

**MINUTES OF
FAUQUIER COUNTY PLANNING COMMISSION
FEBRUARY 21, 2019**

**Work Session
10:30 a.m.
Warren Green Meeting Room
10 Hotel Street, Warrenton, Virginia**

The Fauquier County Planning Commission held a Work Session on Thursday, February 21, 2019, beginning at 10:30 a.m., in the Warren Green Meeting Room, 10 Hotel Street, Warrenton, Virginia. Members present were Mr. John Meadows, Chairperson; Ms. Adrienne Garreau, Vice-Chairperson; Mr. Bob Lee, Mr. Matthew Smith and Ms. Diane Roteman. Also present were Ms. Mary Catherine Anderson, Ms. Holly Meade, Mr. Adam Shellenberger, Ms. Amy Rogers, Mr. Andrew Hopewell, Ms. Heather Jenkins, Ms. Wendy Wheatcraft and Ms. Kara Krantz.

**REZONING – REZN-18-009938 – CATLETT INVESTMENT, LLC (OWNER/APPLICANT)
– GASKINS LANE REZONING**

Mr. Adam Shellenberger provided an update on the application.

**SPECIAL EXCEPTION – SPEX-19-010483 – MARK S. & ANGELA S. SMITH
(OWNERS)/FAUQUIER HEALTH FOUNDATION d/b/a PATH FOUNDATION
(APPLICANT) – WELLNESS RETREAT AT TWIN OAKS SEWAGE TREATMENT
FACILITY**

Mr. Adam Shellenberger reviewed the application.

**SPECIAL EXCEPTION – SPEX-18-009986 – THE CLIFTON INSTITUTE, INC.
(OWNER/APPLICANT) – THE CLIFTON INSTITUTE**

Ms. Kara Krantz reviewed the application.

**COMPREHENSIVE PLAN COMPLIANCE REVIEW – COMR-19-010577 – FAUQUIER
COUNTY (OWNER)/FAUQUIER COUNTY PARKS & RECREATION (APPLICANT) –
CATLETT COMMUNITY PARK**

Ms. Kara Krantz reviewed the application.

ZONING ORDINANCE TEXT AMENDMENT – TEXT-19-010591 – A Zoning Ordinance Text Amendment to Article 4 Part 6 related to Veterinary Clinics and accessory kennels in the Planned Commercial Industrial Development (PCID) District.

Ms. Amy Rogers reviewed the proposed amendment.

APPROVAL OF MINUTES – JANUARY 17, 2019

Planning Commission members decided to postpone action on the minutes until next month.

COMMISSIONERS' TIME

Ms. Adrienne Garreau distributed handouts of the approved Rural Lands Plan, as well as proposed policies for review and Commissioners decided to hold a work session at their next regularly scheduled meeting.

Mr. Bob Lee raised the idea of holding Citizens' Time at the beginning of the Planning Commission's Work Session. Staff agreed to check the By-Laws and Protocols.

Mr. John Meadows commented that the draft Rt. 29 Overlay District should be brought back for review.

Ms. Holly Meade made the following announcements:

- Upcoming Work Session items will include the Rural Lands Plan, the Rt. 29 Overlay District and an introduction to the Convergent Technology Park application. Agenda items will likely include Special Exceptions for a private discharge system on Copper Fox Lane, and events at Great Marsh Estate.

ZONING ORDINANCE TEXT AMENDMENT – HISTORIC OVERLAY DISTRICTS

Ms. Wendy Wheatcraft provided an overview of the amendment.

COMPREHENSIVE PLAN AMENDMENT – VILLAGES CHAPTER

Mr. Andrew Hopewell reviewed the proposed amendment. Commissioners raised concerns regarding the distinction between the different categories of rural communities and their corresponding policies.

In that there was no further business, the meeting was adjourned at 2:15 p.m.

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

The Fauquier County Planning Commission held its Regular Meeting on Thursday, February 21, 2019, beginning at 6:30 p.m., in the Warren Green Meeting Room, 10 Hotel Street, Warrenton, Virginia. Members present were Mr. John Meadows, Chairperson; Ms. Adrienne Garreau, Vice-Chairperson; Mr. Bob Lee, Mr. Matthew Smith and Ms. Diane Roteman. Also present were Ms. Tracy Gallehr, Ms. Holly Meade, Mr. Adam Shellenberger, Ms. Amy Rogers, and Ms. Kara Krantz.

1. **ADOPTION OF THE AGENDA**

Planning Commission members unanimously voted to adopt the agenda.

2. **CITIZENS' TIME**

None.

3. **APPROVAL OF MINUTES** – January 17, 2019

On motion made by Ms. Adrienne Garreau and seconded by Ms. Diane Roteman, it was moved to postpone action on the January 17, 2019 minutes until their next regularly scheduled meeting.

The motion carried unanimously.

4. **REZONING – REZN-18-009938 – CATLETT INVESTMENT, LLC (OWNER/APPLICANT) – GASKINS LANE REZONING** – An application to rezone approximately 10.89 acres with proffers from Commercial Neighborhood (C-1) to Industrial Park (I-1). The property is located at 3131 Gaskins Lane, Cedar Run District. (PIN 7922-93-8736-000) (Josh Frederick, Staff)

Mr. Adam Shellenberger reviewed the staff report.

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

The motion carried unanimously.

Public Hearings
6:30 p.m.
Warren Green Meeting Room, First Floor, 10 Hotel Street
Warrenton, Virginia

1. **ANNOUNCEMENTS**

None.

2. **ZONING ORDINANCE TEXT AMENDMENT – TEXT-19-010591** – A Zoning Ordinance Text Amendment to Article 4 Part 6 related to Veterinary Clinics and accessory kennels in the Planned Commercial Industrial Development (PCID) District. (Amy Rogers, Staff)

Ms. Amy Rogers reviewed the staff report.

Mr. John Meadows opened the public hearing.

In that there were no speakers, Mr. John Meadows adjourned the public hearing.

On motion made by Ms. Adrienne Garreau and seconded by Ms. Diane Roteman, it was moved to postpone action on this item until the next regularly scheduled meeting, with the public hearing left open.

The motion carried unanimously.

3. **COMPREHENSIVE PLAN COMPLIANCE REVIEW – COMR-19-010577 – FAUQUIER COUNTY (OWNER)/FAUQUIER COUNTY PARKS & RECREATION (APPLICANT) – CATLETT COMMUNITY PARK** – An application for a Comprehensive Plan Conformance Determination, in accord with *Code of Virginia* Section 15.2-2232, as to whether the proposed use of the public park is substantially in accord with the Comprehensive Plan. The property is located in the vicinity of the intersection of Old Dumfries Road and Catlett School Road, Cedar Run District. (PIN 7922-75-8804-000) (Kara Krantz, Staff)

Ms. Kara Krantz reviewed the staff report.

Mr. John Meadows opened the public hearing.

In that there were no speakers, Mr. John Meadows closed the public hearing.

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

The motion carried unanimously.

Note: Motion reconsidered later in the meeting; see item 5.

4. **SPECIAL EXCEPTION – SPEX-18-009986 – THE CLIFTON INSTITUTE, INC. (OWNER/APPLICANT) – THE CLIFTON INSTITUTE** – An application for two Category 5 Special Exceptions to allow the operation of an indoor/outdoor technical school and a Category 13 Special Permit to allow a business or professional office with six or less employees. The properties are located at 6500 Blantyre Road and 6712 Blantyre Road, Scott District. (PIN 6986-18-3518-000, 6976-98-5890-000, 6987-22-2330-000, 6986-28-5760-000, 6986-38-1571-000, 6986-48-5451-000, and 6987-40-8953-000) (Kara Krantz, Staff)

Ms. Kara Krantz reviewed the staff report.

Mr. John Meadows opened the public hearing.

Mr. John McMann, Blantyre Road resident and adjoining property owner, expressed concern for the camping aspect and whether it will become a campground, as well as limiting the noise from the attendees. He stated that he has no concern with the education component.

Mr. Douglas Larson, President of the Board of Directors for the Clifton Institute, stated that camping is a tiny part of the proposal and it is unlikely for any noise to reach the neighbors. Mr. Larson noted they have not received complaints when they have hosted Fauquier County public school groups and would be willing to meet with neighbors to address their needs.

In that there were no further speakers, Mr. John Meadows closed the public hearing.

Ms. Adrienne Garreau commented that the applicant is subject to the County noise ordinance and indicated that neighbors can contact the Sheriff's office if issues arise. Ms. Garreau further commented that the Arlington Outdoor Lab is located near her residence in Broad Run and they are a joy to have in the neighborhood.

On motion made by Ms. Adrienne Garreau and seconded by Mr. Bob Lee, it was moved to forward this item to the Board of Supervisors with a recommendation of approval, subject to the following revised conditions:

**THE CLIFTON INSTITUTE
SPEX-18-009986**

1. The Special Exception is granted only for the land indicated in this application, including PIN 6986-18-3518-000, 6976-98-5890-000, 6987-22-2330-000, 6986-28-5760-000, 6986-38-1571-000, 6986-48-5451-000 and 6987-40-8953-000 and is not transferable to other land.

2. The Special Exception is granted only for the purpose(s), structure(s) and/or use(s) indicated on The Clifton Institute Special Exception Exhibit, dated January 4, 2019 and received by Community Development January 8, 2019, except as modified by the Virginia Outdoors Foundation.
3. No more than five (5) employees shall be on the property at once, including full-time and part-time employees. ~~This number may be increased to six employees upon demonstration that the septic system can adequately support the use.~~ **Upon demonstration that the septic system can support the use, no more than six (6) employees shall be on the property at once.**
4. The hours of operation for the office shall be Monday through Friday from 9:00 a.m. to 5:00 p.m. and Saturday from 9:00 a.m. to 12:00 p.m.
5. Indoor and outdoor environmental education programs shall be limited to hosting local schools, day camps, youth hikes and other similar adult environmental programs.
6. Indoor and outdoor environmental education programs shall be further limited to:
 - a. ~~No more than~~ Ten (10) private or public educational programs per month with attendees generally limited to an average of thirty (30) attendees;
 - b. ~~No more than~~ Six (6) summer week-long day camps **per year**, each of which may run for up to seven (7) consecutive days, with no more than twenty-five (25) attendees; and/or
 - c. ~~No more than~~ Two (2), two-day large public programs per year limited to a maximum of one hundred fifty (150) attendees **per day**.
7. The Applicant shall obtain all required permits from the Virginia Department of Health.
8. Overnight stays for educational groups or participants shall be limited to the following:
 - a. Ten (10) times per year for one night, with a maximum of five (5) people; and
 - b. Eight (8) times per year for one night, with a maximum of fifteen (15) people; and
 - c. Two (2) times per year for a maximum of seven (7) nights, with a maximum of fifteen (15) people.
9. The proposed education building shall not exceed 4,500 square feet.
10. No structures used for or in conjunction with the use shall be located within one hundred (100) feet of any adjoining property line.

11. Portable toilets shall be allowed for the existing operations ~~and all large events~~. Once the proposed educational building is constructed, permanent sewage disposal facilities for the structure and technical school activities shall be provided that meet all Virginia Department of Health requirements. **Following completion of the permanent system, portable toilets may only be used for large events and overnight stays.**
12. Public access to The Clifton Institute, Inc. shall **only** be from **the entrance serving 6712 Blantyre Road.**
13. Prior to any new construction or disturbance to these parcels, the Applicant shall provide documentation from the Virginia Outdoors Foundation (VOF) that new structures or improvements and their proposed uses are permitted under the terms of the VOF Open Space Easement.
14. Expansion of the existing lower parking area shall occur outside of the required 50-foot riparian buffer, as required by the Virginia Outdoors Foundation Deed of Easement.
15. The Applicant shall obtain all applicable building and zoning permits for structures and improvements on the property.
16. A Site Plan shall be required to legally establish the use.

The motion carried unanimously.

4. **SPECIAL EXCEPTION – SPEX-19-010483 – MARK S. & ANGELA S. SMITH (OWNERS)/FAUQUIER HEALTH FOUNDATION d/b/a PATH FOUNDATION (APPLICANT) – WELLNESS RETREAT AT TWIN OAKS SEWAGE TREATMENT FACILITY** – An application for a Category 20 Special Exception to allow a belowground sewage treatment facility. The property is located at 6791 James Madison Highway, Center District. (PIN 6975-99-1300-000) (Josh Frederick, Staff)

Mr. Adam Shellenberger reviewed the staff report.

Mr. John Meadows opened the public hearing.

Mr. Powell Duggan, applicant's representative, stated that they are in agreement with the proposed conditions.

In that there were no further speakers, Mr. John Meadows closed the public hearing.

On motion made by Ms. Diane Roteman and seconded by Ms. Adrienne Garreau, it was moved to forward this item to the Board of Supervisors with a recommendation of approval, subject to the following conditions:

**WELLNESS RETREAT AT TWIN OAKS
SEWAGE TREATMENT FACILITY
SPEX-19-010483**

1. The Special Exception is granted for and runs with the land indicated in the application as PIN 6975-99-1300-000 and is not transferrable to other land.
2. The Special Exception is granted only for the purpose(s), structure(s), and/or uses indicated and shall be in general conformance with the Special Exception Plat and other materials dated December 18, 2018, as approved with the application, as qualified or as modified by the associated conditions, and as required by the Fauquier County Zoning Ordinance.
3. An effluent pretreatment system shall be a required element of the sewage treatment facility.
4. A grease trap shall be installed to intercept grease, oils, and other fats from the wellness retreat's kitchen(s).
5. The septic tank(s) shall be pumped and the system cleaned at least every three years. Receipts or proof of such work shall be provided to the Zoning Administrator and the Virginia Department of Health (VDH).
6. The Applicant shall obtain and, as necessary, maintain all applicable federal, state, and local permits.
7. A Site Plan shall be required.

The motion carried unanimously.

5. **COMPREHENSIVE PLAN COMPLIANCE REVIEW – COMR-19-010577 – FAUQUIER COUNTY (OWNER)/FAUQUIER COUNTY PARKS & RECREATION (APPLICANT) – CATLETT COMMUNITY PARK** – An application for a Comprehensive Plan Conformance Determination, in accord with *Code of Virginia* Section 15.2-2232, as to whether the proposed use of the public park is substantially in accord with the Comprehensive Plan. The property is located in the vicinity of the intersection of Old Dumfries Road and Catlett School Road, Cedar Run District. (PIN 7922-75-8804-000) (Kara Krantz, Staff)

On motion made by Mr. Matthew Smith and seconded by Ms. Adrienne Garreau, is was moved to reconsider the action taken on this item.

The motion carried unanimously.

On motion made by Mr. Matthew Smith and seconded by Ms. Adrienne Garreau, it was moved that the proposed use of the public park is substantially in accord with the adopted Fauquier County Comprehensive Plan or part thereof.

The motion carried unanimously.

In that there was no further business, the meeting was adjourned at 6:55 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