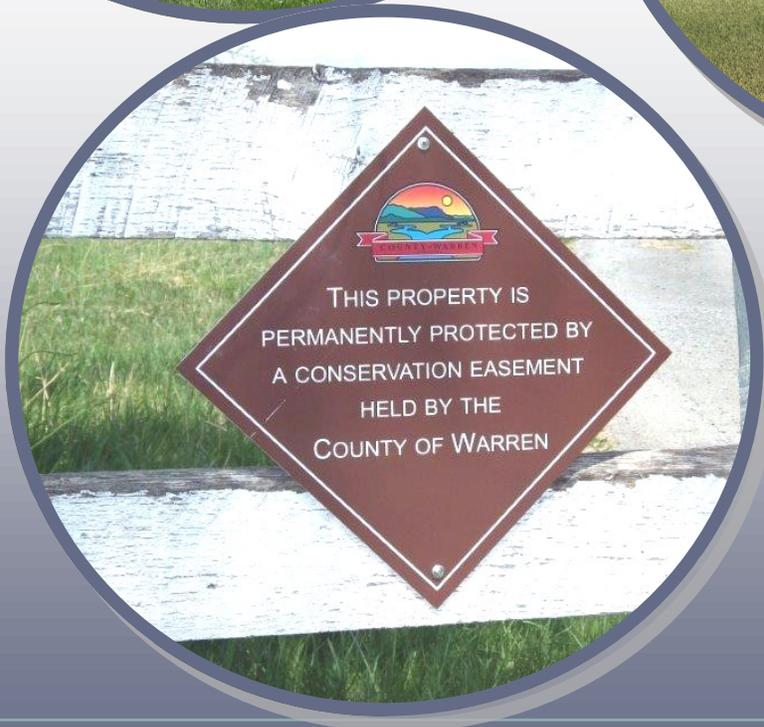


Warren County
Planning Commission
Annual Report—2018



Planning Commission Members:

Scott Stickley, Chairman
Robert Myers, Vice-Chairman
Hugh Henry
Ralph Rinaldi
Lorraine Smelser

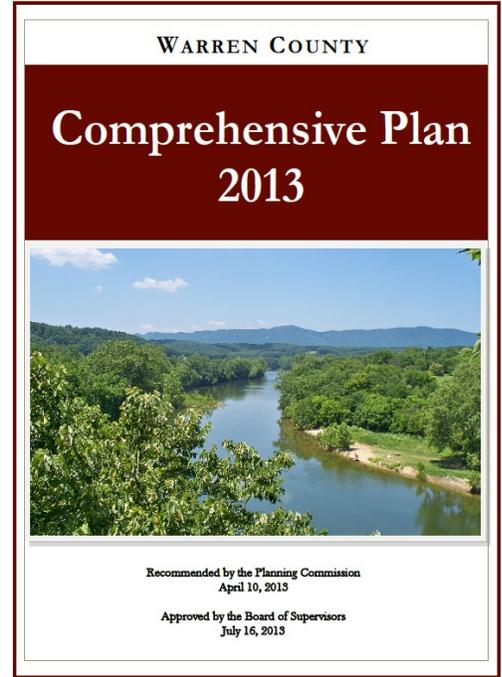
Planning Staff Members:

Taryn Logan, Planning Director
Matt Wendling, Planner II
Joe Petty, Zoning Officer
Emma Rusnak, GIS Technician
Cindy Kokernak, Administrative Assistant

Warren County Planning Commission Annual Report - 2018

INTRODUCTION

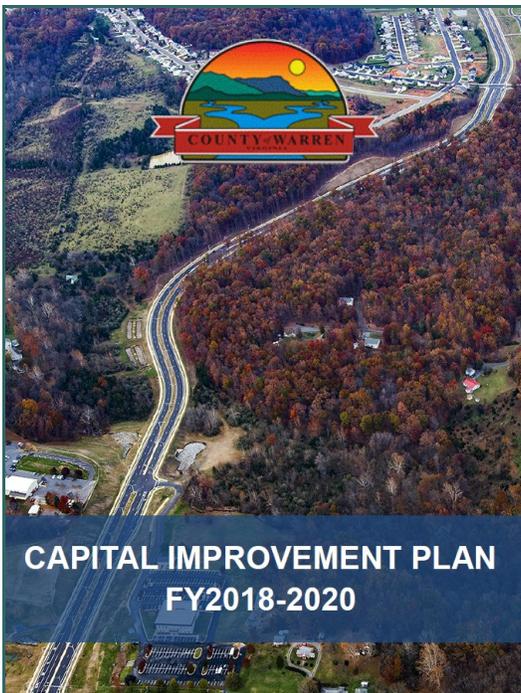
The Warren County Planning Commission is composed of five members, one member from each of the County's five magisterial districts. Each member is appointed by the Board of Supervisors for a four-year term which runs consecutive with the Board member from their respective District. A main responsibility of the Planning Commission is the development of the County's Comprehensive Plan. The Comprehensive Plan is a long-range plan intended to guide the growth and development of a community. The Code of Virginia states that every county must have an adopted plan, which must be reviewed at least once every five years. The plan is divided into seven chapters and addresses the following topics: history/regional setting, growth trends, natural resources, growth management/land use, community facilities, economic development, and infrastructure. The latest plan was adopted by the Board of Supervisors in July 2013. Review of the Strategic Vision took place in 2018.



The Commission is assisted by the Planning Department staff in developing ordinance revisions and in making recommendations to the Board of Supervisors for proposed

amendments. The Commission is also charged with the review of development applications for conformance with the County's Zoning and Subdivision Ordinances. This involves the review of conditional use permits, rezonings, and site plans, as well as addressing other planning issues facing the community. In most instances, a recommendation is then made to the Board of Supervisors on the specific issue. The Board then makes the final decision whether to approve or deny the request.

The Planning Commission meets regularly on the second Wednesday of each month at 7:00 p.m. in the Warren County Government Center. Informal work sessions are also called from time to time to work on issues before the Commission. The Commission also conducts site visits prior to each monthly meeting to the properties that will be discussed as part of its meeting agenda.



2018 MEETING SCHEDULE

Regular Meetings		Work Sessions
1/10/2018	7/11/2018	9/13/2018
2/14/2018	8/8/2018	12/12/2018
3/14/2018	9/12/2018	
4/11/2018	10/10/2018	
5/9/2018	11/14/2018	
6/13/2018	12/12/2018	

2018 PLANNING COMMISSION

Name	District	Appointment	Term Expires
Scott Stickley (Chairman)	North River	01/01/2016	12/31/2019
Robert Myers (Vice-Chairman)	Happy Creek	01/01/2010	12/31/2021
Hugh Henry	Fork	01/01/2013	12/31/2021
Ralph Rinaldi	Shenandoah	01/01/2016	12/31/2019
Lorraine Smelser	South River	01/01/2016	12/31/2019

PLANNING DEPARTMENT STAFF

Taryn Logan, AICP, Planning Director
Matt Wendling, CFM, Planner II
Joe Petty, Zoning Officer
Cindy Kokernak, Administrative Assistant
Emma Rusnak, GIS Technician

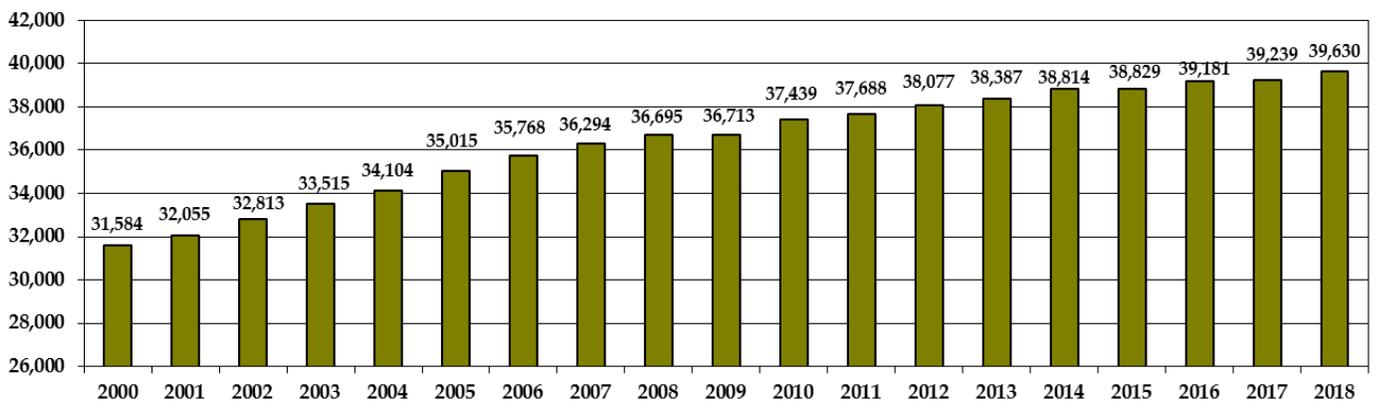


Royal Farms Convenience Store and Gas Station

POPULATION

The U. S. Census Bureau and the University of Virginia’s Weldon Cooper Center for Public Service are sources for accurate population growth information. In 2018, Warren County had an estimated population of 39,630 according to Weldon Cooper. Since 2000, the population of the County has increased by approximately 8,046 people. Since 2000, the County’s population grew at a rate of approximately 1.4% per year. The graph below shows the population estimates for Warren County since 2000.

Population 2000 - 2018



Proposed Rivermont Replacement Fire Station

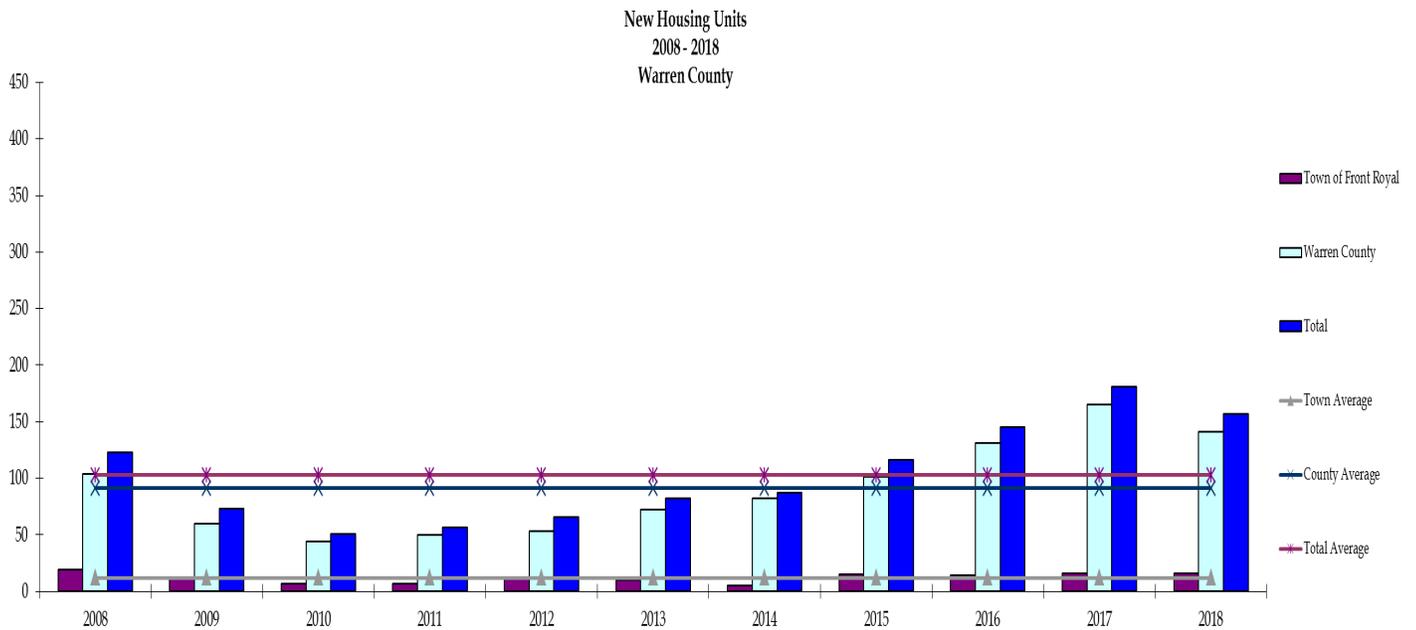


Marriott Hotel – Under Construction

BUILDING PERMITS

In 2018, Warren County issued 607 building permits totaling \$50,327,857.51 in new construction. This represents a decrease of \$26,662,801.33 from 2017. New housing unit permits totaled 157 in 2018. The eleven year total is 1,389 for an average annual increase of 126 units. The permit information in the graph below indicates this was the first year with a decrease since 2010.

New Housing Units 2008-2018



NEW RESIDENTIAL DWELLING UNITS

As mentioned, new housing unit permits totaled 157 in 2018. Sixteen (16) of these permits were issued within the Town of Front Royal limits and 141 were issued outside of the Town. The following map shows the location of these new residential dwellings in comparison to the location of new residential dwellings in 2017. The permits were spread across the County.

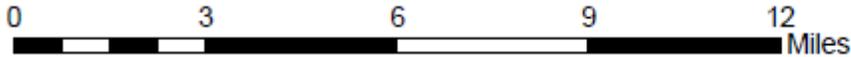
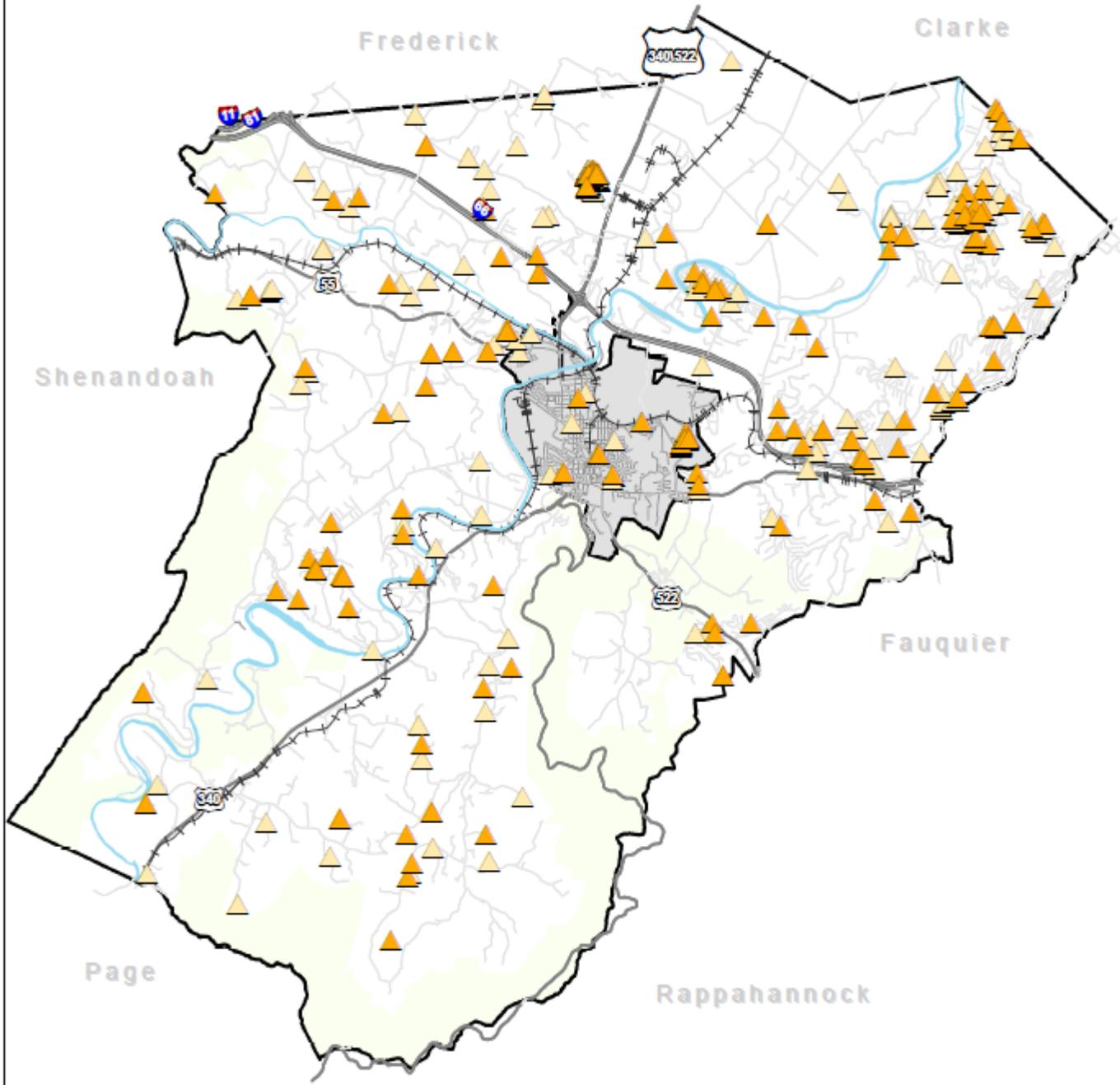


Warren County 2018 Housing Starts (Jan-Dec) 2017 Housing Starts Comparison



Legend

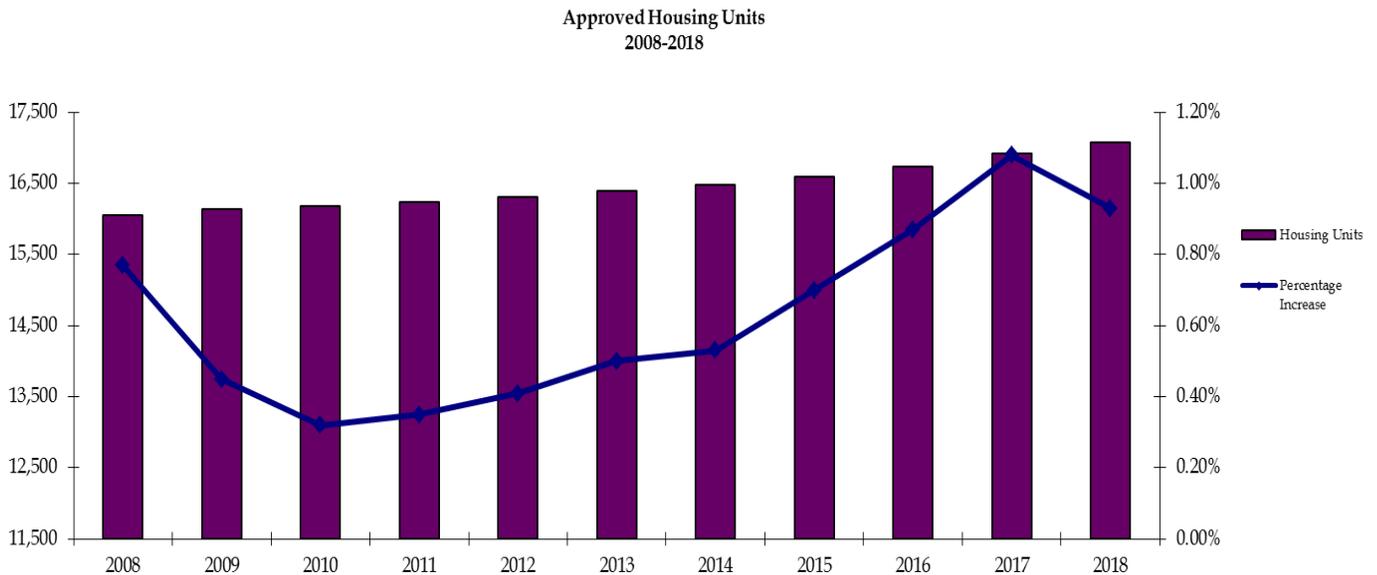
- ▲ Single Family Dwelling 2018 (155 homes)
- ▲ Single Family Dwelling 2017 (182 homes)



Map Produced by
Warren County GIS Office
Department of Planning 2019

APPROVED HOUSING UNITS

Approved housing units totaled 17,075 in the year 2018. The graph below shows the historical trend since 2008 for approved housing units in Warren County. The graph also indicates the annual percentage increase in housing units. The highest annual increase since the Planning Department began tracking the data is 2.93%, which occurred in 2004. The annual housing unit increase for 2018 was 0.93%.



SUBDIVISION ACTIVITY

Class A Subdivisions

The Planning Department approved four Class A subdivisions in 2018, creating ten new lots. Four subdivisions are currently under review.

Table 1: Class A Subdivisions

FILE#	APPLICANT	NUMBER OF LOTS	MAGISTERIAL DISTRICT
S-01-2018	Jon Mark Smith	3	South River
S-03-2018	John J. & Winifred R. Heberle, Sr.	3	North River
S-04-2018	Five Girls, LLC	2 (pending)	Fork
S-05-2018	Dale E. & Bernadette T. Forrester, Jr.	1	North River
S-06-2018	Lasta Holdings, LLC	3	Fork
S-07-2018	Five Girls, LLC	1 (pending)	Fork
S-08-2018	Jeffrey J. Vierrether, L.S.	1 (pending)	North River
S-09-2018	707 Properties, LLC	4 (pending)	North River

Class B Subdivisions

There was one (1) Class B subdivision approved in 2018, creating four (4) new lots.

Table 2: Class B Subdivisions

FILE#	APPLICANT	NUMBER OF LOTS	MAGISTERIAL
S-02-2018	Jon Mark Smith	4	South River

Class C Subdivisions

There were no Class C subdivisions applied for in 2018.

Lot Consolidations

The Planning Department approved 43 lot consolidations in 2018, consolidating 207 lots into 78 lots. The consolidations occurred mostly in the Shenandoah and Fork magisterial districts.

Boundary Line Adjustments

The Planning Department approved 24 boundary line adjustments in 2018.

Family Subdivisions

The County approved applications for eight (8) family subdivisions in 2018, creating nine (9) new lots.

Table 3: Family Subdivisions

FILE #	APPLICANT	NUMBER OF LOTS	MAGISTERIAL DISTRICT
FS-01-2018	Anthony & Kathleen Elar, Jr.	1	Happy Creek
FS-02-2018	Brenda J. Atkins	1	South River
FS-03-2018	Gregory & Wendy Bancroft	1	North River
FS-04-2018	Charles R. Hawes	1	North River
FS-05-2018	John Tutton	1	Fork
FS-06-2018	Elizabeth M. Waller	2	Happy Creek
FS-07-2018	Charles D. & Jennifer L. Harper, Sr.	1	Fork
FS-08-2018	Sean & Brenda Sue O'Reilly	1	Shenandoah

Exempt Subdivisions

The Planning Department approved six (6) exempt subdivisions creating twenty-three (23) lots in 2018. Subdivisions of lots containing 20+ acres are exempt from the Warren County Subdivision Ordinance.

Table 4: Exempt Subdivisions

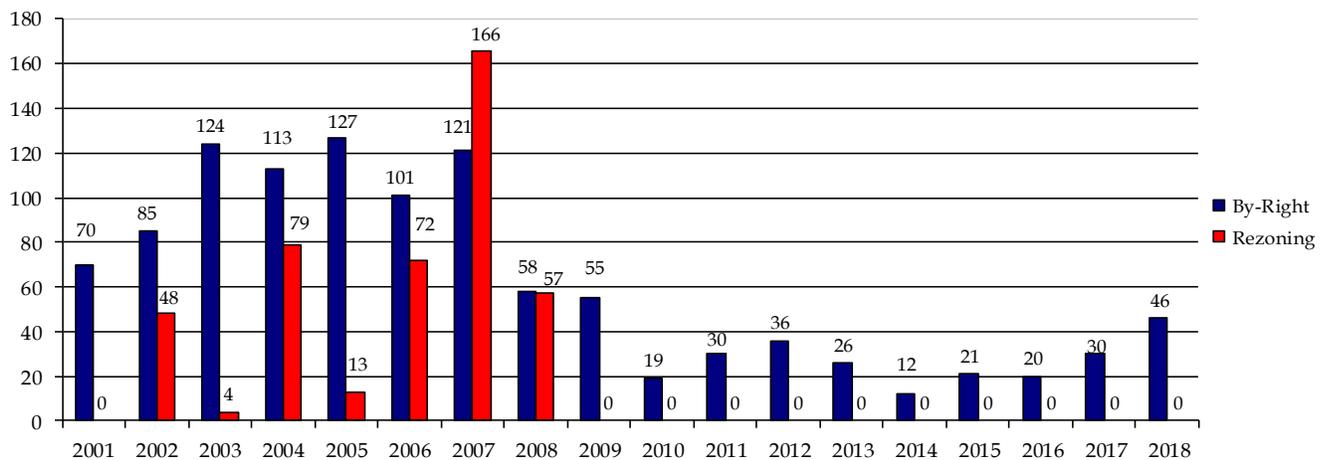
FILE #	APPLICANT	SUBDIVISION NAME	NUMBER OF LOTS	MAGISTERIAL DISTRICT
ES-01-2018	Tannis M. Warren & Patricia M. Bonner	n/a	1	Shenandoah
ES-02-2018	Jon Mark Smith & Sadie S. Smith	n/a	1	South River
ES-03-2018	Marcia L. & Fred O. Starkey, Jr.	n/a	4	Shenandoah
ES-04-2018	Three C's, Inc.	n/a	6	Shenandoah
ES-05-2018	Bowman Heirs	n/a	2	Shenandoah
ES-06-2018	Estate of Marguerite L. Browman	n/a	9	Shenandoah

BY-RIGHT LOTS VS. REZONED LOTS

Properties in the County are either subdivided “by-right” (in accordance with the subdivision laws for the current zoning) or the property is “rezoned” and lots are created under the density allowed by the approved change in zoning. The following graph shows the historical trend since 2001 for approved lots subdivided by-right or subdivided as a result of a rezoning.

The graph shows that since the year 2001, **1,048** lots have been created by-right and **439** lots were created after approved rezonings. The rezoned properties included Blue Ridge Shadows, Jackson’s Meadow, Freezeland Manor, and Mallard Place developments. The graph indicates that the majority of subdivisions in the County occur by lots being created by the density allowed in the underlying zoning district, instead of by a rezoning request.

**Lots Created By-Right and by a Rezoning
2001-2018**



SUBDIVISION VARIANCE REQUESTS

There were no subdivision variance requests in 2018.

CONDITIONAL USE PERMITS

The Board of Supervisors processed fourteen (14) new conditional use permit applications in 2018. The following is a list of the applicants and their requests:

Table 5: Conditional Use Permits

FILE #	APPLICANT	PROPOSED USE	MAGIS- TERRIAL DISTRICT	APPROVED/ DENIED
2018-01-01	Harry H. Heard	Produce Stand/Small Garden Center	South River	Approved
2018-03-01	Robert Seaman & Holly OKell	Non-Breeding Kennel	Happy Creek	Approved
2018-03-02	Cory Crowley & Kyle Duarte	Alcohol Beverage Bottling	Happy Creek	Withdrawn
2018-03-03	Sohil & Kimberly Ann Mansourimoaied	Guesthouse	South River	Approved
2018-03-04	Jeff Lehew Family LLC V	Contractor Storage Yard	North River	Approved
2018-04-01	Patricia & Bill G. Dowell, Jr.	Short-Term Tourist Rental	North River	Approved
2018-05-01	Jeffrey L. & Sondra B. Lehew	Guesthouse	North River	Approved
2018-07-01	Courtney Barnhart	Auto Repair Garage	Fork	Denied
2018-08-01	Richard & Sandra Auer	Guesthouse	Fork	Approved
2018-08-02	Thomas B. Mikulski II	Artisan/Craftsman Facility	Fork	Approved
2018-09-01	John P. Price	Commercial Nursery/ Garden Center	Happy Creek	Approved
2018-09-02	Jeff & Tomi Browne	Short-Term Tourist Rental	South River	Approved
2018-09-03	County of Warren	Rivermont Replacement Fire Station	Fork	Approved
2018-10-01	MasTec Network Solutions	Telecommunications Tower	Shenandoah	Approved

ZONING VARIANCES AND APPEALS

There were three (3) Zoning Variance requests and one (1) Zoning Appeal request in 2018.

Table 6: Zoning Variances and Appeals

FILE #	APPLICANT	REQUEST	MAGISTERIAL DISTRICT	APPROVED/DENIED
BZA 2018-03-01	Larry Himelright & Phillip Vaught	Variance	Fork	Approved
BZA2018-11-01	Timothy & April Gorman	Variance	Shenandoah	Withdrawn
BZA2018-11-02	Walter Ashcroft	Variance	Fork	Approved
BZA2018-12-01	4967 Blue Mountain, LLC	Appeal	Happy Creek	Denied

WELL AND SEPTIC VARIANCES

There were no Well and Septic Variance applications submitted in 2018.

BY-RIGHT APPROVALS

The Planning Commission and staff received six (6) by-right/site plan requests in 2018.

Table 7: By-Right and Site Plan Approvals

FILE #	APPLICANT	USE	MAGISTERIAL DISTRICT	APPROVED/DENIED
BR2018-01-01	Chick-Fil-A	Restaurant	North River	Withdrawn
BR2018-06-01	Restaurant Properties Investors II, LLC	Taco Bell	North River	Approved
BR2018-06-02	CESO, Inc.	Valvoline Quicklube	North River	Approved
BR2018-08-01	County of Warren	Rivermont Replacment Fire Station	Fork	Approved
SP2018-08-01	Christendom College	Christ the King Chapel	Shenandoah	Approved
2018-09-01	Holtzman Oil Corporation	Commuter Lot in Linden	Happy Creek	On Hold

FLOODPLAIN DETERMINATIONS

The Planning Department issued fifteen (15) floodplain determinations in 2018, one (1) substantial damage determination, one (1) floodplain land-use memo, one (1) non-floodplain determination letter, and three (3) Letters of Map Amendments (LOMA) approved by FEMA for properties located in Warren County.

Table 8: Floodplain Determinations

FILE #	REQUESTEE	COMMUNITY PANEL #	TAX MAP #	ZONE
FP01-2018	David Morfit – Insurance Larry Wood – Pam Mitchell	510166C-0105C	12 -- 16B	A
FP02-2018	Joe Brogan – Surveyor North Fork Resort	510166C-0103-C	19 -- -1	A
FP03-2018	Steve & Janice Foreman	510166C-0180C	27G-1-3	A
FP04-2018	Steve & Susan Chesley	510166C-0180C	41A -- -11	AE
FP05-2018	Jose Brogan – Surveyor Matthew L. Troxell	510166C-0150C	32 -- -35	AE
FP06-2018	Walter Welzel	510166C-0100C	26B-1-1-3&4	A
FP07-2018	David A. (Bo) Welch	510166C-0130-C	15B-1-1-62	AE & X-Shaded
FP08-2018	Daryl Davison – Hidden Springs Senior Living	510166C-0200C	36 -- -85	X
FP09-2018	Elliot Batchelor – Pre-FIRM Structure	510166C-0108C	20C-1-1-9	AE & Floodway
FP10-2018	Douglas A. Forshey Joe Brogan – Surveyor	510166C-0115C	27G-2-9	A & X
FP11-2018	Damon Feldman	510166C-0180C	41B – 7	A & X
FP12-2018	Cathy Wolfe-Heberly Blue Ridge Opportunities	510167C-0112C & 0116C (Town)	20A8-6-C-3	AE
FP13-2018	Joe Petty – Zoning Officer Merrell C. Amos	510166C-0130C	15 -- -16C1	AE, Floodway & X-Shaded
FP14-2018	Robert Henry Hencken	510167C-0050C	4 -- -27	A
FP15-2018	David A. (Bo) Welch Revised	510166C-0130C	15B-1-1-62	AE
LOMA	Larry Wood – Jocelyn Douglas	510166C-0105C	12-16B	A & X
LOMA	Phillip T. Kilby	510166C-0130C	22A-1 -- -9	A
Flood Maps	3 Requests for SFHA Maps			
Floodplain Letter	Steps to Heaven Construction Inc.	510166C-0225C	44 -- -18	X

ZONING ORDINANCE AMENDMENTS

The Planning Commission reviewed one (1) zoning text amendment request in 2018.

Table 9: Zoning Text Amendments

FILE #	APPLICANT	USE	CODE SECTION	DENIED/ APPROVED
Z2018-07-01	Warren County	Agritourism, activities and products	Section 180	Approved

FESTIVAL PERMITS

The Planning Department processed six (6) festival permit applications in 2018.

Table 10: Festival Permits

APPLICANT	DENIED/APPROVED
Appaloosa Festival	Approved
Warren County Fair	Approved
Homesteaders of America	Approved
Brewstock	Approved
Garden Brothers Circus	Approved
Shenandoah Valley Biketoberfest	Approved

CERTIFICATES OF ZONING

The Planning Department issued 154 certificates of zoning in 2018 ranging from home offices to various business services. The majority of certificates of zoning are issued for home offices for contracted services.

REVENUE

In 2018, the Planning Department generated \$33,200.00 in revenue.

Table 11: Revenue

ACTIVITY	REVENUE GENERATED
Class A Subdivisions	\$3,450.00
Class B Subdivisions	\$900.00
Class C Subdivisions	\$0.00
Lot Consolidations/Boundary Adjustments	\$3,000.00
Family Subdivisions	\$2,450.00
Zoning Text Amendments	\$0.00
Conditional Use Permits	\$6,075.00
Rezoning Requests	\$0.00
Zoning Variances and Appeals	\$750.00
Subdivision Variances	\$250.00
Site Plan Reviews	\$2,550.00
Well & Septic Appeals	\$0.00
Certificates of Zoning	\$2,235.00
County Code Books/Copies/Sign Permits	\$0.00
Maps	\$20.00
Zoning Permits (Building)	\$10,435.00
Sale of Digital Data/GIS Labor	\$1,055.00
Mobile Food Truck	\$0.00
Chicken Permits	\$30.00
Total Revenue	\$33,200.00

ADDITIONAL PLANNING ACTIVITIES

The Planning Commission and staff were busy this year reviewing a variety of Planning issues. The Commission held twelve regular meetings and two work sessions. The Commission completed its review of the FY2018-2020 Capital Improvement Plan and recommended approval to the Board of Supervisors, which was subsequently adopted in April.

The Planning Commission and the Board of Supervisors worked with the County's consultant, EPR,PC to craft a strategic vision that will help the Board confidently make decisions with the community's desired future in mind. Together, we developed a strategic vision that: reflects citizens' concerns and the priorities of county leaders; highlights key issues vital for economic growth and quality of life; and sets vision-level strategic direction for the Comprehensive Plan update. The visioning document was created following a citizen survey, interviews with local staff and agencies, and a visioning retreat in September 2018. The final draft Vision document is awaiting Planning Commission and Board of Supervisors approval in early 2019.



Visioning Retreat – September 2018

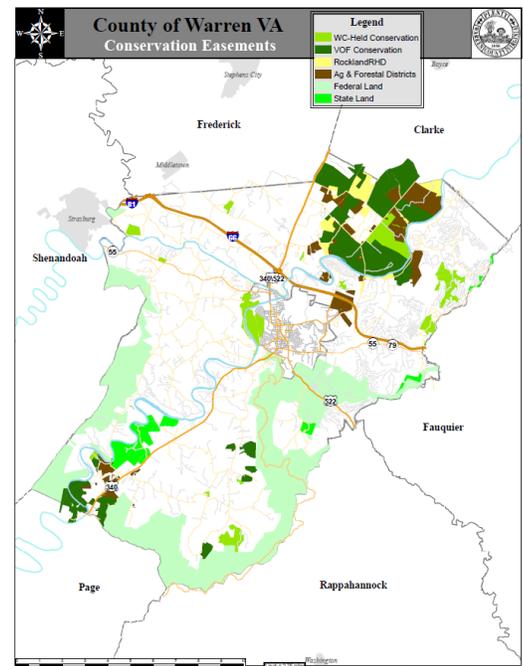
Over the past year, the Planning Commission reviewed fourteen conditional use permits for a variety of uses. Three (3) of these conditional use permits were for guest homes and two (2) were for short-term tourist rentals. The Commission recommended approval of a new telecommunications tower on Happy Creek Road. They also recommended approval of the Rivermont Replacement Fire Station on Stokes Airport Road. Planning Staff and the Commission reviewed several site plans throughout the year for a Valvoline Quick Lube, Taco Bell, Chapel at Christendom College, commuter lot in Linden, and the Rivermont Replacement Fire Station. The Royal Farms convenience store was completed this year, and the Marriott Hotel continues their construction progress. Michaels Department Store opened this year in Crooked Run Shopping Center. Planning Staff continues to meet with prospective commercial and industrial businesses with the goal to continue to grow the tax base in the areas designated for future commercial and industrial uses.

The Planning Department continues to organize and lead the Development Review Committee, which has been a great asset in improving communication between the Town, County, and other agencies, as well as helping to streamline application processes. We also continue to represent the County on the Joint Town/County Tourism Advisory Committee.



New Michaels Department Store

We are currently launching a community-wide Wayfinding Signage program through this committee. The Department also continues to handle the Well and Septic Appeals Board, which considered and reviewed one variance application in 2018, as well as the Board of Zoning Appeals, which reviewed four variances this year. The Department continues to be involved with the regional planning efforts through the Northern Shenandoah Valley Regional Commission (NSVRC). We are working with them to develop the County's first ever bicycle and pedestrian plan, which will be complete this coming year. Planning staff worked with the NSVRC to update the Regional Hazard Mitigation Plan. The Board of Supervisors adopted a resolution approving this plan in November. We updated the Regional Water Supply Plan this year. Planning staff is currently involved as the County representative for the Town's Community Development Block Grant project. We are involved as the County's representative in the development of our first community Artisan Trail. We continue to make planning and GIS presentations to Chamber Leadership groups, the Smithsonian Conservation Research Center, and other community groups.



The Planning Department administers the County's Conservation Easement program and Purchase of Development Rights program, in conjunction with the County Attorney's office. Planning staff continues to meet with prospective applicants. There are currently a total of 34 conservation easements in the County, comprising 12,205 acres. The County currently holds 3,543 acres in conservation easement. Planning staff posted the properties this year with specialty signage acknowledging the conservation easement.

The Planning Department welcomed Emma Rusnak to our team in July as a full-time GIS Technician. Emma had interned with the Planning Department for several summers and was working with the Department part-time. We have continued our internship program, which is a helpful addition to our office during the summer months.

The Planning Department continues to work diligently with the Building Inspections Department and the Town Planning Department to implement the new public facing permitting website (Citizen Self Service). Planning staff continues to lead the local Anti-Litter Council and has worked to launch a new social media page.

SNAPSHOT OF 2018 ACCOMPLISHMENTS AND 2019 GOALS

In conclusion, here is a quick snapshot of the Planning Commission and Planning Department's main accomplishments from 2018 and the main goals we will be focusing on in the upcoming year.

Main Accomplishments 2018

- Completed an extensive Visioning process to update the County's Strategic Vision. This will kick-off the Comprehensive Plan update
- Completed FY2018-2020 Capital Improvement Plan—approved by the Board in April
- Completed updates of the Regional Hazard Mitigation Plan and the Regional Water Supply Plan through the NSVRC
- Launch of the Front Royal-Warren County Joint Tourism Advisory Committee—County representative for this committee. Developed and adopted a County tourism budget for the first time
- Signage postings on all properties held in conservation easement by the County
- Completed detailed Right-of-Way study for a portion of the Route 340/522 Corridor (Approval in 2019)
- Developed County-wide Reassessment Web Map

Main Goals 2019

- Begin the Comprehensive Plan update in March
- Complete County-wide Bicycle and Pedestrian Plan
- Review of County's acceptance into the Community Rating System with FEMA
- Complete updates to specific zoning ordinances (lighting, signage, CUP termination and modification, and kennels)
- Work with Building Inspections and Town Zoning to complete the Citizen Self Service function of the EnerGov permitting software
- Establish a local grant program for County tourism initiatives
- Design the community-wide wayfinding signage program
- Review new plan for the Crooked Run West property

The Planning Commission and Planning staff look forward to working with the Board of Supervisors in the coming year on these projects and more. We will continue to assist the public with applications and review processes, while providing a high level of customer and community service.

