

**A REGULAR MEETING OF  
THE TOWN COUNCIL  
OF THE TOWN OF LURAY, PAGE COUNTY, VIRGINIA**

**TUESDAY, OCTOBER 13, 2015**

The Luray Town Council met in regular session on Tuesday, October 13, 2015 at 7:00 p.m. in the Luray Town Council Chambers located at 45 East Main Street, Luray, Virginia at which time there were present the following:

**Presiding:** Mayor Barry Presgraves

**Council Present:** Ronald Vickers  
Jerry Dofflemyer  
Jerry Schiro  
Leroy Lancaster  
Joseph Sours  
John Meaney

**Also Present:**

Charlie Hoke, Town Manager  
Mary Broyles, Clerk Treasurer  
~~Danielle Babb, Deputy Clerk Treasurer~~  
Ligon Webb, Town Planner  
Assistant Chief Carl "Bow" Cook, Luray Police Department  
Lonnie Foster, Luray Police Department  
Jeff McMillan, Luray Downtown Initiative  
Nancy Shifflett, Luray Downtown Initiative  
Gina Hilliard, Luray Page County Chamber of Commerce  
Ken Racine, Racine MultiSports  
Daniel Fouse and Jim Fargo, Dubliners Pub- Parking  
Maggie Chu and Chris Wright, Luray High School Homecoming Parade  
Robert and Debra Miller, Public Hearing- Bed & Breakfast in R4

A quorum being present, Mayor Barry Presgraves declared the Council to be in session for the transaction of business. All present stood for a moment of silence. Councilman Schiro led everyone in reciting the United States Pledge of Allegiance.

**CONSENT AGENDA**

**Motion:** Councilman Vickers motioned to approve the Consent Agenda, motion seconded by Councilman Sours with the vote as follows: YEA: Council Members Vickers, Dofflemyer, Schiro, Lancaster, Sours, Meaney. **Approved 6-0**

## ***Consent Agenda***

- A) Minutes of Regular Council Meeting – 9-14-2015
- B) Minutes of Council Work Session – 9-21-2015
- C) Accounts payable checks totaling \$ 177,063.33

## **GENERAL CITIZEN COMMENTS**

### **Maggie Chu- Luray High School- SCA**

Ms. Maggie Chu requested permission on behalf of the LHS Student Council Association for the Homecoming Parade route. The parade will begin at 6:30 at Luray High School and will proceed along Main Street, and then to Bulldog Field. Assistant Chief, Bow Cook said that the school has contacted him regarding traffic control and he has no problem with the request.

**Motion:** Councilman Lancaster motioned to approve the LHS Homecoming Parade Route as presented, motion seconded by Councilman Vickers with the vote as follows: YEA: Council Members Vickers, Dofflemyer, Schiro, Lancaster, Sours, Meaney. **Approved 6-0**

### **Daniel Fouse – Dubliners Pub (West Main Street)**

Mr. Fouse stated that he and his business partner Jim Fargo are requesting a change in parking in front of the building formerly known as the McKim and Huffman Pharmacy. He discussed eliminating the two parking spaces directly in front of the building due to sight restrictions. Mr. Fouse said he had talked with Mr. Kenny Fox, Page County Building Inspection, and received two possible options. Those two options were to restrict the spaces to 15-Minute Parking or to eliminate the spaces altogether. Mr. Fouse said that of the two options, he prefers that the two spaces be eliminated.

Mayor Presgraves suggested the traffic into the parking lot be restricted to “one-way” as it had been in the past. Councilman Vickers recalled several years ago making one of the spaces a 15-Minute Parking area to accommodate pharmacy customers. Councilman Dofflemyer said making a left turn off of Court Street is still hazardous even with restricted parking. Councilman Dofflemyer asked if the neighboring businesses were aware of this request. Councilman Schiro said that it would be prudent to notify surrounding businesses before making a decision since this is the first time council has heard this request. Mayor Presgraves suggested Council revisit this at next month’s meeting. Council members requested that the Town Manager provide notice to the surrounding businesses. Council members agreed that they would consider the elimination of these spaces upon notification of neighboring businesses/property owners.

## **PUBLIC HEARINGS**

### **SPECIAL USE PERMIT REQUEST- BED AND BREAKFAST DWELLING**

Town Planner, Ligon Webb stated that the request is from Olivia Kibler to operate a Bed and Breakfast in a dwelling located in an R4 zoned area. Mr. Webb said that Ms. Kibler works in the Northern Virginia area and was not able to attend tonight’s meeting. The subject property is located at 310 Luray Avenue and is zoned R4 (High-Density Residential). Mr. Webb provided a map view of the parcel and noted that Bed and Breakfast operations are allowable by special use permit in this district. Mr. Webb said that Ms. Kibler is seeking to rent two rooms and will have a resident manager. Mr. Webb also discussed parking and other considerations. He noted that typically an R4 zoned home may not be suitable for a Bed and Breakfast facility, but this particular

home is well suited to the use. Mr. Webb said that the applicant will have to comply with all building code regulations and apply for a business license. The applicant will also be permitted to have one 4x4 square sign for the business. Mr. Webb said that the Planning Commission recommended the applicant's request by a 5-1 vote.

Mayor Presgraves then opened the public hearing for citizen comment.

### **Robert Miller- 402 Luray Avenue**

Mr. Miller, 402 Luray Avenue, spoke regarding the request and expressed concerns with potential noise problems. Mr. Miller also said that he hopes traffic will not be a problem and said that overall he and his wife do not object to the use. Mr. Miller said that his other questions were answered during Mr. Webb's discussion of the applicant's request.

With no further comments from the public, the hearing was then closed.

**Motion:** Councilman Vickers motioned to approve the request from Olivia Kibler to operate a Bed and Breakfast in an R4 zoning district as presented, motion seconded by Councilman Sours with the vote as follows: YEA: Council Members Vickers, Dofflemyer, Schiro, Lancaster, Sours, Meaney. **Approved 6-0**

## **DEPARTMENTAL REPORTS**

### **PLANNING AND ZONING**

Town Planner, Ligon Webb, noted that the Planning Commission will have one special use permit to review. The applicant has applied to convert an existing structure into an accessory dwelling unit. The subject property is located at 510 Luray Avenue and is zoned R4. The Planning Commission recently made a site visit to look at the proposed structure. Mr. Webb said that this issue should be on the Council's November meeting agenda. Councilman Lancaster confirmed that the ADU structure will be metered separately for water and sewer from the main dwelling.

The Commission will also review the updated parking ordinance. The revisions are based on the Council's direction. The Town Council will hold a public hearing for the proposed changes at the November meeting.

Mr. Webb also noted that the Planning Commission will review a request for consideration of "triplexes" in an R4 district. Currently, the R4 district allows duplexes (2 units) by right. A triplex would simply be three units which are attached and follows the same concept as a duplex but with one additional unit. Councilman Schiro asked if this would be more akin to a "condominium" complex. Mr. Webb said that he is currently working on guidelines that would govern all aspects of a triplex development.

Mr. Webb updated members on the Memorial Drive/West Main Street Revenue Sharing Project. He said that the town has issued an RFP for design and that bids are due by Friday, October 23<sup>rd</sup>.

Town Planner, Ligon Webb, said that the Mimslyn Inn would like to make some changes to their site plan. The estimates for construction of the road and parking have come in over budget thus resulting in the request for changes. Mr. Webb said that he feels the proffer is materially the same and that some minor adjustments can be made. Representatives from the Mimslyn Inn will present these changes to Council members.

Councilman Lancaster asked if The Laurance had obtained an Occupancy Permit. Mr. Webb said that they had received the permit. Councilman Lancaster also questioned the existing downspouts and drainage. Town Manager, Charlie Hoke, said that he had noted the issue and the liability would be that of the property owner.

## **TOWN AFFILIATED BOARDS AND COMMISSIONS**

### **LURAY DOWNTOWN INITIATIVE**

#### **Nancy Shifflett and Jeff McMillan, Luray Downtown Initiative**

Ms. Nancy Shifflett thanked Council members for all of their support over the past few months. She expressed her excitement for the new Program Director, Jeff McMillan, who will present this evening's report. Ms. Shifflett also thanked members for their support of the tailgate party fundraiser.

Mr. Jeff McMillan said that he appreciates all of the support he has received in the last few weeks. He stated that his first week of work with LDI was prior to the tailgate party fundraiser. Mr. McMillan said that the event grossed over \$37,000 and resulted in net proceeds of \$23,000. He mentioned that one of the quarterly reporting requirements for LDI is to log and report volunteer hours. Mr. McMillan noted that many volunteer hours had gone into the tailgate fundraising event.

He noted that LDI continues to receive assistance from Virginia Main Street and is working to maintain its designation. LDI also hopes to achieve the National Main Street designation. Mr. McMillan said that he has several goals in mind for the first 90 days of his employment, with an initial focus on local involvement. He plans to attend all local meetings including; town and county monthly meetings, task force meetings, merchant meetings, etc. Beyond that, he plans to focus on a regional approach which includes outreach to building owners and entrepreneurs. In terms of a yearly goal, Jeff said he plans to reach out statewide. He plans to attend all events from bike races to mud runs, and establish a presence for LDI and the town.

Mr. McMillan said that he will be updating and replenishing the supply of downtown brochures/maps. He also introduced the "Second Saturday" concept for downtown businesses, which will promote evening hours. Downtown businesses will be open for extended hours, 6-8pm, on the second Saturday of each month. Also, Jeff discussed plans to update the LDI office and noted that Hunt n Peck's owners have offered to donate office furniture. Councilman Schiro complemented Mr. McMillan on resuming the LDI newsletter. Mr. McMillan also noted the upcoming Halloween event that will be held downtown on October 31<sup>st</sup> from 4-6pm.

### **LURAY PAGE COUNTY CHAMBER OF COMMERCE**

#### **Gina Hilliard, Interim Chamber Director**

Ms. Gina Hilliard thanked members for the opportunity to present at the evenings meeting and advised council that she has been appointed to the position of Interim-President as of October 1<sup>st</sup>. Ms. Hilliard said that she will serve in this position on a month-by-month basis until a permanent director is established. She added that Katie Long will be moving from a part time role at the chamber to full time communications assistant. Any submissions for the "In the Loop" news should be sent to Katie Long.

September statistics for the chamber included 435 tourist calls, 455 local calls, and 1,712 tourist walk-ins. Ms. Hilliard also noted an increase in the unique web site visits which were 6,431 for September. Ms. Hilliard also

noted several meeting and events attended by the Chamber staff, which included; PACA meeting, Excel training at LFCC, Entrepreneur Express hosted by People Inc., Business After Hours, and the 2<sup>nd</sup> Annual Mud Race.

Ms. Hilliard reviewed the Mud Race and noted that attendance was down only slightly. She noted that there were 143 racers and the event received excellent participant reviews. Upcoming events include the Business After Hours at the Art Warehouse, this will serve as the fundraising kick-off for the Page County United Way. The Chamber Banquet will be held on November 5<sup>th</sup> at the Mimslyn Inn with the awards ceremony following dinner.

## **UPDATES AND DISCUSSION ITEMS**

### **2015 Triathlon Overview**

Mr. Ken Racine, Racine MultiSports, thanked Council members for allowing the event to take place in Luray. He noted that Luray is one of a few communities to fully embrace the event. Mr. Racine also mentioned that this year's event yielded footage for the production of an upcoming movie. Mr. Racine provided a power point presentation to recap the event. Highlights of the presentation included organizational changes, race statistics, lodging and spending statistics, participant reviews, and goals for 2016. Some goals for next year include increasing participation back to the 1500 participant limit, practice swim events, and a possible swim competition. The dates for the 2016 event are August 20<sup>th</sup> and 21<sup>st</sup>. Mr. Racine further discussed a movie that was filmed on location at this year's event called "Tri". The production company chose Luray for filming and a spring release of the film is anticipated.

Councilman Dofflemyer asked what Council members can do to increase participation. Mr. Racine stated that he would ask for Council's support of a possible duathlon event, which would be a run-bike-run event as opposed to the swim-bike-run. He noted that these events often bring more participants because they eliminate the swim element. Mayor Presgraves thanked Mr. Racine for his presentation and said he looks forward to the 2016 event.

## **ITEMS FOR COUNCIL ACTION**

### **Bridge Replacement Revenue Sharing Resolution & Application**

Town Manager, Charlie Hoke, said that Mr. Chrisman could not be present this event but has provided a Bridge Replacement Revenue Sharing Resolution. Mr. Hoke noted that when the Council approved the Urban Development Area expansion, this allowed Mr. Chrisman to submit the application for HB2 funding. Mr. Hoke said that while we are hopeful for this funding, a back-up plan would be to apply for the revenue sharing funds. HB2 funding is a new program for VDOT and staff believes the first year application is the town's best chance for receiving funding. In the event that funding is not received, the town would be able to utilize revenue sharing monies to fill the gap and move forward on the project.

**Motion:** Councilman Vickers motioned to approved the revenue sharing resolution as presented, motion seconded by Councilman Sours with the vote as follows: YEA: Council Members Vickers, Dofflemyer, Schiro, Lancaster, Sours, Meaney. **Approved 6-0**

## **EXECUTIVE SESSION**

### **Personnel, Section 2.2-3711.A.1**

Mayor Presgraves requested a motion to adjourn into Executive Session for the purpose of discussing matters relevant to Section 2.2-3711.A.1.

**Motion:** Councilman Sours motioned to recess the regular session and to convene in executive session; Councilman Lancaster seconded the motion with the following members voting YEA: Council Members Vickers, Dofflemyer, Schiro, Lancaster, Sours, Meaney. **Approved 6-0**

**Motion:** Councilman Lancaster motioned to adjourn the closed session and to reconvene in open session; Councilman Vickers seconded the motion with the following members voting YEA: Council Members Vickers, Dofflemyer, Schiro, Lancaster, Sours, Meaney. **Approved 6-0**

Mayor Presgraves asked members of Council to certify that to the best of their knowledge only matters covered under Section 2.2-3711.A.1 were heard, discussed, or considered during the closed session. **The roll was called with all members certifying “Yes”.**

## **ANNOUNCEMENTS/ ADJOURN**

Mayor Presgraves reminded Council Members of the upcoming Chamber Banquet on November 5<sup>th</sup>. He also reminded members of upcoming retirement dinners and the town’s annual Christmas Dinner on December 11<sup>th</sup>. With no further business, the meeting was adjourned at 9:10pm.

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Barry Presgraves  
Mayor

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Danielle Babb  
Deputy Clerk-Treasurer