

Town of Luray

Planning Commission Agenda

August 15, 2018

7:00P.M.

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Review of Minutes Meeting July 11, 2018
5. Citizen Comments
6. Public Hearings
 - A. Special Use Permit- Jamison & Ruth Bradley, Lodging House in R3
7. Updates & Discussions
8. Comprehensive Plan 2018
9. **Chairman's Announcements**
10. Adjournment

Town of Luray
PO Box 629
45 East Main Street
Luray, VA 22835
www.townofluray.com
540.743.5511



PLANNING COMMISSION

Chairman

Ronald Good

meado12@aol.com

Appointed By
Councilman Ron Vickers
Term Ends: 12-31-2018

Commission Members

Tracie Dickson

tdickson@bbandt.com

Appointed By
Councilman Jerry Dofflemyer
Term Ends: 12-31-2018

John Shaffer

john.shaffer@luraycaverns.com

Appointed By
Councilman Jerry Schiro
Term Ends: 12-31-2018

Bill Huffman

bill.huffman@luraycaverns.com

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

Brian Sours

brian@richardsbus.com

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

Gail Kyle

Gkyle50@gmail.com

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

Grace Nowak

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 – Brooke Newman
Chief of Police- Bow Cook
Superintendent of Public Works- Lynn Mathews
Parks & Recreation Director- Pat O'Brien
Parks & Rec Assistant Director- Dakota McCoy
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

**REGULAR MEETING OF
LURAY PLANNING COMMISSION
July 11, 2018**

The Luray Planning Commission met on Wednesday, July 11, 2018 at 7:00 p.m. in regular session. 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:

Grace Nowak
John Shaffer
Bill Huffman
Gail Kyle
Brian Sours
Tracie Dickson

Absent:

Ronald Good

Others Present:

Bryan Chrisman, Assistant Town Manager
Brooke Newman, Planning & Zoning Assistant
Chasity Faison
Marilyn Jeffries

The meeting was called to order by Vice Chair Grace Nowak, at 7:00 p.m. and everyone joined in the Pledge of Allegiance to the flag.

APPROVAL OF MINUTES:

Motion: Commissioner Brian Sours made the motion to accept the minutes with noted corrections from the May 16, 2018 regular Planning Commission; seconded by Commissioner Bill Huffman.

YEA: Vice Chair Grace Nowak, Commissioners John Shaffer, Bill Huffman, Gail Kyle, Brian Sours, Tracie Dickson **Approved 6-0**

CITIZEN COMMENTS

There were no citizens present for comment.

PUBLIC HEARINGS

- A. Special Use Permit – Chasity Faison, Manufactured Home in R3

Bryan Chrisman: The public hearing tonight is an application for a special use permit for a manufactured home in R3. Section 403.2 talks about the specific requirements for manufactured home. The location of the lot and diagram of proposed dwelling have been provided in your planning commission packets. In

this particular situation, we have an application for a special use permit for a manufactured home on an existing lot where meeting the setbacks of that may be challenging. Tonight's discussion is about whether or not a special use from a conceptual point of view, you agree or do not agree with the provision of approving a manufactured home on this particular lot in R3 zoning. All the details such as meeting setbacks, potentially adjusting boundary lines, and providing independent access will take place after the special use permit. They will be recommended by the planning commission and potentially approved by the town council. The town manager and planning and zoning assistant along with myself will work with the applicant down the road to make whatever accommodations needed to meet the conditions you recommend and the conditions the town council adopts. Tonight's discussion is about the special use permit that was advertised. The town manager recommended three conditions: 1) the applicant have a survey to confirm the required setbacks, she has been working on that. 2) To construct an independent drive way connection to Bixler Ferry. Currently the property is accessed through the neighboring lot which is owned by her parents. Having an independent access to the lot and not being dependent upon an adjacent lot to be able to reach the property. If you locate a house on this property, you can park on the side of the road. There is no requirement you have to have a built constructed drive way. If the applicant wants to build a garage behind her house at the top of the lot, having an independent drive way up to that garage would be necessary. 3) Orient the structure entrance to the front yard of the lot. On this particular lot, this will be a challenge. What her site plan shows is that if she is able to orient the dwelling the way she would like to, yes, the front door would be facing Old Bixler Ferry Road. If she put the house in long ways, the door would be facing the side yard. We will do our best to accommodate that. The map attached is a copy of the Page County GIS. New Bixler Ferry Road is located on the map. Old Bixler Ferry Road use to take a dog leg around was a Right-Of-Way. This lot, 20A, was platted when Old Bixler Ferry Road was the ROW for this property. Even though that has been vacated, that is still the access way for this lot.

Grace Nowak: So, the drive way would come off Old Bixler Ferry Road?

Bryan Chrisman: Yes, that would be the connection point if an independent drive way is constructed. You can see where the existing drive way goes up behind her parents' house and sneaks through. There was an old house on 20A that was demolished. It has steps down to Old Bixler Ferry Road where they would walk down to where they parked. Meeting the recommended conditions would be something that the town manager, as the zoning administrator and Brooke would work on with the applicant in the future.

Vice Chair Grace Nowak opened the public hearing.

Chasity Faison: Bryan Chrisman covered everything I was going to say. My intent was to bring in a manufactured home from Clayton Homes. It is 26' X 56' and my parents gave me permission to use the upper drive way in the back if I have to. I can also put in a drive way.

Bill Huffman: I drove by and it looks hilly in the front.

Chasity Faison: My dad is going to take it down and even it out so it will not be so high.

John Shaffer: I have no problem with the special use permit as long as it meets the staff requirements for the setbacks.

Grace Nowak: Closed the Public Hearing

Motion: Commissioner John Shaffer made the motion commission to recommend approval of the Special Use Permit request for Chasity Faison and pass it to the council pending staff conditions that need to be met. Seconded by Commissioner Tracie Dickson

YEA: Vice Chair Grace Nowak, Commissioners John Shaffer, Bill Huffman, Gail Kyle, Brian Sours, Tracie Dickson **Approved 6-0**

UPDATES & DISCUSSIONS

COMPREHENSIVE PLAN 2018

Bryan Chrisman mentioned that we do need to have a broadband element that is now a general assembly requirement, added effective July 1, 2018. We do have a small section and we will expand on that section regarding the development of the Page County Broadband Authority. In addition to the authority, individual companies such as LUMOS and INTELLOS and SHENTEL have run independent lines to various places in town. We will expand it to talk about activities of the Page County Broadband Authority and provide a map that shows the backbone of publicly available broadband. The problem now is that the publicly available broadband backbones do not, at this point in time, have vendors to sell packages on that broadband network so that it them becomes available.

The commission discussed a more positive and goal-oriented tone in the comprehensive plan. As well as taking out the historical aspect and presenting the 2018 comprehensive plan with a more forward moving plan. This is a “plan” and a plan is about what you are going to do, not about what you have done or about what you are doing right now. It was agreed to shorten the text by using bullet points to present the goals and solutions on how to meet those goals. This would eliminate the majority of the text and capture the interest of the reader. We will add great photos to represent the material. We will also provide the recognition for community programs within our comp plan and what they are trying to accomplish. We may not be spearheading the project but we can show ways in which we will help them meet their goals within the community.

CHAIRMAN’S ANNOUNCEMENTS

Grace Nowak made mention of the sidewalk projects going on around portions of the town. Bryan Chrisman stated they are starting near the school and surrounding neighborhoods now that school is out. They will then move on to other ADA projects and side walk projects in and around town. The crew has also put in some more cross walks (3rd and Reservoir, Garfield/E Main ST). They will work on a drainage project on North Deford Street.

Grace Nowak inquired about the greenway extension to Ralph Dean Park. Bryan Chrisman mentioned the foundation gave a report at the council meeting. A few property owners have not signed the letter to continue. The plan is to build phase six from the recreation park to the schools.

ADJORNMENT

There being no further business, the meeting adjourned at 7:57 p.m.

Steve Burke
Town Manager

ATTEST: _____
Prepared by: Brooke Newman
Planning & Zoning Assistant

DRAFT



Town of Luray, Virginia
Planning Commission Agenda Statement

Item No: VI - A

Meeting Date: August 15, 2018

Agenda Item: PUBLIC HEARING & COMMISSION CONSIDERATION
Item VI-A – SUP 18-6 104 High St – Lodging House Operation

Summary: Commission is requested to conduct a public hearing to receive comment on a request from Jamison and Ruth Bradley for a Special Use Permit to operate a Lodging House at 104 High St (Tax Map 42A11-2-25&26). The property is zoned R-3 High-Density Residential with adjacent property similarly zoned.

A lodging house is commonly defined as a residential building, other than a hotel, motel or bed-and-breakfast home, where lodging is provided for compensation on a regular basis, pursuant to previous arrangements, but which is not open to the public or transient guests, for no longer than thirty (30) consecutive days. Meals may be provided to the residents in a central location; however, no provisions shall be made for cooking in individual rooms or units. The maximum number of guests shall be two per bedroom with on-site parking for all guests.

Staff recommend the following conditions be considered:

- 1) Occupancy of no more than six (6) guests at any one time;
- 2) Off-street parking is required for all guest vehicles;
- 3) One identification sign can be permitted on the property not exceeding four square feet on either side;
- 4) Meals if provided shall be served to only guests renting bedrooms in the dwelling; and
- 5) Obtain Town Business License; Transient occupancy tax and meals tax must be collected and remitted to the Town.

History: N/A

Suggested Motion: I move that the Planning Commission recommend approval of the Special Use Permit request from Jamison and Ruth Bradley to operate a Lodging House at 104 High St (Tax Map 42A11-2-25&26) with the following conditions: 1) Occupancy of no more than six (6) guests at any one time; 2) Off-street parking is required for all guest vehicles – onsite improvements shall be made to meet required parking; 3) One identification sign can be permitted on the property not exceeding four square feet on either side; 4) Meals if provided shall be served to only guests renting bedrooms in the dwelling; and 5) Obtain a Town Business License; transient occupancy tax and meals tax must be collected and remitted to the Town.

TOWN OF LURAY

NOTICE OF PUBLIC HEARING

Luray Planning Commission

Special Use Permit Request

NOTICE is hereby given pursuant to § 15.2-2204 of the *Code of Virginia*, as amended, that Luray's Planning Commission shall hold a public hearing on **August 15, 2018 at 7 p.m.** The public hearing shall be conducted in the Luray Town Council Chambers located at 45 East Main Street in the Town of Luray, Virginia.

The purpose of the hearing is to receive public comments and to consider the following special use permit request presented by Jamison and Ruth Bradley:

The applicants, Jamison and Ruth Bradley, have requested a special use permit to operate a lodging house from an existing single-family dwelling. The dwelling is located in a "R3" (High Density Residential) zoning district and is allowable by special use permit.

The subject single-family house was purchased by Jamison and Ruth Bradley in 2011. It is roughly 3,033 square feet of floor area; containing four bedrooms, two full bathrooms and one-half bathroom. The applicants intend to utilize and rent three bedrooms and two full bathrooms. The subject parcel's address is 104 High Street and is further identified on Page County Tax Maps as 42A11-2-25 & 42A11-2-26.

Copies of the Town's zoning ordinance, and the Special Use Permit application, are available at the Town of Luray's Office, 45 East Main Street, Luray, Virginia. These items may be viewed between the hours of 8 a.m. and 5 p.m. Monday – Friday, and may also be found online at the town's website www.townofluray.com Questions may be directed to the Town by calling 540-743-5511, or by emailing bnewman@townofluray.com

QUALITY OF LIFE

INTRODUCTION

Preserving and enhancing elements that contribute to the Town's desirable quality of life as the community plans for the future.

EDUCATION

Lord Fairfax Community College (artist rendering of LFCC photo)

Workforce Development & Training Options

Locate Small Business Development Center

Provide training program for small businesses

School Safety

Work with Luray Police Department to enhance school safety

Safe Routes of Access

Encourage and educate the use of safe routes to school

HEALTHCARE (hospital photo)

Continue to support Valley Health

Transportation Between Medical and Pharmacy Facilities

Encourage Expansion of Specialists

Drug Rehabilitation

Programs and Counseling Programs

ENVIRONMENT (riparian loop GW photo)

Recycling/Reuse – curbside, recycle wood/metal product, construction materials

Air Quality – Shenandoah National Park

Promote Replace a Tree Program

Clean Water – Riparian areas/buffer/trees, Hawksbill Creek

Promote policies

Clean Soil

Identify & Mitigate Toxic Spills, Underground Storage Tanks, Industrial Sites

View Sheds

Remain cognizant during planning, special use permits and rezoning

Include in site plan process

Evaluate construction height ordinances

COMMUNITY ATMOSPHERE

Adopting Philosophy of Small Community Living

Create Mindset of Cooperative Existence

Residential & Business Philosophies

PUBLIC SAFETY & EMERGENCY SERVICES

(photo)

INTRODUCTION

Ensure the safety of the general public and educate citizens.

POLICE DEPARTMENT

Non-Lethal Methods

Enhance presence in the community

Enhance patrols

Enhance safety programs

DRUG INTERDICTION

Active approach in the community

Quba (photo)

Training for Officers

COMMUNITY SAFETY & SECURITY

Expand Camera System

CODE ENFORCEMENT

Handling complaints

Zoning Infractions

EMERGENCY SERVICES

Incident Response

Enhance annual training for department heads, staff, and community members

Disaster Response

Enhance and educate

FIRE DEPARTMENT (new unit at night photo)

Fire Programs Grant – continue

Hydrant Testing

GPS Hydrant Mapping

RESQUE SQUAD

Signalization of Memorial Drive for Better Access

Safe and efficient access in and out of entrance to rescue squad

Widening Memorial Drive – Safety & Signs

Advanced Beacon Computer in Memorial Drive Intersection Cabinet

ARTS & CULTURE

INTRODUCTION

Provide a variety of arts and cultural opportunities that blend the past and present.

PERFORMING ARTS CENTER (PAL & Art Warehouse photo)

Coordinated activities

FREE CONCERTS FOR PUBLIC

Music – Evenings on Main (Ruffner Plaza Photo)

EXPANDING ARTS & CULTURE EVENTS IN LURAY

Arts Council

Participate in other town events

PROMOTING ARTS & CULTURE IN EDUCATION FACILITIES

Educational Topics – Reach out to schools and promote to students

TOURS OF ARTS & CULTURE ASSETS

Artisans Trail – Become a member

Local Musicians/Artists/Craftsman

Heritage Festivals

CREATION OF A UNIQUE VENUE

