

**MINUTES OF
FAUQUIER COUNTY PLANNING COMMISSION
DECEMBER 2, 2015**

**Work Session
11:00 a.m.
Warren Green Meeting Room
10 Hotel Street, Warrenton, Virginia**

The Fauquier County Planning Commission held a Work Session on Wednesday, December 2, 2015, beginning at 11:00 a.m., in the Warren Green Meeting Room, 10 Hotel Street, Warrenton, Virginia. Members present were Mr. Ken Alm, Chairperson; Ms. Adrienne Garreau, Vice-Chairperson; Mr. Bob Lee, Mr. John Meadows and Mr. Dell Ennis. Also present were Ms. Tracy Gallehr, Ms. Kimberley Fogle, Ms. Kimberley Johnson, Ms. Holly Meade, Mr. Chuck Floyd, Mr. Andrew Hopewell, Mr. Adam Shellenberger, Mr. Don Del Rosso, Ms. Wendy Wheatcraft, Ms. Marie Pham, and Mr. David Ek.

APPROVAL OF MINUTES – OCTOBER 13, 2015 AND OCTOBER 15, 2015

Planning Commission members discussed the minutes.

CONSIDERATION OF BYLAWS

Planning Commission members discussed the bylaws.

COMMITTEE APPOINTMENT – PEDESTRIAN, BICYCLE & GREENWAY ADVISORY COMMITTEE

Planning Commission members reviewed the Committee Appointment.

ZONING ORDINANCE TEXT AMENDMENT – INITIATION OF A ZONING ORDINANCE TEXT AMENDMENT TO ARTICLES 3 AND 15 TO ADD ADULT DAY CARE FACILITIES AS AN ALLOWED USE IN SELECT ZONING DISTRICTS.

Ms. Kimberley Johnson reviewed the proposed amendment.

SPECIAL EXCEPTION – SPEX-15-003885 – GROVER, LC, (OWNER/APPLICANT) – THE RETREAT AT EASTWOOD FARM

Ms. Holly Meade reviewed the application.

SPECIAL EXCEPTION – SPEX-15-004031 – 17/66, LLC (OWNER)/HUNT COUNTRY PROPANE, LLC (APPLICANT) – HUNT COUNTRY PROPANE

Mr. Don Del Rosso reviewed the application.

MARSHALL CODE UPDATE

Ms. Kimberley Johnson led the discussion.

COMPREHENSIVE PLAN AMENDMENT – CHAPTER 2, NATURAL AND HERITAGE RESOURCES

Ms. Wendy Wheatcraft and Mr. David Ek reviewed the proposed amendment.

COMPREHENSIVE PLAN AMENDMENT – CHAPTER 10, TRANSPORTATION

Ms. Marie Pham reviewed the proposed amendment.

The meeting was adjourned at 3:25 p.m.

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| <p style="text-align: center;"><i>Regular Meeting 6:30 p.m. Warren Green Meeting Room 10 Hotel Street, Warrenton, Virginia</i></p> |
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The Fauquier County Planning Commission held its regular meeting on Wednesday, December 2, 2015, beginning at 6:30 p.m. in the Warren Green Meeting Room, 10 Hotel Street, Warrenton, Virginia. Members present were Mr. Ken Alm, Chairperson; Ms. Adrienne Garreau, Vice-Chairperson; Mr. Bob Lee, Mr. John Meadows and Mr. Dell Ennis. Also present were Ms. Tracy Gallehr, Ms. Holly Meade and Mr. Don Del Rosso.

1. **APPROVAL OF MINUTES** – October 13, 2015 and October 15, 2015

On motion made by Ms. Adrienne Garreau and seconded by Mr. John Meadows, it was moved to approve the October 13, 2015 and October 15, 2015 minutes.

The motion carried unanimously.

2. **CONSIDERATION OF BYLAWS**

Planning Commission members tabled this item until the next meeting.

3. **COMMITTEE APPOINTMENT**

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

a. Pedestrian Bicycle and Greenway Advisory Committee – Mr. Alm

4. **ZONING ORDINANCE TEXT AMENDMENT** – Initiation of a Zoning Ordinance Text Amendment to Articles 3 and 15 to add Adult Day Care Facilities as an allowed use in select zoning districts. (Kimberley Johnson, Staff)

Ms. Holly Meade reviewed the staff report, 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 Mr. Ken Alm and seconded by Ms. Adrienne Garreau, it was moved to initiate this item.

The motion carried unanimously.

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

1. **CITIZENS' TIME**

Ms. Valerie Amster, representing Mountainside Montessori School, provided an update on the opening of the school's new location; thanked the Commissioners and Staff; and presented them with Mountainside Montessori pins.

2. **ANNOUNCEMENTS**

None.

3. **SPECIAL EXCEPTION – SPEX-15-003885 – GROVER, LC, (OWNER/APPLICANT) – THE RETREAT AT EASTWOOD FARM** – An Application for a Category 18 Special Exception to Allow Adaptive Reuse/Uses of Historic Structures in Non-Common Open Space.

7. Receptions shall be limited to the hours between 9:00 a.m. and 11:00 p.m. with an hour permitted for clean-up.
8. Cottage industries hours of operation shall be limited to the hours between 8:00 a.m. and 5:00 p.m.
9. No activity shall exceed the occupancy limits as listed on the required Certificate of Occupancy.
10. The applicant shall satisfy all applicable building code requirements prior to commencing the use.
11. No proposed alteration to a structure or dependence containing an adaptive use shall materially alter the exterior appearance of the structure from its historical appearance.
12. All alterations and additions to existing historic structures, all additional accessory structures, including signs, shall be designed and constructed in a manner that conforms to the United States Secretary of Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings.
13. Food for the receptions and tourist home shall be provided by an off-site caterer.
14. The applicant shall provide evidence reasonably satisfactory to the Zoning Administrator of adequate security, emergency services, and traffic control for all receptions of 250 or more individuals.
15. The applicant shall fence existing drainfields when they are adjacent to parking areas or traffic.
16. A freestanding or monument sign, keeping with the historic nature of the property, shall be permitted at the entrance to Eastwood Farm subject to the applicable permits.
17. A 10% increase in the square footage of any historic structure shall be permitted in connection with the approval of this adaptive use. Such additional square footage may take the form of an addition to such historic structure or to any accessory structure, or an additional accessory structure, so long as such addition or additional accessory structure otherwise meets all applicable zoning and building code requirements and is of an architectural design that is compatible in size and appearance with the historic structure. The total increase of square footage permitted on the property shall be limited to 1,376 square feet.

The motion carried unanimously.

4. **SPECIAL EXCEPTION – SPEX-15-004031 – 17/66, LLC (OWNER)/HUNT COUNTRY PROPANE, LLC (APPLICANT) – HUNT COUNTRY PROPANE** – An application for a Category 15 Special Exception to allow bulk storage of petroleum products and parking of delivery trucks. The property is located on Whiting Road, Marshall District (PIN 6979-17-6651-000) (Don Del Rosso, Staff)

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

Mr. Ken Alm opened the public hearing.

Mr. Jim Carson, applicant's representative, noted the applicant has done a great job with this project.

In that there were no further speakers, Mr. Ken Alm closed the public hearing.

On motion made by Mr. Bob Lee 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 revised conditions:

**Hunt Country Propane
SPEX-15-004031**

1. The Special Exception is granted only for the purpose(s), structure(s) and/or uses indicated, and shall be in general conformance with the revised Special Exception plat, stamped October 1, 2015 and received by the Fauquier County Department of Community Development on October 1, 2015, except as modified by these development conditions.
2. All signs on-site shall conform to the Fauquier County Zoning Ordinance and be properly permitted.
3. All easements on the property shall be shown on the Site Plan.
4. Any lighting associated with the use shall conform to the Fauquier County Zoning Ordinance. Lighting requirements shall be reviewed during the Site Plan process.
5. All landscaping associated with the use shall conform to the Fauquier County Zoning Ordinance. Landscaping requirements shall be reviewed during the Site Plan process.
6. Asphalt shall be installed on a currently unpaved portion of the westbound lane and extending into the eastbound lane of Whiting Road (Future Route 622 extended), west of the proposed lot, prior to commencement of the use.
7. A "Superbox" or "Wailer" shall be installed at the entrance gate of the property to allow access by emergency services personnel.
8. The applicant shall obtain all necessary Virginia Department of Transportation (VDOT) approvals prior to approval of the Site Plan.
9. The propane tank storage area shall be enclosed by a chain-linked fence. The fence shall not include slats or other materials that would visually block the use.
10. The proposed bulk storage propane tanks shall comply with all pertinent federal, state and county requirements.

11. Any new structures shall require an amendment to this Special Exception.

12. An approved Site Plan shall be required for the proposed use.

The motion carried unanimously.

In that there was no further business, the meeting was adjourned at 6:54 p.m.

A 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***