

**MINUTES OF  
FAUQUIER COUNTY PLANNING COMMISSION  
JANUARY 19, 2017**

**Work Session  
2:00 p.m.  
Warren Green Meeting Room  
10 Hotel Street, Warrenton, Virginia**

*The Fauquier County Planning Commission held a Work Session on Thursday, January 19, 2017, beginning at 2:00 p.m., in the Warren Green Meeting Room, 10 Hotel Street, Warrenton, Virginia. Members present were Ms. Adrienne Garreau, Chairperson; Mr. John Meadows, Vice-Chairperson; Mr. Bob Lee and Mr. Ken Alm. Also present were Ms. Tracy Gallehr, Ms. Kimberley Fogle, Ms. Kimberley Johnson, Ms. Holly Meade, Mr. Andrew Hopewell, Mr. Rob Walton, Mr. Adam Shellenberger, Ms. Marie Pham, Mr. Ben Holt, Ms. Heather Jenkins, and Mr. Myles Busching. Member absent was Mr. Matthew Smith.*

Ms. Holly Meade introduced the Planning intern from Fauquier High School, Matthew Krauss.

**ZONING ORDINANCE TEXT AMENDMENT – TEXT-16-006371** – A Zoning Ordinance Text Amendment to Section 5-3203 to allow a waiver of the screening requirement.

Ms. Kimberley Johnson reviewed the proposed amendment.

**SPECIAL EXCEPTION – SPEX-16-006000 – INDEPENDENCE REALTY, LLC  
(OWNER/APPLICANT) – 10273 SHENANDOAH PATH**

Mr. Adam Shellenberger discussed the updated application.

**SPECIAL EXCEPTION – SPEX-16-006012 – ATTAI ENTERPRISE, LLC  
(OWNER)/JAMES T. DRUNAGEL, JR. (APPLICANT) – SMITH EQUIPMENT BUILDING**

Ms. Holly Meade discussed the updated application.

**APPROVAL OF MINUTES – DECEMBER 12, 2016 and DECEMBER 15, 2016**

Planning Commission members discussed the minutes.

**ELECTION OF OFFICERS**

Ms. Holly Meade reviewed the procedure for the election of officers.

**CONSIDERATION OF BYLAWS**

Planning Commission members discussed the bylaws.

**COMMITTEE ASSIGNMENTS**

Planning Commission members reviewed the Committee Assignments.

**ADOPTION OF 2017 MEETING SCHEDULE**

Planning Commission members reviewed the proposed 2017 meeting schedule.

**FY 2018 – 2022 CAPITAL IMPROVEMENT PROGRAM**

Mr. Andrew Hopewell provided an overview of the Capital Improvement Program.

**COMPREHENSIVE PLAN AMENDMENT** – Initiation of a Comprehensive Plan Amendment to update Chapter 10 of the Comprehensive Plan – Transportation

Mr. Andrew Hopewell reviewed the proposed amendment.

**COMPREHENSIVE PLAN AMENDMENT** – Initiation of a Comprehensive Plan Amendment to Chapter 7 of the Comprehensive Plan – Village Plans

Mr. Andrew Hopewell reviewed the proposed amendment.

**TRANSPORTATION CHAPTER OF THE COMPREHENSIVE PLAN – ROUTE 28**

Ms. Marie Pham led the discussion.

**TRADITIONAL NEIGHBORHOOD DESIGN – ZONING ORDINANCE TEXT AMENDMENT** – Initiation of a Zoning Ordinance Text Amendment to Article 4 to create a Traditional Neighborhood Development Incentive (TND) District

Ms. Kimberley Johnson led the discussion and reviewed the proposed amendment.

**COMMISSIONERS' TIME**

Mr. Bob Lee suggested the County work with the Town of Warrenton in updating their Comprehensive Plan.

Planning Commission members requested a Broadband briefing from Supervisor Rick Gerhardt at an upcoming Planning Commission work session.

Ms. Holly Meade announced that Planning Commission member, Matthew Smith, and Planning Staff member, Meredith Meixner, are enrolled in the VA Certified Planning Commissioner course.

Ms. Holly Meade stated that Andrew Painter is tentatively scheduled to speak at the February 9, 2017 Board of Supervisors' work session at 1:30 p.m. on Community Development Authorities.

Ms. Holly Meade indicated that next month is the goal for converting to a paperless agenda.

Ms. Holly Meade discussed invitations for joint work sessions with Prince William County and the Town of Warrenton.

Ms. Kimberley Fogle mentioned that she will likely present the Fiscal Impact Model at the next Board of Supervisors' work session.

The meeting was adjourned at 4:12 p.m.

***Regular Meeting  
6:30 p.m.  
Warren Green Meeting Room  
10 Hotel Street, Warrenton, Virginia***

***The Fauquier County Planning Commission held its regular meeting on Thursday, January 19, 2017, beginning at 6:30 p.m. in the Warren Green Meeting Room, 10 Hotel Street, Warrenton, Virginia. Members present were Ms. Adrienne Garreau, Chairperson Elect; Mr. John Meadows, Vice-Chairperson Elect; Mr. Bob Lee, Mr. Ken Alm, and Mr. Matthew Smith. Also present were Ms. Tracy Gallehr, Ms. Kimberley Johnson, Ms. Holly Meade, Mr. Andrew Hopewell and Mr. Adam Shellenberger.***

1. **ELECTION OF OFFICERS**

Ms. Holly Meade opened the meeting and initiated the election of officers.

a. Chair

On motion made by Mr. Bob Lee, it was moved to elect Ms. Adrienne Garreau as Chair.

Due to majority, Ms. Adrienne Garreau was elected.

Ms. Adrienne Garreau took over as Chair.

b. Vice-Chair

On motion made by Mr. Matthew Smith, it was moved to elect Mr. John Meadows as Vice-Chair.

Due to majority, Mr. John Meadows was elected.

c. Secretary

On motion made by Mr. John Meadows, it was moved to elect Ms. Holly Meade as Secretary.

Due to majority, Ms. Holly Meade was elected.

2. **CONSIDERATION OF BYLAWS**

On motion made by Mr. John Meadows and seconded by Mr. Ken Alm, it was moved to adopt the 2017 bylaws.

The motion carried unanimously.

3. **COMMITTEE ASSIGNMENTS**

Planning Commission members voted to keep the same appointments as last year.

- a. Transportation Committee – Ms. Adrienne Garreau
- b. Architectural Review Board – Mr. Bob Lee
- c. Pedestrian, Bicycle and Greenway Advisory Committee – Mr. Ken Alm

4. **ADOPTION OF 2017 MEETING SCHEDULE**

On motion made by Mr. Matthew Smith and seconded by Ms. Adrienne Garreau, it was moved to adopt the 2017 meeting schedule.

The motion carried unanimously.

5. **FY 2018 – 2022 CAPITAL IMPROVEMENT PROGRAM**

On motion made by Ms. Adrienne Garreau and seconded by Mr. Matthew Smith, it was moved to forward the FY 2018 – 2022 Capital Improvements Plan draft to the Board of Supervisors with a recommendation of approval.

**RESOLUTION  
SUBMISSION OF A CAPITAL IMPROVEMENT PROGRAM**

WHEREAS, Virginia State Code Section §15.2-2239 enables local Planning Commissions to prepare and submit a Capital Improvement Program as the basis of the capital budget for the locality; and

WHEREAS, Fauquier County Zoning Ordinance Section §14-101.4 directs the Planning Commission to prepare and recommend amendments to a Capital Improvements Program; and

WHEREAS, the projects put forward by the County Administrator and Office of Management and Budget are beneficial to the health, safety and welfare of the citizens of Fauquier County; and

WHEREAS, the projects are proposed in accordance with the guidance of the adopted Comprehensive Plan; and

WHEREAS, consideration of the FY 2018-22 Capital Improvements Program supports good planning practice and the general wellbeing of the population; now, therefore, be it

RESOLVED by the Fauquier County Planning Commission this 19<sup>th</sup> day of January 2017, That the FY 2018-22 Capital Improvements Program drafted by the County Administrator and the Office of Management and Budget is hereby found to be supported by the Fauquier County Comprehensive Plan and referred to the Board of Supervisors for consideration in conjunction with the County's annual budget.

The motion carried unanimously.

6. **APPROVAL OF MINUTES** – December 12, 2016 and December 15, 2016

On motion made by Mr. John Meadows and seconded by Mr. Ken Alm, it was moved to approve the December 12, 2016 and December 15, 2016 minutes.

The motion carried unanimously.

7. **ZONING ORDINANCE TEXT AMENDMENT** – Initiation of a Zoning Ordinance Text Amendment to Article 4 to create a Traditional Neighborhood Development Incentive (TND) District

Ms. Kimberley Johnson reviewed the initiation, a copy of which is attached to and made part of these official minutes.

For purposes of good zoning practice, convenience, as well as public general welfare, on motion made by Ms. Adrienne Garreau and seconded by Mr. Ken Alm, it was moved to initiate this item.

The motion carried unanimously.

8. **COMPREHENSIVE PLAN AMENDMENT** – Initiation of a Comprehensive Plan Amendment to update Chapter 10 of the Comprehensive Plan – Transportation

On motion made by Ms. Adrienne Garreau and seconded by Mr. Matthew Smith, it was moved to initiate this item.

The motion carried unanimously.

9. **COMPREHENSIVE PLAN AMENDMENT** – Initiation of a Comprehensive Plan Amendment to Chapter 7 of the Comprehensive Plan – Village Plans

On motion made by Ms. Adrienne Garreau and seconded by Mr. John Meadows, it was moved to initiate this item.

The motion carried unanimously.

<p style="text-align: center;"><i>Public Hearings</i> <i>6:30 p.m.</i> <i>Warren Green Meeting Room, First Floor, 10 Hotel Street</i> <i>Warrenton, Virginia</i></p>
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1. **ANNOUNCEMENTS**

None.

2. **CITIZENS' TIME**

Mr. Russell Marks, Mintbrook Developers, LLC, provided an update on their progress with the Mintbrook Commercial Village Center's Special Exception and Rezoning applications, noting that they will likely be ready to return to the Planning Commission in February. Mr. Marks highlighted that there has been successful outreach and collaboration with Piedmont Environmental Council and Citizens For Fauquier County; also that there is new interest in a traffic light on Route 17 which they will discuss in an upcoming meeting with VDOT. He also noted they have support from the School Board and will be hosting an additional informational meeting for Mintbrook residents. Mr. Marks added that the Mintbrook Senior Apartments opened in December 2016 and welcomed anyone to come visit.

3. **ZONING ORDINANCE TEXT AMENDMENT – TEXT-16-006371** – A Zoning Ordinance Text Amendment to Section 5-3203 to allow a waiver of the screening requirement. (Kim Johnson, Staff)

Ms. Kimberley Johnson reviewed the staff report, a copy of which is attached to and made part of these official minutes.

Ms. Adrienne Garreau opened the public hearing.

Mr. Jim Carson, representative for Smith Equipment Special Exception application, stated that this amendment would assist the Smith Equipment adaptive reuse project which is a non-conforming use and commented that the property has never been screened. He explained that to completely screen the site from day one will be challenging and would take time.

In that there were no further speakers, Ms. Adrienne Garreau closed the public hearing.

On motion made by Mr. Matthew Smith and seconded by Mr. John Meadows, it was moved to forward this item to the Board of Supervisors with a recommendation of approval.

Mr. John Meadows stated that he did not support waiving 100% of the screening but would consider 30 to 50% in some cases.

Mr. Bob Lee said he could not support the motion, but may be amenable to the timing of the screening.

Mr. Ken Alm disagreed with timing the screening if it was too long, such as 15 years.

Ms. Adrienne Garreau indicated that she could not support the motion.

The motion failed 1 – 4, as follows:

AYES: Mr. Matthew Smith

NAYS: Ms. Adrienne Garreau, Mr. John Meadows, Mr. Bob Lee and Mr. Ken Alm

ABSTENTION: None

ABSENT: None

On motion made by Ms. Adrienne Garreau and seconded by Mr. Ken Alm, it was moved to forward this item to the Board of Supervisors with a recommendation of denial.

The motion carried 4 – 1, as follows:

AYES: Ms. Adrienne Garreau, Mr. John Meadows, Mr. Bob Lee and Mr. Ken Alm

NAYS: Mr. Matthew Smith

ABSTENTION: None

ABSENT: None

4. **SPECIAL EXCEPTION – SPEX-16-006000 – INDEPENDENCE REALTY, LLC (OWNER/APPLICANT) – 10273 SHENANDOAH PATH** – An application for a Category 20 Special Exception to allow a private individual sewage treatment system which discharges into an open ditch. The property is located at 10273 Shenandoah Path, Cedar Run District. (PIN 7930-07-3082-000 and 7930-06-4868-000) (Adam Shellenberger, Staff)

Mr. Adam Shellenberger reviewed the staff report, a copy of which is attached to and made part of these official minutes.

Ms. Adrienne Garreau opened the public hearing.

In that there were no speakers, Ms. Adrienne Garreau closed the public hearing.

On motion made by Mr. Matthew Smith and seconded by Mr. John Meadows, it was moved to forward this item to the Board of Supervisors with a recommendation of approval, subject to the following revised conditions:

**10273 SHENANDOAH PATH  
SPEX-16-006000**

1. The Special Exception is granted for PIN 7930-07-3082-000 and 7930-06-4868-000, runs with the land as indicated in the application, and shall not be transferable to other land.



2. This approval shall be granted for one private individual discharge sewage treatment system, for the remediation of the failed system, to serve the existing single family dwelling.
3. The individual discharge system shall be in general accordance with the plat titled "Site Development Plan" prepared by CMW Soil Consultants, LLC and dated January 3, 2017, unless alteration is required by DEQ or VDH.
4. All of the sewage from the house shall pass through the individual discharge sewage treatment system. The system shall be designed to discharge a flow equal to or less than 450 gallons per day on monthly average.
5. The man-made discharge ditch shall be at least 12 inches wide, 12 inches deep and 330 feet in length. The ditch shall contain 10 inches of #3 or #5 stone with perforated drain pipe in the middle of the stone. Filter fabric shall cover the stone, which shall then be covered with soil and planted with grass.
6. The system's pump tank shall be sized to have a minimum storage capacity of 500 gallons.
7. PIN 7930-07-3082-000 and 7930-06-4868-000 shall be consolidated into a single parcel prior to installation of the sewage treatment system.
8. The Applicant shall submit evidence that all applicable permits, such as but not limited to Virginia Department of Health (VDH) and Department of Environmental Quality (DEQ), have been granted for the discharge sewage treatment system prior to any land disturbing activities associated with the Special Exception.
9. The on-site facilities and operation of the individual discharge sewage treatment system shall be in accordance with all applicable federal, state and local regulations at all times.
10. Performance and maintenance of the discharge system shall comply with Alternative Discharging Sewage Treatment Regulations for Individual Single Family Dwellings, 12VAC5-640, as required by the Virginia Department of Health.
11. The Applicant shall install a water meter or an effluent meter to track water usage and submit reports to the Virginia Department of Health to ensure compliance with this Special Exception and submit reports to DEQ per VPDES permit conditions. Reports shall be submitted annually, unless otherwise directed by the Virginia Department of Health or Virginia Department of Environmental Quality.
12. Should a backup generator which provides auxiliary power for the well pump be installed, the sewage system including the telemetric notification shall also have auxiliary power.
13. Monitoring shall meet Virginia Health Department and Virginia Department of Environmental Quality standards.

14. A maintenance and monitoring contract with a licensed professional shall be retained at all times. The Applicant shall provide the Zoning Administrator with a copy of the contract annually.
15. A remote telemetry device, which will notify the owner and operator of alarm events, shall be included in the installation of the sewage treatment system.
16. Landscape materials shall be installed and maintained to screen the sand filter tank from view from neighboring properties and Shenandoah Path (Route 607).
17. A site plan shall be required for this use.

The motion carried unanimously.

5. **SPECIAL EXCEPTION – SPEX-16-006012 – ATTAI ENTERPRISE, LLC (OWNER)/JAMES T. DRUNAGEL, JR. (APPLICANT) – SMITH EQUIPMENT BUILDING** – An application for a Category 32 Special Exception to allow redevelopment of an existing building for various commercial purposes. The property is located at 8745 James Madison Highway, Cedar Run District. (PIN 6982-58-2756-000) (Holly Meade, Staff)

Ms. Holly Meade reviewed the staff report, a copy of which is attached to and made part of these official minutes.

Ms. Adrienne Garreau opened the public hearing.

Mr. Charles Orye, Beach Road and Cedar Run District resident, expressed his concerns for traffic safety and that the deceleration lane on Route 29 to turn onto Beach Road is too short.

Mr. Jim Carson, applicant's representative, agreed that the conditions are fine as written.

Ms. Karen Corl, Beach Road and Cedar Run District resident, agreed with the previous speaker's concerns regarding traffic and requested the deceleration lane be extended.

Ms. Holly Meade clarified that traffic flow will be addressed at the Site Plan stage.

In that there were no further speakers, Ms. Adrienne Garreau closed the public hearing.

On motion made by Mr. Matthew Smith and seconded by Mr. John Meadows, it was moved to forward this item to the Board of Supervisors with a recommendation of approval, subject to the following revised conditions:

**SMITH EQUIPMENT BUILDING**  
**SPEX-16-006012**

1. This Special Exception shall only be granted for a Contractor's Office, Shop and Material Storage Yard generally as shown on the plat titled "Special Exception Smith Equipment" dated October 14, 2016, last revised December 20, 2016 as approved with this application and as modified by the associated conditions below or as may be necessary to meet Zoning Ordinance and engineering requirements.
2. Hours of operation shall be limited to Monday through Friday between 6:00 a.m. and 5:00 p.m., and Saturday and Sunday between 7:00 a.m. and 4:00 p.m. as needed.
3. A Site Plan shall be required.
4. Any portion of the use, except buildings, visible from a public street or adjoining residential property shall be completely screened from view as defined by the Zoning Ordinance. Compliance with this condition shall be demonstrated at Site Plan phase with the submission of elevations, cross sections or similar documentation.
5. Landscaping and buffering shall meet Zoning Ordinance requirements unless modifications or waivers are granted as part of the Site Plan process.
6. The well and drainfield shall be fenced as shown on the Special Exception plat to prevent damage to these utilities during construction and site use.
7. Fencing shown on the Special Exception Plat may be reduced as part of the Site Plan process if not needed to achieve buffering or security. This shall not apply to fencing around the well or drainfield.
8. Lighting shall be limited during non-business hours to the minimum necessary for security purposes. All lighting shall be fully screened in compliance with the requirements of Article 9 of the Zoning Ordinance.
9. Noise levels shall meet applicable County performance standards and requirements contained in the Zoning Ordinance.
10. The owner or applicant shall hire an independent contractor to conduct a Phase I Environmental Assessment for the property. This contractor shall have demonstrated experience in conducting environmental assessments, and the selection of the contractor shall be approved by the owner or applicant and the County. This Phase I Environmental Assessment shall be completed no later than six (6) months from the approval of this Special Exception. The owner or applicant shall also conduct any subsequent phases and environmental investigations that the Phase I report deems appropriate. A copy of all data and reports associated with these investigations shall be provided to Community Development staff.

11. The applicant shall provide evidence that the Access Management Exception Request has been approved by VDOT prior to approval of the Site Plan.
12. **The Applicant shall place a sign on the property, adjacent to Beach Road (Route 616), that states directs** all combination vehicles (tractor-trailer, doubles, triples, straight truck with trailer, or any other legal combination) leaving the site ~~shall be required~~ to turn north on Route 29.
13. ~~An amendment to this Special Exception shall be required:~~
  - a) ~~To add any use, included permitted uses, beyond those set forth in Condition 1 above.~~
  - b) ~~To subdivide or boundary line adjust any portion of the property.~~

The motion carried unanimously.

In that there was no further business, the meeting was adjourned at 7:16 p.m.

*A tape recording of the meeting, as well as the associated staff reports and attachments for each agenda item, are retained on file in the Department of Community Development's Planning Office, 10 Hotel Street, Third Floor, Warrenton, Virginia, for a period of one year.*

***THE AGENDA MAY BE MODIFIED ON ADOPTION BY THE PLANNING COMMISSION IN THE FORM OF ADDITIONS, DELETIONS OR REVISIONS***