

**MINUTES OF
FAUQUIER COUNTY PLANNING COMMISSION
MARCH 31, 2011**

**Work Session
10:00 a.m.
Warren Green Building
Second Floor Conference Room
10 Hotel Street, Warrenton, Virginia**

The Fauquier County Planning Commission held a Work Session on Thursday, March 31, 2011, beginning at 10:00 a.m., in the Warren Green Building, Second Floor Conference Room, Warrenton, Virginia. Members present were Mr. Ken Alm, Chairperson; Ms. Ann McCarty, Vice-Chairperson, Ms. Adrienne Garreau, Secretary, Mr. John Meadows, and Mr. Jim Stone. Also present were Mrs. Tracy Gallehr, Mr. Rick Carr, Mrs. Kimberley Fogle, Mrs. Susan Eddy, Ms. Kimberley Johnson, Mr. Andrew Hushour, Ms. Kimberly Abe, Ms. Kristen Slawter, Ms. Holly Meade, Ms. Cynthia Porter-Johnson, Ms. Sandra O'Connell, and Mr. Jim Sawyer.

Zoning Ordinance Text Amendment to Article 8 Related to Signs

Mr. Hushour reviewed updates to the proposed text amendment.

SPEX11-CT-005 – Robert J. Breeden (Owner/Applicant) – Stonehill

Mrs. Eddy reviewed the proposal.

SPEX11-CR-006 – Opal Investments, LLC (Owner)/Wayne L. Houston (Applicant) – ASAP Paving

Ms. Meade reviewed the proposal.

SPEX11-MA-003 – Marriott Ranch Properties, Inc. (Owner/Applicant) – Marriott Ranch

Mrs. Eddy reviewed the proposal.

Arrington Applications

Ms. Meade reviewed the proposal.

Zoning Ordinance Text Amendment to Sections 3-317, 5-1700, and 15-300 to Add Composting Facility for Vegetative and Food Waste as a Specific Use Under the General Industrial Category Allowed in the I-1 and I-2 Districts with Approval of a Special Exception and Site Plan

Ms. Johnson reviewed the proposed text amendment.

Zoning Ordinance Text Amendment to Section 15-300 to Establish a Definition of a Livestock Exchange

Mr. Hushour reviewed the proposed text amendment.

Zoning Ordinance Text Amendment to Add Sections 3-332 and 5-3200 and Amend Section 10-103 to Establish a Special Exception Process to Legalize Non-Permitted Uses

Ms. Johnson reviewed the proposed text amendment.

Planning Commissioners' Time – Strategic Planning

Mr. Alm led the discussion.

APPROVAL OF MINUTES – February 24, 2011 and March 7, 2011

Planning Commissioners discussed the February 24, 2011 and March 7, 2011 minutes.

BOARD OF ZONING APPEALS AGENDA

Mrs. Eddy stated that the April 7, 2011 Board of Zoning Appeals meeting has been cancelled.

TRANSPORTATION COMMITTEE AGENDA

Planning Commissioners discussed the Transportation Committee agenda.

A RESOLUTION RECOMMENDING THAT THE FAUQUIER COUNTY BOARD OF SUPERVISORS ADDRESS THE ISSUE OF VIRGINIA DEPARTMENT OF TRANSPORTATION REDUNDANT SIGNS, UNNECESSARY SIGNS AND SIGN CONSOLIDATION

Planning Commissioners discussed this resolution, which was adopted by the Board of Supervisors on March 10, 2011.

A RESOLUTION IN SUPPORT OF THE SAFE ROUTES TO SCHOOLS PROGRAM AT CEDAR LEE MIDDLE SCHOOL

Mrs. Eddy reviewed the proposed resolution of endorsement.

On motion made by Mr. Alm and seconded by Mr. Stone, it was moved to adopt this resolution, a copy of which is attached to and made part of these official minutes.

The motion carried unanimously.

The meeting was adjourned at 4:30 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, March 31, 2011, beginning at 6:30 p.m. in the Warren Green Meeting Room, 10 Hotel Street, Warrenton, Virginia. Members present were Mr. Ken Alm, Chairman; Ms. Ann McCarty, Vice-Chairperson; Ms. Adrienne Garreau, Secretary; Mr. John Meadows and Mr. Jim Stone. Also present were Mrs. Tracy Gallehr, Mr. Rick Carr, Mrs. Susan Eddy, Mr. Andrew Hushour, Ms. Holly Meade and Mrs. Rebecca Kellert.

1. **APPROVAL OF MINUTES** – February 24, 2011 and March 7, 2011

On motion made by Ms. Garreau and seconded by Mr. Stone, it was moved to approve the February 24, 2011 and March 7, 2011 minutes.

The motion carried 4-0, as follows:

AYES: Mr. Alm, Ms. Garreau, Mr. Meadows, Mr. Stone

NAYS: None

ABSTENTION: Ms. McCarty

ABSENT: None

2. **PROPOSED TEXT AMENDMENTS TO THE ZONING AND SUBDIVISION ORDINANCES, THE FAUQUIER COUNTY CODE AND THE COMPREHENSIVE PLAN**

- Zoning Ordinance Text Amendment to add Sections 3-332 and 5-3200 and amend Section 10-103 to establish a Special Exception process to legalize non-permitted uses. (Kimberley Johnson, Staff)

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

On motion made by Mr. Alm and seconded by Ms. McCarty, it was moved to forward this item, excluding Section 5-3201, to the Board of Supervisors with a recommendation of approval.

Mr. Meadows and Mr. Stone stated that they would have preferred to have Section 5-3201 included in the recommendation of approval.

The motion carried unanimously.

3. **BOARD OF ZONING APPEALS AGENDA**

No comment.

4. **TRANSPORTATION COMMITTEE AGENDA**

Ms. Garreau stated that the Board of Supervisors will consider the Secondary Six-Year Plan at its next regularly scheduled meeting on April 14, 2011.

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

5. **ANNOUNCEMENTS**

No announcements.

6. **CITIZENS' TIME**

No one spoke.

7. **PROPOSED TEXT AMENDMENTS TO THE ZONING AND SUBDIVISION ORDINANCES, THE FAUQUIER COUNTY CODE AND THE COMPREHENSIVE PLAN**

- a. Zoning Ordinance Text Amendment to Section 15-300 to establish a definition of a livestock exchange. (Andrew Hushour, Staff)

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

Mr. Alm opened the public hearing.

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

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

The motion carried unanimously.

- b. Zoning Ordinance Text Amendment to Sections 3-317, 5-1700, and 15-300 to Add Composting Facility for Vegetative and Food Waste as a Specific Use Under the General Industrial Category Allowed in the I-1 and I-2 Districts with Approval of a Special Exception and Site Plan. (Kimberley Johnson, Staff)

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

Mr. Denton Baldwin, Marshall District, spoke in support of this proposed text amendment, stating that this recycling effort would be good for the environment.

Mr. Fred Smith, Scott District, stated that he is in favor of this proposal, which would be positive for the County.

Ms. Ashlea Smith, Scott District, stated that she is in favor. She stated that this is an environmentally friendly type of business that she would welcome in the County.

Ms. Mary Coddington, Scott District, spoke in support, stating that this would benefit the local farm wineries and others.

Mr. Richard Owens, Scott District, stated that he is in favor because of the importance of recycling now and possibly providing resources for fuel in the future.

Mr. Paul Bernard, Marshall District, spoke in support of this proposed text amendment, stating that composting facilities would benefit the County.

Ms. Heeral Bhalala, Fairfax, stated that she is in favor. She stated that composting can be done locally and a lot of businesses in northern Virginia could benefit from this type of business.

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

On motion made by Ms. McCarty and seconded by Ms. Garreau, 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.

- c. Zoning Ordinance Text Amendment to Article 8 related to signs. (Andrew Hushour, Staff)

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

Mr. Alm opened the public hearing.

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

Ms. McCarty thanked Mr. Hushour for all his hard work on this proposed text amendment.

Mr. Meadows stated that while there are portions of this proposed text amendment that he does not agree with, it is better than the current regulations.

On motion made by Mr. Alm and seconded by Ms. Garreau, it was moved to forward this item, with the exception of the Pattern Book (Appendix D), which is still being revised, to the Board of Supervisors with a recommendation of approval.

The motion carried unanimously.

8. **SPECIAL EXCEPTIONS**

- a. **SPEX11-MA-003 – Marriott Ranch Properties, Inc. (Owner/Applicant) – Marriott Ranch** – An application to amend and extend Category 9 Special Exceptions for Class “B” and Class “C” events; hunting preserve; firing range, skeet or trap shooting facility; and a resort. The property is located at 5219 Marriott Lane, 4437 Fiery Run Road (Route 726), and the north and south sides of Hume Road (Route 635), Marshall District. (PIN #6908-83-3361-000, 6919-15-9657-000, 6917-47-0965-000, and 6918-55-8536-000) (Melissa Dargis, Staff)

Mrs. Eddy reviewed the staff report, a copy of which is attached to and made part of these official minutes.

Mr. Alm opened the public hearing.

Mr. Lanier Cate, applicant, spoke in support of the application and offered to answer any questions.

Mr. Joe Moore, Center District, spoke in opposition to the granting of this special exception, stating that there are enough hunting facilities throughout the state.

Ms. Mary Horng, Luray, inquired about the water supply and stated that it should be monitored.

Mr. Lanier Cate, applicant, stated that their water is tested on a quarterly basis in compliance with Health Department requirements.

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

On motion made by Ms. McCarty and seconded by Mr. Stone, it was moved to forward this item to the Board of Supervisors with a recommendation of approval, subject to the following amended conditions:

Updated Draft Conditions – March 31, 2011

Marriott Ranch: SPEX11-MA-003 – Draft Special Exception Conditions

1. The Special Exception is granted for and runs with the land indicated in this application and is not transferable to other land; it is granted only for the purpose(s), and/or uses indicated on the Special Exception plat and approved with the application, as qualified by these development conditions and Exhibit 1 (use locations and Manor House Complex plat prepared by James H. Harris and Associates and dated 2/28/96).

2. This Special Exception shall be granted for a period of **five (5) years** from the date of Board of Supervisors approval. **At the end of the five years, the applicant may seek two (2) two-year administrative renewals.**

3. Approved uses shall be limited to the following:

- resort (60 seat restaurant and 10 guest rooms);
- weddings, wedding receptions, and social events;
- company, corporate or organization picnic and barbecues;
- corporate retreats;
- trail rides with catered meals;
- youth group camping;
- weekday educational programs for youth (i.e., agricultural and historical);

- equestrian events (cutting horse competitions and clinics at the Arena site);
- clay target shooting;
- firing range to sight weapons prior to hunting;
- hunting; and
- bird hunting preserve.

Uses other than these shall be allowed only upon approval by the Board of Supervisors or Board of Zoning Appeals for individual special exceptions or special permits. Events may be conducted either for profit or for charitable or community service organizations.

4. The resort may operate year round and shall be limited to 10 guest rooms and a restaurant with a maximum of 60 seats; it shall operate in the location shown on the Special Exception plat (on PIN 6908-83-3361) and is limited to the existing Manor House complex that consists of:

- James Marshall Manor House – four (4) guest rooms;
- Manor House Annex (carriage rooms) – three (3) guest rooms;
- Baroness Cottage – three (3) guest rooms (entire cottage may be rented).

5. The resort parcel, PIN 6908-83-3361, shall be fenced or clearly marked to prevent inadvertent trespassing.

6. Special events may occur in the following areas (see Exhibit 1 for map):

- Pavilion - located behind the Manor House and used for outdoor events such as picnics, barbeques and weddings;
- Clay target shooting sites – located between the Manor House parking area and arena and in Western Town;
- Arena – outdoor activities and equestrian activities;
- Western Town – outdoor events such as picnics/barbeques may take place here;
- Trail Ride Barn and meeting room, 4435 Fiery Run Road – rides start at this location and traverse the surrounding property and a meeting room is available;
- Camping – Rappahannock River camp site and Trail Ride camp site locations;
- Bird Hunting Preserve – 3 designated preserve areas;
- Shooting range – limited use for sighting weapons prior to hunting; and
- Manor House and Manor House lawn.

7. Structures on the site for commercial use shall be limited to those existing; (see Exhibit 1); this provision does not apply to structures related to farm use.

8. A dry hydrant shall be maintained at the existing pond, located at the main entrance, and shall be accessible to the Fire Department at all times.

9. Youth group camping shall be limited to 200 campers at any one time on the Marriott Ranch property; the use may be conducted at the two (2) designated

camping sites (located along the Rappahannock River and off Route 726 near the Trail Ride Barn).

10. There may be up to three (3) events per year that have between 500 and 2,000 attendees; During such events, no other events will be allowed on-site, with the exception that youth group campers will be allowed on the opposite side of Hume Road (Route 635). For example, if the event is south of Hume Road, campers will be allowed north of Hume Road.

11. There shall be no limit on the number of events per week with **74 or fewer attendees**;

12. There may be up to five (5) events per week that have between **75 and 499 attendees**; however, the cumulative weekly **total of attendees for such events shall not exceed 1000**. Youth group campers shall not count towards this total if they are camping on the opposite side of Hume Road (Route 635). For example, if the event is south of Hume Road, the campers will not count if they are camping north of Hume Road.

13. Marriott Ranch shall maintain event and attendance records and shall submit a report to the Zoning Administrator each month between April and November. This report shall include types of events and number in attendance.

14. Outdoor events such as weddings, receptions, picnics or barbeques shall only be conducted from April 1 through November 30 in any calendar year.

15. With the exception of catered trail rides and charitable events, none of the events permitted under this special exception shall be open to the general public.

16. With the exception of the resort and overnight camping activities, the hours of operation for events shall be limited to the hours of 8:00 a.m. to 11:00 p.m.

17. Amplified music or sound shall only be allowed at the following locations: Manor House, Pavilion, Arena and Western Town.

18. Amplified music or sound shall only be conducted between 12:00 noon and 10:00 p.m. at the Manor House, Pavilion **and Arena**, and between 12:00 noon and 11:00 p.m. at Western Town.

19. At events with **1,000 or more attendees** per day, the applicant shall employ, and have continuously on the premises, a private emergency medical technician.

20. At events with **500 or more attendees**, the applicant shall employ the appropriate number of persons necessary to facilitate the parking of vehicles and employ security personnel as are determined to be acceptable to the Zoning Administrator in consultation with the Fauquier County Sheriff's Office for control of those in attendance.

21. Fire extinguishers, meeting state and federal standards, shall be provided at all event sites.
22. All grass areas used for parking shall be mowed and maintained so as to minimize the risk of vehicle and field fires.
23. The applicant shall require its employees and all invitees to strictly comply with State burning laws and copies of such laws shall be posted at the designated camp sites and at other appropriate places.
24. The applicant shall conform at all times to County Health Department regulations regarding sanitary sewerage facilities, privies, food service, hand washing facilities and wells.
25. Noise emissions cannot exceed 45 decibels at an adjacent property line.
26. Outdoor events with amplified music or sound shall employ noise attenuation devices.
27. The amplified sound system at The Arena shall be placed in use no more than 6 times in any calendar year and shall use directional speakers.
28. All regular and contract employees shall be informed of the sound emissions limitations and shall be required to conform to same. A decibel metering system shall be utilized at all events with amplified sound.
29. The applicant shall have event flagmen on Route 635 for any event that will generate more than 500 attendees per day.
30. The applicant shall regularly, and no less than monthly, police both sides of the highway right-of-way and remove all litter and foreign materials along the applicant's entire frontage on Route 635.
31. The bird hunting preserve, clay target shooting and firing range shall operate in accord with applicable state and local regulations and shall only be available to individuals/groups who are already guests of Marriott Ranch.
32. Clay target shooting may occur any month during the year, but shall not be allowed on Sunday at the Pavilion location.
33. The locations for clay target shooting shall be located in the open field behind the James Marshall Manor House, near the arena (northern end) and in Western Town.
34. A firing range may be located on Marriott Ranch, in the location designated on the Special Exception plat.

35. When used for commercial purposes, the firing range shall be limited in use for guests of Marriott Ranch to sight weapons immediately prior to and during deer hunting season.

36. No bird hunting is allowed within 100 yards of a property line.

37. All hunters shall be accompanied by Marriott Ranch employees or agents.

38. No lead shot shall be used in any FEMA 100-year floodplain.

39. As part of any application for a new Special Exception in nine years, the applicant shall provide soil samples showing the level of lead in the soil taken from all area where lead shot has been fired over the preceding nine years.

40. The bird hunting preserve areas shall be allowed to operate January 1 through April 15; and may operate daily between the hours of 9:00 a.m. and 4:00 p.m., but shall not be allowed on Sunday.

41. The bird hunting preserve areas shall be limited to the following three locations as shown on the Special Exception plat:

- Preserve Area 1: This site is located approximately 3/10 of a mile southwest from the Marriott Ranch Trail Ride Barn and 3/10 of a mile northeast from Fiery Run Road (Route 726).
- Preserve Area 2: This site is located approximately 1.1 miles east from Hume Road (Route 635) in an area known as "Paradise Valley" on Marriott Ranch and is north of The Dell property line by approximately 2/10 of a mile.
- Preserve Area 3: This site is located approximately 4/10 of a mile north of Hume Road (Route 635) directly across from the Cooper property driveway. (See Exhibit A for the Special Exception Plat/map of these areas.)

42. Bird hunting preserve areas shall be limited to bird hunting and the use of no greater than a 12 gauge shotgun.

43. No more than six (6) bird hunters at any one time shall use the three designated bird hunting preserve areas.

44. To the maximum extent practicable, bird hunting within the designated bird hunting preserve areas shall be confined to the hollows or low areas.

45. A 100-yard buffer zone, for safety, shall be provided and maintained around the perimeter of the designated bird hunting preserve areas. Only Marriott Ranch employees or agents (without guns) shall be permitted to enter the safety zone to retrieve downed game.

46. The border between the bird hunting preserve areas and the 100-yard buffer area shall be adequately designated and posted with brightly colored signs to indicate the area is a hunting preserve/no trespassing.

47. Commercial hunting for grown or stocked game outside the designated bird hunting preserve areas is prohibited.

48. The applicant shall submit, to the Zoning Administrator, its permit annually with Virginia Department of Game and Inland Fisheries for release of non-native game for its hunting preserve.

49. Birds released in the bird hunting preserve areas that are prepared for human consumption on Marriott Ranch shall meet Virginia Department of Health standards and be "pen raised" birds obtained from an approved source which is inspected and certified by the USDA or Virginia Department of Agriculture and Consumer Services. The applicant shall be responsible for collecting and maintaining copies of any applicable health records and/or facility certifications, and shall grant access to the Zoning Administrator to review upon request.

The motion carried unanimously.

- b. **SPEX11-CT-005 – Robert J. Breeden (Owner/Applicant) – Stonehill** – An application for a Category 21 Special Exception to allow for a personal airstrip. The property is located at 7352 Moffett Drive, Center District. (PIN #6985-13-3513-000) (Melissa Dargis, Staff)

Mrs. Eddy reviewed the staff report, a copy of which is attached to and made part of these official minutes.

Mr. Alm opened the public hearing.

Mr. Robert Breeden, applicant, stated that the original airplane muffler has been replaced with one that is quieter to alleviate noise concerns. He also stated that he owns a 54-acre parcel on Heddings Road, where he has operated an airstrip with no complaints from his neighbors.

Ms. Cindy Rohls, Center District, stated that she is opposed. She expressed concern about noise levels and a possible decline in property values.

Mr. Ken Lisbeth, Center District, stated that he is opposed due to concerns about safety, with two schools and the town limits being so close to the proposed airstrip.

Ms. Hope Porter, Center District, expressed concern about the possible contamination of drinking water because of the reservoir's close proximity to the proposed airstrip.

Mr. John Sylvester, Center District, stated that he is opposed due to concerns about safety, noise levels, and the reservoir.

Ms. Patty Milligan, Middleburg, stated that the applicant has landed his plane on her farm when she was inside her house and she did not hear the plane. She also stated that there are other planes flying in the area, not just the applicant.

Mr. Larry Knutsen, Center District, expressed concern about noise levels.

Mr. Joe Moore, Center District, stated that he is opposed because of the noise level of the plane and safety issues.

Mr. Mark Rohrbaugh, Scott District, stated that he is in favor. He stated that he has flown with the applicant and his son and was very impressed with their knowledge of flying and the measures taken to ensure safety.

Ms. Nancy McDonald, Center District, stated that she is concerned about the safety of the two schools located near the proposed airstrip.

Mr. David Couk, Jr., Center District, spoke in support of this proposal and noted that noise from the highway is more of an issue than that of a plane flying overhead.

Ms. Mary Horng, Luray, stated that she owns property near the site and expressed concern about safety, especially with two schools being so close to the proposed airstrip.

Ms. Ann Engel, Center District, stated that she is opposed. She expressed concern about the noise and would like the applicant to use one of the existing local airstrips.

Mr. Scott Freeman, Center District, stated that he is in favor. He stated that he is more concerned with noise from the highway and hunting in the area.

Mr. Kirk Wicker, Flying Circus, stated that he has known the applicant for over 20 years and he is a skilled pilot.

Mr. Ronald Borta, Center District, stated that he is in favor. He stated that his property surrounds the proposed site and he has no issue with having an airstrip at this location.

Mr. Darren Gazes, Center District, stated that he is in favor and is more concerned about truck noise from the highway.

Mr. Bobby Breeden, Center District, stated that he is the applicant's son and they will not fly in bad weather or at night. He also stated that their airplane is one of the safest around.

Mr. Robert Engle, Center District, stated that he is concerned about safety.

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

On motion made by Mr. Alm and seconded by Ms. Garreau, it was moved to postpone action on this item until the next regularly scheduled meeting, with the public hearing closed, to allow for a site visit.

The motion carried unanimously.

- c. **SPEX11-CR-006 – Opal Investments, LLC (Owner)/Wayne L. Houston (Applicant) – ASAP Paving** – An application to allow signage other than that permitted by-right. The property is located at 9475 James Madison Highway (Routes 15/17/29), Cedar Run District. (PIN #6981-21-3653-000) (Holly Meade, Staff)

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

Mr. Alm opened the public hearing.

Ms. Jennifer Moore, representative, reviewed the proposal and offered to answer any questions.

Mr. Wayne Houston, applicant, spoke in support of this application.

Ms. Garreau stated that she could not support this application since the sign and its location are not consistent with what the County approved.

Ms. McCarty concurred with Ms. Garreau's statement.

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

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

1. The Special Exception shall be in conformance with the "Special Exception Plat (Electronic Sign)" prepared by DRH Group dated October 15, 2010 and signed by Curt Crouch on February 3, 2011.
2. The ASAP Paving sign shall be modified within three months of Board of Supervisors' approval to permit no more than thirty-six (36) inches between the two faces of the sign and a sign no more than sixteen (16) feet in height.
3. The ASAP Paving sign shall not be permitted to change more than two (2) times in a 24 hour period for the purpose of advertising separate, on-site

tenants only. If only one tenant occupies the site, no change in sign content or copy shall be allowed.

4. All digital content of the ASAP Paving sign shall be static and animated sequences and/or images shall be prohibited.
5. The Special Exception shall be granted for a ten year period.

The motion carried 3-2, as follows:

AYES: Mr. Alm, Mr. Meadows, Mr. Stone

NAYS: Ms. McCarty, Ms. Garreau

ABSTENTION: None

ABSENT: None

In that there was no further business, the meeting was adjourned at 8:40 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.