

**MINUTES OF  
FAUQUIER COUNTY PLANNING COMMISSION  
October 30, 2014**

<p><b>Work Session 1:00 p.m. Warren Green Building, Second Floor Conference Room 10 Hotel Street, Warrenton, Virginia</b></p>
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*The Fauquier County Planning Commission held a Work Session on Thursday, October 30, 2014, beginning at 1:00 p.m., in the Warren Green Building, Second Floor Conference Room, 10 Hotel Street, Warrenton, Virginia. Members present were Mr. Bob Lee, Chairperson; Ms. Adrienne Garreau, Vice-Chairperson; Mr. Ken Alm, Secretary; Mr. John Meadows and Mr. Dell Ennis. Also present were Ms. Mary Catherine Sheridan, Ms. Marianne Primeau, Ms. Kimberley Johnson, Ms. Holly Meade, Mr. Chuck Floyd, Mr. Andrew Hopewell, Mr. Don Del Rosso, Mr. Adam Shellenberger, Ms. Wendy Wheatcraft, Mr. Rob Walton, Mr. David Ek, Ms. Heather Jenkins, Ms. Marie Scheetz and Mr. Ben Holt.*

**WEBINAR – “ETHICAL RULES AND CONSIDERATIONS FOR PLANNERS, PLANNING COMMISSIONERS, AND LAWYERS”**

Commissioners and staff viewed the webinar.

**COMPREHENSIVE PLAN – CHAPTER 1, VISION DISCUSSION**

Mr. Andrew Hopewell led the discussion.

**SPECIAL EXCEPTION – SPEX-14-001713 – VIRGINIA ELECTRIC & POWER COMPANY (OWNER)/VERIZON WIRELESS (APPLICANT) – MORRISVILLE VERIZON FORT WORTH TELECOMMUNICATIONS TOWER**

Ms. Wendy Wheatcraft reviewed the application.

**SPECIAL EXCEPTION – SPEX-14-001645 – BRIAN S. & PATTY M. MONTGOMERY, CO-TRUSTEES OF THE BRIAN S. & PATTY M. MONTGOMERY REVOCABLE TRUSTS (OWNERS/APPLICANTS) – MONTGOMERY PROPERTY**

Mr. Don Del Rosso reviewed the application.

**CLOSED MEETING:**

On motion made by Mr. Ken Alm and seconded by Ms. Adrienne Garreau, it was moved to go into a closed meeting, pursuant to *Code of Virginia* Section 2.2-3711(A)(7) for the purpose of consultation with legal counsel pertaining to specific legal matters requiring the provision of legal advice by counsel relating to SPEX-14-001645 – Brian S. & Patty M. Montgomery, Co-Trustees of the Brian S. & Patty M. Montgomery Revocable Trusts (Owners/Applicants) – Montgomery Property.

The motion carried 5 – 0, as follows:

- AYES: Mr. John Meadows, Mr. Bob Lee, Mr. Dell Ennis, Ms. Adrienne Garreau and Mr. Ken Alm
- NAYS: None
- ABSTENTION: None
- ABSENT: None

Upon reconvening from the closed meeting, Mr. Ken Alm read the following Certification of Closed Meeting:

The Fauquier County Planning Commission, having adjourned into a closed meeting this day for the purposes stated in the resolution authorizing such meeting, does hereby certify that to the best of each member's knowledge:

1. Only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act; and
2. Only such public business matters as were identified in the motion by which the closed meeting was convened, were heard, discussed, or considered in the closed meeting.

This certification shall be recorded in the minutes of the Planning Commission on motion of Mr. Ken Alm and seconded by Ms. Adrienne Garreau.

The motion carried 5 – 0, as follows:

- AYES: Mr. John Meadows, Mr. Bob Lee, Mr. Dell Ennis, Ms. Adrienne Garreau and Mr. Ken Alm
- NAYS: None
- ABSTENTION: None

ABSENT: None

**SPECIAL EXCEPTION – SPEX-14-001675 – MSH CONSTRUCTION, INC. (OWNER)/MARK S. HOUSER (APPLICANT) – TURNBULL ESTATES**

Ms. Marie Scheetz reviewed the application.

**SPECIAL EXCEPTION – SPEX-14-001736 – THE ATOKA PRESERVATION SOCIETY, INC. (OWNER/APPLICANT) – THE CALEB RECTOR HOUSE**

Ms. Holly Meade reviewed the application.

**PRELIMINARY PLAT – PREP-14-001383 – STEPHEN J. FRINK (OWNER/APPLICANT) – FRINK PROPERTY**

Ms. Heather Jenkins reviewed the application.

**APPROVAL OF MINUTES – SEPTEMBER 25, 2014**

Planning Commissioners discussed the minutes.

**CONSIDERATION OF BYLAWS**

Planning Commission members discussed changing the Planning Commission meeting schedule beginning in 2015 to move the meeting to the third Thursday of the month, with a combined November/December meeting.

**PLANNING COMMISSIONERS' TIME**

Planning Commission members discussed the upcoming site visit schedule and decided to visit mixed use developments in Prince William County on November 5, 2014. In addition, the Commissioners will visit the CWS Verizon Tower and the Casanova Verizon Tower sites during the scheduled balloon tests on November 7, 2014.

Planning Commission members discussed the upcoming joint work session for the Town of Warrenton and Fauquier County Planning Commissions on November 18, 2014.

The meeting was adjourned at 4:35 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, September 25, 2014, beginning at 6:30 p.m. in the Warren Green Meeting Room, 10 Hotel Street, Warrenton, Virginia. Members present were Mr. Bob Lee, Chairperson; Ms. Adrienne Garreau, Vice-Chairperson; Mr. Ken Alm, Secretary; Mr. John Meadows and Mr. Dell Ennis. Also present were Ms. Mary Catherine Sheridan, Ms. Holly Meade, Mr. Andrew Hopewell, Mr. Don Del Rosso, Ms. Wendy Wheatcraft, Ms. Marie Scheetz, Ms. Heather Jenkins and Mr. Ben Holt.*

1. **APPROVAL OF MINUTES** – September 25, 2014

On motion made by Mr. Dell Ennis and seconded by Ms. Adrienne Garreau, it was moved to approve the September 25, 2014 minutes.

The motion carried unanimously.

2. **CONSIDERATION OF BYLAWS**

On motion made by Ms. Adrienne Garreau and seconded by Mr. John Meadows, it was moved to approve the bylaws as amended.

The motion carried unanimously.

3. **PRELIMINARY PLAT – PREP-14-001383 – STEPHEN J. FRINK (OWNER/APPLICANT) – FRINK PROPERTY** – An application to subdivide approximately 45.7998 acres into two (2) lots. The property is located at 6305 Georgetown Road, Scott District. (PIN 7906-27-5042-000) (Heather Jenkins, Staff)

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

On motion made by Ms. Adrienne Garreau and seconded by Mr. Ken Alm, it was moved to postpone this item until the next meeting.

The motion carried unanimously.

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

1. **CITIZENS' TIME**

No one spoke.

2. **ANNOUNCEMENTS**

None.

3. **SPECIAL EXCEPTION – SPEX-14-001645, BRIAN S. & PATTY M. MONTGOMERY, CO-TRUSTEES OF THE BRIAN S. & PATTY M. MONTGOMERY REVOCABLE TRUSTS (OWNERS/APPLICANTS) – MONTGOMERY PROPERTY** – An application for a Category 26 Special Exception to allow a decrease in the non-common open space requirement. The property is located at 5759 Leeds Manor Road, Marshall District. (PIN 6927-83-7371-000) (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. Bob Lee opened the public hearing.

Mr. James R. Branscome, Jr., Marshall District resident and adjacent property owner, indicated that he would prefer more time to understand the impacts of this Special Exception request.

Ms. Jacqueline M. Coogan, Marshall District resident, stated that this does not affect her property, however she is concerned that this application proposes a reduction of open space.

Mr. Tom Basham, applicant's engineer, explained that this request will not impact neighboring properties and will eliminate the potential for four new lots.

In that there were no further speakers, Mr. Bob Lee 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 conditions:

**MONTGOMERY PROPERTY**  
**SPEX-14-001645**

1. This 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 titled “Special Exception Plat/Subdivision Plat of the Property of Montgomery,” stamped August 18, 2014, and approved with the application, except as modified by these development conditions.
2. Proposed Parcel 49-1-B shall be deed restricted from further subdivision. The deed restriction shall be noted on the subdivision plat and recorded with the plat.
3. A deed of non-common open space for Proposed Parcel 49-1-A shall be recorded with the subdivision plat.
4. The entrance on Leeds Manor Road (Rt. 688) to Proposed Parcel 49-1-B shall meet all Virginia Department of Transportation (VDOT) requirements.

The motion carried unanimously.

4. **SPECIAL EXCEPTION – SPEX-14-001675, MSH CONSTRUCTION, INC. (OWNER)/MARK S. HOUSER (APPLICANT) – TURNBULL ESTATES** – An application for a Category 29 Special Exception to allow a waiver of the public street requirement in a residential zone. The property is located on the south side of Turnbull Road, Marshall District. (PIN 6962-66-1034-000 and 6962-56-5521-000) (Marie Scheetz, Staff)

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

Mr. Bob Lee opened the public hearing.

Mr. Leo Mosely, Jr., Marshall District resident, shared his concern for the current condition of Turnbull Road and the impacts that more residents will have on it.

Mr. Mark Houser, applicant, agreed with the previous speaker that the state maintained portion of Turnbull Road is in poor condition. Mr. Houser stated that he will build a first class private road for the lots he is developing.

In that there were no further speakers, Mr. Bob Lee 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 conditions:

**TURNBULL ESTATES**  
**SPEX-14-000800**

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 Special Exception Plat titled “Special Exception Plan Private Road for Turnbull Estates,” dated August 15, 2014 and received by the Fauquier County Department of Community Development on August 21, 2014, except as modified by these development conditions.
2. The four (4) proposed lots on the Residue Lot, PIN 6962-66-1034-000, (Lots 2, 3, 4, and 5) and the 2.5-acre lot, PIN 6962-56-5521-000, shall be deed restricted from further subdivision. The deed restriction shall be noted on the plat and recorded with the deed of subdivision.
3. The four (4) proposed dwelling units on the Residue Lot, PIN 6962-66-1034-000, and one (1) proposed dwelling unit on the 2.5-acre lot, PIN 6962-56-5521-000, shall be restricted from access onto Turnbull Road (Route 683). These five (5) lots shall be required to access the proposed private street.
4. The applicant shall construct within a 50-foot wide ingress/egress easement, a Type III private gravel street that is twenty (20) feet wide with a minimum of one (1) foot gravel shoulders on either side for a total gravel surface width of twenty-two (22) feet. The gravel road shall consist of a four (4) inch minimum base of uniformly sized crushed concrete not to exceed one and a half (1.5) to two (2) inches in diameter and covered with a layer of 21A gravel at a minimum depth of two (2) to three (3) inches. The gravel shoulders shall be a minimum depth of four (4) inches.
5. The applicant shall install a turnaround to accommodate fire apparatus prior to the issuance of the Certificates of Occupancy for Lots 2, 3, 4, and 5. The turnaround shall be designed in conformance with the Virginia Statewide Fire Prevention Code.
6. The proposed entrance on Turnbull Road (Route 683) shall meet all Virginia Department of Transportation (VDOT) requirements.
7. The driveways and entrances shall be designed and constructed to minimize, to the greatest extent practical, the amount of surface runoff exiting to or entering from the adjacent street through the entrance.
8. The applicant shall provide a street sign and stop sign at the intersection of the proposed private street and Turnbull Road (Route 683) prior to the issuance of a Certificates of Occupancy for Lots 2, 3, 4, or 5, whichever is constructed first. The street signs and stop sign shall be in accordance with the Manual on Uniform Traffic Control Devices (MUTCD).
9. The applicant shall prepare a Private Street Maintenance Agreement to include Lots 2, 3, 4, 5, and the existing 2.5-acre lot. The agreement shall provide for the following:
  - Repair, maintenance and improvement of the proposed private street;

- Access for emergency vehicles and maintenance vehicles;
- The provision, installation, and maintenance of all required signs on the private street;
- Snow removal; and
- Mowing.

The agreement shall be recorded with the final plat.

The motion carried unanimously.

5. **SPECIAL EXCEPTION – SPEX-14-001713 – VIRGINIA ELECTRIC & POWER COMPANY (OWNER)/VERIZON WIRELESS (APPLICANT) – MORRISVILLE VERIZON FORT WORTH TELECOMMUNICATIONS TOWER** – An application for a Category 20 Special Exception to construct a one hundred twenty-five (125) foot monopole tower within an existing electrical transmission tower and associated equipment compound. The property is located at 12723 Shipp's Store Road, Lee District. (PIN 7806-96-0467-000) (Wendy Wheatcraft, Staff)

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

Mr. Bob Lee opened the public hearing.

Mr. Frank Stearns, applicant's representative, stated that there is a need in the area for service and that the applicant does not object to the revised condition.

In that there were no further speakers, Mr. Bob Lee closed the public hearing.

On motion made by Mr. John Meadows 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:

**MORRISVILLE VERIZON TOWER  
SPEX-14-001713**

1. This Special Exception is granted only for the purpose(s), structure(s) and/or uses indicated on the Special Exception Plat "Verizon Wireless Morrisville Cellular Communications Fort Worth Tower" dated July 14, 2014, and received in the Planning Office on August 27, 2014 as approved with this application and as modified by the associated Conditions below.
2. The applicant shall conform to all Federal Communication Commission (FCC) regulations and obtain all necessary FCC and Federal Aviation Administration (FAA) approvals. The applicant shall provide a stronger FCC compliance statement signed by the appropriate Verizon staff person at the time of the first Site Plan application submission.



3. The applicant shall be permitted to install a ~~100-watt~~ security light, **not to exceed 100 watts or its equivalent**, at the equipment shelter. The applicant shall add details of the proposed security light with the first submission of Site Plan application, along with an explanation of how the light meets the requirements of Article 9 of the Zoning Ordinance.
4. The applicant shall record the access easement prior to release of the Site Plan.
5. Landscaping requirements outlined in Sections 11-103.3 and 11-103.2 of the Zoning Ordinance are waived for this project.
6. The tower height, including the height of all antennas, shall be no more than 125 feet above mean sea level (AMSL).

The motion carried unanimously.

6. **SPECIAL EXCEPTION – SPEX-14-001736 – THE ATOKA PRESERVATION SOCIETY, INC. (OWNER/APPLICANT) – THE CALEB RECTOR HOUSE** – An application for a Category 7 Special Exception to allow the adaptive reuse of a historic structure for an office and residence. The property is located at 1461 Atoka Road, Scott District. (PIN 6073-98-4998-000) (Holly Meade, Staff)

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

Mr. Bob Lee opened the public hearing.

In that there were no speakers, Mr. Bob Lee closed the public hearing.

On motion made by Ms. Adrienne Garreau 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 conditions:

**THE CALEB RECTOR HOUSE  
SPEX-14-001736**

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 application materials, except as modified by these conditions.
2. An approved site plan shall be required.
3. The adaptive re-use is approved for an office on the first floor and an apartment on the second floor of the historic structure.

4. Regular office hours shall be limited to Mondays through Friday from 8:30 a.m. to 5:00 p.m.
5. Applicant shall provide a statement from the Virginia Department of Health indicating that the septic system and well are suitable for the proposed use prior to release of the site plan.
6. No proposed alteration to the structure containing the adaptive uses shall materially alter the exterior appearance of the structure from its historical appearance.
7. Any addition or new freestanding floor space associated with the adaptive uses shall require an amendment to this Special Exception.
8. No goods or items associated with the adaptive use shall be displayed or stored outdoors.
9. All activities permitted hereunder, and the structure or structures in which they are conducted, shall be subject to all applicable building code regulations, as well as applicable regulations promulgated by the Virginia Departments of Health and Transportation. This shall be demonstrated prior to release of the site plan.
10. All signs, permanent and temporary, shall require applicable permits from the Zoning Office.

The motion carried unanimously.

In that there was no further business, the meeting was adjourned at 7:20 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**