

# **Town of Luray**

## **Planning Commission Agenda**

*September 16, 2020*  
*7:00 P.M.*

- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. Roll Call**
- 4. Continuity in the Government of Luray, Virginia**
- 5. Review of Minutes Meeting July 15, 2020**
- 6. Public Hearing**
- 7. Updates & Discussions**
  - A. Subdivision – Tax Map No. 42A11-18-40-17**
  - B. Updated Town Zoning Map**
  - C. Zoning Ordinance Amendments**
- 8. Chairman’s Announcements**
- 9. Adjournment**

*Due to the threat of transmission of COVID-19 and in recognition of the Governor’s Executive Order, this meeting will have limited seating. The meeting will be live-streamed on the Town’s Facebook page.*

*Please submit any public comments concerning the agenda items through any of the following means: Email – [sburke@townofluray.com](mailto:sburke@townofluray.com); Mail – Luray Town Council, Attention Steve Burke, Post Office Box 629, Luray VA, 22835; Hand Delivery – Place in exterior DROP BOX in the alcove located at the front of the Town’s Town Hall facing Main Street; or Phone – (540) 743-5511. All comments must be submitted by 5:00 pm the day of the meeting, and will be read aloud at the meeting.*

Town of Luray  
PO Box 629  
45 East Main Street  
Luray, VA 22835  
[www.townofluray.com](http://www.townofluray.com)  
540.743.5511



## PLANNING COMMISSION

### Chairman

**Ronald Good**

[meado12@aol.com](mailto:meado12@aol.com)

Appointed By  
Councilman Ron Vickers  
Term Ends: 12-31-2022

### Commission Members

**Tracie Dickson**

[tdickson@bbandt.com](mailto:tdickson@bbandt.com)

Appointed By  
Councilman Jerry Dofflemyer  
Term Ends: 12-31-2022

**John Shaffer**

[john.shaffer@luraycaverns.com](mailto:john.shaffer@luraycaverns.com)

Appointed By  
Councilman Jerry Schiro  
Term Ends: 12-31-2022

**Bill Huffman**

[bill.huffman@luraycaverns.com](mailto:bill.huffman@luraycaverns.com)

Appointed By  
Council President Leroy Lancaster  
Term Ends: 12-31-2020

**Brian Sours**

[brian@richardsbus.com](mailto:brian@richardsbus.com)

Appointed By  
Councilman Joey Sours  
Term Ends: 12-31-2020

**Frankie Seaward**

[frankieseaward@gmail.com](mailto:frankieseaward@gmail.com)

Appointed By  
Councilwoman Leah Pence  
Term Ends: 12-31-2020

**Grace Nowak**

[gracenowak04@gmail.com](mailto:gracenowak04@gmail.com)

Appointed By  
Mayor Barry Presgraves  
Term Ends: 12-31-2020

### Town Officials:

Town Manager – Steve Burke  
Assistant Town Manager- Bryan Chrisman  
Town Clerk/ Treasurer- Mary Broyles  
Deputy Town Clerk/ Treasurer- Danielle Babb  
Planning & Zoning Assistant – Dawn Shores  
Chief of Police- Bow Cook  
Superintendent of Public Works- Lynn Mathews  
Parks & Recreation Director- Dakota McCoy  
Parks & Rec Assistant Director- Morgan Housden  
WTP Superintendent- Joey Haddock  
WWTP Superintendent- Tom Brown

### Commissions & Committees:

Luray Planning Commission  
Luray-Page County Airport Commission  
Luray Tree and Beautification Committee  
Luray Board of Zoning Appeals  
Luray Downtown Initiative  
Luray-Page County Chamber of Commerce



**Town of Luray, Virginia**  
Planning Commission Agenda Statement

Item No: IV

Meeting Date: September 16, 2020

Agenda Item: **Continuity in the Government of Luray, Virginia**

Announcement by Chairman Good:

- This meeting of the Town Council is being held pursuant to the April 13, 2020 Ordinance for Continuity in the Government of Luray.
- The Town Manager shall read the names of the Commission members present and identify those who are electronically present.
- The Town Manager is responsible for receiving public comment in advance of the meeting, which may be submitted by mail, email, phone, or hand delivery by 5:00 p.m. on the day of the meeting.
- In-person attendance and comment by the public is also permitted subject to the limitations of the most recent Executive Order and Phasing Guidelines issued by Governor Northam.
- This meeting can be viewed live on the Town's Facebook page, and a recording will be available on the Town's YouTube Channel. Minutes from the meeting will be posted on the Town's website after being approved by the Planning Commission.

**REGULAR MEETING OF  
LURAY PLANNING COMMISSION  
July 15, 2020**

The Luray Planning Commission met on Wednesday, July 15, 2020 at 7:00 p.m. in regular session following the provisions established by the Emergency Ordinance for Continuity in the Government of Luray adopted by the Town Council on April 13, 2020. The meeting was held in the Luray Town Council Chambers at 45 East Main Street, Luray, Virginia at which time there were present the following:

Commissioners Present:

Ronald Good, Chairman  
Grace Nowak (Late Arrival)  
Brian Sours  
Tracie Dickson  
Bill Huffman  
Frankie Seaward  
John Shaffer

Commissioners Absent:

Others Present:

Steve Burke, Town Manager

The meeting was called to order by Chairman Ronald Good, at 7:00 p.m. and everyone joined in the Pledge of Allegiance.

**CONTINUITY IN THE GOVERNMENT OF LURAY**

Chairman Good stated that due to the threat of transmission of COVID-19 and in recognition of the Governor's Executive Order, the Meeting is closed to the public as provided by the Emergency Ordinance adopted by Town Council on April 13, 2020.

**APPROVAL OF MINUTES:**

Commissioner Sours noted that the votes from the June 10<sup>th</sup> meeting should be 7-0 instead of 6-0 as all members were present at the June meeting.

**Motion:** Commissioner Huffman made the motion to accept the minutes from June 10, 2020 meeting as amended. Second was by Commissioner Dickson. **YEA:** Chairman Ronald Good, Commissioners Grace Nowak, Brian Sours, Tracie Dickson, Bill Huffman, Frankie Seaward, and John Shaffer. **Approved 7-0**

**CITIZEN COMMENTS**

No citizens provided comments prior to the meeting.

**PUBLIC HEARINGS**

**A. Code Amendment – Sections 202 & 406 Artisans Manufacturing**

Chairman Good introduced the public hearing was to receive input on proposed Code Amendments to Sections 202 and 406 of the Town Code to establish Artisan Food & Beverage production as a by-right use in the Business Zoning District and Artisan Manufacturing as a use requiring a Special Use Permit in the Business Zoning District.

## **CITIZENS COMMENTS**

No citizens spoke and no comment were provided prior to the meeting.

**Motion:** Commissioner Shaffer made the motion to recommend approval to Town Council as presented. Second was by Commissioner Nowak. **YEA:** Chairman Good and Commissioners Grace Nowak, Tracie Dickson, Brian Sours, Bill Huffman, Frankie Seaward, and John Shaffer. **Approved 7-0**

## **UPDATES & DISCUSSIONS**

### **A. Code Amendment – Accessory Dwelling Units in R-2 Medium Density Residential District**

Chairman Good introduced the request from the Town Council for the Planning Commission to review the request from John Coleman on behalf of a neighbor to consider allowing accessory dwelling units in the R-2 Medium Density Residential District by Special Use Permit.

The Commission discussed the desire that the request be presented by the individual seeking the change so that they could discuss the merits of the request. The Commission also discussed the prior action by Town Council to not allow the use at their May 11, 2009 meeting. Staff will contact Mr. Coleman to request for the individual seeking the change to submit information about their request and attend a future meeting. Commissioner Shaffer recommended that the Planning Commission not take any action on the request due to the potential for increased density in the Residential District. The Commission members did not disagree and proceeded to the next agenda item.

### **B. Zoning Map**

The Planning Commission was informed that staff were working to update the official Zoning Map. Discussion of known properties that have had rezonings since the map was adopted in June 2016. Chairman Good inquired if a public hearing was required. Staff will confirm.

### **C. Zoning Ordinance Amendments**

Steve Burke said that the staff have not received any update on the review by FEMA.

The Planning Commission agreed to continue the consideration of the Code Amendments once the FEMA review was completed.

### **Other Discussions**

Steve Burke informed the Commission that the Town has approved three new home zoning permits in the past two months, the Luray Meadows project is progressing and should be advertised for construction in the Fall, improvements have been completed at the Luray Caverns Airport, and construction of Lord Fairfax Community College continues.

## **CHAIRMAN'S ANNOUNCEMENTS**

No Announcements

## **ADJORNMENT**

There being no further business, the meeting adjourned at 7:23 p.m.

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Steven Burke  
Town Manager

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Bryan Chrisman  
Assistant Town Manager



**Town of Luray, Virginia**  
**Planning Commission Agenda Statement**

Item No: VII-A

Meeting Date: September 16, 2020

Agenda Item: PLANNING COMMISSION DISCUSSION  
Item VII-A – Subdivision 20-1 – Preliminary & Final Plat - Parcel 42A11-18-40-17

Summary: The Planning Commission is requested to discuss a request to subdivide parcel 42A11-18-40-17 into two lots for possible development of duplexes. The property is zoned R4-High Density Residential (Boomfield).

In the R-4 Zoning District, two-family dwellings are permitted by-right. Article 404.3.b establishes the following area requirements:

For two-family dwellings arranged side-by-side, the minimum lot area shall be 7,000 square feet. Each unit shall be assigned 3,500 square feet on the lot. A lot containing a two-family dwelling arranged side-by-side may be further divided into separate parcels for each dwelling unit, provided that the resulting lot size for each dwelling unit is a minimum of 3,500 square feet, and provided further that there be a firewall meeting all legal and regulatory requirements between the two dwellings.

Water and sewer service will be confirmed with the submittal of the developmental Zoning Permit.

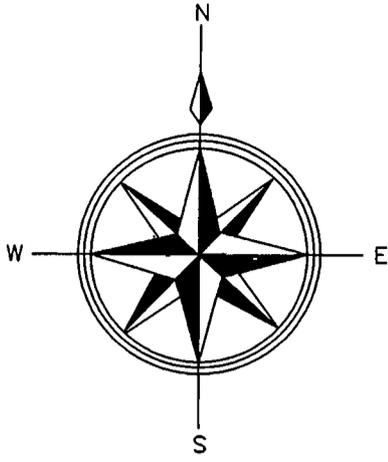
The Preliminary and Final plat appears to comply with the requirements established in Appendix B – Subdivisions of the Town Code.

Council Review: N/A

Fiscal Impact: N/A

Suggested Motion: I move that the Planning Commission recommend approval of the subdivision request for Tax Map No. 42A11-18-40-17 to the Town Council.

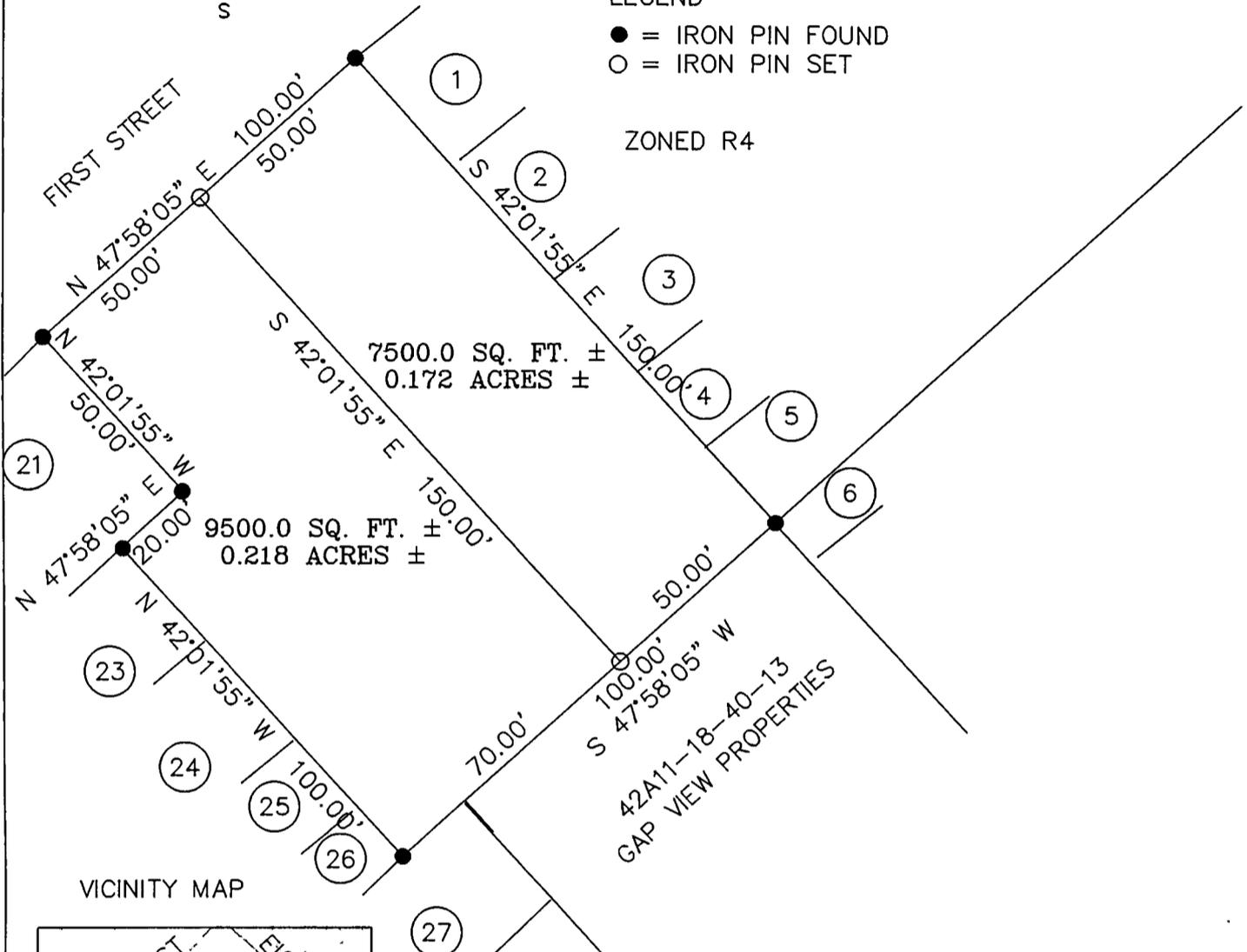




- 1 = BEARINGS ARE MAGNETIC
- 2 = SCALE 1" = 40'
- 3 = TAX MAP = 42A11-18-40-17
- 4 = DATUM AS SHOWN HEREON IS ACCORDING TO RECORDED INFORMATION AND IS A CURRENT FIELD SURVEY.
- 5 = NO TITLE REPORT FURNISHED
- 6 = OTHER RIGHTS OF WAY AND EASEMENTS IF ANY, ARE NOT SHOWN

LEGEND

- = IRON PIN FOUND
- = IRON PIN SET



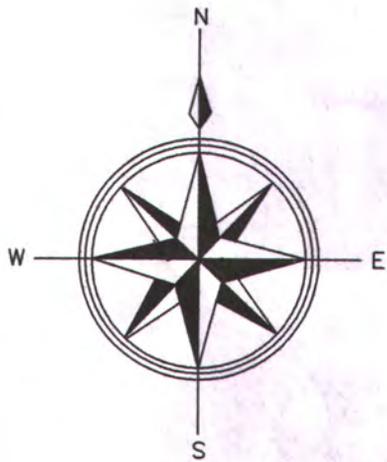
VICINITY MAP



DIVISION SURVEY OF TAX MAP 42A11-18-40-17  
 LOCATED IN THE TOWN OF LURAY  
 PAGE COUNTY, VIRGINIA.

OWNER: JAMES A. TURNER (LOTS 17-20)  
 REFERENCE: INSTRUMENT 150002140  
 REFERENCE: INSTRUMENT 160000724  
 JOB NO. P42A11-18-40-17-20 JULY 24, 2020

**NEWMAN SURVEYING**  
 Licensed Land Surveyor  
 Mt. Jackson, Virginia 22842  
 (540) 477-3730

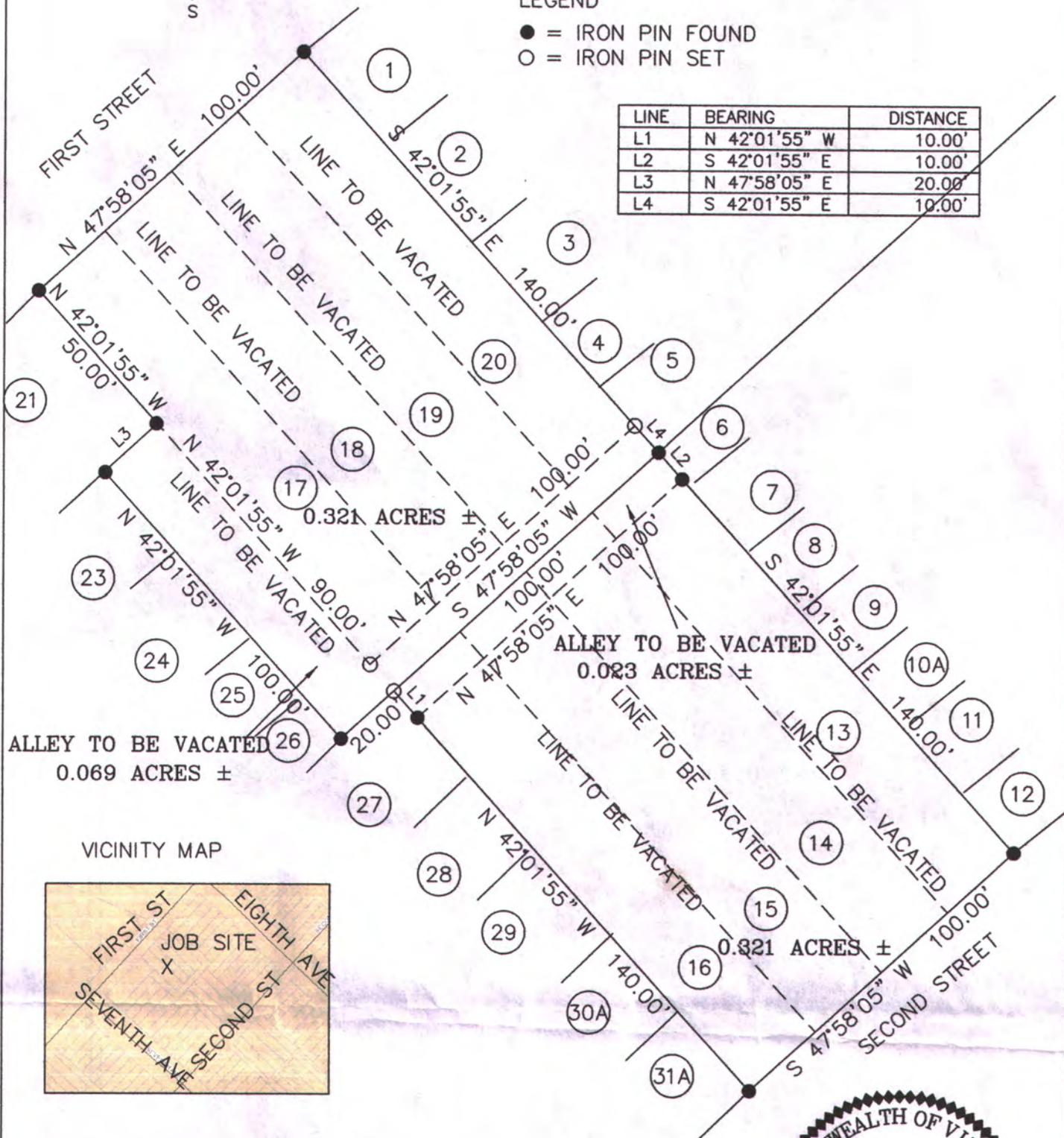


- 1 = BEARINGS ARE MAGNETIC
- 2 = SCALE 1" = 40'
- 3 = TAX MAP = 42A1118-40-13 THRU 20
- 4 = DATUM AS SHOWN HEREON IS ACCORDING TO RECORDED INFORMATION AND IS A CURRENT FIELD SURVEY.
- 5 = NO TITLE REPORT FURNISHED
- 6 = OTHER RIGHTS OF WAY AND EASEMENTS IF ANY, ARE NOT SHOWN

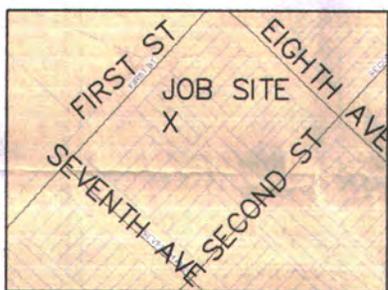
LEGEND

- = IRON PIN FOUND
- = IRON PIN SET

LINE	BEARING	DISTANCE
L1	N 42°01'55" W	10.00'
L2	S 42°01'55" E	10.00'
L3	N 47°58'05" E	20.00'
L4	S 42°01'55" E	10.00'



VICINITY MAP



BOUNDARY LINE ADJUSTMENT SURVEY

LOCATED IN THE TOWN OF LURAY  
PAGE COUNTY, VIRGINIA.

OWNER: JAMES A. TURNER (LOTS 17-20)  
REFERENCE: INSTRUMENT 150002140  
OWNER: GAP VIEW PROPERTIES LLC (LOTS 13-16)  
REFERENCE: INSTRUMENT 110000228



NEWMAN SURVEYING

Licensed Land Surveyor  
Mt. Jackson, Virginia 22842  
(540) 477-3730



**Town of Luray, Virginia**  
**Planning Commission Agenda Statement**

Item No: VII-B

Meeting Date: September 16, 2020

Agenda Item: PLANNING COMMISSION DISCUSSION  
Item VII-B – Zoning Map

Summary: The Planning Commission is requested to discuss updates to the Town's Zoning Map that was last updated and adopted by the Town in June 2016. Staff will research the parcel rezonings since the last adoption to confirm that the map is accurate for the Planning Commission to consider.

Any input from the Planning Commission regarding rezonings is appreciated.

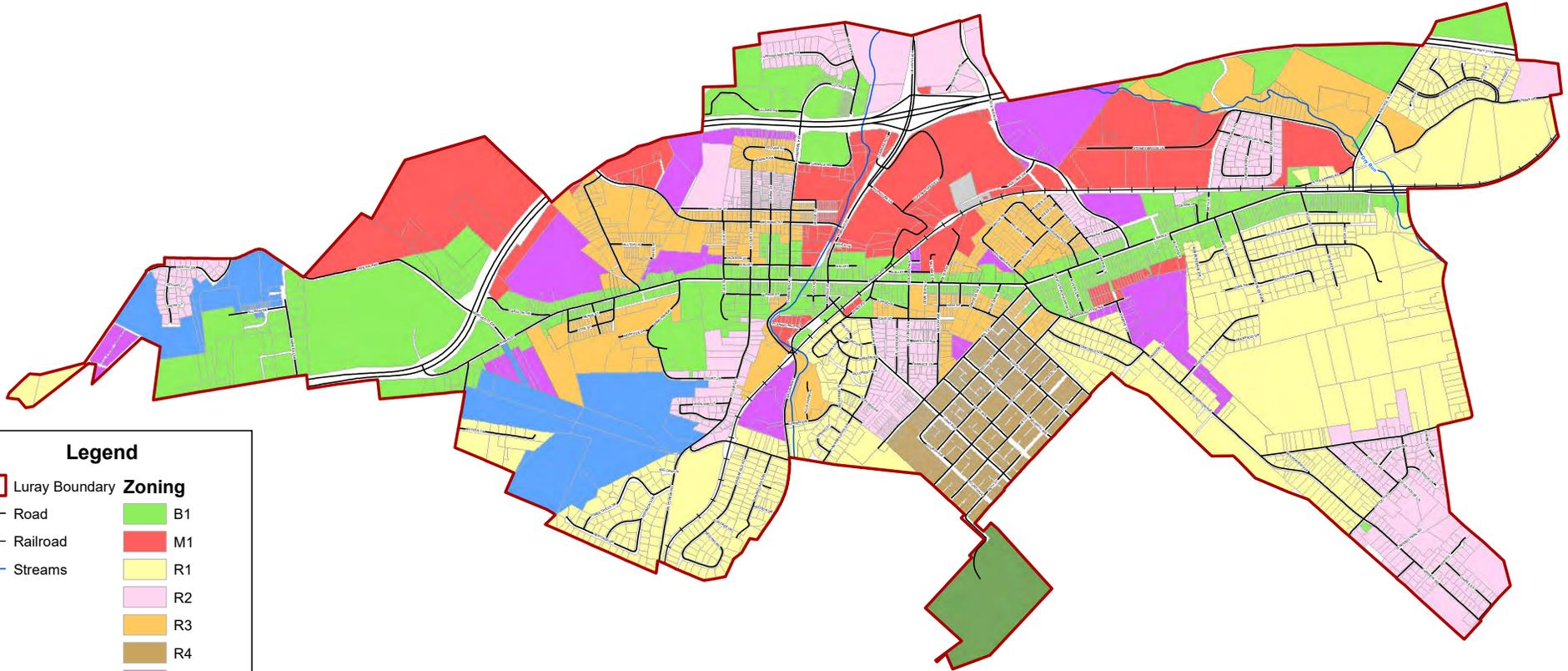
Commission Review: N/A

Fiscal Impact: N/A

Suggested Motion: N/A

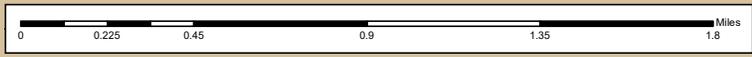


# Town of Luray Zoning Map



**Legend**

Luray Boundary	<b>Zoning</b>
Road	B1
Railroad	M1
Streams	R1
	R2
	R3
	R4
	R5
	PND
	P
	Not Zoned





**Town of Luray, Virginia**  
Planning Commission Agenda Statement

Item No: VII-C

Meeting Date: September 16, 2020

Agenda Item: PLANNING COMMISSION DISCUSSION  
Item VII-C – Code Amendment – Appendix A - Zoning

Summary: Planning Commission conducted a Public Hearing on the draft Amendments at the October 16<sup>th</sup> Meeting with no citizens providing comment.

The Town Attorney has identified a few items that require reconsideration by the Planning Commission to provide improved Code language. The issues include:

- A. Consideration of B&B capacity to 12 people (6 rooms) and hotel capacity to 13 people so that a defined break of use exists. The “Lodging Home” option bridges the gap between a B&B and a hotel currently.
- B. Eliminate the onsite owner residency and meal provision requirements in R-3, R-4, R-5, and B-1 districts.
- C. Include septic lot size requirements in R-4 and R-5 districts.
- D. Include Accessory Structure Requirements in Floodplain regulations
- E. Allow Town Attorney to confirm compliance of Floodplain regulations with recently updated FEMA regulations.
- F. Review Temporary Sign regulations

Review of Draft Floodplain regulations has to be reviewed and approved by FEMA. Staff have requested a status update from FEMA.

Commission Review: October 16, December 11 2019, & January 15, 2020

Fiscal Impact: N/A

Suggested Motion: N/A