



TOWN COUNCIL REGULAR MEETING

21 Main Street

Tuesday, August 08, 2023 at 9:00 AM

AGENDA

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

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

I. WORKSESSION - 9:00 AM

- A. Experience Old Town Warrenton Update
- B. Share the Air
- C. Affordable Housing
- D. 33 N. Calhoun Street Cistern: The Town agreed to let Fauquier County lease the old Visitors Center building located at 33 N. Calhoun Street. The County is requesting to remove the cistern located in front of the building to allow for modified ADA access.
- E. Agenda Review

II. REGULAR MEETING - 6:30 PM

- A. INVOCATION.
- B. PLEDGE OF ALLEGIANCE.
- C. PROCLAMATIONS AND RECOGNITIONS.
- D. CITIZEN'S TIME.
- E. APPROVAL OF THE AGENDA.
- F. PUBLIC HEARINGS.
 - a. **Special Use Permit (SUP) 2023-01 St. John the Evangelist Catholic Church** – the Applicant, St. John the Evangelist Catholic Church, and the Owner, the Catholic Diocese of Arlington, seeks to amend a June 3, 1986 SUP approval to allow for the demolition of an existing building and the construction of a new 13,000 square foot office building. The subject parcel is located in the Residential (R-10) District of the Town of Warrenton Zoning Ordinance and is designated as Live/Work on the Future Land Use Map. The subject parcel (GPIN 6984-36-7135-000) is located at 271 Winchester Street on approximately 11.0664 acres.

The applicant has requested a deferral of the item Special Use Permit (SUP) 2023-01 St. John the Evangelist Catholic Church until the September Town Council Meeting.

- [b.](#) Ordinance 2023-07: An Ordinance Exempting Real Property Owned by Various Organizations from Taxation Pursuant to Virginia Code Section 58.1-3651

G. CONSENT AGENDA.

- [a.](#) BOND-23-4- Washington Street Development Bond Reduction Request

H. DEPARTMENT REPORTS.

- [a.](#) Finance Department Report
- [b.](#) Parks and Recreation Department Report
- [c.](#) Police Department Report
- [d.](#) Community Development Report
- [e.](#) Public Works and Utilities Department Report
- [f.](#) Human Capital Department Report

I. NEW BUSINESS.

J. UNFINISHED BUSINESS.

K. TOWN ATTORNEY'S REPORT.

L. TOWN MANAGER'S REPORT.

M. COUNCIL MEMBERS TIME.

N. ADJOURNMENT.



Office of the Director
Joelle Fryman

Warrenton Town Council

Carter Nevill, Mayor
Heather Sutphin, Ward 1
William Semple, Ward 2
Brett Hamby, Ward 3
James Hartman, Ward 4 Vice Mayor
Jay Heroux, Ward 5
Paul Mooney, At Large
David McGuire, At Large

Item A.

EOTW Report

Council Meeting Date:	August 8 th , 2023
Agenda Title:	EOTW Update
Requested Action:	Receive the information from the Experience Old Town Warrenton Team
Department / Agency Lead:	EOTW
Staff Lead:	Joelle Fryman

EXECUTIVE SUMMARY

The Director of Experience Old Town Warrenton, Ms. Joelle Fryman, will present an update to the Town Council. In this update she will address:

- Current grants and grants in progress.
- Transformational (Economic) Strategies seminar conducted with Main Street America (MS) and Virginia Main Street (VMS).
- Where EOTW is with our Strategic Planning process,
 - working with third-party consulting group, The Spark Mill.
- Provide an update on some programs and upcoming projects including:
 - Gumdrop Square, Christmas in July
 - Hanging Flower Baskets in Old Town Warrenton
 - Mural Project
 - Restaurant Week
- Brief discussion on our relationship with the Old Town Warrenton Property Owners
- Presentation of the Rack Card
- Sneak Peak of the new website
- Discuss Growth of the Farmer’s Market.

Experience Old Town Warrenton thanks the Town of Warrenton and the Town Council for this opportunity to present an update. As well as, for their support, and for their partnership.

BACKGROUND

Experience Old Town Warrenton is a 501(c) 3 nonprofit organization. EOTW operates with a Memo of Understanding (MOU) with the Town of Warrenton. The organization is a close partner of the Town of Warrenton and also acts as a liaison between the Town and the Main Street vendors.



Office of the Town Manager

Frank Cassidy

STAFF REPORT

Warrenton Town Council

Carter Nevill, Mayor
Heather Sutphin, Ward 1
William Semple, Ward 2
Brett Hamby, Ward 3
James Hartman, Ward 4 Vice Mayor
Jay Heroux, Ward 5
Paul Mooney, At Large
David McGuire, At Large

Item B.

Council Meeting Date:	August 8, 2023
Agenda Title:	Share the Air Initiative
Requested Action:	Resolution at September Town Council Meeting
Department / Agency Lead:	Parks and Recreation
Staff Lead:	Kelly Koernig

EXECUTIVE SUMMARY

The Share the Air Campaign promotes tobacco-free and e-cigarette free outdoor public spaces across Virginia. The Town of Warrenton is seeking a resolution to commit to the campaign, add the following language to be added to park rules "Avoid the use of tobacco and e-cigarettes within 50ft of any sporting event, spectators or gathering in outside parks", as well as approve signs to be installed at all town parks.

BACKGROUND

In Fall 2019, the Virginia Foundation for Healthy Youth's youth-led program "Y Street" launched the Share the Air Campaign. This campaign aims to create tobacco-free and e-cigarette-free outdoor areas and public spaces across the Commonwealth through voluntary policy adoption. Y Street members collected nearly 7,000 surveys in their local communities across Virginia to assess public perception of tobacco use and the harms of secondhand smoke and aerosol from vape products outdoors.

In Fall 2021, the Town of Warrenton Parks and Recreation Department was first approached by high school students from Y Street and we began discussions about bringing this campaign to the Town of Warrenton. The Town of Warrenton Parks and Recreation Department is ready to move forward with our commitment to the Share the Air campaign. We are seeking a resolution to commit to the campaign, add the following language to our park rules, "Avoid the use of tobacco and e-cigarettes within 50ft of any sporting event, spectators or gathering in outside parks" and install signage in our parks.

STAFF RECOMMENDATION

Resolution at the September Council Meeting

Service Level/Policy Impact

Promotion of healthy lifestyle and outdoor environment for our community. No direct policy impact.

Fiscal Impact

No direct fiscal impact

Legal Impact

No direct legal impact

ATTACHMENTS

- 1. Powerpoint Presentation
- 2. Commitment Form
- 3.



PLEASE FILL OUT THIS FORM IF YOU WOULD LIKE TO ADD YOUR MUNICIPALITY OR COUNTY TO THE SHARE THE AIR SIGN-ON LETTER

_____ is committed to providing a 100% tobacco-free and vape-free parklands, park facilities, and open public spaces in order to provide a clean, healthy, and safe environment for all Virginians.

Signing this letter is self-enforcing and voluntary. No tobacco nor use of any electronic smoking device is allowed on publicly owned parklands, park facilities, and open public spaces.

As part of this agreement, the signee agrees to:

- Establish voluntary compliance to prohibit tobacco and electronic smoking device use on parklands, park facilities, open public spaces, all enclosed and designated areas, including common areas, playgrounds, and shelters.
- Enforce the tobacco and e-cigarette-free voluntary policy when violations occur. If a person is in violation of the voluntary compliance, an owner, manager, or park employee will direct that person to extinguish (or turn off, if electronic) the product being smoked or vaped.
- If a person continues to violate the voluntary compliance, an owner, manager or park employee can inform that person that a violation constitutes as a nuisance.
- Park staff will be informed of the voluntary policy and given enforcement statements to help encourage voluntary compliance and will help to distribute flyers informing the community of the voluntary tobacco- and e-cigarette-free policy.
- Post signage in a manner and location that adequately informs the community of the tobacco- and e-cigarette-free policy.
- Advertise and promote this policy on the municipality's website using provided campaign language.

_____		_____
Individual Completing this Form		Title
_____	_____	_____
Effective Date	Phone Number	Email Address

By adding your municipality or county to this sign-on letter, I understand and agree to the following:

- This sign-on letter will be shared with key decision-makers, such as local and state elected officials.
- This sign-on letter may be shared with the media to demonstrate local and statewide concern for this issue.
- This sign-on letter may be shared to, posted on social media, the Share The Air website, or other forms of Share The Air media (such as a video).
- This sign-on letter will use your logo (if provided) to showcase your city/ town/ county's concern. Your logo may also be shown on Share The Air presentations showcasing the organizations who have signed on to the letter.



Smoke-free.
Vapor-free.
Tobacco-free.



Share the Air Campaign

Parks and Recreation Department
Town Council Work Session Presentation
August 8, 2023

What is Share the Air?

Share the Air is an initiative launched by Y-Street, a youth-led program from the Virginia Foundation for Healthy Youth that promotes tobacco-free and e-cigarette-free outdoor public spaces across Virginia.



Survey Results

In Fall 2019, Y-Street members collected nearly 7,000 surveys in their local communities across Virginia to assess public perception of tobacco use and the harms of secondhand smoke and aerosol from vape products outdoors.

Almost 9 out of 10 Virginians surveyed in and around Warrenton agree that parks and playgrounds should be tobacco-free and e-cigarette-free.

94% of Virginians in or around Warrenton believe cigarette butts and e-cigarette liquids/vape cartridges damage the environment.

83% of Virginians in or around Warrenton reported support for legislation that would give back local control to counties and cities/towns to pass stronger smoke-free policies.

Commitment Form

By signing this form, we are committing to “providing a 100% tobacco-free and vape-free parklands, park facilities, and open public spaces in order to provide a clean, healthy, and safe environment for all Virginians.”

We are providing information related to health and environment impacts of smoking and encouraging the community to avoid using tobacco and e-cigarettes in our parks and adding the following language to our park rules: “Avoid the use of tobacco and e-cigarettes within 50ft of a sporting event, spectators or gathering in outside parks.”

The Share the Air Campaign will provide signs, tools and resources for our staff and to share with the public.



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- Enforce the tobacco and e-cigarette-free voluntary policy when violations occur. If a person is in violation of the voluntary compliance, an owner, manager, or park employee will direct that person to extinguish (or turn off, if electronic) the product being smoked or vaped.
- If a person continues to violate the voluntary compliance, an owner, manager or park employee can inform that person that a violation constitutes as a nuisance.
- Park staff will be informed of the voluntary policy and given enforcement statements to help encourage voluntary compliance and will help to distribute flyers informing the community of the voluntary tobacco- and e-cigarette-free policy.
- Post signage in a manner and location that adequately informs the community of the tobacco- and e-cigarette-free policy.
- Advertise and promote this policy on the municipality's website using provided campaign language.

_____	_____	_____
Individual Completing this Form	Title	
_____	_____	_____
Effective Date	Phone Number	Email Address

By adding your municipality or county to this sign-on letter, I understand and agree to the following:

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FREE Tobacco-Free Signage



ALUMINUM SIGNS: BEST FOR OUTDOOR AREAS

- Sign Poles/Lampposts
- Fences
- Athletic Fields or Playgrounds
- Parking Lots
- Outside of Buildings

DECALS: BEST FOR ENTRIES

- Windows
- Glass Doors



Congratulations COLONIAL BEACH PARKS & RECREATION for going smoke-free, vapor-free, and tobacco-free.



Congratulations KING GEORGE COUNTY PARKS & RECREATION for going smoke-free, vapor-free, and tobacco-free.



Congratulations HOPEWELL RECREATION & PARKS for going smoke-free, vapor-free, and tobacco-free.



Congratulations ASHLAND PARKS & RECREATION for going smoke-free, vapor-free, and tobacco-free.



Congratulations FAUQUIER COUNTY PARKS & RECREATION for going smoke-free, vapor-free, and tobacco-free.



Congratulations WINCHESTER PARKS & RECREATION for going smoke-free, vapor-free, and tobacco-free.



Next Steps

- High School students will be at the September Council Meeting to provide their presentation
- Council adopts the Resolution
- Sign the Commitment Form
- Inform and promote to the community
- Install signage in the parks



Office of the Town Manager

Frank Cassidy

STAFF REPORT

Warrenton Town Council

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David McGuire, At Large

Item C.

Council Meeting Date:	August 8 th , 2023
Agenda Title:	Affordable Housing
Requested Action:	Consider a proposed plan for allocation of the remaining ARPA funds
Department / Agency Lead:	Town Manager
Staff Lead:	Frank Cassidy

EXECUTIVE SUMMARY

Councilman Jay Heroux has proposed the issuance of “Request for Information on Affordable Housing.” Councilman Heroux has circulated the item amongst the Town Council for feedback and discussion. Staff is putting forth this proposal for discussion amongst the Town Council for direction.

BACKGROUND

At the July 11th, 2023, Regular Town Council Meeting, The Town Council met to discuss the allocation of the remaining \$278,597 of American Rescue Plan Act funds not previously allocated. The agenda item titled Beneficial use of funds was spearheaded by Councilmen David McGuire.

The Town Council heard from multiple constituents including representatives from Habitat for Humanity and Community Touch.

The Town Council directed staff to “Dedicate the remaining unappropriated ARPA funds to affordable housing and accessibility initiatives focused on the best use of these funds for maximum benefit, requiring collaboration with existing entities and initiatives, including but not limited to Habitat for Humanity and the First Baptist Church, which will meet all of the requirements for distribution.”

This Policy direction from the Town Council requires staff to establish a process to review and distribute the funds.

One council member, Mr. Jay Heroux created a Request for Information (RIF) with a proposed option for the process to review and distribute the funds.

STAFF RECOMMENDATION

Consider the proposal for the issuance of the allocation of the remaining ARPA funds. Provide Direction to staff on continuing with this proposal, modifying this proposal, or creating a different proposal to ensure the disbursement of funds.

Service Level/Policy Impact

Affordable housing is a component called out in Plan Warrenton, 2040. This plan will help to work towards items:

H-1: Ensure equitable, attainable housing opportunities across residents of all ages, incomes, and abilities by catering to the needs of a diverse community, including young families, professionals early in their careers, essential workforce, and those entering retirement.

H-3: Preserve existing neighborhoods and promote infill that supports the character and heritage of Warrenton.

Fiscal Impact

Allocation of ARPA funds and the subsequent reporting as well as the staff time required to create and implement the program.

Legal Impact

No Legal impact has been identified at this time.

ATTACHMENTS

1. Affordable Housing Program

Town of Warrenton Warrenton Virginia Request for Information On Affordable Housing

1.0 Introduction

The Town of Warrenton is issuing this Request for Information (RFI) on affordable housing. The private sector, non-profit organizations, and citizens are encouraged to respond. This RFI is for informational purposes only and is not any commitment legislatively, legally, or programmatically to commit the Town of Warrenton government to any affordable housing concept, idea, or program. This RFI is not a public notice for any zoning or other regulatory change within the Town of Warrenton code ordinances. This RFI is for information gathering only. Responses are voluntary, and the Town government of Warrenton will not pay for any expense associated with any organization preparing a response. Responses to this RFI will help the Town government of Warrenton continue to examine how Warrenton, a town of 10,000 citizens on the edge of Northern Virginia, can begin to find solutions to many of the same housing issues nationwide. Affordable housing is important for our citizens to thrive and prosper.

The Town of Warrenton government recognizes that affordable housing is a complex issue. Many factors from the public and private sectors contribute to housing prices, stock, quality, and access. We seek to understand new, innovative, partnership-based approaches to solve this challenge. We recognize there is no single solution to this issue. Affordable housing affects many citizens across complex economic, racial, gender, health, education, income and disability, and personal history situations. As a government entity, the town government of Warrenton has some capabilities to make contributions to creating the right conditions to diversify our housing stock and create affordable options for our citizens. Finally, the Town government of Warrenton recognizes that solutions to affordable housing in Warrenton will require private-sector investment, cooperation, and engagement.

2.0 Considerations for Concept Papers

In preparing RFI responses, the following information should be considered:

Housing Spectrum: The Town of Warrenton has the full spectrum of citizens affected by housing prices. This includes 1) homeless, 2) temporary housing, 3) transition housing (from homelessness or recent life change), 4) income challenged (we have the full HUD AMI ranges), 5) seniors, 6) disabled, 7) veterans, and 8) young professionals. RFI responses may address all of this spectrum or specific ones.

Diversification: Warrenton has a diversified affordable housing stock within its 4.25 square mile boundaries. Historically, affordable housing has been developed in specific Warrenton neighborhoods. These programs have been successful. But in the future, the Town seeks to diversify this affordable housing stock better.

Impactful: This RFI is not seeking a solution for a specific housing unit. We are seeking concepts that will transform the housing stock in Warrenton and create meaningful capacity and diversification. RFI responses that focus only on one house or structure, while important, appreciated, and very helpful, are not the intent of this RFI.

Home Ownership and Equity: RFI responses should present concepts that enable the benefits of home ownership to those who live in these properties. This includes generating equity and selling the property to extract the equity. This does not mean concepts that are not ownership models should not be submitted. We recognize that rental units or other ownership models provide value.

Renovation: RFI responses should discuss options that enable the renovation of existing housing stocks or infrastructure. This includes structures that may not currently be used in residential housing definitions but can be converted. Any concept that addresses this renovation component must discuss how it would address any displacement of persons currently living in a structure if it were to be renovated.

Maximize Local Trades and Supplier Base: RFI responses should discuss how those concepts can maximize the use of Warrenton-Fauquier's employment and business base. This includes using local contractor trades personnel and local suppliers of materials.

Maximize Local Financing: RFI responses should discuss how our local banks, financing, or private funding can contribute to meaningful solutions. We desire our community to participate and be part of the overall solution.

Innovative: RFI responses are encouraged to bring forward new and creative thinking on affordable housing. Affordable housing is not a new problem; the blockers preventing affordability are long-standing. We seek ways to break through long-standing barriers and perceptions of affordable housing.

Minimize Public Sector Investment: The Town of Warrenton government has no desire or intent to operate a Public Housing Authority or have equity interests in the housing stock. RFI responses should not assume significant investment from the Town government of Warrenton.

3.0 Town Government Role and Contributions To Addressing Affordable Housing

To create new and innovative solutions to this challenge in Warrenton, there are certain contributions the Town government may make to create the right conditions for affordable housing. Outlined below are the potential actions and contributions that the Town is considering. The items listed below are not firm commitments at this time. Nor are they a promise of future commitments. Any future commitments will be based on policies and programs presented to and approved by the Town Council.

Land Contributions: The Town of Warrenton government currently owns several plots of land. Some of this land may be donated to spur the development of innovative housing programs. The town is not committing to any donation program in this RFI. Donation recipients may be from the private sector or non-profit community.

Real Estate Tax Deferrals: The Town may consider real estate tax deferrals for affordable housing programs. These are deferrals, meaning there would be a period of time when the Town would not charge real estate taxes on the properties. The town is not committing to any tax deferrals in this RFI.

Zoning Changes: The Town of Warrenton government is legally responsible for creating, enforcing, and changing zoning ordinances. Below is a list of possible zoning changes the Town may consider addressing affordable housing. The town is not committing to any zoning changes due in this RFI. Future changes would follow the normal process of zoning changes as outlined in our Town code and ordinances.

- Potentially create zoning overlays on existing residential, commercial, or industrial land to help spur innovation and development of affordable housing capacity.
- Potentially revise density restrictions in residential and commercial zones allowing smaller housing units such as one-bedroom or studio apartments.
- Potentially revise building height restrictions to allow taller structures on less property. This will enable increased density within a more optimized space.
- Potentially revise setbacks, parking, and other land restrictions that can assist in freeing up land use or reduce construction costs.

Initial Investment Funding: The Town of Warrenton has designated an initial \$250,000 as possible investment funding for private or non-profit affordable housing concept implementations.

Fast Track Permit Approvals: The Town of Warrenton may consider changes to its permitting process to expedite the approval of affordable housing concepts. This can reduce developer costs for concepts that require permitting. The town is not committing to any permit changes in this RFI.

Construction Financial Off Sets: The Town of Warrenton may consider waiving fees associated with the construction of affordable housing. This may include water and sewer hookup fees and permit filing fees. The town is not committing to any permit changes in this RFI.

4.0 RFI and Concept Paper Guidance.

Interested organizations and citizens may submit RFI responses to the Town of Warrenton. The page count is 10 (excluding cover page, table of contents, and items 1-2). The RFI responses shall provide the following information. Please be succinct and direct in your writing.

1. Name of Submitting Organization and address of Submitting Organization
2. Point of Contact, Phone and Email
3. Organization Overview: Describe your organization: mission, purpose, size, and expertise.
4. History in Warrenton and Fauquier County: Describe if you have done or done any business or non-profit work related to housing in the Town of Warrenton and Fauquier County.
5. Concept: Describe your concept for increasing affordable housing in Warrenton.
6. Constituency: Describe what housing constituency concept your will help. For example, does your concept help those who are chronically homeless? Does it help those at the 80% AMI?
7. Dependencies: Define any critical dependencies for your concept to come to reality. Examples include zoning changes, financing, and infrastructure.
8. Outcomes: Describe the outcomes and benefits of your concept.
9. Financing: Describe how your concept would be financed.

4.1 Freedom of Information

All RFI responses submitted as part of this RFI will become public records. This means they can be requested to be released via the Freedom of Information Act. The Town of Warrenton will follow its established FOIA processes for any requests for papers submitted under this RFI.

4.2. Submission Instructions and Timeline and POC

Interested parties shall submit their concept papers via email no later than 3 PM X September 2023. Submissions shall be made to affordablehouse@warrentonva.gov The Point of Contact for this RFI is Mr. Joe Smith.

4.3 Notice

Nothing in this RFI is a commitment by the Town government of Warrenton to fund, approve, deny, sponsor or change any housing, property, code, law, zoning ordinance, or existing permits or programs within the town of Warrenton. This RFI is informational only and is designed to help understand the level of interest and support for solving Warrenton’s Affordable Housing challenges.



Community Development
Department

STAFF REPORT

Town Council Meeting Date:	August 8, 2023
Agenda Title:	33 N. Calhoun Street Cistern
Requested Action:	Work Session
Decision Deadline:	N/A
Staff Lead:	Casey Squyres, Preservation Planner

EXECUTIVE SUMMARY

In May, 2023 the Town of Warrenton entered into a lease agreement with Fauquier County for 33 N. Calhoun Street. The subject property, known as the previous Visitors Center, contains a cistern located in front of the building. The County is requesting to remove the cistern to allow for direct ADA access from the parking lot.

BACKGROUND

The Town of Warrenton owns the property at 33 N. Calhoun Street which contains a cistern in front of the building and is located within the Historic District. The property was part of the historic Brentmoor property that is subject to a historic preservation easement held by the Virginia Board of Historic Resources and administered by the Department of Historic Resources (DHR). The cistern is not listed as a contributing structure on the historic surveys conducted in 2019.

Fauquier County is exploring the option to remove the cistern to allow for direct ADA access from the parking lot to the building. The County approached DHR that found the proposed work of abandoning the cistern/well, removing the low wall and railing, and bricking over with pavers consistent with the walkway to be consistent with the Terms of the easement and the Secretary of the Interior's *Standards for Rehabilitation* (Attached Letter).

The Town of Warrenton Zoning Ordinance 3-5.3.4.5 states the demolition of a structure within the historic district may be approved by the Town Council if the structure has been identified as non-contributing.

The discussion of removing the cistern has also been brought up at the County/Town Liaison meeting and before the Architectural Review Board (ARB). While the ARB does not have purview over the potential demolition discussion, the Board indicated they are not opposed to its removal in an informal discussion.

Town staff has requested the County provide a layout of the proposal and a site visit with the County staff.

STAFF RECOMMENDATION:

Town staff conducted site visits to the property and offer the following for consideration during the work session:

- 1) If Town Council approves the demolition of the cistern, the bricks may be re-laid in a circular fashion, or in some other manner, to demark where the cistern was historically located.
- 2) Town Council may consider the removal of an existing tree to the left of the building, which would allow ADA clearance from the existing ADA marked parking space. This would allow the cistern to remain as is, or Council may allow the County to modify it in a manner that would allow for landscaping.

ATTACHMENTS

- 1) DHR Letter to Fauquier County
- 2) Fauquier County COA Form
- 3) Submitted Pictures



ARCHITECTURAL REVIEW BOARD CERTIFICATE OF APPROPRIATNESS

COA # _____
Zoning # _____
Assoc. Permit # _____

COMMUNITY DEVELOPMENT DEPARTMENT
18 Court Street, Lower Level
Warrenton, VA 20186

Phone: 540-347-2405
Email: planning@warrentonva.gov
Facsimile: 540-349-2414

The Architectural Review Board (ARB) meets every **4th Thursday at 7:00pm** in Town Hall (18 Court Street). Applications requiring ARB are due by the **1st day of each month** (or the first business day immediately following) prior to the meeting. Each applicant or a representative, who has the authority to commit the applicant to changes as recommended or required by the ARB are required to attend this meeting or the application will be deferred. Please read the Warrenton Historic District Guidelines for additional information Historic District requirements.

The following materials are required in addition to a complete, signed application (check if submitted):

- Photographs of the area of work.
- Plans, drawings, product information sheets, and/or samples (Two hard/one digital copy).
- Accompanying permit applications (if required; this application also serves as a zoning permit).

Project Owner

Address/Location: 33 Calhoun Street GPIN: 6984-53-4158
Name: Fauquier County Government Email: john.swain@fauquiercounty.gov
Address: _____ Phone: _____

Applicant (If different then above)

Name: _____ Email: _____
Address: _____ Phone: _____

Applicant's Representative (If different then above. Must have authority to commit the applicant to make changes that may be suggested or required by the ARB)

Name: _____ Email: _____
Address: _____ Phone: _____

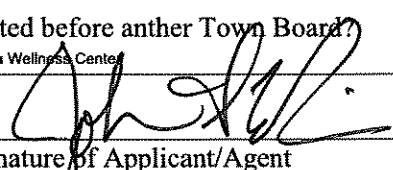
Complete description of each modification or improvement

The removal of the cistern in front of the old Warrenton Visitors Center. In the current state, the well, and its railing and surround, present a safety concern and are an obstacle to providing appropriate access consistent with ADA guidelines. This will be abandoned in accordance with applicable regulations of the Va. Dept of Health & the Va Dept of Environmental Quality.

Is there an application relevant to this property pending or contemplated before another Town Board?
Yes No If so, specify: Building permits for remodeling the existing building to open up a Wellness Center

Signature of Property Owner

Name (Print or Type)


Signature of Applicant/Agent

John Swain

Name (Print or Type)



COMMONWEALTH of VIRGINIA

Department of Historic Resources

2801 Kensington Avenue, Richmond, Virginia 23221

Travis A. Voyles
Secretary of Natural and
Historic Resources

Julie V. Langan
Director
Tel: (804) 482-6446
Fax: (804) 367-2391
www.dhr.virginia.gov

April 19, 2023

Mr. Paul McCulla, County Administrator
Town of Warrenton
10 Hotel Street, Suite 204
Warrenton, Virginia 20186

RE: Covering of Cistern/Well
Brentmoor (Spilman-Mosby House), 33 N. Calhoun Street, Warrenton, Fauquier County
Easement File No. 156-0014_ep

Mr. McCulla ~

Thank you for submitting a project review request reflecting proposed modifications to the existing cistern/ well on the Brentmoor property in Warrenton. This request was submitted vis U.S. Mail and received at the Department of Historic Resources (CHR) on March 29, 2023. As you are aware, this property is subject to an historic preservation easement held by the Virginia Board of Historic Resources and administered by the Department of Historic Resources (DHR), which requires modifications to the property receive the prior review and approval of DHR.

According to the information received, the well is located in front of the Visitor Center, which is at the rear of the property. In the current state, the well, and its railing and surround, present a safety concern and are an obstacle to providing appropriate access consistent with Americans with Disabilities (ADA) guidance. As proposed, the cistern/well would be abandoned in accordance with applicable regulations of the Virginia Department of Health and the Virginia Department of Environmental Quality. The low wall and railing will be removed and the opening bricked over with pavers consistent with the walkway.

Following review of the information provided, DHR concluded that the work in this proposal is consistent with the terms of the easement and the Secretary of the Interior's *Standards for Rehabilitation* and is approved. This approval is valid for one year from the date of this letter. If you need to revise the scope of work or are unable to complete the work within one year, please contact me.

Sincerely,

Megan Melinat
Director, Preservation Incentives Division

C: Mr. Rob Walton, Town of Warrenton Community Development Director

Western Region Office
962 Kime Lane
Salem, VA 24153
Tel: (540) 387-5443
Fax: (540) 387-5446

Northern Region Office
5357 Main Street
PO Box 519
Stephens City, VA 22655
Tel: (540) 868-7029
Fax: (540) 868-7033

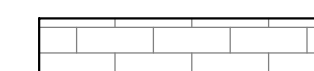
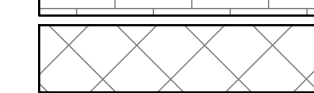



Eastern Region Office
2801 Kensington Avenue
Richmond, VA 23221
Tel: (804) 367-2323
Fax: (804) 367-2391

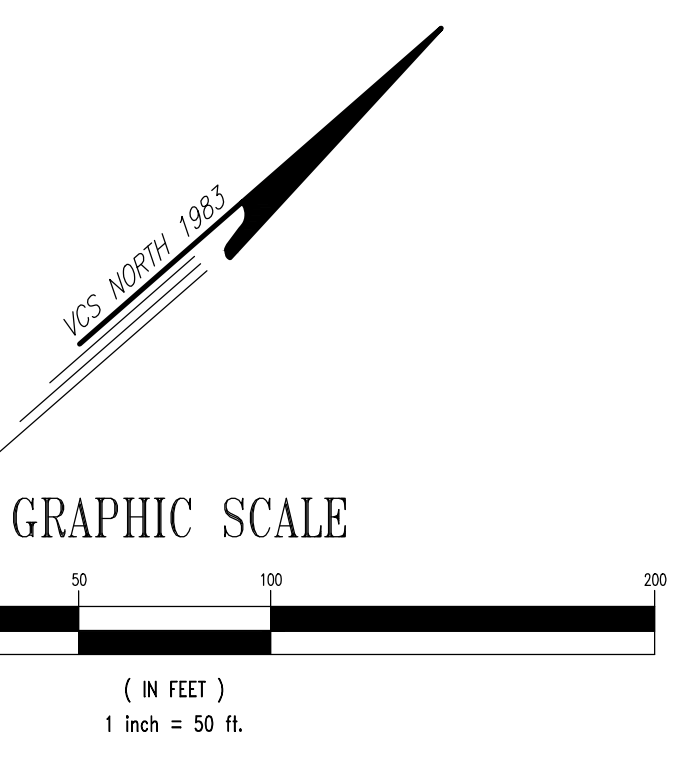
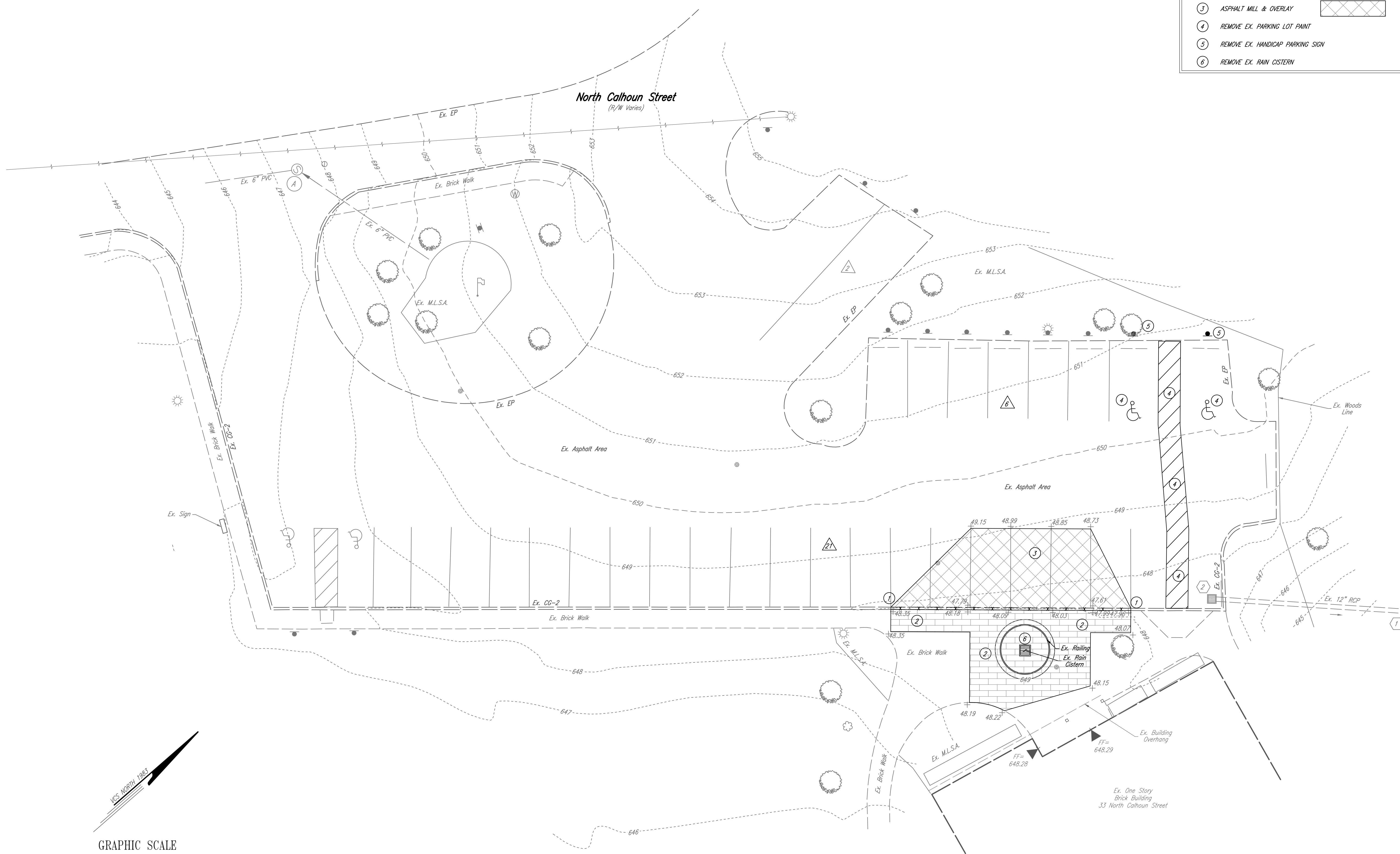
33 N. Calhoun Street Cistern

Item D.



DEMOLITION LEGEND

- ① REMOVE EX. CURB · · · · ·
- ② REMOVE EX. BRICK WALKWAY 
- ③ ASPHALT MILL & OVERLAY 
- ④ REMOVE EX. PARKING LOT PAINT 
- ⑤ REMOVE EX. HANDICAP PARKING SIGN 
- ⑥ REMOVE EX. RAIN CISTERN 

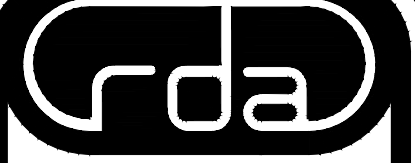


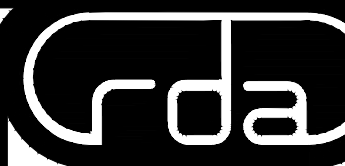
EXISTING CONDITIONS &
DEMOLITION PLAN
**33 NORTH CALHOUN STREET ADA
PARKING IMPROVEMENT**
CENTER DISTRICT
TOWN OF WASHINGTON

REVISIONS:

PLAN DATE:	JUNE 28, 2023
DESIGN BY:	TAP
CHECKED BY:	JDC
ARCHITECT:	N/A
JURISDICTIONAL PLAN NO.:	N/A
RDA PLAN NO. 17009-003	
SHEET NUMBER:	1 OF 2

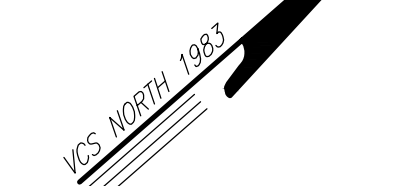
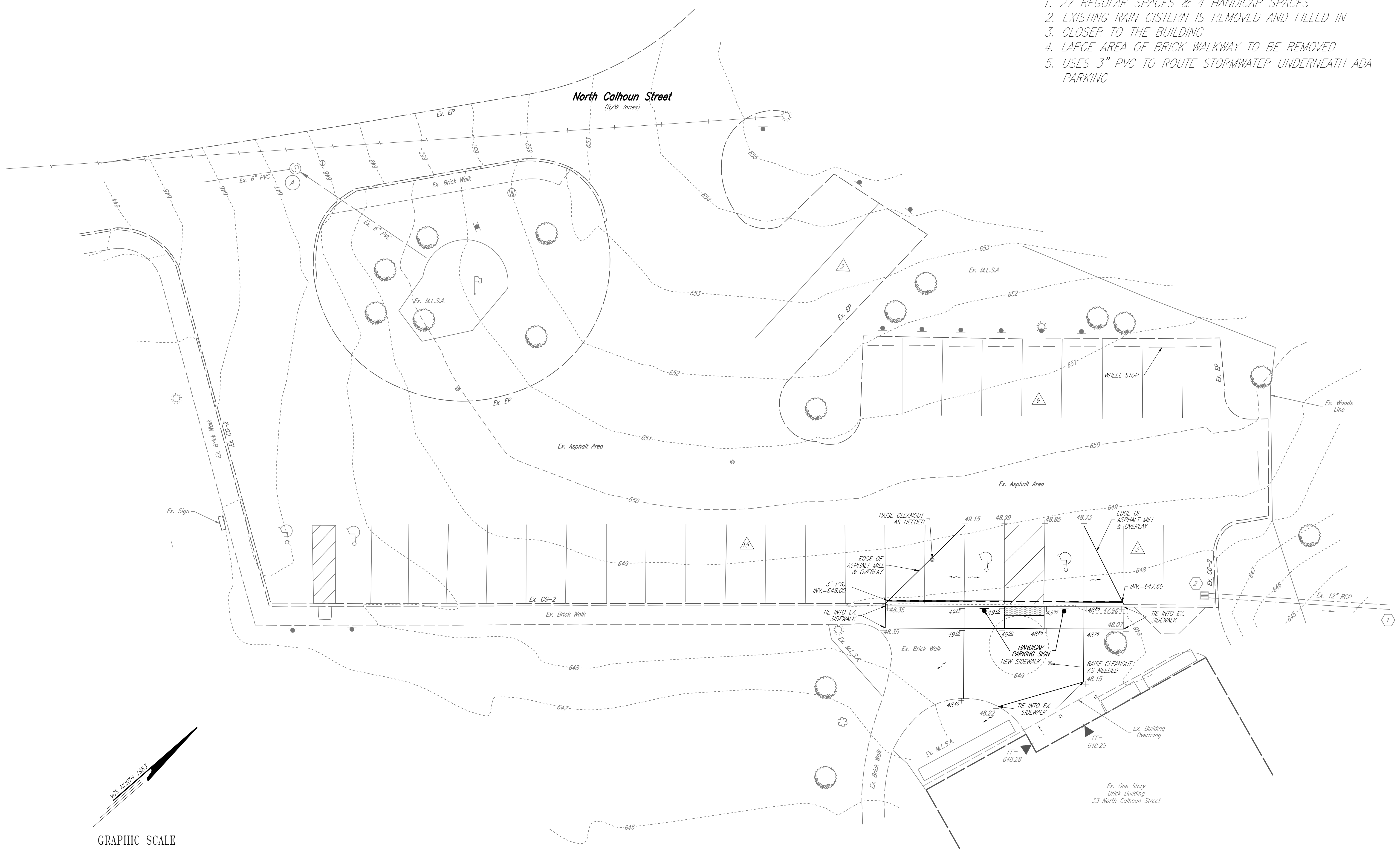
Rinker Design Associates, P.C.
11100 Endeavor Court, Suite 200, Manassas, VA 20109
Telephone: (703) 368-7373 www.rdacivil.com
Engineering * Surveying * Transportation * Environmental Services



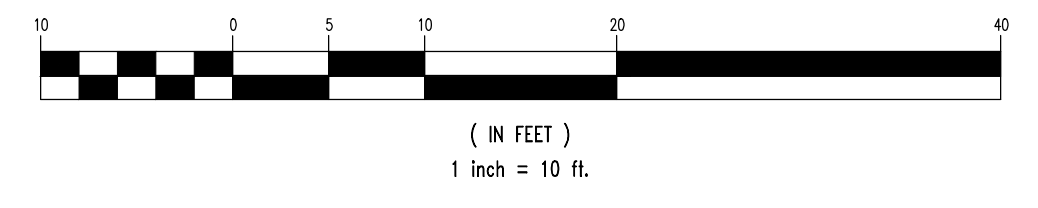


Rinker Design Associates, P.C.
 11100 Endeavor Court, Suite 200, Manassas, VA 20109
 Telephone: (703) 368-7373 www.rdacivil.com
 Engineering * Surveying * Transportation * Environmental Services

- NOTES:
- 27 REGULAR SPACES & 4 HANDICAP SPACES
 - EXISTING RAIN CISTERN IS REMOVED AND FILLED IN
 - CLOSER TO THE BUILDING
 - LARGE AREA OF BRICK WALKWAY TO BE REMOVED
 - USES 3" PVC TO ROUTE STORMWATER UNDERNEATH ADA PARKING



GRAPHIC SCALE



GRADING PLAN
33 NORTH CALHOUN STREET ADA PARKING IMPROVEMENT
 CENTER DISTRICT
 TOWN OF WASHINGTON

REVISIONS:

PLAN DATE:	JUNE 28, 2023
DESIGN BY:	TAP
CHECKED BY:	JDC
ARCHITECT:	N/A
JURISDICTIONAL PLAN NO.:	N/A
RDA PLAN NO. 17009-003	
SHEET NUMBER:	2 OF 2



33. N. Calhoun Street Cistern
Town Council Regular Meeting
August 8th, 2023



- The Town agreed to let Fauquier County lease the old Visitors Center building located at 33 N. Calhoun Street. The County is requesting to remove the cistern located in front of the building to allow for modified ADA access.
- The cistern is a non-contributing structure formerly associated with the neighboring Brentmoor property.
- Town Staff will be working with the applicant to review preliminary plans and determine the next best steps.
- Should the applicant move forward with the request to remove the cistern, a Demolition Permit will be required for Town Council review and approval in the form of a Resolution.



33. N. Calhoun Street Cistern
Town Council Regular Meeting
August 8th, 2023



Community Development
Department

STAFF REPORT

Town Council Meeting Date:	July 11, 2023
Agenda Title:	Special Use Permit 2023-01 St John the Evangelist
Requested Action:	Hold a Public Hearing
Decision Deadline:	February 12, 2024
Staff Lead:	Denise Harris, Planning Manager

EXECUTIVE SUMMARY

Special Use Permit (SUP) 2023-01 St John the Evangelist, the Applicant, and the Owner, the Catholic Diocese of Arlington (St Johns Catholic School Tees), seeks to amend a June 3, 1986, SUP approval to allow for the demolition of an existing building and the construction of a new 13,000 square foot office building. The subject parcel is located in the Residential (R-10) District of the Town of Warrenton Zoning Ordinance and is designated as Live/Work on the Future Land Use Map. The subject parcel (GPIN 6984-36-7135-000) is located at 271 Winchester Street on approximately 11.0664 acres.

Planning Commission held a Work Session on April 18, 2023 and a Public Hearing on May 16, 2023. Three members of the public spoke to the application. Items brought up included proximity of the new building to Winchester Street, potential loss of old growth trees, noise “bounce back” to residences, no crosswalk on Winchester to entrance, water run-off, topo/grade changes, no lighting on building, loss of green space, question if additional parking is necessary, and support for the existing building to be demolished. The Planning Commission requested the Applicant work to address items missing on the SUP Plans and issues raised. The Planning Commission also suggested the Applicant look at the potential of green space vs additional parking. The Planning Commission voted 3-0 (Lawrence, Lasher absent) to hold the Public Hearing open until the June Planning Commission meeting.

On June 1, 2023, the Applicant submitted an updated SUP Plan to address the requested missing information, including parking, topography, improvements on the site, refuse locations, adjacent properties, and other miscellaneous items. The Applicant piloted a new student pick up/drop off pattern to address draft Condition of Approval 9.b and found it to be successful in preventing stacking in the public-right-of way.

The Planning Commission continued the Public Hearing on June 20, 2023. Three members of the public spoke to the application. One in support of the church and two adjacent property owners, while generally in support, raised questions regarding water runoff. The residents questioned if leaving the old building in place while the new one is constructed will impact and hinder the ability to properly grade the site to resolve ongoing water runoff issues to properties on Richards Drive and Winchester Street. Citizens spoke to the desire for reassurance the new building will deal with the water issues.

The Planning Commission voted to recommend approval to the Town Council subject to draft Conditions of Approval (4-0-1; Lawrence abstained).

BACKGROUND

In 1986, St Johns the Evangelist received a Special Use Permit for a school. The minutes from the Town Council meeting indicate the intent was to allow:

1. Construction of the School in two phases
2. Phase 1 enrollment 270
3. Phase 2 enrollment 540
4. Relocate the convent
5. Obtain Right of way dedication to centerline of King Street (aka John E Mann Street) and Winchester

When the church school sought an expansion in 2017, a Zoning Determination letter found the building expansion could proceed without a Special Use Permit amendment as the enrollment numbers were not changing. However, during the Site Development Plan (SDP 2017-01), the Town indicated that *“as new projects are proposed by the Church, the additional work will be considered accumulative to this plan and will trigger the Commonwealth’s SWM Regulations.”* The Town’s willingness to work with the applicant in 2017 was predicated on the shared knowledge that the next proposed improvement would include a comprehensive update of the site’s uses and existing conditions. This Special Use Permit application is the opportunity for the Applicant to bring the last 37 years of property uses up to date.

During agency review of the application, staff raised several potential issues and asked the Applicant to address them. Highlights of issues include the potential inability to meet landscaping buffer requirements, no details on lighting, preliminary stormwater design, proposed refuse locations, and no height and dimensions of the building, retaining walls, parking, travelways, setbacks, and landscape buffers for staff to ensure the proposal will meet requirements. Staff is aware that stormwater and landscape buffer solutions can be expensive to engineer. Staff sought to help the applicant understand that staff cannot ensure this proposal works without more information and/or requested waivers.

The Planning Commission held a work session and two public hearing dates on this proposal. The Planning Commission discussed buffers and landscaping along the length of the northern boundary of the property; energy, water, and sewer demands; intentions of existing building and timing of demolition; parking overflow into adjacent neighborhoods and stacking in the public right-of-way; elevations from Winchester Street and the request for artist’s rendering; appropriate stormwater, sediment control, and boundary line adjustments; and ARB approvals.

PLANNING COMMISSION RECOMMENDATION

The Planning Commission recommended approval to the Town Council subject to the draft Condition of Approval.

Suggested Motions

1. I move that the Town Council approve of SUP 23-1, St John Catholic Church to amend the approved SUP in June 3, 1986, to allow for the 13,000 square foot accessory use building the church and school, subject to the Conditions of Approval dated July 11, 2023, sheets 1 through 4 of the Special Use Permit Plan created by Carson Land Consultants dated February 10, 2023 and revised through May 30, 2023.

OR

2. I move that the Town Council forward SUP 23-1, St John the Evangelist to the next Town Council meeting.

OR

3. I move an alternative motion.

OR

4. I move to deny SUP 23-01 for the following reasons...

ATTACHMENTS

1. Attachment A - Maps
2. Attachment B - May 13, 2023, Staff Analysis
3. Attachment C - May 30, 2023 Special Use Permit Plan
4. Attachment D - July 11, 2023 Conditions of Approval
6. Attachment F - Statement of Justification/Addendum to the Statement of Justification
7. Attachment G - Overall Site Access Plan
8. Attachment H - March 23, 2023/Revised April 27, 2023 Comment Response Letter
9. Attachment I - Town Council 1986 Meeting Minutes
10. Attachment J - Artist Renderings from Winchester Street
11. Attachment K - Draft Resolution

SPECIAL USE PERMIT CONDITIONS**Applicant: ST. JOHN THE EVANGELIST CATHOLIC
CHURCH****Owner: CATHOLIC DIOCESE OF ARLINGTON
(ST JOHNS CATHOLIC SCHOOL TEES)****SUP 23-01 (Supersedes SUP Dated June 3, 1986)****PINs 6984-36-7135-0000 (the "Property")****Special Use Permit Area: ± 11.0664 Zoning: R-10
Residential****Date: July 11, 2023**

In approving a Special Use Permit, the Town Council may impose such conditions, safeguards, and restrictions as may be necessary to avoid, minimize, or mitigate any potentially adverse or injurious effect of such special uses upon other properties in the neighborhood, and to carry out the general purpose and intent of this Ordinance. The Council may require a guarantee or bond to ensure that compliance with the imposed conditions. All required conditions shall be set out in the documentation approving the Special Use Permit (SUP).

1. General: This Special Use Permit is issued covering the entire Property pursuant to the provisions of § 11-3.10 of the Town of Warrenton Zoning Ordinance.
2. Site Development: The Property shall be developed in substantial conformance with the Special Use Permit Plan entitled, "Special Use Permit Plat," prepared by Carson Land Consultants, Page 1 dated February 10, 2023 and Pages 2-4 dated December 6, 2022, all revised May 30, 2023, consisting of four (4) sheets (the "SUP Plan"). Minor changes and adjustments may be made to the road and street alignments, entrances, parking, dimensions and location of SWM/BMP facilities, the exact configuration and location of building footprints, and other similar features as shown on the SUP Plan, provided they meet the intent of these Conditions and are approved by the Director of Community Development or the Zoning Administrator.

3. Use Parameters:
 - a. Special Use Permit Area – The Special Use Permit shall apply to the entire +/- 11.0664 acre site.
 - b. Use Limitations – The use shall be limited to a religious institution and related facilities including the church, school, and those accessory uses customarily incidental to the primary uses.
 - c. Maximum Students – The maximum number of students shall be 540 as approved in the previous SUP dated June 3, 1986.
4. Architecture: The site is located within the Historic District and is subject to Architectural Review Board, Certificates of Appropriateness (COA), and the Town of Warrenton Guide to Historic Resources. No structures shall be modified or erected until a COA has been issued. This includes walls and fences exceeding 36” in height.
5. Signage: All signage shall comply with the applicable provisions of Article 6 of the Town of Warrenton Zoning Ordinance.
6. Site Maintenance and Refuse Collection: Any refuse storage areas shall be screened with a solid enclosure constructed of materials that are compatible with the buildings on the property. The enclosure shall have gates that prohibit viewing this area from adjoining properties and public rights-of-way. The gates shall remain closed when not in use and the trash containers shall be emptied as necessary to prevent odors or infestation by vermin. Compliance with this condition shall be demonstrated on each final site plan(s). Deliveries and refuse collection shall follow Town Code Section 11-19(9).
7. Environment: All landscaping shall be native and drought-resistant or other species as may be approved on the final site plan(s).
 - a) Landscaping – The Applicant shall make all efforts to maintain and preserve the existing mature vegetation and hardwood trees when feasible.
 - b) Minimize Clearing and Grading – The Applicant shall show the limits of clearing and grading for the site on the approved final site plan(s). For portions of buffers located outside the limits of clearing and grading, the existing vegetation shall be preserved and supplemented to meet the intent the buffer as noted above. In addition, existing trees and shrubs shall be incorporated into the landscaping plan. This does not preclude the removal of diseased, noxious and/or invasive vegetation.
 - e) Stormwater Management –The property owner is required to account for all improvements, regardless of square footage, made to the property since July 1, 2014, and design and construct for the accumulative stormwater management for both quantity and quality in accordance with all applicable State and local

requirements in effect at the time of site development plan approval.

8. Lighting:

- a. Proposed lighting shall be reviewed during the review of the Certificate of Appropriateness and at the time of site plan in accordance with the Zoning Ordinance.
- b. Building-mounted security lighting, which is full cut-off and directed toward the building and in compliance with the Zoning Ordinance, shall be permitted.
- c. All new and replacement light fixtures shall consist of full cut-off fixtures with a color temperature of 3,000 K or lower, and a maximum mounting height of 14 feet.
- d. Lighting on the school managed turf fields is prohibited.
- e. All other proposed lighting shall be addressed at site plan in accordance with the Zoning Ordinance.

9. Transportation:

- a) Vehicular Access – The site shall be accessed from the Winchester Street and John E. Mann entrances. Egress shall be controlled via a stop sign traffic control with stop bar at the exits.
- b) There shall be no stacking of vehicles into the public right-of-way. The school is responsible for ensuring drop off and pick up from the school do not result in backs ups on the public streets. Stacking on the property by accessing the school by way of Winchester Street or staggering times is required to achieve this condition.
- c) Handicapped Parking and Signage – Handicapped parking and signage for shall be provided in accordance with the PFM and the Americans with Disabilities Act.
- d) Dedication of public right-of-way on Winchester Street shall be included on the Site Development Plan and be recorded prior to occupancy permit. With the dedication of the right-of-way frontage, the property owner will submit with the site plan an agreement to retain the maintenance of the existing perimeter wall and entrance features, including the entrance apron on Winchester Street for Town review and approval.

10. Parking: Parking located on the north side of the property, adjacent to Richards Lane shall buffer and shield the headlights of vehicles from the adjacent residences. Headlights shall be screened from view from the residential-zoned property located to the north to at least 3.5 feet in height above the parking surface elevation with a solid wall, sight-tight fence, evergreen shrubs, or other method as approved by the Zoning Administrator as a part of the Site Development Plan, to extend the length of the parking on the north side.

11. Water and Sewer: The site shall continue to be served by public water, with the property owner bearing all costs associated with providing the additional services that will be required. Construction of a new 3-story building, +/- 13,000 square foot located at the northwest corner of the property on Winchester Street will require a separate water meter, per Town Code

12. Demolition: Demolition of the existing 3 story stone and block building located in the northwest portion of the property adjacent to Richards Lane shall require a permit from the Town. No final occupancy permit shall be issued on a new 3-story building, +/- 13,000 square foot located at the northwest corner of the property on Winchester Street until the above existing building has been demolished. The old building will be demolished within 6 months after the issuance of the temporary occupancy permit.

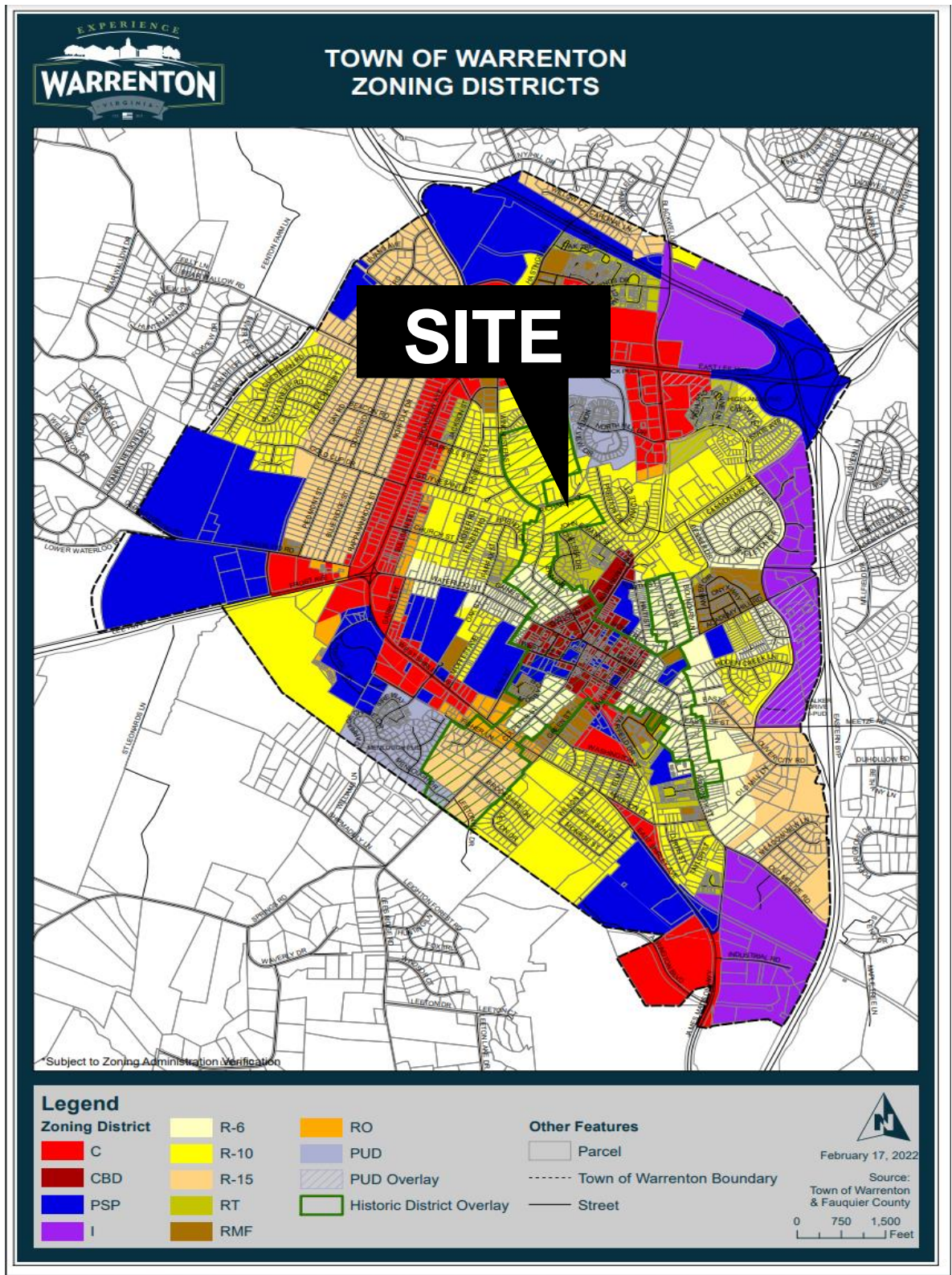
Attachment A - Map
VICINITY MAP



Attachment A - Map
AERIAL MAP



Attachment A - Map EXISTING ZONING MAP



Attachment A - Map FUTURE LAND USE MAP

FUTURE LAND USE

Character Districts

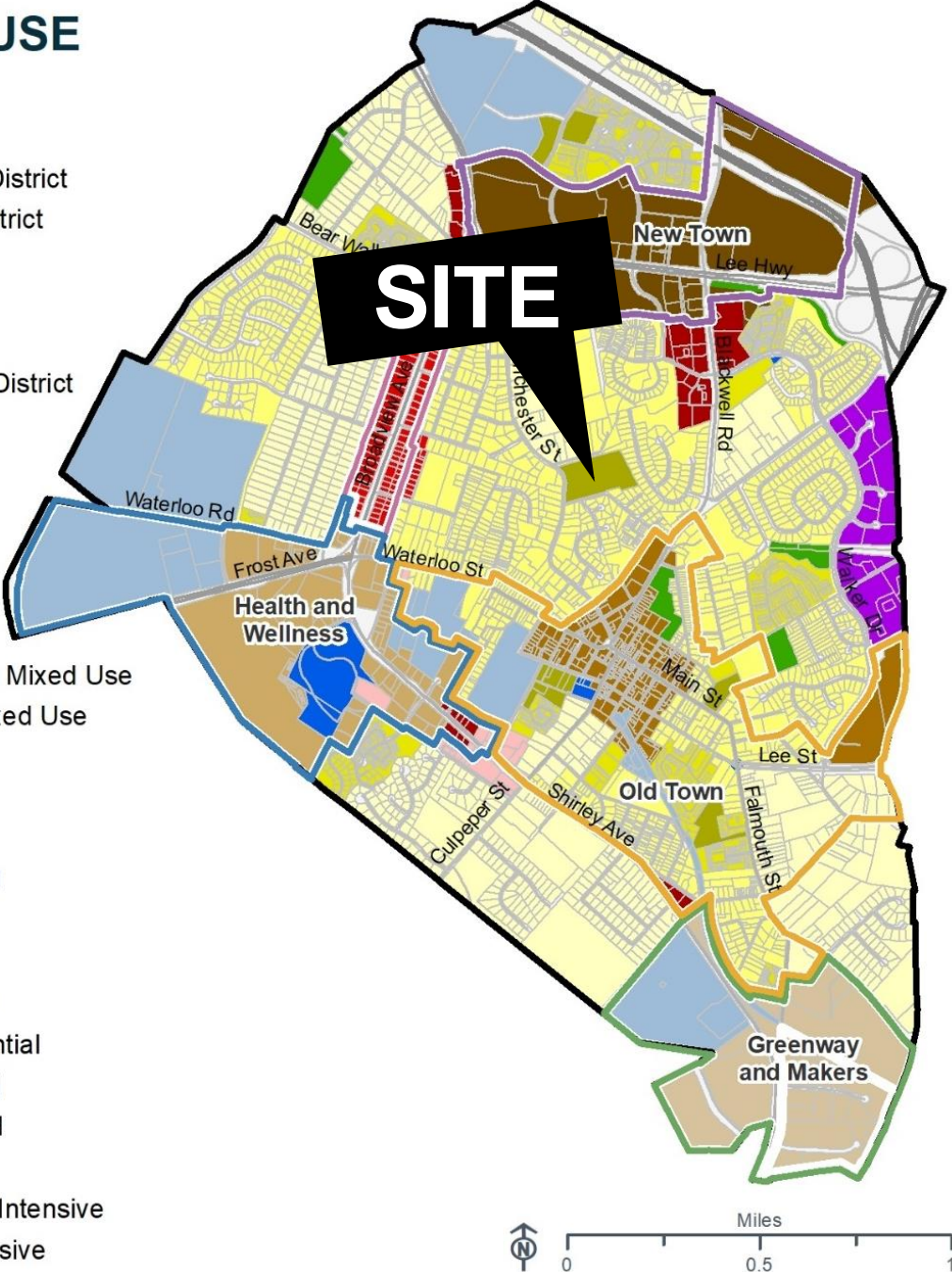
- Greenway and Makers District
- Health and Wellness District
- New Town District
- Old Town District

Overlay Districts

- Broadview Commercial District
- Makers District

Future Land Use

- Greenway and Wellness Mixed Use
- Health and Wellness Mixed Use
- Old Town Mixed Use
- New Town Mixed Use
- Office
- Re-Planned Commercial
- Commercial
- Light Industrial
- Low Density Residential
- Medium Density Residential
- High Density Residential
- Live-Work Neighborhood
- Park
- Public/Semi-Public Non-Intensive
- Public/Semi-Public Intensive



Staff Analysis

This analysis is based on the Comprehensive Plan, Zoning Ordinance, and review comments by Town Departments. The standards/analysis tables in the sections below contain the criteria for Planning Commission and Town Council consideration of Special Use Permits, per Article 11-3.1.3.

This request for a Special Use Permit for St John the Evangelist to amend the exiting 1986 SUP to allow for a new building in accordance with Article 3-4.2 and Article 11-3.10 of the Town Zoning Ordinance. The proposal is to demolish an existing approximately 11,000 square foot building with a new 13,000 square foot building. The property is operating under a Special Use Permit that was approved to allow for a school. The Special Use Permit has not been updated since 1986 to reflect the uses and needs of the property. However, through time, multiple improvements have been made to the property, including the church expanded in 2002/3, modifications to the stone wall in 2007, improvements were done to the Parish Activity Center in 2015, and the school expanded in 2017. This SUP application is the opportunity to update the 11 acres to reflect the proposed new building and provide an accounting stormwater, parking, refuse, open space, and lighting for the uses contained on the parcel.

The following table summarizes the area characteristics (see maps in Attachment A):

Direction	Land Use	Future Land Use Map Designation	Zoning
North	SF Residential	Residential	R-10 Residential
South	SF Residential	Residential	RT Multi-Family
East	SF Residential	Residential	R-10 Residential
West	SF Residential	Residential	R-10 Residential

The subject parcel is zoned to the R-10 Residential District of the Town of Warrenton Zoning Ordinance and is designated as Live Work Neighborhood on the Future Land Use Map. The subject parcel (GPIN 6984-36-7135-000) is located at 271 Winchester Street on approximately 11.0664 acres.

Comprehensive Plan Future Land Use and Historic Resources Analysis

Plan Warrenton 2040 labels this parcel in the Future Land Use Map is designated as Live Work outside of a Character District. It is also located within the Historic District. The Historic District goals state:

- Conserve, reuse, and promote historic resources to enhance the Town’s sense of place and grow the economy.
- Preserve the authenticity and tell the stories of historic resources for generations to come through documentation. Educate the community on the value of historic resources.
- Enhance the environment through preservation and sustainability best practices.

- Protect the rich histories of existing neighborhoods.
- Promote asset-based economic development through historic resources.

Standard	Analysis
<i>Whether the proposed Special Use Permit is consistent with the Comprehensive Plan.</i>	The proposed use falls within the future land use designation of Live Work as listed in the Comprehensive Plan and is located within the Historic District.
<i>The compatibility of the proposed use with other existing or proposed uses in the neighborhood, and adjacent parcels.</i>	The church property is adjacent to existing residential single-family homes. A church and school are permissible uses within the Residential R-10 zoning district, requiring a Special Use Permit.

Staff Findings

The historical survey of the existing building found it to be non-contributing. The applicant has held a work session with the Architectural Review Board to begin the process of discussion for the new building scale, massing, and materials. A Condition of Approval for the SUP addresses the need to obtain a Certificate of Appropriateness. The applicant intends to develop a building up that meets new building codes, in keeping with the context and character of the area.

Zoning Analysis

The legislative intent of the Residential R-10 District is this district is composed of certain low concentrations of residential uses, plus certain open space areas where similar development would be consistent with the provisions of the Town’s Comprehensive Plan. The regulations of this district are designed to stabilize and protect the essential characteristics of the district and promote and encourage suitable environment for single-family residential units and prohibit all activities of a commercial nature, except neighborhood professional businesses. To these ends, development in low density single unit dwellings, plus certain compatible uses by special use permit.

Standard	Analysis
<i>The level and impact of any noise emanating from the site, including that generated by the proposed use, in relation to the uses in the immediate area.</i>	The proposed use is adjacent to existing residential single-family detached dwellings. All non-residential uses must meet the noise standards under Article 9-14.2. No change of use is proposed.
<i>The proposed location, lighting and type of signs in relation to the proposed use, uses in the area, and the sign requirements of this Ordinance.</i>	The applicant has not proposed any new signage with the new building.

Standard	Analysis
<p><i>The location and area footprint with dimensions (all drawn to scale), nature and height of existing or proposed buildings, structures, walls, and fences on the site and in the neighborhood.</i></p>	<p>An SUP plan has been provided showing the location of the existing church, associated accessory buildings and proposed office building.</p> <p>The proposed 3-story office building is noted at 13,000 square feet. The plan shows an existing church, 1-story school, rectory, and 1 story building with a basement.</p> <p>There is an existing retaining wall located at the northwestern corner of the property, and a proposed retaining wall is noted along the proposed office building. The applicant states “the proposed building height will be approximately 35’ or less” based on a calculation using the average proposed grade along the outside of the building. The applicant states “variations in the final site grading will change the building height calculation.”</p> <p>The ARB will review the retaining wall to ensure compliance with the Historic District.</p>
<p><i>The nature and extent of existing or proposed landscaping, screening and buffering on the site and in the neighborhood.</i></p>	<p>No new landscaping detail is proposed on the SUP Plan, except a call out for the area around the existing retaining wall. Staff has indicated to the applicant that as presented it does not meet the ordinance requirements, which will be required at time of site plan submission</p>
<p><i>The timing and phasing of the proposed development and the duration of the proposed use.</i></p>	<p>Timing of construction will depend on receiving site plan approval. The applicant has proposed a condition that would call for the demolition of the existing building prior to final occupancy of the new building.</p>
<p><i>Whether the proposed Special Use Permit at the specified location will contribute to or promote the welfare or convenience of the public.</i></p>	<p>The additional office space may allow the church to better serve the community. Updating the Conditions of Approval to address stacking in the public right-of-way will promote safety on John E. Mann Street.</p>
<p><i>Whether, in the case of existing structures proposed to be converted to uses requiring a Special Use Permit, the structures meet all code requirements of the Town of Warrenton.</i></p>	<p>Any new structures will be required to meet current codes.</p>

Standard	Analysis
<i>The location, character, and size of any outdoor storage.</i>	No outdoor storage is shown on the SUP plan.
<i>The location of any major floodplain and steep slopes.</i>	No floodplain is located on site.
<i>The location and use of any existing non-conforming uses and structures.</i>	The proposed structure must meet all required setbacks and permissible uses should the SUP be granted.
<i>The location and type of any fuel and fuel storage.</i>	No fuel storage areas are noted on site.
<i>The location and use of any anticipated accessory uses and structures.</i>	The office building is proposed to be built at the Northwest corner of the site.
<i>The area of each proposed use.</i>	The proposed area for the new office building is 13,000 square feet.
<i>The location and screening of parking and loading spaces and/or areas.</i>	The applicant has revised the plan to show all existing parking spaces; conformance with the minimum required parking for the use(s) a found in Article 7 will be reviewed in detail as a part of the Site Development Plan. Perimeter parking lot landscaping is required The applicant provided a “Typical Wall and Landscape Detail” on the SUP Plan but it will have to meet ordinance requirements.
<i>The location and nature of any proposed security features and provisions.</i>	Not applicable.
<i>Any anticipated odors which may be generated by the uses on site.</i>	The site must remain in compliance with Article 9-14.5 regarding the control of odors.
<i>Refuse and service areas.</i>	Refuse is identified on the SUP Plan. The Statement of Justification acknowledges conformance with refuse storage requirements will be verified at the time of site plan.
<i>Whether the proposed Special Use Permit will result in the preservation or destruction, loss or damage of any significant topographic or physical, natural, scenic, archaeological or historic feature.</i>	No significant or topographic areas are noted on site.
<i>The effect of the proposed Special Use Permit on environmentally sensitive land or natural features, wildlife habitat and vegetation, water quality and air quality. The location of any major floodplain and steep slopes.</i>	The applicant will address stormwater at time of site plan. The SUP Plan includes topo and general placement of improvements. The applicant stated they do not anticipate blasting.
<i>The glare or light that may be generated by the proposed use in relation to uses in the immediate area.</i>	A condition of approval includes lighting standards for the site and the applicant will be required to meet the ordinance.

Staff Findings

During agency review of the application, staff raised several potential issues and asked the applicant to address them. Highlights of issues include the potential inability to meet landscaping buffer requirements, details on lighting, preliminary stormwater design, proposed refuse locations, and height and dimensions of the building to confirm required setbacks, retaining walls, parking, travelways, and landscape buffers for staff to ensure the proposal will meet requirements. Staff is aware that stormwater and landscape buffer solutions can be expensive to engineer. Staff sought to help the applicant understand that staff cannot ensure this proposal works at Site Development Plan without more information and/or requested waivers.

As part of the agreement between the church for the pre-school expansion in 2017, in an email from Carson Land Consultants to the Town on August 4, 2017, the applicant's engineer confirmed "but if and when St John's does anything else in the future, the land disturbance from this project plus the next will trigger the VPDES permit." The Town engineer responded with the statement "However, when they move to the next phase, we will go back to any upgrade during and after 2014."

Draft Conditions of Approval have been drafted to attempt to address potential stormwater and lighting issues.

Transportation and Circulation Analysis

The Transportation and Circulation goals for the Town of Warrenton are:

- Improve multi-modal capacity and safety that encourages trips by walking, bicycling, and transit. Enhance the traveling experience by creating great streets.
- Promote livability in the Town by creating great places where residents and visitors feel welcome and safe.
- Provide an equitable and connected Multi-Modal Network.

<u>Standard</u>	<u>Analysis</u>
<i>The traffic expected to be generated by the proposed use, the adequacy of access roads and the vehicular and pedestrian circulation elements (on and off-site) of the proposed use, all in relation to the public's interest in pedestrian and vehicular safety, efficient traffic movement and access in case of fire or catastrophe.</i>	The church site is used for multiple uses including a pre-school – 8 th grade school, parish activity center for community events, outdoor managed turf fields, a rectory, and the multi-use office building.
<i>Whether the proposed use will facilitate orderly and safe road development and transportation.</i>	

Staff Findings

The Warrenton Volunteer Fire Department requested consideration of wider access roads, strict enforcement of no parking areas, more fire hydrants, and ensuring flat areas 1/4th of the height of the

building. Community Development staff raised concerns about perimeter parking, understanding of the impervious surface dimensions (e.g. parking and travelways), and information regarding school pick off and drop off to prevent stacking in the public right-of-way. Public Works and Utilities raised the 1986 condition of dedicating the right-of-way to the centerline of Winchester Street. The applicant acknowledged these items and stated they would be addressed at site plan. Staff has worked to try to develop a set of draft conditions of approval to address the right of way, potential maintenance needs and who is responsible for them, and vehicle stacking in the public right-of-way. It should also be noted there is no proposed sidewalk along the frontage of Winchester Street. Normally a subdivision is the trigger for installing a sidewalk. In this case, the applicant is not subdividing the property.

Community Facilities and Environmental Analysis

Plan Warrenton 2040 outlines Community Facilities goals and Environmental goals by stating:

- Green infrastructure and sustainability are incorporated into community facilities to promote energy efficiency and environmental protections.
- Ensure healthy, safe, adequate water and wastewater services.
- Preserve, enhance, and protect the environmental, scenic, and natural quality of the Town.

<u>Standard</u>	<u>Analysis</u>
<i>Whether the proposed Special Use Permit will be served adequately by essential public facilities, services and utilities.</i>	There is an existing water and sewer system on the parcel. The applicant has indicated a potential stormwater management area with a note that stormwater is subject to change with final design on the SUP Plan.
<i>The location of any existing and/or proposed adequate on and off-site infrastructure.</i>	

Staff Findings

The Town Public Works and Utilities Department cannot verify the disturbance work or the erosion and sediment control measures and calculations without more information provided. The applicant was provided information from 2017 site development plan that stated the additional disturbance related to the recently constructed education building (per SDP 2017-01) will be considered accumulative to this new SUP application (per SUP-23-01) and will trigger the Commonwealth’s SWM Regulations, as indicated in General Note 12 of the 2017of the Saint John the Evangelist Roman Catholic Church SDP sheet 2. Public Works and Utilities also informed the applicant that at least a 10% reduction in runoff and nutrients from the site. Per February 2, 2017, memorandum (SDP 2017-01 St. John’s Catholic Church Pre-School Addition letter), the additional disturbance will be considered accumulative to this SUP application and will trigger the Commonwealth’s SWM Regulations, as indicated in General Note 12 of the 2017of the Saint John the Evangelist Roman Catholic Church SDP sheet 2. Further concern from Public Works is the site plan must ensure that the existing drainage on Winchester Street has adequate capacity to convey drainage from this improved site.

Public Works requested a Stormwater Master Plan for the site showing how stormwater is proposed to leave the site and how it meets the Stormwater Town’s Ordinance criteria. This relates to the recently constructed education building (per SDP 2017-01) and the proposed new building. Staff is unable to ensure all these concerns have been addressed until more detail is provided at site plan.

The applicant states they will address all outstanding issues at time of Site Development Plan.

Economic Resources Analysis

An economic goal of Plan Warrenton 2040 is to promote a diverse, equitable stable tax base while preserving the character of the community.

<u>Standard</u>	<u>Analysis</u>
<i>Whether the proposed Special Use Permit use will provide desirable employment and enlarge the tax base by encouraging economic development activities consistent with the Comprehensive Plan.</i>	The proposed use does not change the existing uses on the property.
<i>The number of employees.</i>	Unknown. Students is capped at 540.
<i>The proposed days/hours of operation.</i>	Unknown.

Staff Findings

The proposal does not change the existing economic use of the site.

Conditions of Approval

The Planning Commission recommended conditions of approval for the Town Council’s consideration.

SPECIAL USE PERMIT PLAT

ST JOHN THE EVANGELIST CATHOLIC CHURCH

SUP 2023-1 (AMENDMENT TO SUP DATED JUNE 3, 1986)

271 WINCHESTER STREET

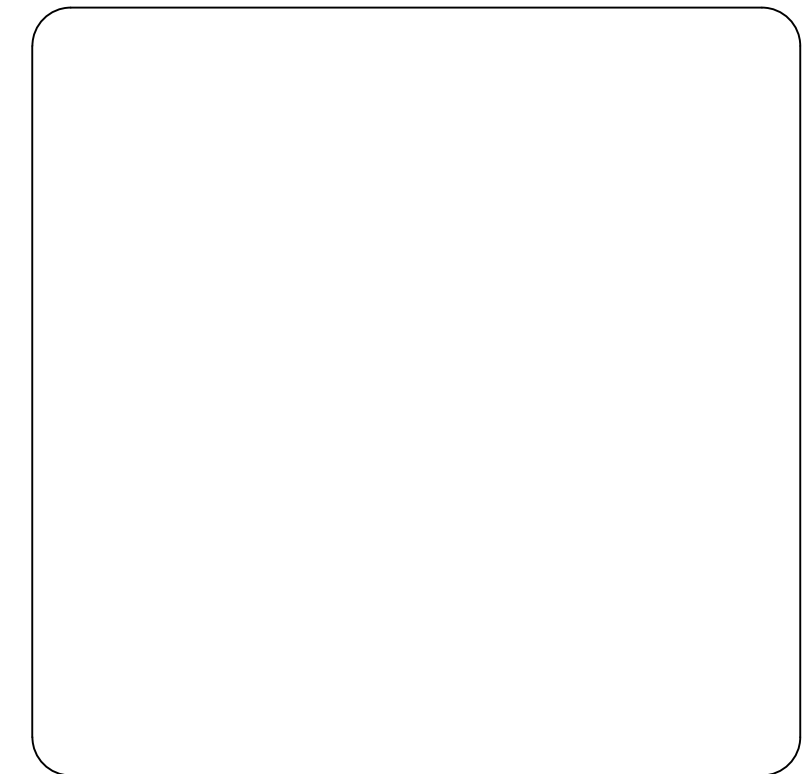
TOWN OF WARRENTON

FAUQUIER COUNTY, VIRGINIA

FEBRUARY 10, 2023

LAST REVISED: MAY 30, 2023

APPROVAL BLOCK



LEGEND	
Q	CENTERLINE
CO	CLEANOUT
EX	EXISTING
HC	HANDICAPPED
EP	EDGE OF PAVEMENT
S/C	SIAMESE YARD CONNECTION
IPS	IRON PIPE SET
IPF	IRON PIPE FOUND
RET	RETAINING
PKS	PK-NAIL SET
DHS	DRILL HOLE MADE
CONC	CONCRETE
CONN	CONNECTION
TELE	TELEPHONE
STM STR	STORM SEWER STRUCTURE
STM MH	STORM SEWER MANHOLE
SAN MH	SANITARY SEWER MANHOLE
ELEC TRANS	ELECTRIC TRANSFORMER
O	WATER VALVE UNLESS NOTED
Q	SIGN
⊕	FIRE HYDRANT
⊕	LIGHT OR UTILITY POLE
FC	FACE OF CURB
7	NUMBER OF PARKING SPACES
1 LS	NUMBER OF LOADING SPACES
5 HC	NUMBER OF HANDICAP SPACES
---	PROPERTY OR RW LINES
---	CENTER LINE
---	EASEMENT LINE
---	EXISTING TRAVEL WAY/ EDGE OF PAVEMENT
---	PROPOSED EDGE OF PAVEMENT
---	EXISTING CURB AND GUTTER
---	PROPOSED CURB AND GUTTER
---	FENCE LINE
---	ROADSIDE DELINEATORS
---	RAILROAD
---	ADJACENT PROPERTY OWNERS
---	EXISTING CULVERT OR STORM LINE
---	PROPOSED CULVERT OR STORM LINE
---	STORM SEWER (PROPOSED BY OTHERS)
---	EXISTING WATERLINE
---	PROPOSED WATERLINE
---	WATERLINE (PROPOSED BY OTHERS)
---	EXISTING FIRE HYDRANT
---	PROPOSED FIRE HYDRANT
---	EXISTING SANITARY SEWER
---	PROPOSED SANITARY SEWER
---	SANITARY SEWER (PROPOSED BY OTHERS)
---	EXISTING GAS LINE
---	PROPOSED GAS LINE
---	EXISTING OVERHEAD TELEPHONE
---	EXISTING OVERHEAD ELECTRIC
---	EXISTING OVERHEAD TELEPHONE & ELECTRIC
---	EXISTING UNDERGROUND TELEPHONE
---	EXISTING UNDERGROUND ELECTRIC
---	EXISTING RETAINING WALL
---	PROPOSED RETAINING WALL
---	EXISTING POWER OR TELEPHONE POLE
---	LIGHT POLE
---	EXISTING CONTOUR W/ ELEVATION
---	PROPOSED CONTOUR W/ ELEVATION
---	EXISTING SPOT ELEVATION
---	PROPOSED SPOT ELEVATION
---	EARTH DEPRESSION
---	DITCH, SWALE, STREAM OR SPRING
---	SWAMP OR MARSH AREA
---	DRAINAGE DIVIDE
---	PATH (DIRT, GRAVEL, CRUSHED STONE, ETC.)
---	TREE LINE
---	LIMITS OF CLEARING & GRADING
---	NORTH ARROW
---	TREES AND SHRUBS
---	STD. VDOT CG-12, CURB RAMP
---	PROPOSED CONCRETE
---	PROPOSED GRAVEL
---	PROPOSED UNDERDRAIN

ADJACENT OWNERS

6984-45-0901-000
MANN, FAYE A/K/A, MANN, FAYE O
101 JOHN E MANN ST
WARRENTON VA 20186
BK 265 / PG 1584
ZONING: R-10

6984-45-1877-000
ELLIOTT, KELSEY A
216 ROBINSON ST
WARRENTON VA 20186
BK 1453 / PG 2270
ZONING: R-10

6984-45-2940-000
JAMES, CHERYL M
220 ROBINSON ST
WARRENTON VA 20186
BK 1458 / PG 1263
ZONING: R-10

6984-45-3912-000
PAYNE, MICHELLE A TRUSTEE;
PAYNE, MICHELLE ANN TRUST;
PAYNE, STEVEN C TRUSTEE;
PAYNE, STEVEN CARL TRUST
232 ROBINSON ST
WARRENTON VA 20186
BK 1587 / PG 69
ZONING: R-10

6984-46-1478-000
DEMBOVSKI, CHANTHELLE;
PEPIN, THOMAS G
348 PRESTON DR
WARRENTON VA 20186
BK 1694 / PG 1231
ZONING: R-10

6984-46-2402-000
CHESLEY, COLLEEN M;
CHESLEY, MICHAEL R
340 PRESTON DR
WARRENTON VA 20186
BK 1203 / PG 234
ZONING: R-10

6984-46-2324-000
MUSSER, COURTNEY CANFIELD
332 PRESTON DR
WARRENTON VA 20186
BK 1587 / PG 2406
ZONING: R-10

6984-46-2257-000
BARAHONA, ANGEL E, BARAHONA,
JHESSY CRYSL LAGUNA DE
324 PRESTON DR
WARRENTON VA 20186
BK 1209 / PG 1125
ZONING: R-10

6984-46-2280-000
EVANS, LIDA FULFORD
316 PRESTON DR
WARRENTON VA 20186
BK 1197 / PG 2207
ZONING: R-10

6984-46-3113-000
FAZENBAKER, ROBERT EUGENE;
STAFFORD, ANNALISA
308 PRESTON DR
WARRENTON VA 20186
BK 1321 / PG 2263
ZONING: R-10

6984-46-3056-000
WRIGHT, ANDREA J, WRIGHT, JOHN C
300 PRESTON DR
WARRENTON VA 20186
BK 1440 / PG 1211
ZONING: R-10

6984-36-9591-000
CHIPMAN, ALBERT W III;
CHIPMAN, KAREN S
287 WINCHESTER ST
WARRENTON VA 20186
BK 1249 / PG 2301
ZONING: R-10

6984-36-9684-000
CHIPMAN, ALBERT W III;
CHIPMAN, KAREN S
289 WINCHESTER ST
WARRENTON VA 20186
BK 1171 / PG 2455
ZONING: R-10

PARKING TABULATION

IN ACCORDANCE WITH ARTICLE 7 OF THE TOWN OF WARRENTON ZONING ORDINANCE THE PARKING REQUIRED FOR THE SITE ARE AS FOLLOWS:

CHURCH: ONE (1) SPACE PER FOUR (4) SEATS DESIGN CAPACITY OF THE PRINCIPLE PLACE OF WORSHIP
SCHOOL: ONE (1) SPACE PER TWENTY-FIVE (25) CLASSROOM SEATS PLUS ONE (1) PER EMPLOYEE CALCULATED FOR THE WORK PERIOD CONTAINING THE LARGEST NUMBER OF EMPLOYEES.

REQUIREMENTS

CHURCH = 793 SEATS (PER APPROVED AMENDED SITE PLAN)
PARKING REQUIRED: 750 SEATS / 4 = 187.5 = 188 SPACES
HC PARKING REQUIRED: 7 SPACES (PER ADA)

PRESCHOOL = 100 CLASSROOM SEATS / 25 = 4 SPACES
12 EMPLOYEES = 12 SPACES
= 16 SPACES TOTAL

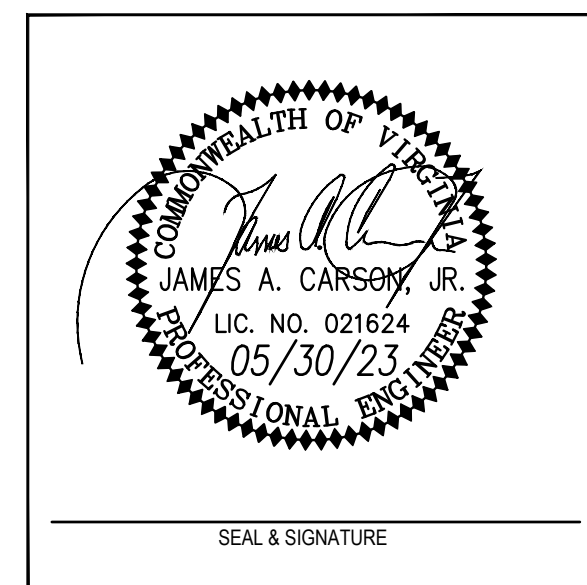
ST. JOHN'S SCHOOL (K-8) = 250 CLASSROOM SEATS / 25 = 10 SPACES
30 EMPLOYEES = 30 SPACES
= 40 SPACES

TOTAL NUMBER OF PARKING SPACES REQUIRED:
CHURCH 188
PRE-SCHOOL 16
SCHOOL 40
SPACES 244

TOTAL NUMBER OF PARKING SPACES PROVIDED: 244 SPACES PROVIDED (CURRENTLY)
TOTAL NUMBER OF PARKING SPACES PROVIDED: 277 SPACES PROPOSED (WITH THIS SUP AMENDMENT)

TOTAL CHANGE WITH THIS SUP AMENDMENT: ADDITION OF 229 SPACES (SUBJECT TO CHANGE)

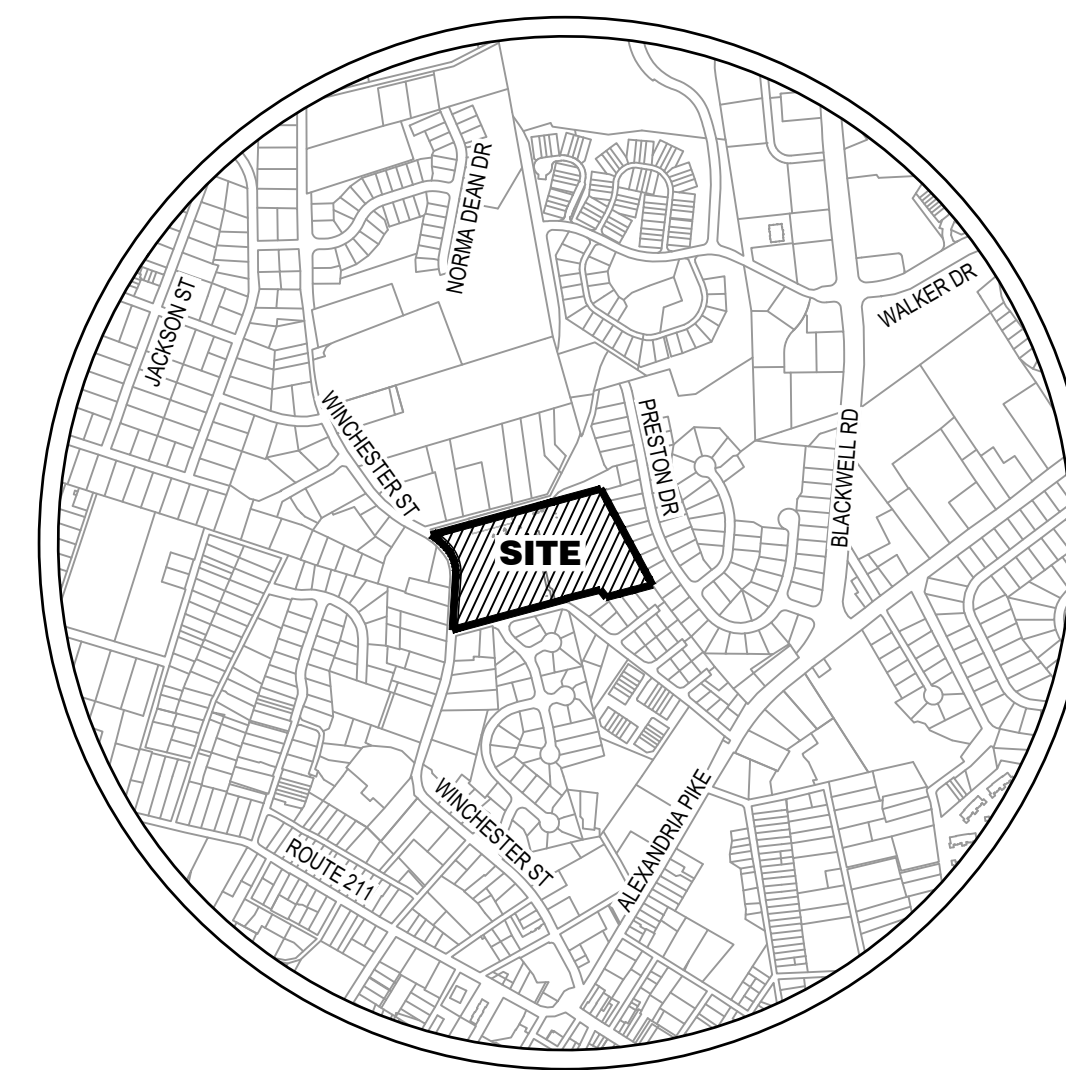
NOT FOR CONSTRUCTION
UNDER REVIEW



ENGINEER'S CERTIFICATE

I, JAMES A. CARSON, JR., A LICENSED PROFESSIONAL ENGINEER IN THE COMMONWEALTH OF VIRGINIA, DO HEREBY CERTIFY THAT THE PROPERTIES UPON WHICH THIS SITE PLAN IS PROPOSED LIE IN THE NAME OF ST. JOHN'S CATHOLIC SCHOOL TEES, AS FOUND AMONG THE LAND RECORDS OF FAUQUIER COUNTY, VIRGINIA, IN DEED BOOK 205, PAGE 59.

James A. Carson, Jr.
JAMES A. CARSON, JR. P.E. NO. 21624



VICINITY MAP

SCALE 1"= 100'

SHEET INDEX

SHEET NO.	DESCRIPTION
1	COVER SHEET
2	EXISTING CONDITIONS PLAN
3	SPECIAL USE PERMIT PLAT
4	BUILDING ELEVATIONS
4	TOTAL NUMBER OF SHEETS IN PLAN

GENERAL NOTES

- PROJECT DESCRIPTION: THIS PROJECT PROPOSES THE CONSTRUCTION OF AN APPROXIMATELY 13,000 SQUARE FOOT, THREE FLOOR OFFICE BUILDING, SIDEWALK, SITE GRADING AND PARKING LOT IMPROVEMENTS ARE ALSO A PART OF THE PROPOSED PROJECT. APPROXIMATE 0.90 ACRE WILL BE DISTURBED DURING THE CONSTRUCTION OF THE PROJECT.
- PINS: 6984-36-7135-000
- ACREAGE: 11.0664 AC
- CURRENT USE: CHURCH, SCHOOL
- PROPOSED USE: CHURCH, SCHOOL
- OWNERS/APPLICANT:
ST. JOHN'S CATHOLIC SCHOOL TEES
271 WINCHESTER STREET
WARRENTON VIRGINIA 20186
DEED BOOK 205, PAGE 59
- ZONING: RESIDENTIAL (R-10)
- ZONING REQUIREMENTS:
MINIMUM LOT AREA: 10,000 SQ. FT
MINIMUM LOT FRONTAGE: 75 FEET
FRONT SETBACK:
MINIMUM 25 FEET
SIDE SETBACKS:
REAR SETBACK: 15 FEET
MAXIMUM LOT COVERAGE: 20 FEET
MAXIMUM BUILDING HEIGHT: 65% IMPERVIOUS SURFACE
35 FEET
- TOPOGRAPHIC INFORMATION FIELD RUN BY CARSON LAND CONSULTANTS.
CONTOUR INTERVAL: 2 FT
DATUM: NAVD 88
- THE SUBJECT PROPERTY IS LOCATED ON FEMA FLOOD INSURANCE RATE MAP, COMMUNITY-PANEL NUMBER 51061C 0306 C, DATED FEB. 6, 2008. THE PROPERTY IS LOCATED IN ZONE "X". THIS DOES NOT CONSTITUTE A FLOOD STUDY BY THIS FIRM.
- STORMWATER MANAGEMENT WILL BE ADDRESSED WITH FINAL SITE DEVELOPMENT PLAN. THE PROPOSED OFFICE BUILDING AND ASSOCIATED PARKING AND CIRCULATION IMPROVEMENTS WILL BE TREATED AS A COMMON PLAN OF DEVELOPMENT. STORMWATER MANAGEMENT WILL BE ADDRESSED BY A COMBINATION OF ONSITE TREATMENT WITH STRUCTURAL BMPs SUCH AS BIORETENTION, DETENTION, AND/OR PURCHASE OF OFFSITE NUTRIENT CREDITS. AS CONSULT WITH THE TOWN WILL BE REQUIRED TO DETERMINE AND APPROVE ALLOWABLE DISCHARGE INTO THE EXISTING STORM SEWER SYSTEM. THE LOCATION AND ORIENTATION OF ONSITE FACILITIES WILL BE DETERMINED WITH THE SITE DEVELOPMENT PLANS. LOCATION AND SIZE HAVE NOT BEEN INDICATED ON THIS PLAN AS SUBSTANTIAL COMPLIANCE WITH THE SUP AMENDMENT LAYOUT WOULD BE REQUIRED. PLANS FOR STORMWATER MANAGEMENT ARE TENTATIVE AND SUBJECT TO CHANGE.

SPECIAL USE PERMIT PLAT
ST JOHN THE EVANGELIST CATHOLIC CHURCH
SUP 2023-1 (AMENDMENT TO SUP DATED JUNE 3, 1986)
271 WINCHESTER STREET
TOWN OF WARRENTON
FAUQUIER COUNTY, VIRGINIA
FEBRUARY 10, 2023
LAST REVISED: MAY 30, 2023



NOT FOR CONSTRUCTION

SAINT JOHN THE EVANGELIST CATHOLIC CHURCH
WARRENTON, VA

FAUQUIER COUNTY VIRGINIA

CENTER MAGISTERIAL DISTRICT

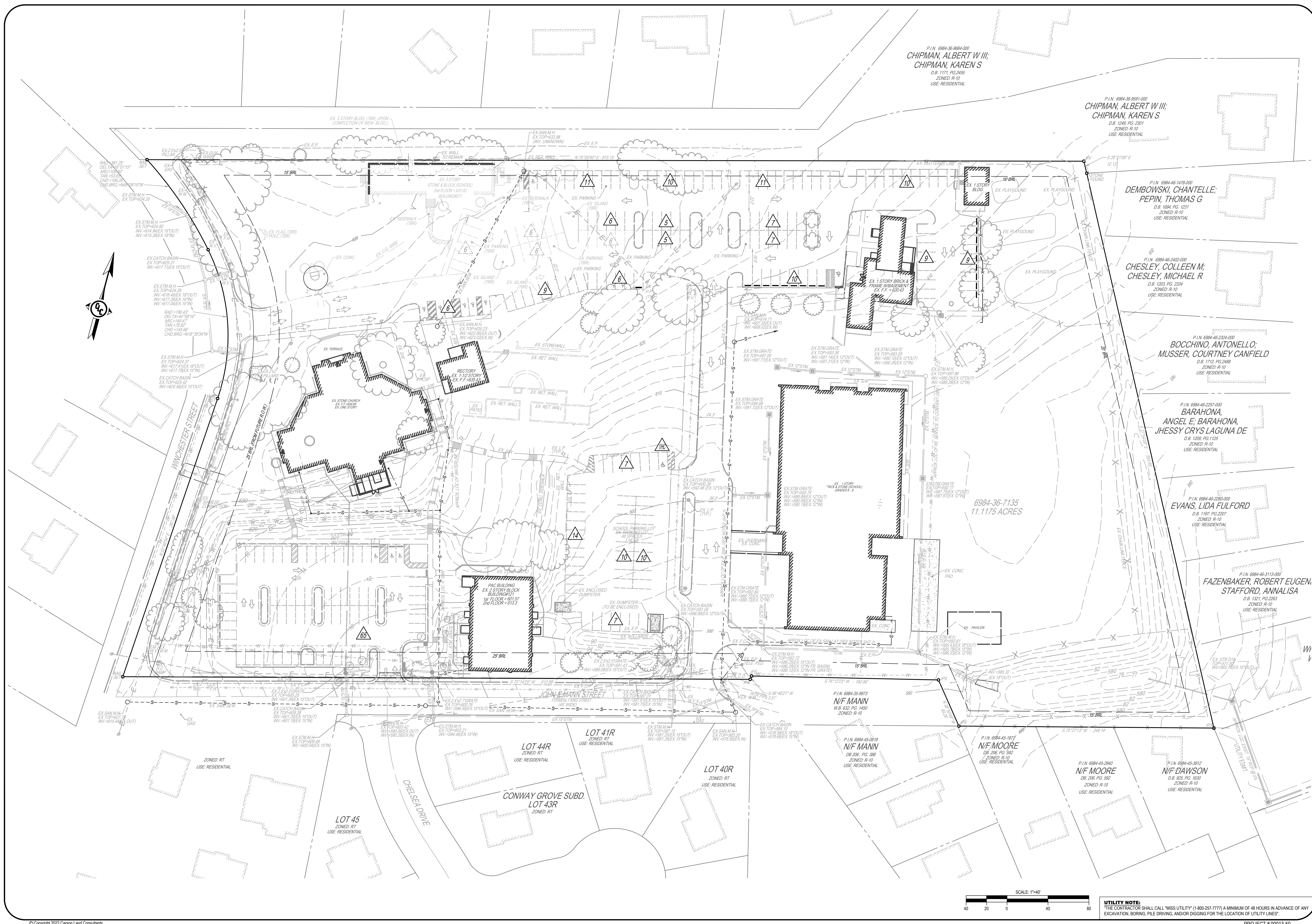
REVISIONS
DESCRIPTION DATE
TOWN COMMENTS 04/27/23
TOWN COMMENTS 05/30/23

ENGINEER'S SEAL
COMMONWEALTH OF VIRGINIA
JAMES A. CARSON, JR.
LIC. NO. 021624
05/30/23
PROFESSIONAL SEAL

EXISTING CONDITIONS PLAN

DATE: 12/6/22
SCALE: 1"=40'
SHEET 2 OF 4

SAINT JOHN'S OFFICE BUILDING



P.I.N. 6984-36-8884-000
CHIPMAN, ALBERT W III;
CHIPMAN, KAREN S
D.B. 1171, PG.2455
ZONED: R-10
USE: RESIDENTIAL

P.I.N. 6984-36-8891-000
CHIPMAN, ALBERT W III;
CHIPMAN, KAREN S
D.B. 1249, PG.2307
ZONED: R-10
USE: RESIDENTIAL

P.I.N. 6984-46-1478-000
DEMBOWSKI, CHANTELE;
PEPIN, THOMAS G
D.B. 1694, PG.1231
ZONED: R-10
USE: RESIDENTIAL

P.I.N. 6984-46-2402-000
CHESLEY, COLLEEN M;
CHESLEY, MICHAEL R
D.B. 1203, PG.2334
ZONED: R-10
USE: RESIDENTIAL

P.I.N. 6984-46-2324-000
BOCCHINO, ANTONELLO;
MUSSER, COURTNEY CANFIELD
D.B. 1712, PG.2488
ZONED: R-10
USE: RESIDENTIAL

P.I.N. 6984-46-2257-000
BARAHONA,
ANGEL E. BARAHONA,
JHESSY CRYSLAGUNA DE
D.B. 1308, PG.1125
ZONED: R-10
USE: RESIDENTIAL

P.I.N. 6984-46-2280-000
EVANS, LIDA FULFORD
D.B. 1197, PG.2207
ZONED: R-10
USE: RESIDENTIAL

P.I.N. 6984-46-3113-000
FAZENBAKER, ROBERT EUGEN,
STAFFORD, ANNALISA
D.B. 1321, PG.2263
ZONED: R-10
USE: RESIDENTIAL

P.I.N. 6984-45-2940
N/F MOORE
D.B. 206, PG.592
ZONED: R-10
USE: RESIDENTIAL

P.I.N. 6984-45-3912
N/F DAWSON
D.B. 325, PG.1630
ZONED: R-10
USE: RESIDENTIAL

P.I.N. 6984-35-8973
N/F MANN
D.B. 632, PG.1450
ZONED: R-10
USE: RESIDENTIAL

P.I.N. 6984-45-1977
N/F MOORE
D.B. 206, PG.592
ZONED: R-10
USE: RESIDENTIAL

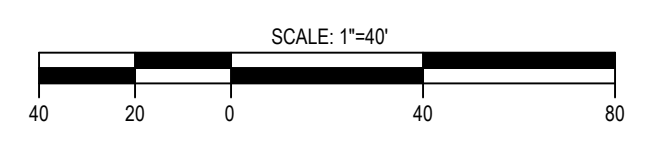
LOT 41R
ZONED: RT
USE: RESIDENTIAL

LOT 44R
ZONED: RT
USE: RESIDENTIAL

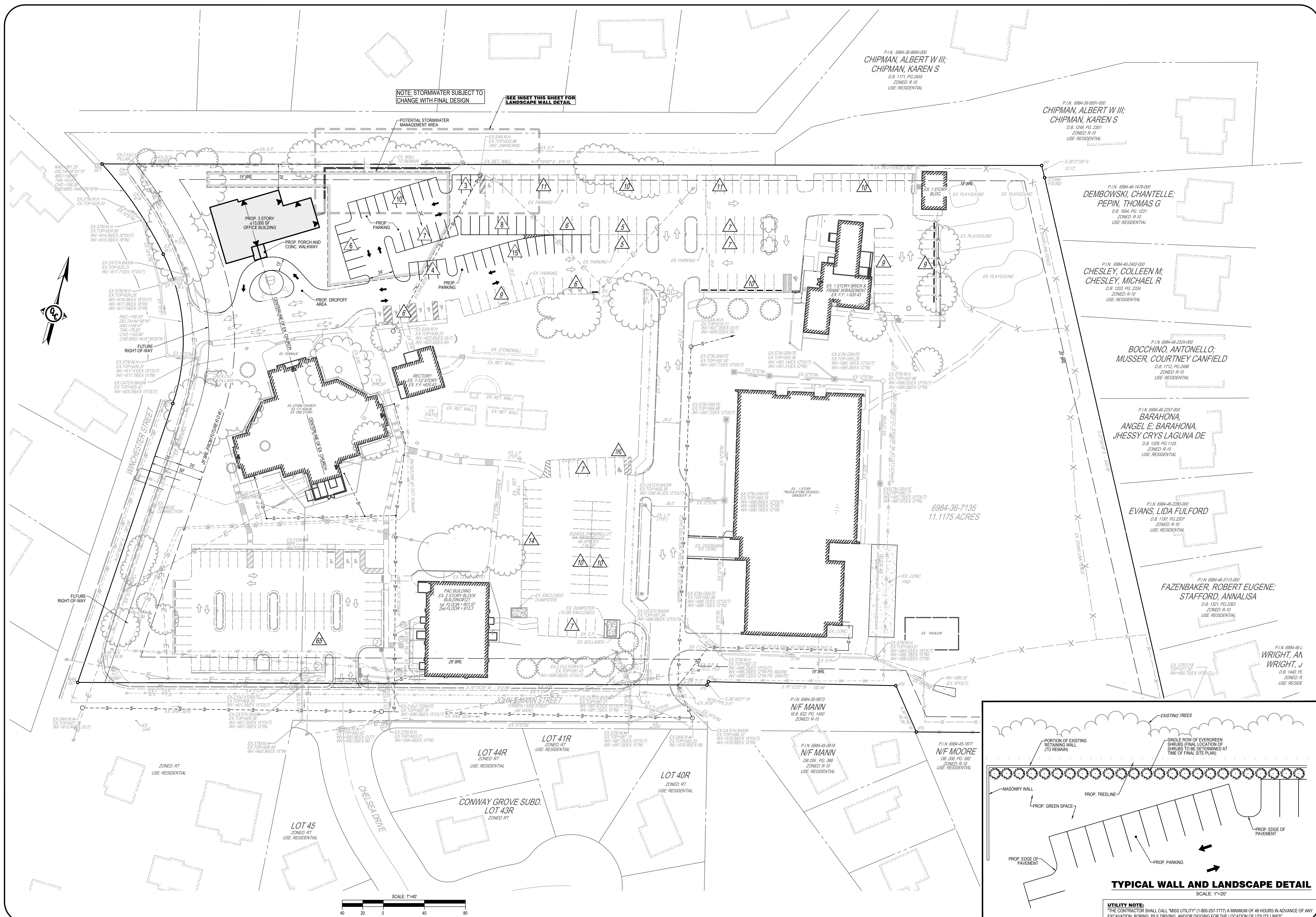
LOT 40R
ZONED: RT
USE: RESIDENTIAL

LOT 45
ZONED: RT
USE: RESIDENTIAL

CONWAY GROVE SUBD.
LOT 43R
ZONED: RT



UTILITY NOTE:
THE CONTRACTOR SHALL CALL "MISS UTILITY" (1-800-257-7777) A MINIMUM OF 48 HOURS IN ADVANCE OF ANY EXCAVATION, BORING, PILE DRIVING, AND/OR DIGGING FOR THE LOCATION OF UTILITY LINES.



NOTE: STORMWATER SUBJECT TO CHANGE WITH FINAL DESIGN
SEE INSET THIS SHEET FOR LANDSCAPE WALL DETAIL

P.I.N. 6984-36-9884-000
CHIPMAN, ALBERT W III;
CHIPMAN, KAREN S
D.B. 1171, PG.2455
ZONED: R-10
USE: RESIDENTIAL

P.I.N. 6984-36-9891-000
CHIPMAN, ALBERT W III;
CHIPMAN, KAREN S
D.B. 1249, PG. 2301
ZONED: R-10
USE: RESIDENTIAL

P.I.N. 6984-45-1478-000
DEMBOWSKI, CHANTELE;
PEPIN, THOMAS G
D.B. 1694, PG. 1231
ZONED: R-10
USE: RESIDENTIAL

P.I.N. 6984-45-2402-000
CHESLEY, COLLEEN M;
CHESLEY, MICHAEL R
D.B. 1331, PG. 2334
ZONED: R-10
USE: RESIDENTIAL

P.I.N. 6984-45-2324-000
BOCCHINO, ANTONELLO;
MUSSER, COURTNEY CANFIELD
D.B. 1712, PG.2488
ZONED: R-10
USE: RESIDENTIAL

P.I.N. 6984-45-2257-000
BARAHONA,
ANGEL E; BARAHONA,
JHESSY CRYS LAGUNA DE
D.B. 1209, PG. 1125
ZONED: R-10
USE: RESIDENTIAL

P.I.N. 6984-45-2280-000
EVANS, LIDA FULFORD
D.B. 1197, PG. 2207
ZONED: R-10
USE: RESIDENTIAL

P.I.N. 6984-45-3113-000
FAZENBAKER, ROBERT EUGENE;
STAFFORD, ANNALISA
D.B. 1321, PG.2263
ZONED: R-10
USE: RESIDENTIAL

P.I.N. 6984-45-3
WRIGHT, J
WRIGHT, AN
D.B. 1440, PG.
ZONED: R
USE: RESIDE

P.I.N. 6984-35-9973
N/F MANN
W.B. 632, PG. 1450
ZONED: R-10

P.I.N. 6984-45-0918
N/F MOORE
D.B. 206, PG. 388
ZONED: R-10
USE: RESIDENTIAL

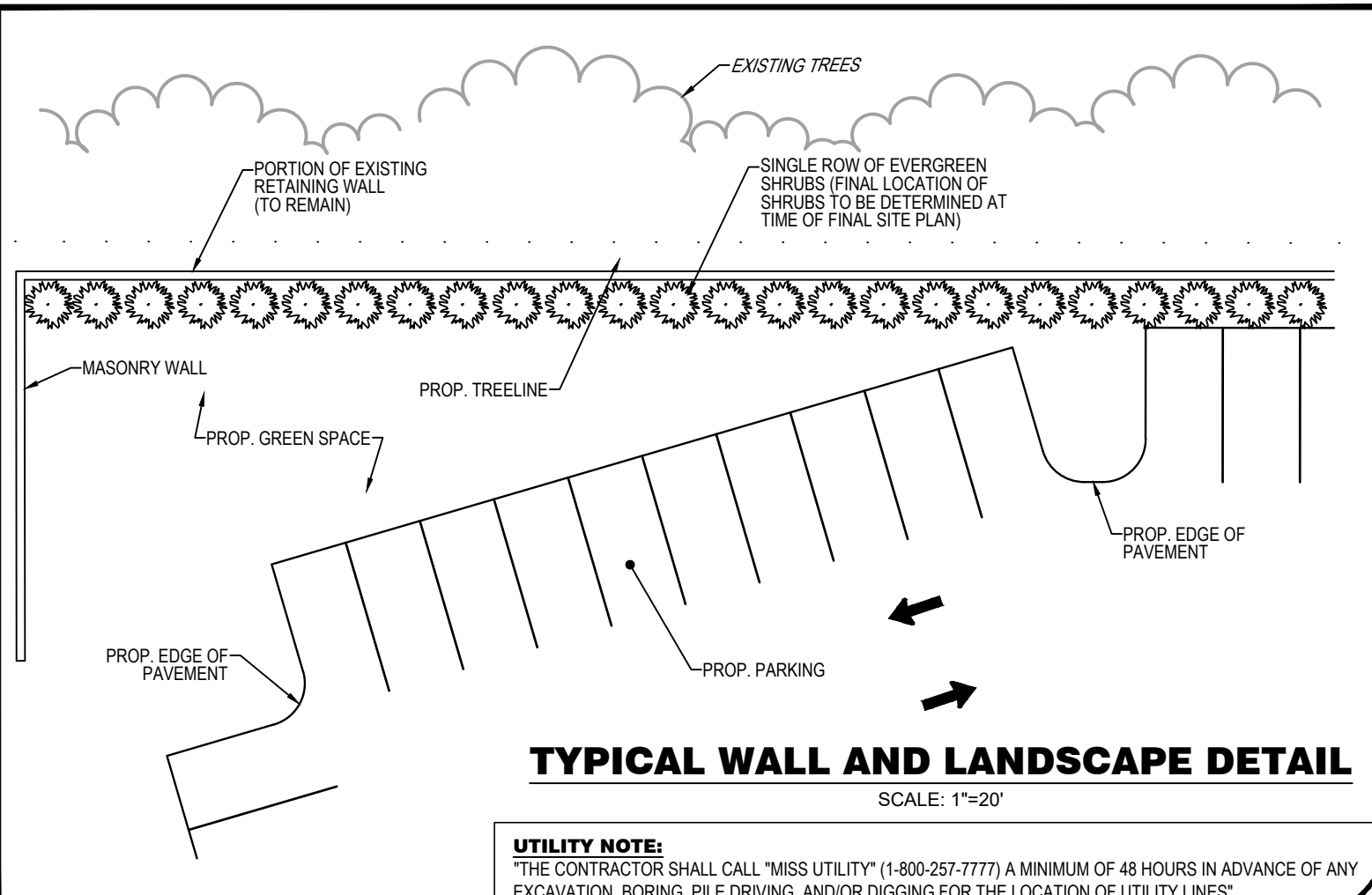
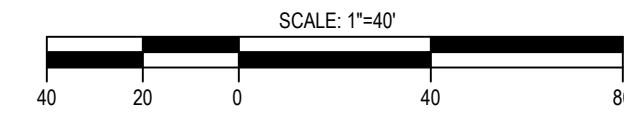
P.I.N. 6984-45-1877
N/F MOORE
D.B. 206, PG. 392
ZONED: R-10
USE: RESIDENTIAL

LOT 41R
ZONED: RT
USE: RESIDENTIAL

LOT 40R
ZONED: RT
USE: RESIDENTIAL

CONWAY GROVE SUBD.
LOT 43R
ZONED: RT

LOT 45
ZONED: RT
USE: RESIDENTIAL



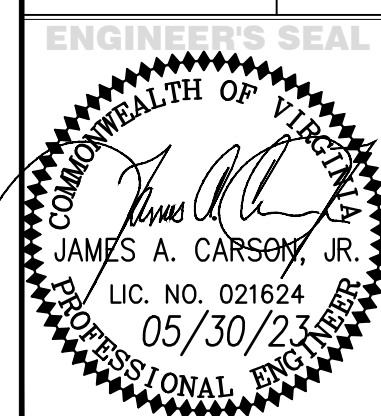
TYPICAL WALL AND LANDSCAPE DETAIL
SCALE: 1"=20"

UTILITY NOTE:
THE CONTRACTOR SHALL CALL "MISS UTILITY" (1-800-257-7777) A MINIMUM OF 48 HOURS IN ADVANCE OF ANY EXCAVATION, BORING, PILE DRIVING, AND/OR DIGGING FOR THE LOCATION OF UTILITY LINES.

NOT FOR CONSTRUCTION

**SAINT JOHN THE EVANGELIST
CATHOLIC CHURCH**
WARRENTON, VA

REVISIONS	DATE
DESCRIPTION	DATE
TOWN COMMENTS	04/27/23
TOWN COMMENTS	04/27/23
TOWN COMMENTS	05/09/23



SPECIAL USE PERMIT PLAN

DATE:	12/6/22
SCALE:	1"=40'
SHEET	3
OF	4

FAUQUIER COUNTY VIRGINIA

CENTER MAGISTERIAL DISTRICT



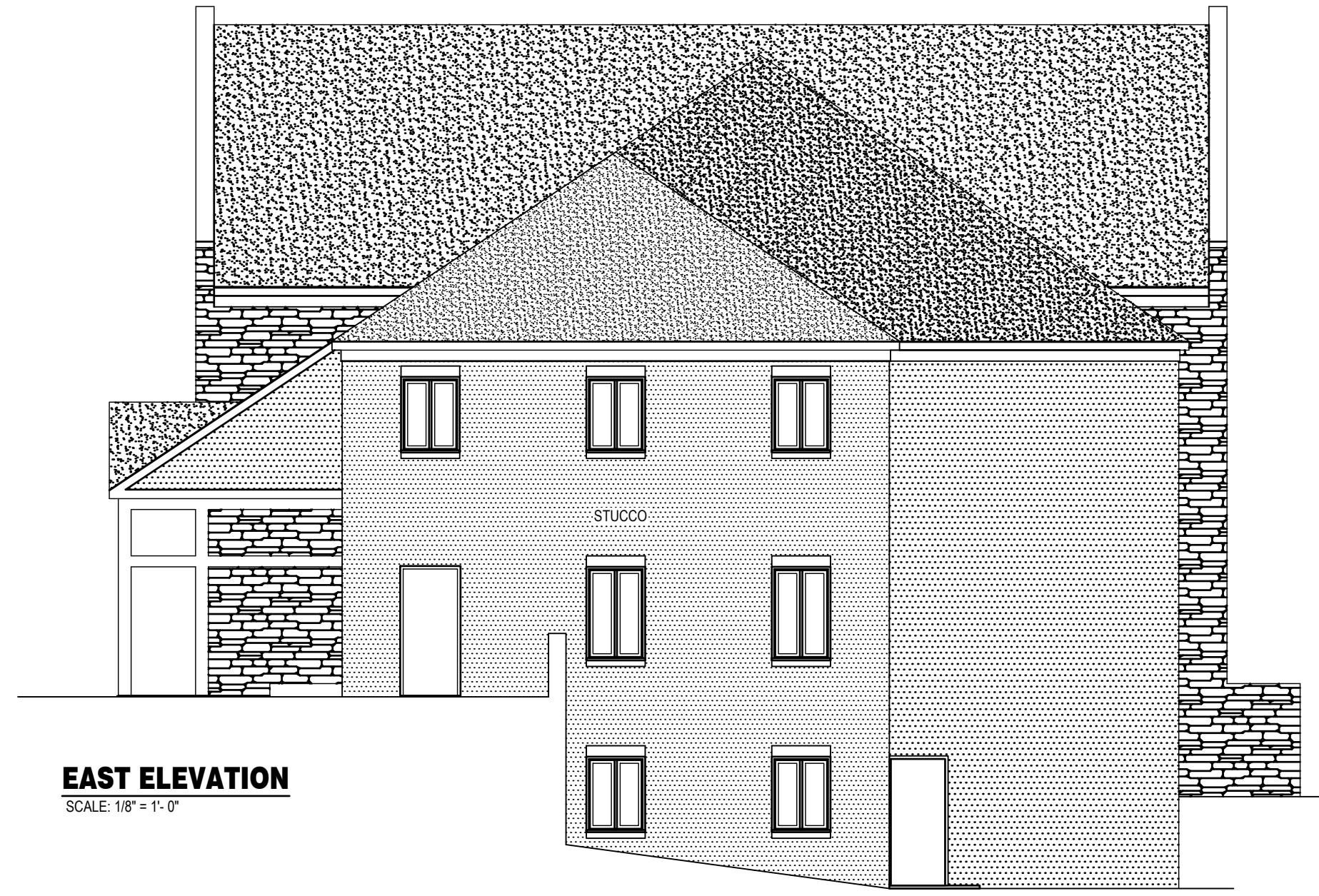
SAINT JOHN'S OFFICE BUILDING

NOT FOR CONSTRUCTION

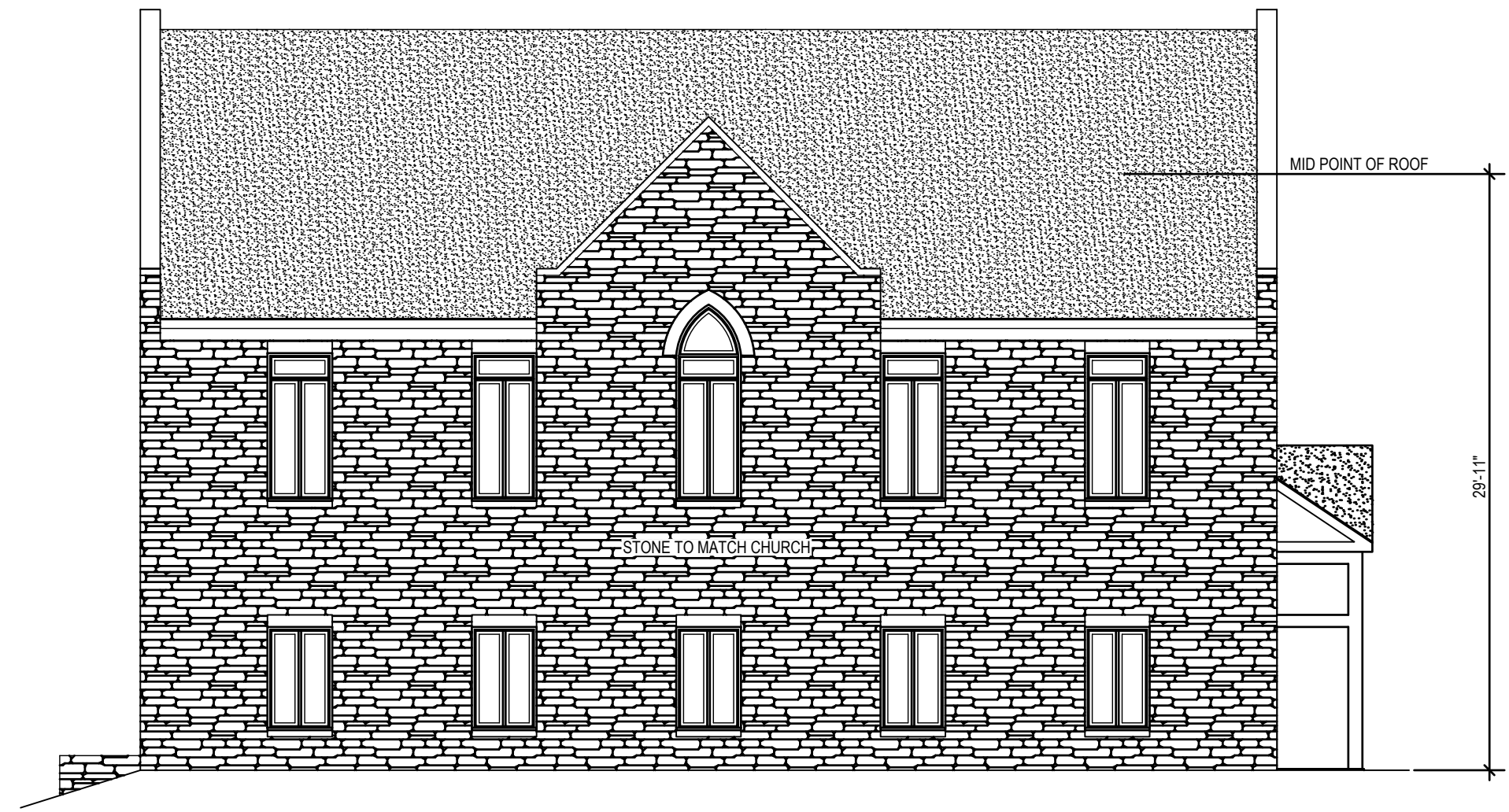
FAUQUIER COUNTY VIRGINIA

**SAINT JOHN THE EVANGELIST
 CATHOLIC CHURCH**
 WARRENTON, VA

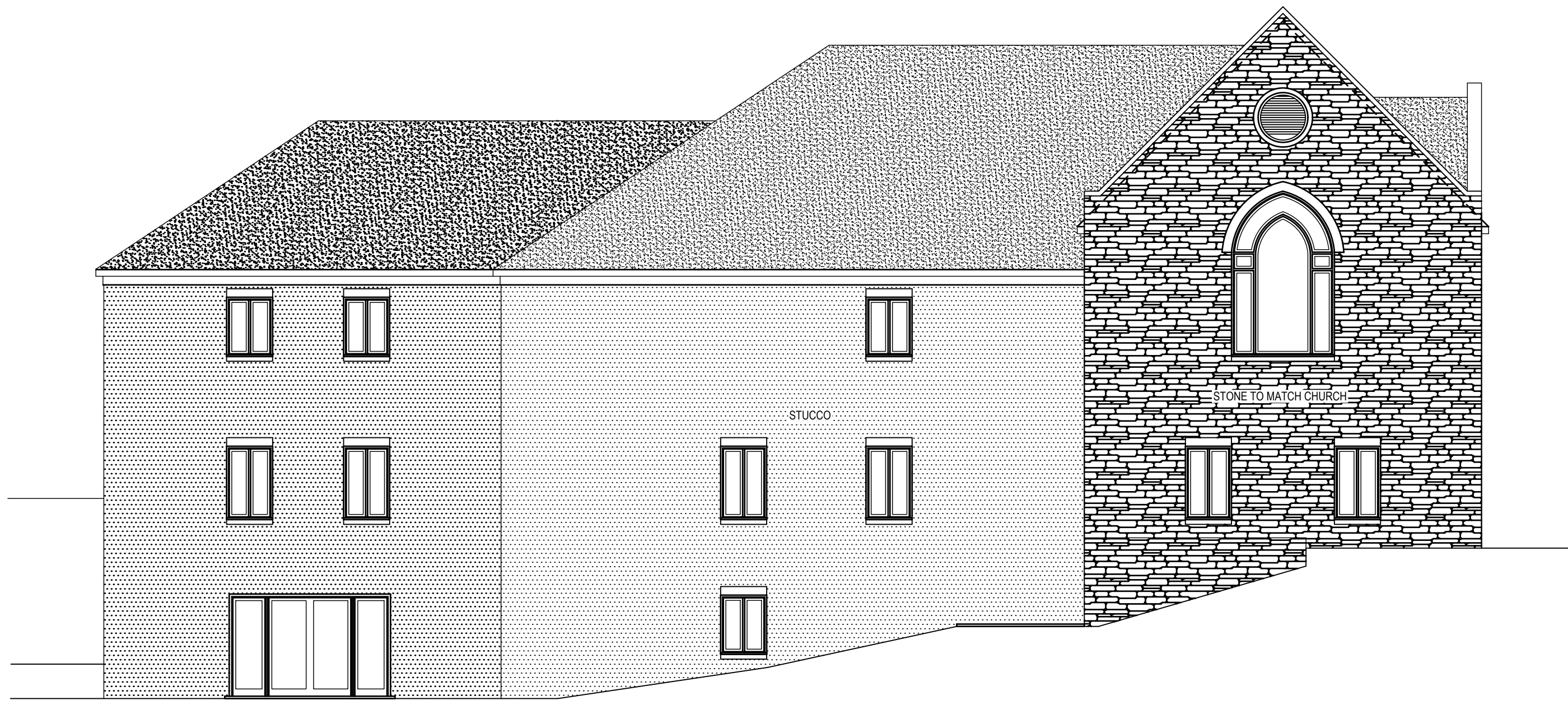
CENTER MAGISTERIAL DISTRICT



EAST ELEVATION
SCALE: 1/8" = 1'-0"



WEST ELEVATION - FACING WINCHESTER STREET
SCALE: 1/8" = 1'-0"

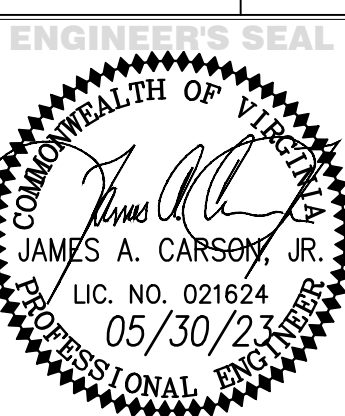


NORTH ELEVATION
SCALE: 1/8" = 1'-0"



SOUTH ELEVATION
SCALE: 1/8" = 1'-0"

REVISIONS	
DESCRIPTION	DATE
TOWN COMMENTS	03/27/23
TOWN COMMENTS	04/27/23
TOWN COMMENTS	05/30/23



BUILDING ELEVATIONS

DATE:	12/6/22
SCALE:	1"=20'
SHEET	4
	OF 4

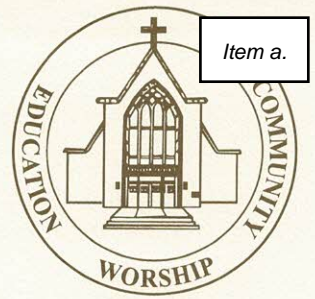
UTILITY NOTE:
 "THE CONTRACTOR SHALL CALL "MISS UTILITY" (1-800-257-7777) A MINIMUM OF 48 HOURS IN ADVANCE OF ANY EXCAVATION, BORING, PILE DRIVING, AND/OR DIGGING FOR THE LOCATION OF UTILITY LINES"

P:\00013\500 - Office Building\Engineering\Special Permit Plan\Presentation Drawings\00013-50_Special Permits.dwg, 6/7/2023 11:14:33 AM



SAINT JOHN THE EVANGELIST CHURCH

271 Winchester Street
Warrenton, Virginia 20186
(540) 347-2922



Statement of Justification

The church has an existing Special Use Permit for all the current uses on this property and has been operating on this site for 63 years. No new use is being requested. The church would like to demolish the existing cinder block office building and replace it with a new office building of similar size. The existing building was constructed as classroom and dormitory space in the early '40's and is located right on the property line abutting a residential neighborhood with no setback. The church has worked for the past two years to develop a plan to renovate the existing building to make it ADA accessible, install central HVAC, and manipulate the configuration to accommodate the modern needs of the church, but the cost was tremendous and given the shape of the existing building, the space was still not suitable for current needs.

The new building would be placed on the site to be on axis with the church and will meet all current setbacks. It will be finished in stone and stucco to match the church. The demolition of the existing building will allow for increased parking on the site to help mitigate any overflow onto neighboring streets. All new landscaping and any change in parking lot lighting will be presented on the site development plan and will be in accordance with all town ordinances. The schematic design of the building has already been presented to the town Architectural Review Board and has received their blessing.

The new building will provide a much better, fully accessible work environment, but will not increase the number of employees or increase the hours of operation. There will be no change to the service or refuse areas already located on the site.

As mentioned above, the church has had this use on the property for 63 years and it was used as the Stuyvesant School for decades before that. For as far back in the records as we could find, the future land use map has designated this parcel as Public/Semi Public – Intense. Only recently, and undisclosed to the church, this was changed to Live/Work Neighborhood. The church is an established use and has no intention of vacating this property. The zoning on the ground is still R-10 and allows for this use with a Special Use Permit which the church already possesses. Therefore, we are requesting that the existing Special Use Permit be amended to allow the existing office building to be demolished and reconstructed in a more favorable location on the site.



Civil Engineering ♦ Land Surveying ♦ Land Planning

Saint John – SUP Amendment Addendum to Statement of Justification

January 26, 2023

Revised February 10, 2023

Additional items requested in letter from Town dated January 23, 2023

- The existing conditions are shown on sheet 2 of the permit plat. Existing conditions are provided for the entire parcel.
- The SUP plat shows existing trees in vicinity of the existing building and the proposed building that will replace it. All previous approved plans and amendments have an approved landscape plan. A landscape plan associated with the proposed building will be required and provided at site development plan. At that time screening and buffering will be provided per Ordinance requirements. In addition, and in accordance with final design plans, existing trees between Winchester Street and the proposed building will be preserved to the extent possible.
- A copy of the previous SUP plat and conditions of approval have been provided in the form of a zoning determination letter dated January 6, 2017. We have also provided a copy of a master plan that may have been associated with the original special use permit approved June 3, 1986.
- Existing and proposed parking has been shown on the SUP amendment. No change is made to the existing required parking tabulation as provided in the Pre-School Addition plan approved on August 1, 2017. For the purposes of this application, more parking is being added to the site, while no increase to use/intensity is proposed. Therefore, adequate parking will be provided. Detailed parking tabulation will be required and provided with the site development plan.

Evaluation Criteria; Issues for Consideration

1. Whether the proposed Special Use Permit is consistent with the Comprehensive Plan.

Evaluation: The amended Special Use Permit is consistent with the Comprehensive Plan, as no change in use is proposed.

2. Whether the proposed Special Use Permit will adequately provide for safety from fire hazards and have effective measures of fire control.

Evaluation: The new office building is the same size as the old one, therefore current provisions for safety from fire hazards and effective

measures of fire control should be adequate. In addition, measures will be evaluated with site development and building plan as appropriate.

3. The level and impact of any noise emanating from the site, including that generated by the proposed use, in relation to the uses in the immediate area.

Evaluation: No additional noise shall be generated. Intensity of use is not being changed.

4. The glare or light that may be generated by the proposed use in relation to uses in the immediate area.

Evaluation: No additional light shall be generated. Intensity of use is not being changed. Commercial building and parking lot lighting if proposed will be required to meet Ordinance standards.

5. The proposed location, lighting and type of signs in relation to the proposed use, uses in the area, and the sign requirements of this Ordinance.

Evaluation: No signs are being proposed with the new building.

6. The compatibility of the proposed use with other existing or proposed uses in the neighborhood, and adjacent parcels.

Evaluation: No changes to the site's use is proposed. The site is compatible currently and this application only proposes to replace an existing building.

7. The location and area footprint with dimensions (all drawn to scale), nature and height of existing or proposed buildings, structures, walls, and fences on the site and in the neighborhood.

Evaluation: Shown on the SUP plat.

8. The nature and extent of existing or proposed landscaping, screening and buffering on the site and in the neighborhood.

Evaluation: No changes to landscaping, existing features are shown on the SUP plat. Additional landscaping will be required associated with the new building location and parking layout. A landscape plan will be provided and approved with a site development plan following the SUP amendment process.

9. The timing and phasing of the proposed development and the duration of the proposed use.

Evaluation: No changes to timing and phasing and duration of the proposed use. The church property is long-standing and is already integrated into the community.

10. Whether the proposed Special Use Permit will result in the preservation or destruction, loss or damage of any significant topographic or physical, natural, scenic, archaeological or historic feature.

Evaluation: The applicant is working with the ARB in terms of the existing building and any historical significance. It should be noted that a portion of the existing building foundation will be preserved to the extent practical and used as a retaining wall. This will reduce the impact of grading and construction on the existing features to be preserved.

11. Whether the proposed Special Use Permit at the specified location will contribute to or promote the welfare or convenience of the public.

Evaluation: The church property is long-standing and is integrated into the community.

12. The traffic expected to be generated by the proposed use, the adequacy of access roads and the vehicular and pedestrian circulation elements (on and off-site) of the proposed use, all in relation to the public's interest in pedestrian and vehicular safety, efficient traffic movement and access in case of fire or catastrophe.

Evaluation: No additional traffic beyond what is already existing.

13. Whether the proposed use will facilitate orderly and safe road development and transportation.

Evaluation: No change to roads or internal travelways.

14. Whether, in the case of existing structures proposed to be converted to uses requiring a Special Use Permit, the structures meet all code requirements of the Town of Warrenton.

Evaluation: The existing structure is to be demolished as the building can longer be serviced and maintained to current building standards. A new building is necessary to provide all code requirements.

15. Whether the proposed Special Use Permit will be served adequately by essential public facilities, services and utilities.

Evaluation: The new office building is the same size and use as the old one, so all services will be adequate.

16. The effect of the proposed Special Use Permit on environmentally sensitive land or natural features, wildlife habitat and vegetation, water quality and air quality.

Evaluation: The proposed building will be constructed in an existing open grass area. The land does not contain environmentally sensitive features that contribute to wildlife, water or air quality.

17. Whether the proposed Special Use Permit use will provide desirable employment and enlarge the tax base by encouraging economic development activities consistent with the Comprehensive Plan.

Evaluation: Not applicable.

18. The effect of the proposed Special Use Permit use in enhancing affordable shelter opportunities for residents of the Town, if applicable.

Evaluation: Not applicable.

19. The location, character, and size of any outdoor storage.

Evaluation: Not applicable.

20. The proposed use of open space.

Evaluation: Not applicable.

21. The location of any major floodplain and steep slopes.

Evaluation: Not applicable.

22. The location and use of any existing non-conforming uses and structures.

Evaluation: Not applicable.

23. The location and type of any fuel and fuel storage.

Evaluation: Not applicable.

24. The location and use of any anticipated accessory uses and structures.

Evaluation: Not applicable.

25. The area of each proposed use.

Evaluation: No changes of use. Only replacement of an existing building.

26. The proposed days/hours of operation.

Evaluation: No change to operation. Church use is predominantly on Sunday and the school is Monday through Friday during the day. The purpose of the amendment is the replacement building.

27. The location and screening of parking and loading spaces and/or areas.

Evaluation: Location of parking indicated on the plat. Screening to be addressed with landscape plan required at site development plan.

28. The location and nature of any proposed security features and provisions.

Evaluation: Provided on SUP plat, if applicable.

29. The number of employees.

Evaluation: Not applicable, existing uses with no changes.

30. The location of any existing and/or proposed adequate on and off-site infrastructure.

Evaluation: Provided.

31. Any anticipated odors which may be generated by the uses on site.

Evaluation: Not applicable.

32. Refuse and service areas.

Evaluation: Refuse and service areas will be accommodated with site development plan. Adequate area is available across the parcel.

There being no further business, the meeting adjourned.

Respectfully submitted,

Evelyn J. Weimer
Evelyn J. Weimer
Recorder

MINUTES OF THE REGULAR MEETING OF THE COUNCIL OF THE TOWN OF
WARRENTON HELD ON TUESDAY, JUNE 3, 1986

The regular meeting of the Council of the Town of Warrenton was held on Tuesday, June 3, 1986 at 7:00 p.m. in the Council Chambers of the Municipal Building.

The following members were present: Mr. J. W. Lineweaver, Mayor; Benjamin T. Harris, Vice-Mayor; Councilmen J. Frederick Austin, Jr.; Frank S. Foley; Robert J. Hockensmith; John L. Mann, Sr.; Councilwoman Kathryn A. Carter; Donald A. Smith, Acting Town Manager; Carroll J. Martin, Jr., Town Attorney, and Evelyn J. Weimer, Town Recorder.

The meeting was opened with invocation by Reverend Donald W. Pickens, Pastor, Warrenton Assembly of God.

All members received copies of the minutes of the regular meeting of May 6, 1986 and the recessed meeting of May 8, 1986. Miss Carter requested that page 3, paragraph 2 of the minutes of the recessed meeting of May 8, 1986 be corrected to read: "On a motion by Miss Carter, seconded by Mr. Austin, Council voted to ask Mr. Bendall to see if elections could be held the first Tuesday in May. If this is not possible, Council requested elections take place the last Tuesday in April preceding April 22nd."

On a motion by Mr. Hockensmith, seconded by Mr. Foley, Council approved the minutes of the regular meeting as presented and the minutes of the recessed meeting of May 8, 1986 as corrected.


Next on the agenda was to hear from visitors. Mrs. Beverly K. Hunsaker, Secretary of the Baha'i Local Spiritual Assembly of Fauquier County, appeared before Council to request Council passage of a proclamation declaring 1986 the year of Peace in the Town of Warrenton. Miss Carter expressed concern that the Town would be setting a precedent to allow visitors to speak on matters other than Town business. The Mayor told Mrs. Hunsaker it was not Council policy to pass a proclamation without first reviewing it. Mrs. Hunsaker left a copy of the proclamation for consideration.

Next was the Public Hearing on the application of Arlington Catholic Diocese for a special use permit for expansion of the St. John Catholic School and Church at 271 Winchester Street.

The Mayor stated the Public Hearing had been properly advertised.

The Mayor declared the Public Hearing open at 7:08 p.m. Mr. James Downey, Attorney, addressed Council on behalf of the Arlington Catholic Diocese. Mr. Downey stated the Church had been at its present location for 25 years. The current enrollment of the school is 203. Mr. Downey stated the school would be constructed in two phases. In Phase I, the present school would be closed and used for meetings and special functions. Phase I would increase enrollment to 270 students and would be completed in approximately 1 1/2 years. Phase II, would increase enrollment to 540 and include a relocation of the convent. The church would be constructed over a period of ten years or more.

There being no one other person to speak for and no one to speak against the application, the Mayor declared the Public Hearing closed at 7:15 p.m.



The Acting Town Manager stated that the architect's plans had been submitted indicating that the Church owned all of King Street and to the centerline of Winchester Street. Town Staff recommended a special use permit be granted only if the Arlington Diocese agreed to construct the public improvements and submit a plan prepared by a registered surveyor.

On a motion by Mr. Hockensmith, seconded by Mr. Mann, Council approved the special use permit for expansion of St. John's Church and School located at 271 Winchester Street subject to proper site plan review and resolution of the street right-of-ways.

Next was the Public Hearing on the application of the Warrenton Assembly of God Church for a special use permit to operate a pre-school program in the Church located at 276 Cleveland Street.

The Public Hearing had been properly advertised and the Mayor opened the Public Hearing at 7:28 p.m.

Reverend Donald Pickens stated that the Warrenton Assembly of God would like to operate a pre-school for children ages 2-5. He stated they were going through the process of obtaining all necessary permits.

There being no one else to speak for and no one to speak against the application, the Mayor declared the Public Hearing closed at 7:29 p.m.

On a motion by Mr. Harris, seconded by Miss Carter, Council approved the application of Warrenton Assembly of God for a special use permit to operate a pre-school program in the Church located at 276 Cleveland Street.

Next on the agenda was a Public Hearing on the application of Fauquier Temporary Family Shelter Coalition for a special use permit to operate a temporary shelter in an RMF zone on land owned by the County of Fauquier located at Keith and E. Franklin Streets.

The Public Hearing had been properly advertised and the Mayor declared the public hearing open at 7:31 p.m.

Mr. Steve Crosby, Fauquier County Administrator, stated the Board of Supervisors approved a portion of County land to be used by the shelter. The costs of relocation of the house will be funded by the Department of Social Services and FISH. The County will be responsible for the maintenance of the house after relocation.

Mrs. Jan Selbo, Director of the Department of Social Services, stated that her agency would be responsible for admissions to the shelter. She stated they would receive referrals from other community service organizations such as FISH, Community Action, and the Health Department. Social Services would use the services of the Town Police Department to screen people who would be using the shelter. Department of Social Services will make daily visits to the shelter when it is occupied and would be on call for emergencies.

Mrs. Jean Davis of FISH stated her organization is all-volunteer. They provide food, transportation, fuel, pay utility bills, purchase medical supplies and subscriptions and supply emergency housing for those who cannot obtain it through other sources. She stated the need was great for a shelter of this kind. She stated from July 1 through December 31, 1985, FISH received 41 requests for emergency housing assistance, but they only handled 7 of these, involving 14 people. FISH volunteers housed these 14 people in their own homes. She stated the Social Services Department has received 45 calls this year and only helped 2. Fauquier Community Action receives 5-10 calls per week for this kind of assistance.

Moving and renovating the house will be financed entirely by donations.



TOWN OF WARRENTON

POST OFFICE DRAWER 341
 WARRENTON, VIRGINIA 20188-0341
<http://www.warrentonva.gov>
 TELEPHONE (540) 347-1101
 FAX (540) 349-2414
 TDD 1-800-828-1120

January 6, 2017

David A. Norden, AIA
 Hinckley, Shepherd, Norden, Architects
 19 Winchester Street
 Warrenton, Virginia 20186

RE: Zoning Determination Letter for 271 Winchester Street (GPIN 6984-36-7135-000)

Dear Mr. Norden:

In response to your request for a Zoning Determination Letter for the above-mentioned property within the Town of Warrenton, please note the following:

- The zoning district for the parcel in question is R-10 (Residential). The parcel lies within the Historic District and is subject to the regulations of this Zoning Overlay District.
- The 2006 Zoning Ordinance R-10 District requires a Special Use Permit for church and school uses. However, the existing uses, Saint John the Evangelist Catholic Church and School received a Special Use Permit on June 3, 1986 to expand the church and school. The Special Use Permit included the following:
 - Construction of a school within two phases:
 - Phase I: Use of existing school for meetings and special functions. Increase enrolment from 203 to 270 students within approximately 1 ½ years.
 - Phase II: Increase enrolment to 540 students and relocate the convent.
 - Construction of the church would occur over a period of 10 years or more.

Conditions for the Special Use Permit approved on June 3, 1986 included:

- Proper Site Plan Review
- Resolution of Street Right-of-Ways
- As per the Special Use Permit approved on June 3, 1986, expansion of the school to allow the enrolment of up to 540 students is allowed by right upon approval of a Site Plan. All applicable Federal, state, and local regulations will need to be met for Site Plan approval. This includes, but is not limited to items such as:
 - Approval by the Architectural Review Board

- Building Code Regulations
- Public Facilities Manual Regulations
- Storm Water Management Regulations
- Zoning Ordinance Regulations
 - Impervious surfaces maximums (65%)
 - Setbacks (30ft front; 15ft side; 20ft rear)
 - Height (35 ft – up to 60 feet for institutional/church uses provided setbacks are increased 1ft per each foot above 35ft)
 - Parking requirements per Article 7
 - Landscaping requirements per Article 8

As the documentation that the Town has regarding the approved Special Use Permit is limited, it would be helpful if we could obtain a copy of the architect's plans submitted for the Special Use Permit application. Mr. James Downey was the attorney for the Special Use Permit application.

This Zoning Confirmation Letter only applies to the subject property noted above. This is a formal decision by the Zoning Administrator of the Town of Warrenton, Virginia. Any person aggrieved by any decision of the Zoning Administrator may take an appeal to the Board of Zoning Appeals. Such appeal shall be taken within thirty (30) days of the date of this letter by filing with the Zoning Administrator a notice of such appeal specifying the grounds thereof. The decision shall be final and unappealable if not appealed within thirty (30) days. The fees for filing an appeal are \$250.00 plus the cost of advertising and property notice mailings. Classified advertising is placed in the local paper for two consecutive weeks prior to the meeting with costs averaging around \$500.00. The cost for property notice mailings varies and depends on the number of adjacent owners. The adjacent property notices are sent via first class mail at the current first class postage rate, which is \$.48. The Zoning Office is located at 18 Court Street within Town Hall. Hours of operation are from 8 AM until 4:30 PM Monday through Friday. If you have any questions regarding this notice or would like additional information about the appeal process, please do not hesitate to contact me at (540) 347-2405.

Sincerely, .



Brandie M. Schaeffer
Director of Planning & Community
Development Department
Town of Warrenton

CC: File



Town Council Public Hearing
SUP 23-1 St John the Evangelist
July 11, 2023

Request

Item a.

Amend June 3, 1986 SUP

- **GPIN Applicant:** 6984-36-7135-000
- **Property Owner:** Catholic Diocese of Arlington (St Johns Catholic School Tees)
- **Representative:** Jim Carson
- **Zoning:** R-10 Residential
- **Comprehensive Plan:** Live Work Neighborhood
- SUP Amendment to allow for *(demolition permit approval required)* the demolition of a 11,000 sq ft classroom/dormitory building and construction of a 13,000 sq ft, three floor office building *(ARB COA required)*

Proposed Location



Previous SUP Approval

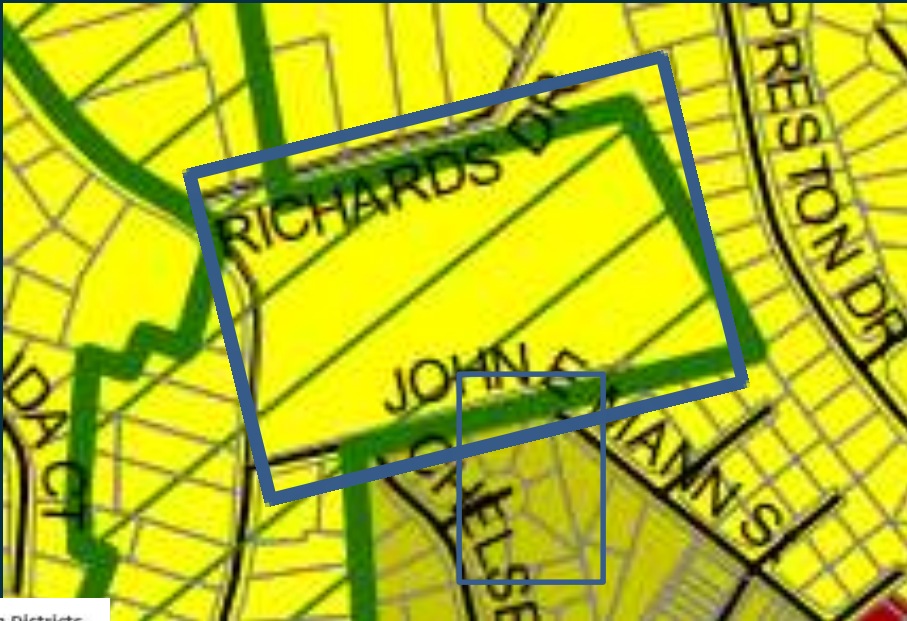
Item a.

- June 3, 1986 SUP Approval for Expansion of Church and School
- Town Council Minutes/2017 Zoning Determination Letter
 1. Construct School in two phases
 2. Phase 1 enrollment 270
 3. Phase 2 enrollment 540
 4. Relocate the convent
 5. Right of way dedication to centerline of King Street (aka John E Mann Street) and Winchester
- SDP 2017 -01
 - Public Works and Utility stated SWM/BMP calculations would not be required at that time *“however, as new projects are proposed by the Church, the additional work will be considered accumulative to this plan and will trigger the Commonwealth’s SWM Regulations.”*

Adjacent Uses

Item a.

Zoning Map



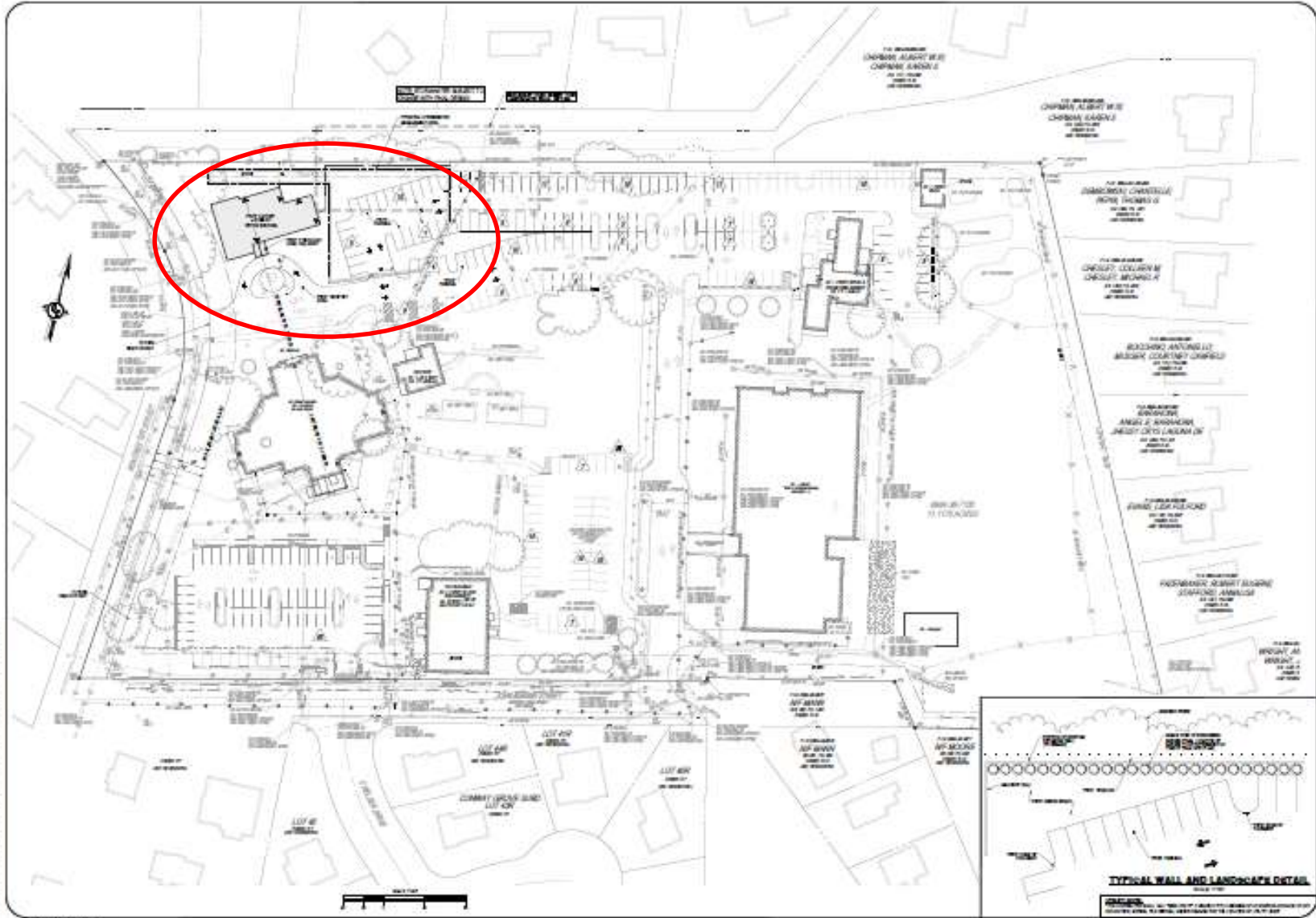
- R-10 Single Family Residential
- Conway Grove Single Family Residential, Reserve at Moorhead Single Family Residential, Richards Lane/Winchester Street/John E Mann Single Family Residential
- Historic District

Zoning Districts

- R-15
- R-10
- R-6
- RT
- RMF
- RO
- PSP
- C

SUP Plan

Item a.



CARSON
LANDSCAPE ARCHITECTURE
1100 N. G ST. SUITE 100
DANVILLE, VA 24040
TEL: 757-751-1100

NOT FOR CONSTRUCTION

**SAINT JOHN THE EVANGELIST
CATHOLIC CHURCH**
MANASSAS, VA
CENTRAL DISTRICT

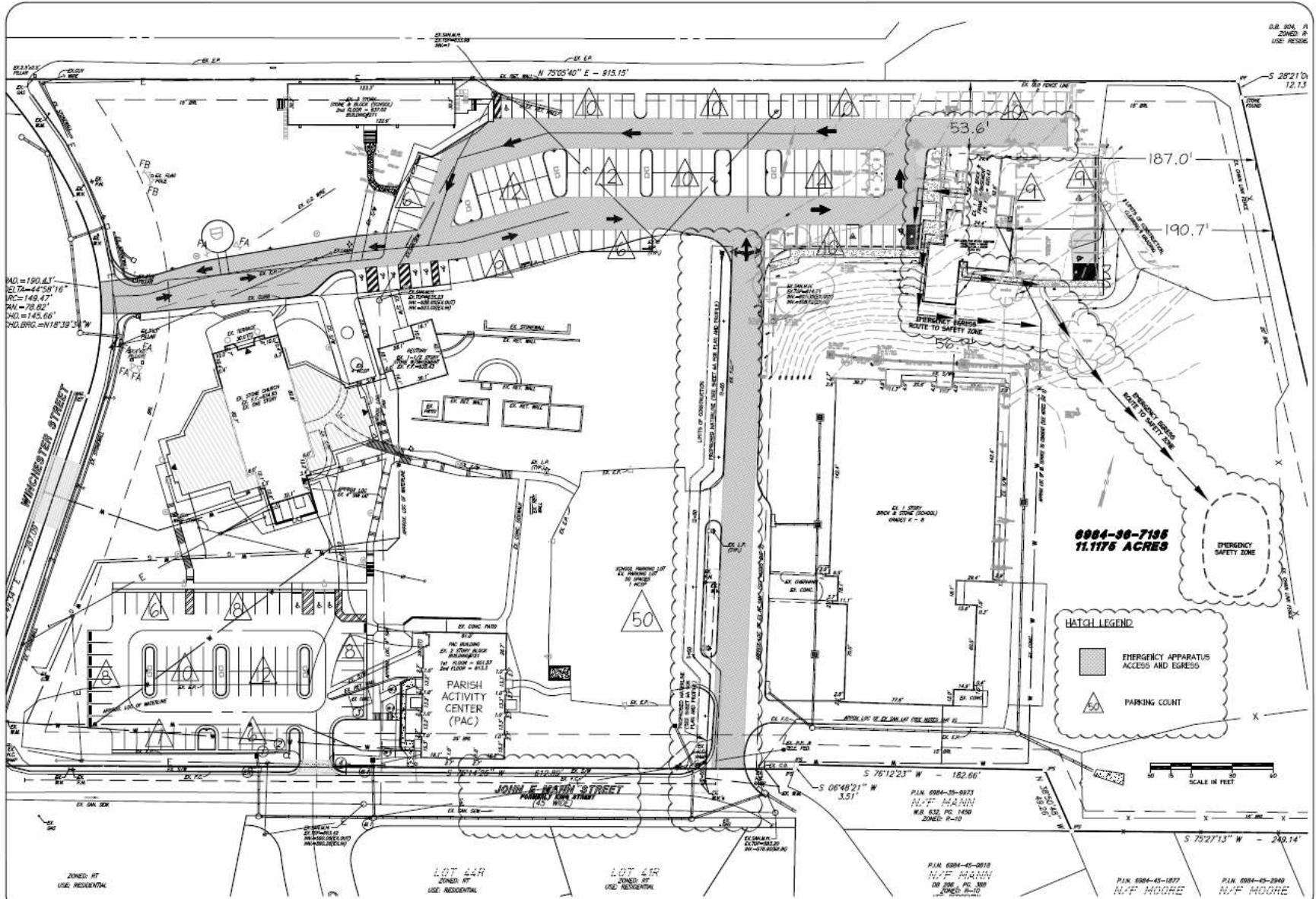
SPECIAL USE PERMIT PLAN

DATE: 10/1/10
SCALE: 1/8" = 1'-0"
SHEET: 3
OF: 4

71

Emergency Access Plan

Item a.



CARSON
LAND CONSULTANTS
Land Planning, Surveying & Engineering
4100 West 10th Street, Suite 100
Tomball, Texas 77375
Tel: 281-291-1100
www.carsonland.com

OVERALL SITE & EMERGENCY ACCESS PLAN
SAINT JOHN THE EVANGELIST
ROMAN CATHOLIC CHURCH
FAUQUIER COUNTY, VIRGINIA
TOWN OF WARRENTON

REVISIONS
DATE DESCRIPTION

DATE: 11/11/15
BY: JAMES A. CARSON, P.E.
PROJECT NO: 150104
SHEET NO: 6-2

72

SHEET 4

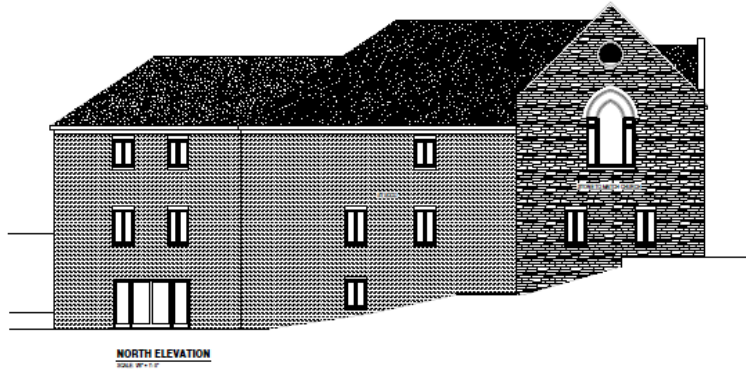
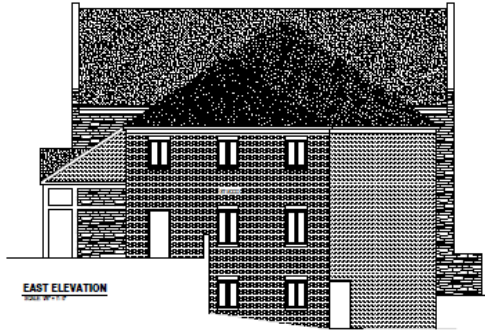
OF 13

SAINT JOHN'S (PRE-SUBDIVISION SITE PLAN)

PROJECT #0003-300

Elevations

Item a.



QUALITY SOURCE
THIS DRAWING IS FOR INFORMATION ONLY. IT IS NOT TO BE USED FOR CONSTRUCTION OR AS A BASIS FOR ANY DECISIONS. THE CLIENT SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS IN ADVANCE OF ANY CONSTRUCTION. MATERIALS, PALETTE COLORS, AND/OR FINISHES FOR THIS LOCATION OF ITEMITY 100007.

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PROJECT #2023-040

ARB Approval Required

Artist Rendering

Item a.



ARB Approval Required

Planning Commission Review

Item a.

- Buffers and landscaping along the length of the northern boundary of the property
- Energy, water, and sewer demands
- Intentions of existing building and timing of demolition
- Parking overflow into adjacent neighborhoods and stacking in the public right-of-way
- Elevations from Winchester Street and the request for artist's rendering
- Appropriate stormwater and sediment control
- Boundary line adjustments
- ARB approvals

Planning Commission May 16, 2023 Public Hearing

Item a.

- Public Hearings May 16 and June 20
- Three citizens spoke at each PH raising:
 - Building proximity to road
 - Water run off issues
 - Potential noise/lighting
 - Loss of green space
 - Support for new building
- Planning Commission voted (4-0-1; Lawrence abstain) to recommend Approval with Conditions

Conditions of Approval

Item a.

1. General: This Special Use Permit is issued covering the entire Property pursuant to the provisions of § 11-3.10 of the Town of Warrenton Zoning Ordinance.
2. Site Development: The Property shall be developed in substantial conformance with the Special Use Permit Plan entitled, “Special Use Permit Plat,” prepared by Carson Land Consultants, , Page 1 dated February 10, 2023 and Pages 2-4 dated December 6, 2022, all revised May 30, 2023, consisting of four (4) sheets (the “SUP Plan”). Minor changes and adjustments may be made to the road and street alignments, entrances, parking, dimensions and location of SWM/BMP facilities, the exact configuration and location of building footprints, and other similar features as shown on the SUP Plan, provided they meet the intent of these Conditions and are approved by the Director of Community Development or the Zoning Administrator.

Conditions of Approval

3. Use Parameters:

- a. Special Use Permit Area – The Special Use Permit shall apply to the entire +/-11.0664 acre site.
- b. Use Limitations – The use shall be limited to a religious institution and related facilities including the church, school, and those accessory uses customarily incidental to the primary uses.
- c. Maximum Students – The maximum number of students shall be 540 as approved in the previous SUP dated June 3, 1986.

4. Architecture: The site is located within the Historic District and is subject to Architectural Review Board, Certificates of Appropriateness (COA), and the Town of Warrenton Guide to Historic Resources. No structures shall be modified or erected until a COA has been issued. This includes walls and fences exceeding 36” in height.

5. Signage: All signage shall comply with the applicable provisions of Article 6 of the Town of Warrenton Zoning Ordinance.

6. Site Maintenance and Refuse Collection: Any refuse storage areas shall be screened with a solid enclosure constructed of materials that are compatible with the buildings on the property. The enclosure shall have gates that prohibit viewing this area from adjoining properties and public rights-of- way. The gates shall remain closed when not in use and the trash containers shall be emptied as necessary to prevent odors or infestation by vermin. Compliance with this condition shall be demonstrated on each final site plan(s). Deliveries and refuse collection shall follow Town Code Section 11-19(9).

Conditions of Approval

Item a.

7. Environment: All landscaping shall be native and drought-resistant or other species as may be approved on the final site plan(s).

- a) Landscaping – The Applicant shall make all efforts to maintain and preserve the existing mature vegetation and hardwood trees when feasible.
- b) Minimize Clearing and Grading – The Applicant shall show the limits of clearing and grading for the site on the approved final site plan(s). For portions of buffers located outside the limits of clearing and grading, the existing vegetation shall be preserved and supplemented to meet the intent the buffer as noted above. In addition, existing trees and shrubs shall be incorporated into the landscaping plan. This does not preclude the removal of diseased, noxious and/or invasive vegetation.
- c) Stormwater Management – The property owner is required to account for all improvements, regardless of square footage, made to the property since July 1, 2014, and design and construct for the accumulative stormwater management for both quantity and quality in accordance with all applicable State and local requirements in effect at the time of site development plan approval.

Conditions of Approval

8. Lighting:

- a. Proposed lighting shall be reviewed during the review of the Certificate of Appropriateness and at the time of site plan in accordance with the Zoning Ordinance.
- b. Building-mounted security lighting, which is full cut-off and directed toward the building and in compliance with the Zoning Ordinance, shall be permitted.
- c. All new and replacement light fixtures shall consist of full cut-off fixtures with a color temperature of 3,000 K or lower, and a maximum mounting height of 14 feet.
- d. Lighting on the school managed turf fields is prohibited.
- e. All other proposed lighting shall be addressed at site plan in accordance with the Zoning Ordinance.

Conditions of Approval

Item a.

9. Transportation:

- a) Vehicular Access – The site shall be accessed from the Winchester Street and John E. Mann entrances. Egress shall be controlled via a stop sign traffic control with stop bar at the exits.
- b) There shall be no stacking of vehicles into the public right-of-way. The school is responsible for ensuring drop off and pick up from the school do not result in backs ups on the public streets. Stacking on the property by accessing the school by way of Winchester Street or staggering times is required to achieve this condition.
- c) Handicapped Parking and Signage – Handicapped parking and signage for shall be provided in accordance with the PFM and the Americans with Disabilities Act.
- d) Dedication of public right-of-way on Winchester Street shall be included on the Site Development Plan and be recorded prior to occupancy permit. With the dedication of the right-of-way frontage, the property owner will submit with the site plan an agreement to retain the maintenance of the existing perimeter wall and entrance features, including the entrance apron on Winchester Street for Town review and approval.

10. Parking: Parking located on the north side of the property, adjacent to Richards Lane shall buffer and shield the headlights of vehicles from the adjacent residences. Headlights shall be screened from view from the residential-zoned property located to the north to at least 3.5 feet in height above the parking surface elevation with a solid wall, sight-tight fence, evergreen shrubs, or other method as approved by the Zoning Administrator as a part of the Site Development Plan, to extend the length of the parking on the north side.

Draft Conditions of Approval for Consideration

Item a.

11. Water and Sewer: The site shall continue to be served by public water, with the property owner bearing all costs associated with providing the additional services that will be required. Construction of a new 3-story building, +/- 13,000 square foot located at the northwest corner of the property on Winchester Street will require a separate water meter, per Town code.

12. Demolition: Demolition of the existing 3 story stone and block building located in the northwest portion of the property adjacent to Richards Lane shall require a permit from the Town. No final occupancy permit shall be issued on a new 3-story building, +/- 13,000 square foot located at the northwest corner of the property on Winchester Street until the above existing building has been demolished. The old building will be demolished within 6 months after the issuance of the temporary occupancy permit.

Draft Motions for Consideration

Item a.

1. I move that the Town Council approve of SUP 23-1, St John Catholic Church to amend the approved SUP in June 3, 1986, to allow for the 13,000 square foot accessory use building the church and school, subject to the Conditions of Approval dated July 11, 2023, sheets 1 through 4 of the Special Use Permit Plan created by Carson Land Consultants dated February 10, 2023 and revised through May 30, 2023.

OR

2. I move that the Town Council forward SUP 23-1, St John the Evangelist to the next Town Council meeting.

OR

3. I move an alternative motion.

OR

4. I move to deny SUP 23-01 for the following reasons...



Planning Commission Public Hearing
SUP 23-1 St John the Evangelist
July 11, 2023



Office of the Town Manager
Christopher E. Martino

STAFF REPORT

Warrenton Town Council

Item b.

Carter Nevill, Mayor
Heather Sutphin, Ward 1
William Semple, Ward 2
Brett Hamby, Ward 3
James Hartman, Ward 4 Vice Mayor
Jay Heroux, Ward 5
Paul Mooney, At Large
David McGuire, At Large

Council Meeting Date:	August 8, 2023
Agenda Title:	An Ordinance Exempting Real Property Owned by Various Organizations from Taxation Pursuant to Va. Code § 58.1-3651
Requested Action:	Consider the exemption request and adopt the ordinance
Department / Agency Lead:	Finance
Staff Lead:	Stephanie Miller, Finance Director

EXECUTIVE SUMMARY

The Fauquier County Commissioner of the Revenue serves as the assessor for properties located in town. In 2022, the Commissioner notified us that several properties had been exempted from county taxation by resolution of the County Board of Supervisors. As such, those properties were not included in the land book provided by the county to the town. These properties have consequently not been taxed by the town. The Town Council reviewed the listing of properties and wishes to similarly exempt the properties from local taxation by the town.

BACKGROUND

Fauquier County has provided local county tax exemption for a total of 34 parcels located within the town, with 15 different property owners, shown below. Two of the properties are owned by the Warrenton Horse Show Association, which will transition to the town upon completion of the sale later this year.

Owner
Fauquier Community Food Bank & Thrift Store
Fauquier Family Shelter Services, Inc.
Fauquier Habitat for Humanity
Highland School Educational Foundation, Inc.
Hospice Support of Fauquier County, Inc.
IOOF Charity Lodge #27 Trustees
Mt. Carmel Lodge #133 Ancient Fr
Oak Springs Association Limited Partnership
PATH Holdings I LLC
PATH Holdings II LLC
PATH Holdings III LLC
Sudduth John D Post No. 72, Inc.
View Tree Masonic Lodge
Warrenton Horse Show Association
The Warrenton Meeting Place

A complete listing of the parcels and assessed values is attached to the agenda item.

Va. Code § 58.1-3651 states that, “pursuant to subsection 6 (a)(6) of Article X of the Constitution of Virginia, on and after January 1, 2003, any county, city, or town may by designation or classification exempt from real or personal property taxes, or both, by ordinance adopted by the local governing body, the real or personal property, or both, owned by a nonprofit organization, including a single member limited liability company whose sole member is a nonprofit organization, that uses such property for religious, charitable, patriotic, historical, benevolent, cultural, or public park and playground purposes. The ordinance shall state the specific use on which the exemption is based, and continuance of the exemption shall be contingent on the continued use of the property in accordance with the purpose for which the organization is classified or designated. No exemption shall be provided to any organization that has any rule, regulation, policy, or practice that unlawfully discriminates on the basis of religious conviction, race, color, sex, sexual orientation, gender identity, or national origin.”

Fauquier County requires that owners wishing to obtain exempt status complete an application to provide proof of eligibility under the Code. Beginning next year, the County will require that owners submit a renewal application to ensure that the conditions for eligibility still apply.

STAFF RECOMMENDATION

Consider the properties exempted from County taxation by resolution of the County Board of Supervisors and determine if the Council wishes to adopt a similar resolution or assess the taxes retroactively. If the Council wishes to exempt the properties, then staff will draft the ordinance for the August agenda.

Service Level/Policy Impact

There is no service level impact. From a policy perspective, exempting the properties could be viewed as providing support for the non-profits on the list.

Fiscal Impact

Based on the latest assessment and current real estate tax rate of \$0.0401 per \$100 of assessed value, the annual fiscal impact is \$22,746.

Legal Impact

- Va. Code § 58.1-3256 states that “Any town which has failed to conduct a general reassessment within five years shall use only those assessed values assigned by the county.” The code is silent as to locally exempt properties.
- Va. Code § 58.1-3903 states that the tax-assessing officer of a town shall list and assess any local tax that has not been assessed for any of the three preceding tax years.
- Va. Code § 58.1-3651 requires a public hearing prior to passing an ordinance to exempt property from local taxation.

ATTACHMENTS

1. List of properties exempted from county taxation by resolution of the Fauquier County Board of Supervisors
2. A Resolution Authorizing Staff to Advertise a Public Hearing to Exempt Property by Designation Pursuant to Va. Code § 58.1-3651

August 8th, 2023
Town Council
Regular Meeting

ORDINANCE 2023-07

AN ORDINANCE EXEMPTING REAL PROPERTY OWNED BY VARIOUS ORGANIZATIONS FROM TAXATION PURSUANT TO VIRGINIA CODE § 58.1-3651

WHEREAS, Virginia Code § 58.1-3651 sets forth the process and procedure by which a locality may designate property as exempt from taxation where such property is held by organizations that use the property exclusively for religious, charitable, patriotic, historical, benevolent, cultural, or public park and playground purposes; and

WHEREAS, Virginia Code § 58.1-3651(B) requires that prior to the adoption of any ordinance exempting property from local taxation, the Town Council shall hold a public hearing on the proposed exemption and consider the questions enumerated in Virginia Code § 58.1-3651(B); and

WHEREAS, the Town Council, after due notice and public hearing, considered the questions set forth in Virginia Code § 58.1-3651(B) and, upon consideration of those questions, determined that the following organizations located in Warrenton use their real estate for charitable, historical, or benevolent purposes and that they should be exempted from real property taxation: Fauquier Community Food Bank and Thrift Store, Fauquier Family Shelter Services, Inc., Fauquier Habitat for Humanity, Highland School Educational Foundation, Inc. Hospice Support of Fauquier County, Inc., IOOF Charity Lodge #27 Trustees, Mt. Carmel Lodge #133 Ancient Fr, Oak Springs Association Limited Partnership, PATH Holdings I, LLC, PATH Holdings II, LLC, PATH Holdings III, LLC, Sudduth John D Post No. 72, Inc., View Tree Masonic Lodge, Warrenton Horse Show Association, and The Warrenton Meeting Place; now, therefore

BE IT ORDAINED by the Warrenton Town Council this 8th day of August 2023, that the organizations listed herein are exempted from taxation pursuant to Virginia Code § 58.1-3651.

Votes:

Ayes:

Nays:

Absent from Meeting:

For Information:

Finance Director

ATTEST: _____
Town Recorder

PIN	NAME	E911	BK/PG	SALE PRICE	INSTRUMENT	SALE DATE	ACREAGE	ZONE	FMVLAND	FMVBLDG	DEFERMENT	TAX VALUE
6984-43-9745-000	FAUQUIER HABITAT FOR HUMANITY INC	97 HORNER ST	1612/287	\$778,600	DEED	10/31/2019	0.2133	R6	\$ 95,000	\$ 85,200	\$ -	\$ 180,200
6984-44-8436-000	FAUQUIER HABITAT FOR HUMANITY INC	134 HAITI ST	1612/287	\$778,600	DEED	10/31/2019	0	R6	\$ 75,000	\$ -	\$ -	\$ 75,000
6984-44-8353-000	FAUQUIER HABITAT FOR HUMANITY INC	116 HAITI ST	1528/1585		DEED	10/11/2016	0.0967	R6	\$ 75,000	\$ 208,700	\$ -	\$ 283,700
6984-40-8327-000	FAUQUIER COMMUNITY FOOD BANK &	249 E SHIRLEY AVE	1535/1007	\$625,000	WD	12/22/2016	0.9063	CG	\$ 396,400	\$ 190,500	\$ -	\$ 586,900
6984-44-9538-000	FAUQUIER HABITAT FOR HUMANITY INC		1612/287	\$778,600	DEED	10/31/2019	0.0883	R6	\$ 95,000	\$ -	\$ -	\$ 95,000
6984-74-4279-301	PATH HOLDINGS I LLC	321 WALKER DR UNIT 301	1582/1911		DEED	10/1/2018	0	IL	\$ 364,200	\$ 1,146,000	\$ -	\$ 1,510,200
6984-21-8070-000	SUDDUTH JOHN D POST NO 72 INC	345 LEGION DR	170/126		DEED		1.594	10	\$ 175,400	\$ 482,100	\$ -	\$ 657,500
6984-44-9002-000	FAUQUIER HABITAT FOR HUMANITY INC	88 HAITI ST	1612/287	\$778,600	DEED	10/31/2019	0	R6	\$ 95,000	\$ 237,400	\$ -	\$ 332,400
6984-43-8247-000	IOOF CHARITY LODGE #27 TEES	7 N FIFTH ST	46/432		DEED		0.0975	CB	\$ 318,800	\$ 135,000	\$ -	\$ 453,800
6984-57-1202-000	PATH HOLDINGS III LLC	35 ROCK POINTE LN	1609/298		DEED	10/1/2019	0.8592	CLYRO	\$ 673,700	\$ 944,400	\$ -	\$ 1,618,100
6984-44-4090-000	FAUQUIER HABITAT FOR HUMANITY INC		1713/2197	\$650,000	DEED	12/29/2021	0.0008	CB	\$ 1,000	\$ -	\$ -	\$ 1,000
6985-30-7259-000	OAK SPRINGS ASSOC LIMITED PARTNERSHIP	305 OAK SPRINGS DR	730/1717		DEED	11/17/1994	2.2561	CL	\$ 1,356,000	\$ 7,336,000	\$ -	\$ 8,692,000
6984-63-8564-000	FAUQUIER HABITAT FOR HUMANITY INC		733/31		D/G	1/3/1995	0.6328	R6	\$ 6,300	\$ -	\$ -	\$ 6,300
6984-44-9729-000	FAUQUIER HABITAT FOR HUMANITY INC	161 HAITI ST	1599/719	\$141,000	DEED	6/13/2019	0.146	R6	\$ 95,000	\$ 55,500	\$ -	\$ 150,500
6984-44-7689-000	FAUQUIER HABITAT FOR HUMANITY INC	152 HAITI ST	1599/722	\$150,000	DEED	6/13/2019	0.104	R6	\$ 95,000	\$ 149,700	\$ -	\$ 244,700
6984-44-9545-000	FAUQUIER HABITAT FOR HUMANITY INC	135 HAITI ST	1612/287	\$778,600	DEED	10/31/2019	0.0883	R6	\$ 95,000	\$ -	\$ -	\$ 95,000
6984-74-4279-201	PATH HOLDINGS I LLC	321 WALKER DR UNIT 201	1582/1911		DEED	10/1/2018	0	IL	\$ 364,200	\$ 1,150,600	\$ -	\$ 1,514,800
6984-23-9263-000	FAUQUIER FAMILY SHELTR SERV INC	85 KEITH ST	829/1363		D/G	2/10/1999	0.4934	PS	\$ 341,500	\$ 837,500	\$ -	\$ 1,179,000
6984-54-0526-000	FAUQUIER HABITAT FOR HUMANITY		1579/505	\$85,000	DEED	8/6/2018	0.0522	R6	\$ 20,000	\$ -	\$ -	\$ 20,000
6984-44-9454-000	FAUQUIER HABITAT FOR HUMANITY INC	129 HAITI ST	1580/2030		DEED	8/29/2018	0.1386	R6	\$ 95,000	\$ 111,500	\$ -	\$ 206,500
6984-54-0254-000	FAUQUIER HABITAT FOR HUMANITY INC	107 HAITI ST	1612/287	\$778,600	DEED	10/31/2019	0	R6	\$ 115,000	\$ 89,400	\$ -	\$ 204,400
6984-63-5580-000	FAUQUIER HABITAT FOR HUMANITY INC		733/31		D/G	1/3/1995	0.4119	R6	\$ 4,100	\$ -	\$ -	\$ 4,100
6984-54-0529-000	FAUQUIER HABITAT FOR HUMANITY	141 HAITI ST	1579/505	\$85,000	DEED	8/6/2018	0.0522	R6	\$ 60,000	\$ 47,200	\$ -	\$ 107,200
6984-16-1613-000	HOSPICE SUPPORT OF FAUQUIER COUNTY INC	169 BROADVIEW AVE	1734/1997	\$835,000	DEED	8/23/2022	0.4362	CG	\$ 380,000	\$ 110,500	\$ -	\$ 490,500
6984-43-1267-000	WARRENTON MEETING PLACE INC THE	26 S THIRD ST	1709/2183	\$209,000	DEED	11/23/2021	0.0823	PS	\$ 161,300	\$ 52,300	\$ -	\$ 213,600
6984-30-3598-000	WARRENTON HORSE SHOW ASSOC		162/90		DEED		0.97	10	\$ 67,900	\$ -	\$ -	\$ 67,900
6984-43-1454-800	VIEW TREE MASONIC LODGE	11 SECOND ST	126/240		DEED		0.0871	PS	\$ 37,300	\$ 83,700	\$ -	\$ 121,000
6985-30-7573-000	OAK SPRINGS ASSOC LIMITED PARTNERSHIP	770 FLETCHER DR	730/1717		DEED	11/17/1994	0.8321	CL	\$ 498,000	\$ 1,094,200	\$ -	\$ 1,592,200
6985-11-9705-000	HIGHLAND SCHOOL EDUCATIONAL FOUNDATION LLC	597 BROADVIEW AVE	1557/1518		DEED	10/12/2017	28.8994	RM	\$ 3,612,500	\$ 14,372,200	\$ -	\$ 17,984,700
6984-44-4192-000	FAUQUIER HABITAT FOR HUMANITY INC	35 HORNER ST	1713/2197	\$650,000	DEED	12/29/2021	0.7374	CB	\$ 803,000	\$ 311,400	\$ -	\$ 1,114,400
6984-16-2661-000	MT CARMEL LODGE #133 ANCIENT FR	386 STUYVESANT ST	220/599		DEED		0.4545	RO	\$ 297,000	\$ 317,100	\$ -	\$ 614,100
6985-20-2820-000	HIGHLAND SCHOOL EDUCATIONAL FOUNDATION LLC	597 BROADVIEW AVE	1557/1518		DEED	10/12/2017	12.1585	PS	\$ 1,520,000	\$ 13,236,600	\$ -	\$ 14,756,600
6984-44-9458-000	FAUQUIER HABITAT FOR HUMANITY INC	131 HAITI ST	1599/716	\$235,000	DEED	6/13/2019	0	R6	\$ 95,000	\$ 114,100	\$ -	\$ 209,100
6984-31-4162-000	WARRENTON HORSE SHOW ASSOC	60 E SHIRLEY AVE	91/357		DEED		8.6886	10	\$ 1,303,500	\$ 38,500	\$ -	\$ 1,342,000
											Total taxable value	\$ 56,724,400
											Total tax	\$ 22,746



Office of the Town Manager

Frank Cassidy

STAFF REPORT

Warrenton Town Council

Carter Nevill, Mayor
Heather Sutphin, Ward 1
William Semple, Ward 2
Brett Hamby, Ward 3
James Hartman, Ward 4 Vice Mayor
Jay Heroux, Ward 5
Paul Mooney, At Large
David McGuire, At Large

Item a.

Council Meeting Date:	August 8, 2023
Agenda Title:	BOND-23-4- Bond Reduction Request for Washington Street Development (FP 2020-0125)
Requested Action:	Reduction of Bond
Department / Agency Lead:	Community Development
Staff Lead:	Rob Walton

EXECUTIVE SUMMARY

Community Development staff received a request to reduce the Public Improvements Bond in the amount of \$104,166.24 by 85% (\$15,624.94) on June 28, 2023. Staff received the As Built application on June 15, 2022. The As Built was approved by Town staff after conducting a site visit and determining that all improvements specified on the plan have been installed. The As Built was approved on June 20, 2023. The remaining 15% will be held for one year to ensure landscaping is maintained.

BACKGROUND

The Washington Street Development Public Improvements Bond was placed on June 17, 2021, to develop the property into four lots with detached single-family homes in the amount of \$104,166.24. The Bond was associated with FP 2020-0125 as surety for the construction of all improvements and facilities shown on the approved plans.

STAFF RECOMMENDATION

Staff recommends approval of the 85% bond reduction as requested as all improvements have been installed per the approved plan and the as built has been approved.

Service Level/Policy Impact

There is no direct impact on the Town of Warrenton.

Fiscal Impact

There is no direct fiscal impact to the Town of Warrenton.

Legal Impact

There is no legal impact to the Town of Warrenton.

ATTACHMENTS

1. Letter officially requesting release of the bond
2. Bond Spreadsheet
3. Resolution

August 8, 2023
Town Council
Regular Meeting

RESOLUTION TO APPROVE BOND REDUCTION REQUEST BOND-23-4 FOR WASHINGTON STREET DEVELOPMENT (FP 2020-0125)

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

WHEREAS, a final plat for the Washington Street Development, case number FP 2020-0125, was approved subject to the provision of a Public Improvements Bond placed on June 17, 2021, in the amount of \$104,166.24; and

WHEREAS, an As-Built Plan was submitted and subsequently approved on June 20, 2023, to demonstrate conformity with the approved final plat and the ordinances and regulations of the Town of Warrenton as required by Section 10-9 of the Ordinance; and

WHEREAS, the Developer submitted a request on June 8, 2022 to reduce the Public Improvements Bond by 85%; and

WHEREAS, the Warrenton Town Council may grant period partial releases of any bond, escrow, letter of credit or other performance guarantee required for the completion of improvements which are to be bonded as provided in Section 10-8.5 of the Town of Warrenton Zoning Ordinance; and

NOW THEREFORE BE IT RESOLVED, by the Warrenton Town Council that the Public Improvements Bond in the amount of \$104,166.24 is hereby reduced by 85% to \$15,624.94.

- Votes:**
- Ayes:**
- Nays:**
- Absent from Vote:**
- Absent from Meeting:**

For Information:
Community Development Director,
Town Attorney

ATTEST: _____
Town Recorder

Town of Warrenton - Bond Reduction Request
Washington Street Development: FP 2020 - 0125
 December 8, 2022

Item a.

	<u>Quantity</u>		<u>Unit Price</u>		<u>Total</u>	<u>Reduction %</u>	<u>Reduction Amount</u>	<u>New Bond Total</u>
SWM/BMP Facilities								
Excavation	30.00	EA	\$7.00		\$210.00	85%	\$178.50	\$31.50
Rain Garden BMP Facility	2.00	EA	\$3,500.00		\$7,000.00	85%	\$5,950.00	\$1,050.00
Seed, Fertilizer & Mulch	2.00	SY	\$2.00		\$4.00	85%	\$3.40	\$0.60
Sod Ditch	40.00	SY	\$8.00		\$320.00	85%	\$272.00	\$48.00
					\$7,534.00			\$1,130.10
Site Works								
Clear & Grub	0.06	AC	\$7,500.00		\$450.00	85%	\$382.50	\$67.50
					\$450.00			\$67.50
Subbase & Base Course								
Aggregate (21A)	40	SY/ln	\$2.50	8	\$800.00	85%	\$680.00	\$120.00
Top Course/Intermediate Course Bituminous Concrete	40	SY/ln	\$5.50	6	\$1,320.00	85%	\$1,122.00	\$198.00
Surface Treatment (Tar & Chip)	175	SY	\$2.00		\$350.00	85%	\$297.50	\$52.50
					\$2,470.00			\$370.50
Entrances								
R-5 Private Entrance	4.00	EA	\$1,500.00		\$6,000.00	85%	\$5,100.00	\$900.00
					\$6,000.00			\$900.00
Miscellaneous Cosntruction Items								
Sidewalk	200.00	SY	\$60.00		\$12,000.00	85%	\$10,200.00	\$1,800.00
Header Curb	160.00	LF	\$20.00		\$3,200.00	85%	\$2,720.00	\$480.00
CG-12 Handicapped Ramp	1.00	EA	\$3,000.00		\$3,000.00	85%	\$2,550.00	\$450.00
Traffic Control Sign	1.00	EA	\$390.00		\$390.00	85%	\$331.50	\$58.50
Street Lighting	1.00	EA	\$500.00		\$500.00	85%	\$425.00	\$75.00
					\$19,090.00			\$2,863.50
Sanitary Sewer and Water Line Construction								
Fire Hydrant Assembly	1.00	EA	\$5,000.00		\$5,000.00	85%	\$4,250.00	\$750.00
5/8 x 3/4 Waer Meter Setup	4.00	EA	\$1,200.00		\$4,800.00	85%	\$4,080.00	\$720.00
8" Water Main	250.00	LF	\$60.00		\$15,000.00	85%	\$12,750.00	\$2,250.00
8" Water Tap	1.00	EA	\$1,275.00		\$1,275.00	85%	\$1,083.75	\$191.25
Connection to Ex. Sewer or Manhole	4.00	EA	\$750.00		\$3,000.00	85%	\$2,550.00	\$450.00
					\$27,800.00			\$4,170.00
Siltation and Erosion Control								
Silt Fence	880.00	LF	\$5.00		\$4,400.00	85%	\$3,740.00	\$660.00
Seeding Operation	2450.00	SY	\$2.00		\$4,900.00	85%	\$4,165.00	\$735.00
Temporary Construction Entrance	1.00	EA	\$2,000.00		\$2,000.00	85%	\$1,700.00	\$300.00
Safety Fence	390.00	LF	\$3.00		\$1,170.00	85%	\$994.50	\$175.50
					\$12,470.00			\$1,550.50

Landscaping

24" Planting Shrubs	12.00	EA	\$55.00	\$660.00	85%	\$561.00	\$99.00
4' - 6' Trees	24.00	EA	\$150.00	\$3,600.00	85%	\$3,060.00	\$540.00
8' - 10' Trees	11.00	EA	\$250.00	\$2,750.00	85%	\$2,337.50	\$412.50
Larger Trees	4.00	EA	\$450.00	\$1,800.00	85%	\$1,530.00	\$270.00
Tree Protection	65.00	LF	\$12.00	\$780.00	85%	\$663.00	\$117.00
				\$9,590.00			\$1,438.50

Item a.

As-Built Drawing

Water Lines	250.00	LF	\$1.00	\$250.00	85%	\$212.50	\$37.50
Sidewalk CG	360.00	LF	\$1.00	\$360.00	85%	\$306.00	\$54.00
Sidewalk Alignment	360.00	LF	\$1.50	\$540.00	85%	\$459.00	\$81.00
				\$1,150.00			
				Min. \$2,500.00	85%	\$2,125.00	\$375.00

Total Construction Cost:	\$87,904.00	85%	\$74,718.40	\$13,185.60
Miscellaneous Costs:	\$13,185.60	85%	\$11,207.76	\$1,977.84
Inflation Cost:	\$3,076.64	85%	\$2,615.14	\$461.50

Original Total Performance Amount \$104,166.24

Reduced Total Performance Amount \$15,624.94

The (\$1,275) cost of the 8" Water Tap was not included in the approved bond. As such, it has been eliminated from the reduction for consistency purposes.

Washington Green LLC
P.O. Box 861601
Warrenton, VA 20187

June 28, 2023

Ms. Heather Jenkins
Zoning Administrator
Town of Warrenton
Planning and Community Development Department
21 Main Street
Warrenton, VA 20186

RE: Washington Green LLC
Public Improvements Bond
Bond Reduction Request

Ms. Jenkins,

On behalf of Washington Green LLC we would like to formally request a reduction of the public improvements bond for the Washington Street Development project (*Town of Warrenton Plan Number FP 2020 - 0125*) to \$15,624.94 based on the attached Washington Green Bond Reduction Spreadsheet and the approval of the As-Built Plans. The Washington Green LLC Public Improvements Bond is dated June 2, 2021, and is Bond Number S259853. The original surety amount is \$104,166.24. A copy of the approved Washington Green LLC Public Improvements Bond has been included for reference. An updated Bond Spreadsheet has also been provided for your review, comment, and approval.

We trust we have provided everything needed to approve the Bond Reduction for Washington Street and Washington Green LLC. If you need additional information or further clarification regarding the information that has been provided, please do not hesitate to contact me directly by telephone at 540.429.0351 or by email at cfloyd@lakeside-homes.com.

Regards,



Charles A. Floyd
Washington Green LLC



Department of Finance

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

TO: Mayor and Town Council

FROM: Stephanie Miller
Finance Director

DATE: July 25, 2023

SUBJECT: Financial review for the period ended June 30, 2023 – *preliminary, unaudited*

This memorandum is provided to assist the Council in their review of the Financial Statements for June 30, 2023. During the next few months, we will be closing out the fiscal year and accruing revenues and expenditures related to the period. As such, the amounts reported in these statements are subject to change. The Town’s external auditors conducted preliminary fieldwork at the end of June and will return at the end of September to finalize their review.

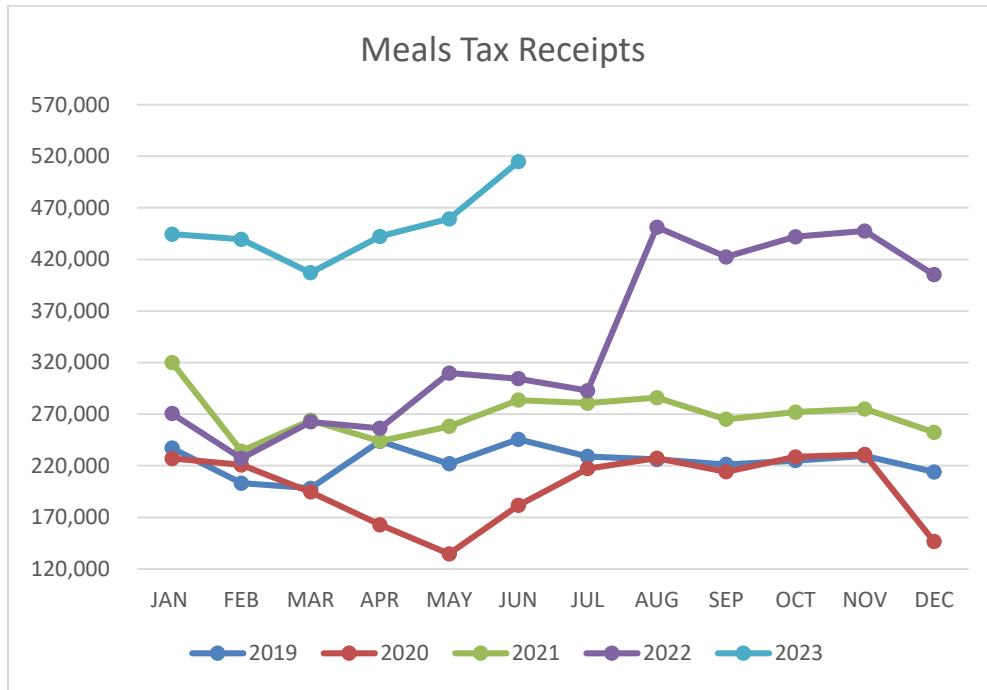
This quarter’s financial review provides revenue trends and delinquent account balances. Real Estate Tax, Stormwater Management Fee, Personal Property Tax and Vehicle License Fees have been added to the Delinquent Account Balances section of the analysis, beginning on page 4.

REVENUE TRENDS

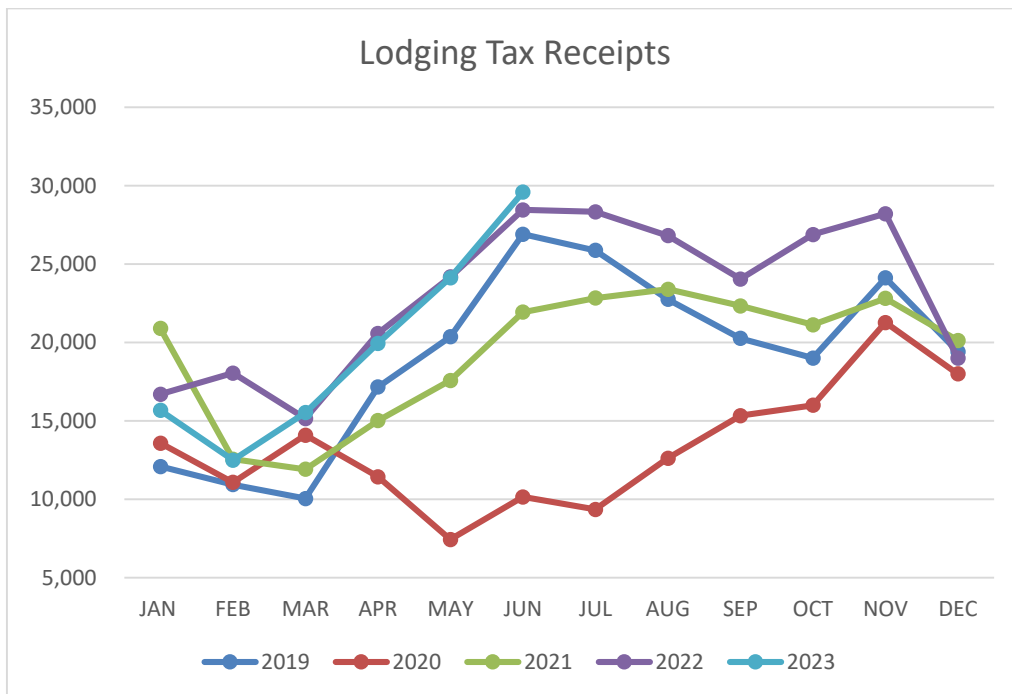
A review of monthly revenue categories is provided to assist in understanding how our current receipts compare to prior periods. The data is presented on a cash basis for the current calendar year (2023) and four prior years (2019, 2020, 2021, and 2022). The monthly revenue categories are Meals Tax, Lodging Tax, Local Sales Tax, and Utility Billing Receipts.

Meals Tax - This is the largest revenue source for the General Fund. Since July 2020, revenue has tracked closely to the data from 2019, apart from January 2020. This was due to mail delivery delays and accounts for the significant increase in January 2021. In April 2021, the revenue in this category matched that received in 2019. Since that time, the revenue has met or exceeded all prior years. The August collections reflect the

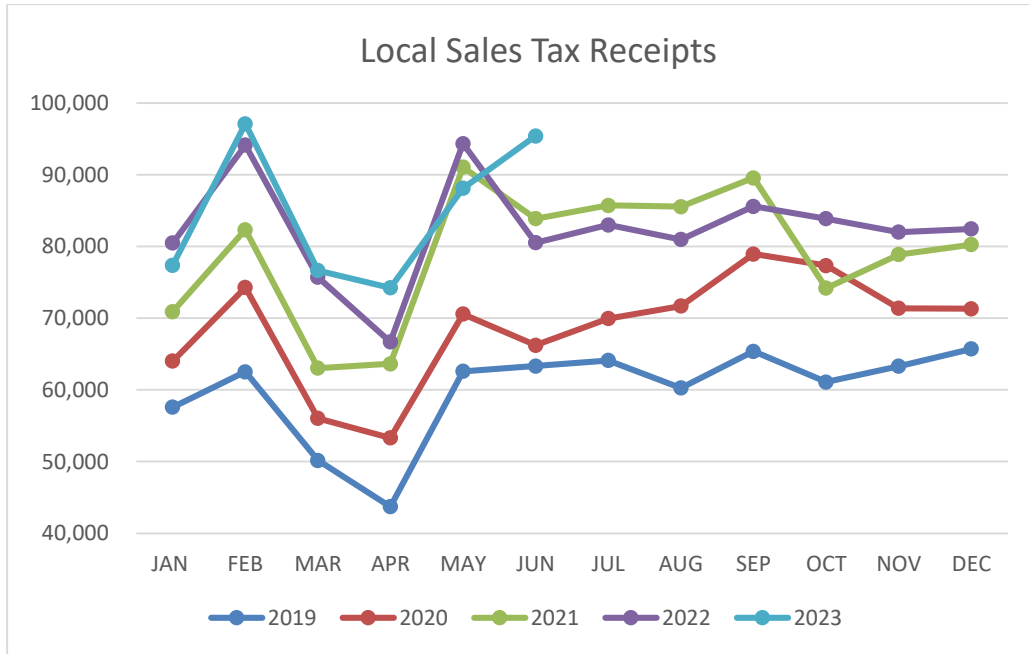
beginning of the increase in the rate that was adopted in the FY23 budget.



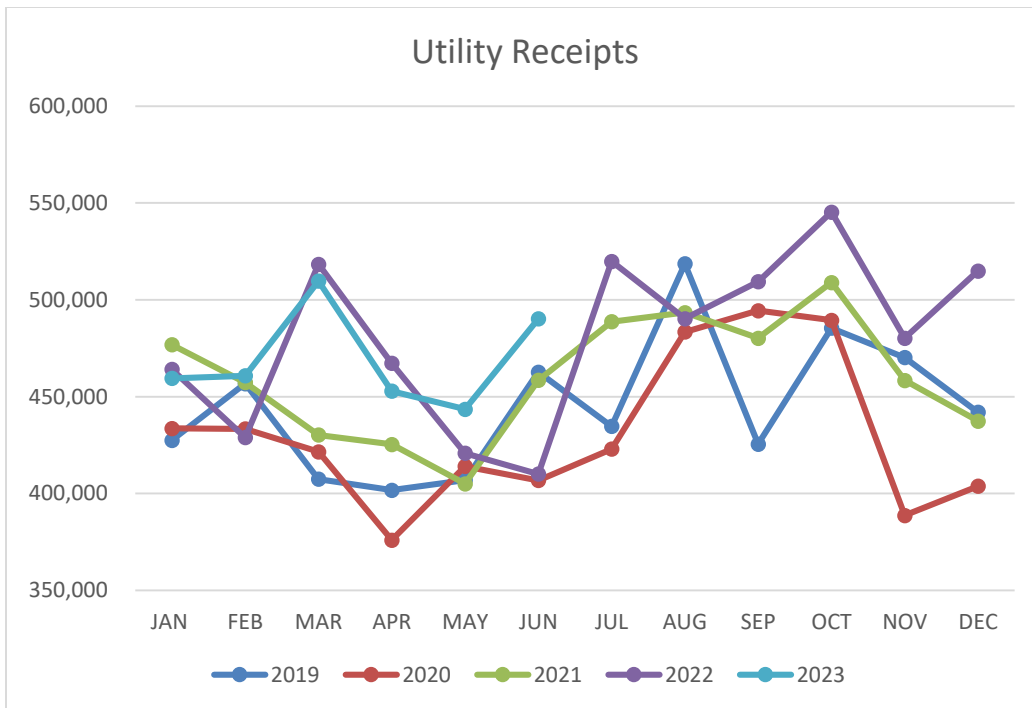
Lodging Tax – This category suffered more severely from the impacts of Covid-19. Revenue dipped in February 2023 but has matched 2022 for March and April 2023.



Local Sales Tax – Sales Tax receipts for January through March are continuing along the same trendlines as 2022. April receipts exceeded the prior year by 11%.



Utility Bills – Receipts in 2023 have generally tracked with those received in the prior year.



DELINQUENT ACCOUNT BALANCES

Real Estate Tax and Stormwater Management Utility Fee

Real Estate tax and the Stormwater Management Utility fee are due twice a year, on June 15th and December 15th. The percent collected and unpaid balances are shown below:

Type	Percent Collected	Unpaid Balance
Real Estate Tax - 2nd half, CY2022	98.1	\$7,658.78
SWM Utility Fee - 2nd half, CY2022	95.2	\$17,181.98
Real Estate Tax - 1st half, CY2023	94.4	\$23,067.98
SWM Utility Fee - 1st half, CY2023	90.1	\$35,063.74

Personal Property Tax and Vehicle License Fee

Personal Property taxes and vehicle license fees are due once a year on December 15th. The percent collected and unpaid balance for the December 15, 2022 billing is shown below:

Type	Percent Collected	Unpaid Balance
Personal Property Tax	97.4	\$33,807.99
Vehicle License Fee	82.8	\$41,327.42

Business License Tax

Business license renewal applications are due annually on March 1st for the following year beginning July 1. The payment for the license is due on June 30th. The percent uncollected and unpaid balances are shown below.

Type	Percent Collected	Unpaid Balance
Business Personal Property Tax 2023	99.7	\$4,893.98
Business Personal Property Tax 2024	93.7	\$112,155.69

Meals Tax

Meals Tax collectors must file for us to know the amount of tax owed. If they fail to file, we may issue a statutory assessment based on the best available information and pursue collection of that amount.

Filings: The Town has a total of 87 registered Meals Tax collectors. Six businesses have not filed for June 2023, and one of those has not filed for May 2023.

Past Due Amounts: The following businesses have past due Meals Tax balances.

Business	Past Due Amount
Black Bear	\$7,521.42
Fat Tuesdays	\$1,079.10

Lodging Tax

Similar to Meals Tax, businesses must file in order for us to create an assessment. All registered collectors are current in their filings and payments.

Sales Tax

Sales tax is remitted to the State each month based on the County, not the Town, that the business is located in. The local 1% is then sent back to the County. The amount to be distributed to the Towns is determined based on the residency of school-aged children. The County retains 50% of that amount and distributes the remaining 50% to the incorporated Towns based on the percentage of school-aged children residing in each town. There is no information provided by the State regarding delinquent accounts.

Utility Billing

The total delinquent balance is \$20,950 lower than June 2023 with a notable decline in the Over 30 balance.

	<u>June 30, 2022</u>	<u>June 30, 2023</u>	<u>Incr./ (Decr.)</u>
Over 30	67,175	46,798	(20,377)
Over 60	14,059	11,488	(2,571)
<u>Over 90</u>	<u>4,388</u>	<u>6,386</u>	<u>1,998</u>
Total	\$ 85,622	\$ 64,672	\$ (20,950)



Financial Statements

For the Period Ended June 30, 2023

Preliminary - Unaudited

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

Town of Warrenton, Virginia

Cash, Investment and Receivable Balances

	June 30, 2022	June 30, 2023
<u>CASH</u>		
On Hand	\$ 2,580	\$ 2,580
Checking Accounts	8,353,080	11,425,993
Money Market Accounts	441,637	454,646
TOTAL CASH IN BANK	<u>\$ 8,797,297</u>	<u>\$ 11,883,219</u>
<u>INVESTMENTS</u>		
Virginia Local Government Investment Pool	16,143,602	16,785,185
Virginia Investment Pool	3,818,916	3,737,738
Virginia SNAP	447,988	5,324,409
TOTAL INVESTMENTS	<u>\$ 20,410,506</u>	<u>\$ 25,847,332</u>
 TOTAL CASH AND INVESTMENTS	 <u>\$ 29,207,803</u>	 <u>\$ 37,730,551</u>

Comparison of Yields

Virginia Local Government Investment Pool	1.15%	5.24%
Virginia Investment Pool	0.99%	4.98%
Virginia SNAP	1.49%	5.32%

CASH AND INVESTMENT BALANCES BY FUND

General Fund	\$ 16,953,648	\$ 17,465,405
Water and Sewer Operating	\$ 5,462,730	\$ 4,721,501
Water and Sewer Capital	\$ 1,268,113	\$ 5,251,251
Stormwater Fund	\$ 367,865	\$ 568,808
CSLFRF Fund (ARPA)	\$ 5,155,446	\$ 9,707,724

CASH PROFFER BALANCES

Highland	\$ 103,197	\$ 107,298
Recreation	59,905	59,905
Academy Hill Park	29,260	29,260
	<u>\$ 192,362</u>	<u>\$ 196,463</u>

WATER AND SEWER OPERATING A/R AGING

	June 30, 2022	June 30, 2023	Incr./ (Decr.)
Over 30	67,175	46,798	(20,377)
Over 60	14,059	11,488	(2,571)
<u>Over 90</u>	<u>4,388</u>	<u>6,386</u>	<u>1,998</u>
Total	<u>\$ 85,622</u>	<u>\$ 64,672</u>	<u>\$ (20,950)</u>

RESERVE AMOUNTS

	<u>Policy</u>	<u>Calculated Threshold</u>	<u>Reserve Balance</u>
General Fund	50% operating budget	\$ 8,704,887	\$ 8,704,887
-Budget Stabilization	50% of annual surplus, up to 10% operating budget	\$ 1,740,977	\$ 249,909
-Capital Reserve	50% of annual surplus	n/a	\$ 249,909
 Water and Sewer Operating	 200 days	 \$ 3,979,933	 \$ 3,979,933

Town of Warrenton, Virginia
Budget to Actual -- Revenues as of June 30, 2023

Fund / Source of Revenue	Budget		Actual		Budget Remaining
	Full Year	Expected Year-to-Date	Year-to-Date	% of Budget	
GENERAL FUND					
<u>OPERATING</u>					
General Property Taxes	\$ 1,449,235	\$ 1,449,235	\$ 1,726,221	119.11%	\$ (276,986)
Local Sales Tax	670,422	670,422	842,912	125.73%	(172,490)
Consumer Utility Tax	495,419	495,419	463,095	93.48%	32,324
BPOL	2,272,525	2,272,525	1,953,724	85.97%	318,801
Consumption Tax	64,452	64,452	64,647	100.30%	(195)
Motor Vehicle License Fee	225,000	225,000	224,882	99.95%	118
Bank Franchise Tax	800,000	800,000	1,248,013	156.00%	(448,013)
Meals Tax	4,573,645	4,573,645	4,876,088	106.61%	(302,443)
Cigarette Tax	427,321	427,321	314,990	73.71%	112,331
Lodging Tax	220,000	220,000	242,256	110.12%	(22,256)
Permits, Privilege Fees & Licenses	328,065	328,065	220,258	67.14%	107,807
Fines & Forfeitures	139,871	139,871	65,033	46.49%	74,838
Use of Money & Property	128,257	128,257	517,261	403.30%	(389,004)
Charges for Services	760,877	760,877	1,019,599	134.00%	(258,722)
Miscellaneous Revenue	327,327	327,327	248,318	75.86%	79,009
Non-Categorical Aid	514,522	514,522	436,809	84.90%	77,713
Categorical Aid	2,460,775	2,460,775	2,738,124	111.27%	(277,349)
Federal Revenue	39,000	39,000	5,954	0.00%	33,046
<u>Use of Fund Balance</u>	<u>1,763,474</u>	<u>-</u>	<u>-</u>	<u>0.00%</u>	<u>1,763,474</u>
TOTAL GENERAL FUND	\$ 17,660,187	\$ 15,896,713	\$ 17,208,182	97.44%	\$ 452,005
<u>CAPITAL PROJECTS FUND</u>					
<u>Transfers</u>	<u>1,605,805</u>	<u>-</u>	<u>5,566</u>	<u>0.35%</u>	<u>1,600,239</u>
TOTAL CAPITAL PROJECTS FUND	\$ 1,605,805	\$ -	\$ 5,566	0.00%	\$ 1,600,239
<u>ASSET REPLACEMENT FUND</u>					
<u>Transfers</u>	<u>\$ 570,733</u>	<u>\$ -</u>	<u>\$ 36,072</u>	<u>6.32%</u>	<u>\$ 534,661</u>
TOTAL GENERAL CARP FUND	\$ 570,733	\$ -	\$ 36,072	6.32%	\$ 534,661
TOTAL GENERAL FUND	\$ 19,836,725	\$ 15,896,713	\$ 17,249,819	86.96%	\$ 2,586,906

Town of Warrenton, Virginia
Budget to Actual -- Revenues as of June 30, 2023

Fund / Source of Revenue	Budget		Actual		Budget Remaining
	Full Year	Expected Year-to-Date	Year-to-Date	% of Budget	
WATER AND SEWER FUND					
<u>OPERATING FUND</u>					
Transfer Fees	\$ 13,005	\$ 13,005	\$ 8,625	66.32%	\$ 4,380
Use of Money & Property	125,000	125,000	307,740	246.19%	(182,740)
Charges for Services	6,285,142	6,285,142	5,851,307	93.10%	433,835
Recovered Costs	20,000	20,000	8,745	43.73%	11,255
Miscellaneous Revenue	-	-	16,497	0.00%	(16,497)
<u>Non-Revenue Receipts</u>	<u>720,733</u>	<u>-</u>	<u>-</u>	<u>0.00%</u>	<u>720,733</u>
TOTAL W&S OPERATING FUND	\$ 7,163,880	\$ 6,443,147	\$ 6,192,914	86.45%	\$ 970,966
<u>CAPITAL FUND</u>					
Use of Money & Property	\$ 1,000	\$ 1,000	\$ 189,873	0.00%	\$ (188,873)
<u>Non-Revenue Receipts</u>	<u>9,107,734</u>	<u>9,107,734</u>	<u>236,250</u>	<u>2.59%</u>	<u>8,871,484</u>
TOTAL W&S CAPITAL FUND	\$ 9,108,734	\$ 9,108,734	\$ 426,123	4.68%	\$ 8,682,611
TOTAL WATER AND SEWER FUND	\$ 16,272,614	\$ 15,551,881	\$ 6,619,037	91.12%	\$ 9,653,577
STORMWATER MANAGEMENT FUND					
Local Revenue	\$ 788,083	\$ 788,083	\$ 697,252	88.47%	\$ 90,831
Commonwealth Revenue	48,989	-	35,397	72.26%	13,592
Federal Revenue	1,120,795	-	-	0.00%	1,120,795
<u>Non-Revenue Receipts</u>	<u>293,754</u>	<u>-</u>	<u>-</u>	<u>0.00%</u>	<u>293,754</u>
TOTAL SWM FUND	\$ 2,251,621	\$ 788,083	\$ 732,649	32.54%	\$ 1,518,972
CSLFRF FUND (ARPA)					
<u>Federal Revenue</u>	<u>\$ 6,616,648</u>	<u>\$ -</u>	<u>\$ 973,836</u>	<u>14.72%</u>	<u>\$ 5,642,812</u>
TOTAL CSLFRF FUND	\$ 6,616,648	\$ -	\$ 973,836	14.72%	\$ 5,642,812
TOTAL ALL FUNDS	\$ 44,977,608	\$ 32,236,677	\$ 25,575,341	56.86%	\$ 19,402,267
INTERNAL SERVICE FUNDS					
Motor Pool	\$ 640,963	\$ 640,963	\$ -	0.00%	\$ 640,963
Information Technology	\$ 1,728,141	\$ 1,728,141	\$ 1,092,000	63.19%	\$ 636,141

Town of Warrenton, Virginia
Budget to Actual -- Expenditures as of June 30, 2023

Fund/Category	Budget		Actual		% of Budget	Budget Remaining
	Full Year	Expected Year-to-Date	Year-to-Date	Encumbered		
GENERAL FUND						
<u>OPERATING</u>						
Council	\$ 353,700	\$ 353,700	\$ 317,510	\$ 12,816	93.39%	\$ 23,374
Town Manager	296,203	296,203	423,229	189	142.95%	(127,214)
Legal Services	195,747	195,747	213,507	54,326	136.83%	(72,086)
Human Capital	174,912	174,912	132,055	19,000	86.36%	23,857
Finance	1,064,125	1,064,125	818,475	41,400	80.81%	204,250
Other Organizations	9,342	9,342	10,009	-	107.14%	(667)
Electoral Board	15,950	15,950	11,213	-	70.30%	4,737
Police	4,274,892	4,274,892	3,682,724	24,392	86.72%	567,777
Fire	-	-	81,249	-	0.00%	(81,249)
Emergency Services	180,463	180,463	160,521	(450)	88.70%	20,393
Public Works	5,500,758	5,500,758	4,476,495	232,358	85.60%	791,905
Parks and Recreation	2,581,280	2,581,280	2,297,934	50,290	90.97%	233,056
Community Development	1,475,134	1,475,134	1,151,343	118,935	86.11%	204,857
Contributions	229,004	229,004	180,854	-	78.97%	48,151
Non-departmental	202,645	202,645	213,295	-	105.26%	(10,650)
Transfers	250,413	250,413	-	-	0.00%	250,413
<u>Debt Service</u>	<u>855,618</u>	<u>855,618</u>	<u>859,119</u>	<u>-</u>	<u>100.41%</u>	<u>(3,501)</u>
TOTAL GENERAL FUND	\$ 17,660,187	\$ 17,660,187	\$ 15,029,531	\$ 553,255	88.24%	\$ 2,077,401
<u>CAPITAL PROJECTS FUND</u>						
<u>Capital Projects</u>	<u>\$ 1,605,805</u>	<u>\$ 1,605,805</u>	<u>\$ 101,076</u>	<u>\$ 64,962</u>	<u>10.34%</u>	<u>\$ 1,439,767</u>
TOTAL CAP. PROJECTS FUND	\$ 1,605,805	\$ 1,605,805	\$ 101,076	\$ 64,962	10.34%	\$ 1,439,767
<u>ASSET REPLACEMENT FUND</u>						
<u>Asset Replacements</u>	<u>\$ 570,733</u>	<u>\$ 570,733</u>	<u>\$ 440,393</u>	<u>\$ 63,416</u>	<u>88.27%</u>	<u>\$ 66,924</u>
TOTAL GEN. CARP FUND	\$ 570,733	\$ 570,733	\$ 440,393	\$ 63,416	88.27%	\$ 66,924
TOTAL GENERAL FUND	\$ 19,836,725	\$ 19,836,725	\$ 15,571,000	\$ 681,634	81.93%	\$ 3,584,092

Town of Warrenton, Virginia
Budget to Actual -- Expenditures as of June 30, 2023

Fund/Category	Budget		Actual		% of Budget	Budget Remaining
	Full Year	Expected Year-to-Date	Year-to-Date	Encumbered		
WATER AND SEWER FUND						
<u>WATER & SEWER OPERATING FUND</u>						
Water Department	\$ 2,732,840	\$ 2,732,840	\$ 2,159,023	\$ 60,620	81.22%	\$ 513,197
Wastewater Department	2,572,732	2,572,732	2,231,407	280,465	97.63%	60,860
Water / Sewer Administration	1,028,029	1,028,029	922,450	23,352	92.00%	82,227
<u>Debt Service</u>	830,279	830,279	549,589	-	66.19%	280,690
TOTAL W&S OPERATING FUND	\$ 7,163,880	\$ 7,163,880	\$ 5,862,468	\$ 364,437	86.92%	\$ 936,975
<u>WATER & SEWER CAPITAL FUND</u>						
Asset Replacements	\$ 3,984,779	\$ 3,984,779	\$ 1,068,590	\$ 901,584	49.44%	\$ 2,014,606
<u>Capital Projects</u>	5,123,955	5,123,955	737,776	779,485	29.61%	3,606,694
TOTAL W&S CAPITAL FUND	\$ 9,108,734	\$ 9,108,734	\$ 1,806,366	\$ 1,681,069	38.29%	\$ 5,621,299
TOTAL WATER AND SEWER FUND	\$ 16,272,614	\$ 16,272,614	\$ 7,668,834	\$ 2,045,505	59.70%	\$ 6,558,275
STORMWATER MANAGEMENT FUND						
Operating	\$ 464,110	\$ 464,110	\$ 389,467	\$ 34,317	83.92%	\$ 74,643
Capital Projects	1,217,666	1,217,666	118,511	84,419	16.67%	1,014,736
<u>Transfer to Capital Reserve</u>	569,845	569,845	-	439,934	77.20%	129,911
TOTAL SWM FUND	\$ 2,251,621	\$ 2,251,621	\$ 507,978	\$ 558,670	47.37%	\$ 1,743,643
CSLFRF FUND						
<u>Expenditures</u>	\$ 6,616,648	\$ 6,616,648	\$ 973,836	\$ 374,795	20.38%	\$ 5,268,017
TOTAL CSLFRF FUND	\$ 6,616,648	\$ 6,616,648	\$ 973,836	\$ 374,795	20.38%	\$ 5,268,017
TOTAL ALL FUNDS	\$ 44,977,608	\$ 44,977,608	\$ 24,721,647	\$ 3,660,605	63.10%	\$ 16,595,356
INTERNAL SERVICE FUNDS						
Motor Pool	\$ 640,963	\$ 640,963	\$ 548,644	\$ 67,845	96.18%	\$ 24,474
Information Technology	\$ 1,728,141	\$ 1,728,141	\$ 1,182,459	\$ 108,356	74.69%	\$ 437,327



**Town of Warrenton
Department of Parks and Recreation
FY23 Fourth Quarter Report**

Revenue Summary								
	FY 2021 Total	FY2022 4th Qtr.	FY2022 Total	FY 2023 1st Qtr.	FY2023 2nd Qtr.	FY 2023 3rd Qtr.	FY 2023 4th Qtr.	FY 2023 Total
Memberships	\$158,897.04	\$79,256.09	\$287,924.14	\$88,400.29	\$58,026.88	\$88,610.12	\$89,896.43	\$324,933.72
MVPasses	\$38,412.30	\$8,361.25	\$43,391.37	\$7,930.50	\$11,976.00	\$13,055.00	\$7,140.50	\$40,102.00
Daily Admissions	\$44,793.00	\$63,140.33	\$180,423.72	\$55,859.05	\$28,006.37	\$42,732.44	\$73,903.86	\$200,501.72
Programs (Aquatics, Fitness, Recreation)	\$67,815.85	\$54,368.13	\$156,799.70	\$21,779.87	\$22,739.00	\$31,997.87	\$50,916.65	\$127,433.39
Rentals	\$118,193.50	\$37,154.25	\$272,185.24	\$30,606.50	\$82,894.00	\$115,697.75	\$24,106.50	\$253,304.75
Individual Instruction	\$30,077.00	\$32,391.00	\$119,670.00	\$21,847.37	\$9,346.50	\$14,568.00	\$13,750.87	\$59,512.74
Merchandise	\$2,248.44	\$1,118.86	\$4,408.79	\$831.98	\$894.67	\$818.72	\$1,092.91	\$3,638.28
Sponsorship/Grant/ Ad Sales	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Park Rentals and Events	\$6,475.00	\$3,287.50	\$9,405.00	\$2,600.00	\$165.00	\$1,082.50	\$3,747.50	\$7,595.00
Childcare	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Miscellaneous	\$713.77	\$242.76	\$612.20	\$384.47	\$186.38	\$354.23	\$10,702.61	\$11,627.69
End of period	\$467,625.90	\$279,320.17	\$1,074,820.16	\$230,240.03	\$214,234.80	\$308,916.63	\$275,257.83	\$1,028,649.29

Monthly Memberships/25 Visit Passes/Admissions Sales Summary								
	FY 2021 Total	FY2022 4th Qtr.	FY2022 Total	FY 2023 1st Qtr.	FY2023 2nd Qtr.	FY 2023 3rd Qtr.	FY 2023 4th Qtr.	FY 2023 Total
New Annual Memberships	272	244	759	185	117	182	247	731
Renewal Rate	1%	6%	3%	7%	3%	3%	3%	5%
Monthly Memberships	341	227	902	178	158	188	235	759
25 Visit Passes	284	62	316	58	86	93	52	289
Daily Admissions	6,758	10,413	29,049	7,985	4,237	6,412	10,857	29,491
Total Number of Check-ins	42,274	24,004	79,181	21,627	21,700	25,756	27,934	97,017

Monthly Programming Summary								
	FY 2021 Total	FY2022 4th Qtr.	FY2022 Total	FY 2023 1st Qtr.	FY2023 2nd Qtr.	FY 2023 3rd Qtr.	FY 2023 4th Qtr.	FY 2023 Total
Aquatic Classes Offered	179	69	261	73	5	46	96	220
Number of Participants in Aquatic Classes	N/A	N/A	N/A	302	17	206	427	952
Fitness Classes Offered	542	747	2681	784	705	738	640	2867
Number of Participants in Fitness Classes	N/A	4213	16336	4656	4147	5754	5031	19588
Specialty Classes Offered	0	3	11	3	3	5	3	14
Number of Participants in Specialty Classes	0	9	41	9	13	14	15	51
Recreation Programs/Events Offered	0	1	3	0	4	0	6	10
Number of Participants in Recreation Programs/Events	0	N/A	N/A	0	181	0	108	289

Rentals								
	FY 2021 Total	FY2022 4th Qtr.	FY2022 Total	FY 2023 1st Qtr.	FY2023 2nd Qtr.	FY 2023 3rd Qtr.	FY 2023 4th Qtr.	FY 2023 Total
Swim Lanes	N/A	N/A	N/A	395	2894	3279	1253.5	7821.5
Birthday Parties	0	59	181	46	71	53	59	229
Facility Rentals	0	59	83	17	81	125	36	259
Pavilion Rentals	52	46	96	28	15	2	44	89
Field Rentals	1	0	6	1	0	0	0	1



**Quarterly Report
FY23 Fourth Quarter**

Maintenance

At the beginning of April, there was a water main break at the WARF impacting the front walkway, as well as some interior damage. A contractor has been hired to complete an assessment of the damage and make repair recommendations.

Additional assessment was completed on pool pumps and surge tank with repair and replacement part recommendations.

ARPA

Fitness and Studio Floor Replacement: Wellness Solutions completed the installation of the new floors in the fitness room and multipurpose room during the month of April.

Revenue Highlights

Significant increase in daily admissions due to school being out and increasing hours of our leisure pool operations, as well as group visits.

Park Rentals and programs revenue went back up due to warmer weather, several spring programs and the beginning of our summer swim lessons.

Programs

Aquatics

We offered 96 aquatic classes to include group swim lessons, lifeguard classes and water safety instructor classes with over 950 participants total.

In May we handed out “Water Watcher” bracelets to adults and “Water Safety Month” bracelets to youth to promote Water Safety Month.

Fitness

Two additional aqua fit classes were added to the class schedule for June.

We partnered with the Mental Health Association to offer Wellness Walks along the trails at the Warrenton Sports Complex during Mental Health Awareness Month in May.

One of our group fitness classes had a modified “Murph” workout in honor of Memorial Day and we hope to make that a larger event next year.

We offered a pop-up Yoga event for the International Day of Yoga, as well as a POUND event in support of the Alzheimer’s Association.

Seasonal Programs/Special Events

In April we hosted 3 egg hunts. The daytime one at the WARF had over 50 in attendance. The glow in the dark egg hunt at Rady Park had over 30 in attendance. Two egg hunts were held in the pool with a total of 30 participants.

Kids to Parks Day was held on Saturday, May 20 with a silly walk along the trail behind the WARF and a storywalk at Eva Walker Park. Families were also encouraged to try a scavenger hunt at Rady park, play a game of pickleball at Academy Hill and fly a kite or have a picnic at Sam Tarr Park.

Rentals

During the 4th quarter we hosted 59 birthday parties at the WARF and 44 pavilion rentals.

Staffing

Due to our active recruiting of lifeguard staff through offering certification courses and social media advertising we have hired 9 new lifeguards and promoted 2 lifeguards to head guard.

Additionally, we have hired 5 additional customer service specialists and promoted a CSS to manager on duty.

We have also trained and hired 3 additional water safety instructors.

On June 4, we held our quarterly all staff meeting. The quarterly meeting included a town and department updates as well as a review of incident reports and fire drills in the Emergency Action Plan. Several “live” fire drills were conducted.



TOWN OF WARRENTON

POLICE DEPARTMENT

333 Carriage House Lane • Warrenton, Virginia 20186
Telephone (540) 347-1107 • Fax (540) 341-4190



Item c.

Police Department Quarterly Report 2nd Quarter April 2023 through June 2023

Calls for service:

For the reporting period between April through June of 2023, the Warrenton Police Department handled 4833 calls for service. Most of these calls for service that involved crimes were for larceny related offenses followed by fraud related offenses, with traffic enforcement accounting for 15% of all sworn officers’ total work time.

The police department continued to experience a significant decrease in quality-of-life (QOF) related offenses, (drunk in public, drug distribution, and noise violations) within the Haiti St. Community. We are continuing our outreach within the community and continue to see a reduction in calls for service to date. Last month we participated in a Cookout/Block Party on Haiti Street sponsored by Fauquier Habit for Humanity and enjoyed the fellowship with the residents.

Traffic stop data:

Previously Council requested elaboration on data in the following table which they extracted from the 2022 Town of Warrenton Comprehensive Annual Report. It was stated that the data showed a significant decline in traffic violations from fiscal year 2021 to fiscal year 2022.

Fiscal Year	Physical Arrests	Traffic Violations	Total	YOY Difference
2022	218	933	1151	-845
2021	239	1757	1996	-924
2020	232	2688	2920	-1112
2019	307	3725	4032	1422
2018	320	2290	2610	424
2017	164	2022	2186	-1383
2016	194	3375	3569	-43
2015	295	3317	3612	-1991
2014	248	5355	5603	-1344
2013	390	6557	6947	

Many factors contributed to the decline in what is listed as “Traffic Violations”. This number includes both summonses and written warnings issued. This number is also based on the fiscal year, not the calendar year. Calendar year numbers were 1641 for 2021, and 1161 for 2022. Not as much of a decrease as fiscal year numbers, but a decrease nonetheless.



TOWN OF WARRENTON

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Fiscal year 2022 ran from July 1, 2021 – June 30, 2022. It should be noted that month-for-month statistics show that as many or more summons and written warnings were produced for every month in 2021, as compared to 2020, except October-December. The following events had an effect on fiscal year 2022 traffic violation numbers:

- March 1, 2021 – new laws went into effect that banned pretextual traffic stops for many minor offenses. Prior to the law change, many of these offenses were frequently observed and addressed by our officers, and some of them routinely were indicators of additional and/or more serious offenses.
- August 2021 – Following annual legal update training, our approach to traffic enforcement went through a period of transition focused more on community engagement and targeting problems areas vs. blanket enforcement.
- January & August 2021 – The department lost two high-volume ticket writers. This loss of volume and staff addressing traffic violations had an impact on total numbers month to month.
- April through September 2021 – Five new sworn officers were hired to fill vacancies. Training time for new officers is five months for the academy and four months for field training. Field training is comprised of all facets of police work, not just traffic enforcement, which leads to a reduction in summons and written warnings from officers in training vs. seasoned officers.
- Covid protocols were still in effect for the police department which included only necessary contacts with the public, targeted traffic enforcement in problem/complaint areas, and an emphasis on relational policing vs. transactional policing and empathy for the effects of the pandemic on citizens.

It should be noted that fiscal year 2023 numbers for traffic violations were up significantly from fiscal year 2022 and calendar year 2023 numbers are on pace to be higher than 2022 numbers.

Also requested by Council were statistics regarding the enforcement of the 15 mph zones affected by the traffic engineering study completed last year. The following table lists statistics for the calendar year 2022 up to the notification of Council that the study was needed (11/9/22), the notification to Council of the study results (4/12/23), the study results to the completion of the table, and the same period the previous year (for comparison purposes). Note that summons issued were up significantly after the study was completed.



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STREET NAME	11/9/22 thru 4/11/23		4/12/23 thru 7/10/23		4/12/22 thru 7/10/22		1/1/22 thru 11/9/22	
	W	S	W	S	W	S	W	S
FOXCROFT ROAD	1	0	4	3	0	0	10	7
PIEDMONT STREET	0	0	0	1	2	0	2	1
SYCAMORE STREET	0	0	0	0	0	0	0	0
BLUE RIDGE STREET	0	0	0	1	0	0	0	0
RAPPAHANNOCK STREET	1	2	0	0	1	0	4	0
NORFOLK DRIVE	3	8	4	19	2	2	6	20
DOVER ROAD	0	0	0	5	0	0	0	0
PLAIN ROAD	0	0	2	11	2	0	8	6
GAY ROAD	0	0	1	0	0	0	0	0
BEACON ROAD	0	0	1	10	0	0	0	3
SHORT STREET	0	0	0	0	0	0	0	0
GOLD CUP DRIVE	2	5	1	0	0	0	0	6
MEADOWVIEW LANE	0	0	0	0	0	0	0	0
MAIN STREET	5	4	2	1	2	0	4	5
TOTALS	12	19	15	51	9	2	34	48
ALL of TOWN	258	369	142	187	114	118	506	451

Promotions/Transfers/Retirements:

During the second quarter of 2023, the Warrenton Police Department held promotional processes for the ranks of Lieutenant, Sergeant, and Corporal. Sergeant Justin Pierce was promoted to the rank of Lieutenant and Officer Stephen Hall was promoted to the rank of Sergeant following competitive promotional processes. Additionally, Officers Hannah Stewart and Maribeth Howser successfully completed a competitive promotional process for the rank of Corporal and both will be promoted to that rank as soon as positions become vacant, which is anticipated to be sometime in early August following a second Sergeant promotional process and an upcoming retirement.

And last but not least, Corporal Christopher Ford retired from Virginia law enforcement on August 1, 2023, following an eight-year career with Warrenton PD and a career spanning a total of 22 years, including service with Leesburg Police Department, Middleburg Police Department, and Loudoun County Sheriff's Office. He and his family will be moving to South Carolina where Corporal Ford will continue his law enforcement career there. We wish Corporal Ford and his family all the best in their new endeavors!



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MONTHLY REPORT - JUNE 2023

	MONTH	CALENDAR	CALENDAR
	JUNE	YTD '23	YTD '22
TOTAL CALLS FOR SERVICE TO INCLUDE:	1548	10249	7750
SELF INITIATED	518	4481	2514
DISPATCHED	1030	5768	5236
ACCIDENTS:	48	225	251
REPORTABLE	25	116	116
NON-REPORTABLE (No injury, under \$1500 or private property)	23	109	135
ARRESTS (CRIMINAL):			
FELONY	1	20	19
MISDEMEANOR	21	104	91
TRAFFIC ENFORCEMENT (NON-CRIMINAL):			
SUMMONS	46	406	163
PARKING	136	803	851
WRITTEN WARNINGS	44	313	237
DRUG ARRESTS:			
FELONY	0	2	3
MISDEMEANOR	0	0	0
OVERDOSES:	0	5	3

REPORTED CRIMES JUNE 2023

CLASSIFICATION

		JUNE	YTD '23	YTD '22
1a	Murder and Non-Negligent Manslaughter			
1b	Manslaughter by Negligence			
2	Forcible Rape			
3	Robbery		1	1
4	Assault	4	18	26
5	Burglary	2	2	
6	Larceny	10	55	50
7	Motor Vehicle Theft	1	3	1
9	Arson			
10	Forgery and Counterfeiting		3	5
11	Fraud	3	29	45
12	Embezzlement		1	3
13	Stolen Property: Buy/Receive/Possess			
14	Vandalism/Graffiti	9	26	34
15	Weapons		2	8
16	Prostitution/Vice			
17	Sex Offenses		2	10
18	Drug Violations		2	6
19	Gambling			
20	Offenses Against Family	10	42	29
21	Driving Under Influence	3	13	13
22	Liquor Laws		1	
23	Drunk in Public	3	20	18
24	Disorderly	1	12	16
25	All Other Offenses			
26	Curfew/Loitering			
27	Runaway			
28	Reckless Driving		1	
29	Drive suspended/revoked			
30	Contempt of Court			
31	Unauthorized use			1
32	Hit & Run	3	17	18
33	Contributing to delinquency of minor		4	
34	False report to police		2	
35	Abduction/Kidnapping			
36	Shooting into Building			
37	Child Neglect		1	

Record ID	Date	Agency ORI	Location	Jurisdiction Code	Reason for Stop	Person Type	Race	Ethnicity	Age	Gender	English Speaking	Action Taken	Specific Violation	Virginia Crime Code (Optional)	Person Searched	Vehicle Searched	Physical Force by Officer	Physical Force by Subject	Residency
W07126	06/01/23	VA0300200	FISHER LANE/CULPEPER STREET	030 T	D	B	N	N	42	F	Y	W	46.2-874		N	N	N	N	V
W07127	06/01/23	VA0300200	309 WEST LEE HWY	030 T	D	W	N	N	16	M	Y	W	46.2-1158		N	N	N	N	V
564247	06/01/23	VA0300200	EAST LEE STREET/SOUTH 3RD ST	030 T	D	W	N	N	40	F	Y	S	46.2-300		N	N	N	N	V
565042	06/01/23	VA0300200	FROST AVENUE/VAN ROUJEN ST	030 T	D	W	N	N	59	M	Y	S	46.2-1158		N	N	N	N	V
565044	06/01/23	VA0300200	US 17 SPUR/HASTINGS	030 T	D	B	N	N	38	F	Y	S	46.2-830		N	N	N	N	V
565045	06/01/23	VA0300200	WINCHESTER ST/NORTH CT	030 T	D	W	N	N	39	M	Y	S	46.2-830		N	N	N	N	V
565046	06/01/23	VA0300200	WINCHESTER ST/NORTH CT	030 T	D	W	N	N	20	M	Y	S	46.2-874		N	N	N	N	V
W09529	06/04/23	VA0300200	251 WEST LEE HWY	030 T	D	W	N	N	27	M	Y	W	46.2-875		N	N	N	N	V
W09530	06/04/23	VA0300200	530 BROADVIEW AVENUE	030 T	D	N	N	N	50	M	Y	W	46.2-875		N	N	N	N	V
564874	06/04/23	VA0300200	500 BLK BROADVIEW AVENUE	030 T	D	B	N	N	63	F	Y	S	46.2-852		N	N	N	N	R
W06135	06/07/23	VA0300200	WARRENTON VA	030 T	D	W	N	N	53	F	Y	W	46.2-878		N	N	N	N	V
W07761	06/06/23	VA0300200	WALKER DR/ROSEDALE CT	030 T	D	W	N	N	45	M	Y	W	46.2-830		N	N	N	N	R
W2023000248	06/07/23	VA0300200	239 WEST SHIRLEY	030 T	D	W	N	N	24	M	Y	S	46.2-104		N	N	N	N	V
W06425	06/08/23	VA0300200	MEETZ RD/E BYPASS	030 T	D	W	N	N	16	F	Y	W	46.2-804		N	N	N	N	V
W08099	06/10/23	VA0300200	OLD BROADVIEW/BEAR WALLOW	030 T	D	W	N	N	67	M	Y	W	46.2-869		N	N	N	N	V
52023000249	6/9/2023	VA0300200	329 EAST LEE ST/OLIVER CITY RD	030 T	D	W	N	N	24	F	Y	S	46.2-300		N	N	N	N	V
52023000250	06/10/23	VA0300200	39 SOUTH FIFTH ST/EAST LEE ST	030 T	D	W	N	N	36	M	Y	S	46.2-1158		N	N	N	N	V
W08531	06/12/23	VA0300200	6 BROADVIEW AVENUE	030 T	D	W	N	N	54	M	Y	W	46.2-646		N	N	N	N	R
W05591	06/09/23	VA0300200	WALKER DR/BREEZWOOD DRIVE	030 T	D	W	N	N	87	F	Y	W	46.2-830		N	N	N	N	R
W08852	06/13/23	VA0300200	23 NORTH CHESTNUT STREET	030 T	D	W	N	N	86	F	Y	W	46.2-830		N	N	N	N	R
52023000251	06/13/23	VA0300200	329 EAST LEE ST/OLIVER CITY RD	030 T	D	B	N	N	19	F	Y	S	46.2-875		N	N	N	N	V
W06929	06/13/23	VA0300200	221 LINDEN STREET	030 T	D	W	N	N	22	M	Y	W	46.2-1158		N	N	N	N	R
W06930	06/14/23	VA0300200	FISHER LANE/CULPEPER DRIVE	030 T	D	W	N	N	53	F	Y	W	46.2-874		N	N	N	N	R
52023000253	06/14/23	VA0300200	402 CULPEPER STREET	030 T	D	W	N	N	64	M	Y	S	46.2-830		N	N	N	N	V
52023000254	06/14/23	VA0300200	402 CULPEPER STREET	030 T	D	W	N	N	23	M	Y	S	46.2-830		N	N	N	N	V
W08575	06/15/23	VA0300200	39 ALEXANDRIA PIKE	030 T	D	W	N	N	25	M	Y	W	46.2-646		N	N	N	N	V
W07128	06/15/23	VA0300200	93 ALEXANDRIA PIKE	030 T	D	W	N	N	32	M	Y	W	46.2-874		N	N	N	N	V
W07129	06/15/23	VA0300200	ROUTE 211	030 T	D	W	N	N	66	M	Y	W	46.2-1158		N	N	N	N	V
565047	06/15/23	VA0300200	ALEXANDRIA PIKE/OHNE E MANN ST	030 T	D	W	N	N	23	F	Y	S	46.2-1158		N	N	N	N	V
565048	06/15/23	VA0300200	EAST LEE ST/OLIVER CITY	030 T	D	W	N	N	41	M	Y	S	46.2-815		N	N	N	N	V
565049	06/15/23	VA0300200	NORFOLK DR/PLAIN	030 T	D	B	N	N	44	F	Y	S	46.2-830		N	N	N	N	V
565050	06/15/23	VA0300200	MAIN ST/CLAY ST	030 T	D	W	N	N	37	M	Y	S	46.2-1158		N	N	N	N	V
565051	06/15/23	VA0300200	US 17 SPUR/BLACKWELL	030 T	D	W	N	N	79	M	Y	S	46.2-870		N	N	N	N	O
W06931	06/16/23	VA0300200	RT 29/JUS 17 SPUR	030 T	D	W	N	N	64	M	Y	W	46.2-715		N	N	N	N	V
52023000255	06/16/23	VA0300200	402 CULPEPER STREET	030 T	D	W	N	N	62	M	Y	S	46.2-830		N	N	N	N	V
52023000256	06/16/23	VA0300200	402 CULPEPER STREET	030 T	D	W	N	N	77	F	Y	S	46.2-874		N	N	N	N	R
52023000257	06/16/23	VA0300200	369 NORFOLK DR/PLAIN RD	030 T	D	W	N	N	32	F	Y	S	46.2-878.2		N	N	N	N	R
52023000258	06/16/23	VA0300200	369 NORFOLK DR/PLAIN RD	030 T	D	W	N	N	43	F	Y	S	46.2-878.2		N	N	N	N	R
52023000259	06/16/23	VA0300200	369 NORFOLK DR/PLAIN RD	030 T	D	W	N	N	69	M	Y	S	46.2-878.2		N	N	N	N	V
52023000260	06/16/23	VA0300200	369 NORFOLK DR/PLAIN RD	030 T	D	B	N	N	19	M	Y	S	46.2-878.2		N	N	N	N	R
52023000261	06/17/23	VA0300200	705 WATERLOO ROAD	030 T	D	A	N	N	90	F	Y	S	46.2-853		N	N	N	N	V
W06932	06/21/23	VA0300200	360 BROADVIEW AVE	030 T	D	W	H	H	51	M	Y	W	46.2-874		N	N	N	N	V
W08854	06/21/23	VA0300200	300 BLK BLACKWELL ROAD	030 T	D	B	N	N	46	M	Y	W	46.2-830		N	N	N	N	R
564141	06/17/23	VA0300200	WATERLOO ST/S CHESTNUT ST	030 T	D	W	N	N	65	F	Y	S	46.2-830		N	N	N	N	R
52023000262	06/21/23	VA0300200	329 CULPEPER ST/EAST SHIRLEY AVENUE	030 T	D	B	N	N	54	F	Y	S	46.2-830		N	N	N	N	R
52023000263	06/21/23	VA0300200	212 OAK SPRINGS DR/FLETCHER DR	030 T	D	F	N	N	41	F	Y	S	46.2-821		Y	N	N	N	V
EC08156	06/20/23	VA0300200	OLD BLACKWELL	030 T	D	W	H	H	18	M	Y	W	46.2-880		N	N	N	N	V
W05542	06/24/23	VA0300200	732 ARBOR COURT	030 T	D	W	H	H	18	M	Y	W	46.2-880		N	N	N	N	R
W05543	06/25/23	VA0300200	721 WATERLOO ROAD	030 T	D	W	N	N	60	F	Y	W	46.2-830		N	N	N	N	R
W05544	06/25/23	VA0300200	230 EAST LEE HWY	030 T	D	W	H	H	24	F	Y	W	46.2-830		N	N	N	N	R
W05545	06/25/23	VA0300200	123 EAST LEE HWY	030 T	D	W	H	H	50	M	Y	W	46.2-830		N	N	N	N	R
W05546	06/25/23	VA0300200	615 FROST AVENUE	030 T	D	W	N	N	45	F	Y	W	46.2-1158		N	N	N	N	R
W05756	06/24/23	VA0300200	ASHBY ST/WEST LEE STREET	030 T	D	B	N	N	40	M	Y	W	46.2-1158		N	N	N	N	V
W05757	06/24/23	VA0300200	493 BLACKWELL ROAD	030 T	D	W	N	N	17	M	Y	W	46.2-1158		N	N	N	N	R
W05758	06/24/23	VA0300200	600 BLACKWELL ROAD	030 T	D	W	N	N	21	F	Y	W	46.2-833		N	N	N	N	R
W05759	06/25/23	VA0300200	GREEN STREET/E SHIRLEY	030 T	D	W	N	N	18	F	Y	W	46.2-715		N	N	N	N	V
W05760	06/25/23	VA0300200	250 W SHIRLEY AVENUE	030 T	D	W	N	N	21	F	Y	W	46.2-1011		N	N	N	N	V
W06933	06/22/23	VA0300200	360 BROADVIEW AVENUE	030 T	D	W	N	N	30	F	Y	W	46.2-874		N	N	N	N	V
W06934	06/22/23	VA0300200	251 WEST LEE HWY	030 T	D	W	N	N	71	M	Y	W	46.2-1013		N	N	N	N	V
W06935	06/22/23	VA0300200	133 WEST SHIRLEY AVENUE	030 T	D	W	N	N	51	M	Y	W	46.2-1014		N	N	N	N	V
W08222	06/26/23	VA0300200	52 WEST SHIRLEY AVE	030 T	D	W	N	N	30	M	Y	W	46.2-845		N	N	N	N	R
W08577	06/24/23	VA0300200	HOLIDAY COURT/WALKER DRIVE	030 T	D	W	N	N	55	F	Y	W	46.2-830		N	N	N	N	V
W08578	06/24/23	VA0300200	HORNOR ST/ALEXANDRIA PIKE	030 T	D	W	N	N	32	M	Y	W	46.2-830		N	N	N	N	V
W08579	06/25/23	VA0300200	510 BLACKWELL RD	030 T	D	B	N	N	21	M	Y	W	46.2-715		N	N	N	N	V
W08610	06/16/23	VA0300200	700 JAMES MADISON HWY	030 T	D	W	N	N	35	M	Y	W	46.2-1158		N	N	N	N	V
564100	06/26/23	VA0300200	ROEBLING ST/BROADVIEW AVE	030 T	D	W	N	N	49	M	Y	S	46.2-830		N	N	N	N	O

Record ID	Date	Agency ORI	Location	Jurisdiction Code	Reason for Stop	Person Type	Race	Ethnicity	Age	Gender	English Speaking	Action Taken	Specific Violation	Virginia Crime Code (Optional)	Person Searched	Vehicle Searched	Physical Force by Officer	Physical Force by Subject	Residency
564836	06/23/23	VA0300200	700 JAMES MADISON HWY	03015		F	W	N	42	F	Y	S	18.2-96		N	N	N	N	V
S2023000264	06/22/23	VA0300200	380 BROADVIEW AVE	0301T		D	B	N	30	F	Y	S	46.2-874		N	N	N	N	V
S2023000265	06/22/23	VA0300200	604 BEAR WALLOW RD/HUNTER DR	0301T		D	W	N	37	M	Y	S	46.2-830		N	N	N	N	O
S2023000266	06/22/23	VA0300200	540 WINCHESTER ST/JACKSON ST	0301T		D	W	N	33	M	Y	S	46.2-830		N	N	N	N	V
S2023000268	06/22/23	VA0300200	595 BRANCH DR/WEST LEE HWY	0301T		D	W	N	53	F	Y	S	46.2-835		N	N	N	N	R
S2023000269	06/22/23	VA0300200	251 WEST LEE HWY	0301T		D	W	N	64	M	Y	S	46.2-830		N	N	N	N	V
S2023000270	06/22/23	VA0300200	495 EAST SHIRLEY AVE/FALMOUTH ST	0301T		D	B	N	37	M	Y	S	46.2-804		N	N	N	N	V
S2023000272	06/23/23	VA0300200	402 CULPEPER ST	0301T		D	W	N	39	M	Y	S	46.2-874		N	N	N	N	V
S2023000273	06/23/23	VA0300200	402 CULPEPER ST	0301T		D	W	N	32	M	Y	S	46.2-830		N	N	N	N	O
S2023000274	06/24/23	VA0300200	179 WATERLOO ST/OAK STREET	0301T		D	W	N	38	M	Y	S	46.2-1158		N	N	N	N	R
W05547	06/29/23	VA0300200	267 EAST LEE HWY	0301T		D	W	N	32	F	Y	W	46.2-830		N	N	N	N	O
S64248	06/28/23	VA0300200	27 EAST SHIRLEY AVENUE	0301T		D	B	N	19	F	Y	S	46.2-818.2		N	N	N	N	V
S2023000275	06/28/23	VA0300200	712 WEST LEE HWY/BRANCH DR	0301T		D	W	N	71	M	Y	S	46.2-8333		N	N	N	N	V
W05548	06/29/23	VA0300200	615 FROST AVENUE	0301T		D	W	N	34	M	Y	W	46.2-1158		N	N	N	N	V
W05580	06/30/23	VA0300200	FLETCHER/LEE HWY	0301T		D	W	N	44	O	Y	W	46.2-825		N	N	N	N	V
W05600	06/29/23	VA0300200	328 EAST LEE HWY	0301T		D	W	N	17	M	Y	W	46.2-830		N	N	N	N	V
W05601	06/30/23	VA0300200	4 S PLUR	0301T		D	W	N	20	M	Y	W	46.2-1030		N	N	N	N	R



TOWN OF WARRENTON

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MONTHLY REPORT - MAY 2023

	MONTH	CALENDAR	CALENDAR
	MAY	YTD '23	YTD '22
TOTAL CALLS FOR SERVICE TO INCLUDE:			
SELF INITIATED	1699	8701	6313
DISPATCHED	678	3963	2060
	1021	4738	4253
ACCIDENTS:			
REPORTABLE	53	177	198
NON-REPORTABLE (No injury, under \$1500 or private property)	30	91	95
	23	86	103
ARRESTS (CRIMINAL):			
FELONY	3	19	17
MISDEMEANOR	18	83	73
TRAFFIC ENFORCEMENT (NON-CRIMINAL): SUMMONS			
PARKING	79	360	123
WRITTEN WARNINGS	146	667	693
	49	269	205
DRUG ARRESTS:			
FELONY	0	2	3
MISDEMEANOR	0	0	0
OVERDOSES:			
	0	5	3



TOWN OF WARRENTON

POLICE DEPARTMENT

333 Carriage House Lane • Warrenton, Virginia 20186
 Telephone (540) 347-1107 • Fax (540) 341-4190



Item c.

REPORTED CRIMES MAY 2023

CLASSIFICATION

		MAY	YTD '23	YTD '22
1a	Murder and Non-Negligent Manslaughter			
1b	Manslaughter by Negligence			
2	Forcible Rape			
3	Robbery		1	1
4	Assault	3	14	24
5	Burglary			
6	Larceny	6	45	42
7	Motor Vehicle Theft	1	2	1
9	Arson			
10	Forgery and Counterfeiting		3	3
11	Fraud	5	26	37
12	Embezzlement		1	3
13	Stolen Property: Buy/Receive/Possess			
14	Vandalism/Graffiti	2	17	28
15	Weapons	1	2	6
16	Prostitution/Vice			
17	Sex Offenses		2	8
18	Drug Violations	1	2	6
19	Gambling			
20	Offenses Against Family	9	32	22
21	Driving Under Influence	2	10	9
22	Liquor Laws	1	1	
23	Drunk in Public	5	17	15
24	Disorderly	1	11	12
25	All Other Offenses			
26	Curfew/Loitering			
27	Runaway			
28	Reckless Driving		1	
29	Drive suspended/revoked			
30	Contempt of Court			
31	Unauthorized use			1
32	Hit & Run	7	14	15
33	Contributing to delinquency of minor		4	
34	False report to police		2	
35	Abduction/Kidnapping			
36	Shooting into Building			
37	Child Neglect		1	

Record ID	Date	Agency ORI	Location	Jurisdiction Code	Reason for Stop	Person Type	Race	Ethnicity	Age	Gender	English Speaking	Action Taken	Specific Violation	Virginia Crime Code (Optional)	Person Searched	Vehicle Searched	Physical Force by Officer	Physical Force by Subject	Residency
564932	050123	VA0300200	NORTH STREET/ALEXANDRIA PIKE	030 T	D	W	W	N	47	F	Y	S	46,2-300		N	N	N	N	R
W06918	050123	VA0300200	KEITH ST/WEST LEE ST	030 T	D	B	W	N	88	M	W	W	46,2-821		N	N	N	N	V
W06919	050123	VA0300200	360 BROADVIEW AVENUE	030 T	D	W	W	N	25	M	Y	W	46,2-1070		N	N	N	N	O
W07596	050123	VA0300200	GARRETT/W SHIRLEY	030 T	D	W	W	N	32	M	Y	W	46,2-613		N	N	N	N	R
W08284	050123	VA0300200	1500 BLK SPUR 8	030 T	D	W	W	N	36	F	Y	W	46,2-870		N	N	N	N	R
564864	050123	VA0300200	238 BLK - BROADVIEW AVENUE	030 T	D	W	W	N	24	M	Y	S	46,2-826		N	N	N	N	R
S2023000198	050123	VA0300200	38 BENDMONT STREET	030 T	D	W	W	N	16	M	Y	S	46,2-874		N	N	N	N	R
S2023000199	050123	VA0300200	402 CULPEPER STREET	030 T	D	W	W	N	23	M	Y	S	46,2-874		N	N	N	N	R
W06920	050123	VA0300200	207 SHIRLEY AVENUE	030 T	D	W	W	N	30	F	Y	S	46,2-1158		N	N	N	N	V
W06921	050323	VA0300200	W. SHIRLEY AVE/CULPEPER ST	030 T	D	W	W	N	33	F	Y	W	46,2-1158		N	N	N	N	V
W06922	050323	VA0300200	244 WATERLOO STREET	030 T	D	W	W	N	74	M	Y	W	46,2-1060		N	N	N	N	V
W07597	050223	VA0300200	SOLIGNON/OKCROFT	030 T	D	W	W	N	53	F	Y	W	46,2-878.2		N	N	N	N	V
S2023000201	050223	VA0300200	1400 SPUR 8	030 T	D	B	W	N	48	F	Y	S	46,2-870		N	N	N	N	V
S2023000202	050223	VA0300200	175 WEST SHIRLEY AVE /CARRIAGE HOUSE LANE	030 T	D	W	W	N	54	M	Y	S	46,2-883		N	N	N	N	V
S2023000203	050223	VA0300200	49 WEST SHIRLEY AVE/KEITH ST	030 T	D	W	W	N	23	M	Y	S	46,2-1158		N	N	N	N	R
S2023000204	050223	VA0300200	402 CULPEPER STREET	030 T	D	W	W	N	62	M	Y	S	46,2-874		N	N	N	N	R
S2023000205	050223	VA0300200	402 CULPEPER STREET	030 T	D	W	W	N	60	M	Y	S	46,2-880		N	N	N	N	V
S2023000206	050223	VA0300200	322 WEST SHIRLEY AVE/WATERLOO ST	030 T	D	W	W	N	39	F	Y	S	46,2-664		N	N	N	N	V
S2023000208	050223	VA0300200	301 WATERLOO STREET	030 T	D	W	W	N	46	F	Y	S	46,2-874		N	N	N	N	V
S2023000209	050323	VA0300200	329 EAST LEE ST/CULVER CITY RD	030 T	D	W	W	N	20	F	Y	S	46,2-875		N	N	N	N	R
S2023000210	050323	VA0300200	294 WEST LEE HWY	030 T	D	B	W	N	31	F	Y	S	46,2-664		N	N	N	N	R
S2023000211	050323	VA0300200	159 CULPEPER ST WASHINGTON ST	030 T	D	W	W	N	30	F	Y	S	46,2-1158		N	N	N	N	V
S2023000212	050323	VA0300200	402 CULPEPER STREET	030 T	D	W	W	N	48	M	Y	S	46,2-880		N	N	N	N	V
S2023000213	050423	VA0300200	WEST LEE HWY/BLACKWELL ROAD	030 T	D	W	W	N	62	M	Y	S	46,2-1158		N	N	N	N	O
W07340	050523	VA0300200	211 WATERLOO STREET	030 T	D	W	W	N	71	F	Y	W	46,2-880		N	N	N	N	V
W07341	050523	VA0300200	211 WATERLOO STREET	030 T	D	B	W	N	72	M	Y	W	46,2-880		N	N	N	N	V
W07342	050523	VA0300200	131 ALEXANDRIA PIKE	030 T	D	W	W	N	57	F	Y	W	46,2-880		N	N	N	N	V
W07343	050623	VA0300200	NOR-OLK DR/BEAR WALLOW ROAD	030 T	D	W	W	N	32	M	Y	W	46,2-880		N	N	N	N	R
W07344	050623	VA0300200	PELHAM ST/WATERLOO ST	030 T	D	B	W	N	88	F	Y	W	46,2-880		N	N	N	N	R
W07345	050623	VA0300200	MAIN ST/SOUTH STREET	030 T	D	W	W	N	26	F	Y	W	46,2-880		N	N	N	N	R
W07346	050723	VA0300200	GARRETT ST/WATERLOO ST	030 T	D	A	W	N	29	M	Y	W	46,2-880		N	N	N	N	V
W07347	050723	VA0300200	THIRAVY CT/BEAR WALLOW RD	030 T	D	W	W	N	64	M	Y	W	46,2-880		N	N	N	N	V
W07598	050723	VA0300200	39 ALEXANDRIA PIKE	030 T	D	W	W	N	45	M	Y	W	46,2-874		N	N	N	N	V
W07599	050723	VA0300200	WINCHESTER/ALEXANDRIA PIKE	030 T	D	W	W	N	44	F	Y	W	46,2-874		N	N	N	N	V
W08285	050523	VA0300200	1500 BLK SPUR 8	030 T	D	W	W	N	73	M	Y	W	46,2-870		N	N	N	N	O
564097	050623	VA0300200	490 BLK BLACKWELL ROAD	030 T	D	W	W	N	52	F	Y	S	46,2-804		N	N	N	N	R
S2023000215	050623	VA0300200	334 EAST LEE ST/WALRDR	030 T	D	W	W	N	89	M	Y	S	46,2-880		N	N	N	N	R
S2023000216	050723	VA0300200	94 ALEXANDRIA PIKE	030 T	D	W	W	N	32	F	Y	S	46,2-880		N	N	N	N	R
W05536	050823	VA0300200	HORTON/ALEXANDRIA PIKE	030 T	D	W	W	N	65	F	Y	W	46,2-880		N	N	N	N	R
W05538	050923	VA0300200	ELETCHER DR/GEN WALL	030 T	D	W	W	N	54	M	Y	W	46,2-880		N	N	N	N	V
W05539	050923	VA0300200	VAN ROLEN/DEP FORESTRY	030 T	D	W	W	N	27	F	Y	W	46,2-880		N	N	N	N	R
S2023000217	050923	VA0300200	559 FROST AVENUE	030 T	D	W	W	N	38	M	Y	S	46,2-664		N	N	N	N	R
S2023000219	050923	VA0300200	99 WEST LEE HWY/ELETCHER DR	030 T	D	W	W	N	29	M	Y	S	46,2-883		N	N	N	N	V
W08220	051023	VA0300200	BEAR WALLOW/THIRAVY CT	030 T	D	W	W	N	17	F	Y	W	46,2-878		N	N	N	N	V
W08800	051023	VA0300200	NOR-OLK/PLAIN	030 T	D	W	W	N	17	F	Y	W	46,2-878		N	N	N	N	V
W08801	051023	VA0300200	NOR-OLK/BEAR WALLOW	030 T	D	W	W	N	17	M	Y	W	46,2-878		N	N	N	N	V
564098	051023	VA0300200	375 WEST SHIRLEY AVENUE	030 T	D	W	W	N	36	M	Y	S	46,2-664		N	N	N	N	V
564287	051023	VA0300200	164 BROADVIEW AVENUE	030 T	D	A	H	N	31	M	Y	S	46,2-821		N	N	N	N	V
S2023000220	051023	VA0300200	597 BROADVIEW AVENUE	030 T	D	W	W	N	75	F	Y	S	46,2-882		N	N	N	N	V
W08528	051123	VA0300200	411 WEST LEE HWY	030 T	D	W	W	N	48	F	Y	W	46,2-613		N	N	N	N	V
W08802	051123	VA0300200	470 BROADVIEW AVENUE	030 T	D	W	W	N	50	M	Y	W	46,2-875		N	N	N	N	V
W08803	051123	VA0300200	FOCKHOFF/FAUQUER	030 T	D	W	W	N	30	M	Y	W	46,2-878.2		N	N	N	N	V
W08804	051123	VA0300200	578 FOXROFT ROAD	030 T	D	W	W	N	53	M	Y	W	46,2-878.2		N	N	N	N	R
W08805	051123	VA0300200	FAUQUER/OKCROFT	030 T	D	B	W	N	24	M	Y	W	46,2-878.2		N	N	N	N	R
565033	051123	VA0300200	402 CULPEPER STREET	030 T	D	W	W	N	87	M	Y	S	46,2-880		N	N	N	N	V
565032	051123	VA0300200	402 CULPEPER STREET	030 T	D	W	W	N	55	M	Y	S	46,2-874		N	N	N	N	V
S2023000223	051123	VA0300200	599 FOXROFT RD/SOLIGNON ROAD	030 T	D	W	W	N	30	M	Y	S	46,2-1158		N	N	N	N	V
S2023000224	051123	VA0300200	578 FOXROFT ROAD	030 T	D	W	W	N	39	F	Y	S	46,2-880		N	N	N	N	O
S2023000221	051123	VA0300200	278 BROADVIEW AVENUE	030 T	D	W	W	N	66	F	Y	S	46,2-859		N	N	N	N	V
S2023000222	051123	VA0300200	147 WEST SHIRLEY AVE	030 T	D	W	W	N	20	F	Y	S	46,2-853		N	N	N	N	V
W05540	051223	VA0300200	KEITH/WEST SHIRLEY	030 T	D	W	W	N	28	M	Y	W	46,2-880		N	N	N	N	V
565034	051223	VA0300200	301 WATERLOO STREET	030 T	D	W	W	N	18	F	Y	S	46,2-880		N	N	N	N	V
565035	051223	VA0300200	NOR-OLK DR/PLAIN	030 T	D	W	W	N	17	M	Y	S	46,2-880		N	N	N	N	V

Record ID	Date	Agency ORI	Location	Jurisdiction Code	Reason for Stop	Person Type	Race	Ethnicity	Age	Gender	English Speaking	Action Taken	Specific Violation	Virginia Crime Code (Optional)	Person Searched	Vehicle Searched	Physical Force by Officer	Physical Force by Subject	Residency
565037	051223	VA0300200	NORFOLK DR/PLAIN	030 T	D	W	N	18	M	Y	S		46,2-300		N	N	N	N	V
52023000225	051223	VA0300200	SO FIFTH ST/EAST LEE ST	030 T	D	W	N	21	F	Y	S		46,2-300		N	N	N	N	R
52023000214	050623	VA0300200	1524 SPUR 8	030 T	D	W	N	23	M	Y	S		46,2-882		N	N	N	N	O
52023000216	051523	VA0300200	284 DOVER RD/ACON RD	030 T	D	W	N	32	M	Y	S		46,2-878		N	N	N	N	V
52023000217	051523	VA0300200	307 BROADVIEW AVENUE	030 T	D	W	N	28	F	Y	S		46,2-878		N	N	N	N	V
52023000228	051523	VA0300200	402 CULPEPER STREET	030 T	D	B	N	22	F	Y	S		46,2-874		N	N	N	N	V
52023000229	051523	VA0300200	402 CULPEPER STREET	030 T	D	B	N	43	F	Y	S		46,2-880		N	N	N	N	V
W06922	051623	VA0300200	BLACKWELL/MOORHEAD DR	030 T	D	W	N	40	F	Y	W		46,2-874		N	N	N	N	R
W06923	051623	VA0300200	493 BLACKWELL RD	030 T	D	W	N	70	F	Y	W		46,2-880		N	N	N	N	V
W07348	051523	VA0300200	286 WATERLOO STREET	030 T	D	W	N	19	M	Y	W		46,2-880		N	N	N	N	V
W07349	051523	VA0300200	244 WATERLOO STREET	030 T	D	W	N	19	M	Y	W		46,2-880		N	N	N	N	V
W08806	051623	VA0300200	309 WEST LEE HWY	030 T	D	B	N	74	M	Y	W		46,2-1156		N	N	N	N	V
W08807	051623	VA0300200	EAST LEE ST/MEETZLE ROAD	030 T	D	W	N	19	M	Y	W		46,2-646		N	N	N	N	V
564099	051623	VA0300200	ALEXANDRIA PIKE/JOHNE MANN	030 T	D	W	N	26	F	Y	S		46,2-874		N	N	N	N	R
52023000230	051623	VA0300200	350 EAST SHIRLEY AVENUE	030 T	D	W	N	25	M	Y	S		46,2-646		N	N	N	N	R
52023000232	051623	VA0300200	284 DOVER RD/ACON RD	030 T	D	W	N	18	M	Y	S		46,2-300		N	N	N	N	R
52023000233	051623	VA0300200	240 BLACKWELL RD/MOORHEAD DR	030 T	D	W	N	35	F	Y	S		46,2-880		N	N	N	N	V
52023000234	051623	VA0300200	240 BLACKWELL RD/MOORHEAD DR	030 T	D	W	N	27	F	Y	S		46,2-880		N	N	N	N	V
W06925	051823	VA0300200	BROADVIEW/ROST	030 T	D	W	N	37	M	Y	W		46,2-814		N	N	N	N	V
W08101	052023	VA0300200	600 BLOCK OF WATERLOO RD	030 T	D	W	N	38	F	Y	W		46,2-646		N	N	N	N	R
52023000225	051823	VA0300200	570 BROADVIEW AVE/WINGCHESTER ST	030 T	D	W	N	21	M	Y	S		46,2-883		N	N	N	N	R
W06926	052423	VA0300200	BLACKWELL/MOORHEAD DR	030 T	D	W	N	82	M	Y	W		46,2-874		N	N	N	N	V
W08808	052023	VA0300200	ALEXANDRIA PIKE/DIAIGNOL	030 T	D	B	N	34	M	Y	W		46,2-805		N	N	N	N	O
W08809	052123	VA0300200	ALEXANDRIA PIKE/MOORHEAD	030 T	D	W	N	32	M	Y	W		46,2-818.2		N	N	N	N	R
W08810	052423	VA0300200	32 FAIRFAX STREET	030 T	D	W	N	46	M	Y	W		46,2-880		N	N	N	N	R
564139	052423	VA0300200	WATERLOO ST/RAZIER RD	030 T	D	W	N	45	M	Y	S		46,2-646		N	N	N	N	R
565038	052423	VA0300200	E SHIRLEY/CULPEPER ST	030 T	D	W	N	44	M	Y	S		46,2-1158		N	N	N	N	V
52023000236	052423	VA0300200	613 FROST AVENUE	030 T	D	W	N	38	M	Y	S		46,2-300		N	N	N	N	V
52023000240	052423	VA0300200	240 BLACKWELL RD/MOORHEAD DR	030 T	D	W	N	44	F	Y	S		46,2-880		N	N	N	N	V
W06927	052523	VA0300200	281 EAST SHIRLEY AVENUE	030 T	D	W	N	63	M	Y	W		46,2-1158		N	N	N	N	V
564867	052523	VA0300200	WINGCHESTER ST/BROADVIEW AVE	030 T	D	W	N	54	M	Y	S		46,2-646		N	N	N	N	R
564868	052523	VA0300200	510 FROST AVENUE	030 T	D	B	N	43	M	Y	S		4,1-308		N	N	N	N	O
52023000241	052523	VA0300200	329 EAST LEE ST/OLIVER CITY RD	030 T	D	W	N	27	F	Y	S		46,2-1158		N	N	N	N	R
52023000242	052523	VA0300200	329 EAST LEE ST/OLIVER CITY RD	030 T	D	B	N	32	F	Y	S		46,2-875		N	N	N	N	R
W07760	051823	VA0300200	BECOM/CAV ROAD	030 T	D	W	N	48	M	Y	W		46,2-880		N	N	N	N	V
W08221	052423	VA0300200	ACADEMY HILL EXT/MORVEN LN	030 T	D	B	N	73	F	Y	W		46,2-880		N	N	N	N	V
564902	052423	VA0300200	397 BROADVIEW AVE	030 T	D	W	N	39	M	Y	S		46,2-1158		N	N	N	N	V
W06928	052423	VA0300200	470 BROADVIEW AVENUE	030 T	D	W	N	64	F	Y	W		46,2-646		N	N	N	N	V
564772	052423	VA0300200	US17 SPUR/HASTINGS LANE	030 T	D	W	N	23	M	Y	S		46,2-1158		N	N	N	N	V
564773	052423	VA0300200	WINGCHESTER ST/BERNIER DR	030 T	D	W	N	33	F	Y	S		46,2-1095		N	N	N	N	R
564869	052423	VA0300200	705 WATERLOO ROAD	030 T	D	W	N	19	F	Y	S		46,2-874		N	N	N	N	V
564871	052423	VA0300200	85 GARRET STREET	030 T	D	W	N	32	F	Y	S		46,2-646		N	N	N	N	V
564872	052423	VA0300200	597 BROADVIEW AVENUE	030 T	D	W	N	21	M	Y	S		46,2-300		N	N	N	N	V
565006	052423	VA0300200	E LEE ST/OLIVER CITY RD	030 T	D	W	N	24	M	Y	S		46,2-880		N	N	N	N	V
565039	052423	VA0300200	E LEE ST/OLIVER CITY RD	030 T	D	W	N	18	M	Y	S		46,2-880		N	N	N	N	R
565040	052423	VA0300200	CULPEPER ST/MENLOUGH DR	030 T	D	W	N	75	F	Y	S		46,2-880		N	N	N	N	R
565041	052423	VA0300200	US17 SPUR/HASTINGS LANE	030 T	D	W	N	88	M	Y	S		46,2-870		N	N	N	N	O
52023000243	052023	VA0300200	US17 SPUR/HASTINGS LANE	030 T	D	W	N	26	M	Y	S		46,2-870		N	N	N	N	O
52023000244	052023	VA0300200	240 BLACKWELL RD/MOORHEAD DR	030 T	D	W	N	35	F	Y	S		46,2-880		N	N	N	N	V
52023000245	052023	VA0300200	240 BLACKWELL RD/MOORHEAD DR	030 T	D	W	N	71	F	Y	S		46,2-880		N	N	N	N	R



TOWN OF WARRENTON

POLICE DEPARTMENT

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Item c.

MONTHLY REPORT - APRIL 2023

	MONTH	CALENDAR	CALENDAR
	APRIL	YTD '23	YTD '22
TOTAL CALLS FOR SERVICE TO INCLUDE:			
SELF INITIATED	1586	7002	4866
DISPATCHED	639	3285	1535
	947	3717	3331
ACCIDENTS:			
REPORTABLE	33	124	158
NON-REPORTABLE (No injury, under \$1500 or private property)	17	61	79
	16	63	79
ARRESTS (CRIMINAL):			
FELONY	1	16	10
MISDEMEANOR	11	65	58
TRAFFIC ENFORCEMENT (NON-CRIMINAL): SUMMONS			
PARKING	66	281	87
WRITTEN WARNINGS	125	521	536
	50	220	152
DRUG ARRESTS:			
FELONY	0	2	3
MISDEMEANOR	0	0	0
OVERDOSES:			
	1	5	3



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Item c.

REPORTED CRIMES APRIL 2023

CLASSIFICATION

		APRIL	YTD '23	YTD '22
1a	Murder and Non-Negligent Manslaughter			
1b	Manslaughter by Negligence			
2	Forcible Rape			
3	Robbery		1	1
4	Assault	3	11	17
5	Burglary			
6	Larceny	8	39	31
7	Motor Vehicle Theft		1	
9	Arson			
10	Forgery and Counterfeiting	2	3	1
11	Fraud	6	21	30
12	Embezzlement		1	3
13	Stolen Property: Buy/Receive/Possess			
14	Vandalism/Graffiti	5	15	20
15	Weapons		1	4
16	Prostitution/Vice			
17	Sex Offenses		2	7
18	Drug Violations		1	6
19	Gambling			
20	Offenses Against Family	6	23	18
21	Driving Under Influence		8	7
22	Liquor Laws			
23	Drunk in Public	6	12	9
24	Disorderly	2	10	8
25	All Other Offenses			
26	Curfew/Loitering			
27	Runaway			
28	Reckless Driving		1	
29	Drive suspended/revoked			
30	Contempt of Court			
31	Unauthorized use			1
32	Hit & Run	1	7	10
33	Contributing to delinquency of minor		4	
34	False report to police	1	2	
35	Abduction/Kidnapping			
36	Shooting into Building			
37	Child Neglect		1	

Record ID	Date	Agency ORI	Location	Jurisdiction Code	Reason for Stop	Person Type	Race	Ethnicity	Age	Gender	English Speaking	Action Taken	Specific Violation	Virginia Crime Code (Optional)	Person Searched	Vehicle Searched	Physical Force by Officer	Physical Force by Subject	Residency
W08567	040323	VA0300200	PLAIN ROAD/GAY ROAD	030 T	D	B	N	N	24	M	Y	W	46.2-716		N	N	N	N	R
565026	040423	VA0300200	WALKER DR/ROSDALE CT	030 T	D	W	N	N	43	M	Y	S	46.2-821		N	N	N	N	V
565027	040423	VA0300200	US 17 SPUR/HASTINGS LANE	030 T	D	W	N	N	64	F	Y	S	46.2-370		N	N	N	N	V
565028	040423	VA0300200	CULPEPER ST/MENLOUGH DR	030 T	D	W	N	N	33	F	Y	S	46.2-880		N	N	N	N	V
52023000146	040323	VA0300200	WEST LEE HWY	030 T	D	W	N	N	43	F	Y	S	46.2-324		N	N	N	N	V
FC06904	040423	VA0300200	41 WEST LEE HWY	030 O	F	B	N	N	18	M	Y	N			N	N	N	N	V
FC06905	040423	VA0300200	41 WEST LEE HWY	030 O	F	B	N	N	19	M	Y	N			N	N	N	N	V
52023000147	040523	VA0300200	US 17 SPUR	030 T	D	W	N	N	33	M	Y	S	46.2-862		N	N	N	N	V
52023000148	040523	VA0300200	US 17 SPUR/HASTINGS LANE	030 T	D	W	N	N	79	M	Y	S	46.2-870		N	N	N	N	V
52023000149	040523	VA0300200	LEE HWY/CONHORTIN DR	030 T	D	W	N	N	32	M	Y	S	46.2-875		N	N	N	N	V
W06906	040723	VA0300200	CHESTNUT ST/IGANES ST	030 T	D	W	N	N	57	F	Y	W	46.2-821		N	N	N	N	V
W06907	040723	VA0300200	WEST LEE/CHSTNUT ST	030 T	D	W	N	N	41	F	Y	W	46.2-821		N	N	N	N	V
W06908	040723	VA0300200	OAK SPRING DR/BLACKWELL RD	030 T	D	B	N	N	80	M	Y	W	46.2-821		N	N	N	N	V
W06909	040723	VA0300200	316 WEST LEE HWY	030 T	D	B	N	N	41	M	Y	W	46.2-880		N	N	N	N	V
W08219	040523	VA0300200	239 W SHIRLEY AVENUE	030 T	D	W	N	N	77	F	Y	W	46.2-880		N	N	N	N	R
564861	040823	VA0300200	34 BROADVIEW AVENUE	030 T	D	W	N	N	28	F	Y	S	18.2-388		N	N	N	N	V
52023000151	040723	VA0300200	335 WATERLOO STREET	030 T	D	B	N	N	32	F	Y	S	46.2-880		N	N	N	N	V
52023000152	040723	VA0300200	205 CULPEPER STREET	030 T	D	W	N	N	19	F	Y	S	46.2-646		N	N	N	N	V
52023000153	040823	VA0300200	335 WATERLOO STREET	030 T	D	W	N	N	29	M	Y	S	46.2-883		N	N	N	N	V
52023000154	040923	VA0300200	1500 BLK SPUR 8	030 T	D	B	N	N	65	M	Y	S	46.2-883		N	N	N	N	O
W06910	040223	VA0300200	WEST SHIRLEY/CARRIAGE HOUSE LANE	030 T	D	W	N	N	59	F	Y	W	46.2-888		N	N	N	N	O
W08092	040523	VA0300200	246 EAST STREET	030 T	D	W	N	N	45	F	Y	W	46.2-890.1		N	N	N	N	R
W08093	041023	VA0300200	309 WEST LEE HWY	030 T	D	B	N	N	37	M	Y	W	46.2-1011		N	N	N	N	R
W08333	041023	VA0300200	EAST LEE ST/OLIVER CITY ROAD	030 T	D	W	N	N	56	F	Y	W	46.2-1030		N	N	N	N	R
W08570	041123	VA0300200	BLUE RIDGE/GOLD CUP	030 T	D	B	N	N	63	M	Y	W	46.2-716		N	N	N	N	R
W07584	040923	VA0300200	EAST LEE STREET/LEEDS CT	030 T	D	B	N	N	26	M	Y	W	46.2-821		N	N	N	N	V
W07586	041323	VA0300200	FOXKROFT/50 GROVE	030 T	D	W	N	N	59	M	Y	W	46.2-878.2		N	N	N	N	V
W07587	041323	VA0300200	578 FOXKROFT RD	030 T	D	W	N	N	73	F	Y	W	46.2-878.2		N	N	N	N	V
W07588	041323	VA0300200	NORFOLK/BEAR WALLLOW	030 T	D	W	N	N	78	F	Y	W	46.2-878.2		N	N	N	N	V
W07589	041323	VA0300200	GOLD CUP/BLUE RIDGE	030 T	D	W	N	N	75	M	Y	W	46.2-878.2		N	N	N	N	V
W07590	041323	VA0300200	NORFOLK/PLAIN	030 T	D	W	N	N	60	M	Y	W	46.2-878.2		N	N	N	N	V
W07591	041323	VA0300200	578 FOXKROFT	030 T	D	W	N	N	43	F	Y	W	46.2-878.2		N	N	N	N	V
W07592	041323	VA0300200	578 FOXKROFT	030 T	D	W	N	N	37	F	Y	W	46.2-878.2		N	N	N	N	R
W08524	041223	VA0300200	HOLIDAY CT/WALKER DR	030 T	D	W	N	N	52	F	Y	W	46.2-880		N	N	N	N	R
W08525	041323	VA0300200	ALEXANDRIA PKGE/DIAGONAL STREET	030 T	D	W	N	N	26	F	Y	W	46.2-846		N	N	N	N	V
W08526	041323	VA0300200	ACADEMY HILL/WALKER DR	030 T	D	W	N	N	81	F	Y	W	46.2-880		N	N	N	N	R
564997	041223	VA0300200	FALMOUTH ST/WALKER ST	030 T	D	W	N	N	48	M	Y	S	46.2-646		N	N	N	N	R
564862	041723	VA0300200	150 WEST LEE HIGHWAY	030 T	D	W	N	N	46	F	Y	S	46.2-300		N	N	N	N	R
52023000150	040523	VA0300200	100 HAITT STREET	030 T	D	W	N	N	65	M	Y	S	46.2-821		N	N	N	N	V
52023000155	041023	VA0300200	1A WINGSTON BLVD/JAMES MADISON HWY	030 T	D	W	N	N	65	M	Y	S	46.2-821		N	N	N	N	V
52023000156	041123	VA0300200	402 CULPEPER STREET	030 T	D	W	N	N	33	F	Y	S	46.2-862		N	N	N	N	V
52023000158	041323	VA0300200	597 BROADVIEW AVENUE	030 T	D	W	N	N	40	F	Y	S	46.2-875		N	N	N	N	V
FC08334	041623	VA0300200	151 ALEXANDRIA PIKE	030 O	D	W	N	N	16	M	Y	N			N	N	N	N	R
FC08335	041623	VA0300200	151 ALEXANDRIA PIKE	030 O	F	W	N	N	15	F	Y	N			N	N	N	N	R
FC08372	041623	VA0300200	151 ALEXANDRIA PIKE	030 O	F	W	N	N	16	M	Y	N			N	N	N	N	R
FC08373	041523	VA0300200	151 ALEXANDRIA PIKE	030 O	F	W	N	N	15	F	Y	N			N	N	N	N	V
W06287	040723	VA0300200	BURGER KING	030 T	D	B	H	H	42	F	Y	W	46.2-880		N	N	N	N	V
W07124	041423	VA0300200	WEST LEE HWY/FLETCHER DRIVE	030 T	D	B	N	N	28	M	Y	W	46.2-1158		N	N	N	N	R
W08571	041423	VA0300200	590 BEAR WALLLOW ROAD	030 T	D	W	H	H	16	F	Y	W	46.2-874		N	N	N	N	R
564880	041523	VA0300200	273 BROADVIEW AVENUE	030 T	D	W	N	N	18	M	Y	W	46.2-826		N	N	N	N	V
565029	041423	VA0300200	258 ALEXANDRIA PIKE	030 O	F	W	N	N	20	F	Y	S	18.2-388		N	N	N	N	R
W06563	041823	VA0300200	49 BROADVIEW AVENUE	030 T	D	W	N	N	58	M	Y	W	46.2-833		N	N	N	N	V
W06911	041923	VA0300200	170 WEST SHIRLEY AVENUE	030 T	D	W	N	N	69	F	Y	W	46.2-846		N	N	N	N	V
W07594	041723	VA0300200	100 MAIN STREET	030 T	D	A	N	N	67	M	Y	W	46.2-883		N	N	N	N	V
W08094	041223	VA0300200	WALKER DR/HOLIDAY CT	030 T	D	W	N	N	52	M	Y	W	46.2-821		N	N	N	N	R
W08527	041823	VA0300200	TIMBERLANCE PAVY/BEAR WALLLOW	030 T	D	W	N	N	21	F	Y	W	46.2-646		N	N	N	N	R
565030	041823	VA0300200	PLAIN RD/DOVER RD	030 T	D	W	N	N	18	M	Y	S	46.2-830		N	N	N	N	V
52023000161	041823	VA0300200	55 BROADVIEW AVENUE	030 T	D	W	N	N	28	M	Y	S	46.2-900		N	N	N	N	V
52023000162	041823	VA0300200	279 NORFOLK DR/ACON RD	030 T	D	W	N	N	46	F	Y	S	46.2-878.2		N	N	N	N	R
52023000163	041823	VA0300200	278 BROADVIEW AVENUE	030 T	D	W	N	N	29	F	Y	S	46.2-859		N	N	N	N	V
52023000164	041823	VA0300200	409 CULPEPER ST	030 T	D	W	N	N	31	M	Y	S	46.2-880		N	N	N	N	V
52023000165	041823	VA0300200	300 WEST LEE HWY	030 T	D	A	N	N	19	M	Y	S	46.2-833		N	N	N	N	V

Record ID	Date	Agency ORI	Location	Jurisdiction Code	Reason for Stop	Person Type	Race	Ethnicity	Age	Gender	English Speaking	Action Taken	Specific Violation	Virginia Crime Code (Optional)	Person Searched	Vehicle Searched	Physical Force by Officer	Physical Force by Subject	Residency	
S2023000166	041923	VA0300200	US 17 SPUR/HASTINGS LN	030 T	D	W	N	N	27	F	Y	S	46,2-87.0		N	N	N	N	O	V
S2023000167	041923	VA0300200	240 BLACKWELL RD/MOOREHEAD DR	030 T	D	W	N	N	63	F	Y	S	46,2-87.4		N	N	N	N	N	V
S2023000168	041923	VA0300200	240 BLACKWELL RD/MOOREHEAD DR	030 T	D	W	N	N	77	F	Y	S	46,2-87.4		N	N	N	N	N	V
S2023000169	041923	VA0300200	240 BLACKWELL RD/MOOREHEAD DR	030 T	D	W	N	N	21	M	Y	S	46,2-87.4		N	N	N	N	N	V
S2023000170	041923	VA0300200	279 NORFOLK DR/BEACON RD	030 T	D	W	N	N	18	M	Y	S	46,2-878.2		N	N	N	N	R	V
S2023000171	041923	VA0300200	309 WEST LEE HWY	030 T	D	W	N	N	57	M	Y	S	46,2-88.3		N	N	N	N	N	V
W06912	042023	VA0300200	BEAR WALLOW ROAD	030 T	D	W	N	N	41	M	Y	W	46,2-87.3		N	N	N	N	N	V
S2023000172	042023	VA0300200	700 JAMES MADISON HWY	030 T	D	W	N	N	35	F	Y	S	46,2-87.3		N	N	N	N	N	V
S2023000173	042023	VA0300200	251 WEST LEE HWY	030 T	D	W	N	N	42	F	Y	S	46,2-88.0		N	N	N	N	R	V
S2023000174	042023	VA0300200	FOXVIEW DR/BEAR WALLOW RD	030 T	D	W	N	N	52	F	Y	S	46,2-87.4		N	N	N	N	N	V
S2023000175	042023	VA0300200	279 NORFOLK DR/BEACON RD	030 T	D	W	N	N	19	M	Y	S	46,2-878.2		N	N	N	N	N	V
S2023000176	042023	VA0300200	279 NORFOLK DR/BEACON RD	030 T	D	W	N	N	17	M	Y	S	46,2-878.2		N	N	N	N	N	V
W06913	042123	VA0300200	700 JAMES MADISON HWY	030 T	D	W	N	N	99	F	Y	W	46,2-87.0		N	N	N	N	N	V
W06914	042123	VA0300200	350 EAST SHIRLEY AVENUE	030 T	D	D	N	N	50	F	Y	W	46,2-1158		N	N	N	N	N	V
W06915	042123	VA0300200	10 MENTLOUGH DRIVE	030 T	D	B	N	N	88	F	Y	W	46,2-87.4		N	N	N	N	N	V
W06916	042123	VA0300200	504 FLETCHER DRIVE	030 T	D	W	N	N	75	M	Y	W	46,2-88.3		N	N	N	N	N	V
W08278	042323	VA0300200	OAK SPRING DR/BLACKWELL RD	030 T	D	W	N	N	75	F	Y	W	46,2-88.0		N	N	N	N	N	R
W08279	042323	VA0300200	400 BIK OAK SPRINGS DRIVE	030 T	D	W	N	N	74	F	Y	W	46,2-87.5		N	N	N	N	N	R
W08280	042323	VA0300200	BROADVIEW AVE/OAK SPRINGS DR	030 T	D	B	N	N	74	F	Y	W	46,2-87.5		N	N	N	N	N	R
W08281	042323	VA0300200	365 WATERLOO STATION	030 T	D	W	N	N	25	M	Y	W	46,2-646		N	N	N	N	N	R
S64599	042323	VA0300200	BEAR WALLOW ROAD/NORFOLK DR	030 T	D	W	N	N	44	M	Y	S	46,2-274		N	N	N	N	N	R
S64681	042323	VA0300200	BROADVIEW AVE/FOXGROVE RD	030 T	D	W	N	N	25	M	Y	S	46,2-87.5		N	N	N	N	N	R
S2023000179	042123	VA0300200	360 BROADVIEW AVENUE	030 T	D	W	N	N	18	M	Y	S	46,2-32.4		N	N	N	N	N	V
S2023000180	042123	VA0300200	PLAIN RD/NORFOLK DR	030 T	D	W	N	N	17	F	Y	S	46,2-87.8		N	N	N	N	N	V
S2023000177	042123	VA0300200	350 EAST SHIRLEY AVENUE	030 T	D	W	N	N	63	F	Y	S	46,2-87.3		N	N	N	N	N	V
S2023000182	042323	VA0300200	597 BROADVIEW AVENUE	030 T	D	A	N	N	52	F	Y	S	46,2-88.2		N	N	N	N	N	O
S2023000183	042323	VA0300200	597 BROADVIEW AVENUE	030 T	D	D	N	N	72	M	Y	S	46,2-87.5		N	N	N	N	N	O
W05533	042423	VA0300200	HUNTER DRIVE/4TH STREET	030 T	D	W	N	N	18	M	Y	W	46,2-88.0		N	N	N	N	N	V
W08095	042423	VA0300200	276 WEST LEE HIGHWAY	030 T	D	W	N	N	36	Y	Y	W	46,2-646		N	N	N	N	N	V
S2023000184	042423	VA0300200	570 BROADVIEW AVE/WINGCHESTER ST	030 T	D	W	N	N	37	M	Y	S	46,2-1158		N	N	N	N	N	V
W08574	042523	VA0300200	WATERLOO ST/GARRETT ST	030 T	D	W	N	N	32	M	Y	W	46,2-88.3		N	N	N	N	N	V
W08653	041923	VA0300200	300 BIK BROADVIEW AVENUE	030 T	D	W	N	N	25	M	Y	W	46,2-88.0		N	N	N	N	N	V
S2023000185	042523	VA0300200	240 BLACKWELL RD/MOOREHEAD DR	030 T	D	A	N	N	24	M	Y	S	46,2-87.4		N	N	N	N	N	V
W05535	042523	VA0300200	WEST SHIRLEY/LINDSEY VISION CENTER	030 T	D	W	N	N	53	F	Y	S	46,2-87.4		N	N	N	N	N	V
W06917	042623	VA0300200	BEAR WALLOW/HUNTER	030 T	D	W	N	N	37	M	Y	W	46,2-878.2		N	N	N	N	N	V
S2023000186	042623	VA0300200	369 NORFOLK DR/PLAIN RD	030 T	D	W	N	N	17	F	Y	S	46,2-88.0		N	N	N	N	N	V
S2023000187	042623	VA0300200	369 NORFOLK DR/PLAIN RD	030 T	D	W	N	N	45	M	Y	S	46,2-878.2		N	N	N	N	N	R
S2023000188	042623	VA0300200	402 CULPEPER STREET	030 T	D	W	N	N	70	M	Y	S	46,2-87.4		N	N	N	N	N	V
S2023000189	042623	VA0300200	1508 SPUR 8	030 T	D	W	N	N	27	M	Y	S	46,2-87.0		N	N	N	N	N	V
W07595	042723	VA0300200	WINGCHESTER/JACKSON	030 T	D	W	N	N	34	F	Y	W	46,2-818.2		N	N	N	N	N	V
W08292	042723	VA0300200	SS-BLK FROST AVENUE	030 T	D	W	N	N	30	M	Y	W	46,2-646		N	N	N	N	N	V
W07125	042723	VA0300200	118 CULPEPER STREET	030 T	D	W	N	N	37	F	Y	W	46,2-1158		N	N	N	N	N	V
W08283	042723	VA0300200	510 FROST AVENUE	030 T	D	W	N	N	38	F	Y	W	46,2-646		N	N	N	N	N	V
S65931	042723	VA0300200	151 BLUEBRIDGE ST	030 T	D	W	N	N	24	F	Y	S	46,2-88.0		N	N	N	N	N	R
S2023000190	042723	VA0300200	402 CULPEPER STREET	030 T	D	W	N	N	21	F	Y	S	46,2-88.0		N	N	N	N	N	V
S2023000191	042723	VA0300200	597 BROADVIEW AVENUE	030 T	D	B	N	N	21	F	Y	S	46,2-86.2		N	N	N	N	N	O
FC08096	042823	VA0300200	597 BROADVIEW AVENUE	030 T	D	W	N	N	20	M	Y	S	46,2-87.5		N	N	N	N	N	R
W08575	042823	VA0300200	11E LEE HWY	030 T	D	W	N	N	22	M	Y	N	46,2-88.0		N	N	N	N	N	V
S64602	042723	VA0300200	510 FROST AVENUE	030 T	D	D	N	N	85	M	Y	W	46,2-88.0		N	N	N	N	N	V
S2023000195	043023	VA0300200	346 WATERLOO STREET	030 T	D	W	N	N	83	F	Y	S	46,2-826		N	N	N	N	N	V
S2023000196	043023	VA0300200	10EAST LEE HWY	030 T	D	W	N	N	44	F	Y	S	46,2-87.8		N	N	N	N	N	V
S2023000197	043023	VA0300200	US 17 SPUR/HASTINGS LANE	030 T	D	W	N	N	32	M	Y	S	46,2-87.0		N	N	N	N	N	V
S2023000197	043023	VA0300200	369 NORFOLK DR/PLAIN RD	030 T	D	W	N	N	53	M	Y	S	46,2-88.0		N	N	N	N	N	V

Community Development

Quarterly Report

2023 – 2nd Quarter

Please accept this as the quarterly activity report for Community Development:

Over the second three (3) months of 2023, the department processed 26 business license applications, 20 sign permits, 24 zoning permits, 13 land development reviews, pre-application meeting requests, 126 building permit reviews and associated inspections, processing of legislative applications (Special Use Permits, Certificates of Appropriateness). The department continues to process grants and administer transportation projects. The building inspector, fire inspector and Director handle off-hour emergencies, special event inspections when food vendors and/or amusement devices are anticipated, property maintenance issues and zoning enforcement as needed.

Zoning Applications/Permitting:

- 26 Business Licenses
- 20 Sign Permits
- 3 New Zoning Enforcement cases
- 24 Zoning Permits
- 10 Zoning Inspections
- 5 Zoning Confirmation Letters
 - 360 Hospital Drive
 - 550 Hospital Drive
 - 253 Veterans Drive
 - 419 Holiday Court
 - 50 S Third Street
- 13 Land Development Projects
 - Country Chevrolet Site Plan Amendment Reviewed
 - O'Reilly Auto Parts Site Plan Approved
 - Oak View Bank Site Plan Reviewed
 - Valvoline Site Plan Reviewed
 - Amazon Data Center Site Plan Reviewed
 - Steeplechase Manor As-Built Approved
 - Steeplechase Bond Release Approved
 - Winchester Chase Bond Reduction Request
 - Washington/Green Street As-Built Reviewed
 - North Hill Lot C Site Plan Amendment Approved
 - Fauquier Medical Office Building As-Built Reviewed
 - 165 Green Street Bond Reduction Request Reviewed
 - Rappahannock-Rapidan Community Services Site Plan Amendment Reviewed
- 6 Pre-Application/Speculative Project Meetings
 - Taylor Middle School- Proposed addition and renovation
 - Arcola Towers
 - Reddy Development- Proposed duplexes
 - Warrenton Village Center- Michaels store
 - Waterloo Street Subdivision

- 226 E Lee Street- Proposed Accessory Dwelling Unit
- 2 Public Meeting Items
 - Board of Zoning Appeals
 - Variance Request for 6' fence within the front setback- granted
 - Variance request for 6' fence within the front setback- deferred, will be heard August 2023
- 8 Special Projects
 - Zoning and Public Works Staff met with applicant on site at 320 Culpeper Street to discuss their project proposal
 - Review of Special Use Permits
 - FOIA Requests
 - Zoning Official attended CZA management training through the Virginia Association of Zoning Official
 - Zoning Staff met with Fauquier County GIS to discuss re-addressing of newly acquired County property
 - Zoning and Building staff met with County officials at Warrenton Middle School to discuss site changes to accommodate more students during scheduled renovations
 - Zoning and Building staff met with business owner at their new location to discuss code requirements and business license questions
 - Zoning and Building staff continue to attend the special events committee to assist with planning of town resources and required permitting

Planning Operations:

Town Council

- Budget/CIP
- PC Annual Report
- VOF Grant/Horse Show Grounds
- Transportation Updates
- SUP Chick Fil A Public Hearing
- Septic Remediation

Planning Commission

- SUP Chick Fil A Public Hearing
- SUP St Johns Public Hearing
- SUP St Johns Work Session

Architectural Review Board

- 19 ARB COAs
- 6 Administrative COAs

Legislative Applications/Pre-Applications

- Waterloo Street Subdivision
- Arcola Towers
- Reddy Development

- Lee Street ADU
- SUP Wal Mart
- SUP Warrenton Village
- Fauquier County Arrington Rezoning and SPEX

Special Projects

- DHR Grant Procurement and Contract with Consultant
- DEQ Local Septic Partnership Program Grant
- Septic Remediation Committee
- Fauquier County Transportation Coordination Meetings with VDOT
- Census Webinar
- Shirley Hwy VDOT Project Pipeline
- Community Arts Committee Launch
- CFFC Lawsuits
- New Hires and Training
- APA National Conference
- Meet and Greet with Fauquier Health
- PD9 CEDS Strategy Committee and Meetings
- Waterloo Street Survey
- FOIA's

Building Review:

- Issued 126 Building Permits

Administrative:

- Tree Board Meeting
- Warrenton Arts Commission Meetings
- Winchester Chase Bond Enforcement
- Farmer's Market Administration
- Discussions with Venable regarding litigation
- Special Events Meetings
- FEMA Trainings – Charlottesville
- Septic Remediation Meetings
- Noise Consultant Coordination
- FOIA's



**Public Works and Utilities
Quarterly Report
Second Quarter 2023**

Please accept this as the quarterly report for the Public Works and Utilities Departments.

Commendable Achievements:

- 4 Town employees are continuing their OSHA, FEMA, & VRSA training.
- Adam Mullins has obtained his certification to be an OSHA Safety Training Officer.
- Wayne Twomey, Brandon Wagoner, Warren Stringfellow, Bruce Sanford, and Seth Cannonfield acquired their certificates for DEQ's Responsible Land Disturber Certificates.
- Paul Ashby and Chris Willer received the 2nd annual Richard R. Wines Awards for excellence and leadership in the Public Works Dept. and Utilities Dept.
- We participated in the planning, designing, and implementing a traffic pattern that assisted in keeping all participants safe for the Town Limits Fireworks Event.

- Our Stormwater Team excelled in training this past month as well.
- Dina Hermoso completed PMI Project Management training as well as the following:
DEQ Training:
 - DEQ Plants 2.0
 - DEQ Soil Amendments for Inspectors
 - DEQ Photography for Inspectors
 - DEQ Overview of Wetlands for ESC and SW Professionals
 - DEQ Stormwater BMP – Bioretention
 - DEQ Stormwater BMP - Constructed Wetlands

Public Works:

- Mayor Nevill proclaimed May 21– 27 as Public Works & Utilities Appreciation Week. To kick it off, Public Works & Utilities planned and arranged the second annual Touch A Truck Event with cooperation from Parks and Rec., Police Dept.,

and the Volunteer Fire Dept. The May 12th event was enjoyed by employees and over 500 attendees.



- The concrete island from the rear of Town Hall was removed, then finished with asphalt.



- Public Works participated in Arbor Day and planted a tree on West Lee Street.



- The Street crew milled and replaced the asphalt on Falmouth Street close to Kingsbridge Court. This project used approximately 100 tons of asphalt. Then overseen the contractors' replacement of some of the hazardous sidewalks.

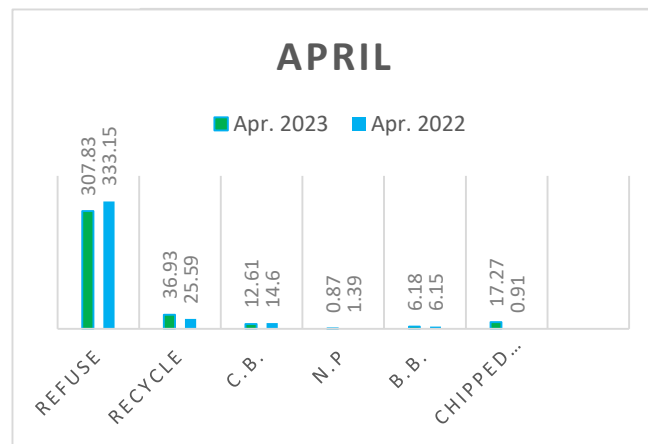
Walkability Study:

- Public Works staff installed three-way and four-way stops located at Ashby St., Waterloo, Chestnut Streets and also by Warrenton Middle School.
- Public Works staff replaced the retaining wall and installed a new sidewalk on South 4th. Street.

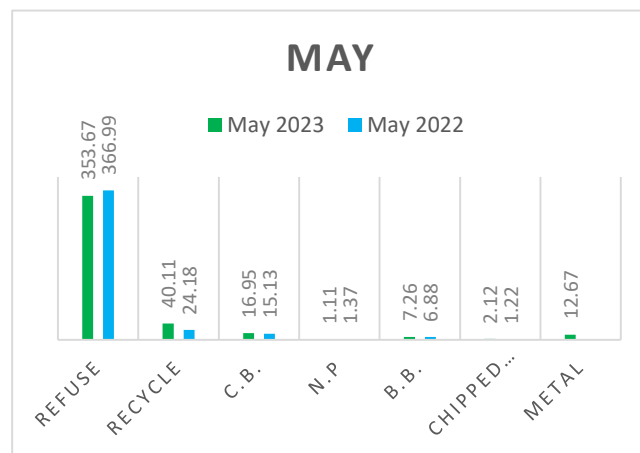


**Refuse and Recycling tonnages :
2ND. QTR. OF 2023**

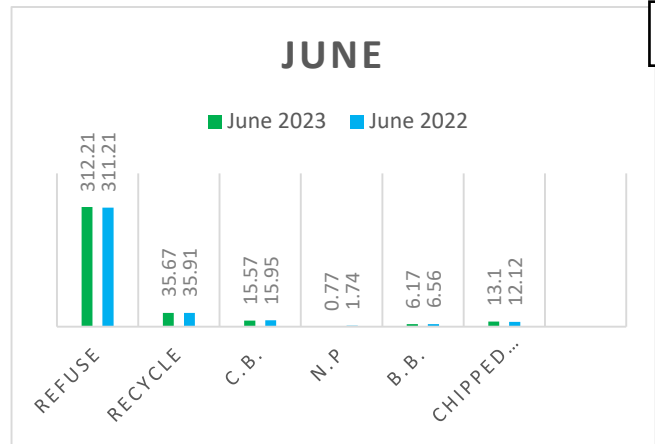
	Apr. 2023	Apr. 2022
Refuse	307.83	333.15
Recycle	36.93	25.59
C.B.	12.61	14.6
N.P	0.87	1.39
B.B.	6.18	6.15
Chipped Brush	17.27	0.91



	May 2023	May 2022
Refuse	353.67	366.99
Recycle	40.11	24.18
C.B.	16.95	15.13
N.P	1.11	1.37
B.B.	7.26	6.88
Chipped Brush	2.12	1.22
Metal	12.67	



	June 2023	June 2022
Refuse	312.21	311.21
Recycle	35.67	35.91
C.B.	15.57	15.95
N.P	0.77	1.74
B.B.	6.17	6.56
Chipped Brush	13.1	12.12



Public Utilities:

- Town staff completed the 1st. annual fire hydrant flushing for the year.
- 1 New service lines installed.
- 3 Main lines repaired.
- 1 Sanitary sewer lines Installed 0 Repaired. Total of 0 Feet.
- Crew Removed a large tree from the Right of Way in Warrenton Lakes.
- Installed automatic flushers in problematic areas. This is part of our maintenance program.
- Assisted with storm drainage cleaning.
- Assisted with the fin the automated water filling station on Bingham Road.
- Received many deliveries of materials for the Broadview Betterment Project.

Meter Dept:

- 2 Meter installed. 7 Meters replaced. 106 Read & Transfer
- 9 Water connections issued.
- 102 Water cut-ons/offers. 66 Non Payment 36 Repairs/Non-Use
- 13 Meter registers replaced.
- 12 Meter Boxes/Lids Repaired/Uncovered

Taps Committed & Available for Sale:

(Based on the December 2002 Capacity and Growth Evaluation, Performed by Whitmans & Requardt & Associates)

Residential:	Apr.	May	June
In-Town Water	<u>818.5</u>	<u>818.5</u>	<u>818.5</u>
In Town Sewer	<u>705</u>	<u>705</u>	<u>705</u>

Total gallons pumped (All Sources):	<u>35,451,371</u>	<u>38,205,647</u>	<u>34,337,644</u>
Average gallons per day:	<u>1,181,712</u>	<u>1,232,440</u>	<u>1,107,666</u>
Total gals. pumped same month last year:	<u>32,921,591</u>	<u>34,122,808</u>	<u>33,324,161</u>
Average gallons per day:	<u>1,097,386</u>	<u>1,100,736</u>	<u>1,074,973</u>

Wastewater Treatment Plant:

Total gals. flow through the sewage plant:	<u>47,530,000</u>	<u>48,420,000</u>	<u>42,110,000</u>
Average gallons per day:	<u>1,584,333</u>	<u>1,561,935</u>	<u>1,358,387</u>
Total gals. flow during the same month last year:	<u>53,700,000</u>	<u>57,740,000</u>	<u>49,540,000</u>
Average gallons per day:	<u>1,790,000</u>	<u>1,862,581</u>	<u>1,598,065</u>
Total inches rainfall:	<u>4</u>	<u>2.5</u>	<u>2.5</u>

Stormwater (SW)

Community Outreach:

- **Stream Clean-Up on April 19th, 2023:** Walker Dr. area, from Academy Hill Extended to Benner Dr. - Saint James Episcopal School Volunteers.



- **Stream Clean-Up on May 12th, 2023:** Chick-Fil-A area, from Winchester St. to Branch Dr. – Charlie and Friends Volunteers.



- **2023 Annual Stormwater Poster Contest winners awarded:** The ceremony will be on July 18th, 2023. The Mayor and the Town Manager will present a certificate, a letter of recognition to the winners, and swag bags to the winners. The posters will be displayed on banners and media throughout the Town and the County.



3rd Grade



4th Grade



5th Grade

MS4 Program:

- **Chesapeake Bay TMDL Action Plan 2018-2023 Amendment:** Staff identified new methodologies to reduce second-cycle pollutants. These strategies are:
 - Lower Threshold of Compliance: ESC Program (TP, TN, TSS reductions)
 - Wastewater Treatment Plant credits cumulative (TSS reductions)
 - Storm Drain and Culvert Cleaning (TP, TN, TSS reductions).
- **Storm Drain and Culvert Cleaning Program:** PW&U staff performed culvert cleaning activities (Lee Hwy. and Blackwell Rd.) and removed more than 75,000 lbs. of wet material.

Engineering & Project Status:

Site Plans/Permits Support and Reviews:

- Steeplechase Manor 361 Roebing St - As-Built
- Fields of Dakota - As-Built
- Washington Street - As-Built
- Fauquier Medical Office Building - As-Built
- 165 Green Street - Bond
- Washington Street – Bond
- Oak Street Subdivision – SDP
- Michaels Warrenton Village Center – SDP
- North Hill Lot C – SDP
- Country Chevrolet – SDP
- Oak View National Bank – SDP
- 203 Broadview- Valvoline – SDP
- Strickland Brothers Oil Change – CO
- 197-211 Broadview Avenue O’Reilly – CO
- Wal-Mart - SUP
- St. John’s Catholic Church – SUP
- 0 Oak Street Lot 4 - LDP
- 0 Oak Street Lot 5 - LDP
- 228 Equestrian Dr. - LDP

Special Project Update:

- 5th Street Parking Lot Bio-Swale Project:
 - a. Bright Construction Group completed final grading and seeding to meet PW requirements.
 - b. Pending on As-built plans to be submitted.
- Garrett Street Stormwater Pond Retrofit:
 - a. Bright Construction Group completed final grading and seeding to meet PW requirements.
 - b. As-built plans ready for signature set.
- Stream Restoration, Tributary to Cedar Run (Hampton Creek):
 - a. Awaiting the final survey plats to finalize easement agreements.

Staff Training:

- DEQ Overview of Wetlands for ESC and SWM Professionals: Paul Bernard, Dina Hermoso.
- DEQ Photography for Inspectors: Paul Bernard, Dina Hermoso.
- DEQ Plants: Paul Bernard, Dina Hermoso.
- DEQ Soil Amendments for Inspectors: Paul Bernard, Dina Hermoso.
- DEQ Stormwater BMP – Bioretention: Dina Hermoso.
- DEQ Stormwater BMP - Constructed Wetlands: Dina Hermoso.
- VWEA Stormwater Seminar: Paul Bernard.
- PMI Project Management Professional Course: Dina Hermoso.

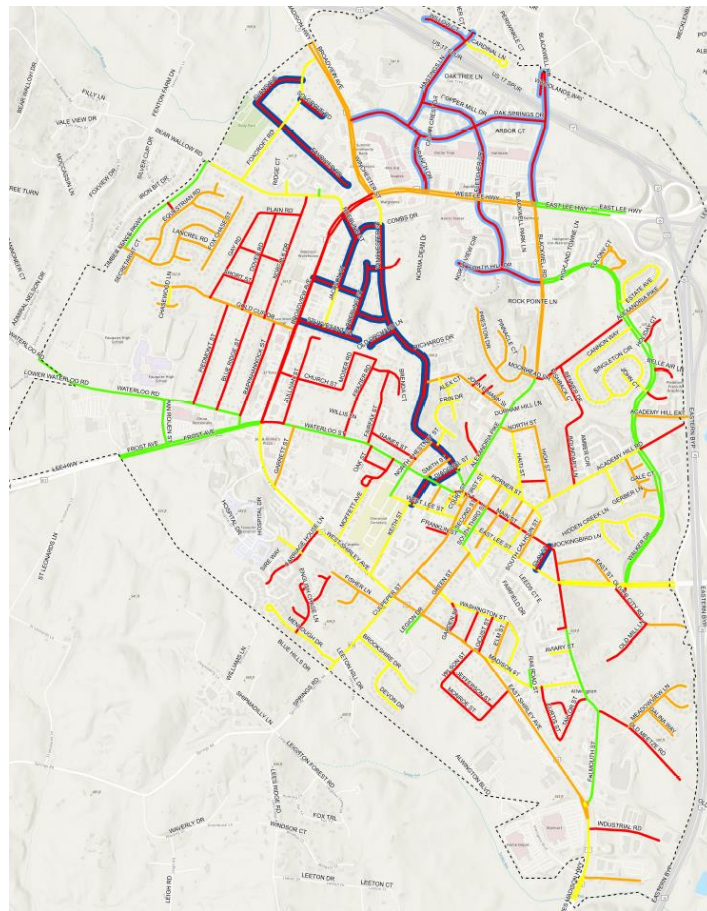


Item e.

The Town of Warrenton
P.O. Box 341
Warrenton, VA 20188
P (540) 347-1101
F (540) 349-2414

STREET MAINTENANCE PROGRAM

AUGUST 2023 QUARTERLY REPORT



VDOT State of Good Repair

- **VDOT State of Good Repair Program- Local Pavement Program**
 - 100% funding from VDOT via FHWA
 - ADA Ramps upgraded to present standards
 - Mill and overlay deteriorated streets

- **Street Awarded for 2023 VDOT Paving Schedule**
 - Resolution Approved by Council on October 11, 2022
 - Falmouth Street- from Shirley Avenue to Falmouth Court
 - ADA Upgrades
 - Started April 18, 2023
 - Completed April 21, 2023
 - Milling and Paving Operation
 - Start July 2023
 - Completed July 2023
 - EBL & WBL Lee Highway- from Blackwell Road to Town Limits
 - Milling and Paving Operation
 - Start July 2023
 - Completed August 2023

- **Street applied for SGR funds in October 2022 for 2024 VDOT Paving Schedule**
 - NBL & SBL Broadview Avenue- from Roebing Street to Town Limits
 - Route was not selected by VDOT, will submit again in October 2023

- **Future Street that qualifies for State of Good Repair funding**
 - Blackwell Road- from Walker Drive to Lee Highway
 - Main Street- from Courthouse Square to Falmouth Street
 - Falmouth Street- from Main Street to Falmouth Court
 - Shirley Avenue- from Broadview Avenue to Town Limits

Pavement Overlay and Concrete Plan

➤ FY-24 Pavement Overlay Schedule

- Bid process starts May 8, 2023
- Award July 2023
- Collector Routes
 - Winchester Street
 - Pelham Street
 - Clay Street
 - Diagonal Street
 - Jackson Street
 - Forbes Court
 - Stuyvesant Street
 - Chappell Street
 - Roebling Street
 - North Court
 - Fauquier Road
 - Evans Avenue
- Fix broken curbs and sidewalks on proposed routes
 - Estimate 35 to 40% replacement
- Sidewalk Repairs scheduled for September 2023
- Asphalt placement scheduled for October 2023

➤ Pavement Evaluation

- Creating the FY-25 and FY-26 Schedule
- Create a 5-year and 10-year pavement plan
- Forecast future funding demands

➤ Projected Town Funding

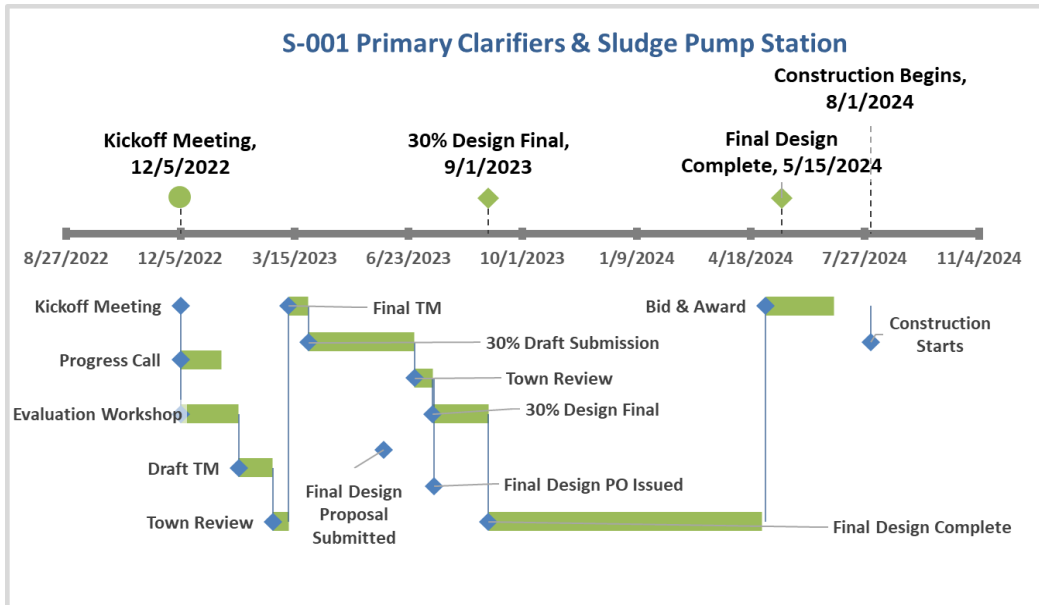
- Projected Budget \$1.2 million for FY-24 & FY-25 collector routes
- Average cost per lane mile to overlay asphalt- \$125,000.00
- Flat budgets- no budget increase for past 6 years
- Create projects on CIP to replace and update sidewalks on collector streets
- Apply to VDOT for Revenue Share or FHWA funding to supplement the Town's total expense.

Project Name: S-001 Primary Clarifiers & Sludge Pump Station

Project Objective: Replace the existing primary clarifiers and sludge pumps.

Project Status Update: The designer completed the technical memorandum and final version of 30% design will be submitted to the Town by August 11th. The Town's staff is in the process of reviewing the scope and fee for final design. Final design will start by September 5th.

PROJECT SCHEDULE			
Phase (Task)	Start	Finish	% Complete
PE Design	December 5, 2022	September 1, 2023	90%
Final Design	September 5, 2023	May 15, 2024	0%
Project Bid	May 1, 2024	August 1, 2024	0%
Construction	August 1, 2024	September 1, 2026	0%
PROJECT BUDGET		PROJECT FUNDING SOURCE	
Design	\$ 474,682.00	Debt	\$ 2,274,682.00
Construction	\$ 6,950,000.00	Federal	\$ 4,500,000.00
		W&S Fund	\$ 650,000.00



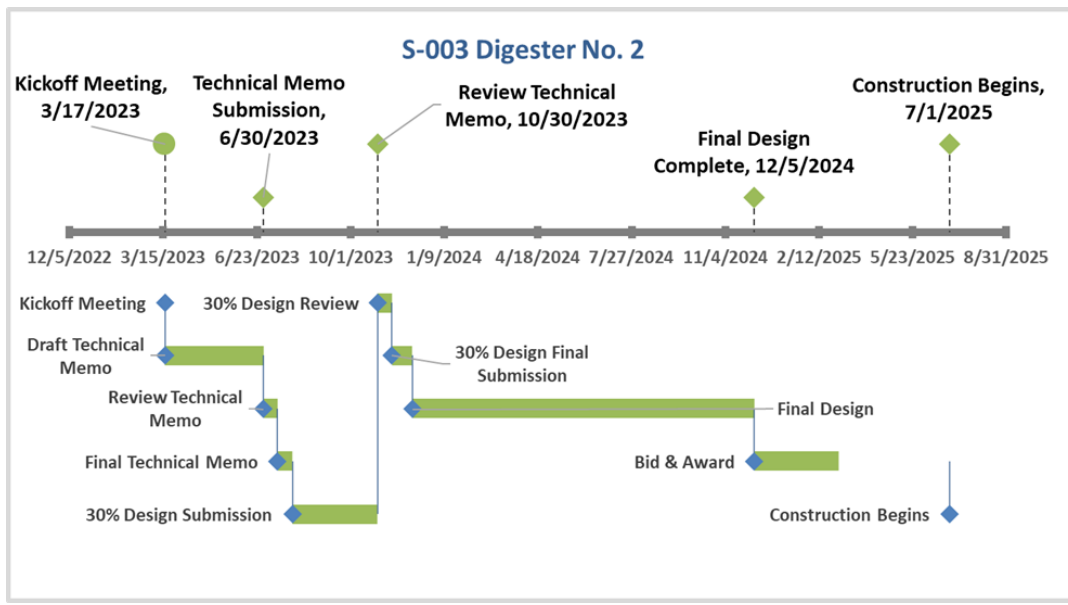
Project Name: S-003 Digester No. 2

Project Objective: A new digester to breakdown wastewater biosolids

Project Status Update: The evaluation of the existing digester was completed in mid-May and the project workshop was held on August 2nd. The designer is working on a technical memorandum.

PROJECT SCHEDULE			
Phase (Task)	Start	Finish	% Complete
PE Design	March 17, 2023	December 6, 2023	50%
Final Design	December 6, 2023	December 2024	0%
Project Bid			0%
Construction	July 2025		0%

PROJECT BUDGET		PROJECT FUNDING SOURCE	
Design	\$ 642,433.00	Debt	\$ 6,063,750.00
Construction	\$ 6,063,750.00	W&S Fund	\$ 642,433.00

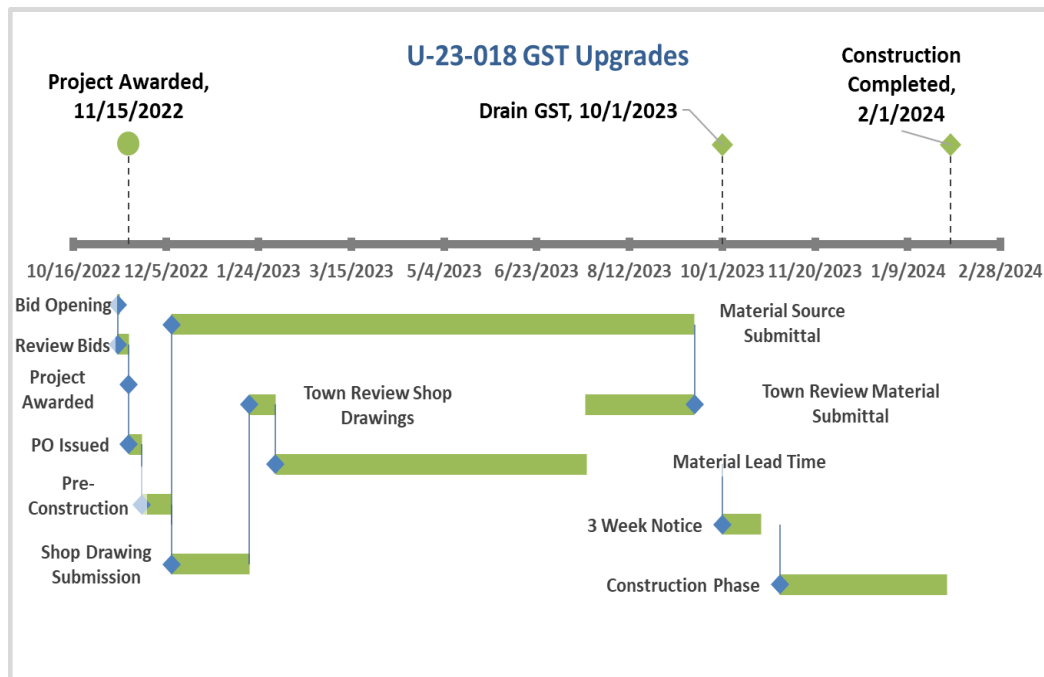


Project Name: U-23-018 GST Upgrades

Project Objective: Upgrade the existing Gravity Sludge Thickener.

Project Status Update: The contractor will receive the material in October 2023. Plans to start working on GST in November 2023.

PROJECT SCHEDULE			
Phase (Task)	Start	Finish	% Complete
Project Award		November 15, 2022	100%
Construction	November 2023	February 2024	0%
PROJECT BUDGET		PROJECT FUNDING SOURCE	
Design		Debt	
Construction	\$ 546,844.00	W&S Fund	\$ 600,000.00

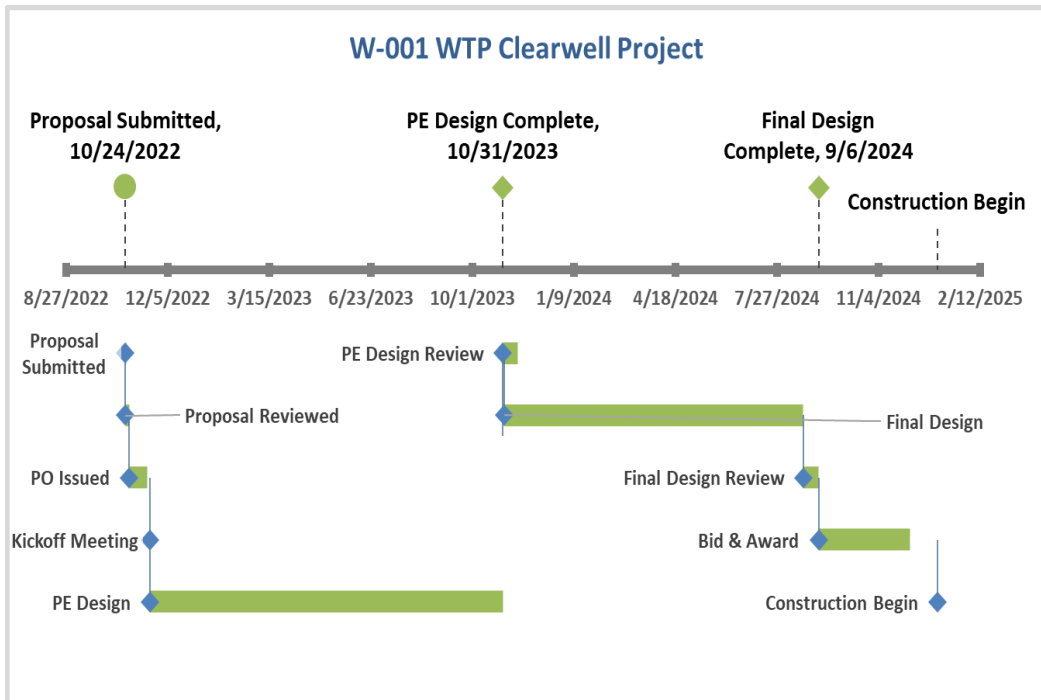


Project Name: W-001 WTP Clearwell Project

Project Objective: Study, design and construct a clearwell at the Water Treatment Plant. This will allow for additional resiliency.

Project Status Update: The designer is working on a technical memorandum and 30% design.

PROJECT SCHEDULE			
Phase (Task)	Start	Finish	% Complete
PE Design	October 24, 2022	October 31, 2023	60%
Final Design	November 1, 2023	September 6, 2024	0%
Project Bid	September 6, 2024	December 5, 2024	0%
Construction	January 1, 2025		0%
PROJECT BUDGET		PROJECT FUNDING SOURCE	
Design	\$ 595,000.00	Debt	\$ 5,775,000.00
Construction	\$ 6,609,000.00	W&S Fund	\$ 1,429,000.00

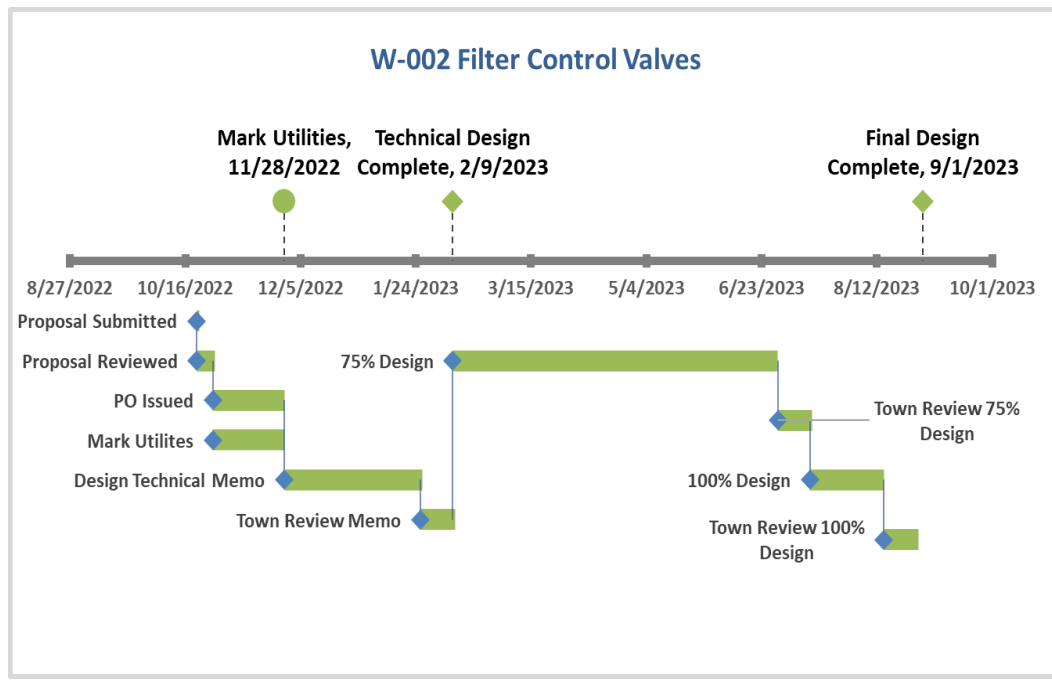


Project Name: W-002 Filter Control Valves

Project Objective: Replace the failing valves at the Water Treatment Plant. The current valves must be reprogrammed daily.

Project Status Update: This designer submitted 75% design. The Town’s staff has reviewed the 75% submission and returned comments back to the designer. Final design submission is due by end of August 2023.

PROJECT SCHEDULE			
Phase (Task)	Start	Finish	% Complete
Design	November 17, 2022	September 1, 2023	90%
Project Bid	September 1, 2023	November 1, 2023	0%
Construction	December 2024	February 2025	0%
PROJECT BUDGET		PROJECT FUNDING SOURCE	
Design	\$ 97,763.00	Debt	\$ 750,000.00
Construction	\$ 1,000,000.00	W&S Fund	\$ 250,000.00



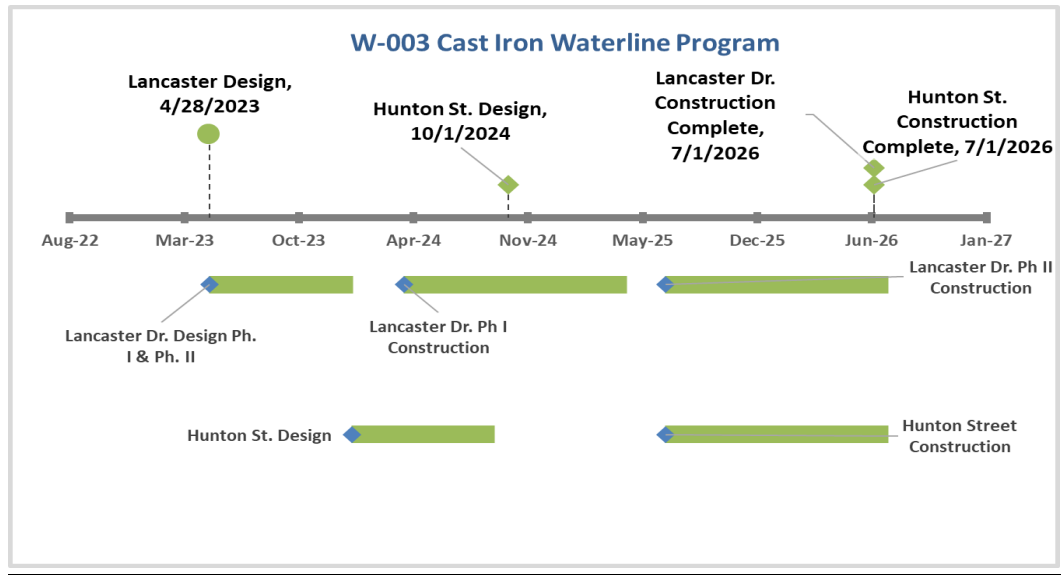
Project Name: W-003 Cast Iron Waterline Program

Project Objective: Replacement of problematic sections of the waterline system.

Project Status Update: This designer submitted geotechnical report for review and working on 50% plans for Lancaster Drive.

PROJECT SCHEDULE			
Phase (Task)	Start	Finish	% Complete
Lancaster Dr. Design PH I & PH II	April 28, 2023	December 31, 2023	45%
Lancaster Dr. PH I Construction	April 2024	April 2025	0%
Lancaster Dr. PH II Construction	July 2025	July 2026	0%
Hunton Street Design	January 2024	October 2024	0%
Hunton Street Construction	July 2025	45174	0%

PROJECT BUDGET		PROJECT FUNDING SOURCE	
Design	\$ 348,242.00	Debt	\$ -
Construction	\$ 2,522,403.00	W&S Fund	\$ 2,870,645.00

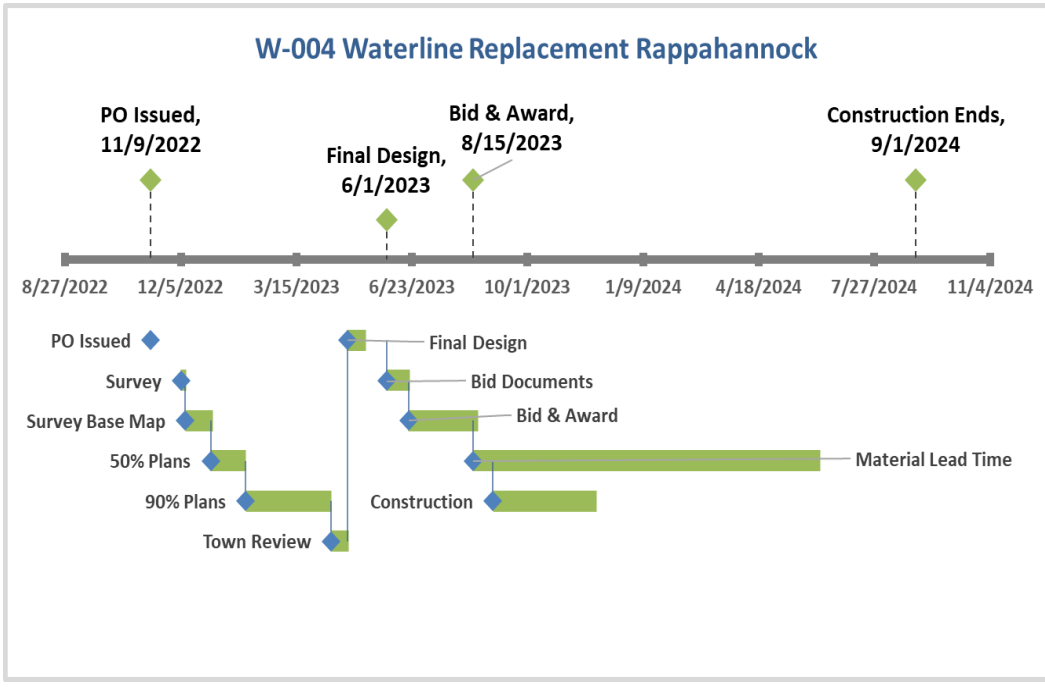


Project Name: W-004 Waterline Replacement Rappahannock

Project Objective: Replace the existing cast iron waterline with ductile iron, which will improve fire flows and reduce pipe breaks.

Project Status Update: Bid opening was August 1st and awarded by middle of August 2023.

PROJECT SCHEDULE			
Phase (Task)	Start	Finish	% Complete
Design	December 5, 2022	June 1, 2023	100%
Project Bid	June 15, 2023	August 1, 2023	100%
Construction	September 1, 2023	September 2024	0%
PROJECT BUDGET		PROJECT FUNDING SOURCE	
Design	\$ 40,000.00	Debt	\$ -
Construction	\$ 560,000.00	W&S Fund	\$ 600,000.00



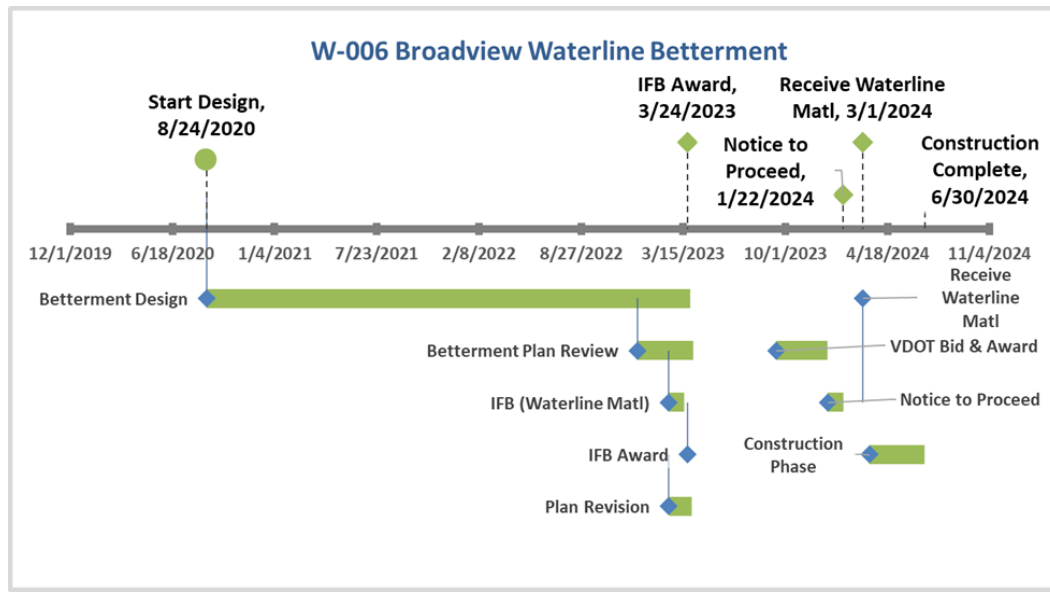
Project Name: W-006 Broadview Waterline Betterment

Project Objective: Improve the Water Distribution System for improved service to businesses and better fire protection.

Project Status Update: Project under final VDOT review and will be bid in September 2023. All material has been received for construction.

PROJECT SCHEDULE			
Phase (Task)	Start	Finish	% Complete
Design	August 24, 2020	April 3, 2023	100%
Project Bid	July 3, 2023	October 25, 2023	50%
Construction	January 2024	June 30, 2024	0%

PROJECT BUDGET		PROJECT FUNDING SOURCE	
Design	\$ -	Debt	\$ -
Construction	\$ 872,812.00	W&S Fund	\$ 872,812.00



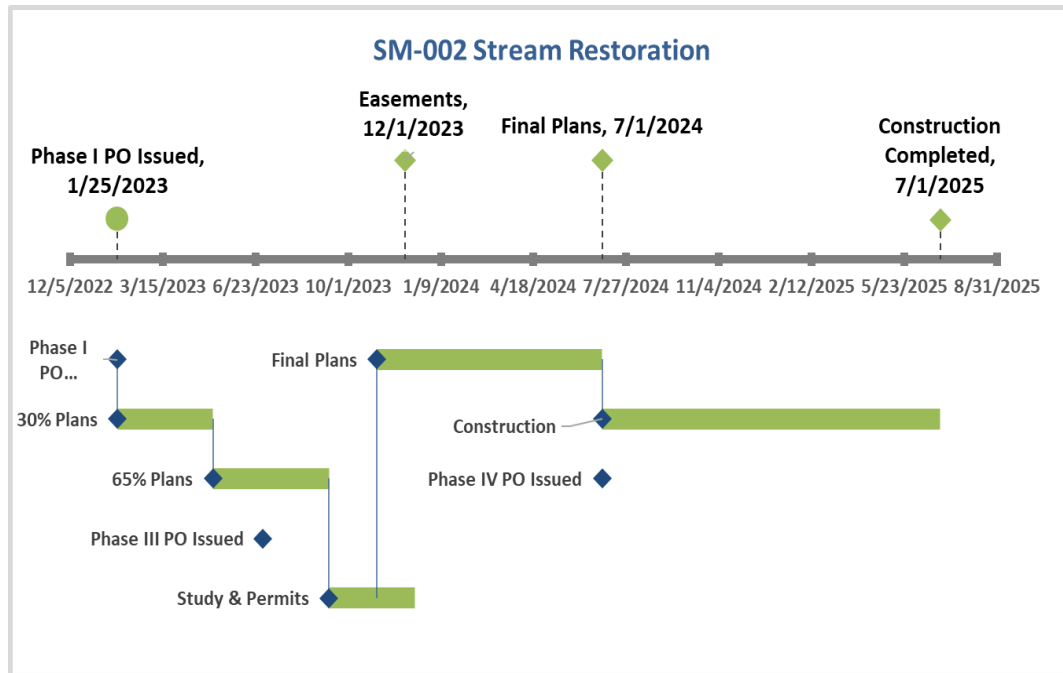
Project Name: SM-002 Stream Restoration (Hampton Inn)

Project Objective: Develop credits for stream bed improvements and credits for nutrient reductions.

Project Status Update: Town staff met with designer to develop timeframes and discuss progress in obtaining easements.

PROJECT SCHEDULE			
Phase (Task)	Start	Finish	% Complete
Easements	January 25, 2023	December 1, 2023	40%
Design	January 25, 2023	July 2024	30%
Construction	July 2024	July 2025	0%
Monitoring	July 2025	July 2029	0%

PROJECT BUDGET		PROJECT FUNDING SOURCE	
Design	\$ 424,684.00	Federal	\$ 991,094.00
Construction	\$ 1,421,684.00	SW Fund	\$ 991,094.00

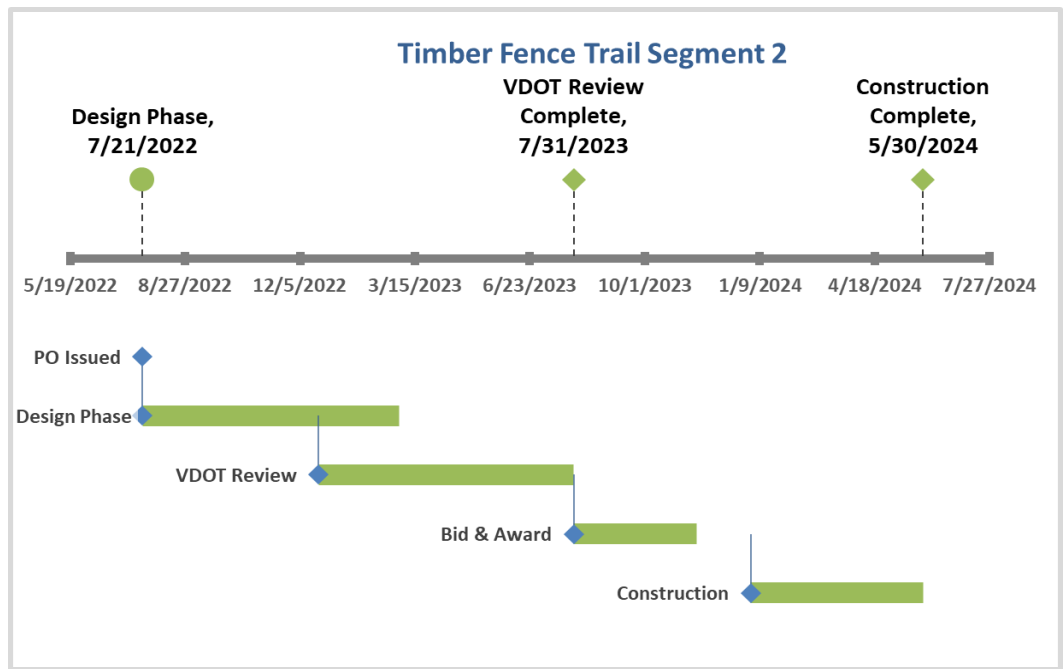


Project Name: Timber Fence Trail Segment 2

Project Objective: The Town will construct an asphalt trail to connect the Northwestern community to Fauquier High School and WARF.

Project Status Update: VDOT is reviewing the final plan submission. Sloping for the project closed on July 31, 2023. Staff is working on developing the project bid documents.

PROJECT SCHEDULE			
Phase (Task)	Start	Finish	% Complete
Design		July 31, 2023	100%
Project Bid	July 31, 2023	November 15, 2023	70%
Construction	January 2024	May 2024	0%
PROJECT BUDGET		PROJECT FUNDING SOURCE	
Design	\$ 65,000.00	General Fund	\$ 50,889.00
Construction	\$ 443,390.00	VDOT	\$ 407,112.00
		Other	\$ 50,889.00



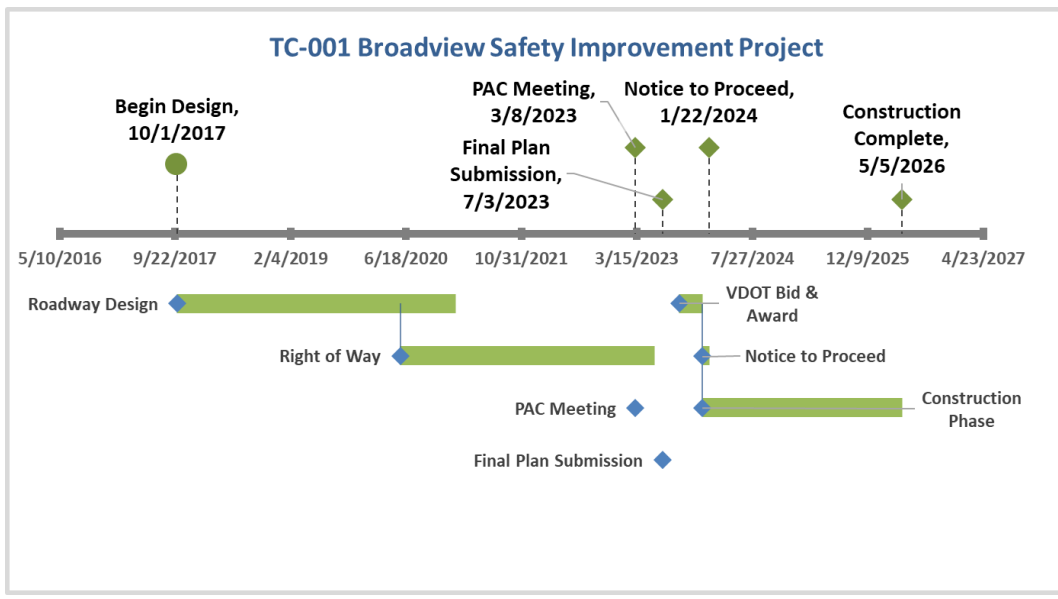
Project Name: TC-001 Broadview Safety Improvement

Project Objective: To improve safety and access management to businesses.

Project Status Update: Project under final VDOT review and will be bid in September 2023.

PROJECT SCHEDULE			
Phase (Task)	Start	Finish	% Complete
Design	October 1, 2017	July 3, 2023	100%
Project Bid	July 3, 2023	October 25, 2023	50%
Construction	January 2024	May 2026	0%

PROJECT BUDGET		PROJECT FUNDING SOURCE	
R/W	\$ 2,032,481.00	General Fund	\$ 1,488,000.00
Design	\$ -	VDOT	\$ 6,363,893.00
Construction	\$ 5,819,412.00		





Office of the Town Manager

Frank Cassidy

STAFF REPORT

Warrenton Town Council

Carter Nevill, Mayor
 Heather Sutphin, Ward 1
 William Semple, Ward 2
 Brett Hamby, Ward 3
 James Hartman, Ward 4 Vice Mayor
 Jay Heroux, Ward 5
 Paul Mooney, At Large
 David McGuire, At Large

Item f.

Council Meeting Date:	August 8, 2023
Agenda Title:	Human Capital Quarterly Report
Requested Action:	No Action Needed
Department / Agency Lead:	Human Capital, Kasey Braun
Staff Lead:	Kasey Braun

EXECUTIVE SUMMARY

Human Capital Objectives and Task Overview:

	Objectives/Tasks
Benefits	Benefits Program Management (Medical, Vision, Dental, Leave program, Financial wellness, Health wellness program, COBRA)
	Retirement Program Management (Education, Processing, VRS Management)
	Risk Management (Workers Compensation Program Management, VRSA Claims, CDL Regulations Management, Safety, etc.)
Governance	Policy Program Management (Updates to policy based on state/federal or Town changes)
	HC Program Management Compliance (Hiring, Termination, Policy, Etc.)
	HC System Management (HRIS, ATS, LMS, PMS, Self Service Portal, etc.)
	Compliance Reporting (5500, ACA, Creditable (Non) Coverage, EEO4, Non Discrimination, OSHA, PCORI, poster management: state/federal)
Employment/Cultivation	Recruiting & Hiring Program Management (Recruiting outreach and review, internal/external program management, onboarding program management)
	Separation Program Management (Exit interview, Outprocessing Management)
	Employee Development Program Management (Coaching/Mentorship, Performance Management, Stay Interviews, Training and Development)
	Employee Relations Management (Coaching/Mentorship, Disciplinary Action Program Management to include Employee and Management discussions - employment status discussions, way forward, monitoring/tracking progress)
	Personnel Management (employee questions/inquiries on all employee programs, etc.)
	HC Strategy (Retention, Compensation Program Management, Workforce Planning, Succession Planning, Metrics/Data Analysis, HC Program Management)
	Workplace Culture Program Management (Employee Outreach, Culture Programs such as Employee Events, DEIA, etc.)

Human Capital Metrics for Q1 - January 1, 2023 - June 31, 2023

****Employee Data:** The following data showcases the Total Headcount as well as the hires, terminations, and turnover rates for the 1st and 2nd Quarter 2023.

2023	Quarter 1	Quarter 2	
Total Headcount - Full Time	127	117	
# Hires	3	3	
# Voluntary Sep	5	9	
# Involuntary Sep.	1	1	
# Voluntary Turnover %	3.88%	7.38%	
# Involuntary Turnover %	0.80%	0.82%	
Total Headcount - Part Time	135	151	
# Hires	14	20	
# Voluntary Sep	5	4	
# Involuntary Sep.	1	0	
# Voluntary Turnover %	3.88%	2.80%	
# Involuntary Turnover %	0.78%	0.00%	
TOTAL FT - TURNOVER %	4.68%	8.20%	6.44%
TOTAL PT - TURNOVER %	4.65%	2.80%	3.72%
TOTAL FT/PT - TURNOVER %	9.33%	10.99%	10.16%

January 1, 2023 - December 31, 2023	
<i>Full Time Hires</i>	6
<i>Full Time Terminations</i>	16
<i>Part Time Hires</i>	34
<i>Part Time Terminations</i>	10
CHURNOVERS (PT/FT - Hires/TERMS)	0
<i>Hired & Termed within year</i>	2
Reasons for Leaving - Full Time	
<i>Better Employment / Opportunity/Compensation</i>	10
<i>New Career</i>	0
<i>Not best fit - position/culture</i>	2
<i>Involuntary Due to Performance</i>	2
<i>Relocation</i>	0
<i>Resigned In lieu of Termination</i>	0
<i>Retirement</i>	0
<i>Work/Life Balance (school, other)</i>	0
<i>Other / Unknown</i>	1
Reasons for Leaving - Part Time	
<i>Better Employment / Opportunity/Compensation</i>	2
<i>Compensation</i>	1
<i>New Career</i>	0
<i>Not best fit - position/culture</i>	0
<i>Involuntary Due to Performance</i>	1
<i>Relocation</i>	3
<i>Resigned In lieu of Termination</i>	0
<i>Retirement</i>	0
<i>Work/Life Balance (school, other)</i>	3
<i>Other / Unknown</i>	0

Note: Employee Data metrics do not include Town Council, ARB, or Planning Commission

Top 3 Reasons for FT Employees Leaving since 1/2021

1. Better Employment/Opportunity/Compensation
2. Compensation (discussed as a main reason)
3. Retirement

****Vacancy Report**

Data shows the vacancies as of July 30, 2023

FT/PT	Open Year	Open Month	Backfill/New	# of Positions	Department	Position	Status
FT	2022	July	Backfill - R. Price	1	Finance	Budget Manager	Internal Advancement Consideration
PT	2022 / 2023	December / July	Backfill - M. McGrath	1	Public Works	PT Maintenance Worker	Reviewing & Interviewing & Hiring
FT	2022 / 2023	October / July	Backfill - M. Jenkins/R. Greene	2	Public Utilities	WWTP Operator B (Evening Shift)	Reviewing & Interviewing
FT	2023	May / July	Backfill - B. Pennington	1	Public Works	Motor Equipment Operator I	Reviewing & Interviewing & Hiring
FT	2023	April / August	Backfill - C. Ford Retirement 8/1	1	Police	Police Officer	Reviewing & Interviewing
FT	2023	June	Backfill - R. Green	1	Public Utilities	WWTP Operator A (Evening)	Reviewing & Interviewing & Hiring
FT	2023	June	New	1	Town Managers Office	Communications Manager	Interview Final Candidates
FT	2023	June	New	1	Parks & Rec	Fitness Supervisor	Interview Final Candidates
FT	2023	June	New	1	Human Capital	Human Capital Generalist	Interview Final Candidates
PT			On-Going		Parks & Rec	Customer Service Specialist	Reviewing & Interviewing & Hiring
PT			On-Going		Parks & Rec	Fitness Instructor	Reviewing & Interviewing & Hiring
PT			On-Going		Parks & Rec	Head Lifeguard	Reviewing & Interviewing & Hiring
PT			On-Going		Parks & Rec	Manager on Duty	Reviewing & Interviewing & Hiring
PT			On-Going		Parks & Rec	Water Safety Instructor	Reviewing & Interviewing & Hiring

Active Number of Positions as of July 27, 2023	10
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TOWN OF WARRENTON

EMERGENCY SERVICES & RISK MANAGEMENT

21 Main Street
Warrenton, VA 20186
(540) 347-1101

Item f.

MEMORANDUM

TO: Frank Cassidy, Interim Town Manager
FROM: Christopher Melmer, Emergency Services & Risk Manager
DATE: July 27, 2023
RE: FY24 Q2 Departmental Report

This report is the first Departmental report for the Office of Emergency Management (OEM) since filling the vacancy of Michael Potter's resignation in May 2023.

OEM is responsible for all aspects of the Town's comprehensive emergency preparedness program and workplace safety.

Emergency Management

Emergency Operations Center

Per the Town's Emergency Operations Plan, there are 3 levels of activation based on the size, scope, and complexity of a given event:

- Monitoring – key agency representatives maintain situational awareness of an emerging or impending event.
- Partial – activation of five or less personnel.
- Full – activation of six or more personnel.

Mobilizations:

2023 Juneteenth Celebration

In partnership with the Warrenton Police Department, a Command Post was established ahead of the 2023 Juneteenth Celebration. The event was a large success with the only incident occurring within the event perimeters being the recovery of a lost child. A child was spotted wandering around the event alone by a volunteer and was turned over to the Police Department. The child's father was located soon thereafter and the two were reunited.

A non-event-related incident occurred at the Virginia ABC Store at 45 Main Street. An elderly patron fell down inside of the store. Fauquier County EMS was able to access the event space via North Third Street.



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2023 Fourth of July Fireworks

In partnership with the Warrenton Police Department, the Parks and Recreation Department, and the Public Works Department, a Unified Command Post was established for the 2023 Fireworks Show at the WARF. With assistance from Public Works in developing the Traffic Management Plan, most parking lots were cleared approximately 20 minutes after starting the release process. A traffic backup occurred on Broadview Avenue which was anticipated with the large increase in vehicular traffic.

The Police Department did a fantastic job enforcing the No Parking signs along 211 Eastbound, a persistent issue in the past years. One vehicle was spotted on drone footage near the intersection of 211E and St. Leonard's Lane. The vehicle was disabled but left soon after its interaction with the police.

A lost juvenile was recovered by a traffic control unit and was transported to the Command Post. Deputy Chief Arnold was instrumental in reuniting the child with their family.

Two individuals were spotted in the hot zone as the fireworks show was beginning. A spotter for the pyrotechnics provider described a cell phone light turning on over top of the launch tubes. The area was checked via drone, but the two individuals were not located.

Fauquier County Dispatch received a report of disorderly juveniles on the WARF playground. The call was initiated 2 minutes after the show had started. Due to the limited availability of Police units, a WARF employee checked the area and reported no issue on the playground.

Mobile Command Incident

On June 2, 2023, Police units attempted to make contact with the driver of a reported suspicious vehicle at 105 West Shirley Avenue. The driver of the vehicle abruptly reversed his vehicle in the path of the Officers and then fled the area. The vehicle was discovered crashed and abandoned in the 70-block of Moffett Avenue.

A perimeter and mobile command were initiated. With assistance from the Fauquier County Sheriff's Office and the Town's aerial drone units, a search of the area started while waiting for a K9 track to respond to the scene.

A subject matching the suspect's description was observed near the construction site on Oak Street. The subject fled from a tree bluff near Warrenton Middle School and was observed entering the Moffett Manor Apartments. The subject was apprehended inside the nursing home and taken into custody.



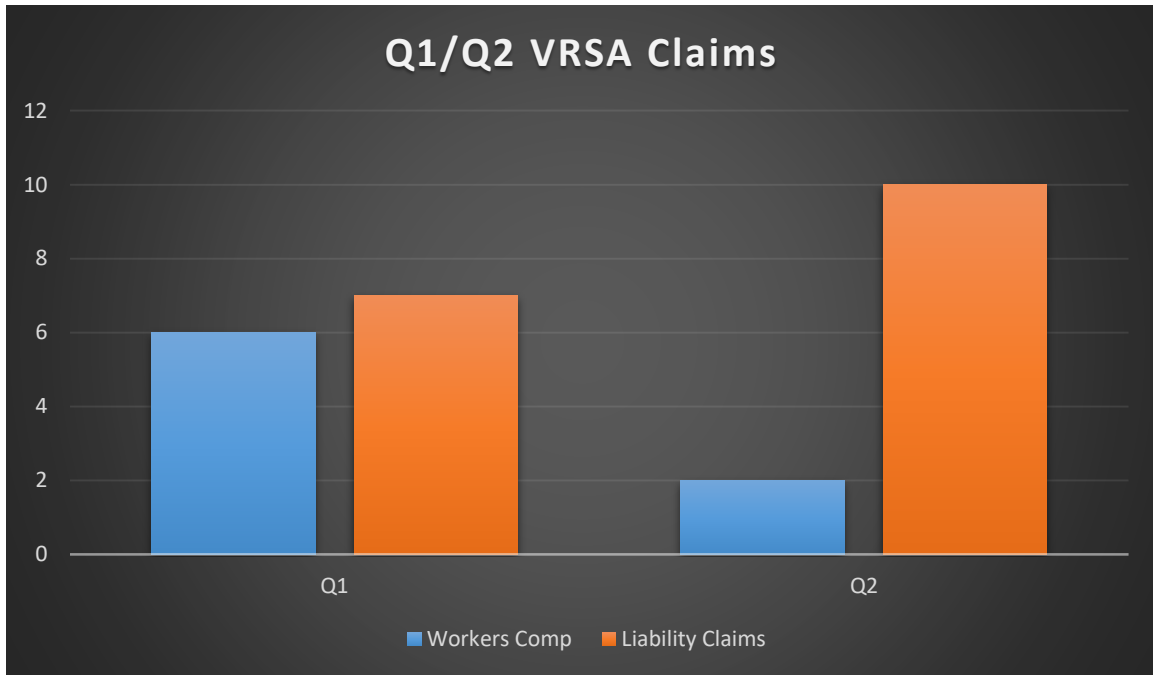
TOWN OF WARRENTON

EMERGENCY SERVICES & RISK MANAGEMENT

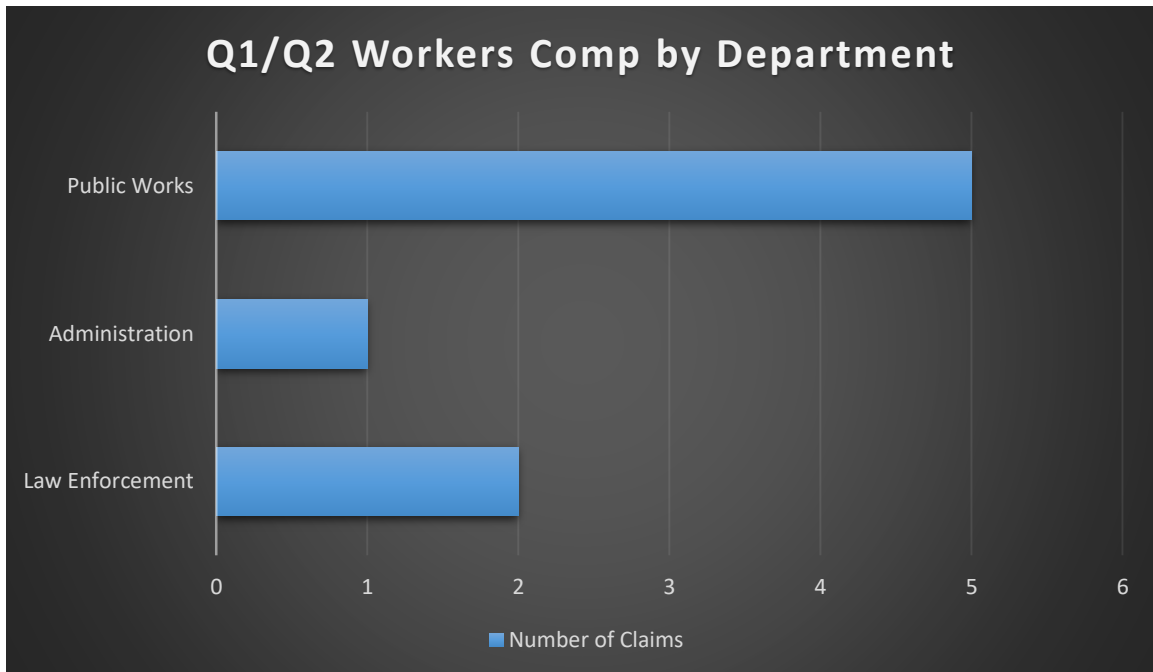
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Risk Management



Between Q1 and Q2, there have been 25 VRSA Claims – 8 for workers’ compensation and 17 liability claims. 72% of those claims are closed. Of those remaining open claims, 3 are for workers’ compensation and 4 are for liability claims.



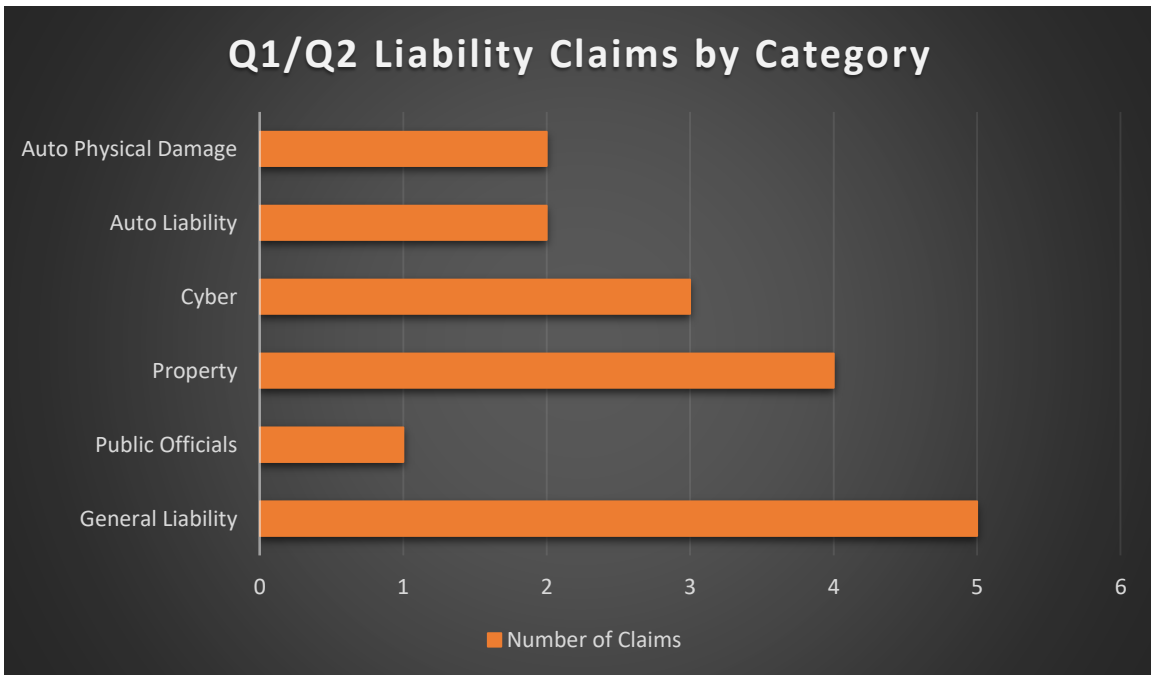
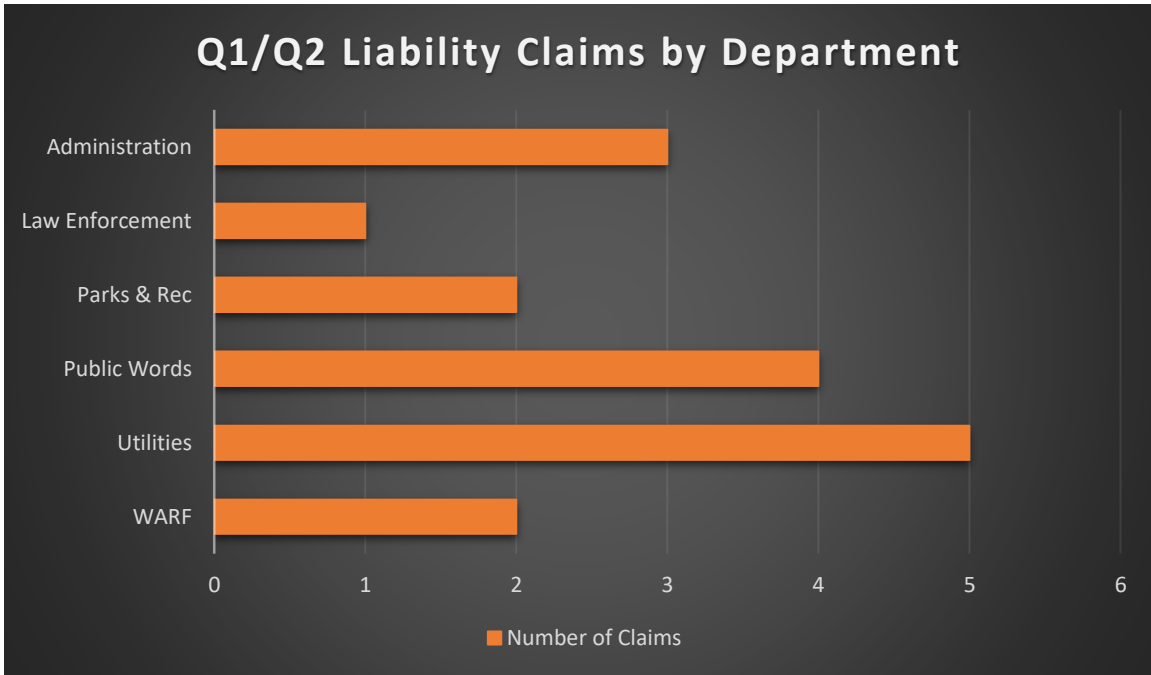


TOWN OF WARRENTON

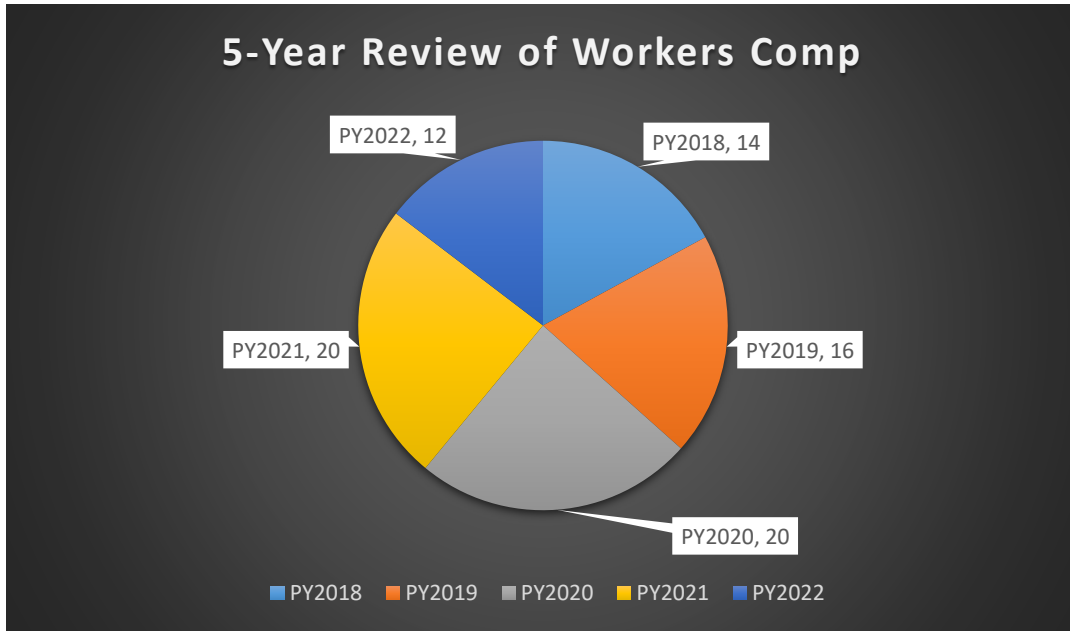
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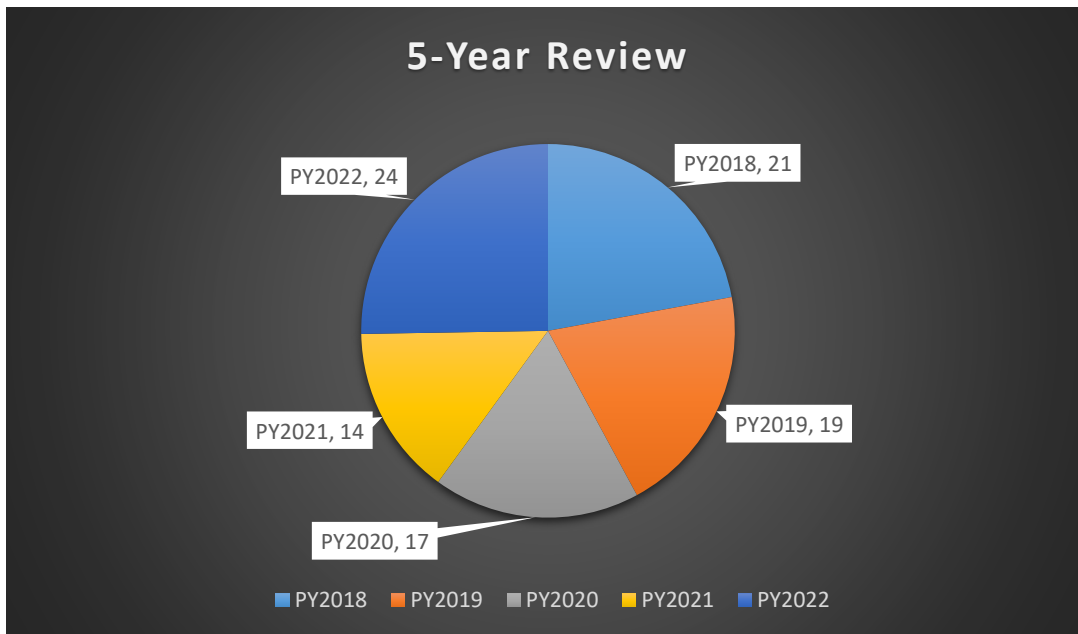
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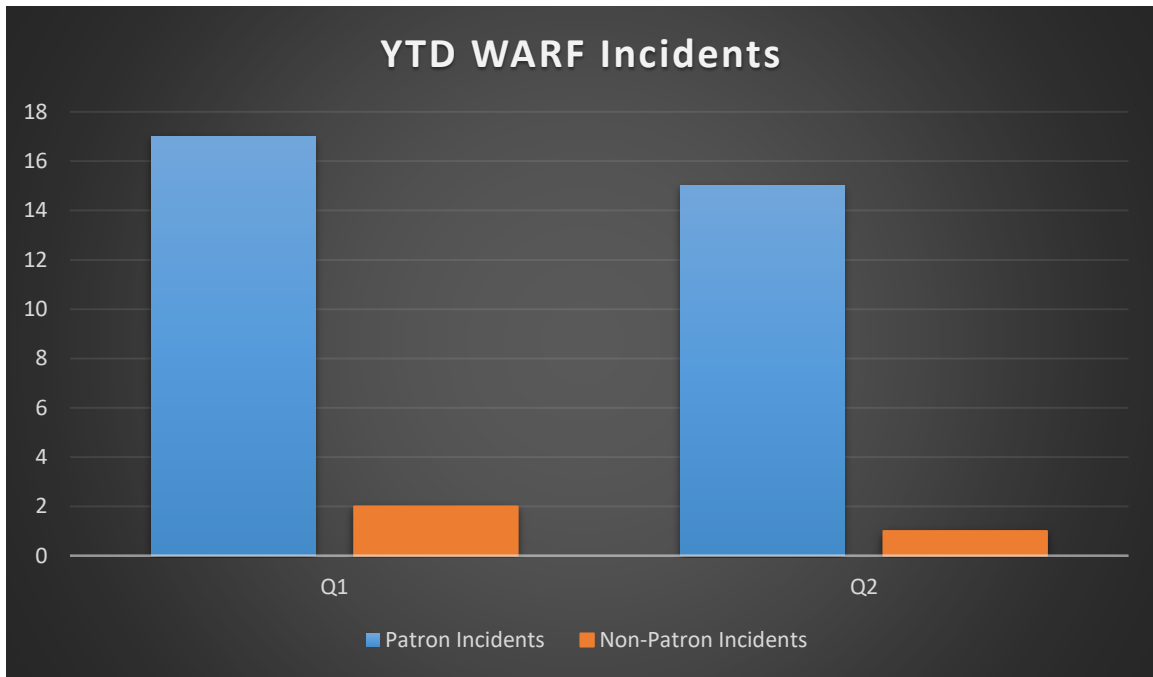


The policy year runs from July 1 through June 30. A 5-year review shows PY 2022 had the lowest reporting of workers' compensation claims.



The policy year runs from July 1 through June 30. A 5-year review shows an increase in liability claims for PY 2022. On review, 40% of the property and liability claims in the last 5 years have been for auto physical damage claims.





Year-to-date, there have been 32 incidents at the WARF involving patrons; 17 in Q1 and 15 in Q2. In one incident (January), the patron was transported via Fauquier EMS. In two incidents, (January and June), the patron signed a refusal of care.

Year-to-date, there have been 3 incidents at the WARF that did not involve patrons:

- Heat exchange overheating
- Child vomiting in the pool and on the pool deck
- Recovery of a used syringe in the upstairs men’s restroom

OSHA

For the purpose of this report, the OSHA-300 log started when I assumed the Emergency Services and Risk Manager role (May and June of 2023).

OSHA recordable injuries and illnesses are tracked during the calendar year and are reported every January. A “recordable” injury or illness is defined as any work-related injury or illness that results in:

- Medical treatment beyond first aid,
- Restricted work activity or job transfer,



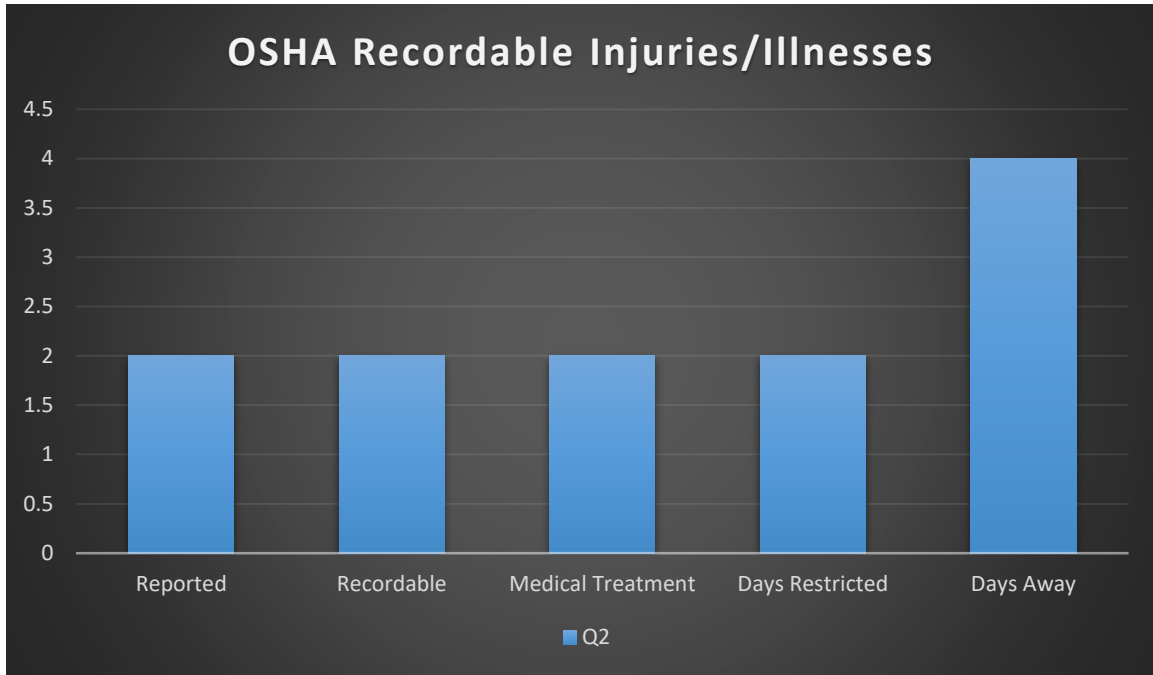
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- Days away from work¹,
- Loss of consciousness, or
- Death



¹ **OSHA 1904.7(b)(3)(iv)** – “must count the number of calendar days the employee was unable to work as a result of injury or illness – regardless of whether or not the employee was scheduled to work on those days.” [i.e. vacation, leave, weekends, holidays, or other days off].