



## PLANNING COMMISSION REGULAR MEETING

Tuesday, June 16, 2026 at 7:00 PM

### AGENDA

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#### CALL TO ORDER AND ESTABLISHMENT OF A QUORUM.

#### ADOPTION OF MINUTES.

1. May 19, 2026 Planning Commission Regular Meeting Minutes Draft

#### HEARING OF PUBLIC HEARING ITEMS.

#### UNFINISHED BUSINESS

2. ZOTA-26-1: A Text Amendment to Zoning Ordinance Articles 3, 9 and 12, to allow Hotels of up to 30 or 40 Rooms, as well as Clubs and Lodges, as By-Right Uses in the Central Business District.

#### NEW BUSINESS.

3. Zoning Ordinance Update - Module One Draft Available for Public Review

#### WORKSESSION ITEMS.

4. ZMA 26-1 & ZMA 26-2: Rezoning Applications for 18 Court Street & 10 Hotel Street  
  
-The Applicant is proposing a Zoning Map Amendment (ZMA) of two parcels from Public-Semi-Public (PSP) to Central Business District (CBD) zoning per Article 11-3.9 of the Zoning Ordinance. The proposal includes redevelopment of the 18 Court Street property into a restaurant and redevelopment of the 10 Hotel Street property into a hotel.

#### COMMENTS FROM THE COMMISSION.

#### COMMENTS FROM THE STAFF.

#### ADJOURN.



**PLANNING COMMISSION REGULAR MEETING**

Item 1.

**21 Main Street**

Tuesday, May 19, 2026, at 7:00 PM

**MINUTES**

**A REGULAR MEETING OF THE PLANNING COMMISSION OF THE TOWN OF WARRENTON, VIRGINIA, WAS HELD ON MAY 19, 2026, at 7:00 PM**

Regular Meeting

**PRESENT**

Ms. Darine Barbour, Chair, Mr. James Lawrence, Secretary, Mr. Steve Ainsworth, Mr. Raed Ebrahim, Ms. Heather Jenkins, Zoning Administrator

**ABSENT**

Mr. David McGuire, Vice Chair Ryan Stewart

**The minutes laid out will be a brief recap of the agenda items. Please see recorded video for more in-depth information.**

**CALL TO ORDER AND ESTABLISHMENT OF A QUORUM.**

The meeting opened at 7:00 PM by Chair Barbour and declared a quorum present.

**ADOPTION OF MINUTES**

Secretary Lawrence moved to approve the April 28, 2026 meeting minutes. The motion was seconded by Commissioner Ebrahim. The motion passed 3-0 (McGuire and Stewart absent).

**PUBLIC HEARING ITEMS**

During the March 10, 2026 Town Council work session, the Council requested the initiation of a Zoning Ordinance Text Amendment to allow Hotels (up to 30 rooms) and associated Club facilities as a by-right use in the Central Business District. This Zoning Ordinance Text Amendment initiation will take place on April 14, 2026 during the next Town Council Regular Meeting. The Zoning Ordinance Text Amendment is anticipated to include Article 3 and possibly Articles 9 and 12.

Chair Barbour introduced the public hearing item.

Ms. Jenkins provided a detailed overview of the ZOTA 26-1. This work session now begins the 100-day timeclock; Town Council must review ZOTA 26-1 within those 100 days. Ms. Jenkins provided some staff-posed questions as to what type of club/lounge should be considered “stand-alone” versus accessory to another use, such as attached to a restaurant and what should be considered a by-right use versus permitted use within the CBD district. Is the proposal consistent with the Comprehensive Plan? Ms. Jenkins asked for any comments from the Planning Commission.

Ms. Jenkins provided an overview of answers and comparisons to applicable research questions that were posed by the Planning Commission at the April 28<sup>th</sup> work session, including parking, water and sewer

usage, lighting, noise, other performance standards, and examples of by-right hotel uses within similar mixed districts in other localities.

Ms. Jenkins provided an outline of three potential resolution examples for consideration – as initiated by Town Council, maintaining the status quo, and revising all lodging uses to permitted uses – and outlined the process moving forward.

Chair Barbour opened the public hearing.

Two citizens spoke in favor of ZOTA 26-1.

Chair Barbour declared public hearing closed at 7:32pm

Secretary Lawrence asked what the Comprehensive Plan currently says about hotels in the CBD.

Ms. Jenkins stated there is nothing specific about hotels but there is language about adaptive reuse of existing buildings and wanting to attract pedestrian traffic.

Secretary Lawrence asked staff what number of rooms should be suggested.

Ms. Jenkins stated the final version of the text amendment will need to specify the number of rooms.

Secretary Lawrence asked about the definitions between hotels and bed and breakfasts/inns, etc. and for clarification on the legislative process for small operators versus larger operators, as well as the water/sewer capacity requirements and the 2017 parking study.

Commissioner Ebrahim asked if the Town has reached a point where it is ready to expand its parking needs.

Ms. Jenkins confirmed that the Town has not, and that the parking study is outdated but the takeaway is that there is still parking available to be sufficient for new businesses.

Commissioner Ainsworth stated he is inclined to go with 30 for the total amount of rooms.

Commissioner Ainsworth asked for further clarification on the parking study.

Ms. Jenkins stated that typically parking studies are over-compensating and suggest more parking than necessary for businesses, which can harm them in the long-term.

Chair Barbour discussed alterations to current parking time limits and water/sewer capacity.

Commissioner Ebrahim asked for clarification on room numbers.

Ms. Jenkins stated that currently anything over 75 rooms would not be allowed in the CBD and anything under 45 would require an SUP.

Ms. Jenkins provided clarification on the difference between bed and breakfasts versus hotels and inns.

Commissioner Ebrahim asked for clarification on tourist home restrictions under the proposed Scenario A.

Ms. Jenkins confirmed there currently are a lot of tourist homes (i.e. VRBO, Airbnb, etc.) in town, but the Town's approval process for those is lacking and those who want to do that with their homes are likely already doing it.

Commissioner Ainsworth asked if there are any major issues that arise from these types of uses.

Ms. Jenkins stated that occasionally issues arise, largely about parking, but not many.

Commissioner Ainsworth asked what the enforcement process is if an SUP is not acquired for said use.

Ms. Jenkins stated that first is zoning enforcement, which consists of a courtesy letter, then official Notice of Violation, and if no action is taken, the Town can seek legal action.

Commissioner Ainsworth asked if we make that [tourist homes] a by-right use, do property owners need a business license?

Ms. Jenkins confirmed that it would require a zoning permit and a business license.

Commissioner Ebrahim asked if other types of businesses like private clubs would also need a business license.

Ms. Jenkins confirmed.

Chair Barbour suggested ZOTA 26-1 be deferred until the June meeting.

Commissioner Ainsworth introduced a motion to defer ZOTA 26-1 to the Tuesday, June 16, 2026 Regular meeting.

Commissioner Ebrahim seconded the motion.

All in favor, 3-0 (McGuire and Stewart absent).

#### **COMMENTS FROM THE COMMISSION.**

Secretary Lawrence introduced a motion to cancel next week's work session.

Commissioner Ebrahim seconded the motion.

All in favor, 3-0 (McGuire and Stewart absent).

#### **COMMENTS FROM THE STAFF.**

None.

#### **ADJOURN.**

Secretary Lawrence moved to adjourn the meeting; Commissioner Ebrahim seconded the motion. With no further business, Chair Barbour adjourned the meeting at 8:09 PM.

I hereby certify that this is a true and exact record of actions taken by the Planning Commission of the Town of Warrenton on May 19, 2026.

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James Lawrence, Secretary  
Planning Commission





# STAFF REPORT

<b>Planning Commission Meeting Date:</b>	June 16, 2026
<b>Agenda Title:</b>	ZOTA-26-1 – A Text Amendment to allow Hotels of up to 30 or 40 Rooms, as well as Clubs and Lodges, as By-Right Uses in the Central Business District
<b>Requested Action:</b>	Make a Recommendation to Town Council
<b>Department / Agency Lead:</b>	Community Development
<b>Staff Lead:</b>	Heather Jenkins, Zoning Administrator

## EXECUTIVE SUMMARY

On May 19, 2026, the Planning Commission held a public hearing to discuss the proposed text amendment and hear from interested citizens. During the public hearing two citizens spoke in favor of the proposed text amendment. The Planning Commission moved to close the public hearing, and place the text amendment on their June 16, 2026, regular meeting agenda.

Staff has prepared a Resolution for the Commission’s consideration to recommend approval of the text amendment, so as to allow Hotels of up to 40 rooms, as well as other smaller lodging uses including Inns, Bed & Breakfasts, and Tourist Homes, as by-right permitted uses in the Central Business District. The proposed text includes additional parking standards that these lodging uses must meet to address concerns related to parking and traffic within the Central Business District; these parking standards are included as a part of Article 9.

Staff requests that the Planning Commission make a final recommendation to Town Council, so that this text amendment may be placed on the July Town Council work session.

## BACKGROUND

On April 14, 2026, Town Council adopted a Resolution to initiate a Zoning Ordinance Text Amendment to Articles 3, 9 and 12 to allow Hotels of up to 30 or 40 rooms, as well as Clubs and Lodges, as Permitted (by-right) uses in the Central Business District (CBD). Currently, the Zoning Ordinance allows Hotels of up to 75 rooms, as well as Clubs and Lodges, as Permissible uses within the Central Business District, requiring the approval of a Special Use Permit by Town Council.

This text amendment must follow the process outlined in Zoning Ordinance Section 11-3.9 *Zoning Amendments*, where the Planning Commission must hold a public hearing and make a recommendation to Town Council no later than August 6, 2026.

**STAFF RECOMMENDATION**

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Make a final recommendation to Town Council. Staff has prepared draft Resolutions to recommend both approval and denial of the text amendment for the Commission to consider.

**Service Level/Collaborative Impact**

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The proposed text amendment affects uses allowed within the Central Business District/Old Town area.

**Policy Direction/Warrenton Plan 2040**

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The Comprehensive Plan, Land Use and Character District, states that the intent of the Central Business District is to provide for orderly development, infill, and revitalization of the District, and recommends additional Live/Work and Mixed-Use Residential (with commercial at the ground level) to be allowed.

**Fiscal Impact**

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A Fiscal Impact assessment has not been completed.

**Legal Impact**

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The text amendment, as initiated, will allow Hotels, of up to 30 or 40 rooms, as well as Clubs and Lodges, as Permitted Uses, removing the requirement for a legislatively approved Special Use Permit.

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**ATTACHMENTS**

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- [Attachment A](#) – Staff Report and Presentation from the April 28, 2026, Work Session
- [Attachment B](#) – Staff Report and Presentation from the May 19, 2026, Public Hearing
- [Attachment C](#) – Resolution to Recommend Approval
- [Attachment D](#) – Resolution to Recommend Denial



# STAFF REPORT

<b>Planning Commission Meeting Date:</b>	April 28, 2026
<b>Agenda Title:</b>	ZOTA-26-1 – A Text Amendment to allow Hotels of up to 30 or 40 Rooms, as well as Clubs and Lodges, as By-Right Uses in the Central Business District
<b>Requested Action:</b>	Hold a Work Session
<b>Department / Agency Lead:</b>	Community Development
<b>Staff Lead:</b>	Heather Jenkins, Zoning Administrator

## EXECUTIVE SUMMARY

On April 14, 2026, Town Council adopted a Resolution to initiate a Zoning Ordinance Text Amendment to Articles 3, 9 and 12 to allow Hotels of up to 30 or 40 rooms, as well as Clubs and Lodges, as Permitted (by-right) uses in the Central Business District (CBD). A copy of the Resolution to initiate the text amendment is provided with this staff report as Attachment A. Currently, the Zoning Ordinance allows Hotels of up to 75 rooms, as well as Clubs and Lodges, as Permissible uses within the Central Business District, requiring the approval of a Special Use Permit by Town Council.

This text amendment must follow the process outlined in Zoning Ordinance Section 11-3.9 *Zoning Amendments*, where the Planning Commission must hold a public hearing and make a recommendation to Town Council no later than August 6, 2026.

## BACKGROUND

The current Zoning Ordinance, adopted on February 14, 2006, classifies Hotels and motels, not exceeding 75 rooms, and Clubs and lodges, as use categories that require the approval of a Special Use Permit by Town Council, as stated in Ordinance Section 3-4.11.3 *Permissible Uses*. The requirement for Special Use Permit approval for these two use categories has been included in the Town’s Zoning Ordinance back to at least 1976.

The 1976 Zoning Ordinance created the Central Business District (CBD) zoning district; prior to 1976 the area now currently zoned as Central Business District was likely\* zoned Business (C-1) as found in the 1955 and 1959 Zoning Ordinances. (\*Note – *official zoning maps from before 1976 have not been located.*). Prior to the 1976 Ordinance, Hotels were permitted, by-right uses in the Business (C-1) district; Clubs and Lodges did not appear as a separate use category until the 1976 Ordinance.

Zoning Ordinance Effective Year	Zoning District	Use Category	Approval Process	Ordinance Section
1955	Business (C-1)	Hotels	Permitted (by-right)	Section IX Zoning
1959	Business (C-1)	Hotels	Permitted (by-right)	Section IX Zoning
1976	Central Business District (CBD)	Hotels Clubs and Lodges	Permissible (with approval of a Special Use Permit)	Section 18-1.2
2006	Central Business District (CBD)	Hotels, not exceeding 75 Rooms Clubs and Lodges	Permissible (with approval of a Special Use Permit)	Section 3-4.11.3

The proposed Zoning Text Amendment will allow a smaller subset of the Hotel use category, limited to either 30 or 40 rooms, as a Permitted, by-right use in the Central Business District, while still requiring that Hotels above 30 or 40 rooms, and up to 75 rooms, be allowed as a Permissible use, with the approval of a Special Use Permit. The proposed Zoning Text Amendment will relocate altogether the Clubs and Lodges use category, to allow this use as a Permitted, by-right use in the Central Business District, and remove the requirement for a Special Use Permit. A copy of the draft changes to Zoning Ordinance Article 3 is included with this staff report as [Attachment B](#).

*The Central Business District*

The Central Business District, as a separate zoning district, was established in 1976, as a part of the adoption of the newly revised Zoning Ordinance of the time, and encompasses the central, historic portion of the Town, radiating out from the intersection of Culpeper Street, Waterloo Street, Winchester Street, and Alexandria Pike. The majority of the Central Business District is encompassed by the Town’s Historic District, with the exception of properties north of Horner Street and Spring Lane.

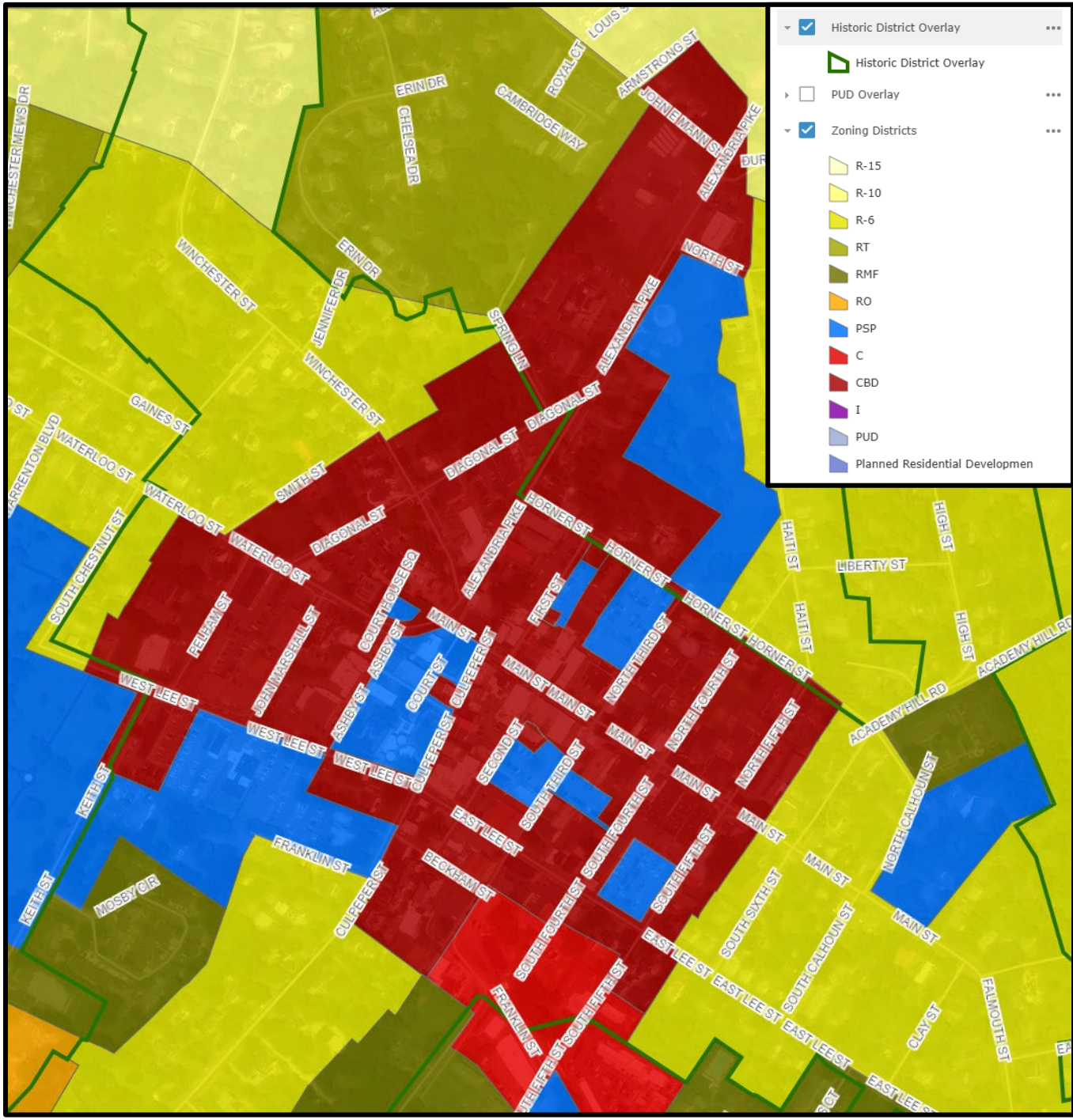
The Central Business District is described in Ordinance Section 3-4.11.1 *Legislative Intent* as:

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**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.*
- *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.*



*Use Category Definitions*

The two use categories that are considered as a part of the text amendment are Hotels and Motels, and Clubs and Lodges. These uses are currently defined in Article 12 *Definitions* as:

**Hotel:** *A facility offering transient lodging accommodations for ten or more individuals on a daily rate and providing additional services, such as restaurants, meeting rooms, and recreational facilities (also see Motel).*

**Motel:** *A building or group of two (2) or more detached or semi-detached buildings containing rooms or apartments having separate entrances provided directly or closely in connection with automobile parking or storage space serving such rooms or apartments, which building or group of buildings is designed, intended, or used principally for the providing of sleeping accommodations for automobile travelers and is suitable for occupancy at all seasons of the year.*

**Club:** *Buildings and/or facilities owned and operated by a corporation, association, or persons, which serves as a gathering place for a group of individuals organized for a common purpose to pursue common goals, interests, or activities and characterized by certain membership qualifications, payment of fees and dues, regular meetings, and a constitution of by-laws.*

**Lodge:** *(see Club)*

The current Zoning Ordinance allows for Hotels and Motels, not exceeding 75 rooms, as a Permissible Use that requires the approval of a Special Use Permit by Town Council, under Ordinance Section 3-4.11.3 *Permissible Uses*. This text amendment proposes to create a new subset of Hotels, of up to 30 or 40 rooms, to be allowed as a by-right use under Ordinance Section 3-4.11.2 *Permitted Uses*; Hotels with more than 30 or 40 rooms, and up to 75 rooms, would continue to require the approval of a Special Use Permit. Hotels and Motels have been required to obtain a Special Use Permit to authorize their use since the 1976 Ordinance; this proposed text amendment would remove the legislative approval requirement for smaller hotel facilities within the Central Business District.

The current Zoning Ordinance allows for Clubs and Lodges as a Permissible Use that requires the approval of a Special Use Permit by Town Council, under Ordinance Section 3-4.11.3 *Permissible Uses*. This text amendment proposes to entirely relocate the Clubs and Lodges use category from a Permissible Use to a Permitted, by-right use under Ordinance Section 3-4.11.2 *Permitted Uses*, and remove the legislative approval requirement for these uses altogether within the Central Business District.

*Required Minimum Parking*

Minimum required parking spaces are regulated by Zoning Ordinance Article 7 *Off-Street Parking and Loading*. Not all use categories listed as Permitted or Permissible uses in Article 3 are represented in Article 7, and so in some cases the minimum number of off-street parking spaces must be based off of the closest-available use category, based on parking demand information provided by the developer, or based off of research such as the requirements in other jurisdictions, as is permitted in Ordinance Section 7-8 *Uses Not Specifically Covered by this Schedule*.

Use Category	Minimum Parking Requirement	Ordinance Section
Hotel or Motel	One (1) space per room, plus one (1) space for each employee calculated for the work period containing the largest number of employees, plus additional spaces for restaurants.	Sec. 7-6 <i>Commercial Uses</i>
Restaurants, Sit Down	One (1) space per two hundred fifty (250) square feet of gross floor area.	Sec. 7-6 <i>Commercial Uses</i>
Civic Club or Org.	One (1) space per four (4) members, based on the designed occupancy load.	Sec. 7-4 <i>Institutional and Community Service Uses</i>
Country Club	One (1) space per four (4) members, based on the designed occupancy load.	Sec. 7-5 <i>Recreational Uses</i>

Parking for businesses located in the Central Business District are afforded additional flexibility beyond that allowed in other zoning districts, as included in Ordinance Section 7-9 *Special Parking Considerations for the CBD District*. This flexibility allows up to a 50% parking reduction through either reserved spaces in an off-site parking lot within 500 feet of the use, and/or a contribution to the Town’s parking fund.

**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 of 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.*

Further flexibility is allowed for those uses that are located within 300 feet of a municipal parking lot, where a use may receive approval to forgo up to 100% of the minimum required parking spaces, as allowed by Ordinance Section 7-13 *Proximity to Municipal Parking Lots*. Section 7-13 waives all minimum parking requirements for non-residential uses as long as the use is within 300 feet of a Town-owned parking lot.

**7-13 Proximity to Municipal Parking Lots**  
*Any building or use located within three hundred (300) feet 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.*

The flexibility offered In Ordinance Article 7 to non-residential uses in the Central Business District has the potential to completely waive all minimum parking requirements for a business. The specific location of any proposed Hotel, Club or Lodge in relation to an off-site parking lot or Town-owned parking lot would have to be determined with each individual application for that use.

**STAFF RECOMMENDATION**

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Staff requests that the Planning Commission hold a work session to discuss this matter, and then provide guidance to staff. Staff specifically requests clarification on the number of hotel rooms to allow by-right - either 30 or 40 - as flexibility in the number of rooms was allowed as a part of the initiation by Town Council. Additionally, both Article 9 *Supplemental Use Regulations*, as well as Article 12 *Definitions*, were included in the Resolution to initiate the text amendment, should the Commission desire to set additional performance standards or revise the definitions for the use categories.

This text amendment can return to the Planning Commission on May 19, 2026, for either a second work session, or as a public hearing, at the Commission's direction.

**Service Level/Collaborative Impact**

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*Utility Service Provision*

The entirety of the Central Business District is served by Town water and sewer services via the Department of Public Utilities. Should Hotels, Clubs and Lodges be made into Permitted, by-right uses, these businesses would be served by Town-owned water and sewer.

*Parking and Access*

Parcels within the Central Business District are served by public roadways maintained by the Town. Due to the historic nature of the Central Business District area, public roadways or private accessways that serve a proposed Hotel, Club or Lodge may need to be evaluated with a vehicle turn analysis or other detailed schematic with each individual application to ensure adequate access by emergency response vehicles.

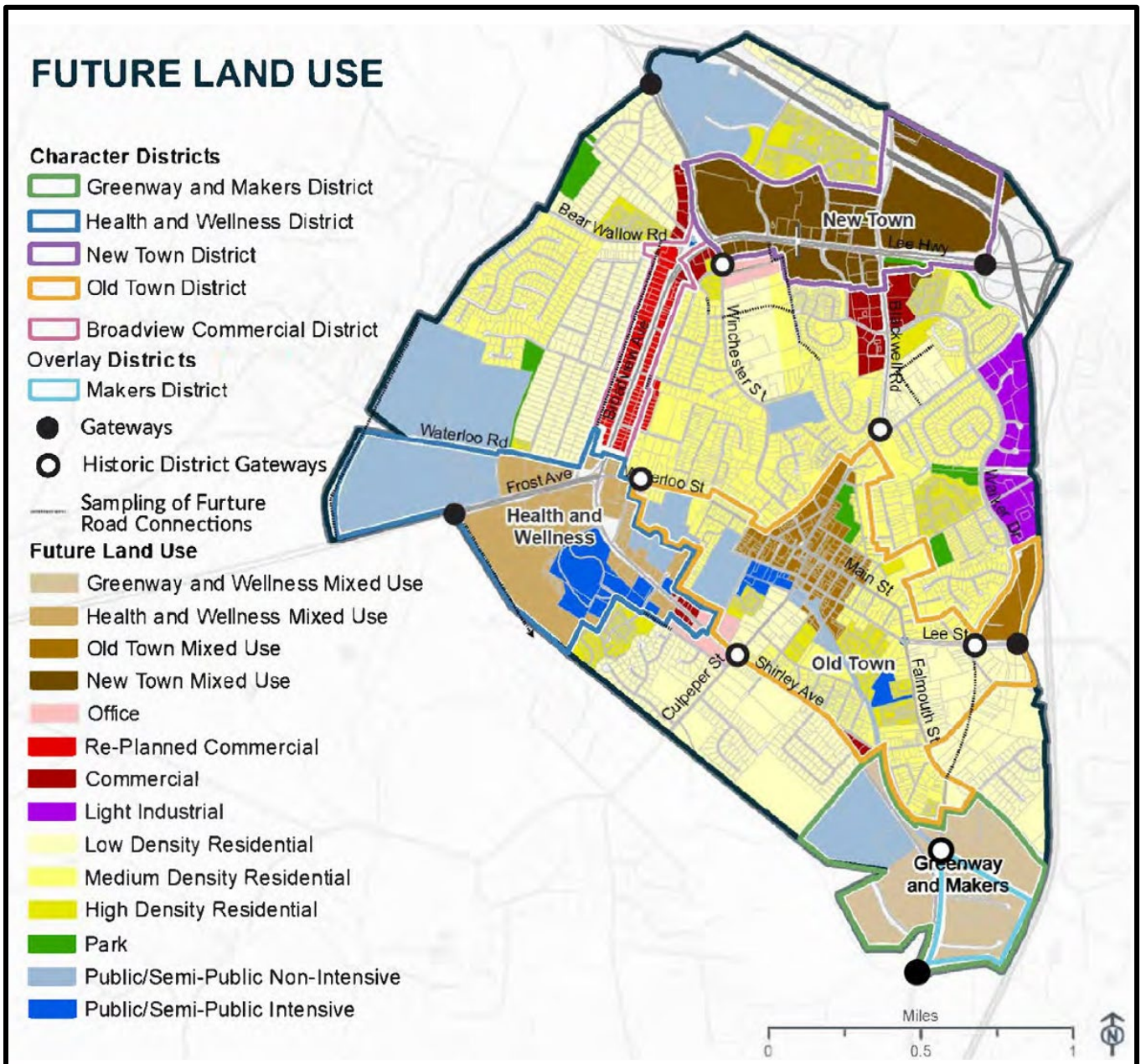
*Trash and Waste Removal*

Trash pick-up is provided to businesses within the Central Business District/Historic District in accordance with Town Code, where such service is provided by the Department of Public Works.

### Policy Direction/Warrenton Plan 2040

The Comprehensive Plan, Land Use and Character District, states that the intent of the Central Business District is to provide for orderly development, infill, and revitalization of the District, and recommends additional Live/Work and Mixed-Use Residential (with commercial at the ground level) to be allowed.

The Future Land Use Map shows the Central Business District zoning district to be located within the Old Town District Character District, and the Old Town Mixed Use Future Land Use Area. The Comprehensive Plan describes the Old Town District as *Warrenton will continue to promote Old Town as the signature, cultural, social, and historic hub. The Town will encourage infill housing and other adaptive reuse of structures to bring more foot traffic to Old Town, but maintain the historic character and scale.*



**Fiscal Impact**

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A Fiscal Impact assessment has not been completed.

**Legal Impact**

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This text amendment will allow Hotels of up to 30 or 40 rooms, as well as Clubs and Lodges, as Permitted, by-right uses within the entirety of the Central Business District zoning district, where the use may be established with Administrative approval at the staff level with Site Development Plans and/or Zoning and Building Permits as regulated by Zoning Ordinance Sections 11-3.4 *Zoning Permits*, 11-3.5 *Building Permits*, 11-3.6 *Occupancy Permit*, and 11-3.7 *Site Development Plan*. This would remove the requirement for any such use in the Central Business District to obtain a Special Use Permit from the Town Council following public hearings as regulated in Zoning Ordinance Section 11-3.10 *Special Use Permits and Waivers*.

Where any proposed use is located in the Town’s Historic District, any exterior changes to the structure or property requires the issuance of a Certificate of Appropriateness as regulated in Zoning Ordinance Section 3-5.3 *Historic District*.

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**ATTACHMENTS**

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- Attachment A – *Resolution to Initiate 4-14-2026*
- Attachment B – *Draft Text Changes (red line)*

April 14, 2026  
Town Council  
Regular Meeting  
RES-26-04-01

**A RESOLUTION TO INITIATE ZOTA-26-1, A ZONING ORDINANCE TEXT AMENDMENT TO ARTICLES 3, 9 AND 12 TO ALLOW HOTELS OF UP TO 30 OR 40 ROOMS, AS WELL AS CLUBS AND LODGES, AS BY-RIGHT USES IN THE CENTRAL BUSINESS DISTRICT**

**WHEREAS**, Warrenton, VA (Hereinafter "the Town") is a municipal corporation located within the County of Fauquier; and

**WHEREAS**, the Warrenton Town Council (Hereinafter "Council") may, by ordinance, amend, supplement, or change the regulations of the Zoning Ordinance of the Town whenever the public necessity, convenience, general welfare or good zoning practice may require such an amendment; and

**WHEREAS**, such an amendment may be initiated by resolution of Council in accord with the procedures and requirements of Section 11-3.9 of the Zoning Ordinance; and

**WHEREAS**, Ordinance Section 3-4.11.3 *Permissible Uses* currently allows *Hotels and motels, not exceeding seventy-five (75) rooms*, as an allowable use upon approval of a Special Use Permit by Town Council within the Central Business District; and

**WHEREAS**, Ordinance Section 3-4.11.3 *Permissible Uses* currently allows *Clubs and lodges* as an allowable use upon approval of a Special Use Permit by Town Council within the Central Business District; and

**WHEREAS**, upon the conclusion of the March 10, 2026 work session to discuss the potential redevelopment of the properties at 10 Hotel Street, known as the Warren Green Hotel Building, and 18 Court Street, known as the former Town Hall, Council now desires to allow properties within the Central Business District to be used as *Hotels and motels, not exceeding thirty (30) to forty (40) rooms*, as well as *Clubs and lodges*, as by-right uses as regulated by Ordinance Section 3-4.11.2 *Permitted Uses (by-right)*; and

**WHEREAS**, the intent of this Text Amendment is to allow these uses as *Permitted Uses (by-right)* that do not require the approval of a Special Use Permit; and

**WHEREAS**, Council finds that this Text Amendment promotes public necessity, public convenience, general welfare, or good zoning practice within the Town of Warrenton; and

**WHEREAS**, Council hereby directs staff to prepare a text amendment for consideration by the Planning Commission to add *Hotels and motels, not exceeding thirty (30) to forty (40) rooms*, as a *Permitted Use (by-right)* in the Central Business District, and to remove the requirement of a Special Use Permit for *Clubs and lodges* and add *Clubs and lodges* as a *Permitted Use (by-right)* in the Central Business District in the Town of Warrenton; now, therefore, be it

**RESOLVED**, by the Warrenton Town Council this 14<sup>th</sup> day of April, 2026, that Council hereby initiates a text amendment to Articles 3, 9 and 12 to allow these use categories as *Permitted Uses (by-right)*, as regulated by Ordinance Section 3-4.11.2.

**Votes:**

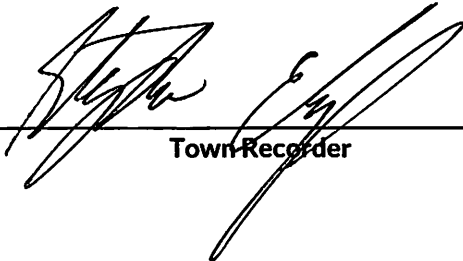
**Ayes:** Mr. Roy Francis; Mr. William Semple; Mr. Larry Kovalik; Ms. Michele O'Halloran; Mr. Eric Gagnon; Mr. Paul Mooney;

**Nays:** Mr. David McGuire

**Absent from Vote:**  
**Absent from Meeting:**

**For Information:**  
Community Development Director,  
Town Attorney

**ATTEST:** \_\_\_\_\_



Town Recorder

# 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  
XXXXXXXX XX, 2026

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- 3-4 Requirements for Base Zoning Districts**
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  - 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
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## Article 3 Zoning Districts and Map

### 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.
- 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

- 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
- Clubs and lodges (Accessory to a Primary Use)
- Community buildings
- Historic shrines and museums
- Home Occupations
- Hotels (up to 40 rooms)
- 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 (Primary Use)**
- 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, greater than thirty 40 rooms and 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

Use	Minimum	Minimum	Maximum	Minimum Setbacks		
	Lot Size (sq. ft.)	Lot Frontage (at front setback)	Lot Coverage (impervious surfaces)	Front	Side	Rear
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
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 twenty-five (25) dwelling units per gross acre.



# ZOTA-26-1

**A Zoning Ordinance Text Amendment affecting Hotels,  
Clubs and Lodges in the Central Business District**

Planning Commission Work Session  
April 28, 2026

# Text Amendment – ZOTA-26-1

A text amendment to allow as Permitted, by-right uses in the Central Business District (CBD):

- Hotels of up to 30 or 40 Rooms
- Clubs & Lodges

### Process:

- Initiated by Town Council on April 14, 2026
- Planning Commission Work Session April 28, 2026
- Planning Commission Public Hearing May 19, 2026

The Planning Commission must make a recommendation to Town Council by no later than 100 days after the first meeting.

100-day deadline:  
August 6, 2026

Potential Planning Commission meeting dates for final recommendation:  
Tuesday, July 21, 2026  
Tuesday, July 28, 2026

# Zoning Ordinance Regulations – Article 3

Item 2.

## Current Zoning Ordinance Provisions

### Section 3-4.11.3 Permissible Uses

Requires the approval of a Special Use Permit by Town Council

#### ➤ *A Legislative Approval Process*

- Clubs and Lodges
- Hotels and Motels, not exceeding 75 Rooms

## Proposed Zoning Ordinance Provisions

### Section 3-4.11.2 Permitted Uses

By-Right Uses - Requires Site Plan, Zoning & Building Permits

#### ➤ *An Administrative Approval Process*

- Clubs and Lodges
- Hotels of up to 30 or 40 Rooms

### Section 3-4.11.3 Permissible Uses

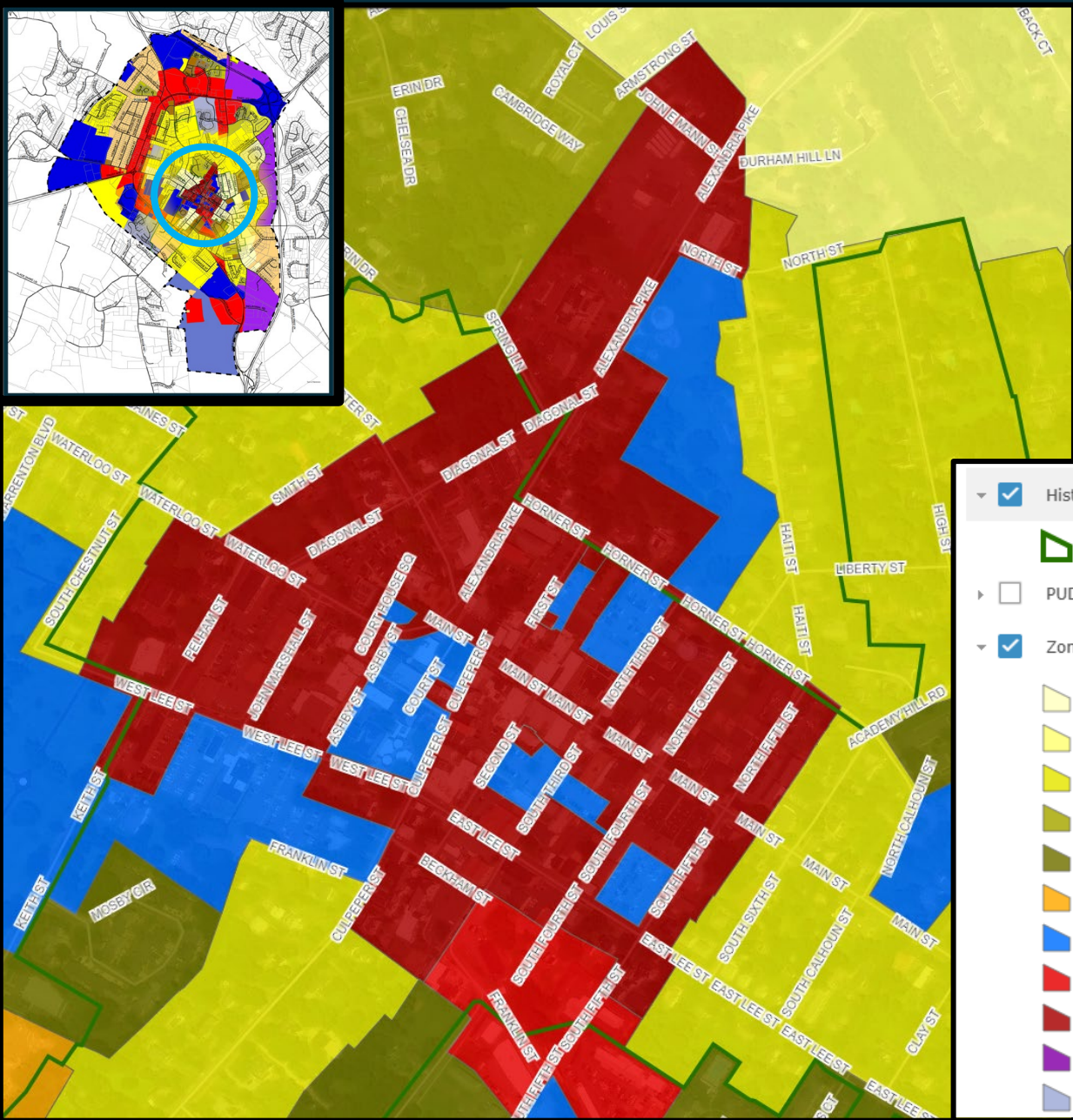
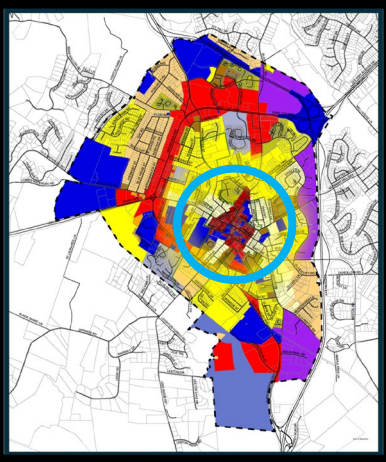
Requires the approval of a Special Use Permit by Town Council

#### ➤ *A Legislative Approval Process*

- Hotels and Motels, not exceeding 75 Rooms

# Central Business District

- ❖ 264 Parcels
- ❖ Established in 1976
- ❖ Most lots are within the Historic District



Historic District Overlay  
 PUD Overlay  
 Zoning Districts

- R-15
- R-10
- R-6
- RT
- RMF
- RO
- PSP
- C
- CBD
- I
- PUD

## Legislative Intent of the District Z.O. Section 3-4.11.1

- Re-Use of Existing Buildings
- Preservation of Character
- Pedestrian Environment
- Mixed Uses
- Design Uniformity
- Adequate Parking

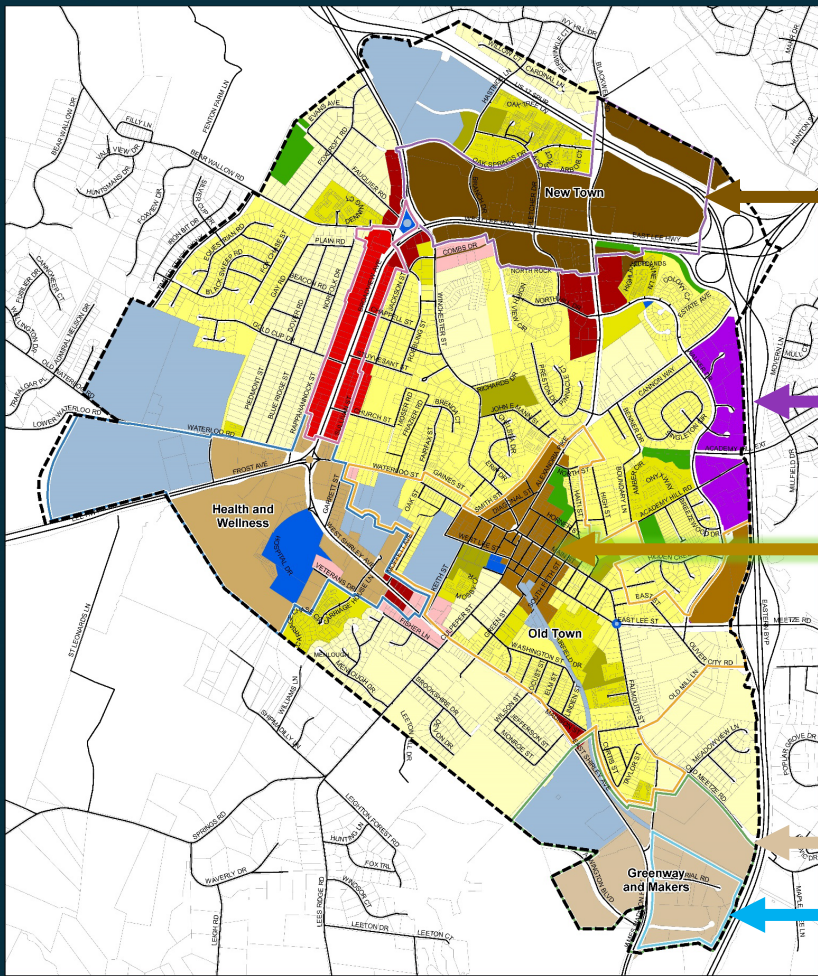
# Future Land Use Map

## Comprehensive Plan – Plan Warrenton 2040

Current Zoning Map – Industrial District

Future Land Use Map:

- New Town Character District/New Town Mixed Use
- Light Industrial
- **Old Town Character District/Old Town Mixed Use**
- Greenway & Makers Character District/Greenway and Wellness Mixed Use
- Makers Character District



<b>Legend</b>			
<b>Character Districts</b>	<b>Future Land Use</b>	<b>Other Features</b>	
Greenway and Makers District	Greenway and Wellness Mixed Use	Parcel	July 6, 2021 Source: Town of Warrenton & Fauquier County 0 750 1,500 Feet
Health and Wellness District	Health and Wellness Mixed Use	Street	
New Town District	Old Town Mixed Use	----- Town of Warrenton Boundary	
Old Town District	New Town Mixed Use		
<b>Overlay Districts</b>	Office		
Broadview Commercial District	Live-Work Neighborhood		
Makers District	Re-Planned Commercial		
Public/Semi-Public Non-Intensive	Commercial		
Public/Semi-Public Intensive	Light Industrial		
	Low Density Residential		
	Medium Density Residential		
	High Density Residential		
	Park		

# Old Town Character District

## Comprehensive Plan – Plan Warrenton 2040



Warrenton will continue to promote Old Town as the signature, cultural, social, and historic hub. The Town will encourage infill housing and other adaptive reuse of structures to bring more foot traffic to Old Town, but maintain the historic character and scale.

# Zoning Ordinance Regulations – Article 3

Item 2.

## Current Zoning Ordinance Provisions

### Section 3-4.11.3 Permissible Uses

Requires the approval of a Special Use Permit by Town Council

#### ➤ *A Legislative Approval Process*

- Clubs and Lodges
- Hotels and Motels, not exceeding 75 Rooms

## Proposed Zoning Ordinance Provisions

### Section 3-4.11.2 Permitted Uses

By-Right Uses - Requires Site Plan, Zoning & Building Permits

#### ➤ *An Administrative Approval Process*

- Clubs and Lodges
- Hotels of up to 30 or 40 Rooms

### Section 3-4.11.3 Permissible Uses

Requires the approval of a Special Use Permit by Town Council

#### ➤ *A Legislative Approval Process*

- Hotels and Motels, not exceeding 75 Rooms

# Zoning Ordinance Regulations – Article 12

## Use Category Definitions

- **Hotel:** A facility offering transient lodging accommodations for ten or more individuals on a daily rate and providing additional services, such as restaurants, meeting rooms, and recreational facilities (also see Motel).
- **Motel:** A building or group of two (2) or more detached or semi-detached buildings containing rooms or apartments having separate entrances provided directly or closely in connection with automobile parking or storage space serving such rooms or apartments, which building or group of buildings is designed, intended, or used principally for the providing of sleeping accommodations for automobile travelers and is suitable for occupancy at all seasons of the year.
- **Club:** Buildings and/or facilities owned and operated by a corporation, association, or persons, which serves as a gathering place for a group of individuals organized for a common purpose to pursue common goals, interests, or activities and characterized by certain membership qualifications, payment of fees and dues, regular meetings, and a constitution of by-laws.
- **Lodge:** (see Club)

# Zoning Ordinance Regulations – Article 7

## Required Minimum Parking

### Minimum Number of Spaces are Based off of:

- Closest-Available Use Category; or
- Parking Demand Information Provided by Applicant; or
- Research by Staff

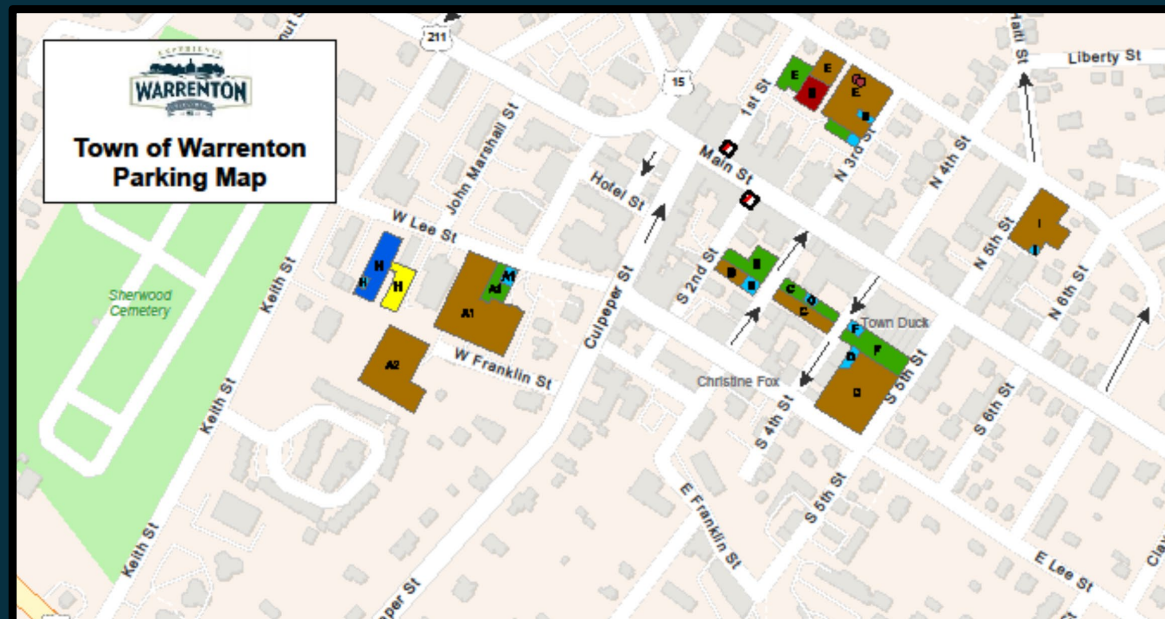
Use Category	Minimum Parking Requirement	Ordinance Section
Hotel or Motel	One (1) space per room, plus one (1) space for each employee calculated for the work period containing the largest number of employees, plus additional spaces for restaurants.	Sec. 7-6 Commercial Uses
Restaurants, Sit Down	One (1) space per two hundred fifty (250) square feet of gross floor area.	Sec. 7-6 Commercial Uses
Civic Club or Org.	One (1) space per four (4) members, based on the designed occupancy load.	Sec. 7-4 Institutional and Community Service Uses
Country Club	One (1) space per four (4) members, based on the designed occupancy load.	Sec. 7-5 Recreational Uses

# Zoning Ordinance Regulations – Article 7 Required Minimum Parking

## Special Parking Considerations for the Central Business District

- Section 7-9.1 – 25% Reduction if the use is within 500 feet of another off-site parking lot.
- Section 7-9.2 – 25% Reduction if the applicant contributes to the Downtown Parking Fund\*
- Section 7-13 – 100% Reduction if the use is within 300 feet of a Town-owned parking lot.

\* A parking fund is provided for in the Zoning Ordinance, but a fund has not been adopted by Town Council.



# Ordinance Comparison Neighboring Towns

## Town of Purcellville

- Hotels are permitted by-right in the mixed used and neighborhood scale districts (C-1, MC, C-4).

## Town of Culpeper

- Consumer Service – Indoor is permitted by-right in all mixed use districts (MX, NC, C)

## Town of Leesburg

- Hotels and Motels are permitted with the approval of a Special Exception in the Community (Downtown) Business District (B-1).

# Text Amendment – Staff Questions

## Proposed Zoning Ordinance Provisions

### Section 3-4.11.2 Permitted Uses

#### By-Right Uses - Requires Site Plan, Zoning & Building Permits

##### ➤ *An Administrative Approval Process*

- Clubs and Lodges
  - *Should this be limited to only those Clubs and Lodges that are accessory to a Principal Use, with all stand-alone Clubs and Lodges remaining Permissible Uses (Special Use Permit required)?*
- Hotels of up to 30 or 40 Rooms
  - *What is the appropriate number of rooms to allow as a by-right use?*

### Section 3-4.11.3 Permissible Uses

#### Requires the approval of a Special Use Permit by Town Council

##### ➤ *A Legislative Approval Process*

- Hotels and Motels, not exceeding 75 Rooms
- *Clubs and Lodges – see question above.*

# Zoning Ordinance Criteria for Consideration of Text Amendments

When there is a request for a zoning ordinance text amendment, the Planning Commission and Town Council shall consider the following matters:

## Section 11-3.9.13 *Two Main Considerations for Text Amendments:*

1. Whether the proposed text amendment is consistent with the Comprehensive Plan.
2. Whether the proposed text amendment is consistent with the intent and purpose of the Zoning Ordinance.

## Section 11-3.9.12 Fourteen Additional Considerations – Use only those that are Relevant to the Proposed Text Amendment

1. Does it further the public interest, and conforms with the goals, objectives, and policies of the Comprehensive Plan?
2. Is it consistent with the Future Land Use Plan and the established character and land use patterns?
3. Is it justified by changed/changing conditions?
4. Would it create an isolated district that is unrelated to adjacent districts?
5. Are there now, or could there be built, adequate infrastructure and utilities to serve the use?
6. Is it compatible with properties in the vicinity, and would have no adverse impact on these properties?
7. Are there adequate sites elsewhere in the Town for the use?
8. Would there be traffic impacts that cannot be mitigated?
9. Is there already a reasonable and viable economic use of the property?
10. Would it have a negative impact on natural resources that is not compatible with the Comprehensive Plan?
11. Does it encourage economic development in areas deigned suitable by the Comprehensive Plan, provides desirable employment and enlarges the tax base?
12. Does it consider the current and future needs of the community, as determined by population and economic studies?
13. Does it enhance the opportunity for moderate housing for residents of the Town?
14. Does it negatively effect natural, scenic, archaeological, or historic features of significant importance?

# Text Amendment – ZOTA-26-1

A text amendment to allow as Permitted, by-right uses in the Central Business District (CBD):

- Hotels of up to 30 or 40 Rooms
- Clubs & Lodges

## Process:

- Initiated by Town Council on April 14, 2026
- Planning Commission Work Session April 28, 2026
- **Planning Commission Public Hearing May 19, 2026**

The Planning Commission must make a recommendation to Town Council by no later than 100 days after the first meeting.

100-day deadline:  
August 6, 2026

Potential Planning Commission meeting dates for final recommendation:  
Tuesday, July 21, 2026  
Tuesday, July 28, 2026

# Questions?



# STAFF REPORT

<b>Planning Commission Meeting Date:</b>	May 19, 2026
<b>Agenda Title:</b>	ZOTA-26-1 – A Text Amendment to allow Hotels of up to 30 or 40 Rooms, as well as Clubs and Lodges, as By-Right Uses in the Central Business District
<b>Requested Action:</b>	Hold a Public Hearing
<b>Department / Agency Lead:</b>	Community Development
<b>Staff Lead:</b>	Heather Jenkins, Zoning Administrator

## EXECUTIVE SUMMARY

On April 28, 2026, the Planning Commission held a work session to discuss the proposed text amendment, where the Commission moved to hold a public hearing at their next regularly scheduled meeting so as to gather the input of citizens. The staff report and attachments from the April 28<sup>th</sup> work session are provided as an attachment to this staff report.

## BACKGROUND

On April 14, 2026, Town Council adopted a Resolution to initiate a Zoning Ordinance Text Amendment to Articles 3, 9 and 12 to allow Hotels of up to 30 or 40 rooms, as well as Clubs and Lodges, as Permitted (by-right) uses in the Central Business District (CBD). Currently, the Zoning Ordinance allows Hotels of up to 75 rooms, as well as Clubs and Lodges, as Permissible uses within the Central Business District, requiring the approval of a Special Use Permit by Town Council.

This text amendment must follow the process outlined in Zoning Ordinance Section 11-3.9 *Zoning Amendments*, where the Planning Commission must hold a public hearing and make a recommendation to Town Council no later than August 6, 2026.

## STAFF RECOMMENDATION

Hold the public hearing. Provide staff with guidance on draft ordinance language.

## Service Level/Collaborative Impact

The proposed text amendment affects uses allowed within the Central Business District/Old Town area.

**Policy Direction/Warrenton Plan 2040**

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The Comprehensive Plan, Land Use and Character District, states that the intent of the Central Business District is to provide for orderly development, infill, and revitalization of the District, and recommends additional Live/Work and Mixed-Use Residential (with commercial at the ground level) to be allowed.

**Fiscal Impact**

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A Fiscal Impact assessment has not been completed.

**Legal Impact**

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The text amendment, as initiated, will allow Hotels, of up to 30 or 40 rooms, as well as Clubs and Lodges, as Permitted Uses, removing the requirement for a legislatively approved Special Use Permit.

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**ATTACHMENTS**

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- [Attachment A](#) – Staff Report and Presentation from the April 28, 2026, Work Session

May 19, 2026  
Planning Commission  
Public Hearing

**ZOTA-26-1 – A RESOLUTION TO RECOMMEND APPROVAL OF A ZONING ORDINANCE TEXT AMENDMENT TO ARTICLE 3 TO ALLOW HOTELS OF UP TO 30 OR 40 ROOMS, AS WELL AS CLUBS AND LODGES, AS BY-RIGHT USES IN THE CENTRAL BUSINESS DISTRICT**

**WHEREAS**, Warrenton, VA (Hereinafter "the Town") is a municipal corporation located within the County of Fauquier; and

**WHEREAS**, the Warrenton Town Council (Hereinafter "Council") may, by ordinance, amend, supplement, or change the regulations of the Zoning Ordinance of the Town whenever the public necessity, convenience, general welfare or good zoning practice may require such an amendment; and

**WHEREAS**, such an amendment was initiated by resolution of Council in accord with the procedures and requirements of Section 11-3.9 of the Zoning Ordinance on April 14, 2026; and

**WHEREAS**, on April 21, 2026 the Town of Warrenton Planning Commission held a work session to discuss the text amendment to allow Hotels of up to 30 or 40 rooms as a Permitted Use (by-right) per Section 3-4.11.2 of the Zoning Ordinance; and

**WHEREAS**, on May 19, 2026 the Town of Warrenton Planning Commission held a public hearing on this matter; and

**WHEREAS**, the Town of Warrenton Planning Commission finds that per the Code of Virginia §15.2-2286(A)(7) this text amendment is in the best interest of public necessity, convenience, general welfare, and good zoning practice; now, therefore, be it

**RESOLVED**, by the Town of Warrenton Planning Commission on this 19<sup>th</sup> day of May, 2026, that the Commission hereby recommends APPROVAL of the following text amendment to Article 3 of the Town of Warrenton Zoning Ordinance as set forth herein.

**Votes:**

**Ayes:**

**Nays:**

**Absent from Vote:**

**Absent from Meeting:**

**For Information:**

Community Development Director,  
Town Attorney

**ATTEST:** \_\_\_\_\_  
Town Recorder

## 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**  
**May 19, 2026**

### 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

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

- Accessory buildings
- Apartments
- Banks and other financial institutions, but not drive-in facilities
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- Cleaning and pressing shops limited to six (6) pressing machines, and four (4) dry cleaning machines
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**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~~
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- 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

May 19, 2026  
Planning Commission  
Public Hearing

**ZOTA-26-1 - A RESOLUTION TO RECOMMEND DENIAL OF A ZONING ORDINANCE TEXT AMENDMENT TO ARTICLE 3 TO ALLOW HOTELS OF UP TO 30 OR 40 ROOMS, AS WELL AS CLUBS AND LODGES, AS BY-RIGHT USES IN THE CENTRAL BUSINESS DISTRICT**

**WHEREAS**, Warrenton, VA (Hereinafter "the Town") is a municipal corporation located within the County of Fauquier; and

**WHEREAS**, the Warrenton Town Council (Hereinafter "Council") may, by ordinance, amend, supplement, or change the regulations of the Zoning Ordinance of the Town whenever the public necessity, convenience, general welfare or good zoning practice may require such an amendment; and

**WHEREAS**, such an amendment was initiated by resolution of Council in accord with the procedures and requirements of Section 11-3.9 of the Zoning Ordinance on April 14, 2026; and

**WHEREAS**, on April 21, 2026 the Town of Warrenton Planning Commission held a work session to discuss the text amendment to allow Hotels of up to 30 or 40 rooms, Clubs and Lodges, as well as Inns, Bed and Breakfasts, and Tourist Homes as Permitted Uses (by-right) per Section 3-4.11.2 of the Zoning Ordinance; and

**WHEREAS**, on May 19, 2026 the Town of Warrenton Planning Commission held a public hearing on this matter; and

**WHEREAS**, the Town of Warrenton Planning Commission finds that per the Code of Virginia §15.2-2286(A)(7) this text amendment is not the best interest of public necessity, convenience, general welfare, and good zoning practice; now, therefore, be it

**RESOLVED**, by the Town of Warrenton Planning Commission on this 19<sup>th</sup> day of May, 2026, that the Commission hereby recommends DENIAL of text amendment ZOTA-26-1.

**Votes:**

**Ayes:**

**Nays:**

**Absent from Vote:**

**Absent from Meeting:**

**For Information:**

Community Development Director,  
Town Attorney

**ATTEST:** \_\_\_\_\_

**Town Recorder**

May 19, 2026  
Planning Commission  
Public Hearing

**ZOTA-26-1 – A RESOLUTION TO RECOMMEND APPROVAL OF A ZONING ORDINANCE TEXT AMENDMENT TO ARTICLE 3 TO ALLOW HOTELS OF UP TO 30 OR 40 ROOMS, CLUBS AND LODGES, AS WELL AS INNS, BED AND BREAKFASTS, AND TOURIST HOMES AS BY-RIGHT USES IN THE CENTRAL BUSINESS DISTRICT**

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**WHEREAS**, on May 19, 2026 the Town of Warrenton Planning Commission held a public hearing on this matter; and

**WHEREAS**, the Town of Warrenton Planning Commission finds that per the Code of Virginia §15.2-2286(A)(7) this text amendment is in the best interest of public necessity, convenience, general welfare, and good zoning practice; now, therefore, be it

**RESOLVED**, by the Town of Warrenton Planning Commission on this 19<sup>th</sup> day of May, 2026, that the Commission hereby recommends APPROVAL of the following text amendment to Article 3 of the Town of Warrenton Zoning Ordinance as set forth herein.

**Votes:**

**Ayes:**

**Nays:**

**Absent from Vote:**

**Absent from Meeting:**

**For Information:**

Community Development Director,  
Town Attorney

**ATTEST:** \_\_\_\_\_

**Town Recorder**

### 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**  
**May 19, 2026**

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

- Accessory buildings
- Apartments
- 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
- Clubs & Lodges
- Community buildings
- Historic shrines and museums
- Home Occupations
- Hotels of up to 30 or 40 rooms
- Inns, Bed & Breakfasts, and Tourist Homes
- 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



# ZOTA-26-1

## A Zoning Ordinance Text Amendment affecting Hotels, Clubs and Lodges in the Central Business District

Planning Commission Public Hearing  
May 19, 2026

# Text Amendment – ZOTA-26-1

A text amendment to allow as Permitted, by-right uses in the Central Business District (CBD):

- Hotels of up to 30 or 40 Rooms
- Clubs & Lodges

## Process:

- Initiated by Town Council on April 14, 2026
- Planning Commission Work Session April 28, 2026
- Planning Commission Public Hearing May 19, 2026

The Planning Commission must make a recommendation to Town Council by no later than 100 days after the first meeting.

100-day deadline:  
August 6, 2026

Potential Planning Commission meeting dates for final recommendation:  
Tuesday, July 21, 2026  
Tuesday, July 28, 2026

# Zoning Ordinance Regulations – Article 3

Item 2.

## Current Zoning Ordinance Provisions

### Section 3-4.11.3 Permissible Uses

Requires the approval of a Special Use Permit by Town Council

#### ➤ *A Legislative Approval Process*

- Clubs and Lodges
- Hotels and Motels, not exceeding 75 Rooms

## Proposed Zoning Ordinance Provisions

### Section 3-4.11.2 Permitted Uses

By-Right Uses - Requires Site Plan, Zoning & Building Permits

#### ➤ *An Administrative Approval Process*

- Clubs and Lodges
- Hotels of up to 30 or 40 Rooms

### Section 3-4.11.3 Permissible Uses

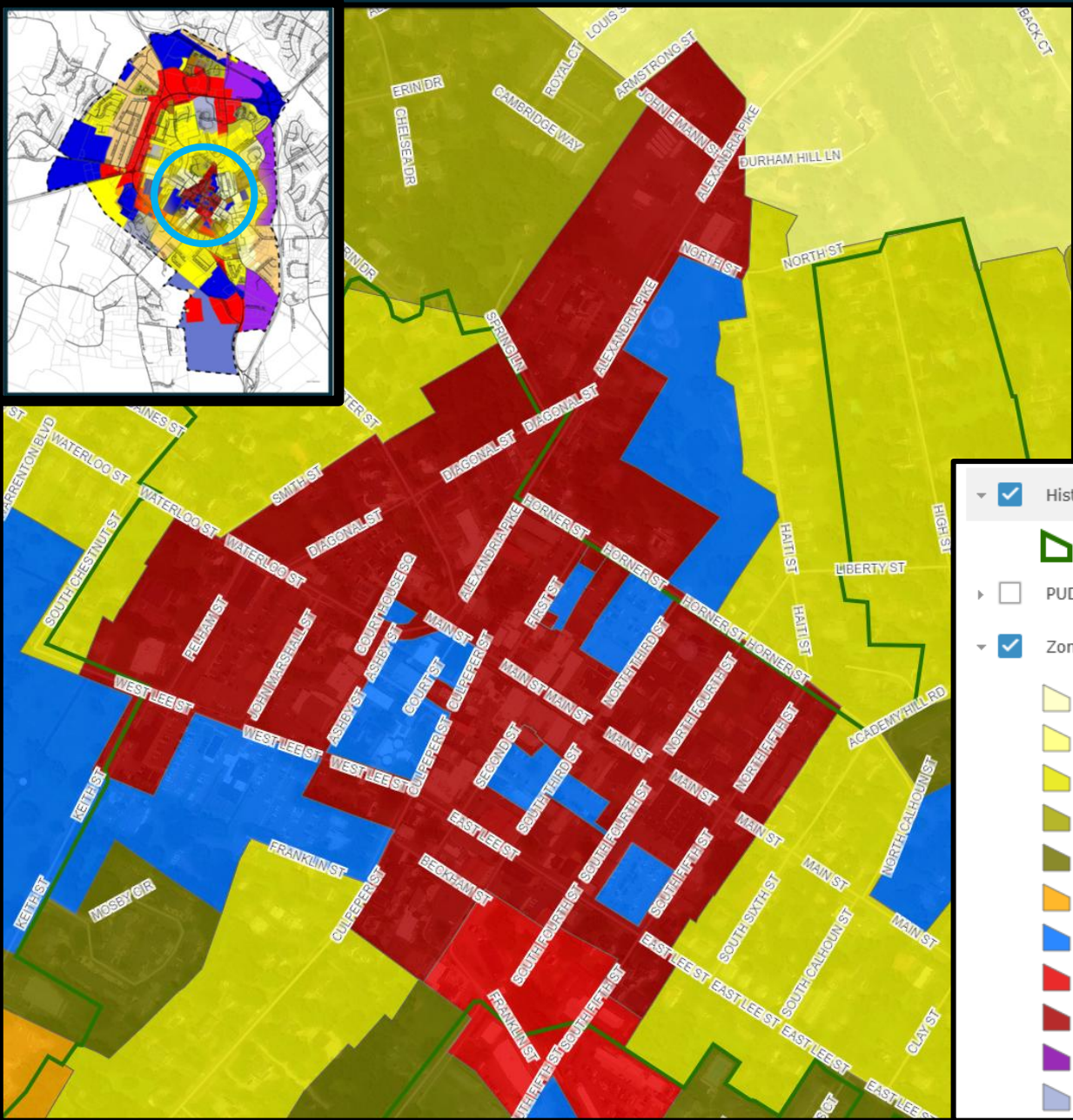
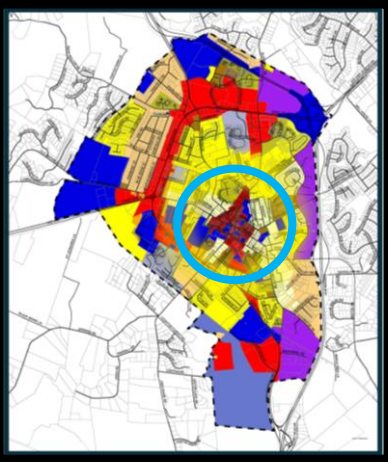
Requires the approval of a Special Use Permit by Town Council

#### ➤ *A Legislative Approval Process*

- Hotels and Motels, not exceeding 75 Rooms

# Central Business District

- ❖ 264 Parcels
- ❖ Established in 1976
- ❖ Most lots are within the Historic District



Historic District Overlay

PUD Overlay

Zoning Districts

- R-15
- R-10
- R-6
- RT
- RMF
- RO
- PSP
- C
- CBD
- I
- PUD

## Legislative Intent of the District Z.O. Section 3-4.11.1

- Re-Use of Existing Buildings
- Preservation of Character
- Pedestrian Environment
- Mixed Uses
- Design Uniformity
- Adequate Parking

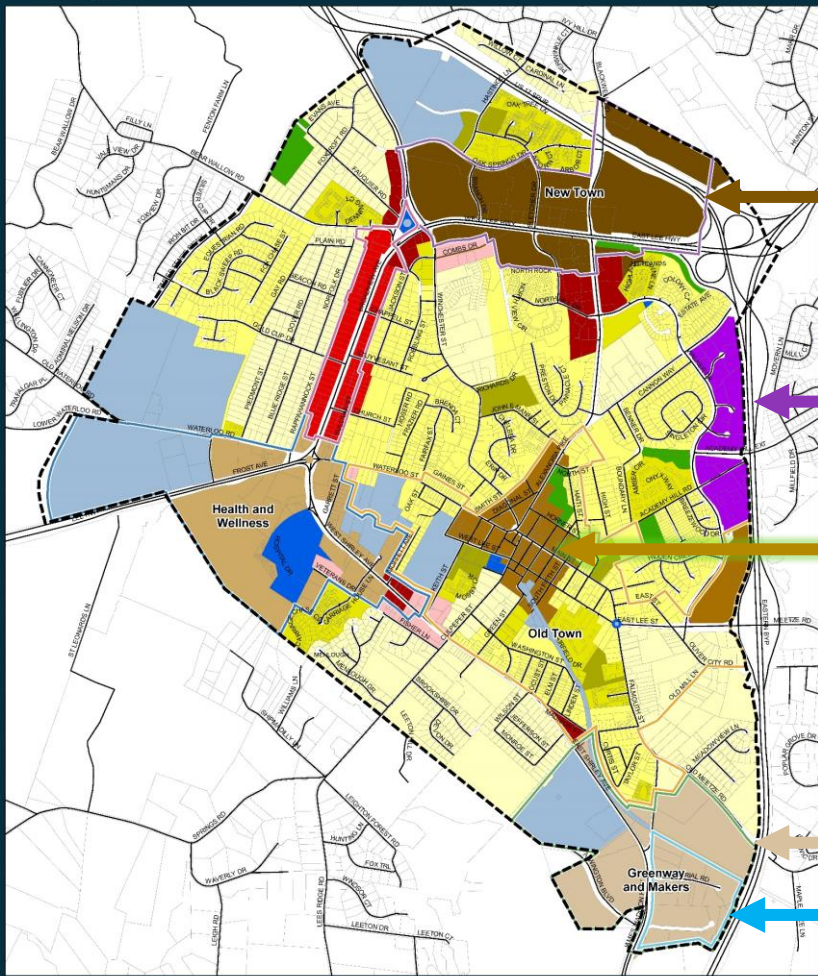
# Future Land Use Map

## Comprehensive Plan – Plan Warrenton 2040

Current Zoning Map – Industrial District

Future Land Use Map:

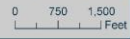
- New Town Character District/New Town Mixed Use
- Light Industrial
- **Old Town Character District/Old Town Mixed Use**
- Greenway & Makers Character District/Greenway and Wellness Mixed Use
- Makers Character District



<b>Legend</b>			
<b>Character Districts</b>	Makers District	Re-Planned Commercial	Park
Greenway and Makers District	<b>Future Land Use</b>	Commercial	Public/Semi-Public Non-Intensive
Health and Wellness District	Greenway and Wellness Mixed Use	Light Industrial	Public/Semi-Public Intensive
New Town District	Health and Wellness Mixed Use	Low Density Residential	<b>Other Features</b>
Old Town District	Old Town Mixed Use	Medium Density Residential	Parcel
<b>Overlay Districts</b>	New Town Mixed Use	High Density Residential	Street
Broadview Commercial District	Office	Live-Work Neighborhood	Town of Warrenton Boundary

July 6, 2021

Source:  
Town of Warrenton  
& Fauquier County



# Old Town Character District

## Comprehensive Plan – Plan Warrenton 2040



Warrenton will continue to promote Old Town as the signature, cultural, social, and historic hub. The Town will encourage infill housing and other adaptive reuse of structures to bring more foot traffic to Old Town, but maintain the historic character and scale.

# Zoning Ordinance Regulations – Article 3

Item 2.

## Current Zoning Ordinance Provisions

### Section 3-4.11.3 Permissible Uses

Requires the approval of a Special Use Permit by Town Council

#### ➤ *A Legislative Approval Process*

- Clubs and Lodges
- Hotels and Motels, not exceeding 75 Rooms

## Proposed Zoning Ordinance Provisions

### Section 3-4.11.2 Permitted Uses

By-Right Uses - Requires Site Plan, Zoning & Building Permits

#### ➤ *An Administrative Approval Process*

- Clubs and Lodges
- Hotels of up to 30 or 40 Rooms

### Section 3-4.11.3 Permissible Uses

Requires the approval of a Special Use Permit by Town Council

#### ➤ *A Legislative Approval Process*

- Hotels and Motels, not exceeding 75 Rooms

# Zoning Ordinance Regulations – Article 12

## Use Category Definitions

- **Hotel:** A facility offering transient lodging accommodations for ten or more individuals on a daily rate and providing additional services, such as restaurants, meeting rooms, and recreational facilities (also see Motel).
- **Motel:** A building or group of two (2) or more detached or semi-detached buildings containing rooms or apartments having separate entrances provided directly or closely in connection with automobile parking or storage space serving such rooms or apartments, which building or group of buildings is designed, intended, or used principally for the providing of sleeping accommodations for automobile travelers and is suitable for occupancy at all seasons of the year.
- **Club:** Buildings and/or facilities owned and operated by a corporation, association, or persons, which serves as a gathering place for a group of individuals organized for a common purpose to pursue common goals, interests, or activities and characterized by certain membership qualifications, payment of fees and dues, regular meetings, and a constitution of by-laws.
- **Lodge:** (see Club)

# Zoning Ordinance Regulations – Article 7

## Required Minimum Parking

### Minimum Number of Spaces are Based off of:

- Closest-Available Use Category; or
- Parking Demand Information Provided by Applicant; or
- Research by Staff

Use Category	Minimum Parking Requirement	Ordinance Section
Hotel or Motel	One (1) space per room, plus one (1) space for each employee calculated for the work period containing the largest number of employees, plus additional spaces for restaurants.	Sec. 7-6 Commercial Uses
Restaurants, Sit Down	One (1) space per two hundred fifty (250) square feet of gross floor area.	Sec. 7-6 Commercial Uses
Civic Club or Org.	One (1) space per four (4) members, based on the designed occupancy load.	Sec. 7-4 Institutional and Community Service Uses
Country Club	One (1) space per four (4) members, based on the designed occupancy load.	Sec. 7-5 Recreational Uses

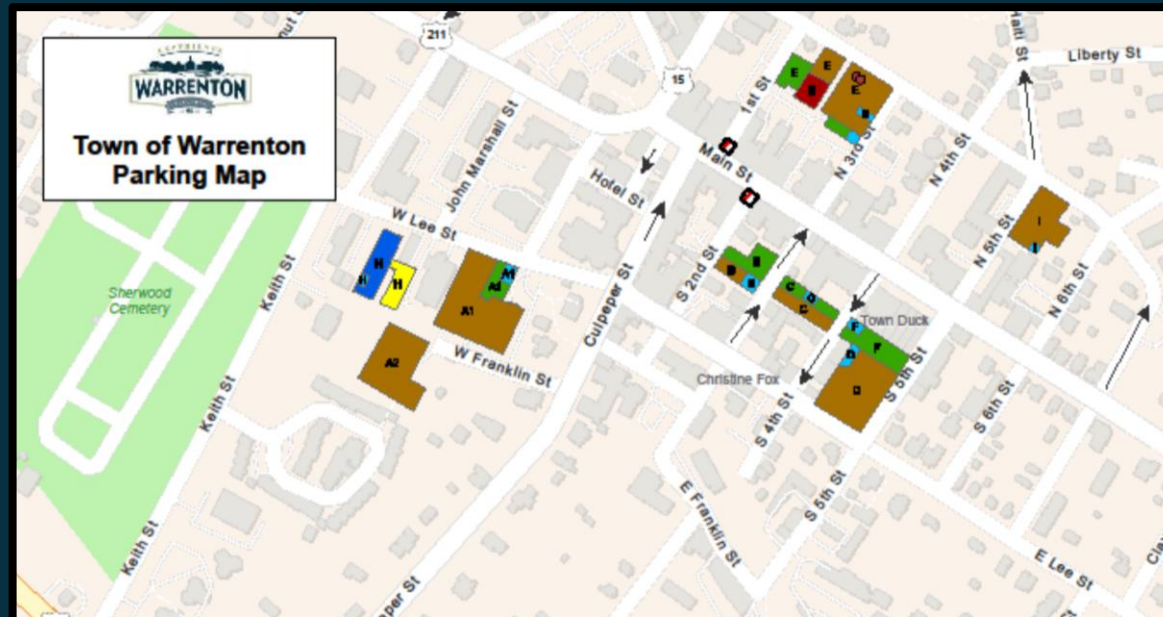
# Zoning Ordinance Regulations – Article 7

## Required Minimum Parking

### Special Parking Considerations for the Central Business District

- Section 7-9.1 – 25% Reduction if the use is within 500 feet of another off-site parking lot.
- Section 7-9.2 – 25% Reduction if the applicant contributes to the Downtown Parking Fund\*
- Section 7-13 – 100% Reduction if the use is within 300 feet of a Town-owned parking lot.

\* A parking fund is provided for in the Zoning Ordinance, but a fund has not been adopted by Town Council.



# Ordinance Comparison

## *Neighboring Towns*

### Town of Purcellville

- Hotels are permitted by-right in the mixed used and neighborhood scale districts (C-1, MC, C-4).

### Town of Culpeper

- Consumer Service – Indoor is permitted by-right in all mixed use districts (MX, NC, C)

### Town of Leesburg

- Hotels and Motels are permitted with the approval of a Special Exception in the Community (Downtown) Business District (B-1).

# Work Session Questions & Research Results

Item 2.

## **How was the Chilton House bed and breakfast approved? Have there been any complaints about the use?**

- The Chilton House, located at 97 Culpeper Street, was approved via Special Use Permit, case number SUP-16-06 on March 14, 2017. The approved use was for a Bed and Breakfast, with an approval condition that an owner/operator must reside on site. Currently, the business operates as the Chilton House Suites, with the main 'Manor' containing 5 bedrooms, and the 'Cottage' containing 2 bedrooms, each able to be rented out either separately or together. Per the business website, the business currently operates without an operator on-site, with no breakfast service, and all booking handled remotely. No records of complaints about this use were located.

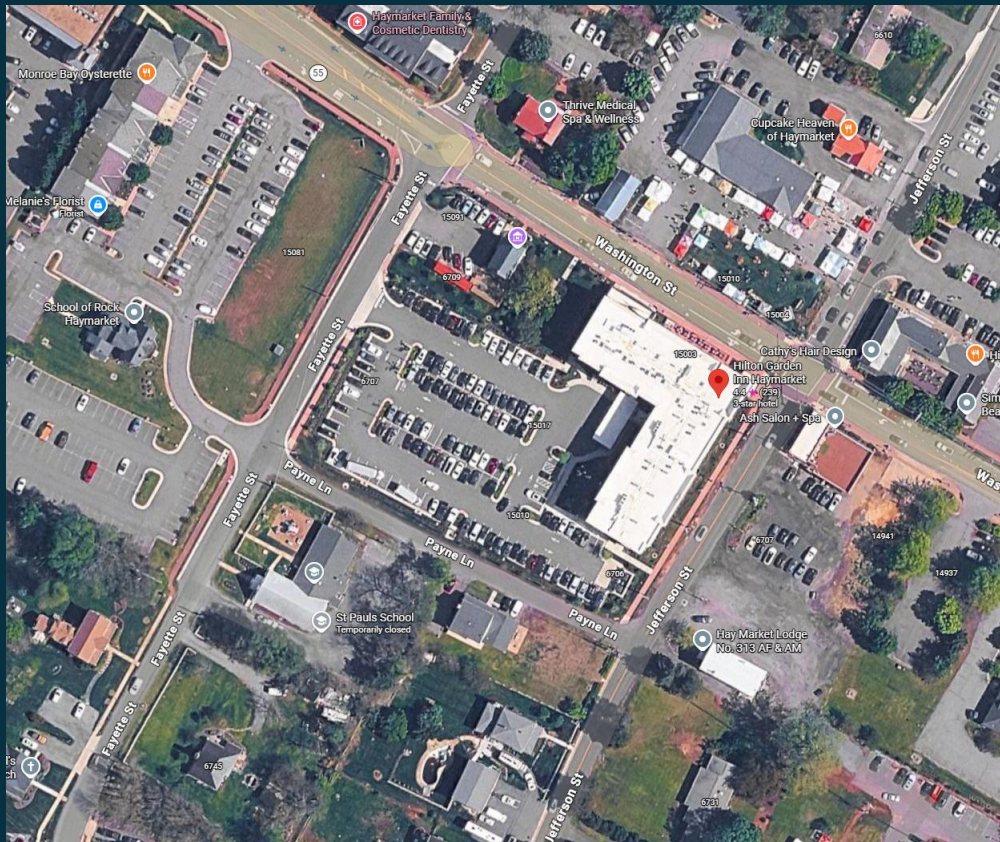
## **What is the small hotel located off of Davis Street in Culpeper?**

- The hotel is operated as 'Suites at 249', located at 249 East Davis Street, and includes 6 'suites' (one suite has two bedrooms). The business is advertised as a 'contactless' and 'concierge-less' 'boutique hotel', where all booking and inquiries are handled remotely, with no on-site operator. There are no designated parking spaces, except for the one 2-bedroom suite, which has 2 dedicated on-site parking spaces; all other guest parking uses the public parking spaces available in the East Davis Street area.

# Work Session Questions & Research Results

**There is a hotel located in Haymarket (Hilton Garden Inn), in the Haymarket area that is equivalent to the Town's Old Town/CBD district – does this hotel provide on-site parking?**

- The Hilton Garden Inn is located at 15001 Washington Street, adjacent to the Haymarket Museum. The 4-story hotel offers free parking on their website, and aerial maps show approximately 129 on-site parking spaces.



# Work Session Questions & Research Results

Item 2.

## **If someone were to construct a new hotel building in the CBD district, how tall could the building be?**

- The CBD district allows for new buildings to be constructed up to a maximum of 45 feet in height by-right; a building could be constructed up to 75 feet in height with the approval of a Special Use Permit from Town Council. Given that a non-residential floor is generally about 12 feet, this would allow a building of about 3 to 4 stories tall by-right, and up to 6 or 7 stories with approval of a SUP.

## **Are Town water and sewer utilities adequate for hotels? How is this determined by the Public Utilities staff? Would water and sewer use be different for hotels as compared to restaurants or offices?**

- Per the Public Utilities Director, Mr. Steven Friend, generally, each proposed use has to be looked at individually for the size/activity/intensity. However, the average water/sewer use for a hotel is calculated by staff at 100 gallons per day, per room/guest. Higher star hotels can use more daily, but the average amount used for estimation purposes is 100 gallons per day, per room/guest. Whether a hotel will use more or less water/sewer than a restaurant or office cannot be answered unless the size and type of the restaurant/office/hotel is known. However, as long as the proposed usage is not more than what the current usage amount is, there would be sufficient water/sewer capacity for one or more buildings converted into a hotel.

# Work Session Questions & Research Results

**Please provide the parking demand/availability study that was completed as a part of the CBD density text amendment.**

- In 2017 Walker Parking Consultants prepared a Parking Management Plan, that looked at both the “core” Old Town area, as well as a larger “periphery” area. The report found that currently there is a small operational surfeit of parking spaces in the core Old Town area during the peak use period of weekday “office hours”, 8am-5pm, with more open parking spaces during evening and weekend time periods. The report detailed that while there is currently a small operational surfeit during the current peak weekday hours, that full development/redevelopment of the old town area would generate more parking demand than is currently available, necessitating either the Town constructing additional parking facilities, or a greater reliance on privately-owned parking areas.

**What is the typical traffic generated by a restaurant or hotel?**

- According to the ITE Trip Generation Manual, 11<sup>th</sup> Edition, the time when the most vehicle trips are generated by either a hotel or a restaurant is in the afternoon and evening hours. There is a second morning peak, associated with hotel check-outs, however the larger traffic generator is during the late afternoon and evening for restaurant diners and hotel check-ins. Per the ITE Manual, restaurants and hotels typically generate the following vehicle trips:

Hotel = 0.59 vehicle trips per hour, per room

Fine Dining Restaurant = 7.8 vehicle trips per hour, per 1,000 square feet of gross floor area

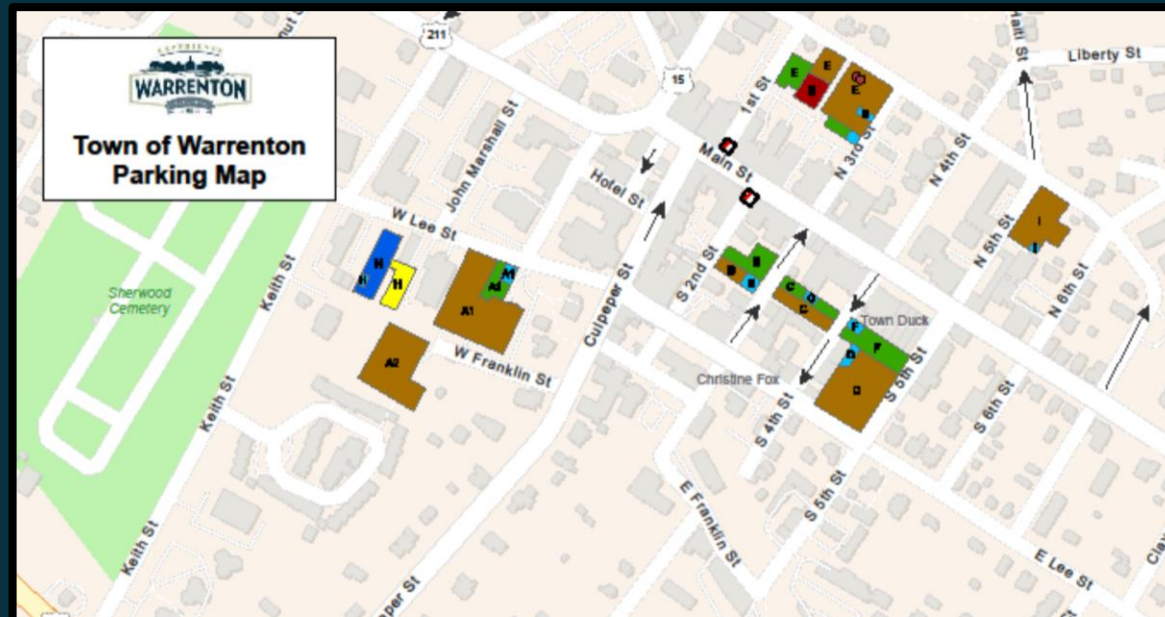
High Turnover (sit-down) Restaurant = 9.05 vehicle trips per hour, per 1,000 square feet of gross floor area

As an example, a hotel with 40 rooms would generate approximately 23.6 vehicle trips during the hour with the highest amount of traffic – usually during the late afternoon or evening check in period. This contrasts with the highest traffic volumes in Old Town, which were found to be during the morning clock-in and afternoon clock-out hours typical of office uses, as noted in the 2017 Waler Parking Consultants Parking Management Plan

# Work Session Questions & Research Results

## How many parking spaces are available in Old Town/CBD district?

- The 2017 parking study that was completed by the Town shows that there were 602 parking spaces in public parking lots, inclusive of all time-restricted, unrestricted, and handicapped parking spaces. After the Town purchased the new Town Hall, adding 39 parking spaces behind the former bank building, the total number of public parking spaces is now 641 spaces. A copy of the 2017 parking study map is attached that breaks down the number, type and location of parking spaces.



# Work Session Questions & Research Results

## Do other jurisdictions have specific standards for hotels?

- Local jurisdictions typically have general parking, loading, lighting, noise, and other performance standards that are applicable to all uses. In Albemarle County, there are appearance standards within their Entrance Corridor overlay districts that would apply to all businesses, including any new hotel development or redevelopment, which is similar to Warrenton’s Historic District, where exterior renovations or new construction must conform to the historic district standards to maintain the existing historic character.
- There are State regulations for hotels that pertain to public health and sanitation, as found in the Virginia Administrative Code, §12VAC-431, as enforced by the Virginia Department of Health.
- One instance of hotel-specific regulations was found in the Town of Leesburg, where in the Downtown B-1 District (similar to Warrenton’s CBD district), the maximum number of rooms is 40, and the use is called out as a “Commercial Inn”, which is a different use category than the general “Hotel” use category for that jurisdiction. In Leesburg, parking regulations are different in the B-1 district compared to other non-residential districts. In the B-1 district, a “Commercial Inn” must provide 1 parking space per room; outside of the B-1 district, a hotel must provide 1 space per room, plus 1 space for every 2 employees, plus additional parking if there is a restaurant, as copied from the Leesburg zoning ordinance (full parking ordinance attached):

<u>Hotel or Motel</u>	1.0 per room, plus 1.0 per two employees, plus additional spaces for restaurants. B-1 District Only: 1.0 per room
Eating Establishment, Sit Down	1.0 per 150 square feet gross floor area.

# Work Session Questions & Research Results

Item 2.

## Are there a minimum number of rooms that are required to be considered a hotel?

- The Code of Virginia includes regulations for hotels, in §35.1 – *Hotels, Restaurants, Summer Camps, and Campgrounds*. There is no minimum number of rooms required under State Code for a Hotel, however Bed and Breakfasts have both a minimum and a maximum number of rooms. These two uses are defined in State Code as:

“Bed-and-breakfast operation” means a residential-type establishment that provides (i) two or more rental accommodations for transient guests and food service to a maximum of 18 transient guests on any single day for five or more days in any calendar year or (ii) at least one rental accommodation for transient guests and food service to a maximum of 18 transient guests on any single day for 30 or more days in any calendar year.

"Hotel" means any place offering to the public for compensation transitory lodging or sleeping accommodations, overnight or otherwise, including facilities known by varying nomenclatures or designations as hotels, motels, travel lodges, **tourist homes\*\***, or hostels.

# Work Session Questions & Research Results

\*\* Please note that the State Code definition of a Hotel includes tourist homes, which are considered a separate use category under the Town zoning ordinance.

➤ The Town zoning ordinance provides the following definitions in Article 12:

**Hotel:** A facility offering transient lodging accommodations for ten or more individuals on a daily rate and providing additional services, such as restaurants, meeting rooms, and recreational facilities (also see Motel).

**Motel:** A building or a group of two (2) or more detached or semi-detached buildings containing rooms or apartments having separate entrances provided directly or closely in connection with automobile parking or storage space serving such rooms or apartments, which building or group of buildings is designed, intended, or used principally for the providing of sleeping accommodations for automobile travelers and is suitable for occupancy at all seasons of the year.

**Tourist Home:** A dwelling where only lodging is provided for compensation for up to five (5) persons (in contradistinction to hotels and boardinghouses) and open to transients.

**Bed and Breakfast Facility:** A private residence, or portion thereof, where short-term lodging is provided for compensation (no longer than 14 consecutive days) and meals may be provided, to guests only. The operator of the facility shall live on the premises or in an adjacent premises on the same lot. Up to four (4) guest rooms without cooking facilities may be provided. [also see Tourist Home; also see Inn]

**Inn:** A single-family dwelling, portion thereof, or accessory building to, where short-term lodging is provided for compensation to transient guests only. Additional services, such as restaurants, meeting and event space, and recreational facilities may also be provided. The operator may or may not live on the premises. Up to twelve (12) guest rooms may be provided.

**Is the text amendment able to include changes to all transient occupancy uses, such as hotels, motels, inns, bed and breakfast facilities, and tourist homes, so that each of these similar uses have the same approval process?**

- Per the Town Attorney, Mr. Strother, yes, the text amendment can make all lodging accommodations in the CBD district by-right uses, as long as these lodging uses are limited to 30 or 40 rooms to match the initiation passed by Town Council.

## **Transient Occupancy Uses Allowed in the CBD District**

### **Section 3-4.11.3 Permissible Uses – With the approval of a Special Use Permit by Town Council**

- Hotels and motels, not exceeding seventy-five (75) rooms
- Hotels, Inns, Bed & Breakfasts, and Tourist Homes

# Moving Forward

## Scenario A

### *As Initiated by Town Council*

- Allow Hotels of up to 30 or 40 rooms as a by-right Permitted use.
- Allow Clubs & Lodges as a by-right permitted use.
- Keep Hotels of up to 75 rooms as a Permissible use with a Special Use Permit.

## Scenario B

### *Maintain the Status Quo*

- Recommend denial of the text amendment, and keep all Hotels and Clubs & Lodges as Permissible uses that must obtain a Special Use Permit.

## Scenario C

### *Revise all Lodging Uses to Permitted Uses*

- Allow Hotels of up to 30 or 40 rooms as a by-right Permitted use.
- Allow Inns, Bed & Breakfasts, and Tourist Homes as a by-right Permitted use.
- Allow Clubs & Lodges as a by-right Permitted use.
- Keep Hotels of up to 75 rooms as a Permissible use with a Special Use Permit.

# Text Amendment – ZOTA-26-1

## Process:

- Initiated by Town Council on April 14, 2026
- Planning Commission Work Session April 28, 2026
- Planning Commission Public Hearing May 19, 2026
- Next Step:
  - Make a Recommendation of Approval or Denial.
  - Defer Action until the Next Regular Meeting on June 16<sup>th</sup>.
  - Close the Public Hearing or leave it open.

## Questions that Require Answers:

- What is the right number of rooms - 30 or 40?
- What should or should not be a Permitted by-right use?

The Planning Commission must make a recommendation to Town Council by no later than 100 days after the first meeting.

100-day deadline:  
August 6, 2026

Potential Planning Commission meeting dates for final recommendation:  
Tuesday, July 21, 2026  
Tuesday, July 28, 2026

# Zoning Ordinance Criteria for Consideration of Text Amendments

When there is a request for a zoning ordinance text amendment, the Planning Commission and Town Council shall consider the following matters:

## Section 11-3.9.13 Two Main Considerations for Text Amendments:

1. Whether the proposed text amendment is consistent with the Comprehensive Plan.
2. Whether the proposed text amendment is consistent with the intent and purpose of the Zoning Ordinance.

## Section 11-3.9.12 Fourteen Additional Considerations – Use only those that are Relevant to the Proposed Text Amendment

1. Does it further the public interest, and conforms with the goals, objectives, and policies of the Comprehensive Plan?
2. Is it consistent with the Future Land Use Plan and the established character and land use patterns?
3. Is it justified by changed/changing conditions?
4. Would it create an isolated district that is unrelated to adjacent districts?
5. Are there now, or could there be built, adequate infrastructure and utilities to serve the use?
6. Is it compatible with properties in the vicinity, and would have no adverse impact on these properties?
7. Are there adequate sites elsewhere in the Town for the use?
8. Would there be traffic impacts that cannot be mitigated?
9. Is there already a reasonable and viable economic use of the property?
10. Would it have a negative impact on natural resources that is not compatible with the Comprehensive Plan?
11. Does it encourage economic development in areas deigned suitable by the Comprehensive Plan, provides desirable employment and enlarges the tax base?
12. Does it consider the current and future needs of the community, as determined by population and economic studies?
13. Does it enhance the opportunity for moderate housing for residents of the Town?
14. Does it negatively effect natural, scenic, archaeological, or historic features of significant importance?

# Questions?

**Resolution to Recommend Approval**

**June 16, 2026  
Planning Commission  
Regular Meeting**

**ZOTA-26-1 - A RESOLUTION TO RECOMMEND APPROVAL OF A ZONING ORDINANCE TEXT AMENDMENT TO ARTICLE 3 AND ARTICLE 9 TO ALLOW HOTELS OF UP TO 40 ROOMS, AS WELL AS INNS, BED & BREAKFASTS, AND TOURIST HOMES, AS PERMITTED, BY-RIGHT USES IN THE CENTRAL BUSINESS DISTRICT**

**WHEREAS**, Warrenton, VA (Hereinafter "the Town") is a municipal corporation located within the County of Fauquier; and

**WHEREAS**, the Warrenton Town Council (Hereinafter "Council") may, by ordinance, amend, supplement, or change the regulations of the Zoning Ordinance of the Town whenever the public necessity, convenience, general welfare or good zoning practice may require such an amendment; and

**WHEREAS**, such an amendment was initiated by resolution of Council in accord with the procedures and requirements of Section 11-3.9 of the Zoning Ordinance on April 14, 2026; and

**WHEREAS**, on May 19, 2026, the Town of Warrenton Planning Commission conducted a public hearing and considered written and oral testimony; and

**WHEREAS**, the Town of Warrenton Planning Commission finds that per the Code of Virginia §15.2-2286(A)(7) this text amendment is in the best interest of public necessity, convenience, general welfare, and good zoning practice; now, therefore, be it

**RESOLVED**, by the Town of Warrenton Planning Commission on this 16<sup>th</sup> day of June, 2026, that the Commission hereby recommends approval of the following text amendment to Article 3 and Article 9 of the Town of Warrenton Zoning Ordinance as set forth herein.

**Votes:**

**Ayes:**

**Nays:**

**Absent from Vote:**

**Absent from Meeting:**

**For Information:**

Community Development Director,  
Town Attorney

**ATTEST:** \_\_\_\_\_

**Town Recorder**

### Article 3 Zoning Districts and Map

Amended by Town Council: March 11, 2008  
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  - 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

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

- Accessory buildings
- Apartments
- 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
- Clubs & Lodges
- Community buildings
- Historic shrines and museums
- Home Occupations
- Hotels, not exceeding 40 rooms
- Inns, Bed & Breakfasts, and Tourist Homes
- 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

## 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  
 June 11, 2024  
June 16, 2026

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- 9-1 Accessory Structures and Uses; Parcel Limitations
- 9-2 Additional Regulations Where a Grouping or More than One Use is Planned for a Tract
- 9-3 Affordable Dwelling Unit Provisions
- 9-4 Apartment Buildings, Special Regulations
- 9-5 Bed and Breakfast Facilities
- 9-6 Cluster Development Provisions
- 9-7 Home Occupations and Home Businesses
- 9-8 Lighting
- 9-9 Manufacturing Buildings, Special Regulations
- 9-10 Mobile Homes (Manufactured Homes)
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- 9-13 Outdoor Display
- 9-14 Performance Standards for All Non-Residential Uses
- 9-15 Recycling Facilities
- 9-16 Residential Use Limitations
- 9-17 Steep Slopes
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- 9-19 Temporary Uses
- 9-20 Traditional Neighborhood Development Option (TND)
- 9-21 Utility Lots
- 9-22 Yard and Garage Sales
- 9-23 Massage Therapy, Establishment of Provisions for Therapists and Businesses
- 9-24 Mobile Food Vendors
- 9-25 Mixed-Use Development Option
- 9-26 Lodging Uses in the Central Business District (CBD)

**9-26 Lodging Uses in the Central Business District (CBD)**

Hotels not exceeding 40 rooms, Inns, Bed & Breakfasts, and Tourist Homes, as defined in Article 12, are permitted in the Central Business District (CBD), subject to the following additional standards.

**9-26.1 Additional Standards**

- A. A site development plan, meeting the requirements of Article 10 Site Development Plans, must be submitted for review and approval. The site development plan must demonstrate that:
1. Parking, equivalent to 0.75 parking spaces per room for rent, is provided on the same parcel or lot as the lodging use, and/or provided via an off-site parking agreement that will assure the permanent availability of such spaces.
    - a. Off-site parking spaces must be located within a 500-foot radius of the lodging use, and provide for safe and convenient pedestrian access to and from the lodging use. Any improvements to existing pedestrian facilities that are required to provide safe and convenient access to and from the lodging use are the responsibility of the developer.
    - b. This minimum parking requirement must be met regardless of any parking reductions or credits that may be available for other permitted or permissible uses in the Central Business District as found in Article 7 Off-Street Parking and Loading.
    - c. Any off-site parking agreement used to satisfy the minimum parking requirement must be provided to the Zoning Administrator for review and approval as a part of the required site development plan submittal.
    - d. A modification or waiver to this parking requirement may be granted by Town Council upon a recommendation from the Planning Commission, in accordance with the process as outlined in Article 11, Section 11-3.10 Special Use Permits and Waivers, or as a part of an application for a Zoning Map Amendment as regulated by Section 11-3.9 Zoning Amendments.
  2. A loading area is provided that is adequate for guest arrival/departure, luggage loading/unloading, deliveries, valet services, and other such similar activities that generate temporary, short-term vehicular trips.
    - a. For lodging uses with greater than 12 rooms for rent, the loading area must accommodate a minimum of 0.1 passenger vehicles per room for rent.
    - b. Vehicles using such loading area shall not impede traffic. Any use of the public right-of-way for such loading area must obtain a Right-of-Way Permit from the Department of Public Works.
- B. Any accessory use that is associated with the principal lodging use, such as restaurants, meeting rooms, clubs, lodges, or event space, must provide adequate parking for that use subject to the requirements of Article 7 Off-Street Parking and Loading, where these spaces are in addition to those parking spaces required under subsection A.1 above.

**Resolution to Recommend Denial**

**June 16, 2026  
Planning Commission  
Public Hearing**

**ZOTA-26-1 - A RESOLUTION TO RECOMMEND DENIAL OF A ZONING ORDINANCE TEXT AMENDMENT TO ARTICLES 3, 9 AND 12 TO ALLOW HOTELS OF UP TO 30 OR 40 ROOMS, AS WELL AS CLUBS AND LODGES, AS BY-RIGHT USES IN THE CENTRAL BUSINESS DISTRICT**

**WHEREAS**, Warrenton, VA (Hereinafter "the Town") is a municipal corporation located within the County of Fauquier; and

**WHEREAS**, the Warrenton Town Council (Hereinafter "Council") may, by ordinance, amend, supplement, or change the regulations of the Zoning Ordinance of the Town whenever the public necessity, convenience, general welfare or good zoning practice may require such an amendment; and

**WHEREAS**, such an amendment was initiated by resolution of Council in accord with the procedures and requirements of Section 11-3.9 of the Zoning Ordinance on April 14, 2026; and

**WHEREAS**, on May 19 the Town of Warrenton Planning Commission conducted a public hearing and considered written and oral testimony; and

**WHEREAS**, the Town of Warrenton Planning Commission finds that per the Code of Virginia §15.2-2286(A)(7) this text amendment is not in the best interest of public necessity, convenience, general welfare, or good zoning practice; now, therefore, be it

**RESOLVED**, by the Town of Warrenton Planning Commission on this 16<sup>th</sup> day of June, 2026, that the Commission hereby recommends denial of text amendment ZOTA-26-1.

**Votes:**

**Ayes:**

**Nays:**

**Absent from Vote:**

**Absent from Meeting:**

**For Information:**

Community Development Director,  
Town Attorney

**ATTEST:** \_\_\_\_\_

**Town Recorder**

# STAFF REPORT

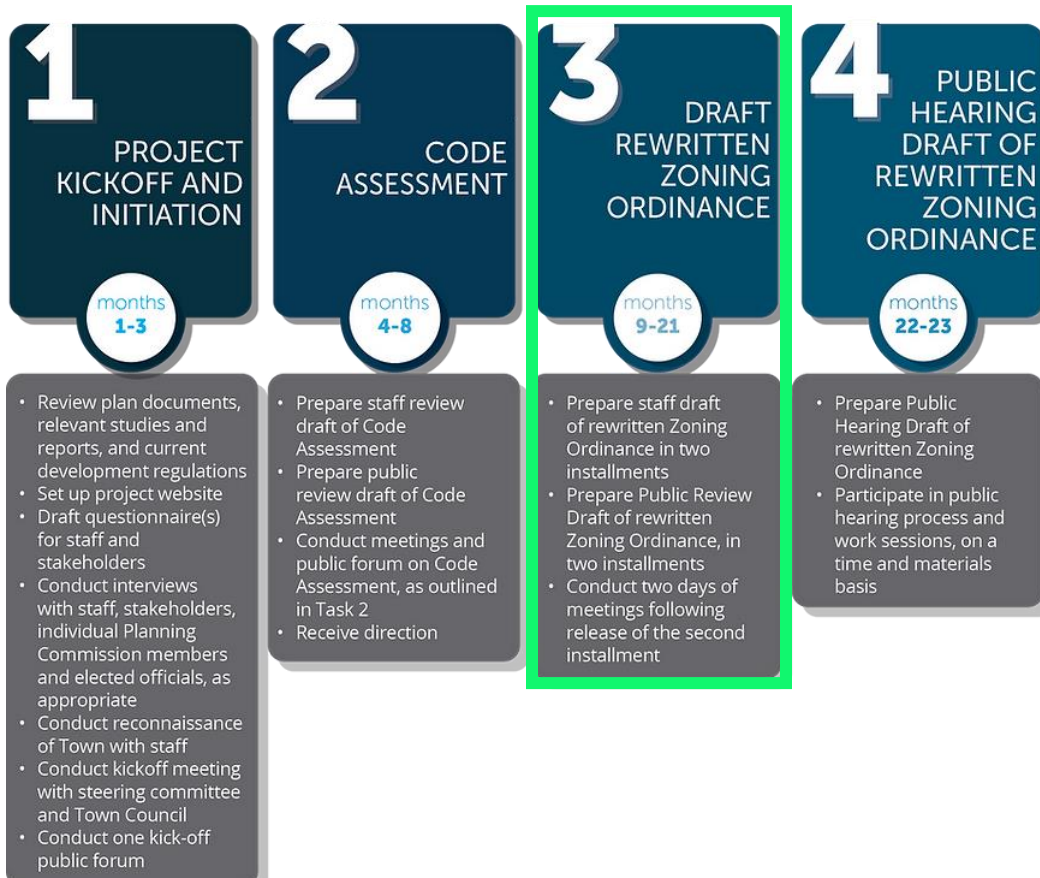
<b>Planning Commission Meeting Date:</b>	June 16, 2026
<b>Agenda Title:</b>	Zoning Ordinance Update – Module One Draft Update
<b>Requested Action:</b>	Review the Module One Documents & Provide Feedback
<b>Department / Agency Lead:</b>	Community Development
<b>Staff Lead:</b>	Heather Jenkins, Zoning Administrator

## EXECUTIVE SUMMARY

Town Council initiated an update to the Town of Warrenton Zoning Ordinance, and contracted with Clarion Associates to accomplish this task. The update process has been on-going, and at this time, Clarion Associates has Module One, the first half of the updated ordinance, available in draft form for public review.

## BACKGROUND

The Zoning Ordinance Update is scheduled as a four-step process, currently on Step 3, where a draft ordinance is prepared for public review and comment in two sections.



The first section, Module One, has four parts – General Provisions, Zoning Districts, Uses and Use-Specific Standards, and Rules of Measurement, Construction and Interpretation, and Definitions. Each of the four parts are summarized below, as found on the ordinance update webpage.

- **General Provisions (Article 1)**  
General provisions include certain rules that apply to the entire Zoning Ordinance. This section establishes a clear basis for authority for Warrenton to adopt, administer, and enforce zoning regulations. These standards are largely carried forward from the current Zoning Ordinance and aligned, where necessary, with state law. General provisions play an important role in the user-friendly nature of the updated Zoning Ordinance by clearly stating the applicability of the Ordinance, its purpose and intent, and how the new Ordinance interacts with other laws, covenants, or decrees, as well as the Town’s current Zoning Ordinance.

- **Zoning Districts (Article 2)**  
Zoning districts establish the standards for the various zoning districts and govern the types of development and uses allowed in different parts of Warrenton.

All of Warrenton’s current zoning districts are carried forward, except for the planned unit development district. Instead, two new planned unit development districts are proposed. These new districts include a standard Planned Development district, providing flexibility for larger, phased developments, and a Planned Development – Traditional Neighborhood Design (TND) district, that replaces the TND development option in the current Zoning Ordinance by offering a specific planned development district for traditional neighborhood style development. Five new character overlay districts are also established to implement the recommendations in the Comprehensive Plan, Plan Warrenton 2040.

Warrenton's new zoning district list is laid out in a single location in the Zoning Ordinance with a new layout that presents information in clear tables and includes new illustrations.

- **Uses and Use Specific Standards (Article 3)**  
Use regulations establish where specific uses are allowed or not allowed in Warrenton. For some uses, additional standards apply to limit a use's potential impacts on surrounding properties.

The use regulations in Warrenton’s updated Zoning Ordinance are organized into principal, accessory, and temporary uses and use specific standards in one location. The existing uses in Warrenton’s current Zoning Ordinance are modernized and defined, with each use being clearly established and any necessary use specific standards included. New uses, such as missing middle housing types, are added to support the Town’s long-term goals and vision based off of the Comprehensive Plan. These new uses are clearly defined and use specific standards, where needed, are established. Finally, a new section for interpretation of unlisted uses is established.

- **Rules of Measurement, Construction, and Interpretation and Definitions (Article 9)**  
Rules of measurement, construction, and interpretation and definitions are crucial elements of a user-friendly Zoning Ordinance. These sections guide the community to a mutual understanding of how the standards in the Zoning Ordinance function. This section in Warrenton’s updated Zoning Ordinance builds on the rules established in the Town’s current Zoning Ordinance.

**STAFF RECOMMENDATION**

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The Zoning Ordinance Steering Committee, as appointed by Town Council, will meet with Clarion Associates for a virtual presentation on June 10, 2026 to begin the Committee’s review of Module One. At a later date, tentatively in July, the draft ordinance will be presented to both the Town Council and the Planning Commission at a joint meeting.

Module Two of the Zoning Ordinance Update will be prepared by Clarion Associates and provided for public review and comment at a later date. Module Two will include development standards such as parking, landscaping, lighting and signs, as well as code enforcement procedures.

Prior to any final adoption of the updated Ordinance sections, public hearings must be conducted, with a recommendation by the Planning Commission and final decision by the Town Council.

At this time, staff is requesting that the Planning Commission review the Module One provisions, and participate in the feedback survey that is available online. Any specific questions can be directed to Community Development staff, and can be answered by staff or by Clarion Associates, as appropriate.

All work products, to include the complete draft of Module One, as well as the feedback survey for this module and all other work products and background information can be accessed online at **[www.warrentonzoningordinanceupdate.com](http://www.warrentonzoningordinanceupdate.com)**.

**Service Level/Collaborative Impact**

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The Zoning Ordinance is a legal document that lays out how land in the Town may be used and developed, which in turn generates the need for services that are provided by the Town to residents, business owners, and visitors.

**Policy Direction/Warrenton Plan 2040**

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The Zoning Ordinance Update was undertaken in direct response to the rewritten Comprehensive Plan, Plan Warrenton 2040, to transform the goals and objectives of that Plan into the built environment of the Town. While Comprehensive Plans are a guiding document, the Zoning Ordinance is a legally enforceable code of regulations that helps to ensure that new development and redevelopment within the Town will agree with what was envisioned in the Comprehensive Plan.

**Fiscal Impact**

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A fiscal impact study has not been prepared.

**Legal Impact**

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The Zoning Ordinance is an enforceable code of regulations that governs how property may be used within the Town.



Community Development  
Department

# STAFF REPORT

<b>Commission Meeting Date:</b>	June 16, 2026
<b>Agenda Title:</b>	ZMA 26-1 & ZMA 26-2: 18 Court Street and 10 Hotel Street
<b>Requested Action:</b>	Hold a Work Session
<b>Staff Lead:</b>	Casey DeHaven, Planning Manager
<b>Decision Deadline:</b>	September 24, 2026 - Unless Applicant Defers

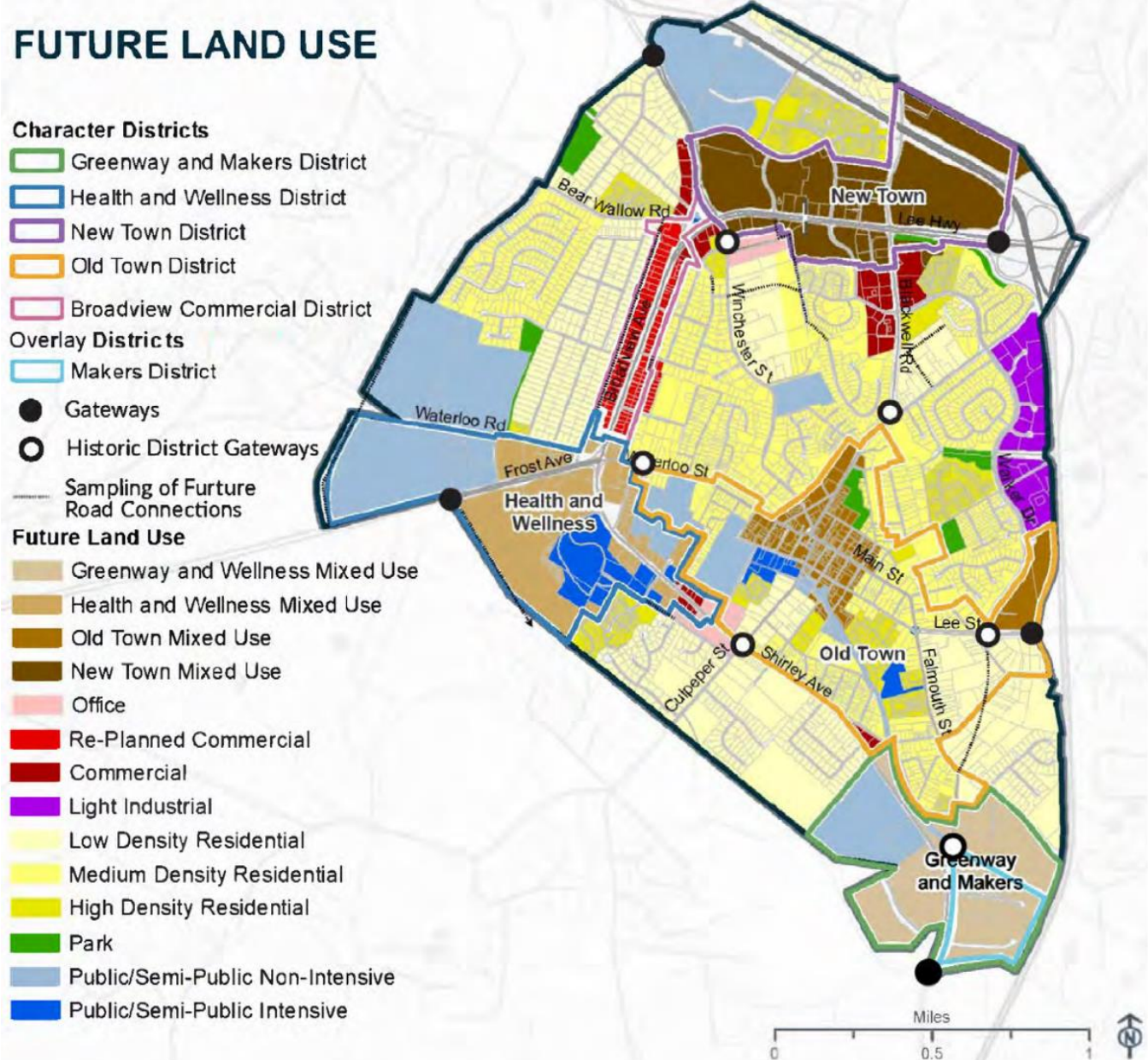
## EXECUTIVE SUMMARY

The Applicant is proposing a Zoning Map Amendment (ZMA) of two parcels from Public-Semi-Public (PSP) to Central Business District (CBD) zoning per Article 11-3.9 of the Zoning Ordinance. The proposal includes redevelopment of the 18 Court Street (GPIN: 6984-33-8623-000) property into a restaurant and redevelopment of the 10 Hotel Street (GPIN: 6984-33-7459-000) property into a hotel.

## BACKGROUND

ZMA 2026-1 and ZMA 2026-2 for 18 Court Street and 10 Hotel Street, respectively, were accepted on May 22, 2026. Staff provided agency comments on June 8, 2026. Staff identified comments related to Rezoning Plan submission, building regulations, signage, parking, lighting, Site Development Plan submission, and landscaping.

The Applicant will consider the Planning Commission Work Session discussion and staff comments for its Public Hearing submission. At that time, a staff report will be produced as part of the Public Hearing.



**STAFF RECOMMENDATION**

Hold a Work Session.



**Planning Commission Work Session**  
**ZMA 26-1 & ZMA 26-2: 18 Court Street & 10 Hotel Street**  
**PSP-to-CBD**  
**June 16, 2026**

# Request

## 18 Court Street & 10 Hotel Street

- **GPINS:** 6984-33-8623-000, 6984-33-7459-000
- **Applicant:** Grace Ramacciotti, Executive Assistant/Office Manager, Clay Construction LLC c/o Mr. Kevin Ash, President & CEO, Madison Dale Consulting LLC, Courthouse Commons LLC, Leesburg Central LLC, Clay Construction LLC.
- **Property Owner:**
  - Current for 18 Court Street: Town of Warrenton
  - Current for 10 Hotel Street: Fauquier County
- **ZMA to rezone** 18 Court Street & 10 Hotel Street from Public/Semi-Public (PSP) to Central Business District (CBD)
- **Comprehensive Plan:** Old Town Character District Underlay

## Proposed Location

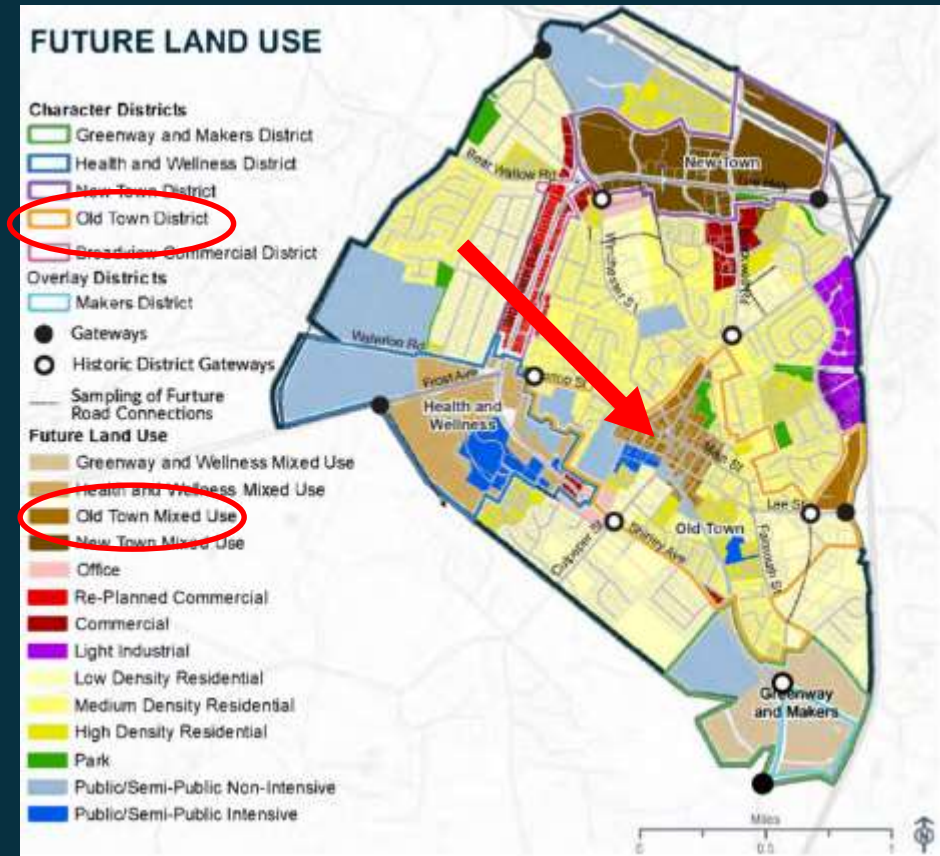


# Adjacent Uses

## Zoning Map



## Future Land Use – Old Town



# 18 Court Street

Item 4.



# 10 Hotel Street

Item 4.





**Planning Commission Work Session**  
**ZMA 26-1 & ZMA 26-2: 18 Court Street & 10 Hotel Street**  
**PSP-to-CBD**  
**June 16, 2026**

**Statement of Justification for Zoning Map Amendment**  
**18 Court Street, Warrenton, Virginia 20186**

This application requests a zoning map amendment for the property located at 18 Court Street in Warrenton, Virginia, to change the current zoning designation from Public/Semi-Public (PSP) to Central Business District (CBD).

Both Fauquier County and the Town of Warrenton have previously conducted public hearings regarding the future use and disposition of this property. Following these hearings, the governing bodies voted to approve the transfer and future use of the property by Madison Dale Consulting LLC for the proposed development of a restaurant.

Rezoning the property to the Central Business District designation will align the zoning classification with the approved and intended use of the site. The proposed CBD zoning is consistent with the Town's long-term planning objectives and will support economic development within the downtown area by encouraging hospitality, dining, and visitor-serving uses that complement the surrounding business district.

The requested amendment will facilitate the adaptive reuse and productive redevelopment of the property while promoting increased economic activity, tourism, and vitality within the historic downtown core. Approval of this rezoning will ensure that the zoning designation accurately reflects the property's intended function and supports the continued growth and enhancement of Warrenton's Central Business District.

For these reasons, the requested zoning map amendment is justified and consistent with the Town of Warrenton's planning goals and the previously approved disposition of the property.

Date Stamp

TOWN OF WARRENTON

P.O. Drawer 341
Warrenton, VA 20188
(540) 347-1101 x106
Permittech@warrentonva.gov



LAND USE APPLICATION:
AFFIDAVIT

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

This affidavit certifies that the party listed, who is listed as the Applicant's Representative on a land use application, has been granted authorization to make an application and act on behalf of a property owner. It must be filled out completely by the property owner if another party is submitting an application(s) on the owner's behalf. This form must be notarized and must be submitted prior to issuance. Copies of affidavits are unacceptable.

I, Kevin Ash, Contractual Purchaser am the owner of the property listed below and I certify that I have granted, Grace Ramacciotti as my duly authorized agent and give permission to make a land use application and act on my behalf for the following address:

for the land use application of 18 Court Street, Warrenton, VA 20186

Signature of Property Owner: [Handwritten Signature] Date: 05/19/2020

(FOR NOTARY USE ONLY)

State/District of Virginia City/Town/County of Loudoun
a Notary Public in and for the aforesaid hereby certify that the following person:

Kevin Ash

appeared before me in the State/District and City/Town/County aforesaid and executed this affidavit on the following date (month, day, and year):

Notary Signature: [Handwritten Signature] Registration Number: 00345001

My Commission Expires: 08/31/2029



**Omitted Submission Material Cover Letter**

**10 Hotel Street, Warrenton, Virginia 20186**

**Plans** – Previously not required per Rob Walton ([rwalton@warrentonva.gov](mailto:rwalton@warrentonva.gov)); if this has changed, please inform the applicants.

**Disclosure of Real Properties in Interest** – No forms available on application.

**Certificate of Payment of Taxes** – Have not yet purchased this property from Town of Warrenton and therefore do not have certificate of payment of taxes.

**Property Owner Affidavit** – Included with revised language as Kevin Ash is not currently the owner of the property.

**Pre-Application Record** – Previously not required per Rob Walton ([rwalton@warrentonva.gov](mailto:rwalton@warrentonva.gov)); if this has changed, please inform the applicants.

**Statement of Justification for Zoning Map Amendment**  
**10 Hotel Street, Warrenton, Virginia 20186**

This application requests a zoning map amendment for the property located at 10 Hotel Street, Warrenton, Virginia 20186, to change the current zoning designation from Public/Semi-Public (PSP) to Central Business District (CBD).

Both Fauquier County and the Town of Warrenton previously conducted public hearings regarding the future use and disposition of this property. Following these hearings, the respective governing bodies approved the transfer and future use of the property by Madison Dale Consulting LLC for redevelopment as a hotel intended to support hospitality and visitor accommodations within the Town of Warrenton.

Rezoning the property to the Central Business District designation will align the zoning classification with the approved and intended use of the site. The proposed CBD zoning supports hospitality-oriented development and is consistent with the Town's broader economic development goals, particularly those focused on strengthening Warrenton's downtown as a destination for visitors, business travelers, and tourism.

The development of a hotel at this location will provide needed lodging accommodations that complement the surrounding downtown businesses, cultural resources, and public amenities. In addition, the project will contribute to increased economic activity, support local commerce, and enhance Warrenton's ability to host visitors and events.

Approval of this zoning map amendment will ensure that the property's zoning designation accurately reflects its intended hospitality use while supporting the continued growth, economic vitality, and character of Warrenton's Central Business District. For these reasons, the requested rezoning is appropriate and consistent with the Town's planning objectives and the previously approved disposition of the property.

**Omitted Submission Material Cover Letter**

**18 Court Street, Warrenton, Virginia 20186**

**Plans** – Previously not required per Rob Walton ([rwalton@warrentonva.gov](mailto:rwalton@warrentonva.gov)); if this has changed, please inform the applicants.

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Date Stamp

TOWN OF WARRENTON

P.O. Drawer 341
Warrenton, VA 20188
(540) 347-1101 x106
Permittech@warrentonva.gov



LAND USE APPLICATION:

AFFIDAVIT

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

This affidavit certifies that the party listed, who is listed as the Applicant's Representative on a land use application, has been granted authorization to make an application and act on behalf of a property owner. It must be filled out completely by the property owner if another party is submitting an application(s) on the owner's behalf. This form must be notarized and must be submitted prior to issuance. Copies of affidavits are unacceptable.

I, Kevin Ash, contractual purchaser am the owner of the property listed below and I certify that I have granted, Grace Ramacciotti as my duly authorized agent and give permission to make a land use application and act on my behalf for the following address:

for the land use application of 10 Hotel St, Warrenton, VA 20186

Signature of Contractual Purchaser: [Signature] Date: 5/19/2026

(FOR NOTARY USE ONLY)

State/District of Virginia City/Town/County of Loudoun

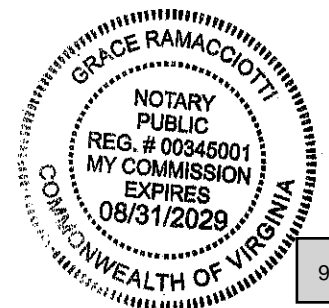
a Notary Public in and for the aforesaid hereby certify that the following person:


Kevin Ash

appeared before me in the State/District and City/Town/County aforesaid and executed this affidavit on the following date (month, day, and year):

Notary Signature: [Signature] Registration Number: 60345001

My Commission Expires: 08/31/2029



 = Property

### GENERAL NOTES

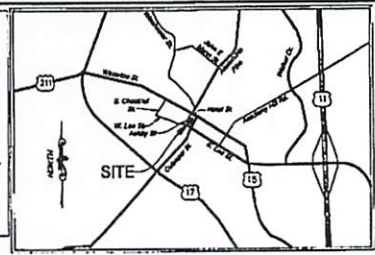
1. THE PROPERTIES SHOWN HEREON ARE IDENTIFIED ON THE FAUQUIER COUNTY, VIRGINIA GEODESIC INFORMATION SYSTEM AS PD 8884-23-028-028 AND 8884-23-028-023.
2. THE PROPERTY SHOWN HEREON IS NOW IN THE NAME OF THE BOARD OF SUPERVISORS OF FAUQUIER COUNTY, VIRGINIA, RECORDED IN DEED BOOK 171 AT PAGE 234 AND DEED BOOK 182 AT PAGE 346, AMONG THE LAND RECORDS OF FAUQUIER COUNTY, VIRGINIA.
3. INCIDENTAL DATA SHOWN HEREON IS REFERENCED TO THE VIRGINIA COORDINATE SYSTEM (NGS 83) - NORTH AS ESTABLISHED FROM A QUANTITY OF SURVEY.
4. BOUNDARY AND PROFILE IMPROVEMENTS SHOWN HEREON ARE BASED UPON A FIELD SURVEY CONDUCTED BY THIS FIRM BETWEEN THE DATES OF FEBRUARY 6, 2008 AND FEBRUARY 25, 2008. THE BOUNDARY SHOWN HEREON WAS ESTABLISHED BY LOCATING THE EXISTING "RIGHT-OF-WAY" OF WEST OF THE BUNGALOWING STREET (ASHBY, HOTEL, CLIPPER, AND WEST) BASED ON EVIDENCE OF PAIEMENT LOCATIONS AND MONUMENTATION POLAR PHYSICAL LOCATIONS OF BOUNDARIES ALONG THE PROPERTY LINES MAY BE NECESSARY, BUT HAVE BEEN CONSIDERED AT THIS DATE OF SURVEY.
5. NO TITLE REPORT FURNISHED. ALL UNDERLYING TITLE LINES, BOUNDARIES, EASEMENTS AND OTHER MATTERS OF TITLE MAY NOT BE SHOWN HEREON.
6. NO DEEDS, EASEMENTS, RIGHTS, RESERVATIONS, ENCUMBRANCES OR EQUITABLE INTERESTS, RECORDS, OR OTHER INVESTIGATIONS HAVE BEEN MADE FOR THE PURPOSE OF LOCATING, OR DETERMINING THE EXISTENCE OF, ADJACENT INTERESTS OR OTHER ENCUMBRANCES CONCERNING THE SITE IN THE PERFORMANCE OF DUTIES OF A CONSULTANT, LTD TO SERVICES FOR THE PROJECT AS SHOWN HEREON.
7. NO IDENTIFICATION HAS BEEN MADE AS TO THE LOCATION OF UNDERGROUND UTILITIES SUCH AS, BUT NOT LIMITED TO, ELECTRIC, GAS, TELEPHONE, CABLE, WATER, SEWER, AND OTHER SERVICES.
8. DURING THE PROCESS OF OUR PHYSICAL SURVEY NO INDICATIONS OF A CLAIMANT WERE FOUND. NO FURTHER SUSPICION OF THE PROPERTY HAS BEEN MADE FOR POSSIBLE CLAIMANTS.
9. ALL BUILDING DIMENSIONS ARE MEASURED AT THE OUTSIDE GROUND LEVEL OF BUILDING.
10. THE AREA SHOWN HEREON IS LOCATED ON THE FLOOD INSURANCE RATE MAP (FIRM) NO. 17-0002-0017 WITH AN EFFECTIVE DATE OF 08/25/2004, AND IS DESIGNATED AS FLOOD ZONE V (OTHER AREAS ARE SET FORTH TO BE OUTSIDE OF THE 100-YEAR FLOODPLAIN).

### OWNER'S CONSENT

THE BOUNDARY LINE ADJUSTMENT DESCRIBED HEREON IS WITH THE FREE CONSENT AND IN ACCORDANCE WITH THE DESIRE OF THE OWNERS, PROPRIETORS, TRUSTEES, AND LIEN HOLDERS THEREOF, AS APPLICABLE, AND SET FORTH IN FULL ALL RESTRICTIVE COVENANTS, RESERVATIONS AND DEDICATIONS APPLICABLE TO THE PROPOSED SURVEY.

COMMONWEALTH OF VIRGINIA TO WIT: THE FOREGOING OWNER'S CERTIFICATE WAS ACKNOWLEDGED BEFORE ME IN MY STATE AND COUNTY APPROXIMATELY THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2008.

\_\_\_\_\_  
 BOUNDARY PUBLIC  
 677 COMMONWEALTH EXPANSION



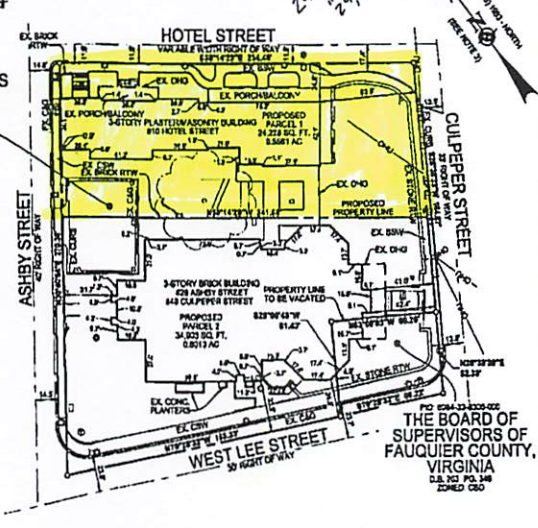
VICINITY MAP  
SCALE: 1" = 2000'

### AREA TABLE

OFFICE 8884-23-028-022	0.377 SQ. FT. OR 1.0771 ACRES
OFFICE 8884-23-028-023	2,228.00 SQ. FT. OR 0.0642 ACRES
TOTAL	2,228.377 SQ. FT. OR 0.0642 ACRES

### THE BOARD OF SUPERVISORS OF FAUQUIER COUNTY, VIRGINIA

PD 8884-23-028-028  
 D.S. 213 PG. 234  
 ZONED C-2



SCALE: 1" = 2000'


### LEGEND

LIBRARY - Stone	STORM MANHOLE	LIBRARY - Concrete Foundation	UTILITY - Fire Hydrant
(L) - Storm Drain Catch Basin	UTILITY - Sewer	LIBRARY - Brick	UTILITY - Gas
UTILITY - Sanitary Clear-out	UTILITY - Water	LIBRARY - Brick	UTILITY - Electric
UTILITY - Water	UTILITY - Water Valve	LIBRARY - Brick	UTILITY - Telephone
UTILITY - Sewer	UTILITY - Water Valve	LIBRARY - Brick	UTILITY - Cable
UTILITY - Gas	UTILITY - Water Valve	LIBRARY - Brick	UTILITY - Cable
UTILITY - Electric	UTILITY - Water Valve	LIBRARY - Brick	UTILITY - Cable
UTILITY - Telephone	UTILITY - Water Valve	LIBRARY - Brick	UTILITY - Cable
UTILITY - Cable	UTILITY - Water Valve	LIBRARY - Brick	UTILITY - Cable

### SURVEYOR'S CERTIFICATION

THIS BOUNDARY SURVEY ON THE LANDS OF THE BOARD OF SUPERVISORS OF FAUQUIER COUNTY, VIRGINIA WAS COMPLETED UNDER THE DIRECT AND PERSONAL SUPERVISION OF KEVIN H. BLANK, LICENSED LAND SURVEYOR, AND THAT THE PLAT MEETS MINIMUM ACCURACY STANDARDS OF THE COMMONWEALTH OF VIRGINIA UNDER THE PROVISIONS OF THE SURVEYING ACT OF 1970, AS AMENDED.

ON THIS 25TH DAY OF FEBRUARY, 2008.




KEVIN H. BLANK, LS  
 COMMONWEALTH OF VIRGINIA  
 LICENSED LAND SURVEYOR NO. 1282

### THE BOARD OF SUPERVISORS OF FAUQUIER COUNTY, VIRGINIA

WARREN GREEN BUILDING/FAUQUIER CIRCUIT COURT  
 DEED BOOK 230 PAGE 346

### THE BOARD OF SUPERVISORS OF FAUQUIER COUNTY, VIRGINIA

D.S. 213 PG. 234  
 ZONED C-2



BOUNDARY LINE ADJUSTMENT  
 THE PROPERTIES OF  
 THE BOARD OF SUPERVISORS OF FAUQUIER COUNTY, VIRGINIA

PROJECT: 20080411.00  
 DRAWING NO.: 114381  
 SCALE: 1" = 40'  
 DATE: 02/19/2008  
 DRAWN BY: MCH  
 CHECKED BY: BWS  
 SHEET NO.: 1 of 1

THE BOARD OF SUPERVISORS OF FAUQUIER COUNTY, VIRGINIA  
 CENTRAL WASHINGTON DISTRICT

## PARKING LEASE

This parking lease agreement (the "Agreement") is made as of the Effective Date, as defined below, by and between the Board of Supervisors of Fauquier County, Virginia (the "County"), a political subdivision of the Commonwealth of Virginia, and \_\_\_\_\_, a Virginia limited liability company ("Tenant").

### Recitals

R1. The County owns the real property consisting of 0.1916 acres, more or less, (the "Property") located in Warrenton, Virginia at the intersection of John Marshall Street and West Lee Street, identified as Tax Map Number 6984-33-2576-000, and further identified on Exhibit A hereto. The Property is improved by a parking lot that contains approximately 21 parking spaces.

R2. In connection with the sale of the nearby Warren-Green Hotel building to Tenant, the County has agreed to lease to Tenant, and Tenant has agreed to lease from the County, all of the parking spaces upon the Property as set forth in this Agreement.

### Agreement

In consideration of the promises and the mutual covenants contained herein, the parties agree as follows.

1. **Effective Date.** The Effective Date of this Agreement is the date this Agreement, or counterparts thereof, has been signed by both parties.

2. **Grant of Lease.** The County leases to Tenant, and Tenant leases from the County, the following real property improved by parking spaces:

Exclusive parking rights all of the parking spaces (the "Leased Parking Spaces") that are located upon the Property, together with the non-exclusive right over the paved portions of the Property that are not identified for parking for ingress and egress to and from the Leased Parking Spaces.

3. **Term.** The term of this Agreement shall be for five years, commencing upon the closing of Tenant's acquisition of the Warren-Green Hotel Building (the "Commencement Date"). Tenant shall have the right, by providing written notice to the County, to renew the term of this Agreement for one additional five-year term. After the expiration of the five-year initial term, including the five-year renewal term if exercised by Tenant, unless notice in writing of intent not to renew is provided by either party at least 90 days prior to the termination of the then-current term, this Agreement shall automatically renew for up to successive renewal terms of one year each.

4. **Rent.** Tenant shall pay to the County rent in monthly installment payments of \$1,000 per month in advance of the first day of each month at such location that the County may designate in writing to Tenant. If the Commencement Date is a day other than the first day of a calendar month, the first month's rent installment and the last month's rent installment shall be prorated accordingly to the number of days during which the Tenant will occupy the Leased Parking Spaces.

If a monthly installment of rent is not received before the sixth day of the month, Tenant agrees to pay as additional rent a late fee of \$100.00 for each such month.

5. **Signage.** Tenant shall have the right to install signage identifying the Leased Parking Spaces as reserved for space by Tenant, subject to (i) the County's approval of such signage, which shall not be unreasonably withheld, and (ii) any rules, regulations, or ordinances of the Town of Warrenton. Any signage installed by Tenant shall be removed by Tenant at the expiration of the term of this Agreement. In the event that Tenant fails to remove its signage at the expiration of the term of this Agreement, the County may cause such signage to be removed and charge the cost of such removal to Tenant as additional rent.

6. **Use of Property; Insurance; Indemnity.** Tenant shall only use the Leased Parking Spaces for the parking of motor vehicles. The Leased Parking Spaces may not be used for any other use unless permission is granted by the County in writing. The parking of trailers or food trucks is expressly prohibited unless permission is granted by the County in writing. Tenant shall comply with the provisions of all recorded covenants, conditions, and restrictions and all building, zoning, fire, and other governmental laws, ordinances, regulations, or rules applicable to the Leased Parking Spaces and all reasonable requirements of the carriers of insurance covering the Leased Parking Spaces that do not materially limit Tenant's uses as stated herein. The County agrees to inform Tenant of any requirements of the County's insurance carriers. Tenant shall not do anything on the Lease Parking Spaces or bring or keep anything on the Leased Parking Spaces that causes the insurance premiums for the Property to increase, injures the Property, constitutes unreasonable damage or waste, or is a nuisance (public or private) or menace. Tenant acknowledges that the Leased Parking Spaces are in good, clean, safe, and sanitary condition upon commencement of this Agreement, and, other than set forth in this Agreement, Tenant accepts the Leased Parking Spaces in "AS-IS" condition.

Tenant shall, at all times during the term of this Agreement and at Tenant's own expense,

carry general liability insurance on the Leased Parking Spaces with limits of not less than \$1,000,000.00 for injury or death to one person, and \$2,000,000.00 in the aggregate. Such insurance policy shall name the County as a named insured. A certificate of such insurance policy shall be delivered to the County promptly after the issuance of the policy and annually thereafter. If Tenant fails to provide or maintain such insurance, the County may, after requesting from Tenant production of the Certificate of such insurance policy, (but shall not be obligated to) do so and collect the cost thereof from Tenant.

All personal property, including motor vehicles, placed on the Leased Parking Spaces by Tenant or Tenant's guests, licensees, invitees, or others, shall be at the sole risk of person placing such personal property on the Leased Parking Spaces, and the County shall not be liable for the loss, destruction, theft of, or damage to such property.

7. **Alterations; Maintenance, and Repairs.** Tenant agrees that except as expressly provided otherwise herein, no changes, alterations, or improvements shall be done without the County's written consent. However, the County shall not unreasonably object to Tenant's request to make changes at Tenant's cost regarding the configuration of the Leased Parking Spaces, such as restriping the Leased Parking Spaces to increase the number of spaces or usability of spaces for Tenant's purposes. The County may require Tenant to return the Leased Parking Spaces to their original condition when this Agreement terminates or expires. Tenant shall promptly pay all sums of money due for labor, services, materials, supplies, and equipment furnished at Tenant's request with respect to the Leased Parking Spaces.

Tenant shall keep the Leased Parking Spaces in a good, clean, safe, and sanitary condition, and shall be responsible for reimbursing the County for the costs of repairing any damage other than ordinary wear and tear caused to the Leased Parking Spaces by Tenant, its agents, invitees, contractors, or guests. Tenant shall be responsible for snow and ice removal for the Leased Parking Spaces. Tenant shall be responsible for reimbursing the County for payment of any real property taxes, if any, assessed on the Leased Parking Spaces during Tenant's occupancy.

Upon the expiration or termination of this Agreement, Tenant shall deliver the Leased Parking Spaces to the County in good and clean condition, ordinary wear and tear excepted.

8. **County May Designate Alternate Location.** The County shall have the right, during the term of this Agreement, to relocate the Leased Parking Spaces by providing written notice to Tenant of the County's intention to move the Leased Parking Spaces to an alternate location. Such

alternate location must be within one-quarter mile of the Warren Green Hotel Building and have at least an equivalent amount of parking as the Property. The written notice to be provided by the County pursuant to this paragraph must be provided no less than 90 days prior to any relocation of the Leased Parking Spaces.

9. **Assignment and Subleasing.** This Agreement shall not be assigned by Tenant, nor any portion of the Leased Parking Spaces be sublet, without the prior written consent of the County.

10. **Subordination; Attornment; Non-Disturbance Agreement.** The rights of the Tenant hereunder are and shall be subject and subordinate to the lien of any mortgage or deed of trust, or the lien resulting from any other method of financing or refinancing, now or hereafter in force or placed against the Leased Parking Spaces, and to all advances made or hereafter to be made upon the security thereof and to any and all renewals, modifications, consolidations, replacements, extensions or substitutions of any such mortgage or deed of trust (the "Superior Instruments"). In the event of a foreclosure of any such mortgage, deed of trust, or other lien, or of any other action or proceeding for the enforcement thereof, or of any sale thereunder, including acquisition of the County's interest in the Leased Parking Spaces by the holder of any such mortgage, deed of trust, or other lien, Tenant shall, if requested to do so, attorn to such purchaser. Such subordination and attornment shall be automatic, without the execution of any further subordination and/or attornment agreement by Tenant. If, however, a written subordination and/or attornment agreement, consistent with this provision, is required by a mortgagee or beneficiary of a deed of trust, Tenant agrees to execute, acknowledge, and deliver the same.

11. **Estoppel Certificates.** Within ten (10) days after request therefor by the County, its agents, successors, or assigns, Tenant shall deliver, in recordable form, a certificate to any proposed mortgagee or purchaser, or to the County, together with a true and correct copy of this Agreement, certifying that this Agreement is in full force and effect with or without modification, as the case may be, the amount (if any) of prepaid rent and security deposit paid by Tenant to the County, that, to the best of Tenant's knowledge, the County has performed all of its obligations due under this Agreement and that there are no defenses, counterclaims, deductions, offsets outstanding, or other excuses for Tenant's non-performance under this Agreement, and any other fact reasonably requested by the County or such proposed mortgagee or purchaser. Tenant's failure to timely deliver such an estoppel certificate shall be conclusive upon Tenant: (i) that this Agreement is in full force and effect, without modification except as may be represented by the County; (ii) that there are no

uncured defaults in the County's performance and Tenant has no right to offset, counterclaim, defenses, or deduction against Rent or the County hereunder; (iii) that no more than one period's Rent has been paid in advance; and (iv) that no Security Deposit is held by the County. If Tenant fails to execute and deliver to the County an estoppel certificate as and when required by this paragraph, it shall constitute a material default of this Agreement. The County shall be entitled to execute such certificate on Tenant's behalf, and Tenant hereby appoints the County as Tenant's attorney-in-fact for such purpose, with full power and authority to execute, acknowledge, certify, and deliver such certificate on behalf of Tenant.

12. **Tenant's Default.** If rent or any other payment due to the County is unpaid by Tenant when due, and Tenant fails to pay such rent or other payment within five (5) days after written notice of non-payment, then the County may terminate Tenant's right to possess the Leased Parking Spaces and proceed to obtain possession of the Leased Parking Spaces and recover from Tenant damages, costs, and attorney fees as may be permitted by law.

If Tenant is non-compliant with any provision of this Agreement, other than a non-payment of rent or any other payment due the County, and Tenant shall fail to comply with such provision within twenty-one (21) days after written notice from the County specifying the act(s) and/or omission(s) constituting the non-compliance, unless the non-compliance is of such nature that it cannot be remedied within such twenty-one (21) day period and so long as Tenant commences the remedy of the non-compliance within such twenty-one (21) day period and thereafter diligently pursues the completion of same, then the County may terminate Tenant's right to possess the Leased Parking Spaces and proceed to obtain possession of the Leased Parking Spaces and recover from Tenant damages, costs, injunctive relief, and attorney fees as may be permitted by law.

If Tenant commits a default which involves a criminal or willful act which is not remediable and which poses a threat to health or safety, then the County may terminate the Tenant's right to possess the Leased Parking Spaces immediately and proceed to obtain possession of the Leased Parking Spaces and recover from Tenant damages, costs, injunctive relief, and attorney fees as may be permitted by law.

In the event that the County terminates the Tenant's right to possess the Leased Parking Spaces pursuant to this section, the unpaid rent and other amounts due to the County for the remainder of the term of this Agreement shall become due and collectable from Tenant immediately.

13. **Non-Waiver.** Any and all amounts owed to the County by Tenant, including

payment of any rent, damages, money judgment, award of attorney fees, and court costs, will be automatically accepted with reservation and will not constitute a waiver of the County's right to terminate Tenant's right to possess the Leased Parking Spaces and seek eviction. The County's acceptance of rent payments or conduct not in compliance with this Agreement shall not be interpreted as a waiver of any subsequent breach or non-compliance, and this Agreement shall continue in full force and effect.

14. **Applicable Law; Venue.** This Agreement shall be governed by and construed according to the laws of the Commonwealth of Virginia. Regardless of what venue would otherwise be permissive or required, the County and Tenant agree that all actions arising under or affecting this Agreement will be brought in the Circuit Court or General District Court of Fauquier County, Virginia, and that such venue is mutually convenient and bears a reasonable relationship to this Agreement.

15. **Entire Agreement; Amendment.** This Agreement constitutes the entire lease agreement between the County and Tenant and may be amended only by a writing signed by the parties.

16. **Tenant Authority.** If Tenant is a partnership, corporation, limited liability company, trust, or any other entity, each person executing this Agreement on behalf of Tenant warrants that (i) Tenant is validly formed and existing, is qualified to do business under the laws of the Commonwealth of Virginia, and has the full right and authority to enter into this Agreement; (ii) no other parties or individuals other than those signing this Agreement on behalf of Tenant must join in the execution of this Agreement; and (iii) he or she is duly authorized by all appropriate required action of Tenant to execute this Agreement on behalf of Tenant and to bind Tenant to its terms.

Witness the following signatures and seals:

BOARD OF SUPERVISORS OF  
FAUQUIER COUNTY, VIRGINIA

Tenant:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

(SEAL)

(SEAL)

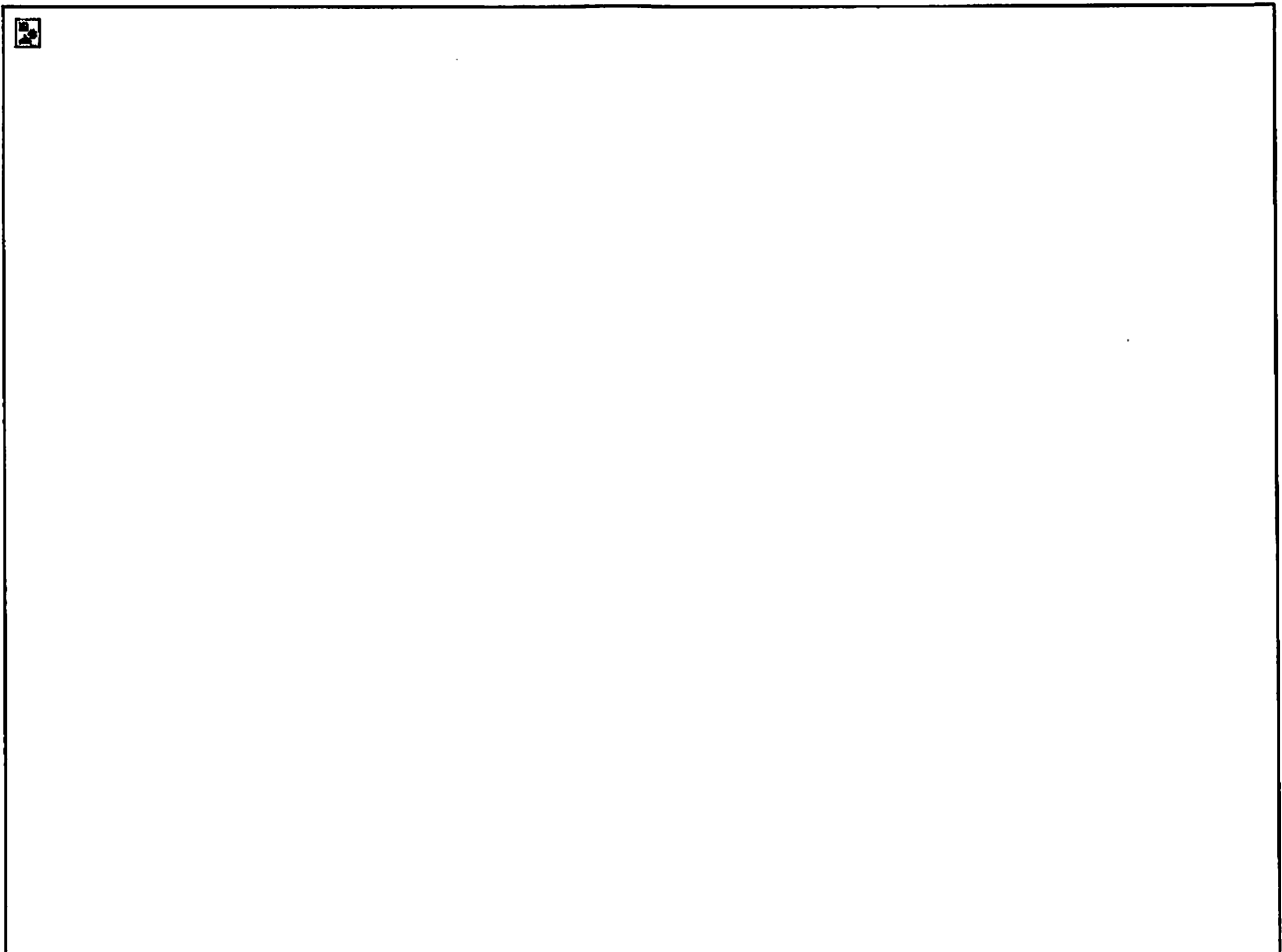
By: \_\_\_\_\_ (print name)

By: \_\_\_\_\_ (print name)

Title: \_\_\_\_\_ (print title)

Title: \_\_\_\_\_ (print title)

**Exhibit A**





Prosperity  
Family Medicine

The Fauquier  
Museum at the  
Local history in  
19th-century bui

Fauquier County  
Circuit Court



Parking lot will be re-striped to accommodate 22+ parking spaces.

BOOK 290 PAGE 2

1402

THIS DEED (which is in part a deed of gift and in part a deed of bargain and sale), made this 11 day of May, 1973, between THE FAUQUIER NATIONAL BANK OF WARRENTON, Warrenton, Virginia, a national banking association, GRANTOR, and the TOWN OF WARRENTON, a municipal corporation of the State of Virginia, GRANTEE, WITNESSETH:

WHEREAS, the hereinafter described real estate has an appraised value in excess of \$120,000.00, but the Grantor wishes to convey said real estate to the Grantee for the sum of \$120,000.00, it being the intention of the Grantor that to the extent that the appraised value of said real estate exceeds said sum of \$120,000.00 this be a deed of gift;

NOW, THEREFORE, in consideration of the premises and of the sum of \$120,000.00 to be paid to the Grantor by the Grantee as hereinafter provided, the Grantor doth hereby bargain, sell, grant and convey, unto the Grantee, all of the following described real estate, to-wit:

That certain lot of land situate at the corner of Court and Hotel Streets, in the Town of Warrenton, Centre Magisterial District, Fauquier County, Virginia, together with the building thereon which was formerly the main office of The Fauquier National Bank of Warrenton, which lot of land is composed of the following two adjoining parcels:

- (A) A parcel of land containing 3907 Square Feet according to April 1971 plat and metes and bounds description of James G. Butler, Jr., C.L.S., which plat and metes and bounds description are attached hereto and made a part of this deed, which said 3907 Square Foot parcel consists of the property which was conveyed to said Bank by deed of James V. Brooke, et als, dated April 19, 1902, recorded May 14, 1902, in Deed Book 93, Page 261, in the Clerk's Office of the Circuit Court of Fauquier County, Virginia, and of the property which was conveyed to said Bank by deed of the Board of Supervisors of Fauquier County dated November 8, 1923, recorded December 13, 1923, in Deed Book 125, Page 116, in said Clerk's Office, less and excepting, however, from said last mentioned property a portion thereof which was conveyed to Fauquier County by deed of said Bank dated November 8, 1923, recorded December 13, 1923, in Deed Book 125, Page 118, in said Clerk's Office.

Examined  
&  
mailed to  
Town of  
Warrenton this  
5th day of June 1973  
Mary A. Schweitzer

JAMES G. BUTLER, JR.  
CERTIFIED LAND SURVEYOR  
21 CULPEPER STREET  
WARRENTON, VIRGINIA 22186

BOOK 290 PAGE 3

PHONE: 347-2100

April 1971

Description Of The  
Fauquier National Bank  
Of Warrenton Property  
(As Referred To In Deed Book 93, Page 261, and  
Deed Book 125, Page 116, Fauquier County Land Records)  
Warrenton, Virginia

Beginning at a point at the northwesterly intersection of Hotel and Court Streets, said point being the extreme southerly corner of the herein described lot, thence running along the northerly right of way line of Hotel Street, N  $59^{\circ} 20' 34''$  W. 66.46 feet to a point being a corner to the County of Fauquier Property, thence departing Hotel Street and running with the outline of the said County Property the following courses; N  $31^{\circ} 09' 30''$  E 54.51 feet to a point which lies within the present bank building, S  $58^{\circ} 50' 30''$  E 10.50 feet to another point which lies within the present bank building, N  $31^{\circ} 09' 30''$  E 5.00 feet to a point in a concrete gutter and S  $58^{\circ} 50' 30''$  E 56.76 feet to a point in the westerly right of way line Court Street, thence departing the County Property and running along said Court Street right of way line S  $31^{\circ} 55' 49''$  W 58.94 feet to the point and place of beginning, containing 3907 square feet of land, and being in accordance with a plat of survey hereto attached and being made a part hereof.

Note: Property corners will be appropriately marked.

BOOK 290 PAGE 4

JAMES G. BUTLER, JR.

*Certified Land Surveyor*

23 CULPEPER STREET

WARRENTON, VIRGINIA 22188

PHONE: 347-3122

June 1, 1971

## Description Of Bank Building Encroachment

Into County Of Fauquier Property

Town Of Warrenton

Fauquier County, Virginia

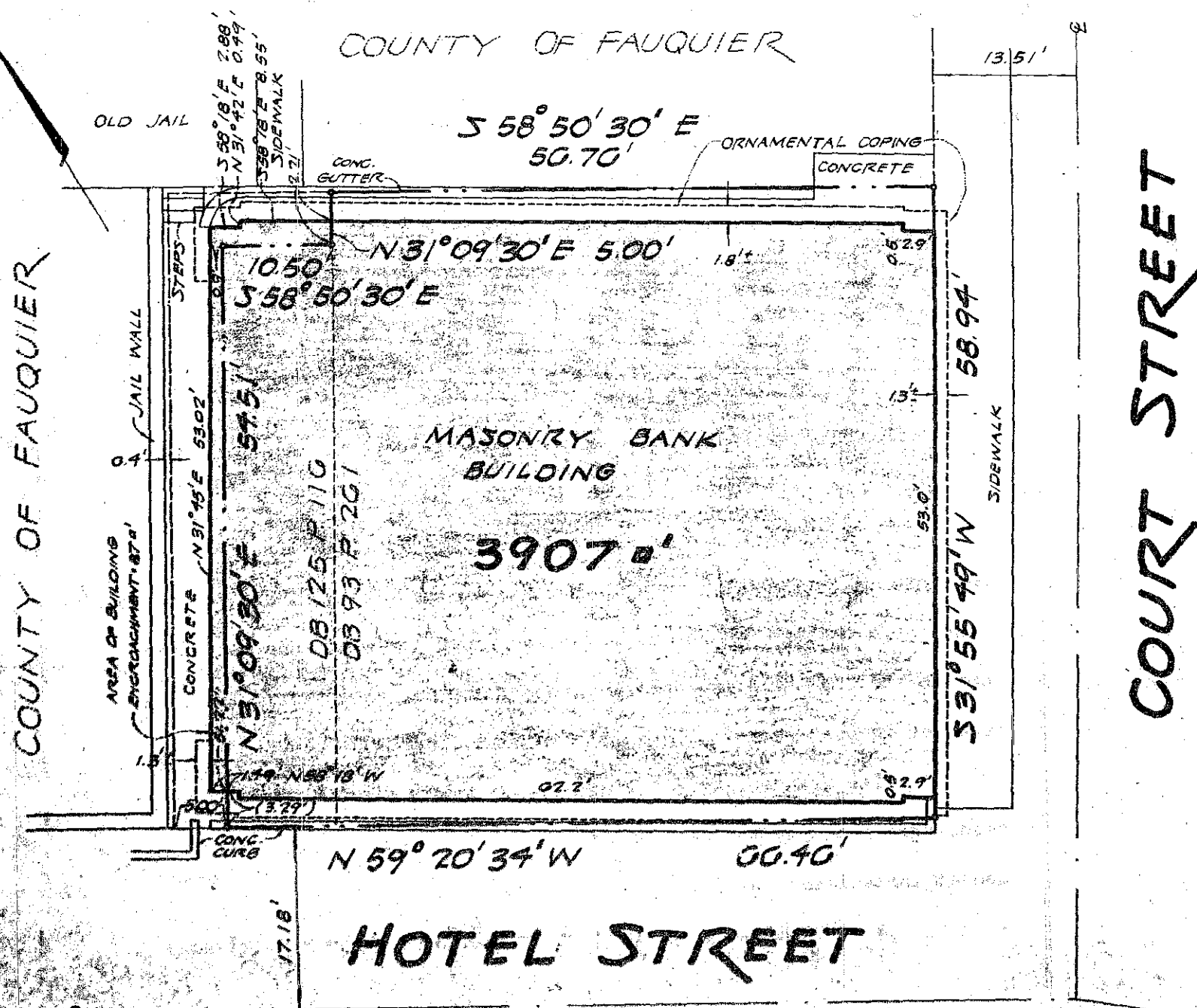
Beginning at a point lying on the outside face of wall of the present bank building, said point lies  $N 31^{\circ} 09' 30'' E 3.29$  feet from the extreme westerly corner of the Fauquier National Bank Property, thence running through the County Of Fauquier Property along the outside face of said bank building the following courses,  $N 58^{\circ} 18' W 1.49$  feet to a point,  $N 31^{\circ} 45' E 53.02$  feet to a point,  $S 58^{\circ} 18' E 2.88$  feet to a point,  $N 31^{\circ} 42' E 0.49$  feet to a point and  $S 58^{\circ} 18' E 8.55$  feet to a point where the outside face of the bank building intersects the property line between the County Of Fauquier and the said Bank Property, thence running along said property line, which lies within the present bank building,  $S 31^{\circ} 09' 30'' W 2.21$  feet to a point,  $N 58^{\circ} 50' 30'' W 10.50$  feet to a point and  $S 31^{\circ} 09' 30'' W 51.22$  feet to the point and place of beginning, containing 87 square feet of land, and shown on the accompanying plat as the cross-hatched area lying on the westerly side of the Bank Property.

BOOK 290 PAGE 5

COUNTY OF FAUQUIER

COUNTY OF FAUQUIER

COURT STREET



# PLAT

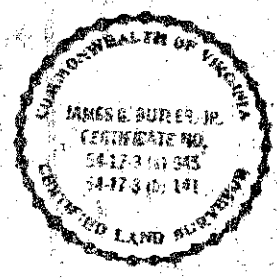
SHOWING PROPERTY OF

## FAUQUIER NATIONAL BANK OF WARRENTON WARRENTON, VIRGINIA

SCALE: 1"=10'

APRIL 1971

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



BOOK 290 PAGE 6

- (B) A parcel of land containing 87 Square Feet according to June 1, 1971 metes and bounds description of James G. Butler, Jr., (which metes and bounds description is attached hereto and made a part of this deed), being the cross-hatched area shown on the aforesaid plat of James G. Butler, Jr., and being the same identical property which was conveyed to said Bank by deed of the County Board of Supervisors of Fauquier County, Virginia, dated November 5, 1971, recorded November 8, 1971, in Deed Book 272, Page 229, in said Clerk's Office.

The above real estate is conveyed subject to the right, if any, of the public to use as a passage way the five foot one inch strip of land mentioned in deed to the Grantor from James V. Brooke, et als, dated April 19, 1902, recorded in Deed Book 93, Page 261, in said Clerk's Office.

The Grantee, as evidenced by its joining in the execution of this deed, agrees to pay to the Grantor the aforesaid sum of \$120,000.00 in four annual installments of \$30,000.00 each as follows:

\$30,000.00 in cash, without interest, on or before December 31, 1973

\$30,000.00 in cash, without interest, in the year 1974, on or before December 31st of that year

\$30,000.00 in cash, without interest, in the year 1975, on or before December 31st of that year

\$30,000.00 in cash, without interest, in the year 1976, on or before December 31st of that year

TO HAVE AND TO HOLD the above described real estate, together with all rights, ways, easements and appurtenances thereunto belonging, unto the Grantee, in fee simple.

Except as to the aforesaid right, if any, of the public to use as a passage way the five foot one inch strip of land hereinabove mentioned, the Grantor covenants that it will WARRANT GENERALLY the property hereby conveyed.

WITNESS the following signatures and seals of the parties hereto, the Grantor having caused its name to be signed hereto by its President and

its corporate seal to be affixed and attested by its Cashier, said officers having been duly authorized to execute this deed on behalf of the Grantor by resolution duly adopted by the Grantor's Board of Directors at its meeting held on the 16th day of March, 1973, and the Grantee having caused its name to be signed hereto by its Mayor and its official seal to be affixed and attested by its Recorder, said officers having been duly authorized to execute this deed on behalf of the Grantee by resolutions duly adopted by the Council of the Town of Warrenton at its meetings held on the 10th day of April, 1973 and the 1st day of May, 1973.

THE FAUQUIER NATIONAL BANK OF WARRENTON  
 BY J. W. Lainhart  
 PRESIDENT

ATTEST:  
C. Hunton Tiffany  
 CASHIER

TOWN OF WARRENTON  
 BY John A. Day  
 MAYOR

ATTEST:  
Mary C. Matto  
 RECORDER

STATE OF VIRGINIA  
 COUNTY OF FAUQUIER, to-wit:

I, Erma B. O'Neal, a Notary Public in and for the County of Fauquier, State of Virginia, do certify that J. W. Lainhart and C. Hunton Tiffany, whose names as President and Cashier, respectively, of The Fauquier National Bank of Warrenton are signed to the foregoing deed dated the 11th day of May, 1973, have each acknowledged the same before me in my County and State aforesaid.

My commission expires the 8th day of Sept., 1973.  
 Given under my hand this 11th day of May, 1973.

Erma B. O'Neal  
 NOTARY PUBLIC

BOOK 290 PAGE 8

STATE OF VIRGINIA

COUNTY OF FAUQUIER, to-wit:

I, Erma B. O'Neal, a Notary Public in and  
 for the County of Fauquier, State of Virginia, do certify that B. M.  
Haley and Mary C. Matteo, whose  
 names as Mayor and Recorder, respectively, of the Town of Warrenton are  
 signed to the foregoing deed dated the 11th day of May,  
 1973, have each acknowledged the same before me in my County and State  
 aforesaid.

My commission expires the 8th day of Sept., 1973.

Given under my hand this 11th day of May, 1973.

Erma B. O'Neal  
 NOTARY PUBLIC

Virginia: In the Clerk's Office of Fauquier Circuit Court, May 17, 1973

This instrument was this day received in said Office  
 and with certificate admitted to record at 10:55 A.M.

Tax of \$ 120.00 imposed by Section 58-54(b) Paid

John H. Brown Clerk