CB	0.1671	4	8	
6984-34-9063-000	DNRS LLC	19 WINCHESTER ST	CB	0	0	0	
6984-43-4541-000	XSTELE.COM LLC	63 MAIN ST	CB	0.0469	1	2	
6984-44-6005-000	PIEDMONT ENVIRONMENTAL CNCL THE	45 HORNER ST	CB	0.6771	17	34	17
6984-33-0805-000	FAUQUIER COUNTY BD OF SUPERVISORS	24 PELHAM ST	CB	<del>0.4132</del>	0	0	
6984-43-8247-000	IOOF CHARITY LODGE #27 TEES	7 N FIFTH ST	CB	<del>0.0076</del>	0	0	
6984-33-5934-000	HARRIS, EVA C	5 DIAGONAL ST	CB	0.071	2	4	
6984-43-1949-000	FIRST BAPTIST CHURCH TEES	39 ALEXANDRIA PIKE	CB	<del>0.3064</del>	0	0	
6984-43-0283-002	WARRENTON REALTY CO INC THE	53 E LEE ST	CB	0.0653	2	3	
6984-44-4090-000	HORNER STREET ASSOCIATES INC		CB	0.0008	0	0	
6984-43-3605-000	45 MAIN STREET LLC	45 MAIN ST	CB	0.097	2	5	
6984-33-4726-010	WEINGERTNER, INGE; WEINGERTNER, ROLF	28A JOHN MARSHALL ST	CB	0	0	0	
6984-43-0503-000	STORY, WALTER E	13 CULPEPER ST	CB	0.0491	1	2	
6984-43-0991-000	11 MAIN STREET LLC		CB	0.2669	7	13	
6984-44-0029-000	WARRENTON TOWN OF	11 WINCHESTER ST	PS	<del>0.298</del>	0	0	
6984-43-3661-000	USA	53 MAIN ST	CB	0.3343	8	17	
6984-33-4726-006	GABOR, CHARLOTTE D	20A JOHN MARSHALL ST	CB	0	0	0	
6984-33-4726-007	WATERLOO COURT LLC	22A JOHN MARSHALL ST	CB	0	0	0	
6984-44-7935-000	NORTH ALEXANDRIA LLC	147 ALEXANDRIA PIKE	CB	0.6685	17	33	17
6984-33-6622-000	18 ASHBY STREET LLC; BR 18 ASHBY STREET LLC	20 ASHBY ST	CB	0.2771	7	14	
6984-44-2557-000	GREENLAND, CHRISTINE F; GREENLAND, THOMAS A	94 ALEXANDRIA PIKE	CB	0.7702	19	39	19
6984-43-2199-000	MT ZION BAPTIST CHURCH TEES OF	73 E LEE ST	CB	<del>0.2893</del>	0	0	
6984-33-9338-000	CULPEPER STREET LLC	35 CULPEPER ST	CB	0	0	0	
6984-44-4552-000	ALLS, MALCOLM W ; HOTTLE, PRISCILLA G	99 ALEXANDRIA PIKE	CB	0.1514	4	8	
6984-43-0410-000	HARRIS, EVA C	20 SECOND ST	CB	0	0	0	
6984-43-6769-000	CHERITON PROPERTIES LLC	41 N THIRD ST	CB	0.16	4	8	
6984-43-6470-000	WARRENTON, PRESBYTERIAN CHURCH INC	91 MAIN ST	CB	<del>0.229</del>	0	0	
6984-44-5514-000	ALLS, MALCOLM W ; HOTTLE, PRISCILLA G	103 ALEXANDRIA PIKE	CB	0.2646	7	13	
6984-43-0426-000	STORY, WALTER E		CB	0.0854	2	4	
6984-33-2912-000	SMITH, ANGELA	74 WATERLOO ST	CB	0.3515	9	18	
6984-43-0765-000	WARRENTON TOWN OF		CB	0	0	0	
6984-44-3105-000	J W T LLC	17 HORNER ST	CB	0.0938	2	5	
6984-44-4423-000	DANG, HAN; TRAN, LIEN	89 ALEXANDRIA PIKE	CB	0.1463	4	7	
6984-34-4146-000	H & C INVESTORS LLC		CB	0	0	0	
6984-43-5676-000	CHERITON PROPERTIES LLC	25 N THIRD ST	CB	0	0	0	
6984-43-4005-000	DARK HORSE HOLDINGS LLC	35 S FOURTH ST	CB	0.083	2	4	
6984-43-0283-005	WARRENTON REALTY CO INC THE	E LEE ST	CB	0.2278	6	11	
6984-33-4726-001	WATERLOO COURT 1 LLC	28B JOHN MARSHALL ST	CB	0	0	0	
6984-44-3229-000	COLBERT, KHEALAN P	69 ALEXANDRIA PIKE	CB	0.1083	3	5	
6984-44-1238-000	MAGGIOLO, MARION		CB	0.0235	1	1	
6984-33-5956-000	FAUQUIER NATIONAL BANK THE		CB	0.0223	1	1	
6984-33-7989-000	FAUQUIER NAT BANK OF WARR THE	10 COURT HOUSE SQ	CB	0	0	0	
6984-23-9484-000	FAUQUIER COUNTY BD OF SUPERVISORS	78 W LEE ST	CB	<del>0.58</del>	0	0	
6984-33-9452-000	BURG RENTALS LLC	29 CULPEPER ST	CB	0	0	0	
6984-43-2254-000	MT ZION BAPTIST CHURCH TEES	23 S THIRD ST	CB	0	0	0	
6984-33-8172-000	CORNER BUILDING PROPERTIES LLC	37 BECKHAM ST	CB	0.0346	1	2	
6984-43-1689-000	ANDERSON, A R BUILDING LLC	31 MAIN ST	CB	0.0568	1	3	
6984-43-2739-000	FAUQUIER HUNT PROPERTIES LLC	15 FIRST ST	CB	0.0181	0	1	
6984-33-9484-000	27 CULPEPER ST LLC		CB	0.0465	1	2	
6984-43-3990-000	WARRENTON TOWN OF	38 HORNER ST	CB	<del>0.3166</del>	0	0	
6984-34-5159-000	BURCH, SEAN; LEWIS, JEANNE	29 SMITH ST	CB	0.1471	4	7	
6984-33-0736-000	FAUQUIER COUNTY BD OF SUPERVISORS		CB	<del>0.0469</del>	0	0	
6984-43-7195-000	FMMG LLC	110 MAIN ST	CB	0.1951	5	10	
6984-33-9466-000	27 CULPEPER ST LLC	27 CULPEPER ST	CB	0.04	1	2	
6984-43-1887-000	WARRENTON TOWN OF		CB	<del>0.2772</del>	0	0	
6984-45-7118-000	WARRENTON TOWN OF		PS	0	0	0	
6984-33-4996-000	HARRIS, EVA C		CB	0.0281	1	1	
6984-43-4141-000	25 S FOURTH STREET LLC	25 SOUTH FOURTH ST	CB	0.0858	2	4	
6984-42-6965-000	JONES, NICOLLE M B; JONES, QUENTIN A	25 S FIFTH ST	CB	0.1622	4	8	
6984-34-6285-000	LEWIS, SUSAN H	54 WINCHESTER ST	CB	0.1091	3	5	
6984-33-9200-000	DAIKER, DEBORAH A	38 E LEE ST	CB	0.0429	1	2	
6984-33-0339-000	FAUQUIER COUNTY BD OF SUPERVISORS		CB	<del>0.0243</del>	0	0	
6984-33-9488-000	ASH CAPITAL HOLDINGS LLC	21 CULPEPER ST	CB	0	0	0	
6984-33-3816-800	THE SALVATION ARMY	62C WATERLOO ST	CB	0.5487	14	27	14
6984-43-8669-000	ZOSH, MICHAEL	43 N FOURTH ST	CB	0	0	0	
6984-44-3386-000	HARRIS, EVA C	79 ALEXANDRIA PIKE	CB	0	0	0	
6984-33-8139-000	TIFFANY BUILDING LLC	53 CULPEPER ST	CB	0.0466	1	2	

6984-45-7423-000	THE WOODWARD GROUP INC		CB	0		0	0
6984-43-3345-000	LOCALICIOUS PROPERTIES LLC	15 S THIRD ST	CB	0.0688		2	3
6984-43-0652-000	MERNS LLC	22 MAIN ST	CB	0.041		1	2
6984-42-6922-000	ALLS, MALCOLM W; HOTTLE, PRISCILLA G	35 S FIFTH ST	CB	0.0689		2	3
6984-43-0586-000	STORY, WALTER E	34 MAIN ST	CB	0.1416		4	7
6984-43-8588-005	HARRIS, MARK	34 NORTH FIFTH ST	CB	0		0	0
6984-33-0781-000	CHESAPEAKE & POTOMAC TELE CO		CB	0		0	0
6984-33-4726-008	MURRAY, SABRINA T	24A JOHN MARSHALL ST	CB	0		0	0
6984-34-6179-000	WARRENTON BIBLE FELLOWSHIP TEES	46 WINCHESTER ST	CB	0.4597		0	0
6984-45-6328-000	RAWLINGS, JESSICA E	17 JOHN E MANN ST	CB	0		0	0
6984-33-3636-000	COUNTY OF FAUQUIER	30 JOHN MARSHALL ST	CB	0.3096		0	0
6984-43-8395-000	IOOF CHARITY LODGE #27 TEES	17 N FIFTH ST	CB	0		0	0
6984-43-5473-000	KANE MANOR FARM LLC	81 MAIN ST	CB	0.0734		2	4
6984-33-4726-002	WATERLOO COURT 2 LLC	26B JOHN MARSHALL ST	CB	0		0	0
6984-43-0892-000	WARRENTON TOWN OF		CB	0.0378		0	0
6984-32-7819-000	ST JAMES EPISCOPAL CHURCH TEES	89 CULPEPER ST	CB	0.2476		0	0
6984-43-6660-000	CHERITON PROPERTIES LLC	20 N FOURTH ST	CB	0.18		5	9
6984-43-9465-000	WARRENTON BAPTIST CHURCH		CB	0.4308		0	0
6984-33-4726-004	JM PROPERTY LLC	22B JOHN MARSHALL ST	CB	0		0	0
6984-44-1203-000	MAGGIOLO, MARION	60 ALEXANDRIA PIKE	CB	0.2316		6	12
6984-43-0526-000	PEARSON, GARY M; PEARSON, LOIS G	7 CULPEPER ST	CB	0.0762		2	4
6984-43-3404-000	IRMEN, CHRISTOPHER JOHN; IRMEN, JOHN CHARLES; IR	58 MAIN ST	CB	0.0628		2	3
6984-43-2231-000	MT ZION BAPTIST CHURCH TEES		CB	0		0	0
6984-42-1927-000	HARRIS, EVA C	53 S THIRD ST	CB	0		0	0
6984-43-2714-000	REUWER FAMILY REAL ESTATE HOLDINGS LLC		CB	0.0601		2	3
6984-43-2501-000	ADAM LLC	44 MAIN ST	CB	0.0333		1	2
6984-43-5302-000	PYTHON GROUP LLC	82 MAIN ST	CB	0.0444		1	2
6984-43-7721-000	WARRENTON TOWN OF	34 N FOURTH ST	CB	0.2		0	0
6984-33-5999-000	FAUQUIER NATIONAL BANK THE		CB	0.2172		5	11
6984-33-6782-000	22 WATERLOO STREET LLC; BR 22 WATERLOO STREET I	22 WATERLOO ST	CB	0.1368		3	7
6984-43-0851-000	3 SPEED LLC	19 MAIN ST	CB	0.1094		3	5
6984-43-2126-000	MT ZION BAPTIST CHURCH TEES	33 S THIRD ST	CB	0.086		0	0
6984-43-8588-008	FARSHCHI, TAHEREH AKHAVAN	40 NORTH FIFTH ST	CB	0		0	0
6984-45-5463-000	YATES, BRENDA	29 JOHN E MANN ST	CB	0		0	0
6984-42-5722-000	AJAX LLC	114 LEE ST	CB	0.5418		14	27
6984-43-5507-000	ALLS, MALCOLM W; HOTTLE, PRISCILLA G	9 N THIRD ST	CB	0.3514	8	9	18
6984-43-8588-006	SADROLASHRAFI, FARHAD	36 NORTH FIFTH ST	CB	0		0	0
6984-33-1675-003	DEPOLO, GEORGE M TRUSTEE	77 W LEE ST	CB	0		0	0
6984-34-4016-000	H & C INVESTORS LLC	67 WATERLOO ST	CB	0.5717		14	29
6984-43-8425-000	RENEWABLE ENERGY SOLUTIONS INC	20 N FIFTH ST	CB	0.1289		3	6
6984-43-2710-000	ANDERSON, A R BUILDING LLC		CB	0.0845		2	4
6984-43-0670-000	26-28 MAIN STREET LLC	28 MAIN ST	CB	0.0329		1	2
6984-43-1090-000	54EASTLEE LLC	54 E LEE ST	CB	0.2717		7	14
6984-43-6504-000	CHERITON PROPERTIES LLC	14 N FOURTH ST	CB	0.277		7	14
6984-43-4305-000	FOX DEN 70 MAIN LLC	70 MAIN ST	CB	0.1586		4	8
6984-43-2520-000	ESTHER LLC	46 MAIN ST	CB	0.0401		1	2
6984-34-9048-000	EPC VA 92 LLC; EPC VA 93 LLC	25 WINCHESTER ST	CB	0.0917		2	5
6984-33-4726-009	IRMEN, JOHN; IRMEN, MARTA	26A JOHN MARSHALL ST	CB	0		0	0
6984-34-1010-000	FAUQUIER COUNTY BD OF SUPERVISORS		CB	0.4909		0	0
6984-44-4309-000	MOORE, GARRETT W; MOORE, ROBIN M	85 ALEXANDRIA PIKE	CB	0.1469		4	7
6984-33-5533-000	28 ASHBY STREET LLC; BR 28 ASHBY STREET LLC	28 ASHBY ST	CB	0.2949		7	15
6984-23-8783-000	ROBERTS, BARBARA A; ROBERTS, EUGENE D	103 W LEE ST	CB	0		0	0
6984-45-4167-000	SGF BROS CORP	156 ALEXANDRIA PIKE	CB	2.9354		73	147
6984-43-1512-000	36 MAIN STREET LLC	36C MAIN ST	CB	0.1642		4	8
6984-33-3816-000	THE SALVATION ARMY		CB	0		0	0
6984-43-8588-002	IAM PROPERTY LLC	28 NORTH FIFTH ST	CB	0		0	0
6984-43-0811-000	11 MAIN STREET LLC	9 MAIN ST	CB	0.1281	2	3	6
6984-53-0511-000	WARRENTON BAPTIST CHURCH	31 N FIFTH ST	CB	0.434		0	0
6984-23-9721-000	FAUQUIER COUNTY BD OF SUPERVISORS		CB	0.46		0	0
6984-44-4192-000	HORNER STREET ASSOCIATES INC	35 HORNER ST	CB	0.7374		18	37
6984-33-1675-012	BBJM LLC		CB	0		0	0
6984-32-8935-000	ST JAMES EPISCOPAL CHURCH TEES A/K/A; ST JAMES P	73 CULPEPER ST	CB	4.5343		0	0
6984-33-4726-003	HERRMANN & DESIO LLC	24B JOHN MARSHALL ST	CB	0		0	0
6984-43-7416-000	WARRENTON, PRESBYTERIAN CHURCH INC		CB	0.0954		0	0
6984-43-1479-000	RUTH LLC		CB	0.0159		0	1
6984-33-2519-002	67 WATERLOO CENTER LLC		CB	0		0	0
6984-33-9190-000	MLC PROPERTY MANAGEMENT LLC	50 S THIRD ST	CB	0.4520		11	23
6984-43-3070-000	ALLS, MALCOLM W ; HOTTLE, PRISCILLA G	87 E LEE ST	CB	0.0555		1	3
6984-43-0306-000	DBRL4 LLC	30 SECOND ST	CB	0.0413		1	2
6984-43-0496-000	BR SECOND STREET PARKING LLC		CB	0.0259		1	1
6984-43-3470-000	MARSHALL, SUE ANN	68 MAIN ST	CB	0.0632		2	3
6984-33-9591-000	STORY, WALTER E	19 CULPEPER ST	CB	0.0426		1	2
6984-43-8588-004	THREE JEWELS LLC	32 NORTH FIFTH ST	CB	0		0	0
6984-43-5446-000	DUANE THOMPSON RENTALS LLC	77 MAIN ST	CB	0.0916		2	5

<b>TOTAL</b>	<b>TOTAL</b>			11	713	1413	1108
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1st Floor Retail (25%)					534	1060	831
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**TABLE 1**  
**Existing and Potential Density in the Central Business District**  
**Main Street**

	<u>Address</u>	<u>Acreage</u>	<u>Existing Density</u> (25du/ac)	<u>Proposed Density</u> (50 du/ac)
<b><u>EAST SIDE</u></b>				
<b>Alex. Pike - 1st St</b>				
	7 Main	0.0778	1	3
	11 Main	0.1281	3	6
	19 Main	0.1094	2	5
	Lot Main	--	--	Town
	21 Main	0.0619	--	Town
	Lot Main	0.2772	--	Town
	<i>Subtotal</i>	<i>0.3391</i>	<i>6</i>	<i>14</i>
<b>1st St - 3rd St</b>				
	29 Main	0.0303	0	1
	Lot Main	0.0601	1	3
	31 Main	0.0568	1	2
	Lot Main	0.0845	2	4
	35 Main	0.3224	8	16
	41 Main	0.0526	1	2
	43 Main	0.0526	1	2
	45 Main	0.097	2	4
	53 Main	0.3343	8	16
	<i>Subtotal</i>	<i>1.0906</i>	<i>24</i>	<i>50</i>
<b>Third St - Fourth St</b>				
	1 No. 3rd	0.0332	0	1
	9 No. 3rd	0.3514	8	17
	63 Main	0.0469	1	2
	75 Main	0.0393	0	1
	77 Main	0.0916	2	4
	81 Main	0.0734	1	3
	<i>Subtotal</i>	<i>0.6358</i>	<i>12</i>	<i>28</i>
<b>Fourth St - Fifth St</b>				
	91 Main	0.229	--	Church
	101 Main	0.3291	--	Church
	7 No. 5th	0.0975	--	Lodge
	123 Main	0.7684	--	Church
	<i>Subtotal</i>	<i>1.424</i>	<i>0</i>	<i>0</i>

**WEST SIDE****Court St - Culpeper St**

6 Court/10 Ashby	--	--	Fauq Co
14 Main	0.1767	--	Fauq Co
20 Main	0.0432	1	2
22 Main	0.0410	1	2
28 Main	0.0329	0	1
34 Main	0.1416	3	7
36 Main	0.1642	4	8
<i>Subtotal</i>	<i>0.5996</i>	<i>9</i>	<i>20</i>

**Culpeper St - 2nd St**

40 Main	0.029	0	1
44 Main	0.0333	0	1
46 Main	0.0401	1	2
50 Main	0.0439	1	2
52 Main	0.1347	3	6
58 Main	0.0628	1	3
<i>Subtotal</i>	<i>0.3438</i>	<i>6</i>	<i>15</i>

**2nd St - 4th St**

66 Main	0.0571	1	2
68 Main	0.0632	1	3
70 Main	0.1586	3	7
78 Main	0.2655	6	13
82 Main	0.0444	1	2
<i>Subtotal</i>	<i>0.5888</i>	<i>12</i>	<i>27</i>

**4th St - 6th St**

90 Main	0.1377	3	6
100 Main	0.5244	13	13 *
110 Main	0.1951	4	9
122 Main	--	1	SF
<i>Subtotal</i>	<i>0.8572</i>	<i>21</i>	<i>28</i>

<b>TOTAL</b>	<b>5.8789</b>	<b>90</b>	<b>182</b>
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\* Limited to 25 units/acre as proposed.

**AN ORDINANCE TO APPROVE A ZONING ORDINANCE TEXT AMENDMENT (ZOTA 2022-1) TO ARTICLES 3, 7, 9 AND THE FEE SCHEDULE TO ALLOW INCREASED APARTMENT DENSITY IN THE CENTRAL BUSINESS DISTRICT (CBD) AND TO UPDATE THE FEE SCHEDULE ASSOCIATED WITH FEE IN-LIEU OF PROVIDING PARKING SPACES**

WHEREAS, an Applicant has submitted a request to amend Articles 3, 7, 9 and the Fee Schedule to allow increased apartment density in the Central Business District (CBD); and

WHEREAS, the revisions would increase the allowable apartment density from twenty-five (25) apartment units per acre, up to fifty (50) apartment units per acre on CBD parcels less than one-half (1/2) acre; and

WHEREAS, the revisions would not apply to parcels equal to, or greater than; ½ acre and would continue to be limited to 25 apartment units per acre; and

WHEREAS, the revisions to the Fee Schedule provide a fee in-lieu option to contribute to a parking fund instead of providing on-site parking spaces if the parking study identifies parking availability within nearby public parking lots; and

WHEREAS, the Town Council has determined that the health, safety, general welfare of the public and good zoning practice warrant this amendment; and

WHEREAS, the Applicant submitted this Zoning Ordinance text amendment on May 12, 2022; and

WHEREAS, the Town of Warrenton Planning Commission held a work session on the proposed amendment on July 19, 2022; and

WHEREAS, the Town of Warrenton Planning Commission held a public hearing on the proposed amendment on August 16, 2022 where the Commission recommended denial of the text amendment by a 3-3 vot; and

WHEREAS, on September 13, 2022, the Town of Warrenton Town Council held a public hearing and considered written and oral testimony on the proposed text amendment; now, therefore, be it

ORDAINED by the Town Council of the Town of Warrenton this 13<sup>th</sup> day of September 2022, That the Town Council hereby approves the following text amendment to Article 3 of the Zoning Ordinance:

---

Tommy Cureton, Town Clerk

**TOWN OF WARRENTON, VIRGINIA**

18 Court Street, P.O. Drawer 341

Warrenton, VA 20188-0341

(540) 347-2405

Item 4.

**LAND DEVELOPMENT APPLICATION**

NO. \_\_\_\_\_

Application is hereby made for a zoning permit in accordance with the description and for the purpose hereinafter set forth. This application is made subject to all Town and State Laws and Ordinances and which are hereby agreed to by the undersigned and which shall be deemed a condition entering into the exercise of this permit. The permit is valid for six (6) months from date of issuance. If not renewed prior to expiration, this permit is null and void.

**TYPE OF DEVELOPMENT:**

- |  |   |  |   |   |
|--|---|--|---|---|
| <input type="checkbox"/> Preliminary Plat      | <input type="checkbox"/> Amendment                                  | <input type="checkbox"/> Boundary Adjustment | <input type="checkbox"/> Zoning/Rezoning            | <input type="checkbox"/> Variance             |
| <input type="checkbox"/> Final Plat            | <input type="checkbox"/> Comp Plan                                  | <input type="checkbox"/> Land Disturbance    | <input type="checkbox"/> Sign - Permit #            | <input type="checkbox"/> Other, Specify Below |
| <input type="checkbox"/> Site Development Plan | <input checked="" type="checkbox"/> Zoning Ordinance Text Amendment | <input type="checkbox"/> Site Plan Waiver    | <input type="checkbox"/> Temporary Use or Structure |   |
| <input type="checkbox"/> Special Exception     | <input type="checkbox"/> Special Use Permit                         | <input type="checkbox"/> Sketch/Concept Plan | <input type="checkbox"/> Record Plat                |   |

**PURPOSE OF REQUEST:** RECOMMENDATION TO AMEND THE ZONING ORDINANCE FOR THE CENTRAL BUSINESS DISTRICT (CBD) TO ALLOW FOR RESIDENTIAL DENSITY OF UP TO 50 DWELLING UNITS PER ACRE, WHERE 25 UNITS PER ACRE IS CURRENTLY ALLOWED. THE REQUEST WOULD PROVIDE INCREASED RESIDENTIAL DOWNTOWN TO SUPPORT COMMERCIAL USES & ENCOURAGE REUSE OF HISTORIC STRUCTURES.

Record Owner as shown on deed:

Last Name: NA First Name: \_\_\_\_\_ Phone(Day): \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Applicant:

Last Name: ALLS First Name: MALCOLM Phone(Day): 540/428-1889Mailing Address: 57 SULLIVAN STREETParcel Identification Number: VAR. Zoning District: CBD Subdivision: \_\_\_\_\_ Lot No.: \_\_\_\_\_Subject Property Street Address: NAAcreage: \_\_\_\_\_ Street Frontage: \_\_\_\_\_ Existing Structures(Number & Type): OLD TOWN Existing Use: COMM/RESID.**OWNERS AFFADAVIT:**

I have read this application, understand its intent and freely consent to the filing. Furthermore, I have the power to authorize and hereby grant permission for the Town of Warrenton officials and other authorized government agents on official business to enter the property as necessary to process this application.

Signature

Date

Print Name

Date

**APPLICANT'S AFFADAVIT:**

The information provided is accurate to the best of my knowledge. I acknowledge that all test, studies, and other requirements of the Town of Warrenton Zoning Ordinance and Subdivision Ordinance and other requirement of review/approval agencies will be carried out at my expense. I understand that the Town may deny, approve or conditionally approve that for which I am applying.

Signature

Date

Print Name

Date

# Town of Warrenton

## Zoning Map Amendments

### Application Submission Checklist

Per Zoning Ordinance Article 11-3.9

#### Application Submission Requirements

<b>Land Development Application (1 Copy)</b>	
• The applicant's name, address, phone number and email address, and signature.	4
• The applicant's authorized representative's name, address, phone number and email address.	4
• The property owner's name, address, phone number and email address and signature.	4
• A summary of existing data and conditions of the property, including: <ul style="list-style-type: none"> <li>○ Existing zoning classification</li> <li>○ Tax Map and parcel numbers</li> <li>○ Address of the property</li> <li>○ Total acreage</li> </ul>	4
<b>Statement of Justification (12 Copies)</b>	
• A statement of justification that explains the circumstances in the proposed district and the abutting districts and any other factors on which the applicant relied as reasons for supporting the proposed zoning amendment, including the degree of compliance of the proposed request and subsequent development plans with the provisions of the Comprehensive Plan.	4
• The approximate time schedule for the beginning and completion of development in the area and any proposed phasing of the development.	NA
• Information about the market area to be served by the proposed development if a commercial use, including population, effective demand for proposed business facilities, and any other information describing the relationship of the proposed development to the needs of the market area.	4 IMPACTS
• A statement of Impact Mitigation describing and analyzing the various impacts of the proposed rezoning, including fiscal, environmental conditions, and public facilities and utilities impacts, and the proposed methods for mitigating any anticipated impacts.	4
• A statement describing in detail the existing character of the area.	4
<b>Plans (12 Copies, Folded)</b>	
• A plan of the property, at a scale of 1"=200', showing the extent of the area to be rezoned, streets bounding and intersecting the area, the land use and zone classification of abutting districts, and photographs of the area to be rezoned and abutting areas.	

<ul style="list-style-type: none"> <li>• A plan to a scale of 1" = 200', unless an alternative scale is requested and approved by the Planning Director, indicating the locations of existing and proposed topography, vegetation, floodplain, wetlands, structures, uses, streets, and areas for off-street parking and loading.</li> </ul>	NA
<ul style="list-style-type: none"> <li>• A boundary survey of the property to be rezoned.</li> </ul>	NA
<ul style="list-style-type: none"> <li>• Information at the time of submission, on all parcels contiguous to the subject property and any property within 100 feet of the boundary, including:               <ul style="list-style-type: none"> <li>◦ Existing zoning</li> <li>◦ Existing land use</li> <li>◦ Proposed land use</li> <li>◦ Historic buildings or structures</li> </ul> </li> </ul>	NA
<ul style="list-style-type: none"> <li>• A Concept Development Plan for the property, showing the proposed uses and their general relationships within the site and external to the site, including proposed structures, uses, streets, parking areas, open space areas, vegetation, sidewalks and trails and means of access to the existing road system</li> </ul>	NA
<b>Other Materials (1 Copy unless otherwise noted)</b>	
<ul style="list-style-type: none"> <li>• <b>Electronic Copy of Application Submission</b></li> </ul>	
<ul style="list-style-type: none"> <li>• <b>Fees, in accord with the fee schedule adopted by the Town Council</b></li> </ul>	
<ul style="list-style-type: none"> <li>• <b>Disclosure of Real Parties in Interest – Affidavit certifying authorization of application by applicant</b></li> </ul>	NA
<ul style="list-style-type: none"> <li>• <b>Certificate of Payment of Taxes, verifying that real estate taxes have been paid for all property included in the application</b></li> </ul>	NA
<ul style="list-style-type: none"> <li>• <b>A Traffic Study that shows the projections for trip generation, traffic volume and levels of service on site and on the adjacent road system, including provisions for safely accommodating both vehicular and pedestrian traffic. (electronic and hard copies required)</b></li> </ul>	4 (PARTIAL)
<ul style="list-style-type: none"> <li>• <b>Any development conditions or proffers</b></li> </ul>	NA
<ul style="list-style-type: none"> <li>• <b>Record of Pre-Application Conference</b></li> </ul>	NA

\*Items in **bold** must be submitted with applications, unless otherwise noted by the Planning Director



## Agenda Memorandum

September 13, 2022

<b>Staff Lead:</b>	Kelly Machen
<b>Topic:</b>	Request for release of Cash Bond for Lindsay Buick/GMC Parking Expansion SDP 2019-04
<b>Description:</b>	<ul style="list-style-type: none"> <li>• The Public Improvements Bond (cash) was placed on July 20, 2020, in the amount of \$118,419.42.</li> <li>• The bond was associated with SDP 201904 as surety for the construction of all improvements and facilities shown on the approved plans.</li> <li>• The Town of Warrenton Community Development Director and the Director of Public Works and Utilities recommend approval of the bond release.</li> <li>• Beau Street, Project Manager for Simpson Development has officially requested the full release of the bond for SDP 2019-04 in the amount of \$118,419.42.</li> <li>• All site work has been completed and the as-built plans were approved August 26, 2022. A final site inspection has confirmed that all improvements remain.</li> </ul>
<b>Financial Impact:</b>	The release of the bond has no direct impact on the Town of Warrenton.
<b>Recommended Action:</b>	Approval to release the Public Improvements Bond.

### Attachments:

1. Bond Release Request Letter
2. Bond Spreadsheet

TOWN OF WARRENTON  
DEPARTMENT OF COMMUNITY DEVELOPMENT  
PO BOX 314  
WARRENTON, VA. 20188

RE: LINDSAY GMC PARKING EXPANSION  
ASBUILT SIGNATURE/BOND RELEASE (SDP 2019-04)  
LINDSAY BUICK/GMC  
250 W. SHIRLEY AVE  
WARRENTON, VA. 20188

Dear Sir or Ma'am,

Enclosed is the signature round of submission materials documenting the as built conditions for the Lindsay Buick/GMC Parking Expansion Project (SDP 2019-04) Included you will find four (4) copies of the As-built plans (please return two), the application to release the bond, a copy of the project bond worksheet for reference, and one copy of the bond worksheet stamped and zero'd out as requested.

We have total performance bond on the project in the amount of \$118,419.42 that I'd like to formally request release of.

It was a pleasure to work with your office and your field staff. I appreciate how helpful you have been through the duration of the project. If you need anything further from me, please feel free to give me a call on my cell – 703.509.5306, or shoot me an email at [Bstreet@simpsondev.com](mailto:Bstreet@simpsondev.com). I will be happy to assist in any way I can.

Sincerely,

Beau Street  
Project Manager  
Simpson Development

**UNIT LIST PRICE FOR PERFORMANCE BONDS**  
**TOWN OF WARRENTON**  
**DEPARTMENT OF PLANNING, ZONING, UTILITIES & PUBLIC WORKS**

**PROJECT NAME** Lindsay GMC - Parking Expansion - 250 West Shirley Ave.

**T.O.W. FILE #** SDP-2019-04

**DATE PREPARED:** 2/3/2020 - Close out 8-22-2022

**NOTE:** This form is to be used as a work sheet to estimate performance bond prices posted with Town of Warrenton. These prices do not include items that are to be bonded separately with other agencies. The first column prices are to be used for all of the applicable quantities up to the established limits. The second and third column prices are to be applied only to the quantities that exceed the limits established by the first and second column respectively.

**1 STORM DRAINAGE**

A. STRUCTURES		UP TO 10		OVER 10		COST
QUANTITY						
0	DI-1	0 @	\$1,800 ea =	0 @	\$1,440 ea =	0.00
0	DI-3 ( L≤	0 @	\$2,100 ea =	0 @	\$2,310 ea =	0.00
	DI-3 ( L>	@	\$2,400 ea =	@	\$1,920 ea =	0.00
	DI-4	@	\$4,000 ea =	@	\$3,200 ea =	0.00
	DI-7	@	\$2,100 ea =	@	\$1,680 ea =	0.00
	MH-1	@	\$1,700 ea =	@	\$1,360 ea =	0.00
	MH-2	@	\$1,800 ea =	@	\$1,440 ea =	0.00
	JB-1	@	\$5,100 ea =	@	\$4,080 ea =	0.00
Page 1 Sub-Total =						0.00



COST

0	30"0	Ⓒ	\$1,400	ea	=	\$0	0.00
0	33"0	Ⓒ	\$1,500	ea	=	\$0	0.00
0	36"0	Ⓒ	\$1,550	ea	=	\$0	0.00
<hr/>							
0	42"0	Ⓒ	\$2,160	ea	=	\$0	0.00
0	48"0	Ⓒ	\$2,470	ea	=	\$0	0.00
0	54"0	Ⓒ	\$2,890	ea	=	\$0	0.00
0	60"0	Ⓒ	\$3,840	ea	=	\$0	0.00
0	66"0	Ⓒ	\$3,860	ea	=	\$0	0.00
0	72"0	Ⓒ	\$4,570	ea	=	\$0	0.00

0	15"0	ea	=	\$0	0.00
0	18"0	ea	=	\$0	0.00
0	21"0	ea	=	\$0	0.00
0	24"0	ea	=	\$0	0.00

Page 3 Sub-Total =

0.00

# UNIT LIST PRICE FOR PERFORMANCE BONDS - T.O.W

## E. END SECTIONS (ES-1 CONT'D)

0	27"0	@	\$772	ea =	\$0
0	30"0	@	\$872	ea =	\$0
0	33"0	@	\$980	ea =	\$0
0	36"0	@	\$1,060	ea =	\$0
0	42"0	@	\$1,300	ea =	\$0
0	48"0	@	\$1,472	ea =	\$0

## COST

0.00
0.00
0.00
0.00
0.00
0.00

## F. DRIVEWAY CULVERTS (Bituminous Coated Corrugated Metal Pipe)

0	15"	@	\$25	LF =	\$0
0	18"	@	\$30	LF =	\$0

Sub-Total =

0.00
------

## COST

0.00
0.00

Sub-Total =

0.00
------

Page 4 Sub-Total =

0.00
------

# UNIT LIST PRICE FOR PERFORMANCE BONDS - T.O.W

## G. END SECTIONS (ES-2)

0	15"0	@	\$350	ea =	\$0
0	18"0	@	\$375	ea =	\$0

<u>COST</u>
\$0.00
\$0.00

Sub-Total =

\$0
-----

## H. HIGH DENSITY POLYETHYLENE (HDPE) SMOOTHWALL PIPE

0	15"0	@	\$28	lf =	\$0
0	18"0	@	\$30	lf =	\$0
0	24"0	@	\$35	lf =	\$0
0	30"0	@	\$43	lf =	\$0
0	36"0	@	\$57	lf =	\$0

<u>COST</u>
\$0.00
\$0.00
\$0.00
\$0.00
\$0.00

Sub-Total =

\$0.00
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Page 5 Sub-Total =

\$0.00
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# UNIT LIST PRICE FOR PERFORMANCE BONDS - T.O.W

## I. STORMWATER MANAGEMENT/BMP FACILITIES (See Note #2, Last Page)

QUANTITY					COST
Excavation	@	\$7	cy =	\$0	0.00
Embankment (Fill Material)	@	\$10	cy =	\$0	0.00
Spread & Compact Fill Material	@	\$5	cy =	\$0	0.00
OUTLET STRUCTURE					
OUTLET PIPE	@		ea =	\$0	0.00
End Wall	@		ea =	\$0	0.00
Anti-Seep Collars	@		ea =	\$0	0.00
(\$100 per 12"0 increments)	@	\$100	sf =	\$0	0.00
Trash Rack	@	\$300	sf =	\$0	0.00
SPILLWAY LINING					
Seed, Fertilizer & Mulch	@	\$2.00	sy =	\$0	0.00
Sod	@	\$8.00	sy =	\$0	
Hydraulic Cem. Conc. - 4" Depth	@	\$54.00	sy =	\$0	0.00
Bituminous Concrete-1' Depth	@	\$5.00	sy =	\$0	0.00
Rip Rap	@	\$65.00	sy =	\$0	0.00
Grouted Rip-Rap	@	\$72.00	sy =	\$0	0.00

Page 6 Sub-Total = 0.00

QUANTITY

### K. MISCELLANEOUS DRAINAGE ITEMS

Page 7 Sub-Total = 0.00



UNIT LIST PRICE FOR PERFORMANCE BONDS - T.O.W

2

CONSTRUCTION WITHIN THE RIGHT-OF-WAY AND /OR EASEMENTS

A. SITE WORKS

	UP TO 5 AC.		OVER 5 AC.		COST
	@	\$7,500 AC. =	@	\$4,400 AC. =	
Clear & Grub		\$0	0	\$0	\$0.00

UP TO 2000  
CU. YDS.

2001-100,000  
CU. YDS.

OVER 100,000  
CU. YDS.

0	Excavation	@	\$7	cy =	\$0	@	\$5.00	cy =	\$0	@	\$2.50	cy =	\$0	
0	Embankment	@	\$10	cy =	\$0	@	\$8	cy =	\$0					0.00
	Spread & Compact Fill Material	@				@	\$5	cy =	\$0					0.00
0	Slope Stabilization-Hydroseeding (3:1 or Flatter)	@				@	\$1.00	SQ. YD.						0.00
0	Slope Stab - Sod, Jute Mesh, etc. (between 2:1 to 3:1)	@				@	\$6.00	SQ. YD.						0.00
0	Special Slope Stabilization	@				@	Lump Sum							0.00

B. SUBBASE & BASE COURSE

0	Aggregate (21A)	@	\$2.50	SQ. YD./Inch Depth	D=	in	0.00
0	Top Course/Intermediate Course Bituminous Concrete	@	\$5.50	SQ. YD./Inch Depth	D=	in	0.00
0	Base Bituminous Concrete	@	\$5.00	SQ. YD./Inch Depth	D=	in	0.00
0	Class A Prim & Double Seal	@					
0	Surface Treatment (Tar & Chip)	@	\$2.00	SQ. YD.			0.00
0	Gravel Shoulders	@	\$8.50	SQ. YD. (4" Depth)			0.00
0	Sidewalk Underdrains	@	\$5.25	LF			0.00
0	Cement Stabilization	@	\$20.00	SQ. YD. (6" Depth)			0.00
0	Lime Stabilization	@	\$15.00	SQ. YD. (6" Depth)			0.00

Page 8 Sub-Total =

0.00

# UNIT LIST PRICE FOR PERFORMANCE BONDS - T.O.W

## C. ENTRANCES

0	R-5 Private Entrance	@ \$1,500	ea	=	\$0	
0	R-6 Private Entrance	@ \$1,500	ea	=	\$0	0.00
0	R-7 or equal (commercial Entrance)	@ \$3,000	ea	=	\$0	0.00
	30' Width					0.00
0	R-7 or equal ( Commercial Entrance)	@ \$4,000	ea	=	\$0	0.00
	40' Width					
0	R-8 or equal ( Commercial Entrance)	@ \$2,500	ea	=	\$0	0.00
	30' Width					
0	R-8 or equal ( Commercial Entrance)	@ \$3,500	ea	=	\$0	0.00
	40' Width					
0	CG-11	@ \$3,000	ea	=	\$0	0.00
	Concrete Entrance					
0	Valley Gutter	@ \$40	lf	=	\$0	0.00

## D. MISCELLANEOUS CONSTRUCTION ITEMS

0	Sidewalk (4' and 5' Widths )	0	@ \$60	sy	=	\$0	0.00
0	Header Curb CG-2		@ \$20	lf	=	\$0	0.00
0	CG-12, Handicapped Ramp		@ \$3,000	ea	=	\$0	0.00
0	CG-6	0	@ \$25	lf	=	\$0	0.00

## E. UP TO 500 LIN. FT.

0	Street Name Sign	@ \$300	ea	=	\$0	0.00
0	Traffic Control Sign	@ \$390	ea	=	\$0	0.00
0	Roadside Delineators ( ED-1/PTS-8)	@ \$64	ea	=	\$0	0.00
0	Traffic Barricade	@ \$1,500	ea	=	\$0	0.00
0	Street Lighting	@ cost est	ea	=		0.00

Page 9 Sub-Total =

0.00

Item 5.



UNIT LIST PRICE FOR PERFORMANCE BONDS - T.O.W

QUANTITY

QUANTITY		UP TO 1000		OVER 1000		COST	
LIN. FT.		LIN. FT.		LIN. FT.			
0	Guardrail	@	\$39	If =	\$0	\$0.00	
0	GR-7 End Section	@	\$2,500	ea =	\$0		
				@	\$12	If = \$0	\$0.00

3 SANITARY SEWER AND WATER LINE CONSTRUCTION  
(Min. Sewer Class SDR 35 & Min. Water Line D. I. Class 52 & Plastic Line Class SDR 18)

<u>UP TO 10</u>		<u>OVER 10</u>		<u>COST</u>
0	Fire Hydrant Assembly	@ \$5,000	ea = \$0	0.00
	Sanitary Sewer Manhole	@ \$8,000	ea = \$0	
	5/8 x 3/4 Water Meter Setup	@ \$1,200	ea = \$0	0.00
	1" Water Meter Setup	@ \$1,500	ea = \$0	
	1 1/2"-2" Water Meter Setup	@ \$2,000	ea = \$0	0.00
	Water Meter Setup, 2" Or Larger	@	ea = \$0	

WATER MAIN (Exclusive of Fire Hydrants)

UP TO 1000		OVER 1000	
<u>LIN. FT.</u>		<u>LIN. FT.</u>	
0	6"0	@	\$50
0	8"0	@	\$60
0	12"0	@	\$90
0	16"0	@	\$115
		=	=
		\$0	\$0
		\$0	\$0
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UNIT LIST PRICE FOR PERFORMANCE BONDS - T.O.W

TAP OF WATER MAINS

0	6"	@ \$890	ea	COST
0	8"	@ \$1,275	ea	\$0.00
0	10"	@ \$2,030	ea	\$0.00
0	12"	@ \$2,850	ea	\$0.00
	and Larger			

SEWER PIPE LINE (Exclusive of Manhole Structures)

UP TO 1000		OVER 1000		COST
<u>LIN. FT.</u>		<u>LIN. FT.</u>		
0	4"0	@	\$40 lf = \$0	\$0.00
0	6"0	@	\$45 lf = \$0	\$0.00
0	8"0	@	\$65 lf = \$0	\$0.00
0	10"0	@	\$85 lf = \$0	\$0.00
0	12"0	@	\$115 lf = \$0	\$0.00
0	15"0	@	\$150 lf = \$0	\$0.00

MISCELLANEOUS

0	Connection to Existing Sewer or Manhole	@ \$750	ea	\$0.00
0	Standard Drop Connection To Manhole	@ \$390	ea	\$0.00

Page 11 Sub-Total = 0.00

Item 5.

# UNIT LIST PRICE FOR PERFORMANCE BONDS - T.O.W

4 UNIT PRICE LIST OR SILTATION AND EROSION CONTROL - TOWN OF WARRENTON

QUANTITY	ITEM	UNIT COST	COST
0	Diversion Dike	@ \$3.00 lf	0.00
0	Silt Fence	@ \$5.00 lf	0.00
0	Super Silt Fence (Safety Fence)	@ \$12.00 lf	0.00
0	Sod	@ \$6.00 sq.yd.	0.00
0	Seeding Operation	@ \$2.00 sq.yd.	0.00
0	Coarse Aggregates (31 or #57)	@ \$75.00 Ton	0.00
0	Paved Flume	@ \$60.00 sy	0.00
0	Inlet Protection	@ \$60.00 ea	0.00
0	Temp. Const. Entrance	@ \$1,400 ea	0.00
0	Temp. Const. Entrance w/wash rack	@ \$2,000 ea	0.00
0	Temp. Sediment Trap	@ \$27.00 LF	0.00
0	Temporary Sediment Basin	@ \$500-\$3000	
0	Drainage area 3-25 acres	@ \$1,000-\$5,000	
	26-50 acres	@ \$5,000-\$10,000	
	50+ acres by itemized cost		
	OTHER		
0	Check Dam	@ ea	0.00
0	Jute Mesh	@ sy	0.00
0			0.00
0			0.00
	E & S Sub-Total =		0.00

Page 12 Sub-Total = 0.00

MINIMUM ACCEPTABLE AMOUNT FOR EROSION AND SEDIMENT CONTROL IS \$1,000.

# UNIT LIST PRICE FOR PERFORMANCE BONDS - T.O.W

## 5 UNIT PRICE LIST FOR LANDSCAPING - TOWN OF WARRENTON

QUANTITY	ITEM	SIZE	UNIT COST	COST
0	Seeding		@ \$2.00 sy	0.00
0	Sodding		@ \$6.00 sy	0.00
0	Planting Shrubs	12"	@ \$45 ea	0.00
0	Planting Shrubs	18"	@ \$50 ea	0.00
0	Planting Shrubs	24"	@ \$55 ea	0.00
0	Planting Shrubs	Larger	@ \$60 ea	0.00
0	Trees	4'-6'	@ \$150 ea	0
0	Trees	6'-8'	@ \$165 ea	0.00
0	Trees	8'-10'	@ \$250 ea	0.00
0	Trees	Larger	@ \$450 ea	0
0	Tree Protection	4'-6'	@ \$12 lf	0.00
0	Tree Wall, Stone (D= 10', H=3)	N/A'	@ \$5,236 ea	0.00
0	Other			
0				
0				

Page 13 Sub-Total = 0.00

# UNIT LIST PRICE FOR PERFORMANCE BONDS - T.O.W

6 AS-BUILT DRAWING

## QUANTITY

0	FT.	Storm Sewer Lines
0	FT.	Sanitary Sewer Lines
0	FT.	Water Lines
0	FT.	Gas
0	FT.	Telephone Lines
0	FT.	Power Lines
0	FT.	Cable TV. Lines
0	FT.	Sidewalk C&G
0	FT.	Sidewalk Alignment
		( Private or Public)
0	FT.	Other Items
0	FT.	Other Items

@	\$1.00	If
@	\$1.00	If
@	\$1.00	If
@	\$1.00	If
@	\$1.00	If
@	\$1.00	If
@	\$1.00	If
@	\$1.00	If
@	\$1.00	If
@	\$1.50	If
@		If
@		If

## COST

0.00
0.00
0.00
0.00
0.00
0.00
0.00
0.00
0.00
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0.00

MINIMUM ACCEPTABLE AMOUNT FOR PERFORMANCE BOND FOR AS-BUILT DRAWING IS \$ 2,500.00

Page 14 Sub-Total =

0.00
------

TOTAL CONSTRUCTION COST = \$0.00



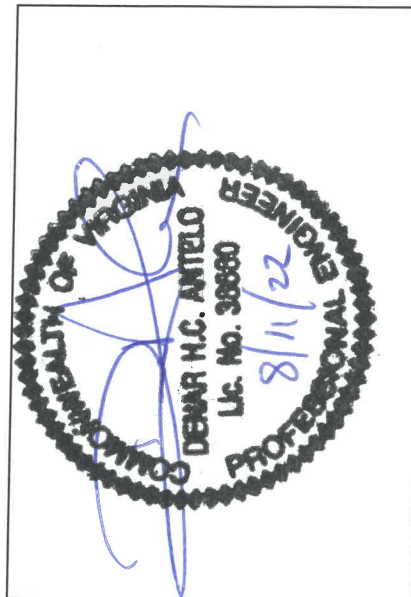
## UNIT LIST PRICE FOR PERFORMANCE BONDS - T.O.W

<b>4</b>	<b><u>MISCELLANEOUS - COSTS</u></b>	
	<b>Administrative Cost - 15% of the Total Construction Cost (Contingencies)</b>	=
		\$0.00
	<b>Inflation Cost - Compounded Annually at 3.5% Per Year of the Total Construction Cost</b>	=
		\$0.00
	<b>TOTAL PERFORMANCE AMOUNT</b>	=
		\$0.00

## TOTAL PERFORMANCE AMOUNT

### Notes:

- 1 For items identified with \*\* the quantity for the embankment material is the net  
2 difference of total fill material needed and cut material available at the project  
3 site, if excavated or cut material is suitable for embankment.
- 4 For some of the items on page 6 of this form, the unit prices are not provided. Please  
5 refer to the appropriate section of this form to determine the applicable unit prices  
6 for those items, if necessary.
- 7 The Unit cost for each of the items in this Unit Price List is the Installation cost  
8 which includes factors such as excavation, bedding, backfilling, form work, etc.
- 9 Inflation has been calculated based on Northern Virginia Consumer Price Index of the  
10 Washington, D.C., as provided by the Bureau of Labor and Statistics.
- 11 Whomever Certifies the Site Development Plans must also certify this Total  
12 Performance Amount above and must bear the stamp and signature of the Professional  
13 Engineer, Land Surveyor and etc. on the Submit Performance Bond.



SEAL



## Agenda Memorandum

September 13, 2022

<b>Staff Lead:</b>	Stephanie Miller, Finance Director
<b>Topic:</b>	Finance Department Report
<b>Description:</b>	<p>As we close out Fiscal Year 2022, we are providing an update of the June 2022 financial statements. It is important to note that there are further entries to be recorded, so these amounts will change and have not been audited. The final fieldwork for the FY 2022 audit will be conducted in September. Staff will work with the Town's auditors during October and November to produce the Annual Comprehensive Financial Report. The Town's external auditors will provide a report to the Council on the results of Fiscal Year 2022 at the December meeting, as required by Code.</p> <p>The July 2022 Financial Statements and a staff memo are also provided for review. The staff memo contains details on monthly revenue trends and delinquent balances.</p>
<b>Financial Impact:</b>	
<b>Recommended Action:</b>	

### Attachments:

1. July Financial Statements
2. Preliminary Unaudited June 2022 Statements
3. Staff Memo



# Financial Statements

## For the Period Ended July 31, 2022

- 1 – Cash, Investments and Receivables
- 2 – Budget to Actual -- Revenues
- 3 – Budget to Actual -- Expenditures

# Town of Warrenton, Virginia

## Cash, Investment and Receivable Balances

	July 31, 2021	July 31, 2022
<u>CASH</u>		
On Hand	\$ 2,580	\$ 2,580
Checking Accounts	9,699,289	12,533,867
Money Market Accounts	432,376	442,061
TOTAL CASH IN BANK	\$ 10,134,245	\$ 12,978,508

<u>INVESTMENTS</u>		
Virginia Local Government Investment Pool	13,006,715	16,143,602
Virginia Investment Pool	3,807,622	3,818,916
Virginia SNAP	876,218	447,988
TOTAL INVESTMENTS	\$ 17,690,555	\$ 20,410,506
 TOTAL CASH AND INVESTMENTS	 \$ 27,824,800	 \$ 33,389,014

### Comparison of Yields

Virginia Local Government Investment Pool	0.06%	1.67%
Virginia Investment Pool	0.07%	1.49%
Virginia SNAP	0.07%	1.82%

### CASH AND INVESTMENT BALANCES BY FUND

General Fund	\$ 15,636,033	\$ 16,000,413
Water and Sewer Operating	\$ 5,241,291	\$ 5,395,341
Water and Sewer Capital	\$ 1,273,868	\$ 1,309,419
Stormwater Fund	\$ -	\$ 337,588
Coronavirus Relief Fund	\$ 472,018	\$ -
CSLFRF Fund	\$ 5,201,590	\$ 10,346,253

### CASH PROFFER BALANCES

Highland	\$ 102,935	\$ 103,197
Adelphia	-	-
Recreation	59,905	59,905
Academy Hill Park	29,260	29,260
	\$ 192,100	\$ 192,362

### WATER AND SEWER OPERATING A/R AGING

	July 31, 2021	July 31, 2022	Incr./(Decr.)
Over 30	67,371	68,407	1,036
Over 60	21,137	14,166	(6,971)
Over 90	52,726	2,866	(49,860)
Total	\$ 141,234	\$ 85,438	\$ (55,796)

### RESERVE AMOUNTS

	Policy	Calculated Threshold	Reserve Balance
General Fund	50% operating budget	\$ 8,106,542	\$ 8,106,542
-Budget Stabilization	50% of annual surplus, up to 10% operating budget	\$ 1,459,622	\$ 190,904
-Capital Reserve	50% of annual surplus	n/a	\$ 190,904
Water and Sewer Operating	200 days	\$ 3,664,963	\$ 3,664,963

# Town of Warrenton, Virginia

## Budget to Actual -- Revenues as of July 31, 2022

Source of Revenue	Budget		Actual		Budget Remaining
	Full Year	Expected Y-T-D	Y-T-D	% of Budget	
<u>GENERAL FUND</u>					
General Property Taxes	\$ 1,449,235	\$ -	\$ 14,768	1.02%	\$ 1,434,467
Local Sales Tax	670,422	55,869	83,002	12.38%	587,420
Consumer Utility Tax	495,419	41,285	26,420	5.33%	468,999
BPOL	2,272,525	0	67,689	2.98%	2,204,836
Consumption Tax	64,452	5,371	-	0.00%	64,452
Motor Vehicle License Fee	225,000	225,000	3,315	1.47%	221,685
Bank Franchise Tax	800,000	-	-	0.00%	800,000
Meals Tax	4,500,000	375,000	293,499	6.52%	4,206,501
Cigarette Tax	427,321	35,610	15,197	3.56%	412,124
Lodging Tax	220,000	18,333	28,330	12.88%	191,670
Permits, Privilege Fees & Licenses	328,065	27,339	10,102	3.08%	317,963
Fines & Forfeitures	139,871	11,656	4,932	3.53%	134,939
Use of Money & Property	128,257	10,688	-	0.00%	128,257
Charges for Services	760,877	63,406	69,322	9.11%	691,555
Miscellaneous Revenue	319,770	26,648	12,789	4.00%	306,981
Non-Categorical Aid	514,522	42,877	44,681	8.68%	469,841
Categorical Aid	2,457,116	204,760	885	0.04%	2,456,231
Federal Revenue	-	-	-	0.00%	0
Use of Fund Balance	640,231	-	-	0.00%	640,231
TOTAL GENERAL FUND	\$ 16,413,083	\$ 1,143,841	\$ 674,929	4.11%	\$ 15,738,154
<u>CAPITAL PROJECTS FUND</u>					
Transfers	50,000	-	-	0.00%	50,000
TOTAL CAPITAL PROJECTS FUND	\$ 50,000	\$ -	\$ -	0.00%	\$ 50,000
<u>GENERAL CARP FUND</u>					
Transfers	\$ 150,000	\$ -	\$ -	0.00%	\$ 150,000
TOTAL GENERAL CARP FUND	\$ 150,000	\$ -	\$ -	0.00%	\$ 150,000
<u>WATER &amp; SEWER OPERATING FUND</u>					
Transfer Fees	\$ 13,005	\$ 1,084	\$ 1,025	7.88%	\$ 11,980
Use of Money & Property	125,000	10,417	14,579	11.66%	110,421
Charges for Services	6,285,142	523,762	472,181	7.51%	5,812,961
Recovered Costs	20,000	1,667	-	0.00%	20,000
Miscellaneous Revenue	-	-	2,091	0.00%	(2,091)
Transfers	153,786	-	-	0.00%	153,786
TOTAL W&S OPERATING FUND	\$ 6,596,933	\$ 536,929	\$ 489,875	7.43%	\$ 6,107,058

# Town of Warrenton, Virginia

## Budget to Actual -- Revenues as of July 31, 2022

Source of Revenue	Budget		Actual		Budget Remaining
	Full Year	Expected Y-T-D	Y-T-D	% of Budget	
<u>WATER &amp; SEWER CAPITAL FUND</u>					
Use of Money & Property	\$ 1,000	\$ 83	\$ -	0.00%	\$ 1,000
<u>Non-Revenue Receipts</u>	<u>4,110,102</u>	<u>342,509</u>	<u>47,250</u>	<u>1.15%</u>	<u>4,062,852</u>
TOTAL W&S CAPITAL FUND	\$ 4,111,102	\$ 342,592	\$ 47,250	1.15%	\$ 4,063,852
<u>STORMWATER MANAGEMENT FUND</u>					
Local Revenue	\$ 788,083	\$ 65,674	\$ 10,031	1.27%	\$ 778,052
Commonwealth Revenue	48,989	-	-	0.00%	48,989
<u>Federal Revenue</u>	<u>1,120,795</u>	<u>-</u>	<u>-</u>	<u>0.00%</u>	<u>1,120,795</u>
TOTAL SWM FUND	\$ 1,957,867	\$ 65,674	\$ 10,031	0.51%	\$ 1,947,836
<u>CSLFRF FUND</u>					
<u>Federal Revenue</u>	<u>\$ 2,101,642</u>	<u>\$ -</u>	<u>\$ 6,333</u>	<u>0.30%</u>	<u>\$ 2,095,309</u>
Total CSLFRF FUND	\$ 2,101,642	\$ -	\$ 6,333	0.30%	\$ 2,095,309
<u>TOTAL ALL FUNDS</u>	<u>\$ 31,380,627</u>	<u>\$ 2,089,035</u>	<u>\$ 1,228,418</u>	<u>3.91%</u>	<u>\$ 30,152,209</u>
<u>INTERNAL SERVICE FUNDS</u>					
Motor Pool	\$ 640,963	\$ 53,414	\$ -	0.00%	\$ 640,963
Information Technology	\$ 1,638,011	\$ 136,501	\$ -	0.00%	\$ 1,638,011

## Town of Warrenton, Virginia

## Budget to Actual -- Expenditures as of July 31, 2022

Fund/Category	Budget		Actual		Budget Remaining
	Full Year	Expected Y-T-D	Y-T-D	% of Budget	
<u>GENERAL FUND</u>					
Council	\$ 313,000	\$ 26,083	\$ 10,771	3.44%	\$ 302,229
Town Manager	330,903	27,575	62,023	18.74%	268,880
Legal Services	195,747	16,312	-	0.00%	195,747
Human Resources	143,412	11,951	5,673	3.96%	137,739
Finance	973,254	81,105	45,112	4.64%	928,142
Other Organizations	9,342	779	7,284	77.97%	2,058
Electoral Board	15,950	1,329	-	0.00%	15,950
Police	4,255,792	354,649	255,265	6.00%	4,000,527
Emergency Services	175,716	14,643	24,249	13.80%	151,467
Public Works	4,568,483	380,707	166,967	3.65%	4,401,516
Parks and Recreation	2,608,456	217,371	142,039	5.45%	2,466,417
Community Development	1,346,411	112,201	66,358	4.93%	1,280,053
Economic Development	-	-	248	0.00%	(248)
Communications	-	-	35	0.00%	(35)
Contributions	68,354	5,696	30,152	44.11%	38,202
Non-departmental	352,645	29,387	70,534	20.00%	282,111
Transfers	200,000	16,667	-	0.00%	200,000
<u>Debt Service</u>	855,618	71,302	34,897	4.08%	820,721
TOTAL GENERAL FUND	\$ 16,413,083	\$ 1,367,757	\$ 719,577	4.38%	\$ 15,693,506
<u>CAPITAL PROJECTS FUND</u>					
<u>Capital Projects</u>	\$ 150,000	\$ 12,500	\$ -	0.00%	\$ 150,000
TOTAL CAP. PROJECTS FUND	\$ 150,000	\$ 12,500	\$ -	0.00%	\$ 150,000
<u>GENERAL CARP FUND</u>					
<u>Asset Replacements</u>	\$ 50,000	\$ 4,167	\$ -	0.00%	\$ 50,000
TOTAL GEN. CARP FUND	\$ 50,000	\$ 4,167	\$ -	0.00%	\$ 50,000
<u>WATER &amp; SEWER OPERATING FUND</u>					
Water Department	\$ 2,662,968	\$ 221,914	\$ 119,610	4.49%	\$ 2,543,358
Wastewater Department	2,193,364	182,780	110,690	5.05%	2,082,674
Water / Sewer Administration	985,412	82,118	70,497	7.15%	914,915
<u>Debt Service</u>	755,189	62,932	-	0.00%	755,189
TOTAL W&S OPERATING FUND	\$ 6,596,933	\$ 549,744	\$ 273,461	4.15%	\$ 6,323,472
<u>WATER &amp; SEWER CAPITAL FUND</u>					
Asset Replacements	\$ 2,763,000	\$ 230,250	\$ -	0.00%	\$ 2,763,000
<u>Capital Projects</u>	1,348,102	112,342	-	0.00%	1,348,102
TOTAL W&S CAPITAL FUND	\$ 4,111,102	\$ 342,592	\$ -	0.00%	\$ 4,111,102
<u>STORMWATER MANAGEMENT FUND</u>					
Operating	\$ 444,114	\$ 37,010	\$ 23,668	5.33%	\$ 420,446
Capital Projects	943,908	78,659	-	0.00%	943,908
<u>Transfer to Capital Reserve</u>	569,845	47,487	-	0.00%	569,845
TOTAL SWM FUND	\$ 1,957,867	\$ 163,156	\$ 23,668	1.21%	\$ 1,934,199

# Town of Warrenton, Virginia

## Budget to Actual -- Expenditures as of July 31, 2022

Fund/Category	Budget		Actual		Budget Remaining
	Full Year	Expected Y-T-D	Y-T-D	% of Budget	
<u>CSLFRF FUND</u>					
<u>Expenditures</u>	\$ 2,101,642	\$ 175,137	\$ 6,333	0.30%	\$ 2,095,309
TOTAL CSLFRF FUND	\$ 2,101,642	\$ 175,137	\$ 6,333	0.30%	\$ 2,095,309
 <u>TOTAL ALL FUNDS</u>	 \$ 31,380,627	 \$ 2,615,052	 \$ 1,023,039	 3.26%	 \$ 30,357,588
 <u>INTERNAL SERVICE FUNDS</u>					
Motor Pool	\$ 640,963	\$ 53,414	\$ 15,679	2.45%	\$ 625,284
Information Technology	\$ 1,638,011	\$ 136,501	\$ 58,235	3.56%	\$ 1,579,776



# Financial Statements

For the Period Ended June 30, 2022

*Preliminary - Unaudited*

- 1 – Cash, Investments and Receivables
- 2 – Budget to Actual -- Revenues
- 3 – Budget to Actual -- Expenditures

# Town of Warrenton, Virginia

## Cash, Investment and Receivable Balances

	June 30, 2021	June 30, 2022
<u>CASH</u>		
On Hand	\$ 2,580	\$ 2,580
Checking Accounts	5,744,933	8,353,080
Money Market Accounts	431,012	441,637
TOTAL CASH IN BANK	\$ 6,178,525	\$ 8,797,297

<u>INVESTMENTS</u>		
Virginia Local Government Investment Pool	13,006,071	16,143,602
Virginia Investment Pool	3,801,567	3,818,916
Virginia SNAP	876,163	447,988
TOTAL INVESTMENTS	\$ 17,683,801	\$ 20,410,506
 TOTAL CASH AND INVESTMENTS	 \$ 23,862,326	 \$ 29,207,802

### Comparison of Yields

Virginia Local Government Investment Pool	0.08%	1.15%
Virginia Investment Pool	0.17%	0.99%
Virginia SNAP	0.09%	1.49%

### CASH AND INVESTMENT BALANCES BY FUND

General Fund	\$ 16,564,201	\$ 16,953,648
Water and Sewer Operating	\$ 5,457,804	\$ 5,462,730
Water and Sewer Capital	\$ 1,457,646	\$ 1,268,113
Stormwater Fund	\$ -	\$ 367,865
Coronavirus Relief Fund	\$ 382,674	\$ -
CSLFRF Fund	\$ -	\$ 5,155,446

### CASH PROFFER BALANCES

Highland	\$ 102,930	\$ 103,197
Adelphia	-	-
Recreation	59,905	59,905
Academy Hill Park	29,260	29,260
	\$ 192,095	\$ 192,362

### WATER AND SEWER OPERATING A/R AGING

	June 30, 2021	June 30, 2022	Incr./(Decr.)
Over 30	43,367	67,175	23,809
Over 60	20,809	14,059	(6,750)
Over 90	52,175	4,388	(47,787)
Total	\$ 116,351	\$ 85,622	\$ (30,729)

### RESERVE AMOUNTS

	Policy	Calculated Threshold	Reserve Balance
General Fund	50% operating budget	\$ 7,298,110	\$ 3,649,055
-Budget Stabilization	50% of annual surplus, up to 10% operating budget	\$ 1,459,622	\$ 190,904
-Capital Reserve	50% of annual surplus	n/a	\$ 190,904

Water and Sewer Operating	200 days	\$ 3,503,263	\$ 3,503,263
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# Town of Warrenton, Virginia

## Budget to Actual -- Revenues as of June 30, 2022

Source of Revenue	Budget		Actual		Budget Remaining
	Full Year	Expected Y-T-D	Y-T-D	% of Budget	
<u>GENERAL FUND</u>					
General Property Taxes	\$ 1,414,274	\$ 930,137	\$ 1,456,918	103.02%	\$ (42,644)
Local Sales Tax	859,814	859,814	814,864	94.77%	44,950
Consumer Utility Tax	504,000	504,000	445,708	88.43%	58,292
BPOL	2,002,200	2,002,200	1,891,749	94.48%	110,451
Consumption Tax	71,230	71,230	70,432	98.88%	798
Motor Vehicle License Fee	225,000	225,000	219,887	97.73%	5,113
Bank Franchise Tax	800,000	800,000	1,330,962	166.37%	(530,962)
Meals Tax	2,620,500	2,620,500	3,003,361	114.61%	(382,861)
Cigarette Tax	200,000	200,000	173,866	86.93%	26,134
Lodging Tax	169,625	169,625	232,886	137.29%	(63,261)
Permits, Privilege Fees & Licenses	180,950	180,950	207,878	114.88%	(26,928)
Fines & Forfeitures	185,000	185,000	71,294	38.54%	113,706
Use of Money & Property	200,000	200,000	46,554	23.28%	153,446
Charges for Services	695,154	695,154	1,075,663	154.74%	(380,509)
Miscellaneous Revenue	237,870	237,870	427,198	179.59%	(189,328)
Non-Categorical Aid	570,150	570,150	407,200	71.42%	162,950
Categorical Aid	2,442,787	2,442,787	2,471,327	101.17%	(28,540)
Federal Revenue	8,823	8,823	11,539	130.78%	(2,716)
Use of Fund Balance / Proffers	3,990,731	-	-	0.00%	3,990,731
TOTAL GENERAL FUND	\$ 17,378,108	\$ 12,903,240	\$ 14,359,284	82.63%	\$ 3,018,824
<u>CAPITAL PROJECTS FUND</u>					
Interest Revenue	\$ -	\$ -	\$ 1,414	0.00%	\$ (1,414)
Local Revenue	45,141	-	-	0.00%	45,141
Commonwealth Revenue	-	-	-	0.00%	-
Federal Revenue	361,127	-	280,712	77.73%	80,415
Transfers / Non-Revenue Receipts	2,065,066	-	-	0.00%	2,065,066
TOTAL CAPITAL PROJECTS FUND	\$ 2,471,334	\$ -	\$ 282,127	77.73%	\$ 2,189,207
<u>GENERAL CARP FUND</u>					
Transfer from General Fund	\$ 1,434,359	\$ -	\$ -	0.00%	\$ 1,434,359
TOTAL GENERAL CARP FUND	\$ 1,434,359	\$ -	\$ -	0.00%	\$ 1,434,359
<u>WATER &amp; SEWER OPERATING FUND</u>					
Transfer Fees	\$ 10,500	\$ 10,500	\$ 10,200	97.14%	\$ 300
Use of Money & Property	246,843	246,843	180,950	73.31%	65,893
Charges for Services	6,028,530	6,028,530	5,555,023	92.15%	473,507
Recovered Costs	20,000	20,000	36,132	180.66%	(16,132)
Miscellaneous Revenue	-	-	21,242	0.00%	(21,242)
Federal Revenue	2,705	2,705	23,007	850.58%	(20,302)
Transfers / Non-Revenue Receipts	362,711	-	-	0.00%	362,711
TOTAL W&S OPERATING FUND	\$ 6,671,289	\$ 6,308,578	\$ 5,826,553	87.34%	\$ 844,735

# Town of Warrenton, Virginia

## Budget to Actual -- Revenues as of June 30, 2022

Source of Revenue	Budget		Actual		Budget Remaining
	Full Year	Expected Y-T-D	Y-T-D	% of Budget	
<u>WATER &amp; SEWER CAPITAL FUND</u>					
Use of Money & Property	\$ 10,000	\$ 10,000	\$ 880	0.00%	\$ 9,120
Non-Revenue Receipts	708,750	708,750	336,545	47.48%	372,205
Transfers / Non-Revenue Receipts	2,660,010	-	-	0.00%	2,660,010
TOTAL W&S CAPITAL FUND	\$ 3,378,760	\$ 718,750	\$ 337,425	9.99%	\$ 3,041,335
<u>STORMWATER MANAGEMENT FUND</u>					
Local Revenue	\$ 800,000	\$ 800,000	\$ 694,394	86.80%	\$ 105,606
Commonwealth Revenue	48,989	-	-	0.00%	48,989
Federal Revenue	129,610	-	11,750	9.07%	117,860
Transfers / Non-Revenue Receipts	7,836	-	-	0.00%	7,836
TOTAL SWM FUND	\$ 986,435	\$ 800,000	\$ 706,144	71.59%	\$ 280,291
<u>CRF FUND</u>					
Federal Revenue	\$ 495,707	\$ 495,707	\$ 495,707	100.00%	\$ -
TOTAL CRF FUND	\$ 495,707	\$ 495,707	\$ 495,707	100.00%	\$ -
<u>CSLFRF FUND</u>					
Federal Revenue	\$ 5,201,590	\$ 52,088	\$ 52,088	1.00%	\$ 5,149,502
Total CSLFRF FUND	\$ 5,201,590	\$ 52,088	\$ 52,088	1.00%	\$ 5,149,502
<u>TOTAL ALL FUNDS</u>	<u>\$ 38,017,581</u>	<u>\$ 21,278,363</u>	<u>\$ 22,059,327</u>	<u>58.02%</u>	<u>\$ 15,677,963</u>
<u>INTERNAL SERVICE FUNDS</u>					
Motor Pool	\$ 587,043	\$ 587,043	\$ 150,021	25.56%	\$ 437,022
Information Technology	\$ 1,562,320	\$ 1,562,320	\$ 979,765	62.71%	\$ 582,555

## Town of Warrenton, Virginia

## Budget to Actual -- Expenditures as of June 30, 2022

Fund/Category	Budget		Actual		% of Budget	Budget Remaining
	Full Year	Expected Y-T-D	Y-T-D	ENC		
<u>GENERAL FUND</u>						
Council	\$ 235,378	\$ 235,378	\$ 199,111	\$ 9,374	88.57%	\$ 26,894
Town Manager	308,900	308,900	255,834	4,042	84.13%	49,024
Legal Services	309,785	309,785	310,536	6,601	102.37%	(7,352)
Human Resources	111,732	111,732	101,179	-	90.55%	10,553
Finance	807,746	807,746	763,111	27,670	97.90%	16,965
Other Organizations	9,342	9,342	8,030	-	85.96%	1,312
Electoral Board	-	-	-	-	0.00%	-
Police	3,611,289	3,611,289	3,042,763	33,868	85.19%	534,658
Fire	264,979	264,979	202,034	-	76.25%	62,945
Emergency Services	132,998	132,998	100,517	0	75.58%	32,481
Public Works	4,580,443	4,580,443	3,205,319	92,433	72.00%	1,282,691
Parks and Recreation	2,275,492	2,275,492	2,095,149	27,342	93.28%	153,001
Community Development	1,154,017	1,154,017	992,156	19,364	87.65%	142,497
Visitor's Center	64,015	64,015	31,671	-	49.47%	32,344
Economic Development	266,168	266,168	129,459	69,492	74.75%	67,217
Communications	79,088	79,088	59,546	-	75.29%	19,542
Contributions	62,054	62,054	85,344	-	137.53%	(23,290)
Non-departmental	193,645	193,645	170,355	-	87.97%	23,290
Transfers	1,944,556	1,944,556	-	-	0.00%	1,944,556
Debt Service	966,480	966,480	899,701	-	93.09%	66,779
TOTAL GENERAL FUND	\$ 17,378,108	\$ 17,378,108	\$ 12,651,815	\$290,185	74.47%	\$ 4,436,108
<u>CAPITAL PROJECTS FUND</u>						
Capital Projects	\$ 2,471,334	\$ 2,471,334	\$ 967,760	\$ 119,204	43.98%	\$ 1,384,369
TOTAL CAP. PROJECTS FUND	\$ 2,471,334	\$ 2,471,334	\$ 967,760	\$ 119,204	43.98%	\$ 1,384,369
<u>GENERAL CARP FUND</u>						
Asset Replacements	\$ 1,434,359	\$ 1,434,359	\$ 1,015,110	\$ 216,889	85.89%	\$ 202,359
TOTAL GEN. CARP FUND	\$ 1,434,359	\$ 1,434,359	\$ 1,015,110	\$ 216,889	85.89%	\$ 202,359
<u>WATER &amp; SEWER OPERATING FUND</u>						
Water Department	\$ 2,378,766	\$ 2,378,766	\$ 1,952,413	67,647	84.92%	\$ 358,707
Wastewater Department	2,309,324	2,309,324	2,294,789	88,871	103.22%	(74,336)
Water / Sewer Administration	999,347	999,347	880,344	30,965	91.19%	88,038
Debt Service	772,236	772,236	438,089	-	56.73%	334,147
Transfer to capital	211,616	211,616	-	-	0.00%	211,616
TOTAL W&S OPERATING FUND	\$ 6,671,289	\$ 6,671,289	\$ 5,565,636	\$187,482	86.24%	\$918,171
<u>WATER &amp; SEWER CAPITAL FUND</u>						
Asset Replacements	\$ 2,234,873	\$ 2,234,873	\$ 273,094	\$ 448,824	32.30%	\$ 1,512,955
Capital Projects	1,143,887	1,143,887	25,530	16,014	3.63%	1,102,343
TOTAL W&S CAPITAL FUND	\$ 3,378,760	\$ 3,378,760	\$ 298,624	\$ 464,838	22.60%	\$ 2,615,298
<u>STORMWATER MANAGEMENT FUND</u>						
Operating	\$ 336,712	\$ 336,712	\$ 358,669	\$ 19,996	112.46%	\$ (41,954)
Capital Projects	316,408	316,408	4,981	1,350	2.00%	310,077
Transfer to Capital Reserve	333,315	333,315	-	-	0.00%	333,315
TOTAL SWM FUND	\$ 986,435	\$ 986,435	\$ 363,650	\$ 21,346	39.03%	\$ 601,438

# Town of Warrenton, Virginia

## Budget to Actual -- Expenditures as of June 30, 2022

Fund/Category	Budget		Actual		% of Budget	Budget Remaining
	Full Year	Expected Y-T-D	Y-T-D	ENC		
<u>CRF FUND</u>						
<u>Expenditures</u>	\$ 495,707	\$ 495,707	\$ 495,707	\$ -	100.00%	\$ -
TOTAL CRF FUND	\$ 495,707	\$ 495,707	\$ 495,707	\$ -	100.00%	\$ -
<u>CSLFRF FUND</u>						
<u>Expenditures</u>	\$ 5,201,590	\$ 5,201,590	\$ 52,088	\$ 663,806	0.00%	\$ 4,485,696
TOTAL CSLFRF FUND	\$ 5,201,590	\$ 5,201,590	\$ 52,088	\$ 663,806	0.00%	\$ 4,485,696
<u>TOTAL ALL FUNDS</u>	<u>\$ 38,017,581</u>	<u>\$ 38,017,581</u>	<u>\$ 21,410,390</u>	<u>\$ 1,963,751</u>	<u>56.32%</u>	<u>\$ 14,643,440</u>
<u>INTERNAL SERVICE FUNDS</u>						
Motor Pool	\$ 587,043	\$ 587,043	\$ 514,863	\$ 18,699	90.89%	\$ 53,481
Information Technology	\$ 1,562,320	\$ 1,562,320	\$ 1,091,855	\$ 113,198	77.13%	\$ 357,268



## Department of Finance

Town of Warrenton  
21 Main Street  
Warrenton, Virginia 20186  
(540) 347-1101

Item 6.

TO: Mayor and Town Council

FROM: Stephanie Miller  
Finance Director

DATE: September 1, 2022

SUBJECT: July 2022 Financial Review

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This memorandum is provided to assist the Council in their review of the May 2022 Financial Statements. This represents the first month of the Fiscal Year 2023 budget, which is 8.3% of the year.

As the Finance Department is in the process of closing out Fiscal Year 2022, we have also provided an updated, preliminary report for June 2022.

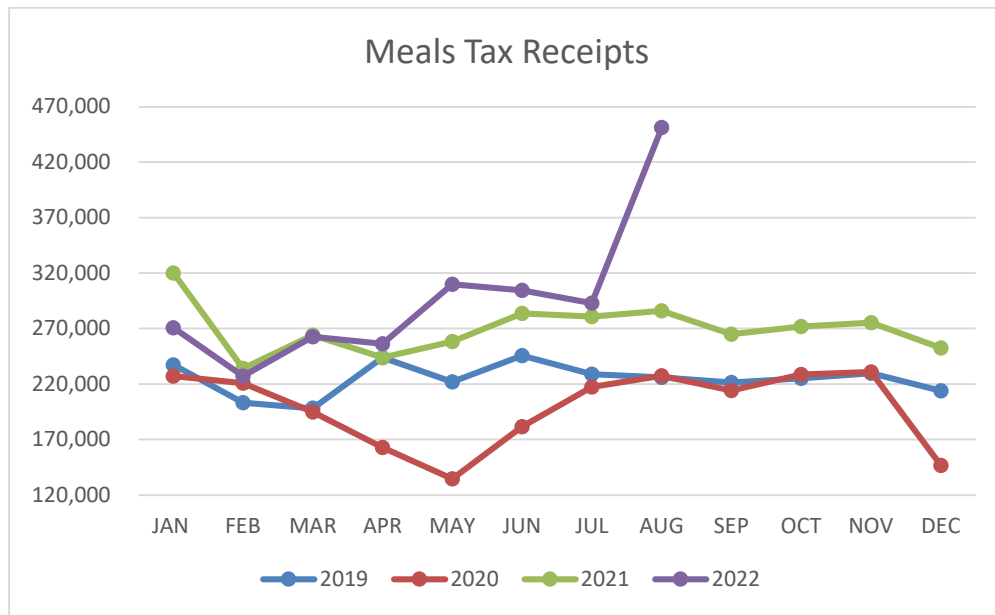
A review of revenue trends and delinquent account balances is provided first. Real Estate Tax, Stormwater Management Fee, Personal Property Tax and Vehicle License Fee have been added to the Delinquent Account Balances section of the analysis, beginning on page 4.

The notes regarding the financial statements begin on page 5 of this memo.

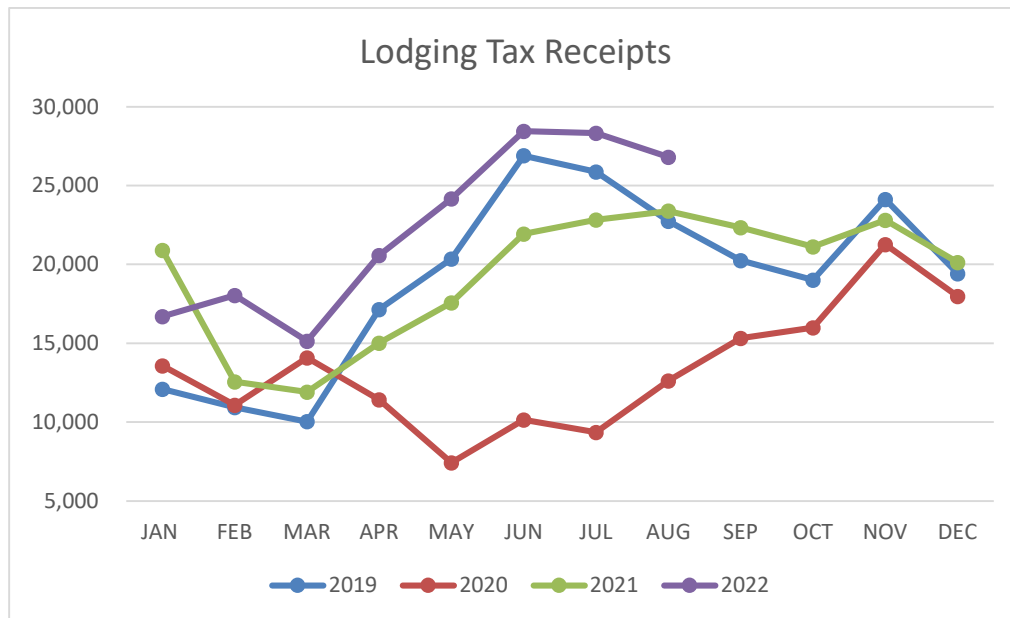
### REVENUE TRENDS

A review of monthly revenue categories is provided to assist in understanding how our current receipts compare to prior periods. The data is presented on a cash basis for the current calendar year (2022) and three prior years (2019, 2020, and 2021). The monthly revenue categories are Meals Tax, Lodging Tax, Local Sales Tax, and Utility Billing Receipts.

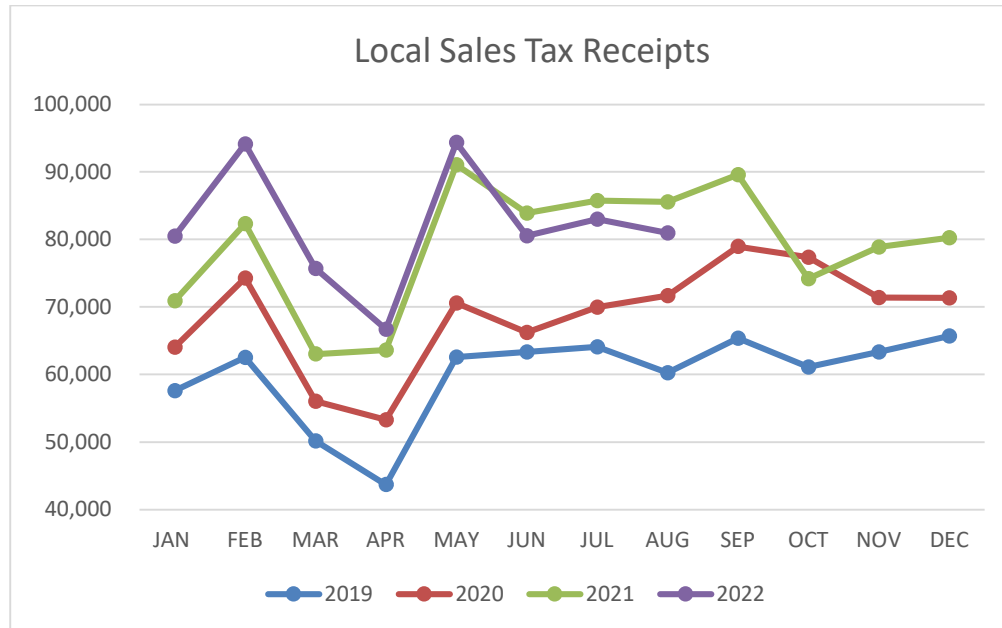
Meals Tax - This is the largest revenue source for the General Fund. Since July 2020, revenue has tracked closely to the data from 2019, apart from January 2020. This was due to mail delivery delays and accounts for the significant increase in January 2021. In April 2021, the revenue in this category matched that received in 2019. Since that time, the revenue has met or exceeded all prior years. The August collections reflect the increase in the rate that was adopted in the FY23 budget.



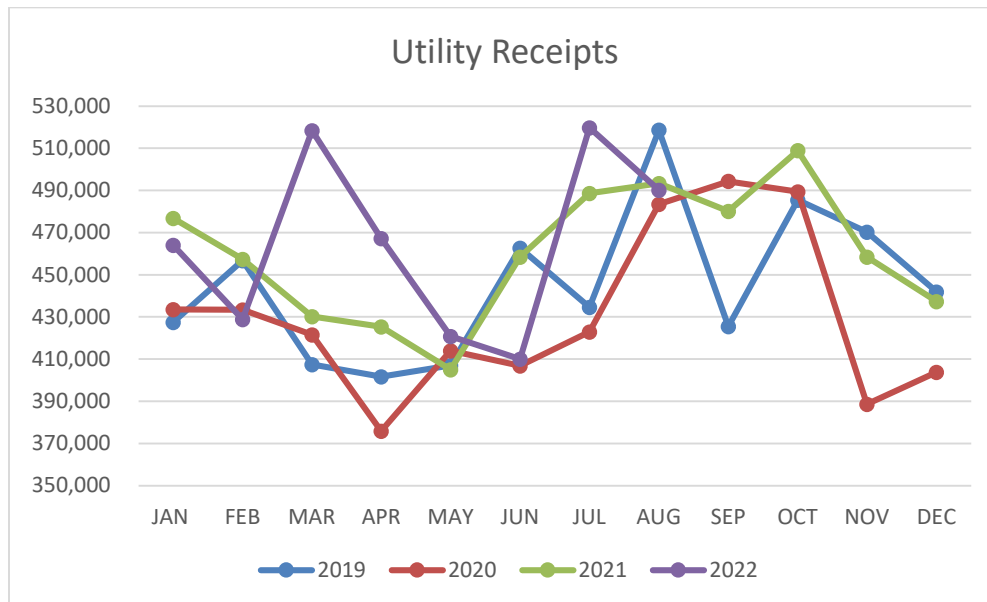
**Lodging Tax** – This category suffered more severely from the impacts of Covid-19 but is experiencing a rebound. Since February, revenue for 2022 has been higher than for all prior years, including pre-pandemic periods.



Local Sales Tax – Sales Tax receipts have leveled in recent months but remain higher than pre-pandemic collections.



Utility Bills – The Town resumed cut-offs for non-payment in September 2021. Receipts in 2022 have generally tracked higher but dipped in May, June and August, following normal trends.



## DELINQUENT ACCOUNT BALANCES

### Real Estate Tax and Stormwater Management Utility Fee

Real Estate tax and the Stormwater Management Utility fee are due twice a year, on June 15<sup>th</sup> and December 15<sup>th</sup>. The percent collected and unpaid balances are shown below:

Type	Percent Collected	Unpaid Balance
Real Estate Tax – 2 <sup>nd</sup> half, CY2021	98.9	\$4,493.51
SWM Utility Fee – 2 <sup>nd</sup> half, CY2021	89.3	\$44,021.28
Real Estate Tax – 1 <sup>st</sup> half, CY2022	96.9	\$12,700.82
SWM Utility Fee – 1 <sup>st</sup> half, CY2022	94.3	\$20,272.56

### Personal Property Tax and Vehicle License Tax

Personal Property taxes and vehicle license fees are due once a year on December 15<sup>th</sup>. The percent collected and unpaid balance for the December 15<sup>th</sup> billing is shown below:

Type	Percent Collected	Unpaid Balance
Personal Property Tax	97.8	\$22,551.94
Business Personal Property Tax	95.6	\$14,389.35
Vehicle License Fee	83.0	\$41,889.60

### Meals Tax

Meals Tax collectors must file for us to know the amount of tax owed. If they fail to file, we may issue a statutory assessment based on the best available information and pursue collection of that amount.

Filings: The Town has a total of 83 registered Meals Tax collectors. All collectors are current on their filings through July 2022 and our Tax Administrator is working with a few that have small delinquent balances.

Payment Plans: There are no current payment plans.

### Lodging Tax

Similar to Meals Tax, businesses must file in order for us to create an assessment. All registered collectors are current in their filings and payments.

### Sales Tax

Sales tax is remitted to the State each month based on the County, not the Town, that the business is located in. The local 1% is then sent back to the County. The amount to be distributed to the Towns is determined based on the residency of school-aged children. The County retains 50% of that amount and distributes the remaining 50% to the incorporated Towns based on the percentage of school-aged children residing in each town. There is no information provided by the State regarding delinquent accounts.

### Utility Billing

The total delinquent balance is \$55,796 lower than July 2021 with a notable decline in the Over 90 balance.

#### WATER AND SEWER OPERATING A/R AGING

	July 31, 2021	July 31, 2022	Incr./ (Decr.)
Over 30	67,371	68,407	1,036
Over 60	21,137	14,166	(6,971)
<u>Over 90</u>	<u>52,726</u>	<u>2,866</u>	<u>(49,860)</u>
Total	\$ 141,234	\$ 85,438	\$ (55,796)

## FINANCIAL STATEMENT REVIEW

### CASH AND INVESTMENTS

Our cash and investments total \$33,389,014, which is \$5,564,214 higher than at this point last year. The bulk of this increase is due to the receipt of ARPA funding (CSLFRF).

The Virginia SNAP balance of \$447,988 is the balance remaining from the \$4.1M bond that was issued in November 2019 for the Town Hall purchase and renovations. Of the \$4.1M total, \$2.2M was for the acquisition of the building.

The \$33.4M cash and investment balance belongs to the respective funds of the Town as shown below:

<u>Fund</u>	<u>Amount</u>
General	\$ 16,000,413
Water and Sewer Operating	5,395,341
Water and Sewer Capital	1,309,419
Stormwater Management	337,588
<u>CSLFRF Fund</u>	<u>10,346,253</u>
Total	\$ 33,389,014

Investment yields are continuing to slowly rise. The Town's funds are invested as follows:

<u>Investment</u>	<u>Yield</u>	<u>Amount</u>
Virginia Local Government Investment Pool	1.67%	\$16,143,602
Virginia Investment Pool	1.49%	\$3,818,916
Virginia SNAP ( <i>bond proceeds</i> )	1.82%	\$447,988

### CASH PROFFER BALANCES

The current balance of proffered cash is \$192,362. The respective amounts are as follows:

<u>Proffer</u>	<u>Balance</u>
Highland Street Maintenance	\$103,197
Adelphia Cable	-
Recreation	59,905
<u>Academy Hill Park</u>	<u>29,260</u>
Total	\$192,362

## POLICY RESERVE AMOUNTS

The policy reserves are noted for reference. For the General Fund, the three categories are prescribed by the General Fund Balance Policy, which was updated in September 2021 to create a waterfall mechanism for the allocation of year-end fund balance to reserve accounts. The Town realized a net increase in general fund balance in the amount of \$381,807 at the end of fiscal year 2021. The ending Unassigned Fund Balance was \$11,575,773 which more than meets the required 50% policy reserve amount of \$8,106,542. According to the new waterfall mechanism, the net increase in general fund balance is allocated 50/50 between a budget stabilization fund and a Capital Reserve account. Each of these reflects a balance of \$190,904.

The Water and Sewer Cash Balance policy of 200 days of operating expenses is met.

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## BUDGET TO ACTUAL BY FUND

### **GENERAL FUND**

The General Fund budget for FY23 is \$16.4M. July represents 8.3% of the year, which equates to \$1.4M. Revenues collected through July total \$674,929 and expenditures total \$719,577.

#### Revenue

The **Budget - Expected Y-T-D** column has been modified to reflect the cycle for various revenue sources. Those sources that are not received monthly have been adjusted to more accurately reflect the expected revenue in March. The revenue sources and their cycles are:

- **Real Estate Taxes** are due in two installments each year – on June 15<sup>th</sup> and December 15<sup>th</sup>. The General Property Taxes category for the March statement has been modified to reflect ½ of the Real Estate tax for the year to account for the amounts received in March.
- **Personal Property Taxes and Motor Vehicle License Fees** are due on January 15<sup>th</sup> each year. These amounts have been included in full the General Property Tax category.
- **Bank Franchise Tax** is due on May 1<sup>st</sup>.
- **BPOL (Business License Tax)** is due on June 30<sup>th</sup>.

Our general fund revenue collected through July totals \$674,929, which represents

4.1% of the budget. As mentioned above, certain revenue sources are not received monthly, but at varying intervals throughout the year.

### Expenditures

The total expenditure amount through July was \$719,577.

The ENC column has been removed from this report while the carryover of open purchase orders from FY22 is being finalized. This column represents amounts that have been encumbered through purchase orders to vendors.

The other organizations line is 78% expended. This category covers Town memberships, which are typically due at the beginning of the fiscal year. Similarly, contributions and non-departmental charges are either paid in full or in quarterly installments. The amount for debt service represents the final lease payment for police vehicles purchased in 2017.

## **WATER AND SEWER OPERATING FUND**

The Water and Sewer Operating fund budget for FY23 is \$6.6M. Any surplus generated by the operating fund each year is transferred at year-end to the capital fund. No surplus is projected for FY23.

### Revenue

Revenue generated through July totals \$489,875, or 7.4% of the budget. This includes \$472,181 in water and sewer billing.

### Expenses

Year-to-date expenses total \$273,461. Unit prices for chemicals have risen in recent months, with some increases in the 40% – 110% range.

## **STORMWATER MANAGEMENT UTILITY FUND**

This is the second year for this fund and the associated fee. The Stormwater Management fund budget for FY23 is \$1,957,867. This fund includes both operating and capital expenses associated with the stormwater program.

### Revenue

The stormwater management fee was due for the first time in December 2021. A total of \$10,031 in fees has been received through July. These amounts are related

to the June 2022 billing but some may also be prepayments. The next billing of the fee will be December 2022.

### Expenses

Year-to-date expenses total \$23,668 for operations. There are a number of capital projects planned in FY23, three of which have recently been awarded contracts.

## **CAPITAL PROJECTS**

### General Capital Fund

#### Revenue

The General Fund Capital budget for the year is \$50,000 for guardrails in Town. This will be covered by a transfer from the General Fund.

The General Fund transfer is not recorded until the end of each fiscal year to cover the actual balance of expenditures.

#### Expenditures

There are no recorded expenditures for July.

### Water and Sewer Capital Fund

The Water and Sewer Capital fund has a budget of \$4.1M and includes both asset replacements and projects.

#### Revenue

Total revenue year-to-date is \$47,250 consisting of availability fees.

#### Expenses

There are no expenses recorded in July.

## **GENERAL CAPITAL ASSET REPLACEMENT (CARP) FUND**

The total budget is \$150,000, funded in full by a transfer from the General Fund that will be recorded at year-end.

No expenditures have been recorded to date.

**CSLFRF FUND**

This fund accounts for the Coronavirus State and Local Fiscal Recovery Funding allocated under the American Rescue Plan Act. The Town received the first half of the funding on June 30, 2021. The second half was received in July. Funds must be spent by the end of 2024. In certain cases, funds may be obligated by that date to be spent by the end of 2026. The only expenditure to date is the financial coordinator's salary. Staff has submitted the first required quarterly reporting to U.S. Treasury detailing obligations and expenditures for the period ended March 31, 2022.



# TOWN OF WARRENTON

## POLICE DEPARTMENT

333 Carriage House Lane • Warrenton, Virginia 20186  
Telephone (540) 347-1107 • Fax (540) 341-4190



Item 7.

### MONTHLY REPORT - JULY 2022

#### TOTAL CALLS FOR SERVICE TO INCLUDE:

SELF INITIATED  
DISPATCHED

#### ACCIDENTS:

REPORTABLE  
NON-REPORTABLE (No injury, under \$1500 or  
private property)

#### ARRESTS (CRIMINAL):

FELONY  
MISDEMEANOR

#### TRAFFIC ENFORCEMENT (NON-CRIMINAL):

SUMMONS  
PARKING  
WRITTEN WARNINGS

#### DRUG ARRESTS:

FELONY  
MISDEMEANOR

#### OVERDOSES:

MONTH	CALENDAR	CALENDAR
JULY	YTD '22	YTD '21
1363	9113	9578
524	3038	3255
839	6075	6323
39	290	261
21	137	98
18	153	163
2	21	31
12	103	186
45	208	754
173	1024	947
56	293	534
0	3	20
0	0	4
1	4	13

## REPORTED CRIMES JULY 2022

### CLASSIFICATION

		JULY	YTD '22	YTD '21
1a	Murder and Non-Negligent Manslaughter			
1b	Manslaughter by Negligence			
2	Forcible Rape			1
3	Robbery		1	1
4	Assault	3	29	28
5	Burglary	1		3
6	Larceny	11	61	57
7	Motor Vehicle Theft		1	2
9	Arson			
10	Forgery and Counterfeiting	1	6	4
11	Fraud	4	49	17
12	Embezzlement		3	
13	Stolen Property: Buy/Receive/Possess			
14	Vandalism/Graffiti	5	39	30
15	Weapons	1	9	3
16	Prostitution/Vice			
17	Sex Offenses	1	11	6
18	Drug Violations		6	11
19	Gambling			
20	Offenses Against Family	9	38	36
21	Driving Under Influence		13	46
22	Liquor Laws			3
23	Drunk in Public	3	21	59
24	Disorderly	2	18	6
25	All Other Offenses			
26	Curfew/Loitering			
27	Runaway			1
28	Reckless Driving			1
29	Drive suspended/revoked	1	1	8
30	Contempt of Court			
31	Unauthorized use		1	
32	Hit & Run	5	23	12
33	Contributing to delinquency of minor	1	1	1
34	False report to police			1
35	Abduction/Kidnapping	1	1	
36	Shooting into Building			
37	Child Neglect			

Record ID	Date	Agency ORI	Location	Jurisdiction Code	Reason for Stop	Person Type	Race	Ethnicity	Age	Gender	English Speaking	Action Taken	Specific Violation	Virginia Crime Code (Optional)	Person Searched	Vehicle Searched	Physical Force by Officer	Physical Force by Subject	Residency
FC07985	070122	VA0300200	141 HAITI STREET	0301S	F	B	N	N	65	M	Y	N			N	N	N	N	V
FC07947	070122	VA0300200	135 BLK GREENWALL COURT	0301T	D	B	N	N	19	F	Y	N			N	N	N	N	V
W070255	070122	VA0300200	US 17 SPOUR/BLACKWELL ROAD	0301T	D	W	N	N	24	F	Y	S			N	N	N	N	O
W05517	070422	VA0300200	700 JAMES MADISON HWY	0301T	D	W	N	N	23	F	Y	W			N	N	N	N	O
W05984	070522	VA0300200	NORFOLK DRIVE/BEAR WALLOW	0301T	D	W	N	N	70	F	Y	W			N	N	N	N	V
W05984	070522	VA0300200	BLAK WALLOW RD/TIFANY	0301T	D	W	N	N	73	F	Y	W			N	N	N	N	V
W07657	070422	VA0300200	ROEBLING ST/BROADVIEW AVE	0301T	D	W	N	N	79	F	Y	W			N	N	N	N	R
W07948	070522	VA0300200	294 WEST LEE HWY	0301T	D	W	N	N	18	F	Y	W			N	N	N	N	R
W07949	070522	VA0300200	W LEE HWY/FLETCHER DRIVE	0301T	D	B	N	N	41	M	Y	W			N	N	N	N	V
564136	070322	VA0300200	5 BROADVIEW AVENUE	0301T	D	B	N	N	78	M	Y	S			N	N	N	N	V
5202256	070222	VA0300200	52 WEST SHIRLEY AVENUE	0301T	D	B	N	N	29	M	Y	S			N	N	N	N	V
5202257	070222	VA0300200	360 CUPPELS STREET	0301T	D	B	N	N	29	M	Y	S			N	N	N	N	R
5202258	070222	VA0300200	11 EAST LEE HWY	0301T	D	B	N	N	28	M	Y	S			N	N	N	N	R
5202260	070522	VA0300200	NORFOLK DRIVE/BEAR WALLOW ROAD	0301T	D	W	N	N	48	F	Y	S			N	N	N	N	V
W05992	070522	VA0300200	NORFOLK DRIVE	0301T	D	W	N	N	55	F	Y	W			N	N	N	N	V
W07716	070622	VA0300200	616 BROADVIEW AVENUE	0301T	D	U	N	N	53	M	Y	W			N	N	N	N	V
W07717	070622	VA0300200	OAK SPRINGS/BRANCH	0301T	D	W	N	N	63	M	Y	W			N	N	N	N	V
W08004	070522	VA0300200	FALMOUTH ST/FALMOUTH CT	0301T	D	W	N	N	22	F	Y	W			N	N	N	N	R
5202259	070522	VA0300200	10 EAST LEE HWY	0301T	D	W	N	N	38	M	Y	S			N	N	N	N	R
W05995	070722	VA0300200	500 BLK BROADVIEW AVENUE	0301T	D	W	N	N	61	M	Y	W			N	N	N	N	V
W07339	070722	VA0300200	WALKER DRIVE/ESTATE AVENUE	0301T	D	W	N	N	34	M	Y	W			N	N	N	N	V
W07718	070722	VA0300200	NORFOLK/PLAIN RD	0301T	D	W	N	N	25	F	Y	W			N	N	N	N	R
W07719	070722	VA0300200	NORFOLK/PLAIN RD	0301T	D	W	N	N	69	F	Y	W			N	N	N	N	V
FC05519	070722	VA0300200	NORFOLK/PLAIN RD	0301T	D	W	N	N	31	M	Y	S			N	N	N	N	V
FC06017	070822	VA0300200	600 BLACKWELL ROAD	0301S	D	B	N	N	26	F	Y	N			N	N	N	N	O
W05158	070822	VA0300200	716 BLK PINE TREE COURT	0301T	D	W	N	N	18	F	Y	S			N	N	N	N	R
W07086	070422	VA0300200	830 BROADVIEW AVENUE	0301T	D	W	N	N	38	M	Y	N			N	N	N	N	V
W07658	070422	VA0300200	7980 LEE HIGHWAY	0301T	D	W	N	N	21	M	Y	W			N	N	N	N	V
W08005	070422	VA0300200	510 FROST AVENUE	0301T	D	W	N	N	35	F	Y	W			N	N	N	N	O
564237	070922	VA0300200	346 BLK WATERLOO STREET	0301T	D	W	N	N	28	M	Y	W			N	N	N	N	V
564521	070922	VA0300200	700 JAMES MADISON HWY	0301D	P	B	N	N	77	M	Y	S			N	N	N	N	R
5202262	070822	VA0300200	510 FROST AVENUE	0301T	D	W	N	N	36	M	Y	S			N	N	N	N	V
FC07958	070822	VA0300200	406 BROADVIEW AVE/ROEBLING STREET	0301T	D	W	N	N	18	F	Y	S			N	N	N	N	V
W07068	071422	VA0300200	21 MAIN STREET	0301T	D	W	N	N	55	F	Y	N			N	N	N	N	R
W08007	071322	VA0300200	613 FROST AVENUE	0301T	D	W	N	N	27	F	Y	W			N	N	N	N	O
W06154	071522	VA0300200	W LEE HWY/BROADVIEW AVE	0301T	D	W	N	N	64	F	Y	W			N	N	N	N	V
W07659	071622	VA0300200	360 BROADVIEW AVENUE	0301T	D	W	N	N	31	M	Y	W			N	N	N	N	V
W07661	071622	VA0300200	210 HOSPITAL DRIVE	0301T	D	W	N	N	68	F	Y	W			N	N	N	N	O
W07720	071622	VA0300200	BROADVIEW/WINCHESTER	0301T	D	W	N	N	34	M	Y	W			N	N	N	N	V
W07721	071622	VA0300200	351 WEST LEE HIGHWAY	0301T	D	U	H	N	24	M	Y	W			N	N	N	N	R
W07722	071622	VA0300200	530 BROADVIEW AVENUE	0301T	D	W	N	N	35	F	Y	W			N	N	N	N	R
W07723	071622	VA0300200	DAK SPRINGS/BROADVIEW	0301T	D	U	H	N	59	M	Y	W			N	N	N	N	R
W07724	071622	VA0300200	PLAIN ROAD/NORFOLK	0301T	D	B	N	N	67	M	Y	W			N	N	N	N	R
W07725	071722	VA0300200	BROADVIEW/WINCHESTER	0301T	D	W	N	N	63	F	Y	W			N	N	N	N	R
W07858	071322	VA0300200	150 WEST LEE HIGHWAY	0301T	D	U	H	N	35	M	Y	W			N	N	N	N	R
564522	071522	VA0300200	6 BROADVIEW AVENUE	0301S	D	U	U	N	32	O	Y	W			N	N	N	N	V
5202263	071522	VA0300200	600 BROADVIEW AVENUE	0301T	D	W	N	N	37	F	Y	S			N	N	N	N	V
5202264	071522	VA0300200	600 BROADVIEW AVENUE	0301T	D	U	N	N	38	F	Y	S			N	N	N	N	V
5202265	071622	VA0300200	600 BROADVIEW AVENUE	0301T	D	U	N	N	76	F	Y	S			N	N	N	N	O
5202266	071622	VA0300200	600 BROADVIEW AVENUE	0301T	D	W	N	N	27	M	Y	S			N	N	N	N	V
5202267	071622	VA0300200	600 BROADVIEW AVENUE	0301T	D	W	N	N	19	F	Y	S			N	N	N	N	V
FC07089	071422	VA0300200	705 WATERLOO ROAD	0301S	D	W	N	N	63	F	Y	S			N	N	N	N	O
W07090	071822	VA0300200	90 BROADVIEW AVENUE	0301T	D	W	N	N	19	M	Y	W			N	N	N	N	R
W08001	071822	VA0300200	238 BROADVIEW AVENUE	0301T	D	W	N	N	51	F	Y	W			N	N	N	N	V
564482	071422	VA0300200	239 ALEXANDRIA PIKE	0301T	D	W	N	N	35	M	Y	W			N	N	N	N	V
564483	071422	VA0300200	WEST SHIRLEY AVE/CARRIAGE HOUSE LANE	0301T	D	W	N	N	41	F	Y	W			N	N	N	N	R
564523	071822	VA0300200	US 17 SPOUR/BLACKWELL ROAD	0301T	D	W	N	N	48	M	Y	S			N	N	N	N	R
564524	071822	VA0300200	CULPEPER STREET	0301T	D	W	N	N	33	F	Y	S			N	N	N	N	O
564525	071822	VA0300200	WATERLOO ROAD	0301T	D	W	N	N	45	M	Y	S			N	N	N	N	R
5202268	071822	VA0300200	MAIN STREET/ALEXANDRIA PIKE	0301T	D	W	N	N	17	F	Y	S			N	N	N	N	R
W07999	071022	VA0300200	10 EAST LEE HWY	0301T	D	A	N	N	24	M	Y	S			N	N	N	N	V
W07726	072022	VA0300200	19 BROADVIEW AVENUE	0301T	D	W	N	N	52	M	Y	W			N	N	N	N	O
5202269	072022	VA0300200	BLUE RIDGE/GOLDEN	0301T	D	W	N	N	16	F	Y	W			N	N	N	N	R
FC05523	072022	VA0300200	155 BROADVIEW AVENUE	0301T	D	W	N	N	57	F	Y	S			N	N	N	N	R
FC05523	072022	VA0300200	600 BLACKWELL ROAD	0301S	D	B	N	N	33	M	Y	N			N	N	N	N	R
W05523	072022	VA0300200	300 BLK FALMOUTH STREET	0301T	D	W	N	N	19	M	Y	W			N	N	N	N	V
W07091	072322	VA0300200	307 W LEE HIGHWAY (LXKON)	0301T	D	B	N	N	51	M	Y	W			N	N	N	N	V
W07092	072422	VA0300200	WALKER DRIVE/COLONY COURT	0301T	D	W	N	N	19	M	Y	W			N	N	N	N	V
W07092	072422	VA0300200	WALKER/BLACKWELL ROAD	0301T	D	B	N	N	34	F	Y	W			N	N	N	N	R

Record ID	Date	Agency ORI	Location	Jurisdiction Code	Reason for Stop	Person Type	Race	Ethnicity	Age	Gender	English Speaking	Action Taken	Specific Violation	Virginia Crime Code (Optional)	Person Searched	Vehicle Searched	Physical Force by Officer	Physical Force by Subject	Residency
W07093	072422	VA0300200	758 LEE HWY	030 T	D	D	W	N	28	M	Y	W	46.2-878		N	N	N	N	V
W07062	072122	VA0300200	10 BLK E LEE HIGHWAY	030 T	D	D	W	N	77	M	Y	W	46.2-833		N	N	N	N	V
W07960	072422	VA0300200	WATERLOO ST/WARRENTON BLVD	030 T	D	D	W	N	16	M	Y	W	46.2-1030		N	N	N	N	R
W07961	072422	VA0300200	WATERLOO ST/WARRENTON BLVD	030 T	F	F	W	N	15	M	Y	W	4.1-1100		N	N	N	N	R
W07962	072422	VA0300200	WATERLOO ST/WARRENTON BLVD	030 T	D	D	W	N	16	M	Y	W	4.1-1100		N	N	N	N	R
W08012	072222	VA0300200	86 W SHIRLEY AVENUE	030 T	D	D	W	N	61	M	Y	W	46.2-1158		N	N	N	N	V
W08013	072322	VA0300200	236 W LEE HIGHWAY	030 T	D	D	W	N	40	M	Y	W	46.2-821		N	N	N	N	V
W08014	072422	VA0300200	510 FROST AVENUE	030 T	D	D	W	N	22	F	Y	W	46.2-716		N	N	N	N	R
W08015	072522	VA0300200	210 HOSPITAL DRIVE	030 T	D	D	W	N	65	F	Y	W	46.2-1158		N	N	N	N	R
564702	072322	VA0300200	W SHIRLEY AVE/HOSPITAL DRIVE	030 T	D	D	W	N	61	M	Y	W	46.2-300		N	N	N	N	O
564703	072322	VA0300200	BROADVIEW AVE/WATERLOO STREET	030 T	D	D	W	N	65	M	Y	W	46.2-1158		N	N	N	N	V
5202270	072322	VA0300200	WEST LEE HWY/FLETCHER DRIVE	030 T	D	D	B	N	24	F	Y	S	46.2-820		N	N	N	N	V
5202271	072422	VA0300200	15 MAIN STREET	030 T	D	D	A	N	51	M	Y	S	46.2-830		N	N	N	N	O
5202272	072422	VA0300200	10 BLK E LEE HIGHWAY	030 T	D	D	B	N	45	M	Y	S	46.2-830		N	N	N	N	V
5202273	072622	VA0300200	510 FROST AVENUE	030 T	D	D	B	N	23	M	Y	S	46.2-707		N	N	N	N	R
W06891	072722	VA0300200	48 WALKER DRIVE	030 T	D	D	W	N	48	M	Y	W	46.2-888		N	N	N	N	V
FC07094	072722	VA0300200	ACADEMY HILL PARK	030 T	D	D	W	N	50	M	Y	N			N	N	N	N	V
W07095	072822	VA0300200	FAST LEE ST/WALKER DRIVE	030 T	D	D	W	N	70	M	Y	W	46.2-1043		N	N	N	N	V
564884	072722	VA0300200	FAST LEE ST/BLACKWELL ROAD	030 T	D	D	W	N	17	M	Y	S	46.2-878		N	N	N	N	V
564705	072922	VA0300200	BROADVIEW AVENUE	030 T	D	D	W	N	54	M	Y	S	46.2-715		N	N	N	N	V
564707	072922	VA0300200	W LEE HWY/BRANCH DRIVE	030 T	D	D	W	N	26	M	Y	S	46.2-772		N	N	N	N	V
564044	073022	VA0300200	BLACKWELL ROAD/W LEE HWY	030 T	D	D	W	N	27	M	Y	S	46.2-646		N	N	N	N	V
564045	073022	VA0300200	300 - BLK BROADVIEW AVENUE	030 T	D	D	W	N	51	M	Y	S	46.2-1158		N	N	N	N	R
564046	073022	VA0300200	ROEBLING ST/BROADVIEW AVE	030 T	D	D	W	N	47	F	Y	S	46.2-830		N	N	N	N	V
W05956	073022	VA0300200	308 W LEE HWY	030 T	D	D	B	N	62	F	Y	W	46.2-878		N	N	N	N	V
W07096	073022	VA0300200	309 WEST LEE HWY	030 T	D	D	W	N	23	M	Y	W	46.2-878		N	N	N	N	V
W07097	072922	VA0300200	US 17 SPUR/BLACKWELL ROAD	030 T	D	D	W	N	31	M	Y	W	46.2-830.1		N	N	N	N	O
W07663	073122	VA0300200	CALHOUN ST/EAST LEE ST	030 T	D	D	W	N	47	F	Y	W	46.2-821		N	N	N	N	R
W07727	073022	VA0300200	338 BROADVIEW AVENUE	030 T	D	D	W	N	17	F	Y	W	46.2-878		N	N	N	N	V
W08016	072822	VA0300200	11 EAST LEE HWY	030 T	D	D	W	N	21	M	Y	W	46.2-716		N	N	N	N	V
W08018	072922	VA0300200	1 BLK SPUR 2	030 T	D	D	W	N	26	M	Y	W	46.2-715		N	N	N	N	V

## Community Development

### Monthly Report

July 2022

Please accept this as the monthly activity report for Community Development:

#### **Zoning Applications/Permitting:**

- 13 Business Licenses
- 4 Sign Permits
- 8 Zoning Permits
- 6 Zoning Inspections
- 4 Land Development Projects
  - Lindsay GMC As-Built Approved
  - North Hill Lot C Site Plan Approved
  - Piedmont Urgent Care Site Plan- 2<sup>nd</sup> Submission Reviewed
  - Oak Street Subdivision Site Plan Released
- 3 Pre-Application/Speculative Project Meetings
  - Walker Drive Land Bay E- Post Master Zoning Development Plan
  - Habitat for Humanity
  - Bed and Breakfast Zoning Text
- 4 Special Projects
  - Assist IT with digital file organization/retention
  - Walker Drive Packet
  - Zoning and Code Enforcement Webinar
  - Coordination with the County on GIS information for OpenGov
  - FOIA Requests

#### **Planning Operations:**

- Town Council Meeting – State Department of Historic Resources Survey Grant
- Planning Commission Regular Meeting – ZOTA 2022-01 CBD and ZOTA 2022-02 Property Maintenance Public Hearings
- Planning Commission Work Session – SUP 2022-04 Oak View Bank
- Architectural Review Board Meeting – Work Session on Roberts Rules
- Land Use Review Application Management – ZMA 2021-01/SUP2021-01 North Rock Harris Teeter; CP/ZMA/SUP 2022-01 Waterloo Junction; SUP 2022-03 Amazon Data Center; SUP 2022 -04 Oak View Bank; SUP 2022-05 Warrenton Village Center Mixed Use; SUP 2022-06 Chick-fil-a
- VOF and VCA grant management
- Open Space Agreement Meeting
- Land Use County/Town map updates
- VDOT Smartscale Applications
- Septic Remediation Project
- Circuit Rider Partnership Meeting

- Walker Drive Pre-Application Meeting
- Walmart Pre-Application Meeting
- Bed and Breakfast Pre-Application Meeting
- Warrenton Shopping Center TIA Scoping and Pre-Application Meeting
- VDOT/County/Dominion Meeting
- PD9 Regional Roundtable Meeting
- Consultant Team meetings
- 5 Certificates of Appropriateness
- FOIA Requests

**Building Review:**

- Issued 38 Building Permits

**Administrative:**

- Inspection at Rip Van Winkle on Sunday, August 21<sup>st</sup>. A person's foot went through the floor.
- Oak Street subdivision – pre-construction meeting.
- Meeting to discuss hotels and motels in the Town with various groups.
- Fauquier Trails Coalition monthly meeting to discuss the Great Pumpkin Ride event.
- Meeting to discuss First Baptist Church and parking.
- CBD text amendment discussion with Chris Mothersead and Councilman Semple to add affordable housing language.
- Habitat for Humanity discussion related to Horner Street project.



## Public Works and Utilities Monthly Report July 2022

Please accept this as the Public Works and Utilities Department's monthly report.

### Public Works:

- Staff continued maintaining the Town's roads, grounds, and facilities. The street crew replaced the culvert pipe and completed the installation of the road to the pump station behind Taylor Middle School.



- Number of burials performed. 1

### Public Utilities:

- 3 Customers concerns were responded to/resolved.
- 0 New service lines installed. 0 Service line repaired.
- 0 Service line was repaired.
- 1 Main line repaired.
- 101 Fire hydrants were serviced.
- 257 Miss Utility Locate tickets.
- 4 Sanitary sewer lines flushed. 950 Total feet.
- 6 Videoed sewer lines. 3,468 Total feet.
- 0 Sanitary sewer lines Installed 0 Repaired.
- 12 Water lines flushed.

**Meter Dept:**

- 1 Cross connections inspected.
- 1 Water connections inspected.      2 Water connections issued.
- 1 Irrigation inspected.
- 2 Sewer connections issued.
- 1 Meter installed.      0 Meters replaced.      11 Check for leaks.
- 5118 Meters read.      70 Reread.      44 Read & transfer.
- 25 Water cut-ons.      25 Water cut-offs.
- 25 Maintenance

**Engineering & Project Status:****Site Plans/Permits reviewed:**

- Fauquier-Dakota Springs Road Acceptance
- North Hill, Lot C
- Walmart Waterline
- Piedmont Urgent Care
- 236 E. Lee Street
- Farrish Properties, ZMA2022-1

**Project Review Update:**

- VDOT Broadview Avenue Improvements: Staff continues to work with VDOT and Dominion Power for the Street light improvements, including continued conversion of existing light heads to LED lights. Dominion is beginning work on the engineering of the street light conversion design and estimate. VDOT continues in the process of Right of Way acquisition from property owners where additional ROW or easements for construction are needed for the proposed improvements.
- Inflow and Infiltration Reduction into the Sanitary Sewer System: Rehabilitation has been placed on hold for budgetary priority shifts for WWTP repairs. Tri-State is currently awaiting orders to continue when the Town is ready. A new Service agreement for the next phase of the I&I Evaluation work will be re-advertised once budget availability has been determined. The plan will be to continue a new Flow Monitoring program to better focus priority areas for sewer rehabilitation. With the success that our I&I reduction program has netted over the last two years, the peak response of flows at the WWTP has been dampened. The plan is to start up again in mid-2022 to further reduce I&I. The table below shows the flow history at the WWTP since 2015 through last year.

Year	Rainfall (in.)	Ave Flow (MGD)	High Peak Flow (MGD)	Number of Times over 6.0	Ave Flow/ Inch Rain
2015	41.80	1.86	6.10	2.00	44398
2016	37.30	1.73	6.00	3.00	46403
2017	34.09	1.84	6.00	3.00	53975
2018	77.10	2.17	6.00	6.00	28124
2019	58.90	2.08	6.00	4.00	35257
2020	61.60	1.88	6.00	4.00	30519
2021	45.55	1.72	6.00	2.00	37688
2022*	31.2	1.72	6.00	1.00	NA
* Year to date					

- Garrett Street Stormwater Pond Retrofit: The project was successfully bid and awarded to the low bidder. Construction should start in September. The selected contractor is KBS Earthworks, and the bid price was \$132,655.02.
- Automated Water Filling Station, Corral Farms: The project was bid, and the lowest acceptable bidder was DeBorn Construction, Inc., for a bid price of \$446,000. Public Utilities will request Council to appropriate an additional \$230,857, so this project can move to construction. A draft Land-Lease Agreement and Exhibit for the proposed site in exchange for access to free water for the Landfill Transfer Station is under review by the Sr. Town Staff and Attorney. The landfill's access to water from this facility will also help us utilize water at the end of the southern distribution system and assist in maintaining chlorine residual and water quality.
- Timber Fence Trail, Segment 2: The Project Designers, LPDA and Carson Land Consultants, have been provided PO's to complete plan and plat preparation. This phase will finalize the Segment 2 plans as a separate bid document from the Segment 1 plans to reduce confusion from Contractor for bids to construct. Once started work in mid-August, we will coordinate with Fauquier Co. School Board for easement agreement.
- Stormwater Utility and MS-4 Permitting: Staff continues to work with the Villa's of Warrenton HOA and the Hampton Inn for a Stream Restoration Project across their properties. This will be a large step toward the Town meeting its permit goals set by DEQ. Much needs to be done to bring this on within the timeframe needed to meet the DEQ permit deadlines. It is hoped the Consultant/Contractor for this project will be authorized to start the permitting process before the end of August. The Town is in jeopardy of not having the project far enough along to obtain the credits needed to meet our DEQ nutrient reduction mandates and the Town will need to by some credits from a commercial bank on a temporary basis until the project is completed. The Town will also need to find additional opportunities to reduce Nitrogen, which the WWTP can temporarily help with until we get our Septic Tank decommissioning program underway.
- WWTP: With the new budget, WWTP Staff is planning to re-bid the improvements to the Gravity Sludge Thickener that was put off due to insufficient funds. The WWTP Blower Motors at the new MBBR Blower Building have been repaired and are functioning well. There is still a dispute as to the reason for the failure and whether the blowers were still under warranty. Staff is working through the Town Attorney and the system integrator, Suez, and the blower supplier, Kaeser, to resolve this issue. The UV Disinfection light system is installed and functioning well. Secondary Clarifier #1 is back operational, and the Staff is preparing to award a contract to replace the existing drive. Progress is being made in cleaning out the excess sediment from the denitrification filters, and to reduce the amount of sludge that has accumulated in the plant. Rainfall in July totaled 7.10 inches and average flows at the WWTP were 1.71 MGD for the month, a slight increase from last month.

- General Civil Engineering & Surveying Services: Annual Dam reports were filed with the DCR. The Staff is preparing RFP's from our selected Engineering firms to design the improvements to the Rappahannock Street Waterline.
- Water Plant Planning & Design: The Town's consultant has submitted a permit renewal to the on-going Warrenton Dam permit with the Department of Conservation and Recreation. They are also helping to determine longer range (5 to 15 years) improvements to the dam. This will need to consider improvements to the dam to improve the spillway and to meet our future expanding water supply needs for infill redevelopment and the potential boundary line adjustment. The Town will also look for Grants to help fund these improvements. The current budget provides for a little over \$1.1 Million to begin the conceptual and preliminary planning of this effort.

General Comments:

- Engineering is continuing to assist Community Development in traffic monitoring.

**Storm Water Management:****Outreach:**

- -

**Applications/Permitting/Inspections:**

- x55 ESC & SWM inspections completed (including drainage issues & outfall inspections).
- x6 SPD under review (ESC & SWM).
- x6 LDP under review (ESC & SWM).
- x2 SUP under review (ESC & SWM).
- x1 LDP approved (ESC & SWM).
- x2 As-built plans approved (ESC & SWM).
- x1 Private BMP Inspections.

**Operations:**

- Construction General Permit (CGP) July Monthly Report submitted to DEQ.
- Agreement in Lieu/LDP/CGP in progress (missing information) or under review: Warrenton Crossing, Strickland Brothers Oil Change, 105 W. Shirley Ave., Piedmont Urgent Care, 97 Horner St., 620 Evans Dr.
- SDP / Plat / Dees in progress (missing information) or under review: Piedmont Urgent Care, Strickland Brothers Oil Change, Harris Teeter Service Station, Country Chevrolet 11 E. Lee Hwy., Retail Auto Parts, North Hill - Lot C.
- SUP under review: Waterloo Junction / Farrish Properties, Warrenton Village Mixed-Use Center.
- SDP / Plat / Dees approved: Subdivision- 50 Oak Street.
- As-built plans approved: Steeplechase and Lindsay.
- Bid Tabulations for 5<sup>th</sup>. St. Parking Lot Bio Swale and Garrett Street Facility Projects.
- Non-competitive and competitive Litter & Recycling Grant Application accounting reports submitted – FY 2022.
- Meeting to go over comments: AWS Post Comment Review Meeting
- Pre-Application Meeting: PRE-22-5 - 511 Falmouth St, Warrenton - Zoning Map Amendment.
- Continued preparing Hampton Inn Memo of Understanding.
- Continued answering emails from clarification needed to citizens regarding the SW Utility Fee bill.
- Elaborate necessary configuration for land disturbance applications on OpenGov with Community Development.
- Continued answering emails from clarification needed to citizens regarding the Annual BMP / Stormwater Annual Inspections.

**Wastewater Treatment Plant:****Total water pumped during July, 2022**

Well No. 3 \_\_\_\_\_ 0 \_\_\_\_\_ Gallons

Well No. 5 \_\_\_\_\_ 0 \_\_\_\_\_ Gallons

Well No. 6 \_\_\_\_\_ 382,342 \_\_\_\_\_ Gallons

Filter Plant \_\_\_\_\_ 34,652,000 \_\_\_\_\_ Gallons

**Total pumped (All Sources):** \_\_\_\_\_ 35,034,342 \_\_\_\_\_ Gallons

Average gallons per day: \_\_\_\_\_ 1,130,140 \_\_\_\_\_

**Total pumped during the same month last year:** \_\_\_\_\_ 39,814,663 \_\_\_\_\_ Gallons

Average gallons per day: \_\_\_\_\_ 1,284,344 \_\_\_\_\_

**Total flow through the sewage plant:** \_\_\_\_\_ 53,090,000 \_\_\_\_\_ Gallons

Average gallons per day: \_\_\_\_\_ 1,712,581 \_\_\_\_\_

**Total flow during the same month last year:** \_\_\_\_\_ 44,920,000 \_\_\_\_\_ Gallons

Average gallons per day: \_\_\_\_\_ 1,449,032 \_\_\_\_\_ Gallons

Total rainfall: \_\_\_\_\_ 7.1 \_\_\_\_\_ Inches

**Warrenton Reservoir overflow elevation:** \_\_\_\_\_ 445.3 \_\_\_\_\_ Feet**Warrenton Reservoir current elevation:** \_\_\_\_\_ 445.3 \_\_\_\_\_ Feet

Refuse & Recycling Report for:  
July 2022

		BLUE BAG	HOUSE DEBRIS	TIRES	FREON	CLEAN UP	CHIPPED	LEAVES	CARD	NEWS	OFFICE	COLLECTED IN BLUE BAGS				BLUE BAG	TONS			
DATE	REFUSE	REFUSE				METAL	BRUSH		PAPER	PAPER	GLASS	ALUMIN.	STEEL CANS	PLASTIC	TOTALS	LANDFILL	RECYCLE	LANDFILL	RECYCLE	%
Fri. 1	15.10															15.10	0.00	15.10	0%	
Mon. 4	HOLIDAY															0.00	0.00	0.00	0%	
Tues. 5	42.66										0.03					42.66	0.03	42.69	0%	
Wed. 6	2.88	0.10							3.04	0.23		1.09	0.07	0.12	0.09	1.47	2.98	4.64	7.62	61%
Thurs. 7	10.35						5.76									10.35	5.76	16.11	0%	
Fri. 8	15.96															15.96	0.00	15.96	0%	
Mon. 11	23.86															23.86	0.00	23.86	0%	
Tues. 12	21.87															21.87	0.00	21.87	0%	
Wed. 13	1.61	0.09							3.50	0.16		0.99	0.07	0.11	0.08	1.34	1.70	4.91	6.61	74%
Thurs. 14	14.15															14.15	0.00	14.15	0%	
Fri. 15	14.49															14.49	0.00	14.49	0%	
Mon. 18	21.37															21.37	0.00	21.37	0%	
Tues. 19	22.75										0.03					22.75	0.03	22.78	0%	
Wed. 20	3.62	0.13							3.53	0.30		1.35	0.09	0.15	0.11	1.82	3.75	5.52	9.27	60%
Thurs. 21	13.95															13.95	0.00	13.95	0%	
Fri. 22	13.98						2.13									13.98	2.13	16.11	13%	
Mon. 25	21.13															21.13	0.00	21.13	0%	
Tues. 26	20.47					0.32										20.47	0.32	20.79	0%	
Wed. 27	0.11	0.10							3.28	0.23		1.01	0.07	0.11	0.08	1.36	0.21	4.77	4.98	96%
Thurs. 28	13.93						2.44									13.93	2.44	16.37	0%	
Fri. 29	15.81															15.81	0.00	15.81	0%	
TOTAL	310.05	0.42	0.00	0.00	0.00	0.32	10.33	0.00	13.35	0.92	0.06	4.43	0.30	0.48	0.36	5.99	310.47	30.55	341.02	9%



**Town of Warrenton  
Department of Parks and Recreation  
Monthly Report - July 2022**

<b>Revenue Summary</b>				
	<b>FY 2023 Budget</b>	<b>July 2022</b>	<b>FY 2023 Year-to-date</b>	<b>FY 2022 Year-to-date</b>
<b>Beginning of period</b>				
Memberships	\$ 221,248.00	\$21,607.23	\$21,607.23	\$25,218.47
MVPasses		\$3,454.50	\$3,454.50	\$5,062.00
Daily Admissions	\$ 166,117.00	\$31,554.55	\$31,554.55	\$26,215.50
Programs (Aquatics, Fitness, Recreation)	\$ 126,437.00	\$3,252.00	\$3,252.00	\$8,129.66
Rentals	\$ 170,436.00	\$3,735.00	\$3,735.00	\$2,537.00
Individual Instruction		\$4,681.00	\$4,681.00	\$16,661.00
Merchandise	\$ 1,587.00	\$342.90	\$342.90	\$505.51
Sponsorship/Grant/ Ad Sales	\$ -	\$0.00	\$0.00	\$0.00
Park Rentals and Events	\$ 8,245.00	\$750.00	\$750.00	\$915.00
Childcare	\$ 496.00	\$0.00	\$0.00	\$0.00
Miscellaneous	\$ 588.00	\$155.90	\$155.90	\$124.47
<b>End of period</b>	<b>\$695,154.00</b>	<b>\$69,533.08</b>	<b>\$69,533.08</b>	<b>\$85,368.61</b>

<b>Monthly Memberships/MVP/Admissions Sales Summary</b>	
Total Number of Active Members	<b>2,535</b>
New/Renewed Annual Memberships	<b>60</b>
Monthly Memberships	<b>74</b>
MVPasses	<b>25</b>
Daily Admissions	<b>4,347</b>

<b>Monthly Programming Summary</b>	
Aquatic Classes Offered	<b>255</b>
Land Fitness Classes Offered	<b>162</b>
Water Fitness Classes Offered	<b>46</b>
Land Specialty Classes Offered	<b>4</b>
Water Specialty Classes Offered	<b>4</b>

<b>Monthly Attendance Summary</b>		<b>June</b>				
		<b>Week 1 &amp; 2</b>	<b>Week 3</b>	<b>Week 4</b>	<b>Week 5</b>	<b>Month-to-date</b>
Membership Check-ins		1,179	1049	1,028	1,068	4,324
MVPass Check-ins		64	58	42	49	213
Daily Admissions		1,254	879	1,078	1,136	4,347
<b>TOTAL</b>		<b>2,497</b>	<b>1,986</b>	<b>2,148</b>	<b>2,253</b>	<b>8,884</b>



## Agenda Memorandum

September 13, 2022

<b>Staff Lead:</b>	Stephen Clough, Town Clerk
<b>Topic:</b>	Minutes
<b>Description:</b>	Town Council minutes from previous meetings.
<b>Recommended Action:</b>	Review and approve prior meeting minutes.

### Attachments:

1. June 8th, Town Council Budget Work Session
2. July 12th, 2022 Town Council Regular Meeting
3. July 25th, 2022 Town Council Special Meeting
4. July 18th, 2022 Town Council Special Meeting



**TOWN COUNCIL OF THE TOWN OF WARRENTON  
TOWN HALL  
21 MAIN STREET  
WARRENTON, VIRGINIA 20186**

**MINUTES**

**A WORK SESSION OF THE COUNCIL OF THE TOWN OF WARRENTON WAS HELD ON  
June 8, 2022, AT 7:00 P.M. IN WARRENTON, VIRGINIA**

**WORK SESSION**

**PRESENT**

Mr. Carter Nevill, Mayor; Mr. James Hartman, Vice Mayor; Mr. Kevin Carter; Mr. Brett Hamby; Ms. Heather Sutphin; Mr. Renard Carlos; Ms. Brandie Schaeffer

**Present VIA Zoom**

Mr. William Semple; Mr. Sean Polster

**ABSENT**

**CALL TO ORDER**

The meeting was called to order at 7:00 P.M. A physical quorum was present. Two members are attending electronically. Mr. William Semple was located in Ocracoke, North Carolina. He stated he was absent because he was on vacation. Mr. Sean Polster stated he was on Interstate 81. He stated he was absent because he was working.

**Budget Discussion**

Ms. Schaeffer stated the goal for the meeting was to have Council direct a scenario for staff to create the FY23 budget. She began with a presentation that reviewed the May 10<sup>th</sup> and May 18<sup>th</sup> work sessions.

Ms. Schaeffer reminded Council that at the May 10<sup>th</sup> meeting, Council held a Public Hearing and unanimously voted to change the Real Estate Tax rate from .05 to .04011 to equalize the rate.

Ms. Schaeffer discussed that at the May 18<sup>th</sup> work session, Council provided direction to staff to

include proposed personnel-related items for existing personnel only, include unavoidable increases to contractual increases or inflation, remove new positions for separate consideration and examine a moderate increase to be offset with various strategies.

Ms. Schaeffer turned the presentation over to Ms. Price to discuss the revised baseline revenues and expenditures for FY23.

Ms. Price gave a presentation that showed the impact of the proposed baseline revenues per the direction of Council.

Ms. Price introduced a scenario-building model she built to help Council visualize the FY23 budget.

Ms. Schaeffer discussed the building of the model, stating that it focused on anything that was an enhancement or above what was previously in the budget. She noted that the charts that Council has seen before are baked into the creation of the model. It was explained that checking the boxes was not to take something away from the numbers shown already but to add that request to the budget and see the impact it would have. Staff had been directed to remove any additions to the FY23 budget for the model creation.

Ms. Schaeffer continued to demonstrate the model to Council with examples of requests from the Council for the FY23 budget. She highlighted why some of the items were included and gave a brief overview of each item while she showed how the model works. She opened up the model to Council for them to create different scenarios for discussion.

Mayor Nevill thanked all the members of the Council who took the time with staff and Ms. Schaeffer to review this model and offer their feedback and advice—noting that it was beneficial to staff. He turned the discussion over to Council for a markup markdown approach suggesting starting section by section.

Councilman Semple asked about the calculation for the fund balance, asking to review if the fund balance was based on a projection of FY22 revenue and expenditures.

Ms. Price stated that it was based on the most recent revenue and expenditure projections.

Councilman Semple questioned if there was a column showing the projections for the current year. He stated that he thought it beneficial to see what Council is currently spending in each of these categories because they would be adjusting.

Ms. Price stated that the particular information was not in this presentation.

Ms. Schaeffer offered to pull up the requested data for Councilman Semple. Noting that the information was reviewed by staff.

Councilman Semple noted that he thought it was too late for this evening's presentation.

Ms. Schaeffer conferred with staff and offered a potential solution to Councilman Semple.

Councilman Semple said he wanted to have confidence that when making the changes to the fund balance as we are looking at it, the fund balance is based on where we will be at the end of this fiscal year.

Mayor Nevill spoke about his credence of Ms. Miller as far as the adopted and amended numbers presented, noting that there have not been any significant deviations that should be cause for concern. He said that he respects the Councilman's request for this information and that staff should provide it. Still, he thinks that Ms. Miller and Ms. Price have demonstrated experience and a history of accurate projections, and that the revenue has been an acceptable mean deviation to not cause us any concerns to be able to make an informed decision this evening.

Councilman Semple thanked the mayor for his opinion but stated that he disagreed. He feels that Council is talking about percentages where they may be running very close to being below the 50% threshold, and he believes it is a matter of some concern going into this session. He noted that he didn't want to overburden the staff; he just wanted clarification going into the session that the fund balance accurately represents the best staff projection. It would have been nice to see a year-over-year as well as a projection. He was noting that with talking about deviations now, \$10,000 here or \$50,000 there. It all adds up. He believes that it's a wise thing to have.

Ms. Schaeffer stated that she had the report here. Noting no significant deviations as they would have brought that information to Council.

Councilman Semple noted that with the screen he was using, it was hard to see the numbers. He requested that the information be shared with him offline.

Ms. Schaeffer noted that she would create that report and send it to Council after the meeting.

Councilman Semple further clarified data points on the presentation with staff.

Mayor Nevill offered that he believed the question councilman Semple was asking if the fund balance reflected in the model current with up-to-date projections.

Ms. Price confirmed that it was.

Councilman Semple remarked that we're looking at a more favorable outcome against our FY22, and that is factored into the current model that you proposed.

Ms. Price confirmed that and noted that the model was linked to that report.

Mr. Semple Thanked Ms. Price for answering his question.

Mayor Nevill suggested moving back to the model to discuss expenditures and revenue streams.

Councilman Carlos requested to see scenario two and scenario three that staff had prepared to better make an informed decision.

Mayor Nevill informed Council that the scenarios represented are opportunities for the Council to create scenarios that we can manipulate. Council would build those in this mark-up and mark-down session He explained that this was an opportunity for Council to determine priorities

assuming a flat budget with the salary and non-optional revenue increases and where Council would go from there.

Councilman Carter inquired about the use of fund balance, and the dollar amount Council would need to stay under to be within the policy.

Ms. Schaeffer worked through the model to show the Councilman the delta between the policy limit and the current 39.6m

Ms. Price answered that it was about \$1.5 million.

Councilman Semple clarified the Fund Balance policy and when the plan would need to be established to repay the difference looking for when that plan would need to be implemented.

Ms. Miller explained the Fund Balance Policy and that it would be calculated at the end of the year if it found that Council had violated the fund balance. She recommended that if Council adopted a budget that would take the fund balance below 50%, Council would have to come back and establish a plan to rectify that with the Fund Balance.

Councilman Carlos inquired about the balance of unallocated ARPA funds that could be used as revenue replacements due to the economic conditions.

Ms. Miller replied that the unallocated balance was 2.7 million dollars.

Councilwoman Sutphin confirmed that Council had three years to bring back up the balance according to the Fund Balance Policy and what the consequences were if that was not met.

Ms. Miller suggested at that time that she would recommend Council revise their policy. If Council were looking to continue down that path, she would recommend bringing Davenport back to explore options. She further spoke about the implications of changing the Fund Balance Policy and gave examples of what other localities use for their policies. She noted that it might impact the credit ratings and issuing debt, especially with potentially borrowing for the water and sewer fund. The Town has been issuing general obligation bonds to finance the water and sewer fund, which has the government's full backing, not just pledging revenues from the water and sewer fund. It's essential to maintain a sufficient balance or look at restructuring.

Councilman Carlos inquired about the total amount of ARPA funds and a line-by-line detail about the allocated funds to potentially move things around with those funds.

Ms. Miller stated that there were previous presentations we could bring up, though staff has been moving forward with the projects at the direction of the Council, so some funds have been spent.

Councilman Hamby noted that Council set the 50% minimum fund balance since Warrenton was not AAA Bond rated. He said that personally, he could not support a budget that would take the Town below to 39% next year—stating that the Town itself depends on keeping the fund balance at a workable level.

Mayor Nevill agreed.

Councilwoman Sutphin agreed with Councilman Hamby and expressed concerns about using the ARPA funding to fill the holes in the budget as it is only a one-time set of funds.

Councilman Carlos agreed with Councilwoman Sutphin that the use of ARPA funds should be carefully considered. Noting that one potential use was revenue recovery as there are other tax increases across the board. He mentioned that we were heading into economic headwinds and suggested using ARPA funds to alleviate tax increases this year and revisit the revenue issues next fiscal year. He said potential sources for new revenue next year, like Boundary Line Adjustments.

Mayor Nevill reminded Council that they previously had been reluctant to use ARPA funds for reoccurring costs. Using those funds now would be a reversal of stated opinions. He agreed with Councilman Hamby that this was not the time to go into deficit spending and that Council should not dip below 50% of the fund balance. He turned the floor over to Council to discuss scenarios and revenue funding.

Ms. Schaeffer reminded the Council of the previous ARPA spending that was brought before the Council in March. She reviewed potential projects and reminded the Council of requests that staff has already begun moving forward with at the direction of the Council.

Councilman Semple inquired about other municipalities that used funds for revenue recovery.

Ms. Schaeffer said that staff could research what other municipalities have done but did not have that information readily available. She spoke to the timeline constraints of the ARPA funds and how most other small jurisdictions were using the funds to cover projects already slated to begin noting the challenges of smaller jurisdictions adding on additional high dollar projects in a given year due to staff demands and availability of products. Culpeper is following that same procedure. The staff's recommendation is to continue to focus on the water and sewer area.

Councilman Semple agreed and supported using ARPA funds to increase the capacity or reliability of long-term capital needs. He thinks that Councilman Carlos brought up a good idea of other projects on the CIP that the ARPA funds could be used to shift money around for additional funding opportunities.

Ms. Schaeffer said that the remaining balance could be used to accomplish that or could also be used to invest in other water and sewer projects, further buying down the rate implications. She did note that Council could also look on the general fund side.

Mayor Nevill noted that Economic development was also one of the categories for ARPA funds.

Councilman Carlos clarified some categories that ARPA funds could be used for based on the presented model. He asked for a breakdown of the IT infrastructure line in the model.

Ms. Schaeffer broke down the IT infrastructure costs listed in the model. She explained the rationale behind bringing all IT costs under one department for better reporting and tracking. For example, the Police Department body cameras and interview room system are at the end of life, those costs are under the IT department as IT would manage the infrastructure and contracts. She pointed out that \$100,000 would be a reoccurring cost annually.

Councilman Carlos continued to ask questions to understand the IT infrastructure costs better.

Ms. Schaeffer elaborated on the IT costs and associated increases in both cost and reliability.

Councilman Carlos asked Ms. Schaeffer to provide a breakdown of the requested fitness equipment replacements. She spoke about the WARF policy of replacing or refurbishing equipment over ten years old. She confirmed that this equipment was outside the life cycle and would have to be removed or replaced as a safety issue.

Councilman Carlos stated that there were two treadmills on the list for replacement. He asked for the number of Treadmills currently at the WARF and if that number was more than two.

Councilman Hamby requested creating a scenario in the model with everything removed and a flat-funded budget.

Ms. Schaeffer created the scenario and showed a policy reserve balance of 39.6%.

Councilman Semple asked about the impact of the potential changes to the grocery tax.

Ms. Price stated that the grocery tax impact was \$131,000.

Councilman Hamby continued to modify the model, explaining how it would work from Ms. Schaeffer and Ms. Price.

Councilman Semple inquired about the difference between the projected model and the submitted budget. His main point was that the submitted budget did not impact the Fund balance as much as was currently shown in the model.

Ms. Price said the model included an additional \$1,000,000 of commitments for transportation projects that the Council had signed off on.

Ms. Schaeffer noted that inclusion of the Transportation project commitments are included in the out years, and it had not occurred to her to include it before since Council had not come so close to violating the fund balance before. She looked at when the first rounds of funds would be due on the transportation projects and wanted to have Council acknowledge those commitments and address how they would like those funds to be captured in the future.

Councilman Semple asked if they had adopted the budget as presented, would those additional funds also put the fund balance in jeopardy.

Ms. Schaeffer said it was a simple procedure to take that additional funding out of the model but wanted to bring attention to it as the projects would start being funded in the upcoming years. This payment is so large that she wanted to bring it to the attention of the Council. She noted that Council could proceed that way if they preferred.

Councilman Semple expressed concern about consistency in modeling the budget.

Ms. Schaeffer would like the Council to know that this expense exists and would not be eligible for ARPA funds. This payment would not go into the FY23 Balance, but as Council is projecting

to dip below the fund balance threshold, she wanted to bring this back in front of the Council for visibility in projecting out for the next few years.

Councilman Semple thanked her for bringing this to Council's attention and noted that it should be included in the budget process to capture the transportation commitments.

Ms. Schaeffer suggested that Council decide how to capture these moving forward.

Councilman Carter suggested pulling the \$1,000,000 balance out of the projections for the fund balance, suggesting that the Town's circumstances may be very different in 2024 and that Council can address that cost at that time.

Councilman Polster agreed with Councilman Carter and suggested putting the \$1,000,000 back into the budget. He appreciated the transparency from staff but wanted to stay consistent with the analysis. He further suggested returning the budget to the Town Manager and staff to find additional funding opportunities to cut.

Councilman Carlos asked Ms. Schaeffer to discuss the personnel requests. He asked who was currently in the Clerk role and questioned whether it was a part-time position.

Ms. Schaeffer answered that Stephen Clough was the Town Clerk and pointed to him at his station.

Councilman Carlos continued to ask about personnel requests. He suggested combining multiple positions into an Assistant Town Manager role who would be able to take on some of the proposed positions in a consolidated fashion. He noted that for efficiency's sake and with projected budget research, it could be potential cost savings in terms of salary.

Councilman Hamby agreed that there was an efficiency that could be found, but if Council did not figure out the critical ingredient of funding, nothing more could be figured out. He reminded Council that they did still have the work session before the next Council meeting.

Councilman Polster sought clarification from Staff on the Grocery tax and if they knew what the State had decided to do with its budget.

Ms. Miller stated that she understood that the governor was still reviewing it, and while there are proposals before him, he may send it back to the general assembly. Nothing had been decided yet today.

Councilman Polster stated that he understood that the State tax would be affected, but the local tax would remain to the tune of \$131,000.

Mayor Nevill noted that because that was still on the Governor's desk, it would be speculative to count on those funds. He recommended not relying on those funds.

Councilman Hamby suggested not removing the whole amount of the transportation funding but breaking portions of it out over the next fiscal years to be able to account for the funds based on VDOT's Schedule.

Ms. Schaeffer said that based on conversations she has had with VDOT, the project would begin in 2024. She did not believe that the payments would be due all at once. She did not anticipate any payments to be made until 2024. Per Councilman Carter's request, Staff adjusted the model to remove the \$1,000,000 for transportation projects. Ms. Schaeffer then ran through some scenarios with the model to depict the changes.

Mayor Nevill recommended to Council to upgrade the Town Clerk position. The Town has been operating without a Town Clerk for some time. He believes that working without a Town Clerk is ill-advised in terms of transparency and fulfilling the council's obligations towards minutes and recording and all other needs from the Town Clerk established by the Charter. He continued to suggest investing in the WARF since it was such an outward-facing entity. While others have stated that it should be run like a business, he would like to not compete with private entities and still provide opportunities for fitness and recovery for those who can not afford other options. He also believes that the Grants Officer should be considered noting that that position should be able to provide more revenue funding and offset its own cost as a good return on investment.

Ms. Schaeffer took the mayor's suggestions and updated the model to reflect them.

Councilman Carlos requested a breakdown of the ARPA funds before the next meeting. He advocated for a new role of an assistant Town Manager, suggesting no tax increases and the ability to use ARPA funds to cover the difference.

Councilman Hamby requested more information about the current Grants that the Town has.

Ms. Schaeffer gave a brief overview of the grants the Town has sought. She also elaborated on the need of the Grants Officer regarding reporting needs of the grants and the legal requirements that must be met to avoid issues with keeping the funding. She elaborated on the need to offset the consultant fees from other grants noting that the grant officer would have a year-round workload. It was discussed that due to the workload of others and consultant fees, there were grants that staff has not been able to seek.

Council worked on different scenarios within the model with other ideas and options.

Councilman Carlos suggested morphing the role of Grants Officer and Project Manager into an Assistant Town Manager.

Mayor Nevill reminded Council that the positions we're creating a need to be taken on by individuals. When benchmarked against other localities, it's difficult to continue to depend on asking individuals to continue to take on multiple hats. Council has seen with the position of the Town Clerk that applicants did not come to the number that Council had hoped or expected. He reminded Council that asking one individual to take on the role that three individuals have undertaken in a different municipality is a complex request. These are benchmarked positions that applicants are seeing, and we will only draw the best if they are expected to take on three roles for the pay of one position. He explained the competition that the Town is seeing with the highly competitive job market and that the level of the individual for that combined role would not be cost savings due to the market demands at the level Council expects.

Councilman Hamby agreed with the mayor, speaking from his experience, that when individuals were asked to wear multiple hats, it created discontent and led to poor job performance. He did

like the idea of an Assistant Town Manager and suggested talking about it at the Strategic Retreat. He supported hiring the Grant Officer as only a Grant Officer.

Councilman Semple noted that his history in grant writing led him to believe that this was a complex job for both seeking grants and staying within compliance. He did note that he would like to see a more significant return on revenue for the Grants Officer but was in favor of the position.

Councilman Polster stated that he supported the increase in the cigarette tax and reminded the Council of the potential 1% meals tax increase over the next two years with forgiveness of the BPP tax requesting an update from Staff on that proposal.

Ms. Miller replied that there was still research that needed to be done by staff on that proposal. She did incorporate an estimate in the model as a demonstration for Council.

Councilman Polster suggested options for the budget that Staff incorporated into the model.

Councilman Carlos stated that he was in favor of the cigarette tax increase but was not in favor of any tax increases without an entirely justifiable reason.

Councilman Carter stated that he did not support an increase in taxes at this point. He appreciates the model that was created but would have preferred the model be created in the other direction for Council to explore ways to reduce their current spending. He does not support additional taxes. Nor does he support a fund balance outside of policy.

Councilman Polster responded that he too would support no additional taxes and requested a flat budget.

Mayor Nevill reminded Council that no additional taxes would put Council at 40% of the fund balance.

Council went back and forth on the options before them with details added by Staff.

Councilman Carlos again explained his option to use ARPA funds to give the residents a bit of breathing room in this year's budget and increase taxes in 2024. He noted that the revenues need to be rebalanced in the Town and offered a myriad of ideas that he believes would be best hashed out at a strategic retreat in the future.

Councilwoman Sutphin stated that she supported the 2% meal tax increase. She believes that Council is defunding our Town and that other localities surrounding us all have similar 6% meal tax rates and utilize that money to invest in themselves to provide services that Warrenton cannot. She admitted that when she voted to equalize the real-estate tax rate, she believed she was voting to keep it at 5%. She noted that she had COVID, and she did not hear correctly. She knows no one likes increased taxes, but it needs to happen. We need to invest in the Town.

Vice Mayor Hartman asked if anyone in the room had ever looked at a meals receipt and seen the meals tax unless you've looked for it. He feels the increase of \$2 on a \$100 meal is minuscule. He does not support willing violating the fund balance policy and supports a 2% meal tax increase. He does not want to burden businesses with an increase this year and next year.

Councilman Carlos noted that he did disagree with his colleagues. He notes that there will need to be an honest conversation about the budget and going into the following year's budget Council should have a Strategic Retreat and a Strategic Budget Retreat to examine the priorities for the Town and have an honest conversation with constituents about the funding levels to pay for these things. He would like to add additional revenue streams through boundary line adjustment and adding sector growth. He is not comfortable with increasing taxes at this point. He would rather see a reduction in services and look at ways to utilize ARPA to reduce taxes on folks.

Councilman Hamby stated that every budget is hard. He feels that Council needs to come back Tuesday and continue to use the work session to work through the budget again. He thinks that Council can discuss all the additions after the revenue has been finalized.

Mayor Nevill believes that the revenue streams are the crux of our discussion this evening. He believes that there has been only one revenue increase in the last ten years. He spoke to the reports from previous Councils and Davenport, the Town's financial advisors, and made suggestions for small increases annually to not impact the citizens with a significant rate increase at once. He asked Council to come back on Tuesday prepared to fund the Government appropriately as the suggestions from Council are implemented. He reminded Council that if more time was needed to deliberate after Tuesday, all necessary time would be taken.

Councilman Semple confirmed the date that the budget needed to be passed.

Ms. Schaeffer responded that June 30<sup>th</sup> would be the suggested final date for adoption, though if Council would like to implement emergency procedures, that could be taken into account.

## **ADJOURN**

With no further business, this meeting was adjourned at 9:30 p.m.

*I hereby certify that this is a true and exact record of actions taken by the Town Council of the Town of Warrenton on June 8, 2022.*

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Christopher E. Martino  
Town Recorder



**TOWN COUNCIL OF THE TOWN OF WARRENTON  
TOWN HALL  
21 MAIN STREET  
WARRENTON, VIRGINIA 20186**

**MINUTES**

**A MEETING OF THE COUNCIL OF THE TOWN OF WARRENTON WAS HELD ON  
June 14, 2022, AT 6:30 P.M. IN WARRENTON, VIRGINIA**

**WORK SESSION**

**PRESENT**

Mr. James Hartman, Vice Mayor; Mr. Kevin Carter; Mr. Brett Hamby; Mr. James Hartman; Mr. William Semple; Mr. Renard Carlos; Ms. Heather Sutphin; Ms. Brandie Schaeffer, Town Manager; Mr. Martin Crim, Town Attorney

Present VIA Zoom

Mr. Carter Nevill, Mayor;

**ABSENT**

Mr. Sean Polster;

**REGULAR MEETING**

**PRESENT**

Mr. James Hartman, Vice Mayor; Mr. Kevin Carter; Mr. Brett Hamby; Mr. James Hartman; Mr. William Semple; Mr. Renard Carlos; Ms. Heather Sutphin; Ms. Brandie Schaeffer, Town Manager; Mr. Martin Crim, Town Attorney

Present VIA Zoom

Mr. Carter Nevill, Mayor;

**ABSENT**

Mr. Sean Polster;

**CONTINUATION OF  
REGULAR MEETING**

**JUNE 16, 2022**

**PRESENT**

Mr. James Hartman, Vice Mayor; Mr. Kevin Carter; Mr. Brett Hamby; Mr. James Hartman; Mr. William Semple; Mr. Renard Carlos; Ms. Heather Sutphin; Ms. Brandie Schaeffer, Town Manager; Mr. Olaun Simmons, Town Attorney

Present VIA Zoom

Mr. Carter Nevill, Mayor; Mr. Sean Polster;

ABSENT

The mayor was located at his residence at 159 High Street; he was attending virtually due to recovery from an illness. Councilman Polster stated that he was in Honolulu, Hawaii, to attend to his father's passing.

### **CALL TO ORDER**

The meeting was called to order at 9:00 A.M. Mayor Nevill was present via zoom due to illness. He was located at his residence for the meeting. Councilwoman Sutphin would arrive shortly after the start of the meeting.

### **Initiation of Emergency Management Ordinance 2022-11 and Request for Authorization for Public Hearing**

Michael Potter, Emergency Services and Risk Manager introduced the topic and described its impact for Council. He noted that this was an update to the current Ordinances and Town Codes. This Ordinance brings the Town into compliance with State Code and establishes a Continuity of Operations Plan with an order of succession.

Ms. Schaeffer addressed the needs of the Emergency Operations over the past few years and explained how the state laws had changed, necessitating this change to the local laws. She explained that this Ordinance answers questions and establishes pathways to facilitate responding to any unforeseen emergencies that occur in the future. It would also position the Town to allow it to apply for grants and outside funding opportunities that it cannot seek currently.

Councilman Carlos inquired about the nature of the grants.

Ms. Schaeffer explained that they would be Emergency and Preparedness grants. She noted that other local jurisdictions relied on the use of the WARF during the January storm when they had set up a Power and Shower shelter for the surrounding areas. That could lead to enhancements to the WARF in terms of a generator or other more robust improvements via grant applications.

Councilman Semple requested clarification in the language from the Town Attorney.

Council agreed to proceed with the public hearing advertisement and to place this item on the consent agenda for this evening.

### **Proposed the Fiscal Year 2023 Budget**

Ms. Miller presented a recap of the information from previous budget discussions and meetings. She outlined the changes to the presented budget that have already been made and the unavoidable General Fund Expenditure increases. Ms. Price updated the budget model to include an ARPA funds selection which would remove the selected item from the Fund Balance

calculation.

Councilman Semple addressed the model with all of the options selected. He noted a substantial change from the projected numbers presented to Council. He expressed concern that this might be a trend and asked for an explanation of the difference going forward and how we would address them in real time if the Council did not meet the 50% obligation or if we found out it was not met.

Ms. Miller explained the differences with the projections. She noted that budget amendments for FY22 had not been considered and discussed other sources of change within the presented numbers. She spoke to carryover amounts being fluid within the projection. Staff provides the monthly financial reports to accurately depict this so that Council will know if they're close to hitting that 50%.

Councilman Semple expressed concern with a downward trend in the Fund Balance and that there was insufficient revenue to facilitate the requested new positions. He added that as Councilmembers, they would have to choose whether to fund them or rely on staff to offset the costs with the changing projections.

Ms. Miller noted that the Town Manager proposed a budget that would drop Council below a 50% Fund Balance, which would indicate that Council would need to make changes to the revenue side to compensate. She did propose increasing taxes in the budget. Davenport also suggested revenue increases.

Councilman Semple noted that if the projections dictate that Council needs to raise taxes, then he would consider it. He spoke about the moving target of municipal financing and the confusing nature of the numbers.

Councilman Carter agreed with Councilman Semple and asked staff how the reduction of BPOL and other taxes were calculated.

Ms. Schaeffer reminded Council that as they were working through this process, all of the numbers they were working on were projected numbers. Every number is in flux with constant updates and changes instead of operating off of solid numbers. Staff and Council do their best with the numbers, but they're moving targets. She encouraged Council to look at the bigger picture and referenced the \$400,000 change that Councilman Semple and Carter brought up as only 2% of a \$16,000,000 projected amount of BPOL taxes. To have that number fall within a 2% window is probably exceeding that of most other municipalities. As the numbers come in over the course of the year and carry over projects approach, Council can adapt to lower revenues if needed based on the data from the monthly reports.

Councilman Carter requested further clarification on how the numbers were projected to understand better the numbers staff was working from.

Ms. Miller explained that a few significant businesses that made up the majority of the BPOL revenue had lower than normal gross receipts last year, which lowers the BPOL tax they pay. She stated that one of the slides in the ARPA presentation had shown this to Council earlier.

Council and staff discussed projections for next year and what the impact might be.

Councilman Semple requested more accurate projections and data for future budget discussions.

Councilman Hamby expressed concern with the rising costs that the Town was facing in fuel and contracts. He discussed the deficits in the BPOL projections and suggested that solidifying numbers six months out would not be how to base the budget. He suggested basing the budget on historical data that staff brings forward. He spoke to the staff bringing forward the long game. Council adopted policies that helped the local businesses stay in business and keep running. Now the Town is down to the point of what the Council will do to fill the holes in the budget that need to be filled. In a budget projection for the government, you move forward with the data you have at hand and the historical data you have at hand, and December is where you check to see if you're on track or not. You depend on Staff to come back to the Council with updated projections and suggestions for projects to move forward or not.

Councilman Semple rehashed his opinion on the exercise, expressing frustration with the process and warning that he believes there will need to be some increase to provide for these changes. He also expressed concern that the projected numbers were not as good as the numbers provided to Council in December. He warned about adopting a tax increase without offsetting it as much as they can, and there will have to be some cuts anyway if Council adopts the meal tax increase. In his view, that would be a conservative posture based on the information before Council. He suggested deferring the COLA and merit increase for staff to potentially have a one-time bonus granted using ARPA funds.

Councilman Carter reminded Council that he was opposed to any tax increase and suggested giving the manager the discretion to move funds within the budget to address issues as they arise. He supports funding the merit and COLA increase for the Town Staff as a one-time bonus. This would have a less compounding effect on the budget, and the team would get a lump sum check. He suggested funding this through ARPA funds.

Ms. Schaeffer pulled up the presentation from earlier in the session, noting possibilities for facilitating that request. She spoke to tax implications that may impact the overall funds to Staff if Council decided to take that suggestion.

Vice Mayor Hartman spoke to Councilman Carter's point and reminded Council that through all of the other budget discussions, the COLA and Merit increases for staff had been said to be nonnegotiable Council. He could not support a budget that would be balanced on the backs of the employees. He suggested leaving the employee package in and working the budget around it.

Councilman Hamby pointed out that the ARPA funds were a one-time fund, suggesting that Council would have to raise taxes next year.

Vice Mayor Hartman said there was never a good time to raise taxes, so instead of passing the buck down the road to the same arguments next year and the year after, he supported passing a budget today and raising taxes.

Councilman Semple suggested utilizing the model to facilitate the discussion better.

Vice Mayor Hartman agreed. He noted his key points were funding the Town Clerk, a Deputy Director, a Junior Engineer, and a Project Coordinator. He further suggested moving the Grants

Officer to the following year's budget and using ARPA funds for Economic Development.

The staff took the Vice Mayor's points and implemented them into the model for discussion.

Ms. Schaeffer reminded Council that the General Fund reserve was the "rainy day fund," noting that there may not be a rainier day than coming through a pandemic and facing the impact of a town so dependent on business revenue. She recommended Council be responsible but noted that there were times to consider violating the policy to utilize the three years after to regrow the fund. She commended Council for being diligent and staying within the policy guidelines but to remember that they could use those funds if needed. This policy was established to help the Town through difficult times and highlighted that currently, the Town was facing those.

Councilman Hamby suggested utilizing the model to discuss the options again.

Councilman Carlos asked Mr. Crim to clarify the timeline Council needed to stay within to pass the budget.

Mr. Crim noted that June 30<sup>th</sup> was the deadline, but there was no immediate impact if Council did not comply. He added that Council could add a special session if they had to.

Councilman Carter reminded Council that they were considering funding five positions with ARPA that would need to be budgeted for next year once the ARPA funds are used. He suggested utilizing ARPA funds on existing jobs to open up space in the fund balance.

Vice Mayor Hartman asked Council to share their opinion on the increase in meal tax.

Councilman Semple spoke about the impact of \$2 on a \$100 bill not being that visible to patrons but potentially impacting the local businesses and restaurants. He spoke about the difficult periods that may be ahead, but the meals tax to him is negotiable; he is not against it.

Councilman Hamby spoke in favor of moving the 2% increase forward based on matching the County's incoming tax. He was not in favor of increasing 1% this year and the following year.

Councilman Carlos said he was concerned with the revenues and how the Town is paying for things. He suggested looking at rebalancing the entire revenue structure before advocating for a tax increase. After a healthy discussion, he reminded Council that he would support increasing taxes next year. He did not see progress in this meeting and suggested other Councilmembers discuss with their constituents before rerunning this evening with more information on the topic. He reminded Council that Mr. Crim had provided Council with options if the decision was not made this evening. He was uncomfortable with raising taxes, nor the use of ARPA funds to fund the positions that would mandate increasing taxes next year.

Vice Mayor Hartman reminded Councilman Carlos that this was Council's fourth work session on the topic, asking him what additional information he would need.

A back-and-forth discussion ensued about the need for additional information before the vote.

Vice Mayor Hartman said that he felt it irresponsible to come to a stalemate today and request another special session. He wanted to figure out the budget this evening.

Councilman Carlos suggested moving on with the agenda and returning to the budget discussion.

Councilman Carter reminded Council that they have an obligation to bring up ideas, even if unpopular, that they feel will benefit the Town. They must debate them to come to the best solution. He preferred to have the discussion on budget out in the open rather than phone calls in a dark back room.

Councilman Carlos responded that he did not want to have the discussion in a dark smokey room but would have instead had a strategic planning session on the budget rather than dicing up the presented budget at a series of smaller meetings.

Vice Mayor Hartman said it would have been his preference as well, but Council keeps taking trips down memory lane about what should have been and could have been. He reflected on various proposals from Council to balance the budget. He did not support leaving the dais here today, noting that while councilman Carlos may not have meant to suggest the discussion take place in a back smokey room, that was certainly what it sounded like to him. He reiterated his stance that Council needed to sit here and figure out the budget today.

Councilman Semple offered a compromise. He proposed a 1% meals tax increase since it had been proposed by Councilman Polster and could ease into the increase over two years. He reminded Council that Davenport had suggested aligning the revenue sources and balancing them. He also proposed cutting some things and deferring them from the budget this year for reevaluation at a later date.

Councilman Hamby expressed concern about creating holes in the FY24 budget that would be just as shocking as the holes created in this budget. He supported a 2% meal tax and raising the cigarette tax, then worked through the model to see what additional cuts could be made.

Ms. Schaeffer brought up the model to work through each item with Council.

Council worked through the model while exploring options for the FY23 Budget.

Ms. Schaeffer worked through each line item presented in the model with Council. She noted the driving needs of the Town for each request and explained the impact of each item. She answered general questions from Council on the budget process, contracts and renewals, and the carryover process. She responded to questions from Council on the various line items to help them better understand the driving factors of the repairs. She addressed which items would reoccur over a one-time impact on the budget.

After the presentation, Vice Mayor Hartman expressed interest in raising the meals tax and cigarette tax again, noting the concern from businesses. He believes that looking at the numbers before Council that this is necessary. He stated that he was willing to compromise at 1%.

Councilman Hamby said he favored raising the meals tax by 2% and increasing the cigarette tax.

Councilwoman Sutphin supported the 2% meals tax increase and increasing cigarette tax. She voiced approval for keeping the employee package.

Councilman Semple supported the grand compromise of a 1% meal tax increase. He noted that he was also concerned about addressing the budget without addressing the Capital improvement plan.

Councilman Carter stated that his position had not changed and would like to address cap-x spending.

Councilman Semple would like to remove the Falmouth Street project from the CIP or have the budget significantly reduced. He noted that his vote for the 1% tax increase was contingent on removing that project from the CIP.

Council discussed the project in brief.

Councilman Semple noted that if this was removed this year, it could be added back next year. He suggested that the Planning Commission could bring it back to Council with a design that better suits the Town's Comprehensive plan.

Mr. Crim explained the process of adopting the budget with the proposed changes from Councilman Semple.

Council had no objections to Councilman Semple's request.

Councilman Carlos inquired about the total amount of ARPA funds available for use and assigned without having the contracts written.

Ms. Schaeffer reminded Council that they had already assigned some funds from ARPA with projects already undertaken by staff. She gave a history of the assigned funds, including the water and sewer projects that, if changed, would affect the rate study that was recently done. If Council would like to reverse those directions, it would have a ripple effect. She noted that if Council decided to change the allocated funds now, it would be a policy shift that would have to come from the majority of the Council.

Councilman Carlos inquired about the allocated ARPA funds attempting to identify other sources of revenue that could be used to offset the financial impact this year. He expressed a desire to reexamine allocated funds under ARPA to potentially delay projects with which Council had given direction to move forward. Thereby freeing up the funds for us in this budget process.

Councilman Hamby stated in his opinion that the ARPA funds were like a credit card, suitable for one-time projects but not to pay your bills. He supported using the unassigned funds but not the assigned funds.

Councilman Semple said he had been pondering the meals tax of 1% or 2%. He noted that the tax was paid more by those passing through, not those in Town. He stated he would like more discussion on 1% vs. .2%. He expressed a desire to have a larger buffer for the Fund Balance to potentially offset the impact of the possibility of a recession.

Councilwoman Sutphin thanked Ms. Schaeffer, Ms. Miller, and Ms. Price for their hard work in supporting the Council's requests during this budget discussion. She expressed a desire to finalize the budget discussion this evening, noting that it was unfair to ask staff to answer these

questions continually.

Councilman Semple suggested that at this point, Council had enough information to make the decision on the budget. He acknowledged Councilman Carlos's frustration with the process and preferred establishing a different approach for the next budget season. He mentioned that his mind had changed and now supported the 2% meal tax increase.

Councilman Carlos thanked the staff for all of their hard work.

Vice Mayor Hartman reminded Council that when the County raised its meals tax from 0%-6%, not one person spoke at those budget meetings. He was willing to compromise at 1% but thinks that would bring Council back to the same discussion next year.

Councilman Hamby believes the model built today is a good compromise and would like to see the budget move forward.

Councilman Semple suggested allowing for margins for the budget going forward to be able to end the year where Council thinks they will end the year.

Councilman Carter reminded Council that they pushed the \$1,000,000 down the road and asked Council to consider how they were paying for the additions in the future.

Councilman Semple suggested a finance committee for future review.

### **Agenda Review**

Ms. Schaeffer reviewed the agenda with Council.

Public hearing information will be further down in the minutes under the public hearing section.

Ms. Schaeffer explained the items on the consent agenda and added the ad authorization from this morning's work session for the emergency ordinance.

Councilman Carter suggested moving the Councilmember's time to the end of the evening, noting that he believed it was more effective.

Councilman Carter requested that staff provide a list of the funded projects for ARPA funds that had been allocated.

Ms. Schaeffer provided Council reference materials that had been previously presented.

### **Closed Session under Va. Code §2.2-3711 (A)(7) Consultation with legal counsel and briefings by staff members pertaining to actual or probable litigation specifically the pending cases of Warrenton Oxygen Wellness v. Dialysis Center Warrenton and Carriage Lane v. Dialysis Center Warrenton.**

Councilman Hamby moved to convene a closed session pursuant to Code of Virginia Section 2.2-3711(A)(7) and 15.2-2907(D) for consultation with legal counsel and briefings by staff members pertaining to actual or probable litigation specifically the pending cases of Warrenton Oxygen Wellness v. Dialysis Center Warrenton and Carriage Lane v. Dialysis Center Warrenton.

**Ayes:** *Mr. James Hartman; Mr. Brett Hamby; Mr. Kevin Carter; Mr. Renard Carlos; Ms. Heather Sutphin; Mr. William Semple;*

**Nays:**

**Abstention:**

**Absent:** *Mr. Sean Polster;*

Upon reconvening from the closed session, Town Council adopted the following Certification of Closed meeting:

### **CERTIFICATION OF CLOSED MEETING**

**WHEREAS**, the Town Council of the Town of Warrenton has convened a closed meeting on this date pursuant to an affirmative recorded vote in accordance with the provisions of the Virginia Freedom of Information Act; and

**WHEREAS**, Section 2.2-3172 E of the Code of Virginia requires a certification by the Town Council that such closed meeting was conducted in conformity with Virginia law;

**NOW, THEREFORE, BE IT RESOLVED** that the Town Council hereby certifies that, to the best of each members knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Town Council

Councilman Carlos seconded, the vote for the motion was unanimous, as follows:

**Ayes:** *Mr. James Hartman; Mr. Brett Hamby; Mr. Renard Carlos; Ms. Heather Sutphin; Mr. William Semple; Mr. Kevin Carter*

**Nays:**

**Abstention:**

**Absent:** *Mr. Sean Polster;*

*Recess at 12:02 p.m.*

*The Town Council reconvened in regular session at 6:34 p.m.*

### **INVOCATION**

Josh Glick, Journey Up Church, led the invocation.

### **PLEDGE OF ALLEGIANCE**

Vice Mayor Hartman led the Pledge of Allegiance.

### **CITIZENS TIME**

Ralph Crafts, 5691 Enon School Road Marshall, addressed the Council regarding Warrenton Dialysis mold.

Fenwick Gardiner, 6984 Owl Lane Marshall, addressed the Council regarding WDF mold.

Ryan Crafts, Harte Mill Road, addressed the Council regarding WOW moldy neighbor.

Linda Steen, Amissville VA, addressed the Council regarding BLM.

Josephine Gilbert, Scott District, addressed the Council regarding BLM.

Scott Gilbert, Stott District, addressed the Council regarding BLM.

Ann Kehoe, 7000 Beaconsfield Ln, addressed the Council regarding powerlines / Dominion.

Tom Sentz, Main Street, addressed the Council regarding powerlines / Dominion.

Lee Owslee, 54 Winchester Street, addressed the Council regarding closing the road, Main Street.

Anne Marie Walsh, Ridge Court, addresses the Council regarding closing the road, Main Street.

### **COUNCILMEMBERS TIME**

Mr. Carlos- Apologized for his tardiness. He addressed the Vice Mayor's request to respond to citizens outside of Councilmember time and proposed restructuring the response to citizen's time a bit. He wanted to ensure that concerns were being followed up with and noted that he was attempting to put processes in place to enable a response.

Mr. Carter- Contrary to the Vice Mayors' request, he stated that he would be addressing both groups of folks that come in on Saturday morning. He expressed a desire to find ways to unite, to find commonalities, and eliminate what separates us. He recognized that we all have the right to express ourselves, but if citizens look towards the government to solve this matter, they will be disappointed. He stated that the government's job was to protect the right to speak and be heard. He noted that if a group expected the Council to intervene, they would be disappointed. He hopes that the two sides can find ways to find things in common and find ways to agree on those things that we have in common.

Mr. Hamby- Thanked everyone who came to speak tonight. He would like to explore getting more of the vendors and businesses together. He said that the Friday night street closures seem to be going very well, and the Saturday closures seem to be less impactful. He would like to engage with everyone and take a more active role in coming to a better agreement regarding hours of the street closures for Roll Out Warrenton.

Mr. Semple- Shared a personal story about having a sum of cash stolen at the Giant in Town. He stated that the police department response was very rapid and described how he got a call shortly after he had left from the officer involved stating that the individual who had the money returned it. He joked with the Chief that all he had to do to eliminate crime was to have that particular officer go about Town. He spoke about the unique character of the Town and how much the Town cares and cares about each other.

Ms. Sutphin- noted that Councilman Carter summed up what she would say perfectly. We can't as a group solve all these problems. She suggests celebrating our difference and the new need

to understand that not everybody will agree with us and be able to respect each other and respect our differences. June is LGBTQ+ pride month; understanding what each of these means helps her understand each one a little better, but she loves her friends. No matter the color, what they wear, or where they come from. She advocated for respect instead of anger. She encouraged all of those present to come to the upcoming Juneteenth celebration. She thanked the Police department for all of the hard work they do with the hard job that they have.

Vice Mayor Hartman- Nothing to add.

Mayor Nevill- Nothing to add.

### **APPROVAL OF THE AGENDA**

Councilman Carter motioned to approve the agenda as presented. Mr. Hamby seconded the motion. The mayor asked for any discussion on the topic. There was none.

The vote on the approval of the agenda was as follows:

**Ayes:** *Mr. Brett Hamby; Mr. Renard Carlos; Ms. Heather Sutphin; Mr. William Semple; Mr. Sean Polster; Mr. James Hartman*

**Nays:**

**Abstention:**

**Absent:** *Mr. Sean Polster*

### **PUBLIC HEARINGS**

#### **Amendment to Town Code Chapter 4 Related to Property Code Enforcement**

**Work Session:** Staff noted that this item stands as it was presented in the last work session.

**Evening Session:** Rob Walton introduced the topic, noting that it was an update to the Town code to update reference materials from those no longer in use and apply new State Code changes that have been adopted.

Vice Mayor Hartman opened the public hearing at 7:13 p.m.

John Albertello, 360 Culpeper Street, addressed the Council regarding the amendment.

Craig Mendoza, 49 Waterloo Street, addressed the Council regarding the amendment.

Vice Mayor Hartman closed the public hearing at 7:19 p.m.

Councilman Carter motioned to approve Amendment to Town Code Chapter 4 Related to Property Code Enforcement as drafted. Councilman Carlos seconded.

Councilman Semple spoke strongly about ensuring the historical integrity of Old Town and thanked the Staff and Town Attorney for this process.

Councilman Carter stated that he considered himself a property rights advocate but was in favor of defining the Town's rules and having them be consistent. He said this is an important move in the right direction.

The vote was unanimous as follows:

**Ayes:** *Mr. Brett Hamby; Mr. Kevin Carter; Mr. Renard Carlos; Ms. Heather Sutphin; Mr. William Semple; Mr. James Hartman*

**Nays:**

**Abstention:**

**Absent:** *Mr. Sean Polster*

### **Voting and Polling Locations Ordinance 2022-09**

**Work Session:** Ms. Schaeffer introduced the topic; she noted that no significant changes had been made other than the updated locations that Council had suggested at the last meeting.

**Evening Session:** Ms. Harris introduced the topic. She reminded the Council of the redistricting due to the U.S. Census and the proposed new polling locations. She noted that the public hearing would be held open through to July 12<sup>th</sup>, the next Council meeting date.

Vice Mayor Hartman opened the public hearing at 7:25 p.m.,

No one spoke on the topic.

Martin Crim clarified the process and advised Council to leave the public hearing open.

### **Ordinance 2022-10 Special Events**

**Work Session:** Ms. Schaeffer introduced the topic.

Councilman Carlos asked Mr. Crim about the fee structure for the Ordinance. He asked if there was a differentiation between a fee-generating event or an event that didn't have such an economic impact.

Mr. Crim noted that how it was written was a flat fee across the board.

Councilman Carlos suggested reviewing the Policy after a year.

**Evening Session:** Chief Michael Kochis refreshed the memory of the Council on the topic. He stated that at Council's request, they had added snow routes to the ordinance other than Main Street because it is a typically protected area to express grievances.

Vice Mayor Hartman opened the public hearing at 7:26 p.m.,

Scott Christian, 4514 Sunny Lane, addressed the Council about Special Events Ordinance.

Jon Trevathan, 9345 Opal Road, addressed the Council about Special Events Ordinance.

Barbara Amster, 726 Acorn Court, addressed the Council about Special Events Ordinance.

Joe Washington, 8685 Shipmadilly Lane, addressed the Council about the BLM vigil.

Anne Burhans, 6061 Captain's Walk, addressed the Council about Special Events Ordinance.

Jean Boenish, 5473 Camella Court, addressed the Council about Special Events Ordinance.

Vice Mayor Hartman closed the public hearing at 7:45 p.m.

Vice Mayor Hartman inquired if there was a way to waive fees in the fee schedule.

Chief Kochis said that Council adopted the fee schedule and could waive fees as desired.

Councilman Carlos asked about the implications of political speech and if other municipalities had waived the fees for those assembling under political speech.

Mr. Crim spoke to the ethos of the topic and that the main goal was protecting the right of individuals to assemble. He pointed out some opportunities for waiving fees if there was no need for it. He spoke about the rationale of the fees deferring some of the cost of staff working to conduct a safe and effective event.

Vice Mayor Hartman confirmed the particulars of the reevaluation of the safety plan.

Councilman Carlos stated that he was in favor of giving the Town Manager the power to waive the fees. He asked Mr. Crim if other municipalities separated events under political speech or other gatherings advocating for waiving the fee for political speech events.

Councilman Carter said he couldn't agree more with the mayor's assessment of the first amendment and protecting freedom of speech. He noted that income generation for these events was not a goal. He reminded citizens that Council would not solve this issue; what they would do is make sure that citizens have the right to free speech.

Councilman Hamby suggested tabling the idea for 30 days to answer the new questions from Councilman Carlos, the feedback from citizens, and the discussion on the dais.

Council decided to hold the public hearing open until the next Town Council meeting.

### **CONSENT AGENDA**

Councilman Carter moved to approve the consent agenda. Councilwoman Sutphin seconded.

The vote was as follows:

**Ayes:** *Mr. Brett Hamby; Mr. Kevin Carter; Ms. Heather Sutphin; Mr. William Semple; Mr. Renard Carlos; Mr. James Hartman*

**Nays:**

**Abstention:**

**Absent:** *Mr. Sean Polster;*

Resolution to Accept Funds and to Amend the Fiscal Year 2022 Budget by \$9,683

Approved as Presented

Resolution Of the Organizational Meeting

Approved as Presented

Ad Authorization for Public Hearing on Emergency Management Ordinance 2022-11

Approved as Presented

Staff Reports

Approved as Presented

Minutes

Approved as Presented

**UNFINISHED BUSINESS**

**Proposed FY 2023 Budget.**

Councilman Hamby moved to accept the FY23 Budget Model that Council had worked on in the morning work session. Councilwoman Sutphin seconded.

Councilman Semple proposed an amendment to the Motion. He would like to amend the motion to change the CIP item as discussed this morning T2801, Falmouth Street roundabout. And reduce the budget from \$6.9 million to \$250,000. Vice Mayor Hartman seconded.

Mr. Semple explained his rationale for the amendment.

Ms. Schaeffer noted that Ms. Price had provided an updated CIP in NOVUS for consideration.

The vote on the proposed amendment to the motion was as follows:

**Ayes:** *Mr. Brett Hamby; Mr. Kevin Carter; Ms. Heather Sutphin; Mr. William Semple; Mr. Renard Carlos; Mr. James Hartman*

**Nays:**

**Abstention:**

**Absent:** *Mr. Sean Polster*

Councilman Hamby presented the model that Council had worked on at the morning work session. He described the inclusions and additions to the budget and funding of items with ARPA funds.

Councilwoman Sutphin supported the proposed model.

Councilman Semple described the rationale behind the long budget discussions and the process that Council went through to get to this created model. He spoke about the reasoning for the preservation of the General Fund balance being above 50% with the

economic headwinds that the Town will soon be facing. He expressed his feelings on the impact of the meal tax revenue on the Town and its citizens. He supported this budget proposal.

Councilman Carter stated that he believed that increasing taxes was a bad idea. He critiqued the Council for looking at additions to the budget, not at what could be cut. He did not support increasing the meal tax as a result.

Councilman Carlos said that he respected his colleagues' views on the budget. He supported no tax increases currently and rebalancing the revenues in 2024.

Vice Mayor Hartman acknowledged the harsh economic times we're heading into and reluctantly concluded to increase the meals tax. He supports the motion from Councilman Hamby.

Mayor Nevill thanked everyone for their comments and the thoughts and dedication they put into this. He believes that the future of this town is based on the Council setting the foundation with the least number of burdens for the coming years. He has a hard time understanding the arguments against this and deferring our responsibilities towards being sensible about our tax revenues. He spoke passionately in favor of Councilman Hamby's motion.

Councilman Hamby spoke to the other suggestions from the Council about the impact of using ARPA funds for a one-time lump sum to employees. He does not support the use of ARPA funds for the personnel package. He stated that he could not advocate violating the Fund balance. He believes this proposed budget is the best compromise of reducing taxes in some areas and effecting the change that the Council wishes to change. He believes that at a flat rate, there is no way to continue operating the Town without drastically affecting the services that the Town provides.

Councilwoman Sutphin added that Council had received emails from restaurant owners in Town that supported the increase in meals tax. She kept the proposed budget and warned against defunding the Town.

Councilman Semple warned about the human cost of not passing this budget with the onus on the Council and the Town Staff and officers watching the meeting. He advised Council to utilize a strategic retreat and a budget retreat to not end up in this position of passing the budget at the 11<sup>th</sup> hour again.

Councilman Carter requested the Vice Mayor call for the vote.

The vote on Councilman Hamby's motion to accept the FY23 Budget Model with Councilman Semple's amendment to the motion was as follows:

**Ayes:** *Mr. Brett Hamby; Ms. Heather Sutphin; Mr. William Semple; Mr. James Hartman*

**Nays:** *Mr. Renard Carlos; Mr. Kevin Carter;*

***Abstention:***

***Absent: Mr. Sean Polster***

Mr. Crim advised that the motion failed because of the lack of 5 affirmative votes to impose the taxes.

Vice Mayor Hartman asked Council if there was a desire to have an additional work session the following week.

Councilman Hamby requested that the budget be moved to the July 12<sup>th</sup> meeting of the Town Council.

Mr. Crim advised Council that funds could not be spent until they were appropriated, and payroll would fall within the suggested timeframe.

Ms. Schaeffer inquired with counsel if this would meet the standards for an emergency meeting.

Mr. Crim stated that it would meet the standards for an emergency meeting.

Ms. Schaeffer advised Council that due to the potential for missing payroll and the lack of ability to appropriate funds, Council could call an emergency meeting if they desired.

Councilman Carter asked about options for continuing the current fiscal year budget until the Council had the opportunity to pass the budget.

Council discussed options for an additional date for another budget meeting.

Councilwoman Sutphin stated that she believes it's the Council's responsibility to meet every day until a decision has been made.

Council Discussed meeting date options.

Mr. Crim suggested that the Council motion to continue tonight's meeting without adjournment to Thursday night. That would be a continuation meeting.

Vice Mayor Hartman motioned to continue tonight's meeting until Thursday, June 16<sup>th</sup>, 2022, at 6:30 p.m. Councilman Hamby seconded the motion.

The vote on the motion was as follows:

***Ayes: Mr. Brett Hamby; Ms. Heather Sutphin; Mr. William Semple; Mr. James Hartman; Mr. Renard Carlos; Mr. Kevin Carter;***

***Nays:***

***Abstention:***

***Absent: Mr. Sean Polster***

A recess was called on June 14<sup>th</sup>, 2022, at 9:02 p.m.

The meeting was continued on June 16<sup>th</sup>, 2022, at 6:32 p.m.

Councilman Polster called for a point of parliamentary procedure. He asked to have noted that under the Virginia Code, he believed that this meeting did not meet the definition of an unforeseen circumstance to qualify for an emergency meeting. He stated that this meeting was illegal because it had not been legally noticed. He said that two residents were ready to file lawsuits against the Town because proper notice had not been given because this was a foreseen circumstance, not an unforeseen incident.

Vice Mayor Hartman noted Councilman Polster's point of order and opted to recess to consult with legal counsel to consider the issue.

Vice Mayor Hartman resumed the meeting at 6:41 p.m.

Vice Mayor Hartman asked Ms. Schaeffer if there had been a determination on the legality of the meeting.

Ms. Schaeffer said that staff had spoken with Mr. Crim and Mr. Simmons, and they all believe that this meeting is within State Law and standards for having the meeting here tonight.

Vice Mayor Hartman noted that the meeting would continue tonight. He asked Mr. Polster to state his location for the record.

Councilman Polster stated that he was in Honolulu, Hawaii. His father passed away, and he brought him home to be laid to rest.

### **UNFINISHED BUSINESS**

#### **Proposed FY 2023 Budget.**

Ms. Schaeffer reintroduced the topic to Council with a presentation.

Councilman Hamby moved to adopt the proposed FY23 budget that was worked up in the last work session. Seconded My Councilwoman Sutphin.

Councilman Polster called for a point of order; he stated that Council was making a motion at a meeting that had failed to be advertised to pass the budget.

Vice Mayor Hartman reminded Councilman Polster that Council has already ruled on that topic.

Councilman Polster argued that the ruling was on the meeting, not on the motion to pass the budget.

Councilman Hamby suggested a recess for the Town Attorney to investigate the issue.

Vice Mayor Hartman agreed and went into recess at 6:45pm

Olaun Simmons advised that a recess was not necessary, and he could address the issue from the dais. He explained that there was a continuation of the meeting, and as a result, the three-day notice was not needed. Council had notice of the meeting because they were all present; the original meeting had been advertised at the initial point in time; this meeting is continuing a meeting that has already happened, so the notice period that Councilman Polster is referencing does not apply.

Vice Mayor Hartman confirmed that Council was legally in good standing for the meeting tonight.

Mr. Simmons confirmed that they were.

Councilman Polster thanked the Vice Mayor for confirming the legality.

Councilman Hamby moved to adopt the proposed FY23 Budget that was worked up in the last work session—seconded by Councilwoman Sutphin.

Councilman Semple asked to ensure his amendment to the motion was included.

Council clarified the procedure with Mr. Simmons; since it had been voted on already, it did not need to be voted on again.

Councilman Polster asked if this was the same motion made at the earlier meeting on Tuesday.

Vice Mayor Hartman confirmed that it was.

Councilman Polster challenged the legality of the motion under Robert's rules.

Mr. Simmons clarified that since the motion failed, it could be brought back up to Council for another consideration. He elaborated on the legality and the process it had to follow.

Councilwoman Sutphin shared that she talked with her constituents daily and that they support the 2% meals tax increase.

Councilman Semple reiterated his stance of approval on the proposed budget.

Councilman Hamby expressed his approval of the budget and the compromises that went into this proposal.

Councilman Carter noted his continued concerns about the looming economic headwinds that he feels we will be facing in the coming years. He expressed concern with the budget adding positions without exploring the opportunities for service cuts to lower the overall budget.

Councilman Carlos talked about his frustrations with the lack of strategic retreat. He spoke of the opportunity for leadership and putting the needs of the Town and constituents first. He believes there is an opportunity to create a finance committee and

work with the local chamber of commerce to implement new policies to benefit the local businesses. He stated that he would support the 2% meals tax increase to get this budget passed to be able to move on.

Mayor Nevill thanked everyone for their expression of the stances that they take and the effort put forth by all to get us to this point.

Councilman Hartman stated that the increase in meal tax and the budget would be prudent, responsible, and sound to pass.

The vote on Councilman Hamby's motion to accept the FY23 Budget Model with Councilman Semple's amendment to the motion was as follows:

Councilman Polster had texted that his vote on the matter was No. The Town attorney was consulted to see about the legality of that vote submission.

Ms. Schaeffer Advised Council that a new motion with the included model would be preferred for clarity going forward.

Councilman Hamby withdrew his motion.

Council and Staff confirmed the additions and changes to the model proposed by Council since the meeting on Tuesday.

Councilman Hamby motioned that the Town Council accept the displayed budget model scenario for FY2023 with its changes and the attached CIP resolution. Councilwoman Sutphin happily seconded the motion.

**Ayes:** *Mr. Brett Hamby; Ms. Heather Sutphin; Mr. William Semple; Mr. James Hartman; Mr. Renard Carlos*

**Nays:** *Mr. Kevin Carter;*

**Abstention:**

**Absent:** *Mr. Sean Polster*

The motion carries, and the FY23 Budget is adopted.

### **TOWN ATTORNEY'S REPORT**

No report

### **TOWN MANAGER'S REPORT**

No report

### **ADJOURN**

With no further business, this meeting was adjourned at 7:11 p.m.

*I hereby certify that this is a true and exact record of actions taken by the Town Council of the Town of Warrenton on June 14, 2022, and June 16, 2022.*

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Christopher E. Martino  
Town Recorder

**From:** [Suzan Fultz](#)  
**To:** [citizencomment](#)  
**Subject:** Citizen Comment for June 14 Town Council Meeting  
**Date:** Monday, June 13, 2022 9:43:09 AM

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**[EXTERNAL EMAIL]** DO NOT CLICK links or attachments unless you recognize the sender and know the content is safe.

Dear Council Members,

I am a Fauquier resident and Town business patron. There is a growing voice throughout the community to ask that Amazon's Blackwell Rd. Data Center SUP, if approved, be contingent upon their agreement to pay in full for the under grounding of any and all transmission lines that will provide power to Dominion's Blackwell substation, which is an accompanying part of the project. Dominion has stated in several meetings that for every new Data Center, Dominion requires a new substation and transmission lines, so although Amazon's *Data Center* SUP does not address the impact of the *substation*, the two are one in the same project.

The Community Development Monthly Report in the Town Council's online agenda for June 14, notes an administrative line item "...to discuss current SUP's". When the Amazon SUP is brought before the Town Council, please consider the community's voice as mentioned above. Because cost is a known driving factor in the SCC's decision on transmission line routes, Amazon's funding of the under grounding, will assist all of us in preserving the Town, County, and our private citizens' homes.

Thank you for your time and for hearing our concerns. We are on Protect Fauquier facebook.

Thank you,  
Suzan Fultz



Sent from my iPad

**From:** [Gary Cohen](#)  
**To:** [citizencomment](#); [Brandie Schaeffer](#); [Carter Nevill](#)  
**Cc:** [Eric Terry](#); [alec.burnett@yahoo.com](mailto:alec.burnett@yahoo.com); [DelMWebert@house.virginia.gov](mailto:DelMWebert@house.virginia.gov); [Bob Garner](#); [Jeff Newman](#); [Richard Danker](#)  
**Subject:** Opposition to the proposed increased Warrenton Meals Tax  
**Date:** Saturday, June 11, 2022 12:00:34 PM  
**Attachments:** [Warrenton Meals Tax.pdf](#)

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**[EXTERNAL EMAIL]** DO NOT CLICK links or attachments unless you recognize the sender and know the content is safe.

Ladies and Gentlemen:

While I am unable to appear in person for your upcoming council meeting this coming week, I wanted to share my concerns over the pending meals tax increase.

Please see my letter enclosed

Thank you for your consideration

Gary M. Cohen  
Executive Vice President  
Glory Days Grill

[REDACTED]  
[REDACTED]

**From:** [Lindsay](#)  
**To:** [citizencomment](#)  
**Subject:** Voting locations  
**Date:** Monday, June 13, 2022 9:58:14 PM

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[EXTERNAL EMAIL] DO NOT CLICK links or attachments unless you recognize the sender and know the content is safe.

I'd prefer that our voting location stay the same.

Lindsay Sheldon





June 10, 2022

Warrenton Town Council  
21 Main Street  
Warrenton, VA 20186

Mayor Nevill, and Members of the Town Council:

It was a pleasure to meet many of you during the opening recently of the Glory Days Grill Restaurant in Warrenton.

I am happy to report that our business is very robust, and we have been welcomed to the community with open arms.

I am writing you today to share my extreme concern, along with the Three Founders of Glory Days Grill, over the proposed 2% increase in meals tax. I must be honest with you all; we were very seriously considering NOT opening in Warrenton because of the 4% meals tax. In every jurisdiction, when a meals tax is imposed, we see a negative impact on our guest counts and our sales. We have documented this repeatedly for any town or county that is thinking of imposing one. When all was said and done, we made a leap of faith and thought the positives of doing business in this community outweighed the negatives of the meals tax so, we made a leap of faith and signed the lease. We did not at that time, however, know that an increase of another 2% was in the works.

It is my opinion that a meals tax, by its very nature, is an unfair tax imposed on restaurants. Our industry should not be singled out every time a jurisdiction needs to raise funds. Why not impose a dry-cleaning tax or a nail salon tax? Why does it always have to be restaurants? Every industry and retail business has been affected by the pandemic, but none have been hit as hard as full-service restaurants. The State of Virginia witnessed over nine thousand restaurants permanently close since 2020. Nine thousand restaurants! The ones that were fortunate to survive (like Glory Days Grill) have been bombarded with increased costs effecting every one of our margins. Increases in food cost, supplies and services, gas prices, utilities, paper goods and of course the devastating impact of increasing labor costs have done nothing but erode our already very thin profit margins. To offset these cost increases we have no option but to take price increases. We are extremely sensitive to peoples spending thresholds and we do not ever like to take price increases unless it is ABSOLUTELY necessary. So just when we think we are crawling out of the devastation created by all the above, here we now have to face another 2% increase in our cost at the worst possible time for our industry.

Granted, we fully understand this is a pass-through cost to the guest. But my point is that this will surely push many people over the edge and makes dining in a full-service restaurant simply unaffordable. There are limits on what folks will pay for a beer and a burger before they simply say they cannot afford it and opt to eat out less often or worse case scenario, not at all. You should not look at this at a 2% tax. You should look at for what it really is. This will now be a 11.3% tax on meals. 5.3% state, 4% existing meals tax and now another 2% on top of that.

**THE OFFICIAL FOOD OF HOMETOWN SPORTS.®**

**GARY M. COHEN, VICE PRESIDENT OF OPERATIONS**

**11124 POPES HEAD RD. | FAIRFAX, VA 22030 | 703-981-5441**

**★ ★ ★ GLORYDAYSGRILL.COM ★ ★ ★**

Candidly I am incredibly surprised that the Town Council would even consider a tax increase on meals at this moment in time. Record inflation and record gas prices are killing any chance of your community having extra disposable income to dine out, and this additional 2% tax may just be the nail in the coffin for many more restaurants.

For the record, I am the Immediate Past President of VRLTA (Virginia Restaurant Lodging and Travel Association) I tell you this because I have spent the last 7 years of my life on this board lobbying throughout the State, on behalf of all restaurants, hotels, and Tourist attractions. Our position throughout the state has always been that meals taxes are simply unfair to our industry. We spend a lot of time educating politicians all around the state about our business. Full-service restaurants are a very labor intensive, low profit business. Most restaurants make less than 5% profit. The pandemic and economic impacts we face have eroded most of that and we are all struggling to survive.

We just brought about eighty-five jobs to the Warrenton community, and you are smart enough to know what happens when our sales go down.... we simply must cut jobs. We have seen this repeatedly in other jurisdictions.... when taxes go up and prices go up, sales go down. It is that simple.

On behalf of Glory Days Grill and every restaurant in this town I urge you to reconsider your position on imposing this tax on meals.

I welcome the opportunity to engage with you on this important matter.

Sincerely,



Gary M. Cohen  
Executive Vice President  
Glory Days Grill

Cc: Brandie Schaeffer, Warrenton Town Manager  
Cc: Founders of Glory Days Grill  
Cc: Alec Burnett, President Fauquier Chamber of Commerce  
Cc: Eric Terry, President of VRLTA



**TOWN COUNCIL OF THE TOWN OF WARRENTON  
TOWN HALL  
21 MAIN STREET  
WARRENTON, VIRGINIA 20186**

**MINUTES**

**A MEETING OF THE COUNCIL OF THE TOWN OF WARRENTON WAS HELD ON  
July 12, 2022, AT 6:30 P.M. IN WARRENTON, VIRGINIA**

**WORK SESSION**

**PRESENT**

Mr. Carter Nevill, Mayor; Mr. James Hartman, Vice Mayor; Mr. Sean Polster; Mr. Kevin Carter; Mr. Brett Hamby; Ms. Heather Sutphin; Mr. William Semple; Mr. Renard Carlos; Ms. Brandie Schaeffer, Town Manager; Mr. Olaun Simmons, Town Attorney

**ABSENT**

**REGULAR MEETING**

**PRESENT**

Mr. Carter Nevill, Mayor; Mr. James Hartman, Vice Mayor; Mr. Sean Polster; Mr. Kevin Carter; Mr. Brett Hamby; Ms. Heather Sutphin; Mr. William Semple; Mr. Renard Carlos; Ms. Brandie Schaeffer, Town Manager; Mr. Olaun Simmons, Town Attorney

**ABSENT**

**CALL TO ORDER**

The meeting was called to order at 9:00 A.M.

**AGENDA REVIEW**

Mayor Nevill said that Council would add agenda item two after the agenda review as a closed session to discuss the Town Manager's resignation.

Ms. Schaeffer reviewed the agenda with the Council. She noted that Tommy Cureton was with her at the staff table today.

Ms. Schaeffer explained that staff expected a large turnout for citizens' time this evening. She informed the mayor that the Center District Supervisor was unavailable and would not be joining tonight for a presentation. She noted that all the public hearings for this evening had been shown to Council at least once before this meeting. She then invited Ms. Harris to discuss the public hearing on Ordinance 2022-09 Voting and Polling Locations.

Public hearing information and presentation notes can be found further in the minutes under the public hearing section.

Ms. Schaffer continued on with agenda review to the consent agenda.

Vice Mayor Hartman suggested picking dates for the Strategic and Budget Retreat now.

The Council checked their calendars and discussed options.

Councilman Carter suggested a Saturday option.

The consensus dates were February 18<sup>th</sup>, 2023, for the budget retreat and September 24<sup>th</sup>, 2022, for the strategic retreat.

Mayor Nevill suggested moving this item from new business to the consent agenda, assuming that the consultant also had these dates available.

Councilman Carlos inquired about the structure of the strategic retreat and its agenda.

Mayor Nevill noted that that would be on the August Town Council meeting agenda.

Ms. Schaeffer asked for guidance from the Council on the location of the retreats.

The Path Foundation and Fauquier Hospital were suggested, noting that the Retreat should be held within the Town borders.

Councilman Hamby suggested rotating between the Hospital and the PATH Foundation for future retreats.

A brief recess was called to wait for the Town Attorney to be present to read into the closed session.

At 9:50 Council was reconvened.

**Closed Session under Va. Code §2.2-3711 (A)(1) to discuss the Town Manager's Resignation**

Councilman Hartman moved to convene a closed session pursuant to Code of Virginia Section 2.2-3711(A)(1) and 15.2-2907(D) to discuss specific Town officers, appointees, or employees, for the purpose of considering such person's assignment, appointment, promotion, performance, demotion, salary, disciplining, or resignation. Specifically, the Town Manager's Resignation. Councilman Carlos Seconded.

***Ayes: Mr. James Hartman; Mr. Sean Polster; Mr. Brett Hamby; Mr. Kevin Carter; Mr. Renard Carlos; Ms. Heather Sutphin; Mr. William Semple***

**Nays:**  
**Abstention:**  
**Absent:**

Upon reconvening from the closed session, Town Council adopted the following Certification of Closed meeting:

### **CERTIFICATION OF CLOSED MEETING**

**WHEREAS**, the Town Council of the Town of Warrenton has convened a closed meeting on this date pursuant to an affirmative recorded vote in accordance with the provisions of the Virginia Freedom of Information Act; and

**WHEREAS**, Section 2.2-3172 E of the Code of Virginia requires a certification by the Town Council that such closed meeting was conducted in conformity with Virginia law;

**NOW, THEREFORE, BE IT RESOLVED** that the Town Council hereby certifies that, to the best of each members knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Town Council Councilman Carter seconded, the vote for the motion was unanimous, as follows:

**Ayes:** *Mr. James Hartman; Mr. Sean Polster; Mr. Brett Hamby; Mr. Renard Carlos; Ms. Heather Sutphin; Mr. William Semple; Mr. Kevin Carter*

**Nays:**  
**Abstention:**  
**Absent:**

*Recess at 11:30 a.m.*

*The Town Council reconvened in regular session at 6:35 p.m.*

### **INVOCATION**

Wally Smith, Chaplin of the Police department, gave the invocation.

### **PLEDGE OF ALLEGIANCE**

Mayor Nevill led the Pledge of Allegiance.

### **CITIZENS TIME**

Cindy Burbank, 3647 Barn Owl Court, addressed the Council regarding Amazon data center / Dominion.

Ken Alm, 194 Culpeper Street, addressed the Council regarding the data center.

Dana Wright, 6250 Brighton Court, addressed the Council regarding the data center.  
Kevin Kask, 7911 Lake Plant Dr. Springfield, VA, addressed the Council regarding Amazon.

Marilyn Brown, 5621 Sinclair Drive, addressed the Council regarding data center / Amazon.

Lynda Lavache, 6274 Red Winged Blackbird, addressed the Council regarding Amazon.

Josephine Gilbert, Scott District, addressed the Council regarding BLM & School Board.

Tim Hoffman, 4191 Cray Drive, Vint Hill, VA, addressed the Council regarding Amazon data center / powerlines.

Jeanne-Marie Tufts, 226 Falmouth Street, addressed the Council regarding Main Street weekend closures.

Dave Winn, 7960 Wellington Drive, addressed the Council regarding the data SUP.

Ann Kehoe, 7000 Beaconsfield Lane, addressed the Council regarding the data SUP.

Jin Kehoe, 7000 Beaconsfield Lane, addressed the Council regarding the data SUP.

Anne Ziegler, 577 Old Busthead Road, addressed the Council regarding no data center.

William Ziegler, 577 Old Busthead Road, addressed the Council regarding no data center.

Brandi Norrell, 92 Main Street, addressed the Council regarding RollOutWarrenton!.

Sean Hagerty, 6565 Bos White Drive, addressed the Council regarding data center.

Anne M. Walsh, 450 Ridge Court, addressed the Council regarding Amazon

Mike Fultz, 7020 Beaconsfield Lane, addressed the Council regarding data centers / power tower.

Jim Mills, 4068 Von Newman Circle, addressed the Council regarding the power towers in Vint Hill.

Laura Presley, 5235 Ambler Drive, addressed the Council regarding power lines.

Christen Crow, 5443 Wembley Drive, addressed the Council regarding trust / Amazon / transparency.

John Perfili, 7392 Boom Willow Drive, addressed the Council regarding ZNA.

Scott Pisit, 5475 Rosenak Mount, addressed the Council regarding Amazon Data Center application.

Jean Boenish, 5743 Camelia Court, addressed the Council regarding special Event application / power towers.

Luunda Repass, 6801 Caitlin Court, addressed the Council regarding Power Line / Amazon Prop.

Bill Hodge, 6297 Robin Lane, addressed the Council regarding Power Line / Amazon.

Andrew Hirsch, 4284 Buckminster Lane, addressed the Council regarding power towers.

Barbara Amster, 726 Acorn Court, addressed the Council regarding power towers.

Sandra Sites, 6642 Riley Road, New Baltimore, VA, addressed the Council regarding power towers.

Suzy Watkins, 6691 Colonnades Drive, addressed the Council regarding power lines.

### **COUNCILMEMBERS TIME**

Mr. Carlos- Thanked the folks that came out and talked with Council during Citizen's Time. Noting that he hears their concerns, there is a process to evaluate all the information and make a judgment based on the facts and the views based on the voice of the constituents. He said it was important to note that he was a representative of you. He said that his job was to take in information and produce results that reflect the community's needs. Stating it was not his job to twist your arm and make you try to accept something that you're telling Council you don't want for any project whatsoever. We're at a point in our Town and our County where we will begin to see projects that may be fantastic and may not be. The need for a coordinated approach with the County is incredibly important. He noted that Council has Town / County Liaison meetings that you as residents should be updated on. We should have an opportunity to discuss what is going on and coordinate with the county on these projects. He said that he had talked about it for quite some time. The question of what growth sector growth looks like in Warrenton is one that we have not answered. You see a need for it and debating on and addressing how we will solve our revenue issues. Projects like this may seem like good options, but we must follow all of the data and the facts to ensure that it reflects the needs; any project reflects the constituents' needs. You deserve answers. It is our responsibility to answer every question you ask us, your representatives, either I'm not sure, but I will get you that answer, or I don't know. Stonewalling any project or question from a duly elected individual on where we are is unacceptable. As residents who elect us to office, anytime we cannot provide you with answers to your questions. Tonight, I am glad that our sign-up sheet now includes the email and phone numbers that I asked to be put in there so that we can be sure to talk to you. Your voice matters. Pay attention to what your elected officials are telling you and what they're not telling you. A to B thinking. Process matters. Strategic thinking and budgeting matter; I appreciate your comments and concerns and look forward to conversing with you over the weeks.

Mr. Carter- I'm grateful that we had so many Citizens come out tonight to speak on the potential power lines coming through our Town and County. When you look at the people on this dais, it affects every single one of us as well. We are also citizens; we enjoy this Town and love this County. I think you should rest easy knowing that we are ultimately affected by those decisions as much as anyone else. We will consider it carefully, and there's a long haul ahead of us. We have many public hearings and opportunities for the public to engage, so I encourage you to do so, and we will continue to listen.

Mr. Hartman- I was born and raised here, I live here, I work here, I retired here, and now I'm on this dais. My colleague here was born in San Diego, he could have been a surfer, but that does not mean he loves Warrenton any less than I do. Again, I hear everybody, I appreciate the effort to come out to talk with us tonight about this, and I look forward to more engagement with the

community. I'd like to point out that this is Ms. Schaeffer's last meeting. I'd like to thank her for her service to the Town, its citizens, the staff at Town Hall, and us here on the Council. Thank you.

Mr. Hamby- I'd like to reiterate. Also, to all the citizens who showed up, this is a forum where everybody should be able to speak their mind. As we continue through most of the information that's out, it acts like we're at one end of the process, but this is just the beginning. This will go through the planning commission phase before it moves forward, so it's not a decision that will be before Council for the next few months as it winds its way through the process. I would also like to thank Ms. Schaeffer for all her service; planning commission, com dev, Town Manager, farmers market, roll out, and on. But I would also like to thank her for her service, and if no one objects, I'd like to add proclamations back on the agenda after Councilmember's time.

Mr. Semple- I have a personal connection to the challenges faced by our neighbors. I came to Fauquier County in 1949; my grandparents bought a farm in 1938; in 2016, dominion mapped out a 500KV rout that went right down our farm road. So, we spent two and a half years as respondents in a major case that would have built those power towers right down rt. 66, so I feel your pain. That said, Fauquier County's future and the Town go hand in hand. What benefits the Town and the county as a shared experience? With that balance in mind, I look forward to reviewing these applications, taking my only sense of what Fauquier County really is, its beauty its charm, and doing what I can to accommodate all of our needs in an appropriate way.

Ms. Sutphin- I came to Warrenton in 1968 through Fauquier hospital. I've lived here my whole life except for a short time in Bristow. When I was born, we lived in the basement in Leeds square, the old hospital, in apartments. Even before the meeting, I was talking about the old Warrenton and how there was nothing to do in Fauquier County when I was growing up. But we had Hugo's skate rink and the bowling alley; both are gone. Over the years, we've seen many things come and go. We've seen things come that we wish hadn't happened, things that didn't come that we want could have happened. I think that each of us comes from different times in our life, different points, different areas, and different parts of the sections; we're not all from Warrenton. Many aren't from Warrenton. But if anyone doubts for two seconds that we're not all emotionally attached to the Town and love it every bit as everyone who spoke, then you're wrong. Everybody here is here because we're emotionally tied to this Town. So, no matter if we make a decision you disagree with or hate. Or that you madly agree with and think we're the best thing ever. But we live here and pay taxes here too. Each decision that we make is very hard. So, you can guarantee that we will all have many meetings and arguments over the next few months because we all have different ideas. But when we make the decision, it's not something that will be lightly taken. I also wanted to say it's unfortunate that today is Ms. Brandie's last day. She has taught me many things and has brought this Town through some of its most challenging points. I never thought I'd live to see a pandemic. This woman came in here and said this is what we're going to do. The team followed her as one. When we had that horrible storm the other night, this woman was here till one in the morning. There have been times when I'm out on main street and see her working late into the night. She is very dedicated and never refuses to take calls, even on vacation. She will be missed greatly.

Mr. Polster- I want to thank everybody that came. I spent about an hour and a half last night working with a boy scout on his community citizenship merit badge. The topic he chose was the power lines. And one thing I think the mayor said more elegantly was that this process has not been approved yet. All we've done is approve the zoning for them to occur in that particular zoning area. He couldn't really wrap his head around it because he kept saying well the newspaper said

the newspaper said. So, understanding the process, and like I said, the mayor said it better than I did, we sat down and talked about the legislative process and how government worked, and by the end, I think he really understood. Again, I think the onus is on us to engage with the community and ensure people understand the process. I'd like to thank Jeanne Marie and Brandie for coming to talk to us about the Main Street closures and their impact on their business. I look forward to working with the rest of the Council on opportunities there. Number three, Ms. Schaeffer. I talked to Gilbert Godfrey earlier, I thought we were doing a roast tonight, so I'll leave some things out. One of the things I'm most grateful for is your introduction to Chris Stapleton. About seven years ago, you knew Chris before Chris was cool. Number 2, never take Ms. Schaeffer hunting in Virginia; we'll talk about that later. Number 3, I always thought In and Out was something you did at the grocery store, but apparently, it's a burger place in Texas, so I appreciate your opportunity of education there. And when we used to have tacos or BBQ here, she always said nothing's better than the food in Texas. So, when I went down to Houston, I brought back ten pounds; that was my body weight, not ten pounds of food. First and foremost, thank you. Thank you for being an amazing planner and an amazing friend. One of the things I'll take away from you is that you have the ability to see things as they can be, not as they are, and we will miss your visionary ability in Town. You led the Town through some rough times and accomplished some amazing things. You led the Town to get a presidential award, one of the few communities in Virginia to receive the award and the only community under 10,000 to receive it. We received a platinum award for move and get healthy; only two other communities at the time received it. She was even there with Mr. Hamby and I when the storm came through, and she realized what emergency management was when we had to clear everybody out. And most of all, the farmer's market. It would not be where it is today without you. As Ms. Sutphin said, many a Saturday, you were there moving cones in and out when that defiantly was not part of your job description. From the bottom of my heart, I thank you for your service, and I look forward to what you're going to accomplish in the future. Thank you, Ms. Schaeffer.

Mayor Nevill- Everyone has pretty much touched on what I wanted to say; I wanted to echo Councilwoman Sutphin and Councilman Semple's statement about the process that we will take and our dedication and care for this community. We would not be sitting in these chairs if we did not believe in and deeply care for and want to seek to preserve everything that makes this Town and this county special. As this process moves forward, we will be in careful deliberation, very cognoscenti of the concerns that were brought forth, hopeful that solutions can be found, and if not we will measure this accordingly. That decision will be driven by our care, concern, and love. To anyway insulate that there is a recklessness to our approach, I think it is unfair to each and every person that has chosen to serve and to staff as well that the character of this community and who this Town is first and foremost in all of our decisions. We hear you; we are listening to you, and I think, as I said, we share your concerns and what to ensure that whatever the outcome, it is beneficial to all, and I think that is a unified commitment that we've all made with our service. I want to thank parks and rec for a fabulous fourth of July. It was a loud and noisy weekend, but the fireworks set off by the WARF were a highlight of the weekend for me. Thank you for all the efforts put forth to make that happen. At the request of Ms. Schaeffer, we will hold her proclamation till next month. Tommy, if I can come down to the WARF, we can present it through a ceremony there to expedite the evening. To Ms. Schaeffer, it has been an absolute privilege to work with you. You have been an inspiration, a visionary leader. I think others may speak better to this as I'm a little emotionally caught up in the moment. I've known you since before I got on Council. I think your dedication to what service can be is one of the motivating factors that lead me to where I am now, first through the position on ARB and now this position as mayor. You have been able to adapt to a changing environment with vision, aplomb, and sense of purpose. Your commitment and dedication to staff has effected the environment of this Town Hall; the

positivity, the dedication, the amount and willingness that people are willing to put forth through your inspiration is unparalleled. It's going to be incumbent on us to find someone; uh, those high heels are going to be hard to fill, but we will endeavor to sustain the momentum that you've put behind us, the winds behind our sails. Again, personally speaking, I have learned so much from you, and I continue to, and I hope that this opportunity exists. You were the right person at the right time for this Town; I don't know how we could have ever accomplished what we did without you. I think for every one of us who serve, you have been an inspiration. We will continue to carry forth your enthusiasm, your vision, you have set a very high bar and I certainly, will in everything I do, will continue to keep that spirit alive in what I do, how I serve, and what my commitment to the future of this Town is about promise and possibility. You're the first person, I think, in that seat that took steps to move us towards that, and for that, I think you.

## **PUBLIC HEARINGS**

### **A. Ordinance 2022-09 – Voting and Polling Locations**

#### **Work session-**

Ms. Harris gave a presentation to Council outlining that this Public Hearing was to end the comment period and close the Public Hearing for the change in voting and polling Locations. She gave a brief history of the timeline of this ordinance and reminded the Council of the proposed voting location changes. She requested action tonight on the proposed location to continue coordinating with the County and take the necessary steps to implement this before the November elections.

Mayor Nevill asked Ms. Harris about the process Council would need to adhere to if the Department of Justice opposed the changes.

Ms. Harris stated that the County attorney was handling that, noting they feel pretty confident that they have met the requirements of the Department of Justice.

Ms. Schaeffer stated the Staff had participated in the discussions and site visits to evaluate the locations to meet the standards from the Department of Justice and that the Town has a good chance that this will go through.

Councilman Semple asked if there were any reason this would not go through.

Ms. Schaeffer said that there was a whole list of standards that need to be met, but we believe that the locations set forward have met the standards, but that it is up to the DOJ if they have a challenge to that.

#### **Evening session-**

Ms. Harris presented a recap of the Ordinance and stated that this would conclude the Public Hearing. Staff recommended adopting the proposed locations to forward the location changes to the County.

No questions from Council.

Mayor Nevill opened the public hearing at 8:18 P.M., but no one spoke.

Mayor Nevill closed the public hearing at 8:19 P.M.

Mr. Carter moved to approve Ordinance 2022-09 – Voting and Polling Locations; Mr. Semple seconded. There was no discussion;

The vote was as follows:

**Ayes:** *Mr. James Hartman; Mr. Brett Hamby; Mr. Kevin Carter; Mr. Renard Carlos; Ms. Heather Sutphin; Mr. William Semple; Mr. Sean Polster*

**Nays:**

**Abstention:**

**Absent:**

**Ordinance 2022-09 was adopted**

## **B. Ordinance 2022-10 Special Events**

### **Work Session-**

Ms. Schaeffer noted that Legal Council was in charge of this item.

Mayor Nevill noted two changes from the last time it had come forward that Council requested.

Councilman Polster questioned with the revised changes if this ordinance would negate the Fauquier Highschool homecoming parade since it takes place on exempted streets.

Mayor Nevill stated that the Chief of Police clarified that rolling parades and closures would be allowed.

Councilman Semple had inquired about the removal of an application fee for any group of over 20 persons and that group not being charged a renewal fee.

Ms. Schaeffer said that it had not been removed and was a standard of the use of the space because it has the option to afford it to others. Noting that there had to be a permit renewal option by code so that one group could not take the Town Square indefinitely.

Mayor Nevill said that the permit application fee had been waved for anything deemed political speech, and a safety plan is required if an event is deemed to require such a fee. He elaborated that if the need of the safety plan was from those in opposition to the event, that would fall upon the Town as a need for public safety.

Ms. Schaeffer said that was how staff had handled that to date.

Councilman Carlos questioned if this Ordinance was in line with other jurisdictions.

Ms. Schaeffer said that Mr. Crim would need to respond to that, but the definition of Political speech was tied to State Code.

Mayor Nevill stated that this Ordinance has been before Council several times, and he was hopeful that all concerns had been addressed to be able to put this to rest this evening.

### **Evening Session-**

Councilman Carlos thanked the Town attorney and the participants who weighed in on this item, noting that he was grateful for all the work that had gone into getting this item to the right spot.

Mayor Nevill opened the public hearing at 8:20 P.M.,

Scott Christian, 7514 Sunny Ln, The Plains 20198, addressed Council on the topic.

Josephine Gilbert, Scott District, addressed Council on the topic.

Mayor Nevill closed the public hearing at 8:22 P.M.

Mr. Semple moved to approve Ordinance 2022-10 - Special Events as presented; Mr. Carlos seconded. Mr. Carlos reiterated his gratitude to Council and Staff, who worked with everybody to preserve folks' constitutional rights. Whether or not we agree with them, it's important to uphold the rights of the constitution. Thank you to everyone in the community and the Town Attorney for the work on this. Councilman Semple thanked those reviewing the ordinance for their perceptive analysis, and additional thoughts, and we've worked on this quite a bit. I think we've come up with an excellent ordinance that will stand the test of time.

The vote was as follows:

**Ayes:**     *Mr. James Hartman; Mr. Brett Hamby; Mr. Kevin Carter; Mr. Renard Carlos; Ms. Heather Sutphin; Mr. William Semple; Mr. Sean Polster*

**Nays:**

**Abstention:**

**Absent:**

***Ordinance 2022-10 was adopted***

### **C. Ordinance 2022-11 Emergency Management**

### **Work Session-**

Michael Potter, Emergency Services and Risk Manager introduced the topic with a brief history of the requested changes from the Council.

Council had no further questions.

Councilman Polster stated that this was a herculean lift and something that the Town had needed for a long time. He thanked Mr. potter for bringing this forward.

Mayor Nevill agreed and thanked Mr. Potter for all of his hard work to bring it forward to this point.

### **Evening Session-**

Mayor Nevill opened the public hearing at 8:25 P.M., but no one spoke.

Mayor Nevill closed the public hearing at 8:25 P.M.

Mr. Hamby moved to approve Ordinance 2022-11 Emergency Management; Mr. Hartman seconded. There was no discussion;

The vote was as follows:

**Ayes:** *Mr. James Hartman; Mr. Brett Hamby; Mr. Kevin Carter; Mr. Renard Carlos; Ms. Heather Sutphin; Mr. William Semple; Mr. Sean Polster*

**Nays:**

**Abstention:**

**Absent:**

**Ordinance 2022-11 was approved.**

#### **D. VDOT Smart Scale Applications for Round 5**

##### **Work Session-**

Denise Harris presented a history of the topic. She noted that in the intervening years from round 4, the scoring system has changed, meaning the previously submitted projects would have a better chance of being selected for Round 5. She highlighted the projects that would be part of the Round 5 submissions, including visual examples from other municipalities.

Councilman Semple inquired about pedestrian signalization and if it had been incorporated into these projects.

Ms. Harris said that it had not yet been at this time. If Council requested it, Staff could look at it specifically. She noted that the sketches had been worked on until the last minute.

Councilman Hamby asked to ask if there would be changes to the pedestrian patterns we have currently.

Mayor Nevill said that these were not final engineered sketches; these were more napkin sketches for the general idea. Council could focus on pedestrian safety as we work through the project.

##### **Evening Session-**

Ms. Harris recapped the smart scale applications for Council. He was noting that guidance had come from Richmond on the pedestrian signals.

Mayor Nevill opened the public hearing at 8:29 P.M., but no one spoke.

Mayor Nevill closed the public hearing at 8:29 P.M.

Mr. Hartman moved to adopt the three resolutions in support of the VDOT Smart Scale Applications for Round 5; Mr. Carter seconded. There was no discussion;

The vote was as follows:

**Ayes:** *Mr. James Hartman; Mr. Brett Hamby; Mr. Kevin Carter; Mr. Renard Carlos; Ms. Heather Sutphin; Mr. William Semple; Mr. Sean Polster*

**Nays:**

**Abstention:**

**Absent:**

**VDOT Smart Scale Applications for Round 5 were approved for submission**

### **CONSENT AGENDA**

Councilman Hamby moved to approve the Consent Agenda. Seconded by Vice Mayor Hartman. Mayor Nevill noted that since the Town Manager's resignation was on the Consent Agenda, Council would take a roll call vote.

The vote was as follows:

**Ayes:** *Mr. Sean Polster; Ms. Heather Sutphin; Mr. William Semple; Mr. Brett Hamby; Mr. James Hartman; Mr. Kevin Carter; Mr. Renard Carlos*

**Nays:**

**Abstention:**

**Absent:**

#### Emergency Operations Plan

Approved as Presented

#### Acceptance of the Town Manager's Resignation

Approved as Presented

#### A Resolution to Amend the Fiscal Year 2023 Adopted Budget by \$25,000 to Fund an Executive Search

Approved as Presented

#### Authorization of the Installation of a Street Light in Oliver City

Approved as Presented

#### Setting Strategic and Budget Retreat Dates

Approved as Presented

#### Staff Reports

Approved as Presented

### **NEW BUSINESS**

### **Appointment of Acting Town Manager**

Mayor Nevill sought a recommendation for the appointment of the Acting Town Manager.

Vice Mayor Hartman motioned to adopt the resolution to appoint Tommy Cureton as Interim Town Manager. He clarified that this appointment and the Town Recorder would be separate points of business. Seconded by Councilman Carter.

Mayor Nevill stated how pleased he was with Tommy stepping up into this leadership role and hoped that this would be a positive opportunity for him too.

Vice Mayor Hartman introduced Tommy Cureton.

The vote was unanimous as follows:

**Ayes:** *Mr. Brett Hamby; Mr. Kevin Carter; Ms. Heather Sutphin; Mr. William Semple; Mr. Renard Carlos; Mr. Sean Polster; Mr. James Hartman*

**Nays:**

**Abstention:**

**Absent:**

***Tommy Cureton was appointed as Acting Town Manager for a period of 30 days.***

### **Appointment of Town Recorder**

Mayor Nevill sought a motion.

Vice Mayor Hartman motioned to adopt a resolution to appoint Tommy Cureton as the Town Recorder. Seconded by Councilman Hamby.

The vote was unanimous as follows:

**Ayes:** *Mr. Brett Hamby; Mr. Kevin Carter; Ms. Heather Sutphin; Mr. William Semple; Mr. Renard Carlos; Mr. Sean Polster; Mr. James Hartman*

**Nays:**

**Abstention:**

**Absent:**

***Tommy Cureton was appointed as Town Recorder for an indefinite period.***

### **Appointment of FOIA Officer**

Mayor Nevill sought a motion.

Councilman Hamby moved to appoint Stephanie Miller as the FOIA officer for the Town of Warrenton. Seconded by Councilman Carter.

The vote was unanimous as follows:

**Ayes:** *Mr. Brett Hamby; Mr. Kevin Carter; Ms. Heather Sutphin; Mr. William Semple; Mr. Renard Carlos; Mr. Sean Polster; Mr. James Hartman*

**Nays:**

**Abstention:**

**Absent:**

***Stephanie Miller was appointed as FOIA OFFICER for an indefinite period.***

## **TOWN MANAGER'S REPORT**

Ms. Schaeffer congratulated Tommy on taking on this challenge and stepping up to help Council take on the task of appointing a new Town Manager. She offered some final remarks from her time with the Town. We've overcome many challenges together, and there are a lot that remain. The credit really goes to those who have contributed. That includes all of you up there and everybody in the back room as well. I've never built a parklet, but you'll hear my name mentioned when people talk about them, good or bad. I never picked up a hammer and built that parklet; I want to be clear as we move forward. Those who got this stuff done are not sitting right here. Numerous times through this process, I got questions from other Town Managers about what I said to get things approved, and I told them that I didn't say anything; they supported me, they trusted me through this process, and I was given a platform to try things and to be ok to fail, and I've failed. I appreciate the community support in pointing those things out as well. I know there are things that I could have done better. I've never seen a comment on Facebook that didn't mention Waterloo and the ski slope that it is, and I know Councilman Carter is working on overcoming the speeding there. We tried to do something without funding, and we tried to be creative and innovative with the financing we had, and I appreciate Council allowing us the avenues to try that and be fiscally responsible but also know that if we fall a little short, we can sit and correct it. That atmosphere allowed for a lot of innovation and creativity but it really has been by the staff; they bring the ideas forward, they come up with them, they pitch them, so I have no doubt Warrenton is going to keep moving in that direction with everybody that's employed here, and I'm very thankful to have the opportunity to serve them., it has definitely been a highlight of my career. In conclusion, I'd like to say that everybody sitting up here cares. You're the ones that appear in the paper, the comments that listen to the citizen complaints and comments when they come in, so just remember that when we were working together and with the staff, we're all here serving together because we're the people who care. It's really hard sitting up there, I know firsthand from the planning commission and other reasons, but it's not easy., You all have served because you care. Unlike most jurisdictions, most people who work here live here too and lived here first. No one gets a degree in government and wants to see an empty room. I love it when we have to pull more chairs out,; I love it when there is more citizen comment because if people truly understand things, and it's reported, it leads to better engagement. Numerous times during COVID, it was so hard to be here by ourselves. Moving forward, I think you all are in a great position, and I think that you have each other to thank for that and your hard work together. No decision is easy because everyone cares. Just remember everyone you're working with, and everyone here too cares. And that will lead to a better outcome. We really came together during COVID and I hope that continues. Thank you for allowing me to serve for five years here in Warrenton, it's been a great honor, and I really appreciate it.

Ms. Schaeffer received a standing ovation from Council, staff, and citizens.

**TOWN ATTORNEY'S REPORT**

I wanted to thank Ms. Schaeffer on a job well done. Glow fiber has reached out to the Town to provide telecommunication services to the Town. We're working on the franchise agreement with them, we will bring it to Council as soon as we finish it.

Mayor Nevill noted that Council is beginning the search process for an Interim Town Manager, and the search process will also begin shortly for a permanent replacement of the Town Manager. He noted that there might be a need within the next 15 days for a closed session interview for the Interim Town manager, with this announcement serving as the required advertisement time to expedite the process of appointing an Interim Town Manager.

**ADJOURN**

With no further business, this meeting was adjourned at 8:41 p.m.

*I hereby certify that this is a true and exact record of actions taken by the Town Council of the Town of Warrenton on July 12, 2022.*

---

Christopher E. Martino  
Town Recorder

**From:** [Liza Phillips](#)  
**To:** [citizencomment](#)  
**Subject:** Amazon data center and power lines  
**Date:** Monday, July 11, 2022 7:13:23 AM

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[EXTERNAL EMAIL] DO NOT CLICK links or attachments unless you recognize the sender and know the content is safe.

I live in Fauquier County outside the town limits.

I am opposed to above ground power lines. And question the location of the data center.

I hear Amazon says they will cover the cost of infrastructure but Dominion states they will have to put that infrastructure cost onto all customers.

Have Amazon pay and add internet to our county. A data center and people in Fauquier still don't have reliable internet.

Environmental issues with cooling water into and out of this data center is also very concerning.

There are just too many unanswered questions.

Thank you your time.

Liza Phillips

Sent from my iPhone

**From:** [Kami Whitney](#)  
**To:** [citizencomment](#)  
**Subject:** Amazon Data Center Special Use Permit  
**Date:** Monday, July 11, 2022 10:09:19 AM

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**[EXTERNAL EMAIL]** DO NOT CLICK links or attachments unless you recognize the sender and know the content is safe.

Warrenton Town Council,

I am writing regarding the Town Council's upcoming vote on the Amazon Data center's special use permit. As a concerned citizen of Fauquier County that spends a significant amount of time and money enjoying the idyllic small-town atmosphere that currently permeates the Town of Warrenton, I am deeply concerned about the impact of accepting this special use permit and urge you not to approve it. Not only will the acceptance of this permit bring monstrously hideous power towers through our beautiful county and the backyards of my neighbors, they will possibly travel along the recently completed Cedar Run Greenway trail and associated wetlands ruining the beauty of this area and well certainly cast an ominous shadow across the main corridors leading into the Town of Warrenton depreciating the beauty and overall feel of the entire town (let us not forget the value of first impressions). I would like to remind the Council of the Town's stated mission, published prominently on your website to provide "...quality public services in an attractive, well-planned community for the benefit and enjoyment of all." I believe we can all agree that the addition of these towers directly contradicts this mission.

The community would be better served by rejecting this special use permit which is not needed in an area so close to two other planned commercial industrial districts including Vint Hill and Remington that would be more appropriate sites for this type of building.

While the special use permit states that it will bring significant tax revenue to the community, it does not provide any details on actual value, and transfers the responsibility for supplying the data center's gluttonous need for energy to not only Warrenton citizens, but also the surrounding area without bringing any jobs.

Thank you,

Kami Whitney

[REDACTED]

[REDACTED]

Kami Whitney, PA-C

**From:** [Elisia Milrod](#)  
**To:** [citizencomment](#)  
**Subject:** Amazon data centers  
**Date:** Tuesday, July 12, 2022 11:52:50 AM

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[EXTERNAL EMAIL] DO NOT CLICK links or attachments unless you recognize the sender and know the content is safe.

Good Morning,

As a Fauquier county resident, for many years now, the proposed data center is very concerning and something I would like to not see come to our community. I do understand that growth and additional tax revenue can be good, but would like to see that come to the county in different ways and not through data centers.

- The proposed HB791 legislation in Richmond will tie data center tax revenue for the community to property/asset depreciation, NOT commercial income. This likely means a significant reduction in expected tax revenue for our community from this initiative.
- Approval of Amazon's SUP would place a great burden and battle on your constituents to contend with Dominion about the power line routing location, and above ground vs. below ground lines.
- Amazon's SUP is lacking significant required information and detail per the established Special Use Permit Requirements. WTC should not even entertain this application until a complete and detailed application has been submitted for approval.
- The SUP cites that "significant tax revenue" will be generated for the community, but provides absolutely no details or specifics on amounts.
- No details have been given on the environmental impacts, and no Environmental Impact Assessment has been completed as part of the application (to include the source and usage of water for cooling needs, as well as the disposal plan for the water).
- It does not include a Load Letter, and therefore we cannot verify power need of the Data Center and are unwilling to accept Dominion's calculations (as that is a conflict of interest, given they are the sole source provider of the electricity). The Load Letter should be provided from an independent party. Also, are there other lower sleepy impact options like solar that could be looked at?
- Noise calculations are lacking in the document
- Includes a height precedent, which if approved, gives Amazon an open door to build vertically--is that truly acceptable to our community?
- The SUP states that "the applicant [Amazon] will bear the cost of new infrastructure that will be needed and any upgrades to existing facilities" and yet, there is absolutely no analysis provided to determine what those infrastructure costs might be.

Thank you,  
 Elisia Tindle

Sent from my iPhone

**From:** [Samantha Wingo](#)  
**To:** [citizencomment](#)  
**Subject:** Amazon Proposed Data Center  
**Date:** Monday, July 11, 2022 11:17:50 AM

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**[EXTERNAL EMAIL]** DO NOT CLICK links or attachments unless you recognize the sender and know the content is safe.

Good Morning,

I have some concerns that I would like to be noted as part of the proposed Amazon Data Center.

Amazon's SUP is lacking significant required information and detail per the established Special Use Permit Requirements. The application should not be considered until a complete and detailed application has been submitted for approval. In addition, no details have been given on the environmental impact and no Environmental Impact Assessment was completed as part of the application.

The Dominion power lines that are being proposed to run through the county, as we are being told, are directly related to the data center. The amount of concern from county citizens around these powerlines is substantial. Warrenton Town Council does not get to decide where the high tension power lines will be placed to service the Data Center (two of the proposed options run directly through my neighborhood). The SCC will determine where the lines run and approval of the Amazon Data Center places a huge burden and battle on Fauquier constituents to contend with Dominion and SCC about power line routing locations as well as above ground vs. underground.

To summarize, I am highly opposed to the proposed Amazon Data Center, as well as the power lines that would be required along with it and would like the town council to take their constituents' concerns into consideration and deny the Amazon SUP.

Thank you,

Samantha Handlin

**From:** [KATHY DOVE](#)  
**To:** [citizencomment](#)  
**Subject:** Amazon SUP  
**Date:** Tuesday, July 12, 2022 9:55:06 AM

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**[EXTERNAL EMAIL]** DO NOT CLICK links or attachments unless you recognize the sender and know the content is safe.

Good morning,

My name is Kathleen Dove and I have been a homeowner in Fauquier County, specifically New Baltimore, since June 1992. I am writing to you concerning the Amazon Data Center and subsequently the Dominion Transmission Lines.

If approved, those of us that live here will see our property values decline, in turn being less tax revenue for the county. There was new legislation passed this year that would decrease the amount of tax revenue you would receive from these centers. There are two industrial zones in our county for these types of things. Why is the WTC even considering this since the data center will not be in the correct space nor will it bring in tax revenue as expected? We haven't approached the subject of environmental impacts or health impacts.

We, the citizens of Fauquier, pride ourselves on being small town America – people buy homes here for that reason. Please do not destroy this by allowing data centers and the awful towers to dot our beautiful, rural landscape. We do not want tech giants in our county. We see the cancer this becomes in our neighboring counties.

Please deny the Amazon SUP.

Thank you.

Kathleen Dove  
[REDACTED]  
[REDACTED]

Sent from my iPhone

**From:** [David Roddy](#)  
**To:** [citizencomment](#)  
**Subject:** Comment for July 12 meeting  
**Date:** Monday, July 11, 2022 8:14:02 AM

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**[EXTERNAL EMAIL]** DO NOT CLICK links or attachments unless you recognize the sender and know the content is safe.

As of now, 1,345 residents have signed a petition I started that opposes the above ground lines, and the Data center all-together. As someone heavily involved in the opposition of the Data Center and its power lines, I believe we're both very familiar with the project at this point.

My question today is, how can we help you? I do not think the WTC actually wants Amazon and the power lines to be here either. Of the thousands of people I've spoken to, not one was in favor. Therefore, you all must be on our side as well. Which begs the question - What else can we do?

I also understand that most Northern Virginia counties are covered with these data centers and the towers required to power them. We would end up being the first to say no. With even more land being purchased by Amazon, it seems inevitable. However, I must ask the question - if it's possible at all, how?

For example, do we need 10,000 signatures, 5,000 comments, 2,000 letters, legislation, etc. Who do we need to get in touch with?

We've put together an incredible team to help stop Amazon, and have already been on the news. Share with us how it's possible to stop them. Then, we can battle this together.

**From:** [Sallyalahm](#)  
**To:** [citizencomment](#)  
**Subject:** Comment for official record of the Town Council meeting, 12 July 2022  
**Date:** Monday, July 11, 2022 4:23:08 PM

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**[EXTERNAL EMAIL]** DO NOT CLICK links or attachments unless you recognize the sender and know the content is safe.

12 July 2022

Dear Members of the Warrenton Town Council,

As a citizen of Fauquier County for 13 years, I am writing to you today to express my grave concern and opposition to the approval of a Special Use Permit (SUP) for a Data Center within town limits of Warrenton. I moved to this county from Manassas in 2013 to escape intolerable noise, pollution, deforestation, crime, increasingly hot climate, and rapid development.

Warrenton is MY town which I share with many others who cherish the aesthetic quality, peace, expanses of forest, safety and security, historic preservation, and high quality of life provided by living in Warrenton and its environs. There is so much development in counties to the north and south of Fauquier County. A large data center will not only destroy the character of Warrenton, but will result in construction of power substations and mega power lines for miles in the county. Below is a list of reasons for my opposition to granting the SUP for the Amazon Data Center.

- WTC (Warrenton Town Council) amended the Zoning Ordinance on short notice last summer to allow Data Centers to be within town limits. It was done quickly and with minimal community input. This is a serious breach of trust between the community and the elected Town Council, and the WTC should prioritize restoring trust with their citizens, not accommodating tech giants.
- Remington & Vint Hill are Planned Commercial Industrial Districts, and Data Centers should be kept there to protect our natural landscape and habitats.
- The proposed HB791 legislation in Richmond will tie data center tax revenue for the community to property/asset depreciation, NOT commercial income. This likely means a significant reduction in expected tax revenue for our community from this initiative.
- WTC (Warrenton Town Council) does not get to decide where the high-tension power lines will be placed to service the Amazon Data Center. The SCC (State Corporation Commission) will determine that. Approval of Amazon's SUP would place a great burden and battle on your constituents to contend with Dominion about the power line routing location, and above ground vs. below ground lines.
- Amazon's SUP is lacking significant required information and detail per the established Special Use Permit Requirements. WTC should not even entertain this application until a complete and detailed application has been submitted for approval.
- The SUP cites that "significant tax revenue" will be generated for the community, but provides absolutely no details or specifics on amounts.
- No details have been given on the environmental impacts, and no Environmental Impact

Assessment has been completed as part of the application (to include the source and usage of water for cooling needs, as well as the disposal plan for the water)

- It does not include a Load Letter, and therefore we cannot verify power need of the Data Center and are unwilling to accept Dominion's calculations (as that is a conflict of interest, given they are the sole source provider of the electricity). The Load Letter should be provided from an independent party.
- Noise calculations are lacking in the document.
- Includes a height precedent, which if approved, gives Amazon an open door to build vertically--is that truly acceptable to our community?
- The SUP states that "the applicant [Amazon] will bear the cost of new infrastructure that will be needed and any upgrades to existing facilities" and yet, there is absolutely no analysis provided to determine what those infrastructure costs might be.

Sincerely yours,  
Dr. Sally A. Lahm

Sally A. LAHM, Ph.D.

"Con paciencia y saliva, un elefante se puede meter dentro de una hormiga"

"With patience and saliva, the elephant can be put inside the ant" "

Avec de la patience et de la salive, l'elephant peut etre mis dans la fourmi"

**From:** [William Ziegler](#)  
**To:** [citizencomment](#)  
**Subject:** Comment for the Record for the Warrenton Town Council Meeting, 12 July 2022  
**Date:** Monday, July 11, 2022 10:07:14 PM  
**Importance:** High

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**[EXTERNAL EMAIL]** DO NOT CLICK links or attachments unless you recognize the sender and know the content is safe.

I want to strongly express my 100% opposition to both the proposed Amazon data center in Warrenton and the disastrous high voltage power lines that would slash through our county to provide electricity for the data center. I request that the town council disapprove the Amazon proposal (SUP). There are so many reasons why the data center and power lines are a bad idea, too many to put in one public comment. Here are a few that I hope will resonate with the town council.

Most importantly, the data center and power lines that will certainly come with it will cause huge and irreversible damage to what makes our county and the town of Warrenton special. The scenic, rural, agricultural, and small-town appeal of Warrenton and the eastern part of the county will be significantly degraded forever by unsightly 130-foot tall power lines and the 100-foot clear-cut easement that comes with them. This is not just a problem for county residents but also for town residents who will also be impacted by these monstrosities. Warrenton will be a far less inviting and attractive place to visit or live. Property values will certainly suffer over a wide area of the county and town. You will be turning part of Warrenton and much of the eastern part of Fauquier County into an industrial zone.

If you think that you can approve the SUP and the power lines will be magically buried, think again! It is highly unlikely that they would be buried, given the State Corporation Commission's consistent opposition to burying power lines for cost reasons. If you approve the Amazon SUP, you are almost certainly signing up for 130-foot tall power lines with huge clear-cuts going along US-29, by or through housing developments, farms, businesses, churches, forests, and right into Warrenton.

If you approve the Amazon SUP, you are signing up everyone for these horrible above-ground power lines, and not only that, you are transferring the burden directly to your constituents to fight, as best they can, the routing of the power lines, the battle for above-ground vis-a-vis buried, fighting against big corporations' attempts at seizing private property in the abuse of eminent domain, and all aspects of this battle, for battle there will certainly be. Talk about serving your constituents and having their best interests in mind!

Furthermore, the Amazon SUP is woefully lacking in so many details that it should be dismissed out-of-hand. There are no details on supposed tax revenue to be generated, no information

on environmental impacts, no noise calculations, no load letter, and the list goes on and on.

In summary, if you approve this SUP, you are going to help turn Warrenton and adjacent parts of Fauquier County into Gainesville and Prince William County. Is that what you want for this town or for this county? Is that what your constituents want? I implore you to do the right thing and vote against the Amazon SUP. You have it in your power to do the right thing and help preserve and protect what makes Warrenton and Fauquier County special. Please do the right thing and vote NO.

Respectfully,  
William Ziegler

**From:** [Kate Reidenbaugh](#)  
**To:** [citizencomment](#)  
**Subject:** Comment for WTC meeting  
**Date:** Monday, July 11, 2022 6:47:16 AM

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[EXTERNAL EMAIL] DO NOT CLICK links or attachments unless you recognize the sender and know the content is safe.

Hi, I have just purchased a new home in Warrenton. I am very concerned about the proposed Amazon data center. I am specifically concerned with the power lines that will be associated with this project and the lack of say the town will have as to where these unsightly lines will be placed and the fight that the citizens will be up against with dominion to get the lines buried. In my opinion, this project should not be approved for a multitude of reasons.

Thank you for your time.

-Kate Heasly

Sent from my iPhone

**From:** [Sean](#)  
**To:** [citizencomment](#)  
**Subject:** Concerns for Warrenton DATA center  
**Date:** Tuesday, July 12, 2022 8:37:51 AM

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**[EXTERNAL EMAIL]** DO NOT CLICK links or attachments unless you recognize the sender and know the content is safe.

Greetings,

This is Sean and Kali Hagerty of:



I would like the email to be an official letter of concern. Our concern is the Data center that is proposed to be built in Warrenton, VA.

On a personal note. I just moved from Loudoun County to the historic town of the Warrenton for the beautiful landscape and rural community feel. South Riding, Ashburn and the surrounding communities have been destroyed by the eye soars that are Data Centers. You have the power to stop this before it ever happens. Please act on the best interest of the community you represent and that's not big tech.

- WTC (Warrenton Town Council) amended the Zoning Ordinance on short notice last summer to allow Data Centers to be within town limits. It was done quickly and with minimal community input. This is a serious breach of trust between the community and the elected Town Council, and the WTC should prioritize restoring trust with their citizens, not accommodating tech giants.
- Remington & Vint Hill are Planned Commercial Industrial Districts, and Data Centers should be kept there to protect our natural landscape and habitats.
- The newly signed HB791 legislation in Richmond will tie data center tax revenue for the community to property/asset depreciation, NOT commercial income. This likely means a significant reduction in expected tax revenue for our community from this initiative.
- WTC (Warrenton Town Council) does not get to decide where the high tension power lines will be placed to service the Amazon Data Center. The SCC (State Corporation Commission) will determine that. Approval of Amazon's SUP would place a great burden and battle on your constituents to contend with Dominion about the power line routing location, and above ground vs. below ground lines.
- Amazon's SUP is lacking significant required information and detail per the established Special Use Permit Requirements. WTC should not even entertain this application until a complete and detailed application has been submitted for approval.
- The SUP cites that "significant tax revenue" will be generated for the community, but provides absolutely no details or specifics on amounts
- It does not include a Load Letter, and therefore we cannot verify power need of the Data

Center and are unwilling to accept Dominion's calculations (as that is a conflict of interest, given they are the sole source provider of the electricity). The Load Letter should be provided from an independent party.

- Includes a height precedent, which if approved, gives Amazon an open door to build vertically--is that truly acceptable to our community?
- The SUP states that "the applicant [Amazon] will bear the cost of new infrastructure that will be needed and any upgrades to existing facilities" and yet, there is absolutely no analysis provided to determine what those infrastructure costs might be.

Please see our list of concerns, these are not all inclusive.

Sincerely,

Sean and Kali Hagerty

Note: This email was drafted on a hand held device, please disregard any spelling errors.

**From:** [A Z](#)  
**To:** [citizencomment](#)  
**Subject:** Data center  
**Date:** Monday, July 11, 2022 3:45:27 PM

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[EXTERNAL EMAIL] DO NOT CLICK links or attachments unless you recognize the sender and know the content is safe.

To all concerned:

Let me add my name to the list of local people who do not wish to see the data center built with the (no doubt) huge, ugly power towers required to support it. Fauquier county is an exceptional place with quiet, rural beauty that does not deserve to be defaced by this hideous monstrosity. I believe it would then open the door for more of the same.

I feel that this 'deal' has been rushed through the back door without due diligence and concern for the population. Most residents have no clue what this project entails. So many questions are completely unanswered or vague at best. I am not an engineer or someone well studied in this field, but even I can see this building does not belong in the town.

I understand that there are areas set aside for industrial use out of town, which are very close to substations to provide the required power. Why is this sort of project not being directed to those areas in Vint Hill and Remington?


Why should the people who have made Fauquier their home have to look at ugly power towers every day? Why should they lose property to tower right of way and lose property value because they are forced to host this behemoth? Why should Dominion customers have to see an increase in their bills to pay for this horror - adding more injury to the insult. I realize the town wants to make money, but is it fair to make money at out expense? WE are the town, WE are the county, WE should come first.

My understanding is that Loudon did not get all the money they were expecting with their data farms. I read there was a \$60 million deficit, for reasons over my head.

Perhaps the most unsettling thing to me is the amount of fuel that is stored in these data centers to run generators should power be lost. I shudder to think of a giant bomb next to Giant Food, where I shop at least once a week. An accident waiting to happen, right next to the highway that I drive upon almost every day. What happens to our water if there is a fuel leak, or if there is an accident or a terrorist attack on this huge building ? This is such a bad idea.

Please deny the application for the data center. Suggest Amazon use it for an office park, a warehouse or a distribution center that would provide lots of jobs for local residents. A little more traffic would be a lot less painful than everything this project represents.

Thank you for your attention,

Anne Ziegler  


Sent from my iPad

**From:** [Nancy B. Premen](#)  
**To:** [citizencomment](#)  
**Subject:** DENY approval of Amazon SUP  
**Date:** Monday, July 11, 2022 4:47:28 PM

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[EXTERNAL EMAIL] DO NOT CLICK links or attachments unless you recognize the sender and know the content is safe.

To the members of Warrenton Town Council:

I am writing this email to state my opposition to the approval of the SUP for an Amazon Data Center, to be located on Blackwell Road in Warrenton. From the reading & research that I have done, in addition to meeting with the Dominion representatives at their 'open house'-style session, I have come to the conclusion that an Amazon Data Center at that location in our town would be the 'beginning of the end' to Warrenton as we know it.

Understanding that the key driver of the desire to approve this endeavor stems from the lure of sizable revenue in the form of taxes, it is my concern that the 'benefit' of those dollars is hardly worth the probable destruction of our beautiful community....in addition to the fact that it appears that the estimation of tax revenue will be negatively impacted by the recent passage of HB791. That item will tie data center revenue to property/asset depreciation ... not commercial income. Has the Council evaluated the expected significant reduction in revenue caused by this??

Has the Council reviewed the impact of other costs....source/usage/disposal of water used for cooling (and the proximity to our reservoir); possible noise impacts to neighbors; possible impacts to electronic devices in the area; possible health impacts due to proximity to high-powered electrical lines?

What was the reasoning behind amending our zoning to allow data centers within our town limits? Haven't we designated specific areas in our county, such as Vint Hill, as Planned Commercial Industrial Districts? In this particular instance, wouldn't a location at Vint Hill be "IDEAL" for Amazon ??? It would have immediate access to the substation and lines from Wheeler Road.

Already, we have learned of two additional parcels being 'offered up' as data center sites off Blackwell Road. So we want massive destruction of our woods in that area, in addition to the power lines that would be the obvious and inevitable ugly result of further data center growth??

The power lines being proposed for this data center are hideous....to put it mildly. Not only will they destroy the view of our homeowners, but also the view and impression of Warrenton as visitors drive by on RT. 29. Do you really believe weekend visitors, intent on getting away from development, are going to be thrilled to spend their time in plain view of high tension power lines??? Sounds like a relaxing scenic time to me.....

There are so many aspects of this Amazon proposal that seem to be ringing the 'death knell' to Warrenton and our surrounding countryside. Do we truly want to ruin the beauty and peace and quiet that make Warrenton and Fauquier so special? Have you envisioned what those towers would look like coming across from Meetz Road or down Rt. 29 to New Baltimore and over to Wheeler? That is NOT what Fauquier residents want to see.

The known 'warning to residents' is 'without this, your taxes will go up'. Really? Why? Maybe the residents of Fauquier do not want the growth and development that is being pushed down our throats. Maybe we need to look at ways to keep Warrenton and Fauquier as the 'sanctuary' from DC that it is right now. Allowing a monstrosity such as an Amazon Data Center right on top of our town, in addition to the power towers that support it, is not something that I can support.

Please rethink your opinion on whether an Amazon Data Center at Blackwell Road is really in the best interest of the people of Warrenton and Fauquier.

**From:** [David Wall](#)  
**To:** [citizencomment](#)  
**Subject:** Electric Vehicle Charging Stations?  
**Date:** Monday, June 20, 2022 3:39:36 PM

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[EXTERNAL EMAIL] DO NOT CLICK links or attachments unless you recognize the sender and know the content is safe.

Hi There

As a long time resident of Warrenton, we recognize the towns unique history which includes serving as a “stop over” for families and tourists on their way from the Washington, DC greater metro area out to the beautiful Shenandoah parks and attractions. We also recognize the role the town plays with the intersection of Route 17 passing through.

We wanted to suggest that the town could work with the local motels and hotels to set up charging stations for the new surge in electric vehicles as a way to get folks to stop and spend more time visiting our beautiful community, enjoy some of our fantastic restaurants, and all that historic downtown Warrenton has to offer.

Just a thought.

All the best,

The Walls



**From:** [Andrew Hirsch](#)  
**To:** [citizencomment](#)  
**Subject:** NO to Amazon Data Center  
**Date:** Monday, July 11, 2022 1:29:24 AM

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**[EXTERNAL EMAIL]** DO NOT CLICK links or attachments unless you recognize the sender and know the content is safe.

Hello,

As a resident of Fauquier County, I would like to voice my strong opposition to the proposed Amazon data center. The data center would likely result in high voltage power lines running directly in front of my property [REDACTED] thereby destroying the natural scenery of the property and exposing my family of 5 to harmful electromagnetic field.

Families and environment are more important than dollars and data. Make the right decision!

Further, below are points raised by a fellow community member, which I believe are all items that the Town Council should take into consideration:

- WTC (Warrenton Town Council) amended the Zoning Ordinance on short notice last summer to allow Data Centers to be within town limits. It was done quickly and with minimal community input. This is a serious breach of trust between the community and the elected Town Council, and the WTC should prioritize restoring trust with their citizens, not accommodating tech giants.
- Remington & Vint Hill are Planned Commercial Industrial Districts, and Data Centers should be kept there to protect our natural landscape and habitats.
- The proposed HB791 legislation in Richmond will tie data center tax revenue for the community to property/asset depreciation, NOT commercial income. This likely means a significant reduction in expected tax revenue for our community from this initiative.
- WTC (Warrenton Town Council) does not get to decide where the high tension power lines will be placed to service the Amazon Data Center. The SCC (State Corporation Commission) will determine that. Approval of Amazon's SUP would place a great burden and battle on your constituents to contend with Dominion about the power line routing location, and above ground vs. below ground lines.
- Amazon's SUP is lacking significant required information and detail per the established Special Use Permit Requirements. WTC should not even entertain this application until a complete and detailed application has been submitted for approval.
- The SUP cites that "significant tax revenue" will be generated for the community, but provides absolutely no details or specifics on amounts
- No details have been given on the environmental impacts, and no Environmental Impact Assessment has been completed as part of the application (to include the source and usage of water for cooling needs, as well as the disposal plan for the water)
- It does not include a Load Letter, and therefore we cannot verify power need of the Data Center and are unwilling to accept Dominion's calculations (as that is a conflict of interest, given they are the sole source provider of the electricity). The Load Letter should be provided from an independent party.
- Noise calculations are lacking in the document

- Includes a height precedent, which if approved, gives Amazon an open door to build vertically--is that truly acceptable to our community?
- The SUP states that "the applicant [Amazon] will bear the cost of new infrastructure that will be needed and any upgrades to existing facilities" and yet, there is absolutely no analysis provided to determine what those infrastructure costs might be.

Thank you,  
Andrew S. Hirsch, Esq.



Sent with [Proton Mail](#) secure email.

From: [Kim C](#)  
 To: [REDACTED]  
 Subject: OBJECTION TO BLACKWELL ROAD POWER LINE PROJECT – FAUQUIER COUNTY, VA  
 Date: Thursday, June 23, 2022 8:04:28 AM

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**[EXTERNAL EMAIL]** DO NOT CLICK links or attachments unless you recognize the sender and know the content is safe.

All,

Last night, we attended the Dominion Energy-sponsored “Community Engagement” activity at Kettle Run High School to voice our concerns about and objection to the overhead power lines proposed for our neighborhood. Believing the event was to be a question-answer forum, we were frustrated to arrive and see that the event was nothing more than a Dominion Energy sales pitch that appeared to intentionally create more confusion among attendees and allowed for very little in the way of successfully voicing concerns or getting answers to important questions.

Instead, we were directed to fill out a form voicing our concerns and leave it for collection by the Dominion Energy reps, or alternatively, to have our concerns recorded by the court reporter on site who had been hired by Dominion Energy to take verbal comments—and again, provide them only to Dominion Energy and nobody else—no Town of Warrenton or Fauquier County government officials who have been notably absent from this issue. I might also add that there was not a single mention of Amazon on any of the posters or literature provided at the event. In utter disgust, several of us were discussing the rapidity with which this issue has been shuffled through to this point and without the transparency, time, or civic feedback that should absolutely be germane to a matter of this magnitude that will adversely impact thousands of tax paying members of the community, our children, and the dwindling natural habitat.

Many present at last night’s event are long-time land owners and residents of this lovely community, others of us moved to Fauquier County to escape the chaotic, noisy, and increasingly dangerous urban infrastructure sprawl of busier and more heavily populated communities east and north of us, so that we could afford some space, peace, civility, and safe harbor for our kids.

**We are extremely concerned about and vehemently object to the installation of above-ground high voltage power lines through our community for the following reasons:**

Proven health hazards including cancer; noise pollution; certain destruction of nature and animal habitat on a massive scale; wholesale drop in property values that will never be recouped; guaranteed increase in road traffic; and a slow crawl toward ugly infrastructure that will impose upon treasured historical areas—all at the hands of arguably one of the most powerful and wealthy companies on Earth—that can well afford to build these lines elsewhere in more appropriate locations or foot the cost of building underground power, which is safer, more reliable, and does substantially less harm to the environment.

It was not lost on anyone at last night’s event that the severe weather storm caused a power outage at the venue, which is fed by above-ground power lines. However, when we

returned to our Brookside home, just a mile away and with underground power, we had full electricity. Irony.

In addition to our wholesale rejection of the building of these power lines, we demand there be legislation introduced to address this matter in a proper, transparent, and legally sound way. As is, this issue has all the hallmarks of big corporations quietly buying their way while government officials turn a blind eye, ignore constituent concerns, and permit greed and avarice to supplant the very real concerns of the citizens who pay their salaries and with no regard for the community writ large.

**PLEASE STOP THIS PURSUIT!!**

Kimberlee & Daniel Calvert

A large black rectangular redaction box covers the signature and any accompanying text or address that might have been present.

**From:** [Ellen Zagrobelny](#)  
**To:** [citizencomment](#)  
**Subject:** Oppose approval of Amazon Data Center SUP  
**Date:** Tuesday, July 12, 2022 10:18:48 AM

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**[EXTERNAL EMAIL]** DO NOT CLICK links or attachments unless you recognize the sender and know the content is safe.

Dear WTC, I oppose approval of the SUP for the proposed Amazon Data Center. Data centers are not big job providers, they are resource-depleting structures (the cooling water, electricity, space, property value). We all see what happened in Loudoun County with the data centers allowed... Poor planning at best. I am a resident in Fauquier County, just outside Town of Warrenton. The county has two Planned Commercial Industrial Districts, and any data centers should only be allowed there, if permitted at all. It's hard to see any direct or long-term benefit to our town and county by providing special use for the Amazon tech giant site, especially with HB791 on the horizon in Richmond.

Ellen Zagrobelny

**From:** [Christen Snow](#)  
**To:** [citizencomment](#)  
**Cc:** [REDACTED]  
**Subject:** Oppose the Amazon Data Center SUP  
**Date:** Monday, July 11, 2022 9:57:21 PM

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**[EXTERNAL EMAIL]** DO NOT CLICK links or attachments unless you recognize the sender and know the content is safe.

Dear Warrenton Town Council,

It is increasingly brought to the attention of your public that you quickly amended the town Zoning Ordinance last summer/early fall, to allow for the presence of Data Centers within Warrenton Town limits. This type of maneuvering is a serious breach of trust between your position and the people whom you serve. Please take a step back and reconsider, as this type of political manipulation is not well-received.

We urge you to deny the Amazon Data Center SUP for the following reasons:

- Amazon's SUP is lacking significant required information and detail per the established Special Use Permit Requirements. WTC should not even entertain this application until a complete and detailed application has been submitted for approval.
- The SUP cites that "significant tax revenue" will be generated for the community, but provides absolutely no details or specifics on amounts. Furthermore, the Virginia state government just signed HB791 into law, after much lobbying by a coalition of data centers. This law allows the data centers to be taxed based on property/asset value (and ties the taxation to depreciation), rather than corporate income. This shady legislation allows data centers to bypass the commercial industry standard of being taxed on income, and that translates to much lower tax revenue for the communities that house these data centers.
- No details have been given in the SUP on the environmental impacts, and no Environmental Impact Assessment has been completed as part of the application (to include the source and usage of water for cooling needs, as well as the disposal plan for the water, etc.)
- The SUP does not include a Load Letter, and therefore we cannot verify power needs of the Data Center and are unwilling to accept Dominion's calculations (as that is a conflict of interest, given they are the sole source provider of the electricity). The Load Letter should be provided from an independent party.
- Noise calculations are lacking in the document
- The SUP includes a height precedent, which if approved, gives Amazon an open door to build vertically--is that truly acceptable to our community?
- The SUP states that "the applicant [Amazon] will bear the cost of new infrastructure that will be needed and any upgrades to existing facilities" and yet, there is absolutely no analysis provided to determine what those infrastructure costs might be, which also gives absolutely no assurance that these costs will not burden the county taxpayer.
- Furthermore, WTC (Warrenton Town Council) does not get to decide where the high tension power lines will be placed to service the Amazon Data Center. The SCC

(State Corporation Commission) will determine that. Approval of Amazon's SUP would place a great burden and battle on your constituents to contend with Dominion about the power line routing location, and above ground vs. below ground lines. To pass this responsibility and STRESS onto your constituents during a time of extreme economic challenge nationwide demonstrates a serious disconnect from the people you serve.

For these reasons, and so many more, we urge you to categorically and unequivocally DENY the Special Use Permit for the Amazon Data Center. Please contact us if you are interested in further information or if you'd like to discuss any of the above.

Best Regards,  
Christen & Jonathan Snow

A solid black rectangular box used to redact the signature of Christen & Jonathan Snow.

**From:** [Susan Whiteis](#)  
**To:** [citizencomment](#)  
**Subject:** Opposed to Amazon Data Center  
**Date:** Tuesday, July 12, 2022 11:17:28 AM

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**[EXTERNAL EMAIL]** DO NOT CLICK links or attachments unless you recognize the sender and know the content is safe.

Please preserve Warrenton from so much infrastructure!  
Thank you.

-Susan Whiteis  
Concerned Citizin

**From:** [Andrea Melia](#)  
**To:** [citizencomment](#)  
**Subject:** Please do not approve Amazon's Special Use Permit for a Data Center within town limits!  
**Date:** Monday, July 11, 2022 2:15:55 PM

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[EXTERNAL EMAIL] DO NOT CLICK links or attachments unless you recognize the sender and know the content is safe.

Dear Warrenton Town Council,

I am writing to let you know that as a resident of Warrenton, I am strongly opposed to the Amazon Data Center that is being discussed to put up in Warrenton. Since Remington and Vint Hill are Planned Commercial Industrial Districts, there is no reason to bring a Data Center that will necessitate high tension power lines into our town. The Special Use Permit submitted by Amazon is lacking too much significant required information and detail to be entertained. Since HB791 was passed by Governor Youngkin, the promise of "significant tax revenue" to our community seems a thin one. I cannot see any good reasons to allow this center to be built in Warrenton, and would like to see my town council working to protect the value of our natural landscape and habitats within our town. Thank you for hearing my concerns, and for your service to our community!

Andrea Melia  
Warrenton, VA

**From:** [John K Terry](#)  
**To:** [citizencomment](#)  
**Subject:** PLEASE DO NOT APPROVE DATA CENTERS OR WIRES  
**Date:** Tuesday, July 12, 2022 10:47:05 AM

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**[EXTERNAL EMAIL]** DO NOT CLICK links or attachments unless you recognize the sender and know the content is safe.

Dear Warrenton Town Council,

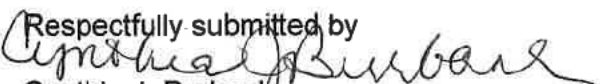
I am a resident of Settlers Ridge Road writing to plead with you NOT to approve the proposed data centers, high tension wires, and other tech industry development. I moved to this beautiful area fleeing the rampant crime and congestion of Tyson's Corner Virginia. If you allow these data centers to be built in Warrenton you will be doing catastrophic and irreparable damage to both the community and the environment. The natural resources of Warrenton Virginia have already been pushed to their limits with local wildlife having no place to raise their young and coexist in a functional ecosystem. The proposed data centers will only magnify this problem exponentially. In addition to this the community will surely suffer irreparable damage of quality of life. Warrenton is a vibrant economical investment because of its picturesque landscape in comparison to surrounding areas. Property values and taxable assets would plummet with implementation of these data centers and wires. Crime and congestion would skyrocket with the added infrastructure required to support these developments as it has in nearby areas. As a resident and taxpayer I move that Warrenton should impose a tax on residents to fulfill their budget needs rather than accepting a pittance from tech giants in exchange for destroying our community. I believe even your standing as council members would be threatened as the people brought to this area by the centers would vote very differently than the people who currently live here. I implore you once more. PLEASE DO NOT APPROVE THESE DATA CENTERS OR WIRES. The future of this beautiful community is at your mercy. Please, make the right decision.

Sincerely your fellow citizen,

John

**To: The Warrenton Town Council**  
**Re: AMAZON DATA CENTER/DOMINION TRANSMISSION LINES**

1. **PLEASE CONSIDER CAREFULLY THE 7/13/22 "OPEN LETTER" ASKING YOU, THE WARRENTON TOWN COUNCIL, TO DENY THE AMAZON SUP:** Nearly 100 people signed the Open Letter to the Council, asking you to deny the Amazon SUP. Many of these people are Warrenton Town residents. One person gathered these signatures in less than 48 hours. Residents inside and outside the Town are growing alarmed about 110-130 foot tall transmission lines forever changing the look and feel of small town Warrenton and rural Fauquier. We are united in the high value we place on the rural, small town character of this beautiful area. Please do not let the data center and the transmission towers destroy that and tear us apart.
2. **DO NOT HURRY THE PROCESS – MANY RESIDENTS JUST WAKING UP:** PEOPLE IN WARRENTON AND NEARBY NEIGHBORHOODS ARE JUST BEGINNING TO AWAKE TO THIS ISSUE. They lead busy lives and it is hard to stay on top of everything. But the awareness and concern are building to anger and are attracting much wider attention. Please do not hurry your process of considering the SUP, at the risk of significant blowback and loss of credibility and trust in the small town of Warrenton.
3. **BURYING THE LINES IS EXTREMELY UNLIKELY:** The SCC has a long record of adamantly opposing burial of transmission lines, because of high costs. In Haymarket's case, after a protracted citizen battle, and expensive litigation, it took the state legislature to override the SCC and require 3 miles to be buried -- and ante up VA state appropriations to pay for it. Thinking the SCC will approve burying Warrenton's lines is wishful thinking.
4. **AMAZON CAN'T BE MADE TO PAY FOR BURYING THE LINE:** Localities do not have the authority to require an entity like Amazon to pay for burying a transmission line off their site. Some familiar with this issue even say it is not valid for Amazon to pay for burying the lines, under state law. (It is unclear if this is true, but it bears careful legal analysis.)
5. **AMAZON'S SUP APPLICATION IS INADEQUATE:** The SUP application submitted by Amazon is weak and incomplete. Town staff have pointed this out in Town comments to Amazon -- but we believe there are many more required SUP issues that are either not addressed at all or incomplete and inadequate. We are putting the application under the microscope and will be submitting additional comments on this. Please do not hurry the process and gloss over these issues.
6. **TAX REVENUES MAY BE MISLEADING:** We understand the Town's attraction to additional taxes the data center might bring. But beware: In 2022 the VA legislature passed and the Governor signed a bill that limits how localities can tax data center equipment and property. This bill was sought by data centers, and we believe it will provide ample opportunities for data centers to lower the taxes paid to localities. You are at risk of bringing miles of transmission lines through the county and along the gateways into Warrenton for a much smaller tax benefit that you are expecting.
7. **COMP PLANNING PROCESS:** Both the Town and the County have gone through careful Comprehensive Planning processes, seeking public input and working very hard to adopt a plan that represents your vision and values, as well as those of citizens. The county plan provides for two industrial zones where uses like data centers should be channeled, and to avoid historic and scenic areas and neighborhoods and properties. Approving a data center for the Blackwell Road site is a contradiction -- a slap in the face -- for the plan and the planning process of both the Town and the County. Please stick to the carefully developed plans. Data Centers have no place in the historic Town of Warrenton.

Respectfully submitted by  
  
 Cynthia J. Burbank

July 12, 2022

**From:** [Rich Whitney](#)  
**To:** [citizencomment](#)  
**Subject:** Warrenton Amazon Data Center and Associated High Voltage Lines  
**Date:** Monday, July 11, 2022 12:59:30 PM

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**[EXTERNAL EMAIL]** DO NOT CLICK links or attachments unless you recognize the sender and know the content is safe.

Council Members,

It seems our collective community has some real concerns about the potential approval of the SUP for the proposed Amazon data center and associated high voltage lines; I share the same concerns. The look and feel of our little historical town is precious to myself and other residents. As representatives of town residents I hope that you'll take into consideration the following points and choose the \*deny\* the Amazon SUP:

- WTC (Warrenton Town Council) amended the Zoning Ordinance on short notice last summer to allow Data Centers to be within town limits. It was done quickly and with minimal community input. This is a serious breach of trust between the community and the elected Town Council, and the WTC should prioritize restoring trust with their citizens, not accommodating tech giants.
- Remington & Vint Hill are Planned Commercial Industrial Districts, and Data Centers should be kept there to protect our natural landscape and habitats.
- WTC (Warrenton Town Council) does not get to decide where the high tension power lines will be placed to service the Amazon Data Center. The SCC (State Corporation Commission) will determine that. Approval of Amazon's SUP would place a great burden and battle on your constituents to contend with Dominion about the power line routing location, and above ground vs. below ground lines.
- Amazon's SUP is lacking significant required information and detail per the established Special Use Permit Requirements. WTC should not even entertain this application until a complete and detailed application has been submitted for approval.
- The SUP cites that "significant tax revenue" will be generated for the community, but provides absolutely no details or specifics on amounts
- No details have been given on the environmental impacts, and no Environmental Impact Assessment has been completed as part of the application (to include the source and usage of water for cooling needs, as well as the disposal plan for the water)
- It does not include a Load Letter, and therefore we cannot verify power needs of the Data Center and are unwilling to accept Dominion's calculations (as that is a conflict of interest, given they are the sole source provider of the electricity). The Load Letter should be provided from an independent party.
- Noise calculations are lacking in the document

- Includes a height precedent, which if approved, gives Amazon an open door to build vertically.
- The SUP states that "the applicant [Amazon] will bear the cost of new infrastructure that will be needed and any upgrades to existing facilities" and yet, there is absolutely no analysis provided to determine what those infrastructure costs might be.

I thank you for your time and serious consideration of this matter.

Richard Whitney



**From:** [Erin Beauchamp](#)  
**To:** [citizencomment](#)  
**Subject:** WTC 7/12 comment submission  
**Date:** Monday, July 11, 2022 11:41:19 PM

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Item 11.

**[EXTERNAL EMAIL]** DO NOT CLICK links or attachments unless you recognize the sender and know the content is safe.

To The Warrenton Town Council Members,

I wish to unite with my fellow citizens in expressing deep concern over the proposed Amazon data center in Warrenton.

An industrial building such as a data center simply does not belong in the proposed location on the edge of our historic district. Without a building height limit, Amazon could construct to any vertical dimension they wish. A high rise, or even a midline building is not in keeping with the character of Warrenton. The required high voltage power lines and 130 foot towers to supply the center would destroy the beauty of the area. There is no legal way to force Amazon to pay to bury the lines and Dominion will refuse to do so every step of the way on their dime.

Existing infrastructure is not designed to support an industrial model. Roads in the crucial juncture of the northern 29 business and 29 bypass interchange will become bogged down with impassable traffic coming and going from the Amazon facility, causing massive issues for residents going about our daily lives.

There is not sufficient information available on the impact of a data center on the water and sewer system. Our county has experienced on-going challenges meeting the water demands of our existing business and residents due to damage to the deep wells during the 2011 earthquake, putting some of them out of commission and others at reduced capacity. We already face occasional water system back flow issues from the Pepsi plant on 29 so it is hard to imagine that the massive water cooling demands of an industry titan like Amazon could be met without undue strain on our small community.

Under the new data center tax regulations signed into law by the Governor, potential revenue generated by allowing this data center to be built here is going to be far less than earlier estimates under the old regulations. You can rest assured that Amazon employs the very finest accountants who know how to nickel and dime their way out of paying taxes better than anyone. They will write off and depreciate the value of their data center on paper as much as possible so what is left for the town to collect will be a pittance when held up against the sacrifice of property values and quality of life.

Is a mess of industry, a twisted mass of metal and wire, a dystopia urban landscape what you want visitors to see as their first glimpse of our town? As a long time resident, that is the opposite of what I think of when I picture our award-winning "most beautiful" town.

Let's turn, instead in support of small business in Warrenton to build tax revenue. Let's not ruin our town to serve a massive corporation, which stands to give nothing and take everything. Deny the data center.

Respectfully,  
Erin Beauchamp  
Warrenton, Va





**TOWN COUNCIL OF THE TOWN OF WARRENTON  
TOWN HALL  
21 MAIN STREET  
WARRENTON, VIRGINIA 20186**

**MINUTES**

**A MEETING OF THE COUNCIL OF THE TOWN OF WARRENTON WAS HELD ON  
July 25, 2022, AT 6:00 P.M. IN WARRENTON, VIRGINIA**

**SPECIAL SESSION**

**PRESENT**

Mr. Carter Nevill, Mayor; Mr. Kevin Carter; Mr. Brett Hamby; Ms. Heather Sutphin; Mr. William Semple

**ABSENT**

Mr. James Hartman, Vice Mayor; Mr. Renard Carlos; Mr. Sean Polster

**CALL TO ORDER**

The meeting was called to order at 6:00 P.M.

The purpose of this meeting was to interview a candidate for Interim Town Manager in closed session.

At the July 12<sup>th</sup> Warrenton Town Council meeting, a public statement was made indicating Town Council would be interviewing candidates in closed session for Interim Town Manager.

This public statement of interviews was no more than 15 days before the closed session pursuant to Va. Code § 2.2-3712 (B). No Closed Session read in, or certification was required.

Full text of subsection (B). The notice provisions of this chapter shall not apply to closed meetings of any public body held solely for the purpose of interviewing candidates for the position of chief administrative officer. Prior to any such closed meeting for the purpose of interviewing candidates, the public body shall announce in an open meeting that such closed meeting shall be held at a disclosed or undisclosed location within 15 days thereafter.

**ADJOURN**

With no further business, this meeting was adjourned at 7:16 p.m.

*I hereby certify that this is a true and exact record of actions taken by the Town Council of the Town of Warrenton on July 25, 2022.*

---

Christopher E. Martino  
Town Recorder



**TOWN COUNCIL OF THE TOWN OF WARRENTON  
TOWN HALL  
21 MAIN STREET  
WARRENTON, VIRGINIA 20186**

**MINUTES**

**A MEETING OF THE COUNCIL OF THE TOWN OF WARRENTON WAS HELD ON  
July 28, 2022, AT 6:00 P.M. IN WARRENTON, VIRGINIA**

**SPECIAL SESSION**

**PRESENT**

Mr. Carter Nevill, Mayor; Ms. Heather Sutphin; Mr. William Semple

**ABSENT**

Mr. James Hartman, Vice Mayor; Mr. Renard Carlos; Mr. Sean Polster; Mr. Kevin Carter; Mr. Brett Hamby;

**CALL TO ORDER**

The meeting was called to order at 6:03 P.M.

The purpose of this meeting was to interview a candidate for Interim Town Manager in closed session.

A Quorum of voting members of Town Council was not reached.

**ADJOURN**

With no further business, this meeting was adjourned at 6:03 p.m.

*I hereby certify that this is a true and exact record of actions taken by the Town Council of the Town of Warrenton on July 28, 2022.*

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Christopher E. Martino  
Town Recorder



## Agenda Memorandum

September 13, 2022

<b>Staff Lead:</b>	Stephanie Miller, Finance Director
<b>Topic:</b>	A Resolution to Amend the Fiscal Year 2023 Adopted Budget to Appropriate Funds for Storm Clean Up
<b>Description:</b>	<p>On June 22, 2022, a major storm event occurred in the Town of Warrenton, resulting in extensive power outages, damage to property, and horticultural debris.</p> <p>The emergency cleanup extended into the month of July and resulted in a total of 445.45 tons of horticultural debris hauled to the Fauquier County landfill. Due to the extensive nature of the event, Town staff supplemented their operations by hiring contractors to assist.</p>
<b>Financial Impact:</b>	The attached resolution will appropriate \$54,838 from the general fund unassigned fund balance and \$53,270 from the water and sewer operating fund reserves to cover total expenditures of \$108,108.
<b>Recommended Action:</b>	Staff recommends that Council move to adopt the attached resolution to amend the Fiscal Year 2023 Adopted Budget to appropriate \$108,108 to cover expenditures incurred as a result of the storm on June 23, 2022.

### Attachments:

1. A Resolution to Amend the Fiscal Year 2023 Adopted Budget to Appropriate Funds for Storm Clean Up

## RESOLUTION

## A RESOLUTION TO AMEND THE FISCAL YEAR 2023 ADOPTED BUDGET FOR EXPENDITURES INCURRED AS A RESULT OF THE JUNE 22, 2022 STORM EVENT

WHEREAS, the Warrenton Town Council is charged by the Code of Virginia with the preparation of an annual budget for the Town of Warrenton; and

WHEREAS, on June 16, 2022, the Town Council adopted the Town of Warrenton Fiscal Year 2023 Budget; and

WHEREAS, during the fiscal year certain events occur that necessitate amending the budget; and

WHEREAS, on June 22, 2022, a major storm occurred in the Town of Warrenton, causing widespread power outages and damage to property; and

WHEREAS, Town staff engaged the assistance of local contractors to address the extensive damage and cleanup of brush and debris, which extended into July and resulted in a total amount of 445.45 tons hauled to the Fauquier County landfill; and

WHEREAS, these costs were unexpected and there was no contingency amount programmed in the Fiscal Year 2023 Adopted Budget; now therefore be it

RESOLVED, by the Town Council of the Town of Warrenton this 13<sup>th</sup> day of September, 2022, that the Fiscal Year 2023 Budget be, and is hereby, amended in the amount of \$54,838 from the general fund unassigned fund balance and \$53,270 from the water and sewer operating fund to cover storm-related emergency cleanup in the total amount of \$108,108.

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Town Clerk

## Town of Warrenton

September 13, 2022

## Budget Amendment Summary

Department	Amount	From	To	Description
General Fund – Public Works, Facilities	\$54,838	Unassigned fund balance 3-100-41050-9999	4-100-43200-6125	Appropriates funds for emergency storm cleanup
Water and Sewer Operating – Water Treatment Plant	\$53,270	Water and Sewer Operating 3-501-41050-9999	4-501-45100-6125	Appropriates funds for emergency storm cleanup