TOWN COUNCIL REGULAR WORK SESSION
MONDAY, OCTOBER 7, 2024 @ 7:00 PM
Town Hall Conference Room

View meeting online LIVE at https://www.frontroyalva.com/673/Town-Hall-Live

7:00pm 1. Roll Call

2. Retail Strategies Presentation (Virtual) – *Lizi Lewis*

3. Blue Creek Wind Power Purchase Agreement (PPA) – *Carey Saffelle*

4. New **Business**
   A. Purchase and Bid Awards – *Michelle Campbell*
      1. Two Stainless Steel Dump Bed Bodies with Hoists and Hydraulic Systems
      2. Replacement Police Department Patrol Vehicles
      3. Various Grades of Asphalt FY25FY25
   B. FY25 Budget Amendment for Internet Crimes Against Children Funds – *BJ Wilson*
   C. Proposal Acceptance from Stantec for Comprehensive Water & Wastewater Utility Cost of Service Fee & Rate Study– *BJ Wilson*
   D. Rezoning Application to Reclassify Land on Strasburg Road from C-1 to R-3 – K. Alexander – *L Kopishke*
   E. Special Use Permit for a Mural at 296 South Street – Salvation Army – *Lauren Kopishke*
   F. Request for Town Public Water and Sewer in the Corridor for Industrial Use– *Joe Waltz*
      1. Plien-Smith LLC
      2. Rushmark Rockland Road LLC

5. **Old Business**
   A. Vape Ordinance Discussion
   B. Liaison Committee Meeting Items

6. **Closed Meeting**

7. Adjourn

COUNCIL REGULAR WORK SESSION
AGENDA STATEMENT

Meeting Date: October 7, 2024 **Item# 02**

Agenda Item Retail Strategies Presentation

Summary: Providing Council with a short virtual presentation from the vendor Retail Strategies looking to work with the FREDA Board. This will allow Council to have a clear understanding of the services RS has to offer in support of the Front Royal Economic Development Authority's mission.

Budget/Funding: Requesting to use the already budgeted funds for FREDA to begin the contract with Retail Strategies.

Staff Recommendation: Staff recommends approving the use of the budgeted funds to use the vendor Retail Strategies.

retail strategies



Front Royal, Virginia

Revitalize your local economy

Attract new Businesses

Enhance the quality of life for your residents



There's a lot of opportunity here.

Retail Strategies

With over 8 years of working in the state of Virginia, Sarah Beth understands and appreciates the diversity of each locality. Whether you are a rural underserved community to a thriving metropolis Sarah Beth knows retail, placemaking and small businesses make up the uniqueness of your community.

Sarah Beth brings a consultative background and approach to Retail Strategies' clients with her passion for helping communities reach their untapped potential.

Prior to Retail Strategies, she worked in the media industry at both FOX and NBC affiliates. She utilized data and local drivers to assist small businesses in promoting their brands and services.

In 2020, she was named Top 35 Under 35 for her efforts through Retail Strategies and her contribution to local economies.



Sarah Beth Stewart

Vice President of
Community Partnerships



ICMA

ICSC

NLC NATIONAL LEAGUE OF CITIES
CITIES STRONG TOGETHER

MAIN STREET AMERICA
2023 Allied Member

IDA INSPIRED LEADERS SHAPING CITIES

retail strategies

Trusted Partner

Industry Leaders

- Worked with 800 communities since 2011
- Vast network of retail and restaurant industry professionals
- Only municipal firm with in-house commercial real estate team

retail strategies

Success in the Commonwealth

Experience in Virginia

- 14 Current Retail Recruitment Partnerships
- 23 Current Retail + Downtown Partnerships
- Connections with retailers, brokers, and developers throughout the Commonwealth
- Attends ICSC Mid-Atlantic yearly on behalf of our communities in the Commonwealth





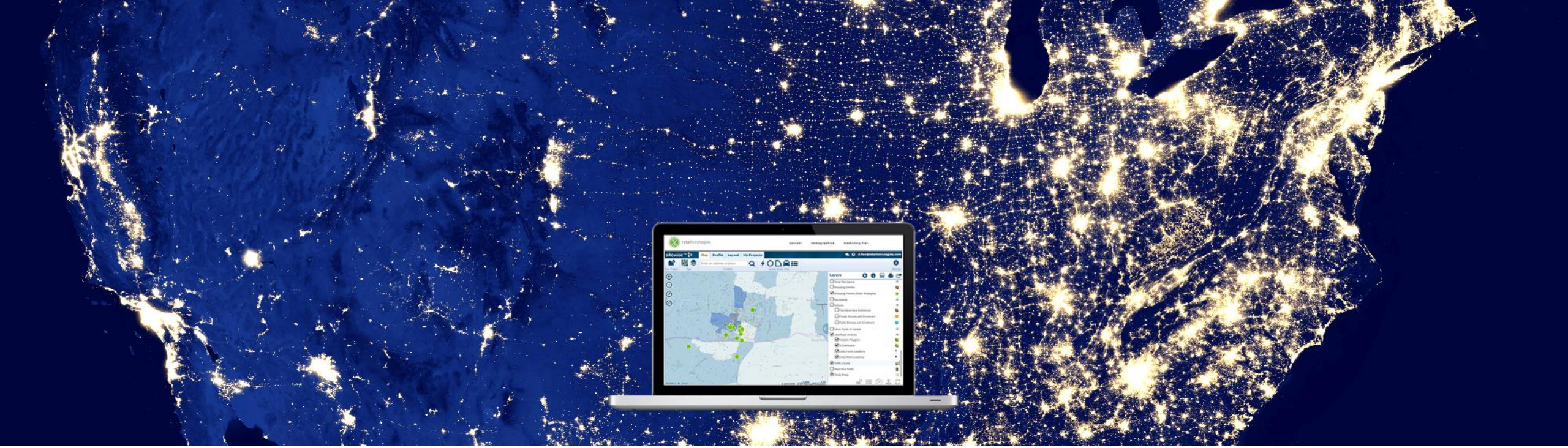
Extension of City Hall

Our Role

NEEDS:
Every city has the goal to increase tax revenue and job creation, often through new businesses. A combination of these goals increases the quality of life for citizens, spurring on more growth.

CHALLENGES:
Communities have challenges to overcome, such as finding enough time, building a network, the collateral and resources, and the specific experience needed in the retail industry.





Data & Analytics

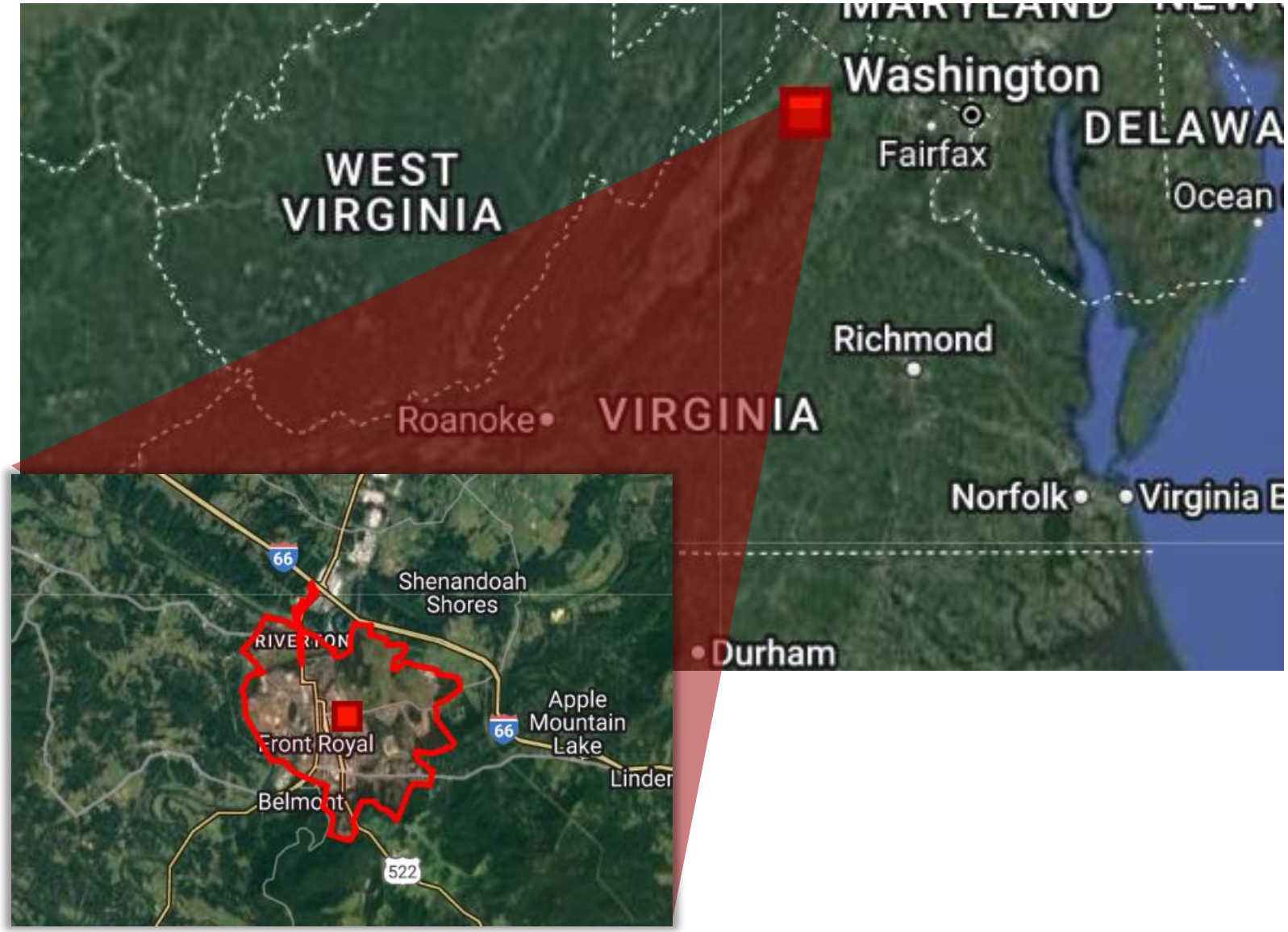
Customized Trade Area // GAP Analysis // Peer Analysis // Prospects & Site Criteria

DISCOVER

How you see Front Royal

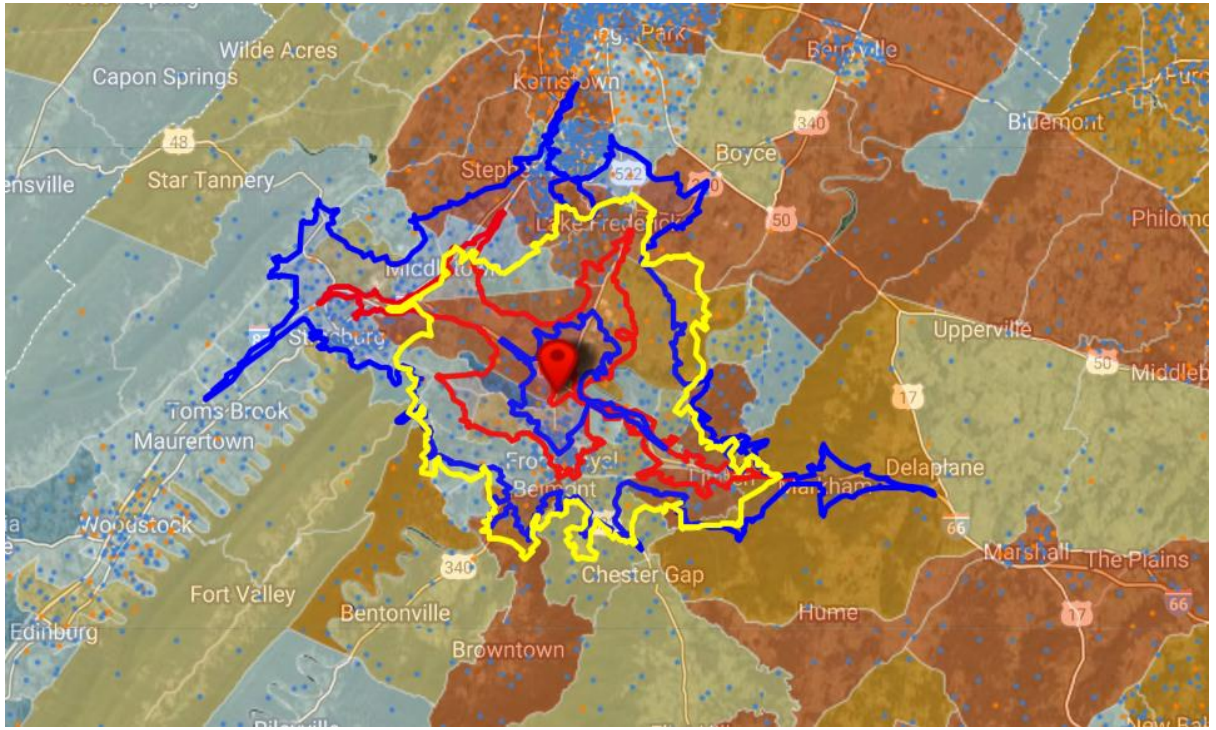
15,000+

2024 estimated population



How Retailers see Front Royal

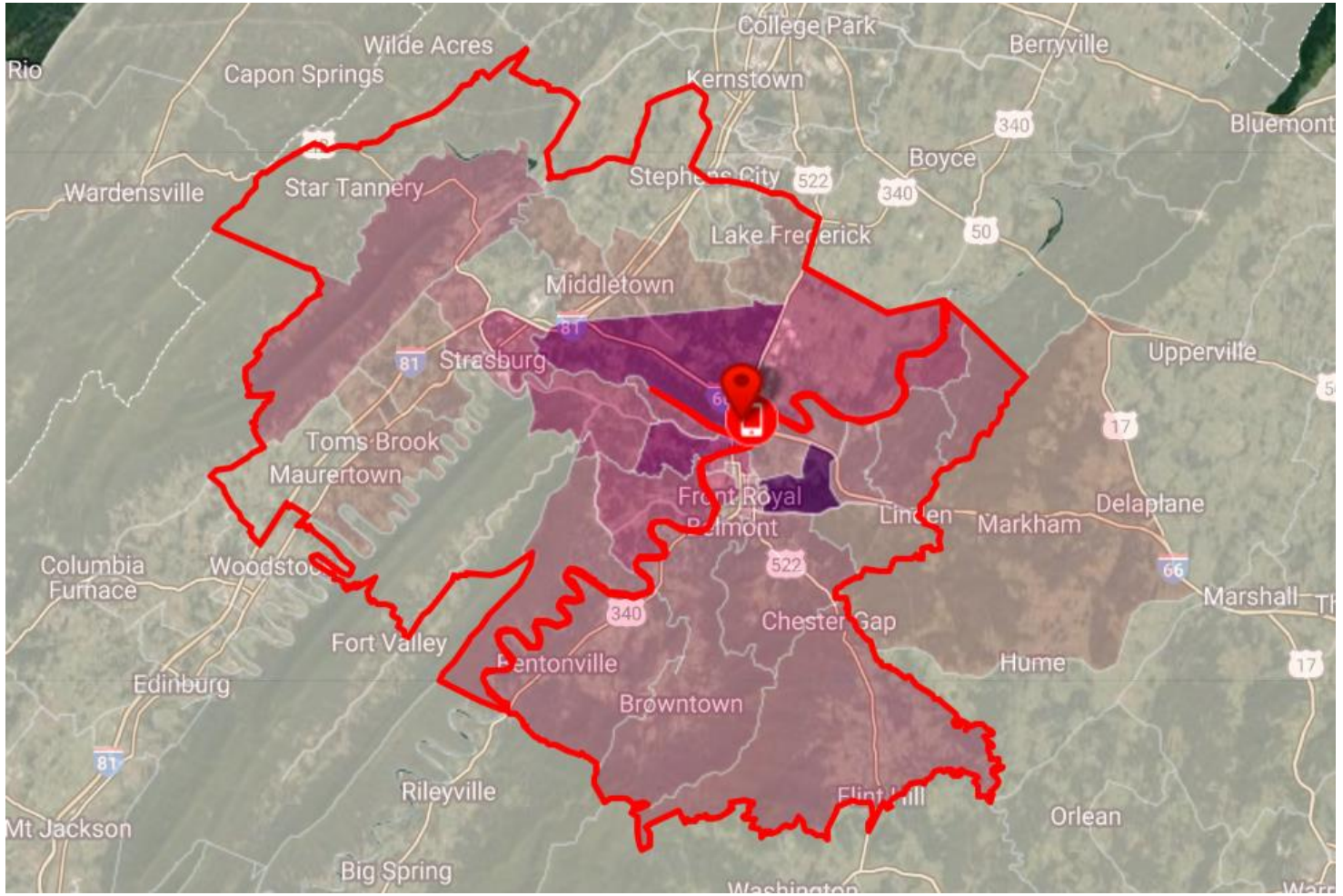
3-Mile	237
5-Mile	6,181
10-Mile	35,040
10-Minute Drive Time	15,464
15-Minute Drive Time	51,498



Customized Trade Area

74,000+

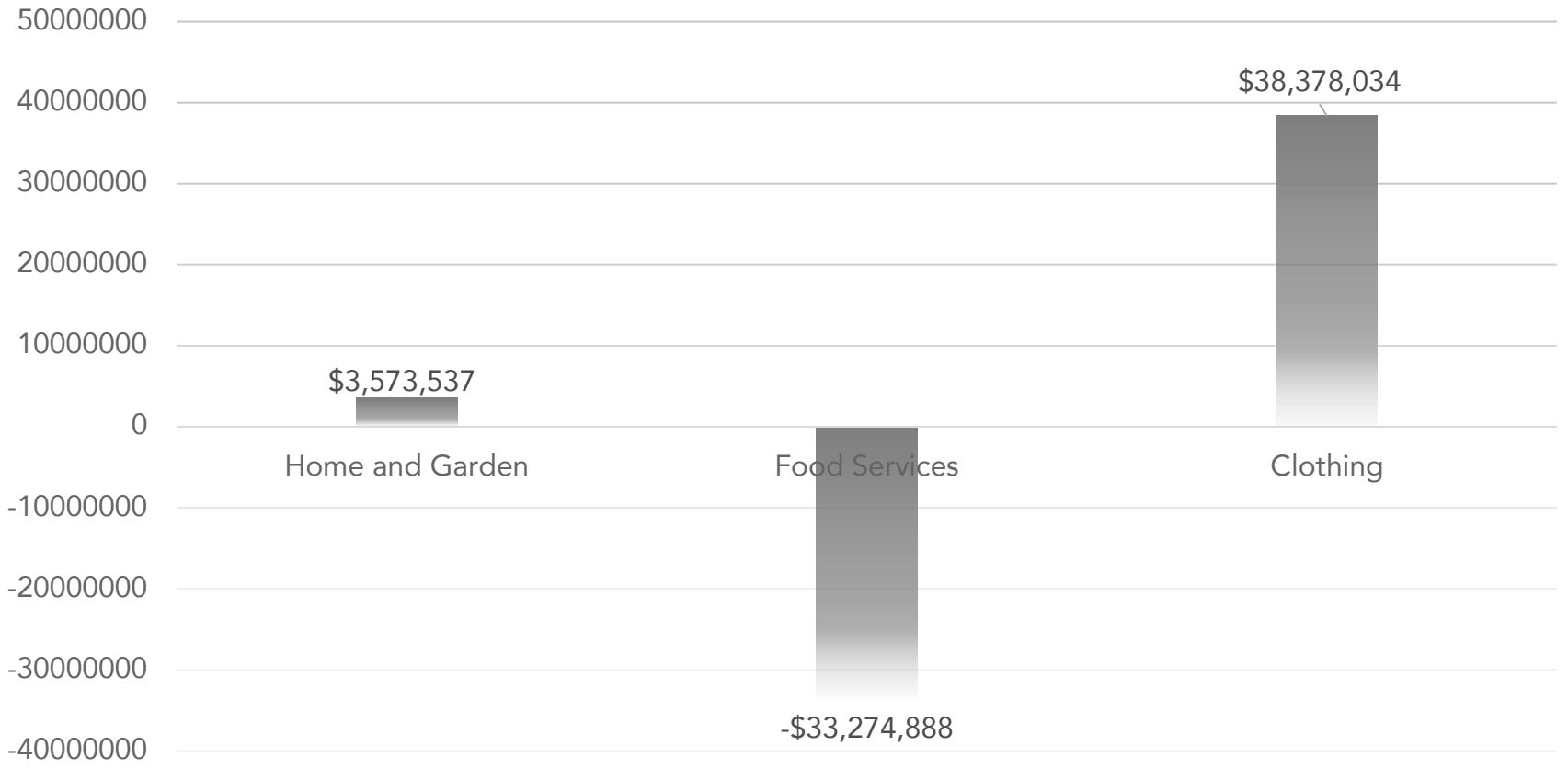
2024 estimated population



GAP Analysis

$335 Mil

Total Retail Leakage





Real Estate Analysis

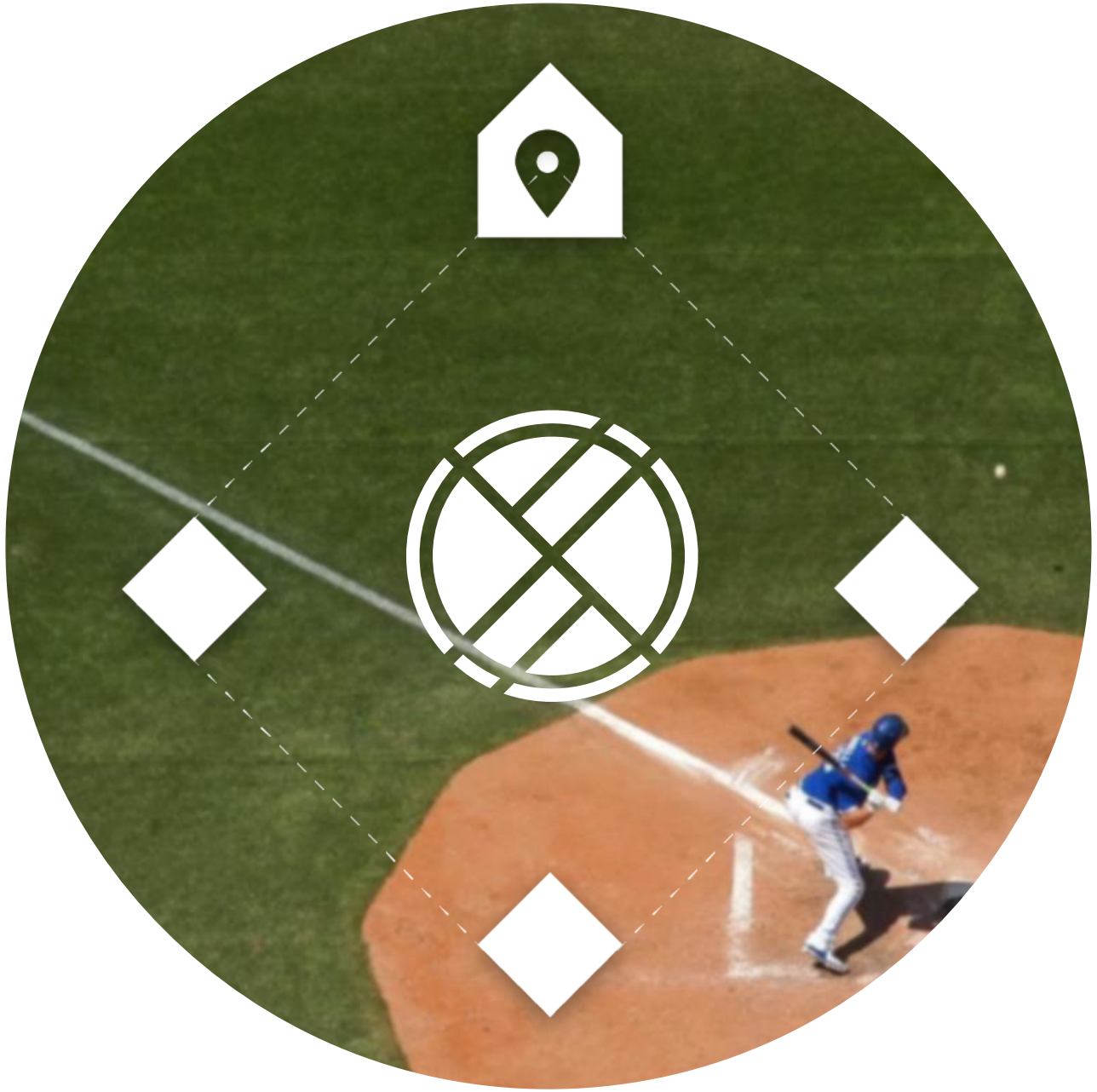
Universal Site Metrics // Property Inventory

CONNECT

Home Run
Real Estate

Universal Site Metrics

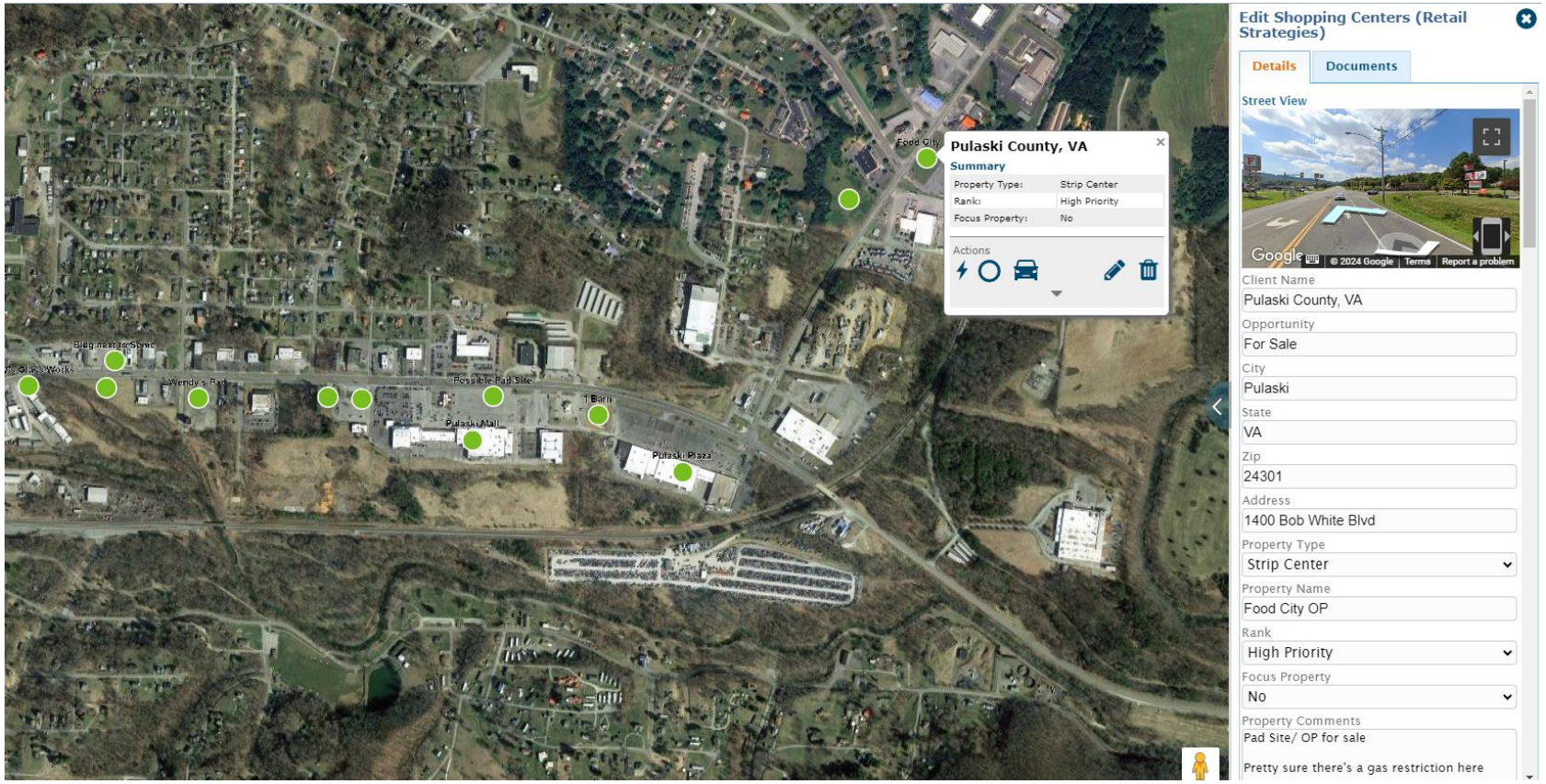
- Parking
- Traffic
- Co-tenancy
- Signage
- Ingress / Egress



Inventory

Retail Real Estate

Property Mapping





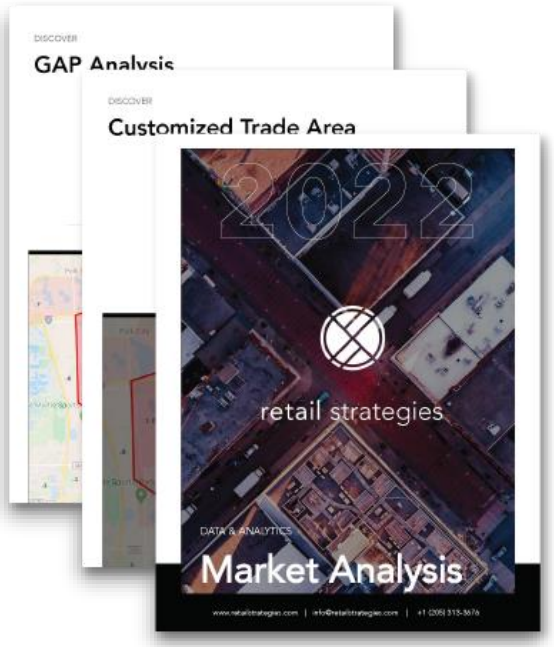
Our Partnership

Your Deliverables // The Team // Our Relationships

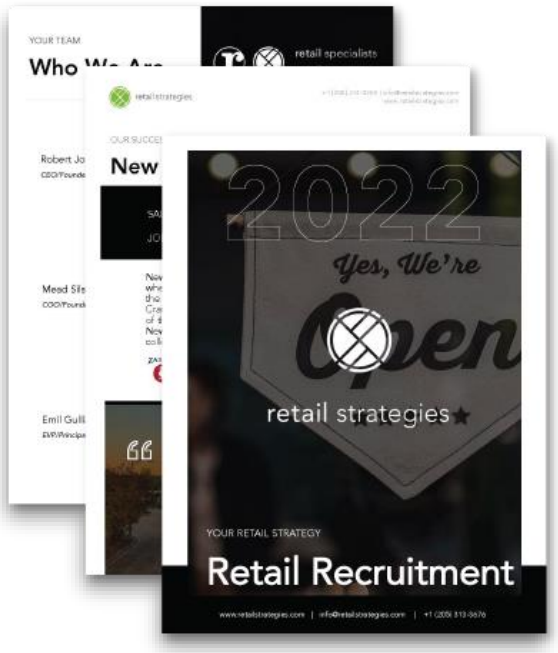
ADVANCE



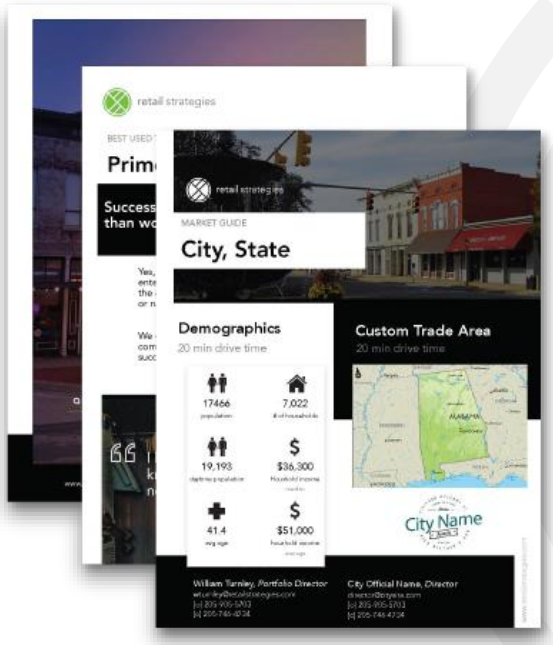
Deliverables



Market Analysis



Retail Recruitment Plan



Marketing Guide

Prospects & Site Criteria

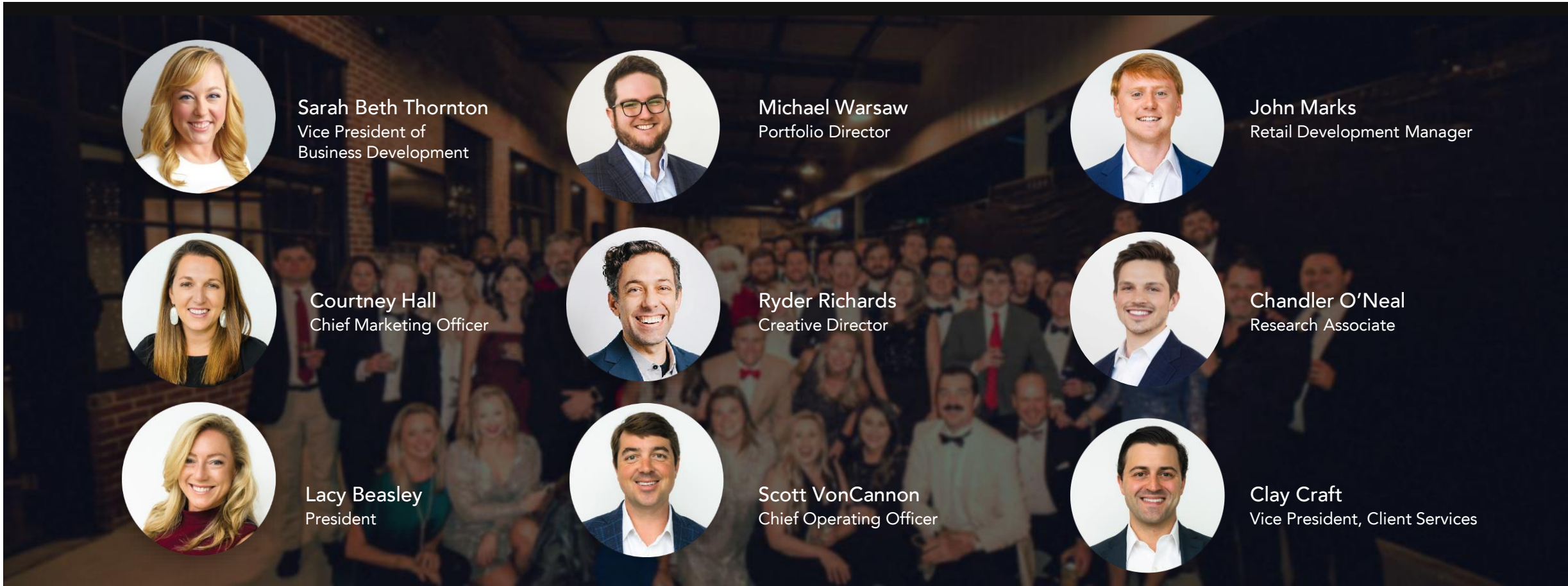
Retail Category	Appropriate Retailer
	DUNKIN'
	COBBLESTONE HOTELS
	Publix

DUNKIN' DONUTS

	Food & Beverage
Demographic Radius Ring Requirement:	3
Minimum Population Requirement:	9,000
Household Income Requirement	$65,000
Traffic Count	20,000 VPD
Number of SF or AC:	1,100 SF
Location Comments:	Standard "Vanilla" shell with improvements. Morning side of roadway, drive-thru window preferred. Free standing, shared pad, or end cap located in mix use "major tenant" community shopping center with national or regional tenant.

The Team

With a 5:1 client to staff ratio, we are dedicated to our client communities' needs.



Sarah Beth Thornton
Vice President of
Business Development

Michael Warsaw
Portfolio Director

John Marks
Retail Development Manager

Courtney Hall
Chief Marketing Officer

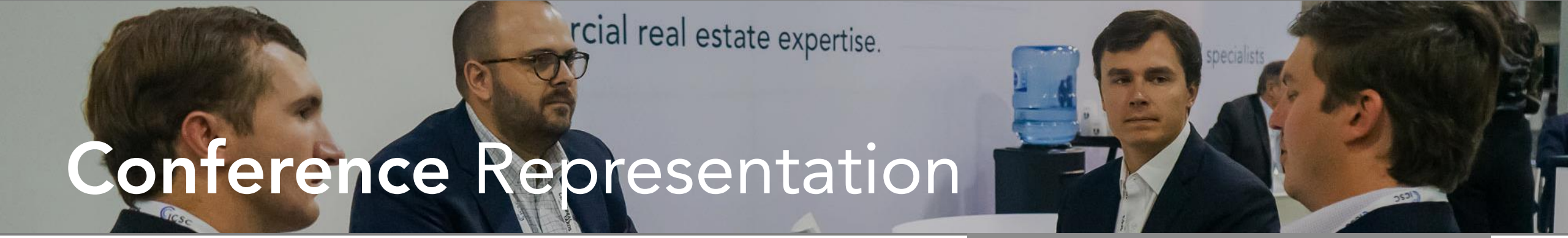
Ryder Richards
Creative Director

Chandler O'Neal
Research Associate

Lacy Beasley
President

Scott VonCannon
Chief Operating Officer

Clay Craft
Vice President, Client Services



Conference Representation

Our Network is Your Network



RETAIL LIVE!

ICSC

retail recruitment ladder



$40+ Million	300 Jobs	$400k 1% tax base
$20+ Million	50 Jobs	$200k 1% tax base
$10+ Million	30 Jobs	$100k 1% tax base
$5+ Million	22 Jobs	$50k 1% tax base
$1+ Million	15 Jobs	$10k 1% tax base

- Retail builds on retail.
- Retail economic impact adds up quickly.
- Retail attracts the workforce that attracts the primary jobs.
- Retail influences executives looking to locate their company in your community.
- Retail enhances quality of life that brings your children home.
- Retail builds tax base.
- Retail adds jobs from entry level to managerial.
- Retail builds communities.



Questions?

We are here to help



Client Success

Testimonials & retail wins

EXPERIENCE

Success in the Commonwealth



$374,280
Annual Local Sales
Tax Revenue Collected

$37.4M
New Annual Retail Sales
in Client Communities

204
Jobs Created
(Estimated)

Success

Cookeville, Tennessee

Population
35,100

Sales Tax Collections
$2.5M Annually

Job Creation
400+

Retailers Recruited

The Story

Cookeville lost a large primary job prospect because the CEO's spouse couldn't imagine living in a community without retail and restaurant amenities. Cookeville hired Retail Strategies to help solve the problem. After a 5-year journey and strong public-private partnership, the city now has a shopping center anchored by Publix and Academy Sports.



www.retailstrategies.com/success

Success

Plainview, Texas

Population
20,500

Sales Tax Collections
$413,784 Annually

Job Creation
143

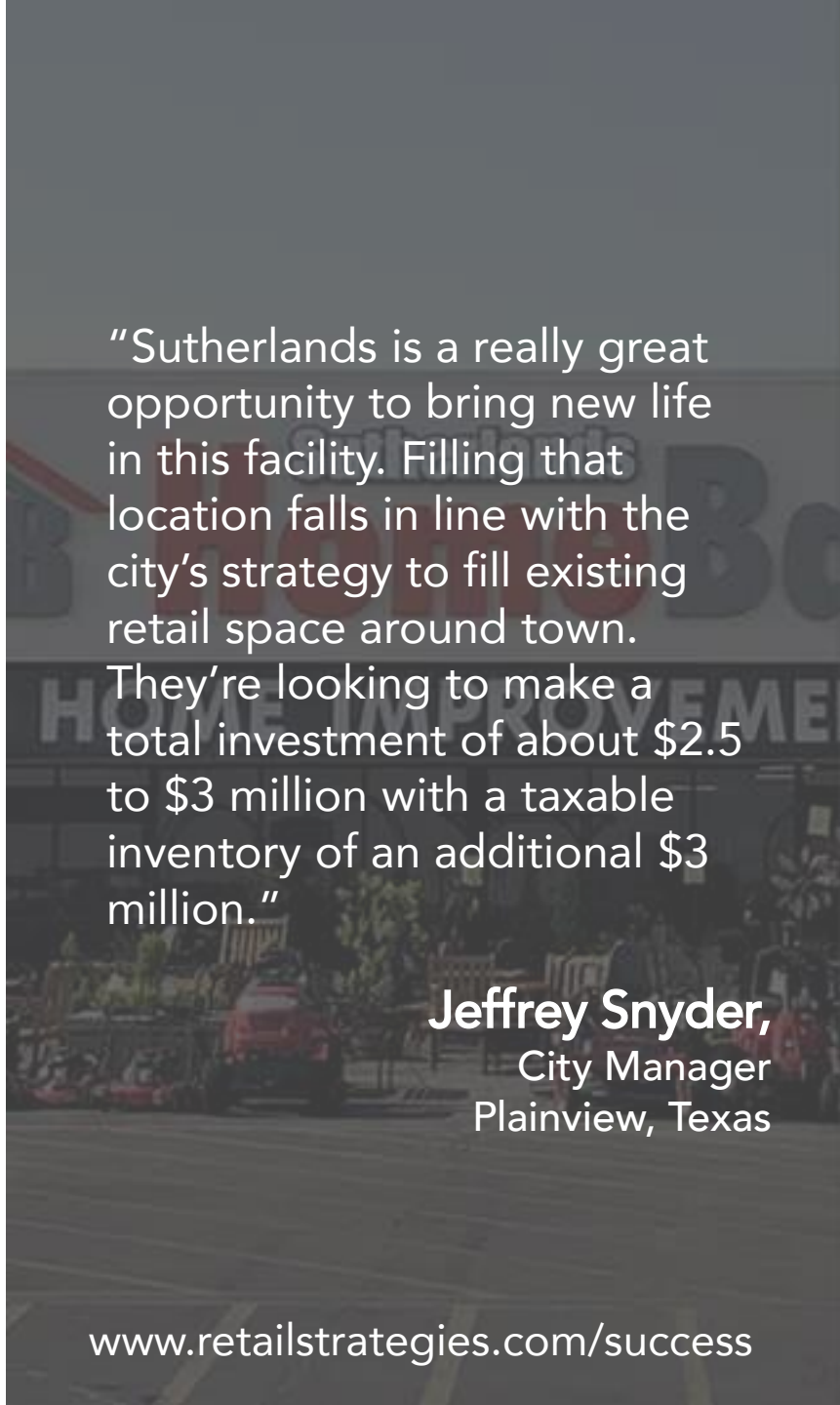
Retailers Recruited

ACE Hardware, at&t, Factory Connection, Arby's, Church's Chicken, planet fitness, HomeBase, Bueno Taco Bueno, Harbor Freight, Braum's

The Story

Historically the city of Plainview simply allowed retail development to organically occur. In 2014 city leadership decided to take a proactive approach towards retail and restaurant development and since then 10 new retail and restaurant companies have opened.

Sutherlands HomeBase backfilled an old Kmart building that had been vacant for 30 years. The building supply and garden retailer invested $3M into the facility and created 15 new jobs.



"Sutherlands is a really great opportunity to bring new life in this facility. Filling that location falls in line with the city's strategy to fill existing retail space around town. They're looking to make a total investment of about $2.5 to $3 million with a taxable inventory of an additional $3 million."

Jeffrey Snyder,
City Manager
Plainview, Texas

Success

Emporia, Virginia

Population
57,000

Sales Tax Collections
$967,000 Annually

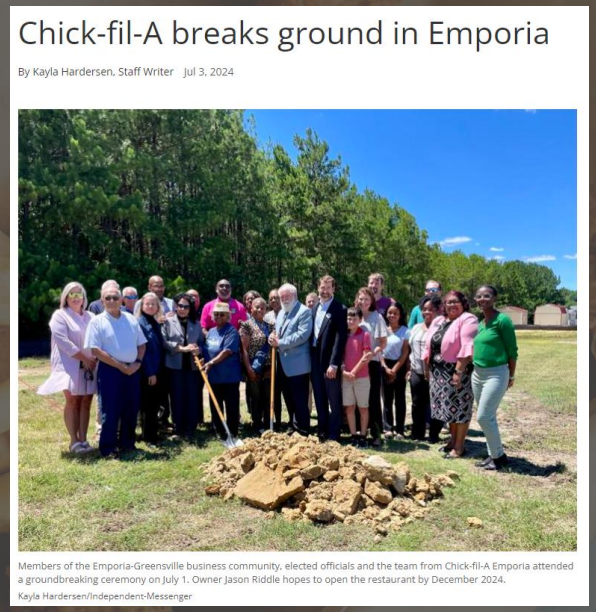
Job Creation
125

Retailers Recruited

The Story

Originally a part of the Virginias Growth Alliance, Emporia started working with Retail Strategies in 2017 to take a proactive approach to retail development. Even when the VGA changed direction, Emporia saw the importance of having Retail Strategies taking on their retail development.

Since our partnership began Emporia has experienced retail growth unseen by other localities of its size and in the region, thanks to a partnership with Retail Strategies.


Chick-fil-A breaks ground in Emporia

By Kayla Hardersen, Staff Writer Jul 3, 2024

Members of the Emporia-Greensville business community, elected officials and the team from Chick-fil-A Emporia attended a groundbreaking ceremony on July 1. Owner Jason Riddle hopes to open the restaurant by December 2024.

Kayla Hardersen/Independent-Messenger

"We are confident that this partnership will be mutually beneficial and contribute to the sustained progress of our city."

William E. Johnson III,
City Manager
Emporia, Virginia

www.retailstrategies.com/success

retail strategies



Retail Recruitment
Proposal

Prepared for:
Front Royal, Virginia

Sarah Beth Stewart
Vice President of Business Development

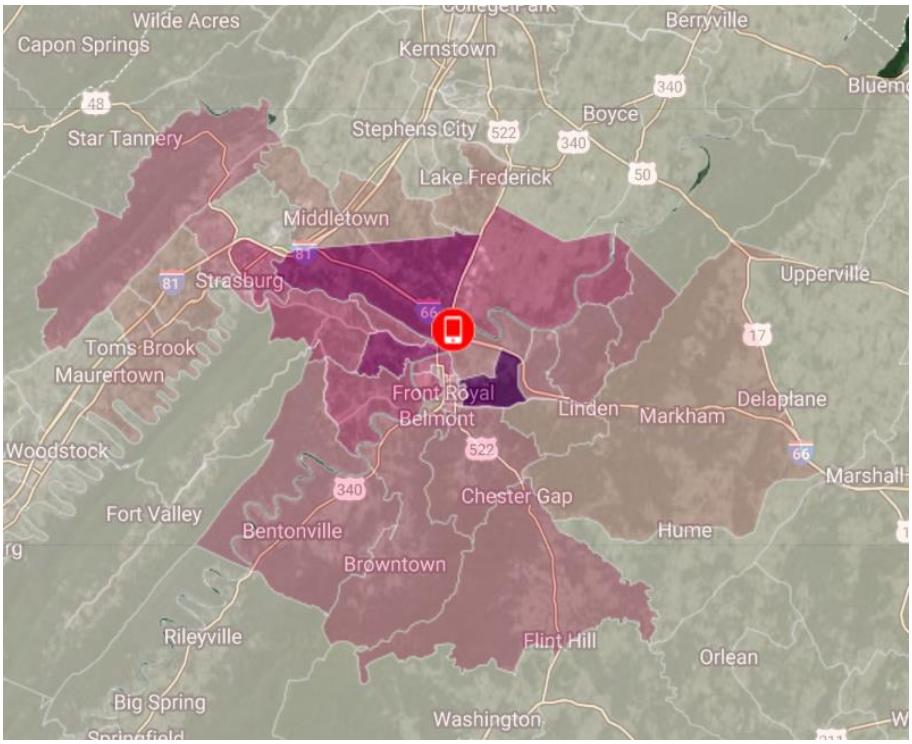
September 2024

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Opportunity in

Front Royal



Preliminary Analysis

In a preliminary analysis Retail Strategies has identified a trade area of **74,195+** consumers with a **5.56%** growth rate over the next 5 years. Even so, the strong income levels and buying power showcases the demand and potential for new business in the community.

In addition to studying the market size, we ran two analysis that show the demand for new business in the community. These analysis showed **$335,836,00** being spent on goods and services outside of the community, and **20+** businesses who have located in similar communities but have yet to land in Front Royal.

If given the *privilege* of being your retail partner, your dedicated team will identify national and regional retailers, develop an extensive asset-based recruitment plan, proactively recruit desirable retail and restaurant concepts, and report back on progress. Retail Strategies has the time, experience, and connections to attract higher end retail concepts.

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Retail Recruitment

Our Process

Your dedicated team will act as an extension of your staff to create and execute a tailored retail recruitment strategy.

DISCOVER

CONNECT

ADVANCE

Data Analysis

The first step is to understand who your consumers are, not just your constituents. Utilizing mobile data, we can uncover where people are coming from and what is their buying power.

Real Estate Analysis

Every retail site in your market will be catalogued by your team at Retail Strategies; shopping centers needing to be backfilled, open land ready for development, or under-utilized retail space all will be assessed by a licensed real estate professional

Retail Recruitment Plan

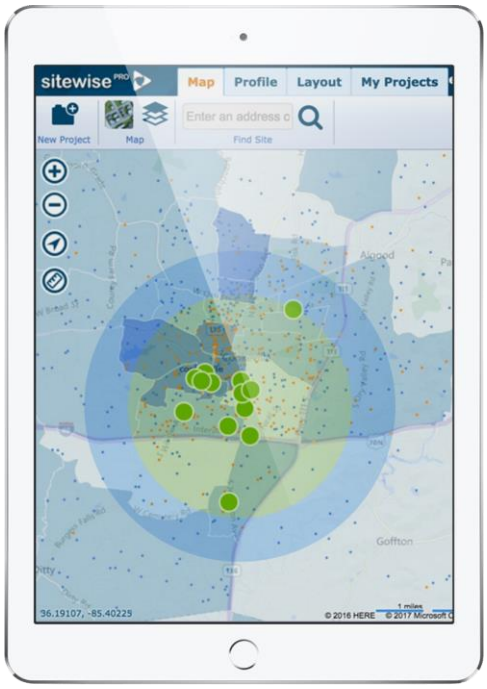
Based off your data, real estate assets, community input and retail trends, we will develop a Retail Recruitment Plan with specific restaurant, grocery, home improvement, entertainment, and hospitality targets.

National Recruitment and Representation

This is where the rubber meets the road. Front Royal will receive a dedicated team that will implement the Retail Recruitment Strategy by connecting with brokers, retailers, property owners, tenant reps and any other industry players to get new retail to open in your market.

DISCOVER

Discover: Research



The cycle begins with market analysis. We take the deep dive in to data, advanced analytics, and proprietary tools developed in house to uncover and define the potential in your community.

After interviewing more than a dozen research firms, Retail Strategies chose STI Popstats (Synergos Technologies) as our primary data source. This data source consistently delivers the highest level of accuracy and allows our team to analyze and deliver over 3,365 individual variables (per geography) providing the deepest, most reliable, information possible to our Clients.

Trade Area Identification

By utilizing mobile data collection, data and analytics, and real estate acumen, our team will identify shopping patterns within your community that will answer key questions for retailers.

Business Recruitment Categories

After reviewing key demographic information, we will deliver a list of uses, businesses, and opportunities for your community. These potential businesses will elevate your downtown.

Mobile Data Collection

An industry leading report which utilizes cell phone data to identify the home and work location of consumers that visit a defined shopping area within the community.

Psychographic Analysis

Defines the type of consumers in your market by breaking down consumers demographic characteristics, consumer preferences, consumer expenditures, and cultural ideals.

GAP Analysis

Examining the market supply and market demand within the trade area to uncover the categories of retail being desired by your community.

Consumer Expenditures

Drilling down into each retail segment to identify and understand what your consumers spending patterns are.

DISCOVER

Discover: Real Estate Analysis & Communication

Real Estate is the key to every business expansion. Our team features over 150+ years of retail real estate experience and we utilize our collective experience to provide the most thorough, and creative, assessment of your community.

To accomplish this, we bring our team of retail real estate professionals to your community to uncover your strategic and underutilized real estate assets. The inventory of properties our team believes is viable for new development, redevelopment highest and best use or vacancies that need to be filled are logged and recorded in our custom software program to be used by your team during the recruitment process.

The information we gather is immediately put to work through making outreach to the property owners, developers, and brokers who represent these properties to learn their goals for the property and how Retail Strategies can assist them on behalf of the community leaders.



Communication: The Key to Our Partnerships

During our onboarding process we will schedule a time to speak with you to get a first-hand understanding of your goals, desired businesses, past experiences, etc. In addition, we send a questionnaire that can be filled out by one, or many, community leaders to provide Retail Strategies further information on your goals and vision.

From day one, our process is built around creating a relationship with you and getting communication and information flowing to one another. This is partnership. We know that no one knows your community better than you. Through our partnership we will be able to harness your local knowledge and pair it with our resources and connections to make an economic impact. In addition, this free flow of communication will allow you to always share feedback with our team which we will utilize on your behalf.

DISCOVER

Discover: Recruitment Strategy and Marketing

Retail Recruitment Strategy

At the end of our Discovery process - we combine your data, analytics, real estate, and community vision to create your Retail Recruitment Plan and Strategy.

This 70+ page document highlights our research on the community, demographic information, retail analysis and our Boots on the Ground real estate analysis.

Identified are the top prospects (minimum of 30) where our team of experts will perform outreach to match your real estate and market opportunities.

Retail Strategies will present the Plan for approval before implementation. As your partner, your buy-in is vital to our efforts and our success.

Once approved, your dedicated team will kick into high gear to connect with the retail, restaurant, hospitality and real estate community to move the needle on business recruitment.



Marketing Guide

You will receive a customized Marketing Guide that showcases critical market intelligence, data, real estate information, and advanced analytics to illustrate the top facts to industry professionals that position you for economic growth. These flyers can be printed and/or uploaded to your website.

Your dedicated team will utilize these flyers at conferences to showcase the opportunities in the market.

CONNECT

Connect: Retail Recruitment

This is where we take the information we have collected for your community, package it in the appropriate format, and begin showcasing opportunities in your community. The benefit of partnering with Retail Strategies is that we do not just hand you fancy gadgets and a CRM tool to conduct recruitment, our Virginia management team will conduct every piece of outreach to the appropriate contact on your behalf.

This includes connecting with local, regional, and national brokers, developers, tenant reps and retailers. Our role is to influence those decision makers to make Front Royal a part of their growth plan.

Dedicated Team

Front Royal will receive a dedicated team of retail real estate professionals to act as the extension of the staff to take on the heavy burden of connecting with the retail community. Retail Strategies maintains a 5-1 client to staff ratio to best serve our client communities and take on a limited number of communities per state each year.

The Virginia Portfolio is one of our most experienced teams; this group of retail real estate professionals have over 35 years of experience with local brokers, developers and tenant reps.



Clay Craft
VP Client Services



Michael Warsaw
Portfolio Director



John Marks
Retail Recruiter



Sarah Beth Stewart
VP Community Partnerships



Joe Strauss
VP Development

Conference Representation

Each year our team attends more than a dozen retail real estate conferences including ICSC Chicago, ICSC Vegas and RetailLive!

At the conferences we will conduct meetings with targeted retailers, restaurants, brokers, and developers on your behalf. Following each conference, you will receive Recap Report on who we met with, what was said, and what our next steps are.



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Scope of Services

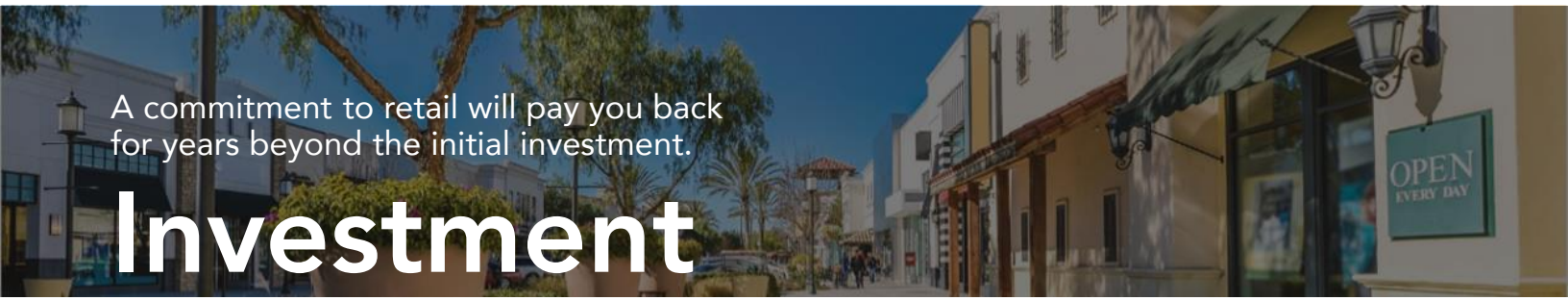
Data & Analytics | Real Estate Analysis | Community Input | Retail Strategy

- Retail Real Estate Analysis performed by Licensed Retail Real Estate Professionals
- Identify and Evaluate priority commercial properties for development, re-development and higher and best use opportunities
- Identification of priority business categories for recruitment and/or local expansion
- Target List of Retailers and Restaurants (minimum of 30). National and Regional
- Customized Marketing Guide (four pages)
- Identify market retail trade area using political boundaries, drive times and radii and custom trade area boundary geographies
- Perform market and retail GAP analysis for trade area (i.e. leakage and surplus)
- Conduct retail peer market analysis
- Leverage mobility data to understand retail market performance and trade area identification
- Analyze the community's growth potential through peer analysis and GAP analysis
- Tapestry lifestyles – psychographic profile of trade area/market segmentation analysis
- Consumer Spending Pattern Reports
- Market Outlook Reports
- Aerial imagery of trade area(s)
- Provide updates on retail industry trends
- Custom on-demand demographic research – historical, current, and projected demographics – to include market trade areas by radius/drive time, and custom trade area

Recruitment | Representation | Outreach | Connectivity

- Pro-active retail recruitment for entire community
- Will contact a minimum of 30 overall retailers, restaurants, brokers and/or developers each year
- Updates on new activity will be provided to Client's designated primary point of contact via Basecamp, telephone, or email.
- Quarterly Business Reviews will be conducted on a quarterly basis to provide an aggregate update on our market efforts
- ICSC and Retail Live conference representation- updates provided according to the yearly conference schedule
- Active outreach to local brokers and landowners

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A commitment to retail will pay you back for years beyond the initial investment.

Investment

We appreciate the opportunity to partner with Front Royal!

Our services will help reduce your **$335 Million in annual retail leakage**, pay a return by adding jobs, increasing property taxes, and new businesses that enhance your community

Retail Recruitment	Fees
Year 1	$55,000
Year 2	$55,000
Year 3	$55,000

Retail Strategies' agreements are annual with defined prices for up to two additional years of service. The Client will have the option to extend or discontinue the agreement each year.

The lead time on a real estate transaction is typically 18-36 months. To fully realize the benefits of the investment and maximize the seeds we plant in year 1, we recommend a 3-year partnership.

The total fee for completion of work is due upon execution of agreement. Should the Client request a special assignment, additional work, and/or additional travel needs not specifically referenced in the contract, we will prepare written authorization to be signed by the Client in advance of commencing any additional work.

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Amplification

RECAP

Retail recruitment is a marathon, not a sprint. Our partnerships are built to provide the foundational support and relationships to take your community forward as quickly as possible.

We Multiply and Enhance Your Staff



We Make Sure Your Story is Heard

FRONT ROYAL
1788
VIRGINIA

COUNCIL REGULAR WORK SESSION
AGENDA STATEMENT

Meeting Date: October 7, 2024 **Item# 03**

Agenda Item: Blue Creek Wind Power Purchase Agreement (PPA)

Summary: Seek approval for the Town to enter in a PPA for Six Megawatts (6MW) of Power beginning in January 2025, for a term of Five (5) Years: 2025-2029. Also, have a comprehensive overview of Front Royal's Wholesale Power Purchasing Portfolio. Craig Klienhenz, Assistant Vice President of Power Supply Planning, with American Municipal Power (AMP) will provide council with recommendations for participation and overview.

Budget/Funding: Pricing- Not to Exceed $59.00/MWh with 0% Escalation for Term

Staff Recommendation: It is Staff's recommendation we move forward with the PPA with AMP. Craig Klienhenz and staff will be available for discussion.

Blue Creek Wind Farm PPA



AMP™
PUBLIC POWER PARTNERS

Blue Creek Wind Farm

- 304 MW of Installed Capacity
  - 152 Wind Turbines (2 MW each)
- Located Near Van Wert, Ohio
  - Operational in 2012
- AMP Purchased 52.16 MW for 10 Years
  - July of 2012 – June of 2022
  - Average Load Factor 30%





Business Confidential – Not for Distribution as a Public Record

Proposed PPA

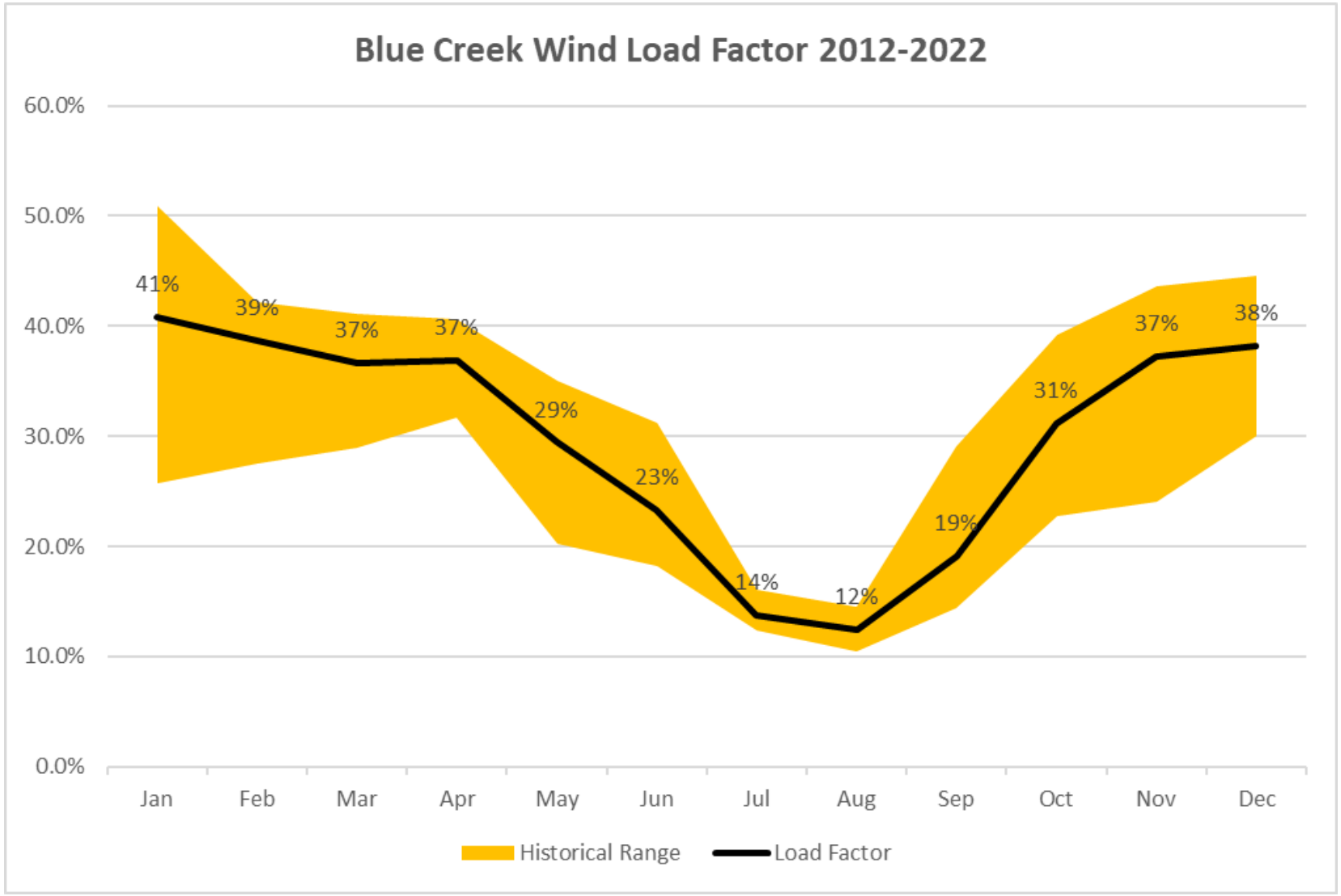
- Term – 2025 through 2029
  - Or 2026-2029 / 2027-2029
- Price not to exceed $59 / MWh
  - Current quote $56.05 / MWh
- Other Value from Project
  - PJM Capacity ≈ $13 / MWh
  - RECs ≈ $3 / MWh
  - Net Energy Rate ≈ $40 / MWh

- PPA is currently cheaper than market and provides price certainty in volatile times from a renewable resourc



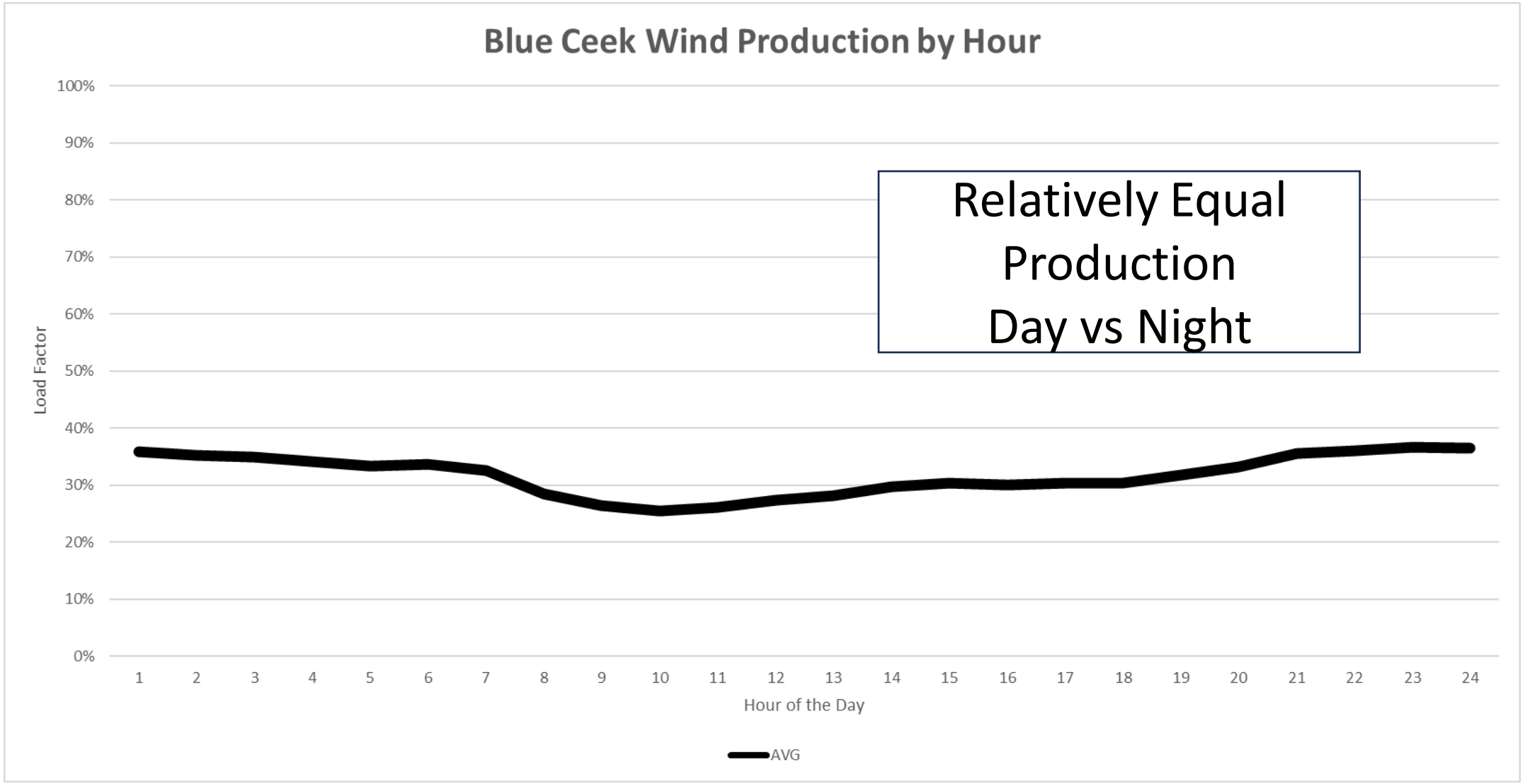
Business Confidential – Not for Distribution as a Public Record

Historic Production = 30% Load Factor



Business Confidential – Not for Distribution as a Public Record

3 MW of Wind = Approximately 1 MW of 7x24 Power



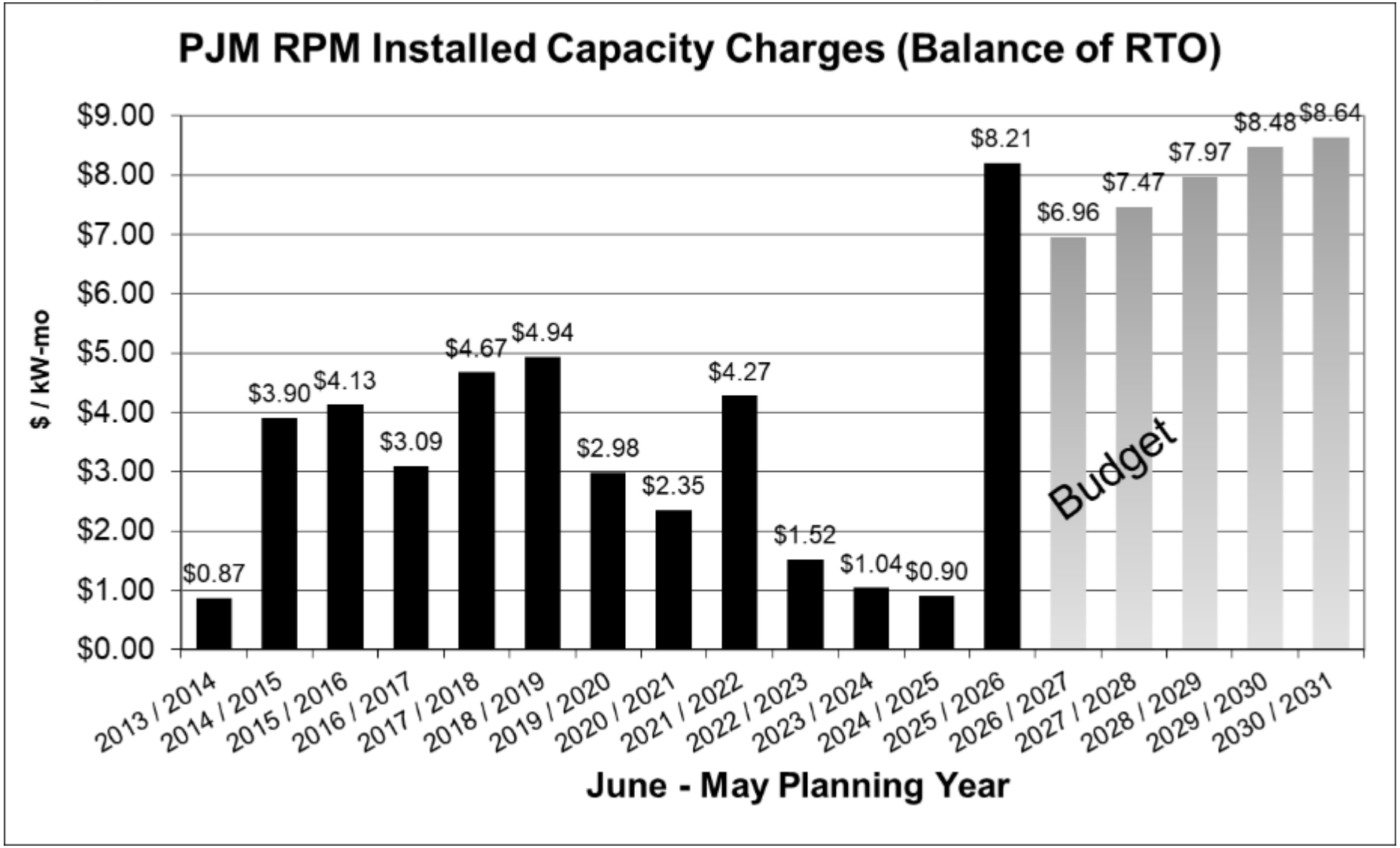
Business Confidential – Not for Distribution as a Public Record

PJM Installed Capacity Credit

- Members will receive capacity credits from PJMs capacity process
  - PJM pays generators to be available to produce during emergencies
  - Payments billed to PJM loads
  - Wind installed capacity credits offset load expenses
- **Current Capacity Benefit = $13 / MWh**
  - 2025/2026 Capacity price $8.21 / kW-mo
  - Benefit of each 1 MW (1,000 kW)
    - $8.21 / kW per month * 12 month * 1,000 kw * 35% = $34,482 / Year
      - 35% based on expected production across PJM Peaks
  - $13 / MWh = $34,482 / (8760 hrs / year * 30% capacity factor)
    - Based on 30% Capacity Factor of Blue Creek project
- Future prices expected higher due to generation retirements and load increases
- Range of potential Prices
  - 5 Year Budget of $7.90 / kW-mo = $12 / MWh
  - Past 5 Year Historical Price of $2.00 / kW-mo = $3 / MWh
  - Potential Installed Capacity Max Price of $13.73 / kW-mo = $22 / MWh

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Capacity Prices



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RECs (Renewable Energy Credits)

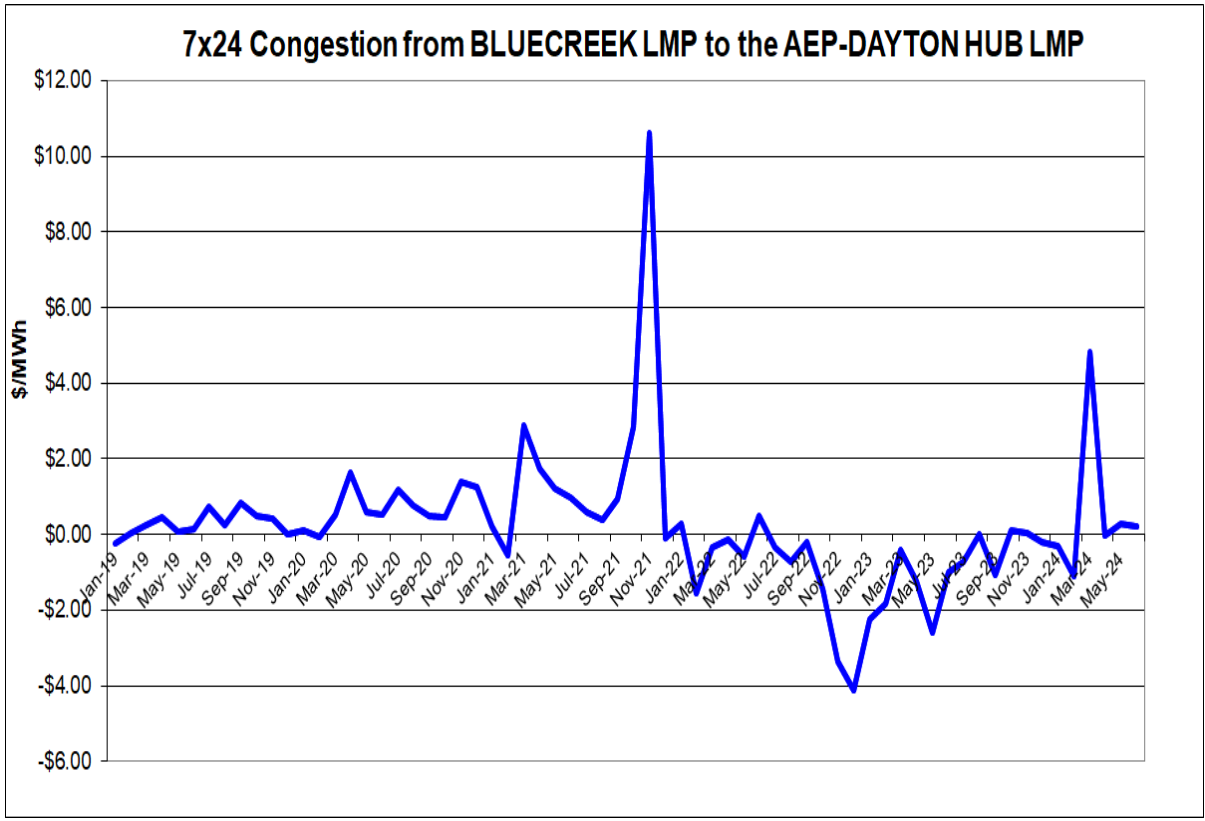
- AMP will receive wind power environmental attributes including RECs
  - Right to call the power green

- National Green-e RECs ≈ $3 / MWh
  - Based on current market prices
  - Can come from a generator anywhere in United Sates
  - Same RECs as EcoSmart Choice

- Members who do not need RECs can sell them to the market
  - **Lowering PPA cost by $3 / MWh**

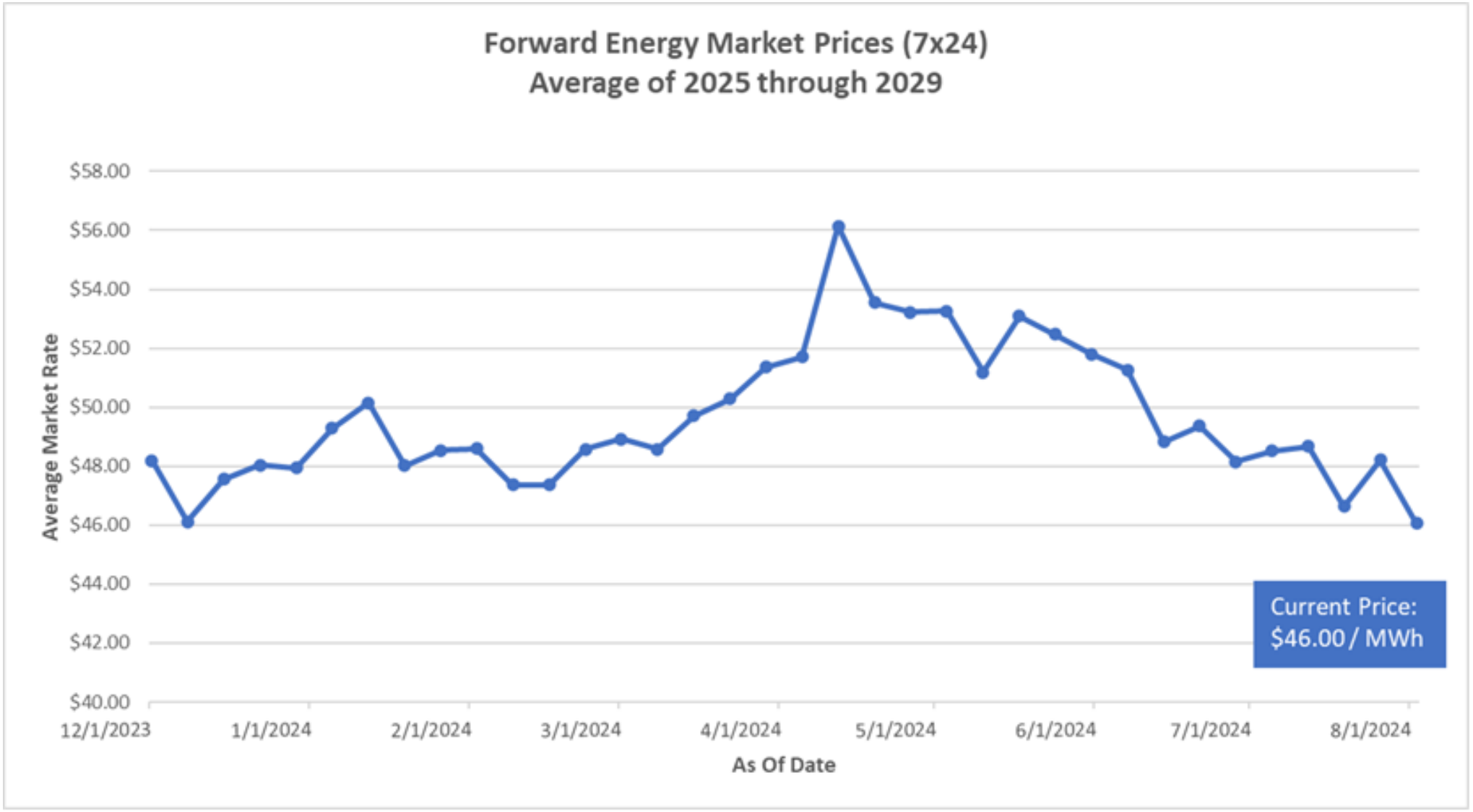
Expected Transportation Costs

- Power Delivered at Blue Creek LMP
- Cost to Move Power to AD Hub
  ≈ $0.25 / MWh
  - 5 Year Average
  - AD Hub = AEP/Dayton Hub
    - Price point where most members buy power
- **Minimal Transportation Cost / Risk**



Business Confidential – Not for Distribution as a Public Record

Market Prices Have Been Volatile



Business Confidential – Not for Distribution as a Public Record

Next Steps

- Pass and sign PPA ordinance and schedule
  - Up-to price in ordinance is $59.00 / MWh
- Deadline December 1st, 2024
- Reach out to AMP with:
  - Questions
  - Need for further information
  - Council presentation requests

Business Confidential – Not for Distribution as a Public Record

Contacts

- Paul Beckhusen – Senior VP Power Supply and Energy Marketing
  - pbeckhusen@amppartners.org
  - 614-540-6910
- Mike Migliore – VP Power Supply
  - mmigliore@amppartners.org
  - 614-540-0921
- Craig Kleinhenz – Asst. VP of Power Supply Planning
  - ckleinhenz@amppartners.org
  - 614-623-7553
- Harry Phillips – Director of Marketing / Member Relations
  - hphillips@amppartners.org
  - 614-540-0846
- Lisa McAlister – General Council
  - lmcalister@amppartners.org
  - 614-540-6400

Pertaining to AMP Contract No. **2025-010381-SCHED**

TOWN OF FRONT ROYAL, VIRGINIA

RESOLUTION NO. _____

TO APPROVE THE FORM AND AUTHORIZE THE EXECUTION OF BLUE CREEK WIND SCHEDULE WITH AMERICAN MUNICIPAL POWER, INC. AND TAKING OF OTHER ACTIONS IN CONNECTION THEREWITH

WHEREAS, the Town of Front Royal, Virginia ("Municipality") owns and operates an electric utility system for the sale of electric capacity and associated energy for the benefit of its customers; and

WHEREAS, in order to satisfy the electric capacity and energy requirements of its electric utility system, Municipality has heretofore purchased, or desires to purchase in the future, economical, reliable and environmentally sound capacity and energy and related services from, or arranged by, American Municipal Power, Inc. ("AMP"), of which Municipality is a member; and

WHEREAS, AMP is a nonprofit corporation, organized to own and operate facilities, or to provide otherwise, for the generation, transmission or distribution of electric capacity and energy, or any combination thereof, and to furnish technical services on a cooperative, nonprofit basis, for the mutual benefit of AMP members ("Members"), such Members, including Municipality, being political subdivisions that operate, or whose members operate, municipal electric utility systems; and

WHEREAS, Municipality, acting individually, and through AMP with other political subdivisions of this and other states that own and operate electric utility systems jointly, endeavors to arrange for reliable, environmentally sound and reasonably priced supplies of electric capacity and energy and related services for ultimate delivery to its customers; and

WHEREAS it is efficient and economical to act jointly in such regard; and

WHEREAS, Municipality has previously entered into a Master Services Agreement with AMP, AMP Contract No. C-12-2007-6255 (the "MSA"), which contemplates that Municipality may enter into various schedules for the provision of capacity and associated energy and related services from AMP to Municipality; and

WHEREAS, certain Members, including Municipality, have determined that they can utilize additional sources of reliable and economical wind-generated electric capacity and energy on a long-term basis, and have requested that AMP arrange for

DRAFT

the same by acquiring interests through a purchased power agreement (PPA) in certain wind energy facilities; and

WHEREAS, in furtherance of this purpose, AMP has entered into a purchase power agreement ("Blue Creek Wind PPA") with Avangrid Renewables, LLC (the "Developer") under the terms of which AMP will purchase and Developer will supply and sell up to 254 MWac of capacity and associated energy and environmental attributes from the Blue Creek Wind generation project located in PJM footprint for a period of up to five (5) years; and

WHEREAS, it is necessary and desirable for Municipality to enter into a schedule to the MSA to provide for an additional source of capacity, energy and environmental attributes; and

WHEREAS, through approval and execution of the Blue Creek Wind Schedule authorized below, Members now have the right, but not the obligation, to authorize and request AMP to acquire capacity and energy through the Blue Creek Wind PPA; and

WHEREAS, prior to the adoption of this Resolution AMP has (i) informed Municipality of the terms of the Blue Creek Wind Schedule; (ii) provided Municipality the opportunity to review the anticipated form of the Blue Creek Wind PPA; and (iii) offered representatives of Municipality the opportunity to ask such questions, review data and reports, conduct inspections and otherwise perform such investigations with respect to, as applicable, the acquisition of capacity and energy and the terms and conditions of the Blue Creek Wind Schedule authorized below as Municipality deems necessary or appropriate in connection herewith; and

WHEREAS, Municipality requests and authorizes AMP to explore an arrangement whereby AMP may prepay all or a portion of AMP's obligations to purchase energy, capacity and environmental attributes at some point during the term of the Blue Creek Wind PPA and finance the prepayment on behalf of Municipality through the issuance of bonds by AMP in order to achieve additional savings on the capacity, energy and environmental attributes derived from the Blue Creek Wind PPA that AMP can pass through to Municipality ("Prepay Agreement") subject to the additional requirements set forth in the Blue Creek Wind Schedule.

WHEREAS, after due consideration, Municipality has determined it is reasonable and in its best interests to proceed as authorized herein below and requests and authorizes AMP to acquire capacity and energy from the Developer upon the terms and conditions set forth in the Blue Creek Wind PPA.

NOW, THEREFORE, BE IT [ORDAINED/RESOLVED] BY THE COUNCIL OF THE TOWN OF FRONT ROYAL, VIRGINA:

SECTION 1. That the Blue Creek Wind Schedule between Municipality and AMP, substantially in the form attached hereto or on file with the Clerk, including Exhibits thereto, is approved, and the Authorized Representative of Municipality,

DRAFT

identified below, is hereby authorized to execute and deliver the Blue Creek Wind Schedule with such changes as the Authorized Representative may approve as neither inconsistent with this Resolution nor materially detrimental to the Municipality, his or her execution of the Blue Creek Wind Schedule to be conclusive evidence of such approval. For purposes of this Resolution, Municipality's Authorized Representative is: _____.

SECTION 2. That the Authorized Representative is hereby authorized to (i) acquire under the Blue Creek Wind Schedule, authorized above, at a price of up to $59.00/MWh, a Contract Amount as defined in that Schedule of up to 6,000 kW, without bid, and (ii) make any determinations and approvals required thereunder, if any, as the Authorized Representative shall deem necessary and advisable.

SECTION 3. If any section, subsection, paragraph, clause or provision or any part thereof of this Resolution shall be finally adjudicated by a court of competent jurisdiction to be invalid, the remainder of this Resolution shall be unaffected by such adjudication and all the remaining provisions of this Resolution shall remain in full force and effect as though such section, subsection, paragraph, clause or provision or any part thereof so adjudicated to be invalid had not, to the extent of such invalidity, been included herein.

SECTION 4. That this Resolution shall take effect at the earliest date allowed by law.

SECTION 5. That it is found and determined that all formal actions of this Council concerning and relating to the passage of this Resolution were taken in conformance with applicable open meetings laws and that all deliberations of this Council and of any committees that resulted in those formal actions were in compliance with all legal requirements including any applicable open meetings requirements.

DRAFT

(Please contact AMP's General Counsel to discuss any changes to this draft.)

4882-3687-7711, v. 1

COUNCIL REGULAR WORK SESSION
AGENDA STATEMENT

Meeting Date: October 7, 2024 Item# 04A1

Agenda Item: Bid Award of Two Stainless Steel Dump Bed Bodies with Hoists and Hydraulic Systems

Summary: Purchasing received a request from the Auto Maintenance Department to procure two (2) stainless-steel dump bed bodies for the Dump Truck Chassis purchase that was approved during Council's Regular Meeting on August 26, 2024. These will be replacing #763 and #764, 2002 GMC 8500 Dump Trucks. The method of procurement was sealed competitive bidding, as set forth in the Virginia Public Procurement Act.

On September 5, 2024, the Town held a public bid opening and received one response from Godwin Manufacturing Co., Inc., of Dunn, NC., in the amount of $106,542.00 for a quantity of two (2) stainless steel dump bed bodies with hoists and hydraulic systems costing $53,271.00 each. Council will be requested to approve the purchase of the dump bed bodies during the regular scheduled October 28, meeting.

All guidelines have been followed when presented to Council for approval.

Budget/Funding: Funding has been budgeted for and is available in the following line items:

4500-47005	Highway Maintenance Motor Vehicles	$26,542
4500-R47005	Encumbered on PO #31039 Highway Maintenance Motor Vehicles	$80,000

Staff Recommendation: **Staff recommends approving the award of contract as presented under the October 28th consent agenda.**

MEMORANDUM

TO: Michelle Campbell Purchasing Manager

FROM: Donald B McPaters, Director of Fleet Maintenance

SUBJECT: Purchase of two Dump bodies, two Hoist, and two Hydraulic systems.

DATE: September 9, 2024

We have received bids for the Dump body, Hoist, and Hydraulic system for the public works dump truck chassis. Godwin Manufacturers was the only bid we received at a price of $53.271.60 x 2 =$106.542.00 for both. They have met our specifications. I recommend the purchase. this bid.

VENDOR SPREAD SHEET

Town of Front Royal, VA

Bid Tabulation Summary
IFB #16-2024 SS Dump Bed Bodies w/Hoist & Hydraulics – 2 ea. Hydraulics
Bid Opening Date: 9/5/2024
Opening Time: 1:00 PM

	GODWIN MANUFACTURING CO., INC.	**NO-BID**	**NO-BID**
Description	**LUMP SUM**		
Provide 2 ea. Stainless Steel Dump Bed Bodies with Hoist and Hydraulic System	$106,542.00		

The VENDOR SPREAD SHEET is generated from the initial, raw information collected.

No award decision has been made.

Prepared by: Michelle Campbell, Purchasing Manager

Department of Purchasing
102 E Main Street
Front Royal, VA 22630
Website: www.frontroyalva.com

Quote FOR QTY 2

MAILING
P. O. BOX 1147 DUNN, NC 28335
892-0141

Godwin Manufacturing Co., Inc.

LOCATION
17665 HWY 421S. DUNN, NC 28334
FAX: 910 892-7402

800 892-0181

Building Truck Equipment Since 1966

QUOTE NUMBER 0155115
QUOTE DATE 8/30/2024
Customer Number: 04-TWNFRON
Salesperson: Steve Pantis
Quote Valid For:
spantis@godwin-group.net

Sold To:

TOWN OF FRONT ROYAL
PO BOX 1560
FRONT ROYAL, VA 22630-0033

Ship To:

TOWN OF FRONT ROYAL
800 CROSBY RD
FRONT ROYAL, VA 22630-3496

ATTENTION:

F.O.B.	Delivery Terms	Ship VIA	Payment Terms
		UPS	NET 30

Item Code	Description	Ordered	List Price	Amount
IFB 16-2024 - TOWN OF FRONT ROYAL STREET DEPARTMENT				
403U10/30SS	BODY 403U 10 X 30 X 36 STAINLE	2.00	17,900.00	35,800.00
WITH DUAL LADDERS, BODY STEPS AND HANDLES AT FRONT BOTH SIDES OVALS IN FACE AND SIDES OF CAB PROTECTOR FOR STROBES DUAL OVALS IN REAR POSTS BARN DOOR 6 PANEL TAILGATE WITH AIR RELEASE LATCH FOR DUMP THRU INVERTED V ON TOP OF TAILGATE FOR DIRT SHEDDING 18" QUARTER CAB PROTECTOR GRIP STRUT WALK ROD ON BOTH SIDES OF BODY				
820SFDA-10 P22	HOIST 820SF DA 10 FT P22	2.00	3,310.00	6,620.00
HTARP	HYDRA TARP ASSEMBLY COMPLETE	2.00	1,995.00	3,990.00
OAKSIDEBD10	OAK SIDE BOARD 10' (STD 6- 8")	2.00	450.00	900.00
INSSINGLEFB	INSTALL SINGLE AXLE FULL BLOWN	2.00	4,550.00	9,100.00
QUICK DISCONNECTS THRU DRIVERS SIDE OF FRONT BUMPER AND PASSENGER SIDE BEHIND MUD FLAP				
INSPH300	HITCH PINTLE RIGID 36 TON	2.00	640.00	1,280.00
WITH RIGID D RINGS				
INSREINFFB	INSTALL FRONT BUMPER REINFORCE	2.00	1,530.00	3,060.00
INSFRTMUDSTL	MUD GUARD STEEL FRONT	2.00	325.00	650.00
TOOL30	TOOLBOX 18 X 18 X 30	2.00	510.00	1,020.00
INSGLADHAND	GLAD HANDS	2.00	240.00	480.00
PC18424	LICENSE PLATE BRACKET GLOVE	2.00	27.00	54.00
MOUNTED ON LEFT SIDE OF PINTLE HITCH				
INSABD	LABOR TO INSTALL ABD	2.00	145.00	290.00
INS4PIN	INSTALL 4-PIN ELECTRIC PLUG	2.00	140.00	280.00
INS6PIN	INSTALL 6-PIN ELECTRIC PLUG	2.00	140.00	280.00

continued

COPY

Quote

MAILING
P. O. BOX 1147 DUNN, NC 28335
892-0141

Godwin Manufacturing Co., Inc.
800 892-0181
Building Truck Equipment Since 1966

LOCATION
17665 HWY 421S. DUNN, NC 28334
FAX: 910 892-7402

QUOTE NUMBER 0155115
QUOTE DATE 8/30/2024
Customer Number: 04-TWNFRON
Salesperson: Steve Pantis
Quote Valid For:
spantis@godwin-group.net

Sold To:

TOWN OF FRONT ROYAL
PO BOX 1560
FRONT ROYAL, VA 22630-0033

Ship To:

TOWN OF FRONT ROYAL
800 CROSBY RD
FRONT ROYAL, VA 22630-3496

ATTENTION:

F.O.B.	Delivery Terms	Ship VIA	Payment Terms
		UPS	NET 30

Item Code	Description	Ordered	List Price	Amount
INS7PINRND	INSTALL 7-PIN ELECT PLUG ROUND	2.00	140.00	280.00
P88594	HARNESS 88 REAR LED STT B/U AN	2.00	140.00	280.00
P89903	HARNESS MAIN POWERFEED WITH M/	2.00	40.00	80.00
PLOWLIGHTKIT	PLOW LIGHTS, BRACKET, HARNESS	2.00	465.00	930.00
INSSTT	INSTALL STT AND BACK-UP LED	4.00	360.00	1,440.00
COMBO STT/BACKUP LIGHT IN REAR POSTS, CLUSTER OF 3 STT/BU INSTALLED IN PINTLE AREA				
97DB BUALARM	97db BACK UP ALARM - STANDARD	2.00	0.00	0.00
INS6HEAD	INSTALL 6-HEAD FLASHING LED	2.00	855.00	1,710.00
6 CLEAR/WHITE STROBES MOUNTED IN FACE AND SIDES OF CAB PROTECTOR AND IN REAR POSTS				
PTOMUNCIE	PTO MUNCIE HOT SHIFT	2.00	1,695.00	3,390.00
PM-507	LIGHT INCD 4 WORK LIGHT RUBBER	2.00	289.00	578.00
WORK LIGHT UNDER DRIVERS SIDE REAR CORNER OF BODY ON INDEPENDENT SWITCH				
AM-ENV BASEA	ENVISION BASE SYSTEM from AMS	2.00	16,105.00	32,210.00
HYDRAMAX IS NO LONGER OFFERED AND HAS BEEN REPLACED/UPGRADED WITH ENVISION - SYSTEM USES A TOUCH SCREEN INSTEAD OF A TOUCH PAD AND OPERATES ALL HYDRAULICS FUNCTIONS, ADDING SAFETY FEATURES AND REPORTING THAT IS NOT AVAILABLE WITH HYDRAMAX				
DELIVERY325	DELIVERY CHRG 300-349 MILES	2.00	920.00	1,840.00

COPY

QUOTE PRICE	106,542.00
Steel Surcharge Amt:	0.00
Total:	106,542.00

Quote prepared by:
Jash Cumbie
910 591-5220
jcumbie@godwinmfg.com

COUNCIL REGULAR WORK SESSION
AGENDA STATEMENT

Meeting Date: October 7, 2024 Item# 04A2

Agenda Item: Purchase of Replacement Police Department Patrol Vehicles

Summary: Request is being made for the purchase and replacement of three vehicles for the Police Department. Three Ford Interceptor Utility vehicles will replace three 2013 Chevrolet Impalas, vehicle numbers: 202, 211, and 298. The replacement vehicles will be assigned to the Patrol Division.

The method of procurement is cooperative contracting, utilizing the Virginia Sheriff's Association state contract #22-05-00917RR, receiving a quote from Hall Automotive – Fleet Team, of Virginia Beach, Va. Staff received a quote from Hall Automotive on August 29, 2024, for a total amount of $153,136.98 for the vehicles and is requesting Council to approve the purchase during the regular scheduled meeting on October 28, 2024.

The department has $200,000.00 in its current FY25 operational budget for the replacement of three patrol vehicles. The remaining $46,863.02 will be utilized to outfit and complete the vehicles for patrol duty.

Budget/Funding:	3102-47005	Police Patrol – Motor Vehicles	$200,000

Staff Recommendation: Staff recommends approving the award of contract as presented under the October 28th consent agenda

MEMORANDUM

TO: Michelle Campbell Purchasing Manager

FROM: Donald B McPaters, Director of Fleet Maintenance

SUBJECT: Purchase of three new Ford Utility Police vehicles.

DATE: September 5, 2024

The Police Department has three vehicles to be replaced this 2025 budget year. We are still able to order from this contract to purchase three more police SUV Interceptors. The contract is through the Virginia Sheriff's Association # 22-05-0917RR. Hall Automotive is the vendor and they are out of Virginia Beach.

COPY

Hall Automotive - Fleet Team — ***Proposal***

More Cars. Great People.
(a MileOne company)
3148 Virginia Beach Blvd
Virginia Beach, VA 23452
Phone 757.498.2303 Fax 757.498.2310

DATE:
8/29/2024

SALESPERSON	CONTACT	CUSTOMER	SHIPPED VIA	F.O.B. POINT	TERMS
Jake Clarke	Donald McPaters	Town of Front Royal	Hall Automotive	Front Royal	Net 30

DESCRIPTION	QUANTITY	UNIT PRICE	AMOUNT
Virginia Sheriff's Association 22-05-0917RR			
Spec #139 - 2025 Ford Police Interceptor Utility w/ V6	3	$ 46,101.26	$ 138,303.78
Options to Include:			
> UM - Agate Black Exterior	3	Incl	Incl
> FW - Onyx Cloth Front Buckets w/ Cloth Rear	3	$ 65.80	$ 197.40
> 99B - 3.3L V6 Gasoline Engine	3	Incl	Incl
> 44U - 10-Speed Automatic Transmission	3	Incl	Incl
> 67H - Ready for the Road Package	3	$ 3,572.00	$ 10,716.00
> 21L - Front Warning Auxiliary LED Lights	3	$ 545.20	$ 1,635.60
> 51T - Driver's Side LED Spotlamp	3	$ 394.80	$ 1,184.40

> 59G - Keyed Alike 0151X	3	$ 47.00	$	141.00
> 63B - Side Marker Lamps-Sideview Mirror	3	$ 319.60	$	958.80
> Delivery	3	Incl		Incl
Proposal Accepted by:				
Printed name:		**TOTAL**	$	153,136.98
Date :				

Make all POs to HALL AUTOMOTIVE
If you have any questions, contact Jake Clarke, Fleet & Commercial Dir, 757.498.2303, jake.clarke@hallauto.com

THANK YOU FOR YOUR BUSINESS!

COPY

Hall Automotive - Fleet Team

Proposal

More Cars. Great People.

(a MileOne company)

3148 Virginia Beach Blvd
Virginia Beach, VA 23452
Phone 757.498.2303 Fax 757.498.2310

DATE:
10/1/2024

SALESPERSON	CONTACT	CUSTOMER	SHIPPED VIA	F.O.B. POINT	TERMS
Jake Clarke	Donald McPaters	Town of Front Royal	Hall Automotive	Front Royal	Net 30

DESCRIPTION	QUANTITY	UNIT PRICE	AMOUNT
Virginia Sheriff's Association 22-05-0917RR			
Spec #139 - 2025 Ford Police Interceptor Utility w/ V6	3	$ 46,101.26	$ 138,303.78
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> 44U - 10-Speed Automatic Transmission	3	Incl	Incl
> 67H - Ready for the Road Package	3	$ 3,572.00	$ 10,716.00
> 21L - Front Warning Auxiliary LED Lights	3	$ 545.20	$ 1,635.60
> 51T - Driver's Side LED Spotlamp	3	$ 394.80	$ 1,184.40
> 59G - Keyed Alike 0151X	3	$ 47.00	$ 141.00
> 63B - Side Marker Lamps-Sideview Mirror	3	$ 319.60	$ 958.80
> Delivery	3	Incl	Incl
Proposal Accepted by:			
Printed name:		**TOTAL**	$ 153,136.98
Date :			

COPY

Make all POs to HALL AUTOMOTIVE
If you have any questions, contact Jake Clarke, Fleet & Commercial Dir, 757.498.2303, jake.clarke@hallauto.com

THANK YOU FOR YOUR BUSINESS!

COUNCIL REGULAR WORK SESSION
AGENDA STATEMENT

Meeting Date: October 7, 2024 Item# 04A3

Agenda Item: Bid for Various Grades of Asphalt FY25

Summary: Council will be requested to approve a contract for firm fixed pricing on various grades of asphalt for general street patching and surfacing of Town streets for FY25 to Stuart M. Perry, Inc., for the following grades of asphalt priced per ton: base $83.00; intermediate $83.00; and finish, $85.00.

The Department of Finance solicited an invitation for bids as per the VPPA guidelines, using eVA, the Commonwealth of Virginia online procurement website, and held a public bid opening receiving one response.

Funds for this request are available in the Public Works Department's Highway Maintenance line items 4500-45407 Highway Maintenance Repair and Maintenance Supplies and 4102-45407 Streets – Non VDOT $$ - Repair and Maintenance Supplies.

Budget/Funding: Funding has been budgeted and is available for FY25 as follows:

4500-45407	Highway Maintenance Repair & Supplies	$ 120,000
74102-45407	Streets – Non VDOT $$ Maint. Repair & Supplies	$ 10,000

Staff Recommendation: Staff recommends approving the award of contract as presented under the October 28th consent agenda

Memo

Town of Front Royal Public Works

TO: **Michelle Campbell, Manager of Purchasing**

FROM: **Steve Scheulen, Infrastructure Manager**

CC: **BJ Wilson, Director of Finance**

DATE: **September 25, 2024**

RE: **IFB Asphalt**

Public Works approves bid award to Stuart M. Perry for supply of hot mix asphalt needed to do street maintenance repairs. Funding is available from Streets 4500-5407 and 4102-5407.

Steve Scheulen, Infrastructure Manager

Steve Scheulen

Robert Boyer, Director of Public Works

Town of Front Royal, VA

BID TABULATION
IFB #21-2024 ASPHALT-REISSUE
BID OPENING DATE: SEPTEMBER 19,2024
BID OPENING TIME: 2:00 PM

			STUART M. PERRY INC.
Item	**Description**	**Unit**	**Unit Price**
1	BASE ASPHALT, TYPE BM-25.0, STANDARD MATERIAL	ton	$83.00
2	INTERMEDIATE ASPHALT, TYPE IM-19.0A, STANDARD MATERIAL	ton	$83.00
3	FINISH ASPHALT, TYPE SM-9.5A, STANDARD MATERIAL	ton	$85.00
		Total Base Bid	**$251.00**

***DENOTES NON-RESPONSIVE BID**

This spreadsheet is generated from the initial, raw information collected. No award decision has been made.
Prepared By: Michelle Campbell, VCO

COPY

COUNCIL REGULAR WORK SESSION
AGENDA STATEMENT

Meeting Date: October 7, 2024 Item# 04B

Agenda Item: FY25 Budget Amendment for Internet Crimes Against Children Funds

Summary: Council is requested to a approve a FY25 Budget Amendment in the amount of $3,000 to increase FY25 budgeted revenues to receive funds from the Northern Virginia/District of Columbia Internet Crimes Against Children (NOVA/DC ICAC) Task Force and allocate $3,000 to reimburse for the purchase of technological equipment.

Budget/Funding:	1000-3410209	General Fund Reimbursement	$3,000.00
	3103-47001	Police Investigations - Equipment	$3,000.00

Staff Recommendation: Staff recommends approving as presented under the October 28th consent agenda.

COMMONWEALTH OF VIRGINIA

Colonel Gary T. Settle
Superintendent

(804) 674-2000

DEPARTMENT OF STATE POLICE
P.O. Box 27472 Richmond, VA 23261
(804) 674-2000

Lt. Colonel Kirk S. Marlowe
Deputy Superintendent

August 23, 2024

Chief Kahle L. Magalis
Town of Front Royal Police Department
900 Monroe Avenue
Front Royal, VA 22630

Dear Chief Kahle L. Magalis,

We sincerely appreciate your continued partnership as an affiliate of the Northern Virginia/District of Columbia Internet Crimes Against Children (NOVA/DC ICAC) Task Force. Fortunately, we have received Fiscal Year 2025 funding from the Virginia Department of Criminal Justice Services (DCJS) that enables us to further allocate monies to our task force affiliates who are in good standing. As stated in our Inter-Agency Agreement dated July 1, 2014:

> Should additional funds become available during the agreed upon period, this agreement may be amended by written correspondence from the NOVA/DC ICAC Commander to permit the Town of Front Royal Police Department to expend the additional funds in accordance with this established IA.

As such, we can allocate additional funds to your agency in the amount of **$3,000.00**. It should be noted that this funding is NOT grant-related. These are NOVA/DC ICAC funds that have been identified to support your ICAC work. Your allocation may be used towards expenses that include salary, overtime, equipment, software, and for training that is specifically and exclusively related to the NOVA/DC ICAC Task Force's overall mission of combating internet crimes against children. Please see the attachment to this letter for examples of in-scope and out-of-scope expenses. *All expenditures, except payroll expenses, require prior approval via email to SSA Michael J. Brown (**michael.brown@vsp.virginia.gov**) or First Sergeant Robert Brown (**rob.brown@vsp.virginia.gov**) and must be made in accordance with your agency's financial procedures and regulations. Reimbursement requests may also include ICAC expenses made between July 1, 2024, and the date of this letter.*

For reimbursement to be made to your locality, your staff will be asked to complete a reimbursement invoice, to provide proof of payment for the expense, and include the email granting approval of the expense. Proof of payment may be copies of checks, credit card receipts or statements, or accounting ledger reports showing the obligation of funds. Proof of payment is also copies of payroll records and timesheets if the reimbursement request is for salary or overtime. Please send your reimbursement requests via email with scanned attachments to Crystal Hopson (**crystal.hopson@vsp.virginia.gov**).

COPY

To allow for more accurate fund management and sufficient time for processing, reimbursement requests should be made quarterly or semi-annually.

- **Final** reimbursement requests should be received by our office no later than **May 1, 2025.**

- *Please submit written notification to Crystal Hopson* (**crystal.hopson@vsp.virginia.gov**) *no later than* ***May 1, 2025*** of your intent to use allocated funds for payroll through May 31, 2025. **Completed payroll reimbursement requests should be submitted no later than June 10, 2025.**

Unless prior written notice is received by Crystal Hopson (**crystal.hopson@vsp.virginia.gov**), unexpended funds from your allocation may be redistributed for other purposes after **May 1, 2025**.

Your continued partnership with the NOVA/DC ICAC Task Force is vital to the task force's overall success and we hope you find this additional funding beneficial to your efforts to combat child sexual predators and child pornography.

Note: Please respond to us no later than November 1, 2024 via *postal or electronic mail* to verify that you will take receipt of the funds. Should we not receive verification, the respective funds must be reallocated to another affiliate to permit timely expenditures.

Again, I thank you for all you do in support of the NOVA/DC ICAC Task Force. Should you have any questions, please do not hesitate to contact me at (804) 674-2767.

Sincerely,

Captain Alan C. Worsham
Division Commander
Bureau of Criminal Investigation
High Tech Crimes Division

ACW/clh

Attachment

COPY

Attachment

In-scope or Authorized Expenses (may include, but are not limited to):

- Desktop computers (Mac, Windows based, etc.)
- Peripherals for computers (keyboards, mouses, monitors, cables, adapters, etc.)
- Laptops & cases (Mac, Windows based, etc.)
- Tablets & cases (Apple, Android, Windows based, etc.)
- Undercover Cell Phones, Digital Recorders
- Printers, Digital Scanners, Digital Cameras
- Headphones, Screen Protectors, etc.
- Digital Storage (pocket drives, external storage, thumb drives, SD Cards, etc.)
- Software for undercover operations (Camtasia, Wireshark, Commview, Net limiter, MS Office, Adobe Acrobat Pro, VM Fusion, Parallels, etc.)
- Forensic Triage Software (ADF Triage-G2, Investigator)
- Child Interviewing courses & certifications (Child First, NCAC Center, Reid, etc.)
- NCMEC related training (Lodging, airfare, meals registrations, etc.)
- Costs associated with ICAC conferences and/or training (Lodging, airfare, meals, registrations)
- School Resource Officer training and certifications (Lodging, airfare, meals, registrations)
- ICAC training (NCJTC, NW3C, SEARCH training courses (lodging, meals, airfare, registrations)
- Educational materials (anatomical dolls, Ident-a-kid kits, brochures, logoed key chains and pencils, coloring books, magnets, stickers, Netsmartz materials, etc.)
- Overtime for ICAC investigations
- Salary & fringe off-set for full time ICAC investigators.

COPY

Out of Scope or Unauthorized Expenses: The following equipment and software will be considered non-approved purchase requests due to the full service digital forensic laboratory dedicated specifically for ICAC affiliate members. Out of scope or unauthorized expenses will include, but are not limited to:

- All computer-based forensic machines (Forensic Recovery of Evidence Device (FRED) by Digital Intelligence, EDAS FOX Recovery Computer, SOLO Forensic Box, etc.)

- Full Service Digital Forensic Courses and Software

    - SANS Institute courses, software, and tools
    - IACIS training and certification (CFCE, CAWFE, etc.)
    - CompTIA training and certification (A+, Net+, Security+, etc.)
    - TEEL Technologies training and certifications (JTAG, BGA Chip-off, etc.)
    - FLETC training and certifications (SCERS, MFTP, IDEA, etc.)
    - BlackBag Technologies products and training certifications (Data Inspector, Data Collector, Softblock, CBE, MiCFE, etc.)
    - Nuix software, tools, and intrusion kits
    - PassMark software products (OS Forensics)
    - X-Ways Forensic Software
    - SYS-Tools and Forensic Software
    - ADF-Digital Evidence Investigator software and training courses by ADF Solutions
    - AccessData software and training courses (Forensic Tool Kit (FTK), BootCamp, ACE, etc.)
    - Guidance products software and training courses (EnCase, ENCE, Tableau Forensic Bridges, Write Blocks, etc.)

- CRU-INC products and software (WiebeTech Forensic Bridges, Write Block Bays, etc.)

- SIRCHIE products and training certifications (computer forensics)

- Server Storage (Blade, JBOD, VTrak, Promise, etc.)

- Large progressive copy machines

COPY

COUNCIL REGULAR WORK SESSION
AGENDA STATEMENT

Meeting Date: October 7, 2024 Item# 04C

Agenda Item: Proposal Acceptance from Stantec for Comprehensive Water & Wastewater Utility Cost of Service Fee & Rate Study

Summary: The Town of Front Royal requires a qualified consultant to perform a detailed review of the Town's water and wastewater (sewer) rates, system development fees, and other service fees. The Town issued a Request for Proposals (RFP) from qualified firms as set forth in the Virginia Public Procurement Act.

Purchasing received four proposals in response to this solicitation. The Evaluation Team scored each of the proposals and met with two of the 4 respondents: Stantec Consulting Services, Washington DC; and NewGen Strategies & Solutions, Annapolis, MD. After scoring the proposals, the Evaluation Team reached a consensus to begin negotiations with Stantec. Negotiations were conducted and staff received a firm fixed fee of $49,895, inclusive of expenses from Stantec Consulting Services. Staff recommends Council award the contract to Stantec Consulting Services.

Budget/Funding: Funding has been budgeted and is available for FY25 as follows:

9601-43002	Water Treatment Plant – Professional Services	$24,947.50
9801-43002	Wastewater Treatment Plant - Professional Services	$24,947.50

Staff Recommendation: Staff recommends approving the award of contract as presented under the October 28th consent agenda

September 27, 2024

B.J. Wilson
Director of Finance
Town of Front Royal, Virginia
102 E Main St.
Front Royal, VA 22630

Re: Proposal for Comprehensive Water & Sewer Utility Rate Study

Dear Mr. Wilson:

As requested, Stantec Consulting Services Inc. (Stantec) is pleased to present this proposal to conduct a Water & Sewer Utility Rate Study for the Town of Front Royal. Based on our discussions, the scope of work for the study will include the development a financial plan inclusive of water and sewer rate adjustments for the water and sewer systems, examination of appropriate reserve balances, evaluation of cost of service differential between inside and outside Town customers and a comprehensive analysis of the Town's connection fees.

I have enclosed a Project Work Plan and Cost Estimate Schedule (Schedule) which presents our proposed detailed work plan to conduct the analysis and associated cost. This Schedule shows that the analysis will require 227 man-hours for an estimated $48,395 plus estimated out-of-pocket expenses of $1,500 for a total fixed fee of $49,895, inclusive of expenses. Therefore, we propose to complete the analysis for a fixed fee of $49,895 that will be invoiced monthly based upon the percentage of each task completed. We can begin work on this assignment immediately upon receipt of a notice to proceed and estimate that it can be completed within approximately 90 days of receipt of all required data. We recognize the Town's desire to complete the study as soon as possible and will make every effort to accommodate the Town's schedule.

Stantec appreciates the opportunity to present this proposal and look forward to working with you on this assignment. If you have any questions, please do not hesitate to call me at (202) 585-6391. Otherwise, please proceed with executing the attached standard form contract following this letter.

Very truly yours,

David Hyder
Senior Principal, Management & Technology Consulting

COPY

CONSULTING SERVICES AGREEMENT

Contract No.: _____

Effective Date: _____ **End Date:** _____

CLIENT: **TOWN OF FRONT ROYAL, VA**
102 E Main St.
Front Royal, VA 22630
Attn: BJ Wilson

CONSULTANT: **STANTEC CONSULTING SERVICES INC.**
1299 Pennsylvania Ave NW, Suite 405
Washington DC 20004-2400
Attn: David Hyder

Services: WATER & SEWER RATE STUDY
(as further described in Attachment A)

Compensation: $49,895 (FORTY-NINE THOUSAND, EIGHT HUNDRED AND NINTY FIVE)

This Consulting Services Agreement ("Agreement") is entered into as of the Effective Date shown above, between CLIENT and CONSULTANT, collectively the "Parties".

IN WITNESS WHEREOF, and in consideration of the mutual covenants and promises herein, the Parties have caused this Agreement to be executed by their duly authorized representatives as of the Effective Date.

TOWN OF FRONT ROYAL	**STANTEC CONSULTING SERVICES INC.**
Authorized Signature	Authorized Signature
	David Hyder
Name	Name
	Senior Principal
Title	Title
	9/27/24
Date	Date

COPY

ATTACHMENT A

SCOPE OF SERVICES

Stantec

Town of Front Royal

Water & Wastewater Utility Revenue Sufficiency Analysis & Cost Differential Study

Project Work Plan and Cost Estimate Schedule

	Project Tasks	Estimated Labor-Hours					Total Project
		Director	Principal	Managing Consultant	Analyst	Admin	
	Resources →	Burnham	Hyder	Cook	Greer	Lambert	
	Hourly Rates →	$375	$325	$225	$145	$100	
Task 1	**Project Initiation**						
1.1	Prepare preliminary work plan, timeline for tasks, and initial data request list prior to kick-off meeting.	0	1	2	1	2	6
1.2	Conduct kick-off meeting via conference call to review project objectives, schedule, key issues, approach, available data, and key assumptions.	1	1	1	1	0	4
1.3	Review initial data/documentation provided by staff and submit supplemental requests and/or clarifications.	0	0	2	2	0	4
Task 2	**Development of Financial Management Plan & Demand Analysis**						
2.1	Prepare water and wastewater customer and demand analysis to determine projected growth, trends in usage patterns, identify peak demands and the demands placed on the system, and total projected water and wastewater system customers, ERCs and usage.	0	1	2	4	0	7
2.2	Input financial and billing data into our FAMS-XL© financial planning module, run the module, and produce preliminary output, including a five-year financial management program that will include the following:	0	0	6	18	0	24
	o Examination of historical and projected expenses (operating, capital improvement and capital equipment) and revenue requirements						
	o Capital Improvements Program and Capital Financing Plan						
	- Project listing by year, including integration of specific scenarios as required						
	- Alternative funding sources for capital projects						
	- Development of a capital financing plan, including identification of timing and amount of borrowing requirements						
	o Borrowing Program						
	- Borrowing required (by source) to fund CIP projects not funded by other sources to include but not necessarily be limited to revenue bonds,						
	- Timing of bond issue(s)/loan(s) to provide required borrowed funds						
	- Annual debt service of bond issue(s)/loan(s)						
	o Revenue Sufficiency Analysis, including Cash Flows						
	- Annual revenue projections, include a breakdown of revenues from sale of services, connection fees, and other revenues						
	- Annual operations and maintenance expense projections						
	- All other annual revenue requirements such as R&R, minor capital, transfers to other funds, current debt service/loan payments, replenishment						
	o Sources and Uses of Funds Analysis						
	o Financial Policy Review						
	- Reserve Levels (Minimum Fund Balance Policies) for each fund						
	- Beginning and ending funds balances by fund by year						
2.3	Review the existing fund balances and policy for the Utility, and prepare a recommendations	1	1	2	1	0	5
2.4	Make adjustments to the model as required in order to simulate the utility's current and/or specific financial dynamics.	0	0	1	2	0	3
2.5	Evaluate the use of volumetric sales, and prepare a report addressing the financial impact of utilizing volumetric sales in establishment of rates.	0	2	2	4	0	8
2.6	Review results with consulting team, make required adjustments, and prepare alternative scenarios.	1	2	4	4	0	11
2.7	Meet with Town staff in an interactive work session to review preliminary results.	0	2	4	0	0	6
2.8	Make adjustments per input from Town staff in the prior sub-task and distribute workbook of assumptions, inputs, and preliminary results for staff review.	0	1	2	10	0	13
2.9	Meet with Town staff in second interactive work session to review adjusted results.	-- Included in Task 3.5 --					
2.10	Perform adjustments per input from Town staff and determine plan of rate annual revenue adjustments and revenue requirements for the test year for cost differential.	0	1	1	5	0	7

COPY

Stantec

Town of Front Royal

Water & Wastewater Utility Revenue Sufficiency Analysis & Cost Differential Study

Project Work Plan and Cost Estimate Schedule

Project Tasks		Estimated Labor-Hours					Total Project
		Director	Principal	Managing Consultant	Analyst	Admin	
	Resources →	Burnham	Hyder	Cook	Greer	Lambert	
	Hourly Rates →	$375	$325	$225	$145	$100	
Task 3	**Service Area Cost Differential Analysis**						
3.1	Identify and input all direct costs associated with the provision of water and wastewater service identified in Task 2, additional indirect costs not captured in utility rates, and allocation criteria into cost allocation and differential model.	0	1	4	6	0	11
3.2	Perform cost allocation and differential analyses to distribute/isolate all costs between service areas (i.e. in-Town vs. out-of-Town) based upon appropriate allocation criteria to determine service area rate differential.	0	0	4	10	0	14
3.3	Review initial cost allocation and differential analysis with Town staff.	1	1	2	2	0	6
3.4	Prepare adjustments based upon input from Town staff and distribute workbook of results for review by Town staff.	0	1	2	2	0	5
3.5	Meet with Town staff to review adjusted model and finalize analysis.	4	4	4	0	0	12
Task 4	**Review & Development of Connection Fees**						
4.1	Obtain and review all ordinances, master plan, capital improvement information, capacity reports, and system GIS data.	0	1	1	2	0	4
4.2	Obtain and review fixed asset records for all major system components.	0	0	1	1	0	2
4.3	Prepare reproduction cost schedule of fixed assets by major system component.	0	0	1	2	0	3
4.4	Review CIP with Town staff to determine portion of projects for expanded capacity and portions associated with renewal and rehabilitation.	0	1	1	0	0	2
4.5	Allocate fixed assets and CIP between major facility components of supply, treatment, transmission/collection, disposal, reuse, etc.	0	1	1	2	0	4
4.6	Load appropriate data into our connection fee module, adjust and calibrate, and produce preliminary results.	0	2	1	2	0	5
4.7	Link connection fee module with the financial forecast module of Task 2 to evaluate the effects of changes in the connection fees in the capital projects funding plan and the effects upon user fee rate revenue requirements and the overall financial plan.	0	0	0	1	0	1
4.8	Review list of identified current and potential new misc. service fees with Town staff and adjust as required.	1	1	1	2	0	5
4.12	Meet with Town staff in a web-based work session to review results of connection fees.	1	2	2	2	0	7
4.13	Perform adjustments based upon input from Town staff to finalize fee analysis.	0	1	1	2	0	4
Task 5	**Reports & Presentations**						
5.1	Prepare a Draft Report and summary presentation of the initial results and recommendations of the Study for staff review/comment.	1	4	8	12	0	25
5.2	Prepare Final Draft Report based upon edits from Town staff, and provide to staff for further review, as needed.	0	1	2	4	0	7
5.3	Present the results of the study to Town Council.	2	2	0	0	0	4
5.4	Integrate final staff comments and Town Council direction and prepare Final Report.	0	1	1	2	0	4
5.5	Attend one (1) Rate Hearing for Adoption.	2	2	0	0	0	4
Total Estimated Labor Hours		15	38	66	106	2	227
Total Estimated Fee		$5,625	$12,350	$14,850	$15,370	$200	$48,395
Total Estimated Expenses							$1,500
Total Estimated Project Cost							**$49,895**

COPY

ATTACHMENT B

RATE SCHEDULE

1. The rates provided below shall be in effect from September 27, 2024, to December 31, 2025. After December 31, 2025, the below rates will automatically increase by 3.0%.

2. Changes, modifications, or additional services provided by CONSULTANT personnel in various labor categories will be billed at the following negotiated hourly rates (inclusive of salary, overhead and fee):

Labor Category	Hourly Rate
Director	$375
Principal	$325
QA/QC	$250
Managing Consultant	$225
Senior Consultant	$210
Consultant	$180
Senior Analyst	$175
Analyst	$145
Admin	$100

3. Out of pocket and sub-contractor expenses for changes, modifications, or additional services will be billed at cost.

COPY

ATTACHMENT C

INDEPENDENT MUNICIPAL ADVISOR EXEMPTION

September 27, 2024

Town of Front Royal is aware of the "Municipal Advisor Rule" of the Securities and Exchange Commission and the "independent municipal advisor" exemption from the definition of "advice." Town of Front Royal hereby notifies Stantec Consulting Services Inc. that it wishes them to continue to provide recommendations on user fees and financial forecasting related to the issuance of municipal securities. Town of Front Royal is represented by the firm of [insert name of municipal advisor], which it has retained to, among other things, assist Town of Front Royal in evaluating any and all of such recommendations. Town of Front Royal will rely on Town of Front Royal for advice. **Therefore, Town of Front Royal understands that Stantec Consulting Services Inc. is not a municipal advisor and is not subject to the fiduciary duty established in Section 15B(c)(1) of the Securities and Exchange Act.** This certificate may be relied upon until December 31, 2020. Stantec Consulting Services Inc. understands that it must also send a copy of this certificate to the [municipal advisor].

COPY

Town of Front Royal, Virginia

Purchasing, Department of Finance

September 27, 2024

RE: RFP #10-2024 WATER & WASTEWATER UTILITY COST OF SERVICE FEE & RATE STUDY

The evaluation committee for the Water & Wastewater Utility Cost of Service Fee & Rate Study Request for Proposal has reached a consensus after proposals were scored and the committee met with two of the four offerors. After elaborating on qualifications, methodology and approach, communication methodology experience and responsiveness, the evaluation committee would like to request Town Council to award a contract to Stantec Consulting Services, to conduct a comprehensive Water & Wastewater Utility Cost of Service Fee and Rate Study.

B.J. Wilson, Director of Finance

Sharon Pendleton, Manager of Finance

Karen Williams,
Public Works Operations Coordinator

COPY

RFP#10 WATER & WASTEWATER COST OF SERVICE FEE & RATE STUDY

SCORE CARD TABULATION

Stantec

	Weight	Weighted Evaluation	Eval #1	Eval#2	Eval#3
Methodology & Approach	30	850	25	30	30
Communication Methodology	20	360	18	20	16
Experience	20	387	20	20	18
Qualifications	20	373	20	20	16
Responsiveness	10	97	10	10	9
	Total	**20.7**			

NewGen

	Weight	Weighted Evaluation	Eval #1	Eval#2	Eval#3
Methodology & Approach	30	800	25	25	30
Communication Methodology	20	353	18	15	20
Experience	20	300	15	10	20
Qualifications	20	353	18	15	20
Responsiveness	10	93	9	10	9
	Total	**19.0**			

COUNCIL REGULAR WORK SESSION
AGENDA STATEMENT

Meeting Date: October 7, 2024 **Item# 04D**

Agenda Item: Rezoning Application to Reclassify Land on Strasburg Road for C-1 to R-3

Summary: The application for review is requesting a Zoning Map Amendment to the Zoning Map of the Front Royal to reclassify a vacant parcel on W. Strasburg Road, identified by Tax Map 20A12-3-27 from C-1, Community Business District to R-3, Residential District. The vacant Parcel is situated between 44 and 52 W. Strasburg Road. The Parcel was previously Re-Zoned on July 28, 1980, from R-2, Residential District to C-1, Community Business District. The "uses" along this section of W. Strasburg Road have continued to be utilized as Residential. The realignment of W. Strasburg Road in 2017 has probably limited the full potential of these parcels.

Budget/Funding: Public Works and the Department of Energy Services have No comments or concerns at this time.

Staff Recommendation: Staff supports the recommendation of the rezoning from C-1 to R-3. Staff also recommends that the Town Council direct the Planning Commission to amend the Comprehensive Plan to show this portion of W. Strasburg Road as neighborhood residential.

Town of Front Royal, Virginia

Planning Commission Regular Meeting Agenda

☐ Consent Action ☐ Administrative Action ☑ Public Hearing ☐ Discussion

Agenda Item: Rezoning Application # 2400436
MEETING DATE: September 18, 2024
SUMMARY: The application for review is requesting a zoning map amendment to the Zoning Map of the Town of Front Royal to reclassify a vacant parcel on W. Strasburg Road, identified by Tax Map 20A12-3-27 from C-1, Community Business District to R-3, Residential District.
STAFF RECOMMENDATION: Staff supports the recommendation of the rezoning from C-1 to R-3. Staff also recommends the PC send a recommendation to Town Council to amend the Comprehensive Plan to show this portion of Town as neighborhood residential.
DRAFT MOTION: "I move that the Planning Commission forward a recommendation of approval to the Front Royal Town Council for Rezoning Application # 2400436 to amend the Zoning Map of the Town of Front Royal to reclassify a vacant parcel on W. Strasburg Road, identified by Tax Map 20A12-3-27, from C-1, Community Business District to R-3, Residential District. NOTE: This is only a draft motion. Alternative motions are also welcome.

PLANNING COMMISSION ACTION:

Moved _____ Seconded _____

Marshner _____ Marrazzo _____ Neel _____ Brooks _____ Gillispie _____

☐ Approved ☐ Approved w/ Conditions ☐ Denied ☐ Other

COPY

TOWN OF FRONT ROYAL
DEPARTMENT OF PLANNING & ZONING

STAFF REPORT - REZONING APPLICATION #2400436
PLANNING COMMISSION REGULAR MEETING – SEPTEMBER 18, 2024

APPLICATION #:

Rezoning Application #2400436

APPLICANT:

Karen Alexander

SUMMARY OF REQUEST:

The application for review is requesting a zoning map amendment to the Zoning Map of the Town of Front Royal to reclassify a vacant parcel on W. Strasburg Road, identified by Tax Map 20A12-3-27 from C-1, Community Business District to R-3, Residential District.

GENERAL INFORMATION:

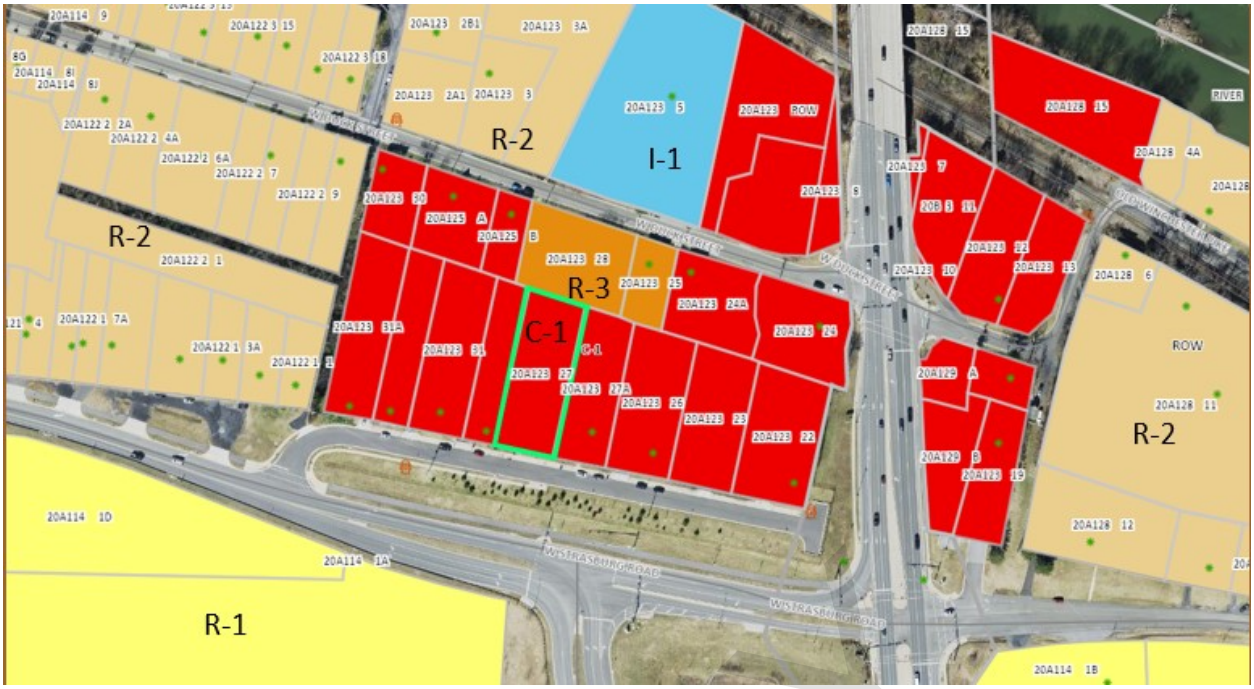
Site Addresses	W. Strasburg Road
Property Owner(s)	Stefan D. And Karen E. Alexander Trustees
Existing Zoning	C-1, Community Business District
Proposed Zoning	R-3, Residential District
Tax Identification	20A12-3-27
Location	The vacant parcel is located on W. Strasburg Road between 52 and 44 W. Strasburg Road.

AERIAL VICINITY MAP – (Warren County GIS)



COPY

AERIAL MAP – ZONING DISTRICTS



INFORMATION ON THE APPLICATION:

Application Documents

ATTACHMENT A: APPLICATION

- **Application Form.** This is the standard application form used to initiate rezoning applications in the Town.
- No proffers were made by the applicant.

ATTACHMENT B: STATEMENT OF JUSTIFICATION LETTER.

"Currently the subject property is zoned C-1. This lot is in between two pieces of property that are currently being used as residential property. After exhausting the possibilities of using the lot and some previously owned adjoining property for commercial use we would like to request that this property be re-zoned to R-3.
The property is located on the service road that was created during the construction of the quadrant restricted intersection and is insufficient to support any commercial application."

ATTACHMENT C: PLAT

- **Plat.** A survey plat of the property showing property.

COPY

Zoning Ordinance	The statements of intent of the two (2) identified zoning districts as set forth in the Front Royal Zoning Ordinance are as follows: **C-1 Community Business District, Zoning Ordinance Sec. 175-38** The Community Business C-1 District is intended to accommodate general business areas, highway-oriented commercial uses, and selected retailing operations. The Community Business C-1 District recognizes the demand for a variety of land uses near or adjacent to the major traffic arteries in Town. **R-3 District, Zoning Ordinance Sec. 175-28** The R-3 Residential District is composed of medium-to-high density concentrations of residential uses. The standards for this district are designed to stabilize and protect the essential character of the area so designated and to promote and encourage, insofar as compatible with the intensity of land use, a suitable environment for families desiring the amenities of apartment living and the convenience of being closest to shopping, employment centers and other community facilities. Development is, therefore, limited to medium- to high-density concentration, and permitted uses are limited to single-family, two-family and multifamily dwellings, plus selected additional uses, such as schools, parks, churches and certain public facilities. Home occupations, as defined by this chapter, are permitted. Mobile homes are prohibited. **Differences between C-1 and R-3 Zoning Districts** The main difference in these districts is the distinction between commercial and residential uses. The R-3 designation allows for and encourages, higher density residential uses.
Town Comp. Plan	The area is currently used as residential, not commercial. Despite the Comprehensive Plan calling for this area to be utilized in a commercial fashion, the lots are simply too small for any commercial use to conform to the standards for commercial development. A developer would need to acquire several adjoining parcels to build a commercial development. In the future, the Comprehensive Plan should be amended to at least a mixed use to allow both commercial and residential development to continue.

COPY

Findings and Analysis & Staff Recommendation

Staff supports the recommendation of the rezoning from C-1 to R-3.

Staff also recommends the PC send a recommendation to Town Council to amend the Comprehensive Plan to show this portion of Town as neighborhood residential.

Attachments:
A. Application
B. Statement of Justification Letter
C. Plat
D. Review Comments from David Beahm, Building Official and Gerry Maiatico, Fire Marshal
E. Review Comments from Public Works
F. Review Comments from Energy Services

COPY

TOWN OF FRONT ROYAL ~102 East Main Street, Front Royal, Va. 22630 ~ 540-635-4236
Department of Planning & Zoning

RECEIVED
JUL 23 2024
TOWN OF FRONT ROYAL
PLANNING & ZONING DEPARTMENT

FRREZON
#24004316

REZONING APPLICATION

APPLICANT

Name Karen Alexander Phone 540-272-1410

Address 315 Natural Well Rd. Covington, VA 24426

E-mail karendimannaalexander@gmail.com

PROPERTY OWNER OF RECORD

Name Stefan D. & Karen E. Alexander Revocable Trust Phone 540-272-1410

Address 315 Natural Well Rd. Covington, VA 24426

PROPERTY DESCRIPTION

Location/Street Address W. Strasburg Rd. Front Royal, VA 22630

Number of lots: 1 Total Acreage .50 21,739 square feet

Tax Map Identification for each parcel (Map, Section, Block, & Lot):

Tax Map # 20A123 27

Subdivision Name (if applicable) _____

REQUEST

Existing Zoning C-1 Proposed Zoning R-3

Existing Use vacant Proposed Use _____

COPY

Traffic Impact Analysis not required
Phase I & II Environmental Assessment waived
Lauren Kepsho

ATTACHMENTS

The following should be submitted with a completed copy of this application. Additional information may be determined necessary depending on the nature of the request.

1. Application Fee *(Checks should be made out to the Town of Front Royal. Fees are as follows: 1 acre or less = $500, over 1 acre = $500 + $100 per acre after 1st acre, Downzoning = $400)*
2. Survey/Plat of the property with metes and bounds descriptions for all existing and proposed property lines and zoning district boundaries *(8 copies and a digital copy).*
3. Environmental Site Assessment Phase I and Phase II *(unless waived by Director).*
4. Traffic Impact Analysis *(if required)*
5. Written proffers. Proffers are voluntary but should be submitted in a written format approved by the Director.
6. Statement of Justification. As a separate document, provide a statement or statements that explain why you believe the property should be rezoned.

CERTIFICATION

I certify that the information provided with this application is correct to the best of my knowledge. The proffering system has been explained to me and I have read Sections 175-149 and 175-150 of the Town of Front Royal Zoning Ordinance pertaining to conditional zoning and proffering.

CONNIE L. POTTER
NOTARY PUBLIC
REG. #7076929
MY COMMISSION EXPIRES
08/31/2027
COMMONWEALTH OF VIRGINIA

Signature of Property Owner

Signature of Applicant (if different)

City/County of WARREN, Commonwealth of Virginia
The foregoing instrument was acknowledged before me this 23 day of July, 2024 by
Karen Ellen Alexander.
(Name of person seeking acknowledgement)

Connie L. Potter
Notary Public
Notary registration number: 7076929 My commission expires: 08/31/2027

NOTICES

→ Staff will notify adjacent property owners of the rezoning request and the scheduled public hearing dates with the Planning Commission and Town Council.
→ Town Staff will place an advertisement in the local newspaper as required under Virginia Code §15.2-2204.
→ Town Staff will place a public hearing sign(s) at the location of the proposed rezoning.
→ Submission of this application does not establish a vested right as outlined under Virginia Code §15.2-2307.
→ By submitting this application, the applicant grants permission to the Town officials and employees to enter upon the property, which is the subject of this application, during reasonable hours and for purposes related to the application process.
→ When the applicant is different than the fee simple property owner, the signature by the fee simple property owner on this application shall be considered as authorization for the applicant to act as an agent for matters concerning this application.

OFFICE USE ONLY

Receipt # _____ Date Paid _____
Planning Commission Hearing Date: _____ Recommendation: _____
Town Council Hearing Date: _____ Date Sent to Clerk: _____

COPY

Stefan D. Alexander
Karen E. Alexander
315 Natural Well Road
Covington, Virginia 24426
540-272-5401
540-272-1410

July, 21, 2024

Town of Front Royal Zoning Administration
102 East Main Street
Front Royal, Virginia 22630

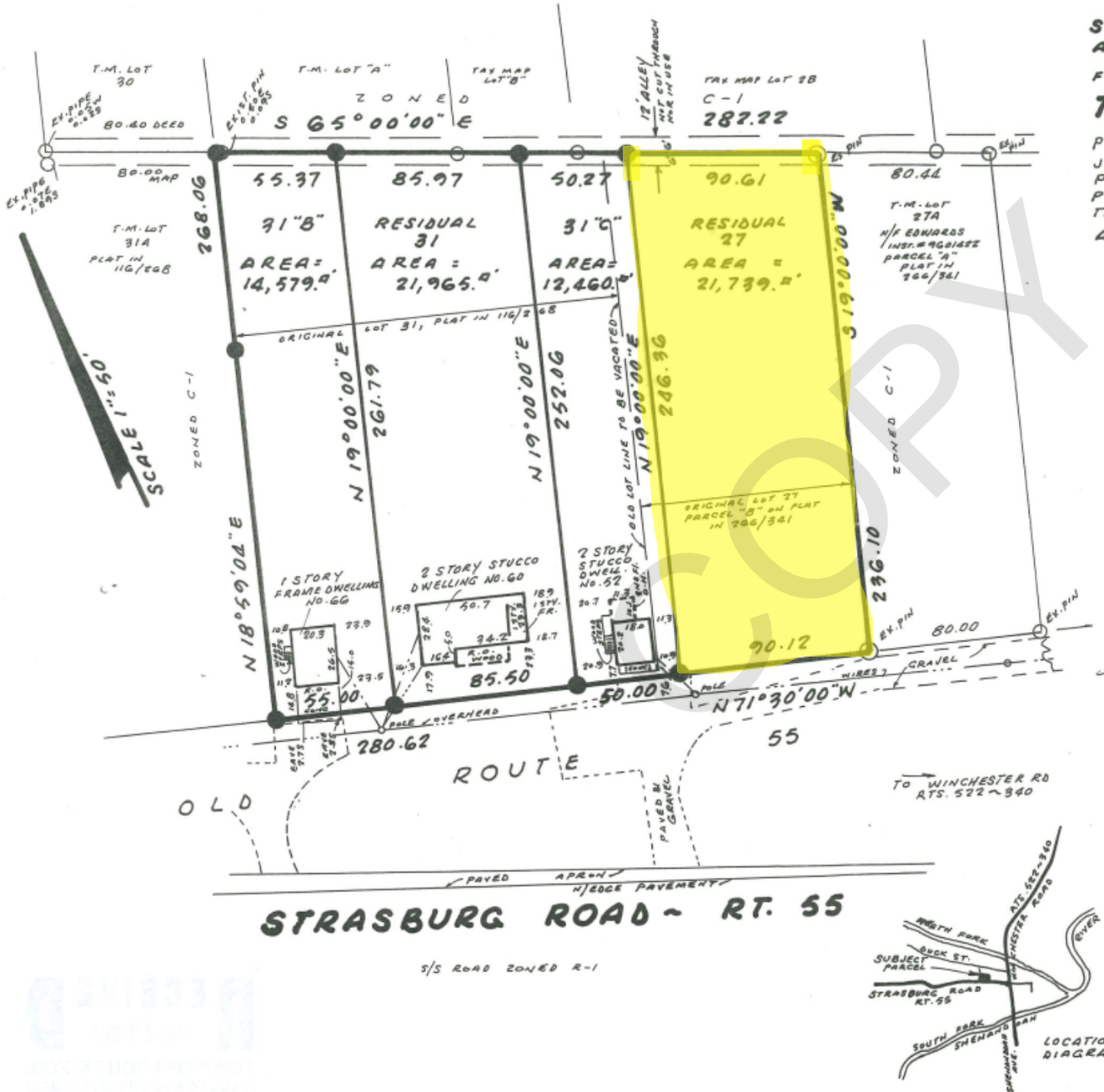
RE: Tax Map # 20A123 27Part B ROWE Prop. SUBD Lots 27 & 31 .50 acres
Re-Zoning Application (Unimproved)

Currently the subject property is zoned C-1. This lot is in between two pieces of property that are currently being used as residential property. After exhausting the possibilities of using the this lot and some previously owned adjoining property for commercial use we would like to request that this property be re-zoned to R-3.
The property is located on the service road that was created during the construction of the quadrant restricted intersection and is insufficient to support any commercial application.

Respectfully submitted,

Karen D. Alexander, Trustee for the
Stefan D. and Karen E. Alexander Revocable Trust

COPY



SUBDIVISION OF LOTS 27 & 31
AS SHOWN ON TAX MAP 20-A-12 (5) LOTS 27&31

FORK MAGISTERIAL DISTRICT

TOWN OF FRONT ROYAL, VIRGINIA

prepared by
JOSEPH G. BROGAN, SR.
PROFESSIONAL LAND SURVEYOR
P.O. BOX 1578, FRONT ROYAL, VA. 22630
TEL & FAX 540-635-5657

APRIL 29, 1998

COMMONWEALTH OF VIRGINIA
JOSEPH G. BROGAN, SR.
CERTIFICATE NO. 1011
CERTIFIED LAND SURVEYOR

NO TITLE REPORT FURNISHED TO THIS OFFICE. SUBJECT TO ANY & ALL EASEMENTS OF RECORD.

○ DENOTES EXISTING PIN OR PIPE.

● DENOTES PIN SET.

DERIVATION OF TITLE TO STEFAN D. & KAREN E. ALEXANDER FOR LOT 31 IN 349/346 & LOT 27 IN INST. # 980001104.

OWNERS ADD. P.O. BOX 254, FLINT HILL, VA. 22627; TEL. 540-636-6972.

TAX MAP SEC. 20A 12 (5) 27&31.

PROPERTY ZONED C-1.

VARIANCE GRANTED BY TOWN OF FRONT ROYAL.

NOT IN FLOOD ZONE. ZONE X PER FIRM MAP PANEL NO. 5101670001B, EFFECTIVE DATE JULY 15, 1988.

THIS PLAT WAS MADE WITH THE FREE CONSENT AND DESIRE OF THE UNDERSIGNED OWNERS.

Stefan D. Alexander — STEFAN D. ALEXANDER

Karen E. Alexander — KAREN E. ALEXANDER

ACKNOWLEDGED BEFORE ME THIS 10th DAY OF May 1998.

MY COMMISSION EXPIRES 9/30/2000

Patricia A. Giles
NOTARY

APPROVED BY TOWN OF FRONT ROYAL

PLANNING COMMISSION Kimberley P. Foyle SEC.
13 May 1998 DATE

TOWN COUNCIL Jerry F. Cain Vice MAYOR
Rhonda D. Mantle TN. CLERK
5-26-98 DATE

COPY

2400436

Connie Potter

From: David Beahm <Dbeahm@warrencountyva.gov>
Sent: Tuesday, July 30, 2024 4:51 PM
To: Connie Potter
Cc: Gerry Maiatico; Gordon Foster; Inspections; Kevin Perry; Matthew Byers
Subject: RE: Request for Comments – Rezoning Application – Tax Map 20A123 27 – W. Strasburg Rd., Front Royal – 2400436
Attachments: 2400436_Approved Subdivision Plat_W Strasburg Rd_20A123 27.pdf; 2400436_Rezoning Application_W Strasburg Rd_20A123 27.pdf; 2400436_Statement of Justification_W Strasburg Rd_20A123 27.pdf

Comments – Karen Alexander – Rezoning Application C-1 to R-3 – 2400436:

- Erosion and Sediment Control (ESC) Items:
  - It appears that either a single-family dwelling or a duplex may be intended to be built at some point and if so, each would require an Agreement In Lieu of to be obtained if work is in conjunction with those structures.
  - If work is done prior to the building permit being applied for an application and permit are required for ESC, which would be a normal submission including a full plan review application.

- Site Plan Review:
  - It does not appear that this will be required for the scope of work that appears to be completed after this request is approved. However, if the scope of work expands it would need to be reevaluated at that time. At that time, it may require a Site Plan Review and Permit for Building Code Compliance to be completed for emergency access, utilities, structure placement for required fire separation, fire hydrants, fire lane markings, required fire signage, etc.

- Building Inspections Items:
  - If or when any building construction related activity (structure, electrical, plumbing, mechanical, fire suppression, energy, etc.) were to start, it would be subject to the normal requirements of application, review and approval prior to work beginning.

- Fire Marshal's Office Comments (standard):
  - We would defer all comments for the site development/new construction/retrofit/change of use to the Building Official. Upon approval and issuance of the CO, the facility (as applicable) shall be maintained in accordance with the Virginia Statewide Fire Prevention Code.

If anything should change in the scope, additional requirements may be required.

Respectfully,

David C. Beahm, CBO
Building Official
County of Warren
540-636-9973
Fax 540-636-4698
dbeahm@warrencountyva.gov
www.warrencountyva.gov

THIS MESSAGE IS INTENDED SOLELY FOR THE INDIVIDUAL(S) NAMED IN THE HEADER. THIS MESSAGE MAY CONTAIN MATERIAL THAT IS PRIVILEGED OR CONFIDENTIAL. IF YOU ARE NOT ONE OF THE INTENDED RECIPIENTS, PLEASE DO NOT READ, COPY, USE, OR DISCLOSE THIS

COPY

Date: 09/12/2024
Permit #: 2400436
Permit Date: 07/23/2024
Review Date: 07/23/2024
Permit Type: Rezoning
Review Type: Application Review
Target Date: 08/06/2024
Scheduled Time: 00:00
Completed Date:
Description: Rezoning
Review Status: Complete
Assigned To: Robert B. Boyer
Time In: 00:00
Time Out: 00:00
Hours: 0.0

Notes

07/26/2024 Public Works has no comment or concerns regarding this request at this time.

Property Information

Parcel#: 20A123 27
ALEXANDER STEFAN D & KAREN E TTEES
0
Zoning: C-1Lot: 27Block:

ALEXANDER STEFAN D & KAREN E TTEES
315 Natural Well Road
Covington, VA 24426

COPY

Date: 09/12/2024
Permit #: 2400436
Permit Date: 07/23/2024
Review Date: 07/23/2024
Permit Type: Rezoning
Review Type: Application Review
Target Date: 08/06/2024
Scheduled Time: 00:00
Completed Date:
Description: Rezoning
Review Status: Approved
Assigned To: Mary Lynn
Time In: 00:00
Time Out: 00:00
Hours: 0.0

Notes

07/23/2024 No concerns from the Department of Energy Services

Property Information

Parcel#: 20A123 27
ALEXANDER STEFAN D & KAREN E TTEES
0
Zoning: C-1Lot: 27Block:

ALEXANDER STEFAN D & KAREN E TTEES
315 Natural Well Road
Covington, VA 24426

COPY

COUNCIL REGULAR WORK SESSION
AGENDA STATEMENT

Meeting Date: October 7, 2024 **Item#04E**

Agenda Item: Special Use Permit (SUP) Application for a Mural at 296 South Street – Salvation Army

Summary: The application for review is a request for an Artistic Mural, exceeding 60 square feet in size, to be painted on the west side of the building located at 296 South Street, identified by Tax Map 20A8-16-B. The property is zoned C-1, Community Business District. The Special Use Permit (SUP) is required because the symbology contained within an Artistic Mural constitutes a Sign and its proposed size exceeds 60 square feet.

Budget/Funding: The application does not affect the Town budget or funding at this time.

Staff Recommendation: Due to the subjective nature of an Artistic Mural, staff will not make a recommendation on the content however, Mural Signs can be removed and altered with minimal effort and staff supports the application as a whole.

Town of Front Royal, Virginia

Planning Commission Regular Meeting Agenda

☐ Consent Action ☐ Administrative Action ☑ Public Hearing ☐ Discussion

Agenda Item: Special Use Permit Application #2400483
MEETING DATE: September 18, 2024
SUMMARY: The application for review is a request for an artistic mural, exceeding 60 sq. ft., on the west side of the building located at 296 South Street, identified by Tax Map 20A8-16-B. The property is zoned C-1, Community Business District.
STAFF RECOMMENDATION: The special use permit is required because the symbology contained within an artistic mural constitutes a sign and its proposed size exceeds 60SF. Due to the subjective nature of an artistic mural, staff will not make recommendations on the content however, mural signs can be removed and altered with minimal effort and staff supports the application as a whole.
DRAFT MOTION: "I move that the Planning Commission forward a recommendation of approval to the Front Royal Town Council for Special Use Permit Application #2400483 for an artistic mural, exceeding 60 square feet on the west side of the building located at 296 South Street, identified by Tax Map 20A8-16-B." NOTE: This is only a draft motion. Alternative motions are also welcome.

PLANNING COMMISSION ACTION:

Moved _____ Seconded _____

Marshner _____ Marrazzo _____ Neel _____ Brooks _____ Gillispie _____

☐ Approved ☐ Approved w/ Conditions ☐ Denied ☐ Other

COPY

TOWN OF FRONT ROYAL
DEPARTMENT OF PLANNING & ZONING

STAFF REPORT - REZONING APPLICATION #2400483
PLANNING COMMISSION REGULAR MEETING – SEPTEMBER 18, 2024

APPLICATION #:

Special Use Permit Application #2400483

APPLICANT:

The Salvation Army

SUMMARY OF REQUEST:

The application for review is a request for an artistic mural, exceeding 60 sq. ft., on the west side of the building located at 296 South Street, identified by Tax Map 20A8-16-B. The property is zoned C-1, Community Business District.

GENERAL INFORMATION:

Site Addresses	296 South Street
Property Owner(s)	The Salvation Army
Existing Zoning	C-1, Community Business District
Tax Identification	20A8-16-B.
Location	The property is located at the corner of South Street and Cloud Street.

AERIAL VICINITY MAP – (Warren County GIS)



COPY

INFORMATION ON THE APPLICATION:

Application Documents

Proposed Mural – 296 South Street



Statement of Justification:

Over the past two years, numerous civic groups and local community members have come together to support the renovation of our Front Royal Salvation Army. More than $40,000 was raised to rebuild the entire facade of the store and repaint the building as well. Simultaneously, Front Royal's Advisory Committee for Environmental Sustainability (ACES) helped remove dead trees and replace them with above ground planters filled with multi-stem crape myrtles. The results of these projects have significantly improved the look and feel of the entire property, which now visually portrays the importance and value that the Salvation Army brings to our community.

One final piece of this multi-phase project remains that we are all very excited about, and that is the addition of a mural to the west-facing outer wall of the store. Whitney Waller is taking the lead on that mural. Previously a DC based artist, Waller moved to Browntown in 2016, then into the town of Front Royal in 2019. She is involved in multiple downtown art initiatives, such as the developing Stone Branch Center for the Arts and the current group show at Melissa Ichiuji's Gallery, and can frequently be found drawing musicians on weekends at many downtown businesses.

The proposed mural will consist of an adult black bear and its cub embracing the Salvation Army shield. The shield will be in color and will adhere to Salvation Army's branding standards. The scene will be bordered by a row of native Virginia Bluebells. See mock-up below. With the prospective mural wall facing traffic on South Street, one of Front Royal's main corridors for accessing Shenandoah National Park, we feel that highlighting our native wildlife and flora aligns well with our Town's connectivity to the great outdoors, the Appalachian Trail, and our "Settle In, Venture Out" motto.

The mural will be approximately 14.5' x 18.5' in size, in gray, black, and white, with the shield and bluebells in color.

The mural will be entirely funded by community donors and will require 5 days to complete. Painting the mural will not impede traffic flow or parking. Safety of the artist will be prioritized at all times. The mural has been approved by the Salvation Army Board of Directors.

COPY

Zoning Ordinance

As per Town Code 175-106-A.4 **(Definitions) Sign,** *Any device employing letters, words, symbols, etc., used or intended to attract the attention of the public from streets, sidewalks, or other outside public right-of-ways. For the purpose of this Article, the term "sign" shall include all structural members.*

	As per Town Code 175-106-A.4 **(Definitions) Wall Sign,** *A sign attached to a wall, or painted on or against a flat vertical surface of a structure, which displays only one (1) advertising surface.* As per Town Code 175-106-B-2.b.3a **Wall or Marquee Sign,** *One (1) square foot per linear foot of building width on which the sign is to be attached, up to a maximum of sixty (60) square feet…Artistic murals containing business or product advertising may be approved for a size exceeding sixty (60) square feet by a special permit, pursuant to Section 175-136, when located outside the Historic Overlay District*…

Findings and Analysis & Staff Recommendation

The special use permit is required because the symbology contained within an artistic mural constitutes a sign and its proposed size exceeds 60SF.

Due to the subjective nature of an artistic mural, staff will not make recommendations on the content however, mural signs can be removed and altered with minimal effort and staff supports the application as a whole.

Attachments: A. Application
B. Rendering
C. Statement of Justification

COPY

TOWN OF FRONT ROYAL
DEPARTMENT OF PLANNING & ZONING
102 EAST MAIN STREET
P.O. BOX 1560
FRONT ROYAL, VA 22630

Main: 540.635.4236
Fax: 540.631.2727
Internet: www.frontroyalva.com

RECEIVED
AUG 15 2024
TOWN OF FRONT ROYAL
PLANNING & ZONING DEPARTMENT

SUP #2400483

SPECIAL USE PERMIT REQUEST

APPLICANT
NAME The Salvation Army PHONE 540-635-4020
ADDRESS 357 Cloud St. Front Royal
E-MAIL frontroyalva@uss.salvationarmy.org

PROPERTY DESCRIPTION
PROPERTY ADDRESS 296 ~~STREET~~ South STREET
TAX MAP - SECTION 20A816B BLOCK - LOT -
SUBDIVISION NAME _____ ACREAGE .1286

REQUEST
ZONING DISTRICT SOUTH RIVER C-1
PROPOSED USE OF PROPERTY NEW MURAL
SPECIFIC SPECIAL USE PERMIT REQUEST MURAL ON WEST SIDE OF BUILDING. PLEASE SEE ATTACHED SHEET FOR MORE DETAILS.

ATTACHMENTS --The following *must* be submitted with the application. Additional information may be required depending on the nature of the request.

1. Survey/Plat of property showing all **existing** improvements. (10 copies if larger than 11" X 17")
2. Site Plan Application → REQUESTING EXEMPTION
3. Application Fee of $400.00 (Checks payable to the Town of Front Royal)
4. Additional information as required by the Department of Planning & Zoning.

CERTIFICATION

I certify that the information provided with this application is correct to the best of my knowledge and should the special use permit be granted, the project will comply with the conditions imposed upon it and will be implemented only as approved by Town Council.

Signature _____ Date 7/6/24

By submitting this application, the applicant grants permission to Town officials and employees to enter upon the property, which is the subject of this application, during reasonable hours and for purposes related to the application process.

Receipt # Pd $400.00 CK#1004 Date Paid 8-15-24

Revised 2-15-13

COPY

4 July, 2024

To the Town of Front Royal,

Over the past two years, numerous civic groups and local community members have come together to support the renovation of our Front Royal Salvation Army. More than $40,000 was raised to rebuild the entire facade of the store and repaint the building as well. Simultaneously, Front Royal's Advisory Committee for Environmental Sustainability (ACES) helped remove dead trees and replace them with above ground planters filled with multi-stem crape myrtles. The results of these projects have significantly improved the look and feel of the entire property, which now visually portrays the importance and value that the Salvation Army brings to our community.

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The proposed mural will consist of an adult black bear and its cub embracing the Salvation Army shield. The shield will be in color and will adhere to Salvation Army's branding standards. The scene will be bordered by a row of native Virginia Bluebells. See mock-up below. With the prospective mural wall facing traffic on South Street, one of Front Royal's main corridors for accessing Shenandoah National Park, we feel that highlighting our native wildlife and flora aligns well with our Town's connectivity to the great outdoors, the Appalachian Trail, and our "Settle In, Venture Out" motto.

The mural will be approximately 14.5' x 18.5' in size, in gray, black, and white, with the shield and bluebells in color.

The mural will be entirely funded by community donors and will require 5 days to complete. Painting the mural will not impede traffic flow or parking. Safety of the artist will be prioritized at all times. The mural has been approved by the Salvation Army Board of Directors.

Thank you for your time and consideration of this project.
Captain Ann Hawk, Corps Officer, Potomac Division, 540-323-4095, Ann.Hawk@uss.salvationarmy.org
Justin Proctor, ACES Member, 607-229-6255, c.justin.proctor@gmail.com
Whitney Waller, Artist

(Mural mockup on next page)

COPY



COPY

COUNCIL REGULAR WORK SESSION
AGENDA STATEMENT

Meeting Date: October 7, 2024 **Item# 04F1**

Agenda Item: Request for Town public water and Sewer for Plien-Smith LLC

Summary: The Town has received a joint request from Warren County and Plien-Smith for water and sewer service in the Cooridor that is classified as industrial. The property is located on Baugh Drive and identified on tax map 5C as parcel 6. The property has been approved for a conditional use permit for a contractor storage yard and a by-right use as a landscaping and horticultural services. On the application for out-of-town utility connection, the applicant estimates 611 gallons of water use per day for the facility.

Budget/Funding: N/A

Staff Recommendation: Town Council to consider out of town utility connection for an industrial use

COUNTY OF WARREN

County Administrator's Office
Warren County Government Center
220 North Commerce Avenue, Suite 100
Front Royal, Virginia 22630
Phone: (540) 636-4600
Email: edaley@warrencountyva.gov

Dr. Edwin C. Daley
County Administrator

RECEIVED
SEP 18 2024
Town of Front Royal
Town Manager's Office

MEMORANDUM

TO: Matt Wendling, Planning Director

FROM: Zach Henderson, Deputy Clerk of the Board

SUBJECT: Request for Town of Front Royal Public Sewer and Water for Plien-Smith LLC (Baugh Dr. LLC)

DATE: 09/18/2024

The Board of Supervisors, at its meeting on September 17th, 2024, approved the request for acceptance of the properties identified on Tax Map 5C, as parcel 6, into the Town of Front Royal Sewer and Water District as an Industrial zoned property to be forwarded to the Town Council.

COPY

CHAIR, Cheryl L. Cullers
South River District

VICE CHAIR, Jerome K. Butler
Happy Creek District

Vicky L. Cook
Fork District

John W. Stanmeyer
Shenandoah District

Dr. Richard A. Jamieson
North River District

Dr. Edwin C. Daley
County Administrator

COUNTY OF WARREN, VIRGINIA

BOARD OF SUPERVISORS AGENDA ITEM

DATE	ITEM	SUBJECT:
September 17, 2024	**K.5.**	Request for Town of Front Royal Public Sewer and Water for Plien-Smith LLC (Baugh Dr. LLC)

EXPLANATION & SUMMARY:

This request is being made for the property located on Baugh Drive and identified on Tax Map 5C as parcel 6. The property has been approved a conditional use permit for a Contractor Storage Yard and a by-right use as a Landscaping and Horticultural Services (for wholesale landscaping). The landscaping storage area is proposed to be served by a private well but the buildings will be served by Town Sewer and Water if approved. The Town of Front Royal requires that prior to the "Application for Out-of-Town Utility Connection" being submitted, the Town Council must receive a request from the County to bring the property into the boundaries of the Town's Sewer and Water district. These properties are currently vacant and a site plan has been submitted. The application for out-of town utilities connection was submitted to the Town Public Works department at the time the site plan was submitted for comments but Planning staff later became aware that this was a requirement.

COST & FINANCING:

PROPOSED OR SUGGESTED MOTION:

I motion that the Board of Supervisors approve the request for acceptance of the properties identified on Tax Map 5C, as parcel 6, into the Town of Front Royal Sewer and Water District as an Industrial zoned property to be forwarded to the Town Council.

SUBMITTED BY:	ATTACHMENTS:
Matt Wendling, Planning Director	1. Plien-Smith 0 Baugh Dr SP2024-06-01 Out of Town Utility 2. Plien Smith Ventures LLC 2024-01-05 FR Public Works Comments 3. Plien Smith Ventures LLC 2024-01-05 Location Map

COPY

APPLICATION FOR OUT-OF-TOWN UTILITY CONNECTION

Town of Front Royal
Public Works
800 Crosby Rd – PO Box 1560
Front Royal VA 22630
(540) 635-7819 (O) • (540) 635-8973 (F)
www.frontroyalva.com

Application Date: 06/07/2024

Owner(s) / Applicant(s) Full Name: Baugh Dr. LLC

Mailing Address: 8040 Industrial Park Court

City/State/Zip: Bristow, VA 20136

Daytime Phone: (703) 932-2002 Email: wsmith@ktenterprises.com

Property Address/Lot #: 0 Baugh Drive, Front Royal (Parcel #5C 6)

IF RESIDENTIAL:

Type of Unit: ☐ Single Family ☐ Townhouse ☐ Duplex/Multi Family

IF COMMERCIAL or INDUSTRIAL:

Type of Business: Industrial (note most employees work off-site)

Number of Employees: 72 on main shift Hours of Operation: 6AM-5PM

Estimated Usage: 611 gallons per day

ALL APPLICANTS:

Number of Toilets: 12 Urinals: 8 Sinks: 8 Tubs/Showers: 2

Size of Meter (Must match water service size): TBD

Fire Suppression Required: (Yes) / No Meter size TBD (Buildings will have fire sprinkler system)

THIS SECTION TO BE COMPLETED BY WARREN COUNTY PLANNING DEPARTMENT

Application Approved by Board of Supervisors: _____ Date: _____

Application Approved by Building Department: _____ Date: _____

Application Approved by Planning Staff: _____ Date: _____

Director of Planning Signature: Matthew P. Wendling Date: 6/11/2024

TOWN APPROVAL PROCESS

- ✓ **Approval of Connection by Town Council if applicable (Four Weeks)**
- ✓ **Review of Site Plans if applicable (Three Weeks per submittal)**
- ✓ **If Commercial–Completion of PILOT Agreement, if applicable-through Town Attorney's Office (Two Weeks)**
- ✓ **Payment of Applicable Fees through Finance Department (One Week)**
- ✓ **Developer provides and installs all equipment (pipes, valves, meters, etc.)**

COPY

THIS SECTION TO BE COMPLETED BY PUBLIC WORKS

Water & Sewer Availability: _____

Utility Extension Required: _____

Utility Plans Reviewed & Approved: _____

PILOT Agreement Completed: _____

Confirmation from Director of Finance that Taxes have been paid in full: ___ Date: _____

Signature: _____

FEES:

Water Connection Fee _____

Water Additional Fee _____

Fire Suppression Fee _____

Sub Total (Water) _____

Sewer Connection Fee _____

Sewer Additional Fee _____

Sub Total (Sewer) _____

TOTAL _____

Public Works Director Signature: _____ Date: _____

134-71.1 PURCHASE OF WATER AND SEWER TAPS

- A water and sewer connection can be purchased from the Town of Front Royal only for a specific, designated building site or lot.
- Once an application to purchase a water and sewer connection has been received, the connection shall not be transferrable to another site.
- If the water and sewer connection is not installed within twelve (12) months from the date of purchase because the purchaser is not ready for actual installation, the purchase shall be voided and the purchase price alone shall be refunded without interest.
- Water and sewer connection fees shall be paid upon application. However, when a single developer in a single application requests the purchase of six (6) or more water and sewer taps for six (6) or more building units, the connection fee for each tap may be paid upon actual installation of each respective tap. **(Ord. No. 2-86 Added Entire Section 2-10-86-Effective Upon Passage)**

COPY

GENERAL INFORMATION

1. A site plan or plat depicting the utility connection locations to the Town water and sewer mains must be included with this application. Warren County may release building permit upon Town approval of site plans.
2. All owner information must be completed and Warren County approvals received prior to processing by the Town.
3. The tax map number can be found on your Zoning or Building permit. If you do not know this number, it can be obtained from the County Planning Department (540-636-3354).
4. Connection fee information can be obtained from the Town website www.frontroyalva.com or by contacting Public Works (540) 635-7819.
5. For tenant occupied structures, separate water meters must be provided for each unit.
6. Information about the Town's PILOT program and Out-of-Town Water & Sewage Service Agreement can be obtained from the Town website www.frontroyalva.com or by contacting the Town Attorney at (540) 635-8007. Warren County may release Occupancy Permit upon completion of PILOT Agreement.
7. Out-of-Town residential & industrial fees & rates are 200% in-Town rates.

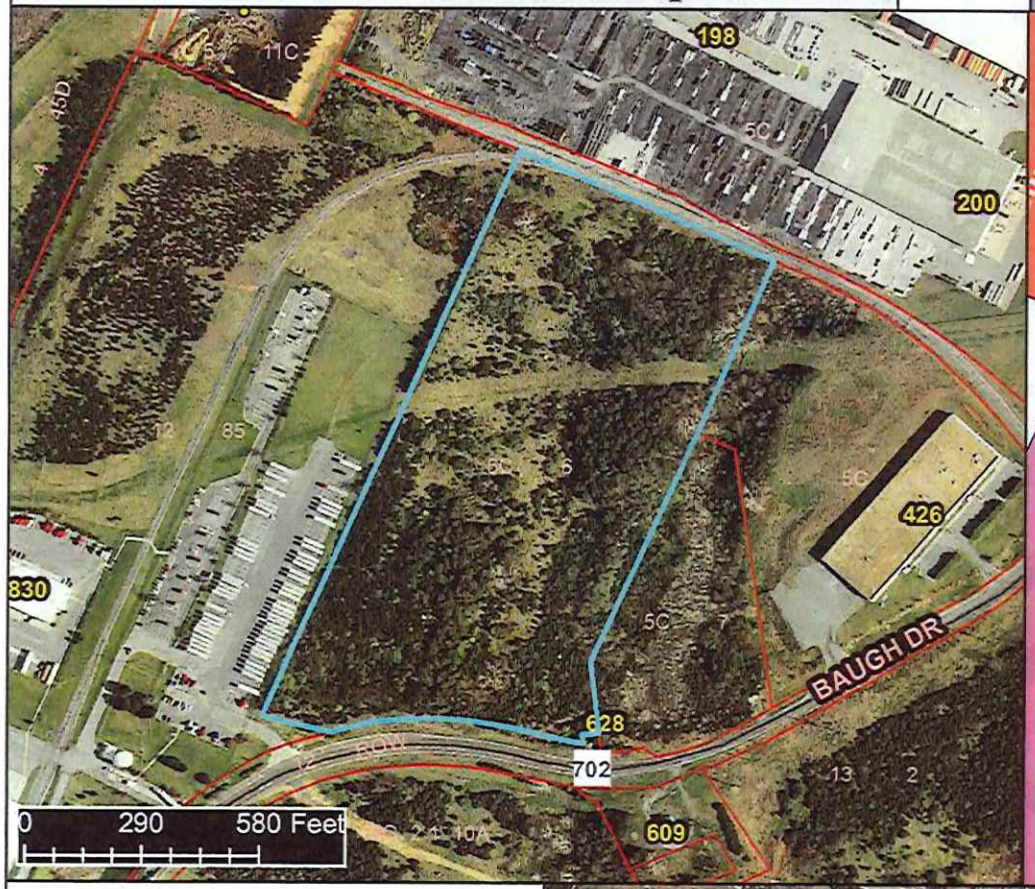
COPY

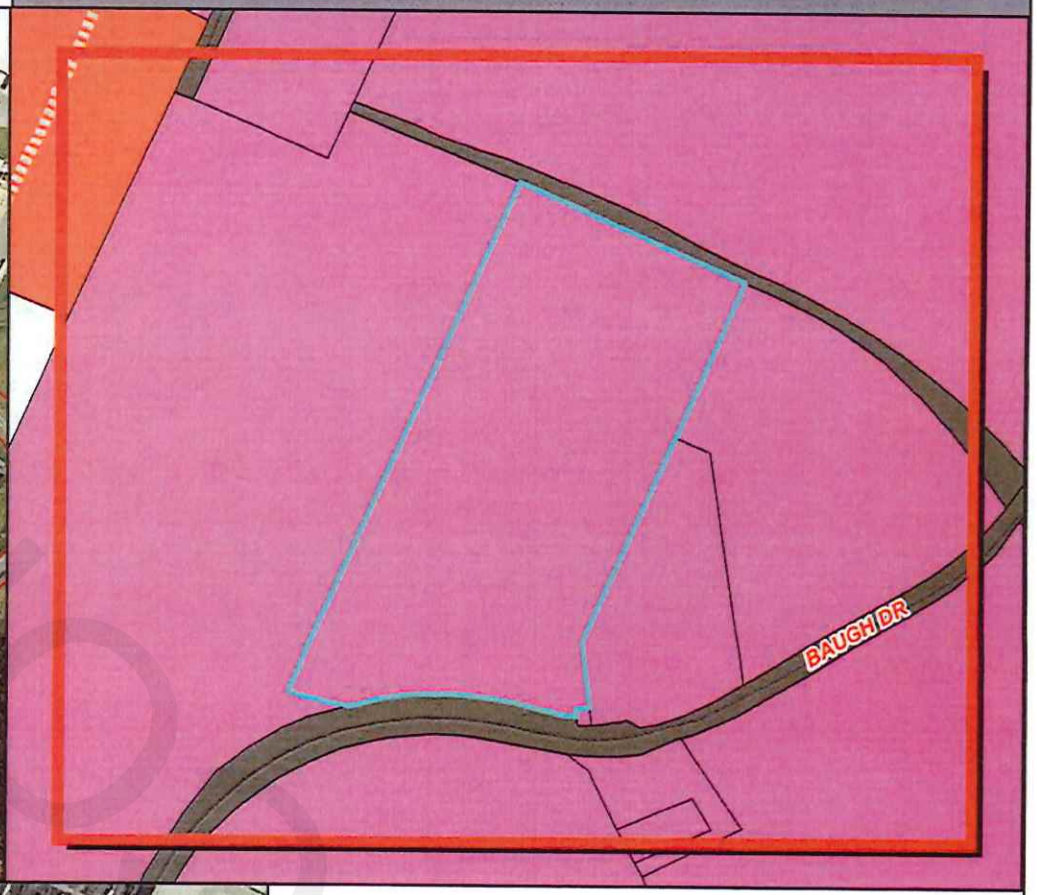
Warren County VA

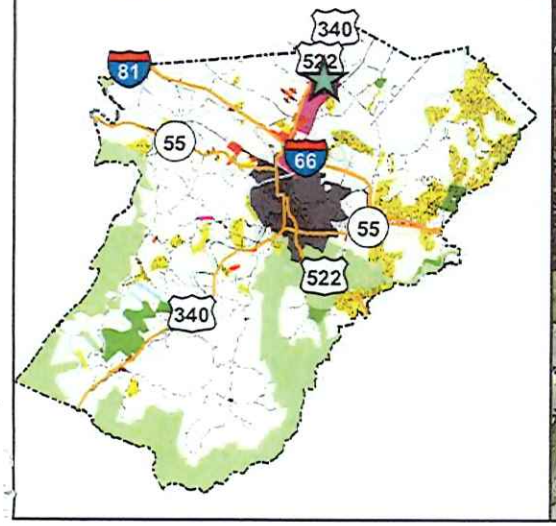
CUP Location Map

CUP: Contractor Storage Yard
Applicant: Plain Smith Ventures LLC

TM# 5C--------6
0 Baugh Drive









Zoning

- Agricultural
- Commercial
- Industrial
- Residential One
- Residential Two
- Suburban Residential
- Village Residential
- Rural Residential
- Right of Way
- Front Royal
- Federal Land
- State Land
- Water
- VOF Conservation Easements
- WC Conservation Easements

Map produced by
Warren County GIS 2023
Department of Planning

COUNCIL REGULAR WORK SESSION
AGENDA STATEMENT

Meeting Date: October 7, 2024 **Item# 04F2**

Agenda Item: Request for Town public water and Sewer for Rushmark Rockland Road LLC

Summary: The Town has received a joint request from Warren County and Rushmark Rockland Road LLC for water and sewer service in the Cooridor that is classified as industrial. The property is located at Rte. 340/522 and identified on tax map 12A, section1, block 16 as parcels A2 and A3. The property will be a warehouse and distribution center. On the application for out-of-town utility connection, the applicant estimates 675 gallons of water use per day for the facility.

Budget/Funding: N/A

Staff Recommendation: Town Council to consider out of town utility connection for an industrial use

COUNTY OF WARREN

County Administrator's Office
Warren County Government Center
220 North Commerce Avenue, Suite 100
Front Royal, Virginia 22630
Phone: (540) 636-4600
Email: edaley@warrencountyva.gov

Dr. Edwin C. Daley
County Administrator

RECEIVED
SEP 18 2024
Town of Front Royal
Town Manager's Office

MEMORANDUM

TO: Matt Wendling, Planning Director

FROM: Zach Henderson, Deputy Clerk of the Board

SUBJECT: Request for Town of Front Royal Public Sewer and Water for Rushmark Rockland Road LLC

DATE: 09/18/2024

The Board of Supervisors, at its meeting on September 17th, 2024, approved the request for acceptance of the properties identified on Tax Map 12A, Section 1, Block 16, as parcels A2 and A3 into the Town of Front Royal Sewer and Water District as an Industrial zoned property to be forwarded to the Town Council.

CHAIR, Cheryl L. Cullers South River District | **VICE CHAIR, Jerome K. Butler** Happy Creek District | **Vicky L. Cook** Fork District | **John W. Stanmeyer** Shenandoah District | **Dr. Richard A. Jamieson** North River District | **Dr. Edwin C. Daley** County Administrator

COUNTY OF WARREN, VIRGINIA

BOARD OF SUPERVISORS AGENDA ITEM

DATE	ITEM	SUBJECT:
September 17, 2024	**K.4.**	Request for Town of Front Royal Public Sewer and Water for Rushmark Rockland Road LLC

EXPLANATION & SUMMARY:

This request is for the properties in the Class A subdivision submitted by Rushmark Rockland Road LLC currently under review by Planning staff to allow the Industrial zoned parcels shown on Tax Map 12A, section 1, block 16 as parcels A2 and A3 to be accepted into the Town of Front Royal Sewer and Water District for the land-use as a Warehouse and Distribution center. The Town of Front Royal requires that prior to the "Application for Out-of-Town Utility Connection" being submitted, the Town Council must receive a request from the County to bring the property into the boundaries of the Town's Sewer and Water district. These properties are currently vacant and a site plan has been submitted for Phase 1 of the Industrial area on lot A3 for two warehouses and is under review. The application for out-of town utilities connection was submitted to the Town Public Works department at the time the site plan was submitted for comments.

COST & FINANCING:

PROPOSED OR SUGGESTED MOTION:

I motion that the Board of Supervisors approve the request for acceptance of the properties identified on Tax Map 12A, Section 1, Block 16, as parcels A2 and A3 into the Town of Front Royal Sewer and Water District as an Industrial zoned property to be forwarded to the Town Council.

SUBMITTED BY:	ATTACHMENTS:
Matt Wendling, Planning Director	1. Out of Town Utlity App Signed 2. VAB220087.00BLA2_Unsigned_Class A Subdivision Plat_2 Draft 3. 2022-10-01_Rushmark Rockland Road LLC&Cedarville LLC_Comments from Town of Front Royal 4. Location Map

APPLICATION FOR OUT-OF-TOWN UTILITY CONNECTION

Town of Front Royal
Public Works
800 Crosby Rd – PO Box 1560
Front Royal VA 22630
(540) 635-7819 (O) • (540) 635-8973 (F)
www.frontroyalva.com

Application Date: 1/11/2024

Owner(s) / Applicant(s) Full Name: Rory Byrnes - Rushmark Properties

Mailing Address: 2900 Fairview Park Drive

City/State/Zip: Falls Church, VA 22042

Daytime Phone: (703) 289-9233 Email: RByrnes@rushmark.com

Property Address/Lot #: SE Corner of Rockland Road/Winchester Road Intersection

IF RESIDENTIAL:

Type of Unit: ☐ Single Family ☐ Townhouse ☐ Duplex/Multi Family

IF COMMERCIAL or INDUSTRIAL:

Type of Business: Industrial Warehouse - TBD

Number of Employees: 136 Hours of Operation: 12

Estimated Usage: 675 gallons per day

ALL APPLICANTS:

Number of Toilets: 12 Urinals: 4 Sinks: 4 Tubs/Showers: 0

Size of Meter (Must match water service size): 1 1/2"

Fire Suppression Required: (Yes) / No Meter size 3"

THIS SECTION TO BE COMPLETED BY WARREN COUNTY PLANNING DEPARTMENT

Application Approved by Board of Supervisors: _____ Date: _____

Application Approved by Building Department: _____ Date: _____

Application Approved by Planning Staff: _____ Date: _____

Director of Planning Signature: Matt Wendling Date: 1/11/2024

TOWN APPROVAL PROCESS

- ✓ **Approval of Connection by Town Council if applicable (Four Weeks)**
- ✓ **Review of Site Plans if applicable (Three Weeks per submittal)**
- ✓ **If Commercial–Completion of PILOT Agreement, if applicable-through Town Attorney's Office (Two Weeks)**
- ✓ **Payment of Applicable Fees through Finance Department (One Week)**
- ✓ **Developer provides and installs all equipment (pipes, valves, meters, etc.)**

THIS SECTION TO BE COMPLETED BY PUBLIC WORKS

Water & Sewer Availability: _____

Utility Extension Required: _____

Utility Plans Reviewed & Approved: _____

PILOT Agreement Completed: _____

Confirmation from Director of Finance that Taxes have been paid in full: ___ Date: _____

Signature: _____

FEES:

Water Connection Fee	_____
Water Additional Fee	_____
Fire Suppression Fee	_____
Sub Total (Water)	_____
Sewer Connection Fee	_____
Sewer Additional Fee	_____
Sub Total (Sewer)	_____
TOTAL	_____

Public Works Director Signature: _____ Date: _____

134-71.1 PURCHASE OF WATER AND SEWER TAPS

- A water and sewer connection can be purchased from the Town of Front Royal only for a specific, designated building site or lot.
- Once an application to purchase a water and sewer connection has been received, the connection shall not be transferrable to another site.
- If the water and sewer connection is not installed within twelve (12) months from the date of purchase because the purchaser is not ready for actual installation, the purchase shall be voided and the purchase price alone shall be refunded without interest.
- Water and sewer connection fees shall be paid upon application. However, when a single developer in a single application requests the purchase of six (6) or more water and sewer taps for six (6) or more building units, the connection fee for each tap may be paid upon actual installation of each respective tap. **(Ord. No. 2-86 Added Entire Section 2-10-86-Effective Upon Passage)**

GENERAL INFORMATION

1. A site plan or plat depicting the utility connection locations to the Town water and sewer mains must be included with this application. Warren County may release building permit upon Town approval of site plans.
2. All owner information must be completed and Warren County approvals received prior to processing by the Town.
3. The tax map number can be found on your Zoning or Building permit. If you do not know this number, it can be obtained from the County Planning Department (540-636-3354).
4. Connection fee information can be obtained from the Town website www.frontroyalva.com or by contacting Public Works (540) 635-7819.
5. For tenant occupied structures, separate water meters must be provided for each unit.
6. Information about the Town's PILOT program and Out-of-Town Water & Sewage Service Agreement can be obtained from the Town website www.frontroyalva.com or by contacting the Town Attorney at (540) 635-8007. Warren County may release Occupancy Permit upon completion of PILOT Agreement.
7. Out-of-Town residential & industrial fees & rates are 200% in-Town rates.

NOTES:

1. THE PROPERTIES SHOWN HEREON ARE THE LANDS OF RUSHMARK ROCKLAND ROAD, LLC AS RECORDED IN INSTRUMENT NUMBERS 220004507 AND 230005303, ALL AMONG THE LANDS RECORDS OF WARREN COUNTY, VIRGINIA AND HAVING A TAX MAP NUMBERS OF 12A-116-2B, 12A-1-5-B, 12-32-C1, 12A-116-1-5, & 12A-110-20A PER THE DEPARTMENT OF ASSESSMENTS.
2. DISTANCES SHOWN HEREON ARE HORIZONTAL GROUND DISTANCES UNLESS OTHERWISE NOTED.
3. THIS SURVEY WAS PREPARED WITH THE BENEFIT OF A TITLE COMMITMENT PREPARED BY FIDELITY NATIONAL TITLE INSURANCE COMPANY, COMMITMENT NO. 192004384, DATED MAY 24, 2022 AND COMMITMENT NO. 19004421, DATED FEBRUARY 23, 2023 AND REVISED MAY 1, 2023.
4. THE PROPERTY IS LOCATED IN OTHER AREAS ZONE X (AREAS DETERMINED TO BE OUTSIDE THE 0.2% ANNUAL CHANCE FLOODPLAIN) PER MAP ENTITLED "FIRM, FLOOD INSURANCE RATE MAP, WARREN COUNTY, VIRGINIA AND INCORPORATED AREAS, PANEL 110 OF 250", MAP NUMBER 51187C0110C, WITH A MAP EFFECTIVE DATE OF JUNE 3, 2008.
5. GRANTEE'S ADDRESS FOR RUSHMARK ROCKLAND ROAD, LLC IS 2900 FAIRVIEW PARK DRIVE, FALLS CHURCH, VA 22042

OWNERS CONSENT AND DEDICATION

THE PLAT SHOWING SUBDIVISION, VACATION, AND RIGHT-OF-WAY AND EASEMENT DEDICATION ON THE LANDS OF RUSHMARK ROCKLAND ROAD, LLC, AS SHOWN HEREON IS WITH THE DESIRE OF THE UNDERSIGNED OWNER, PROPRIETORS AND TRUSTEES, IF ANY.

SIGNATURE:_____ DATE

APPROVED:

_____ TOWN OF FRONT ROYAL DATE

_____ VIRGINIA DEPARTMENT OF TRANSPORTATION DATE

AREA TABULATION

ORIGINAL AREA	
12 32C1	28.894 ACRES
12A 1 5 B	0.179 ACRES
12A 110 20A	1.436 ACRES
12A 116 2B	46.826 ACRES
12A 116 1	0.043 ACRES
12A 116 2	0.045 ACRES
12A 116 3	0.047 ACRES
12A 116 4	0.048 ACRES
12A 116 5	0.066 ACRES
PORTION OF JACKSON AVE. (ABANDONED)	0.067 ACRES
TOTAL	77.651 ACRES

AFTER CONSOLIDATION AND DEDICATION	
LOT A1	23.943 ACRES
LOT A2	27.880 ACRES
LOT A3	18.121 ACRES
LOT B	7.494 ACRES
(IMPROVEMENTS ALONG WINCHESTER ROAD) DEDICATED FOR PUBLIC STREET	
AREA "A"	0.203 ACRES
AREA "B"	0.010 ACRES
TOTAL:	77.651 ACRES



VICINITY MAP
SCALE: 1"=2000'

MATCHLINE - SHEET 2

LEGEND

- o [IP] IRON PIPE FOUND
- o [IR] IRON ROD FOUND
- o [MON] CONC. MONUMENT W/DISK FOUND
- © PROP. CORNER TO BE SET

NOTARY CERTIFICATE

CITY/COUNTY OF _____,

THE COMMONWEALTH OF VIRGINIA

I, _____, THE UNDERSIGNED NOTARY PUBLIC DO HEREBY CERTIFY THAT

WHOSE NAME(S) IS SIGNED TO THE FOREGOING OWNER'S CONSENT APPEARED AND ACKNOWLEDGED THE SAME BEFORE ME THIS ___ DAY OF _____ 2024.

_____ NOTARY PUBLIC

MY COMMISSION EXPIRES: _____

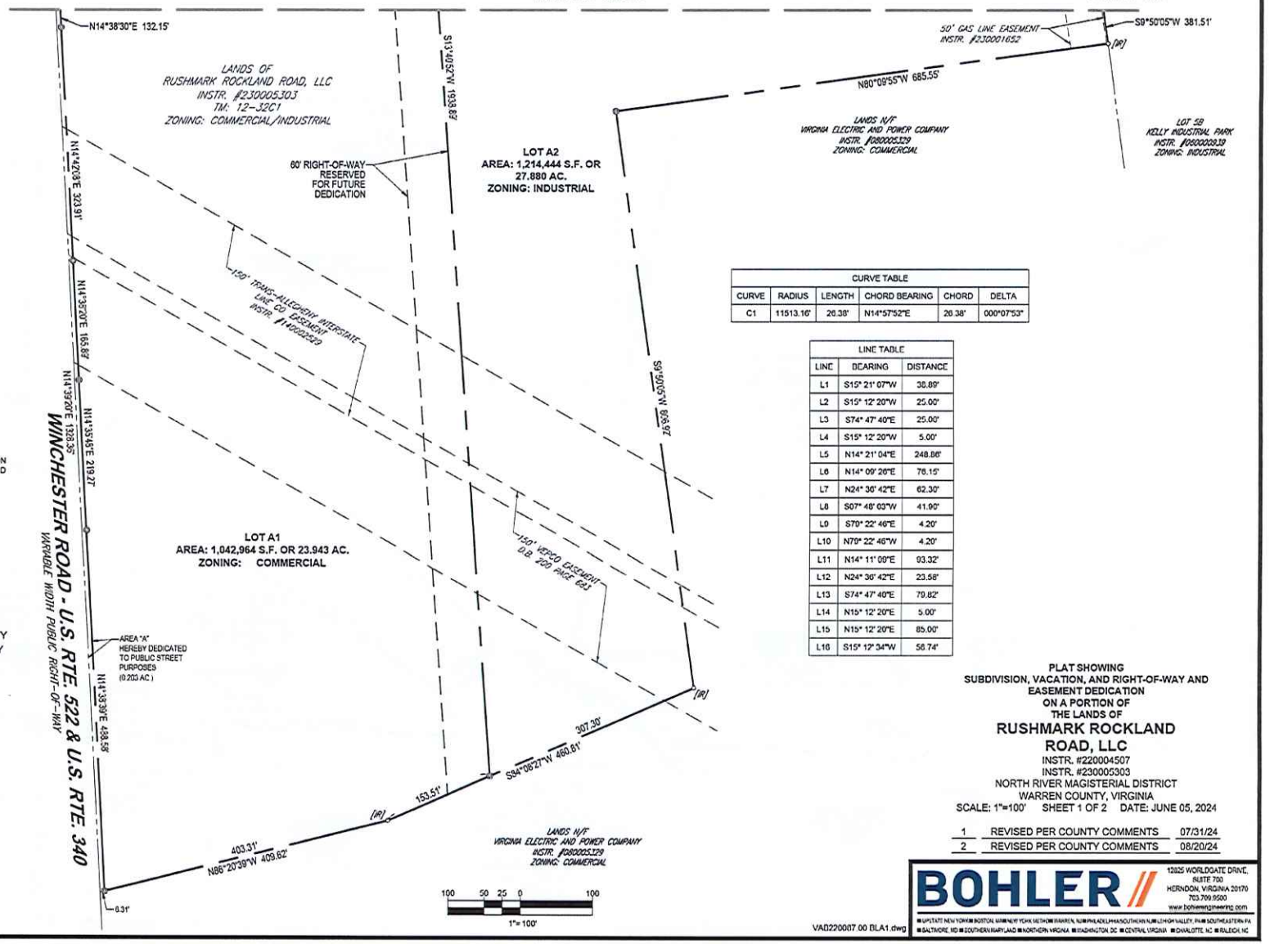
REVIEWED AND CERTIFIED AS EXEMPT FROM THE WARREN COUNTY SUBDIVISION ORDINANCE UNDER SECTION 155-3 B (1) (A), ALLOWING BOUNDARY ADJUSTMENTS AND MAY BE COMMITTED TO RECORD.

_____ DATE_____
PLANNING DIRECTOR

SURVEYOR'S CERTIFICATE

I, ROBERT C. HARR, JR., A DULY LICENSED LAND SURVEYOR IN THE COMMONWEALTH OF VIRGINIA, DO HEREBY CERTIFY THAT THIS PROPERTY SHOWN HEREON IS IN THE NAME OF RUSHMARK ROCKLAND ROAD, LLC BY DEEDS RECORDED IN INSTRUMENT NUMBER 220004507 & 230005303, ALL RECORDED AMONG THE LAND RECORDS OF WARREN COUNTY, VIRGINIA

I FURTHER CERTIFY THAT THE LAND HERON LIES ENTIRELY WITHIN THE BOUNDS OF THE ORIGINAL TRACT, THAT THIS PLAT IS BASED ON A BOUNDARY SURVEY PERFORMED BY BOHLER ON MAY 15, 2023, AND ALL COURSES ARE REFERENCED TO THE VIRGINIA COORDINATE SYSTEM OF 1983 GRID NORTH.



CURVE TABLE					
CURVE	RADIUS	LENGTH	CHORD BEARING	CHORD	DELTA
C1	11513.16'	26.38'	N14°57'52"E	26.38'	000°07'53"

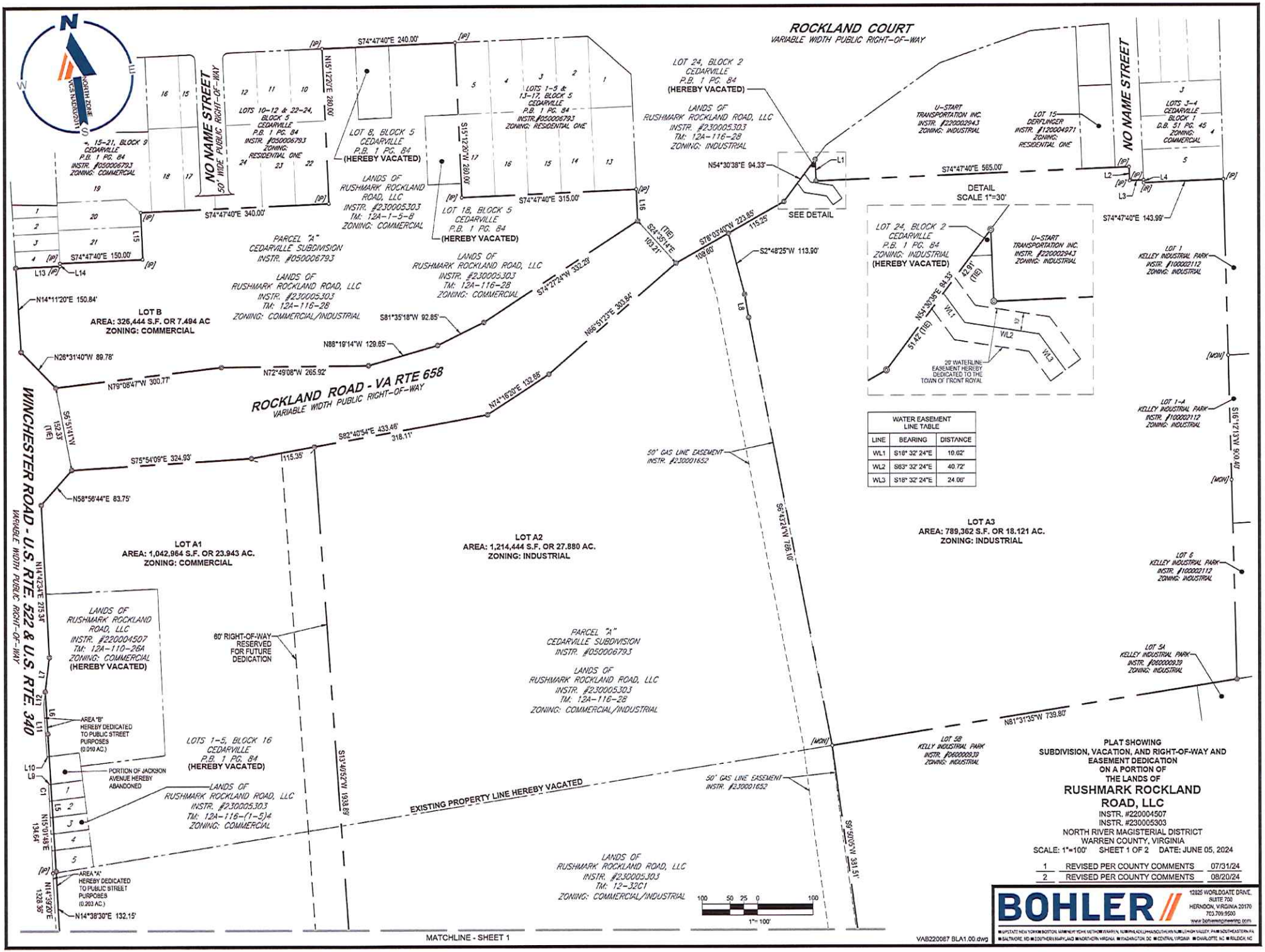
LINE TABLE		
LINE	BEARING	DISTANCE
L1	S15° 21' 07"W	36.89'
L2	S15° 12' 20"W	25.00'
L3	S74° 47' 40"E	25.00'
L4	S15° 12' 20"W	5.00'
L5	N14° 21' 04"E	248.86'
L6	N14° 09' 26"E	76.15'
L7	N24° 36' 42"E	62.30'
L8	S07° 48' 03"W	41.90'
L9	S70° 22' 46"E	4.20'
L10	N70° 22' 46"W	4.20'
L11	N14° 11' 00"E	93.32'
L12	N24° 36' 42"E	23.58'
L13	S74° 47' 40"E	79.82'
L14	N15° 12' 20"E	5.00'
L15	N15° 12' 20"E	85.00'
L16	S15° 12' 34"W	56.74'

PLAT SHOWING
SUBDIVISION, VACATION, AND RIGHT-OF-WAY AND EASEMENT DEDICATION
ON A PORTION OF
THE LANDS OF
RUSHMARK ROCKLAND ROAD, LLC
INSTR. #220004507
INSTR. #230005303
NORTH RIVER MAGISTERIAL DISTRICT
WARREN COUNTY, VIRGINIA
SCALE: 1"=100' SHEET 1 OF 2 DATE: JUNE 05, 2024

1	REVISED PER COUNTY COMMENTS	07/31/24
2	REVISED PER COUNTY COMMENTS	08/20/24

BOHLER
12220 WORLDGATE DRIVE, SUITE 700
HERNDON, VIRGINIA 20170
703.709.9500
www.bohlerengineering.com
UPSTATE NEW YORK BOSTON, MASS NEW YORK METRO WARREN, NJ PHILADELPHIA/SOUTHERN NJ LEHIGH VALLEY, PA SOUTHEASTERN PA
BALTIMORE, MD SOUTHERN MARYLAND NORTHERN VIRGINIA WASHINGTON, DC CENTRAL VIRGINIA CHARLOTTE, NC RALEIGH, NC

VA0220007.00 BLA1.dwg



PLAT SHOWING SUBDIVISION, VACATION, AND RIGHT-OF-WAY AND EASEMENT DEDICATION ON A PORTION OF THE LANDS OF RUSHMARK ROCKLAND ROAD, LLC

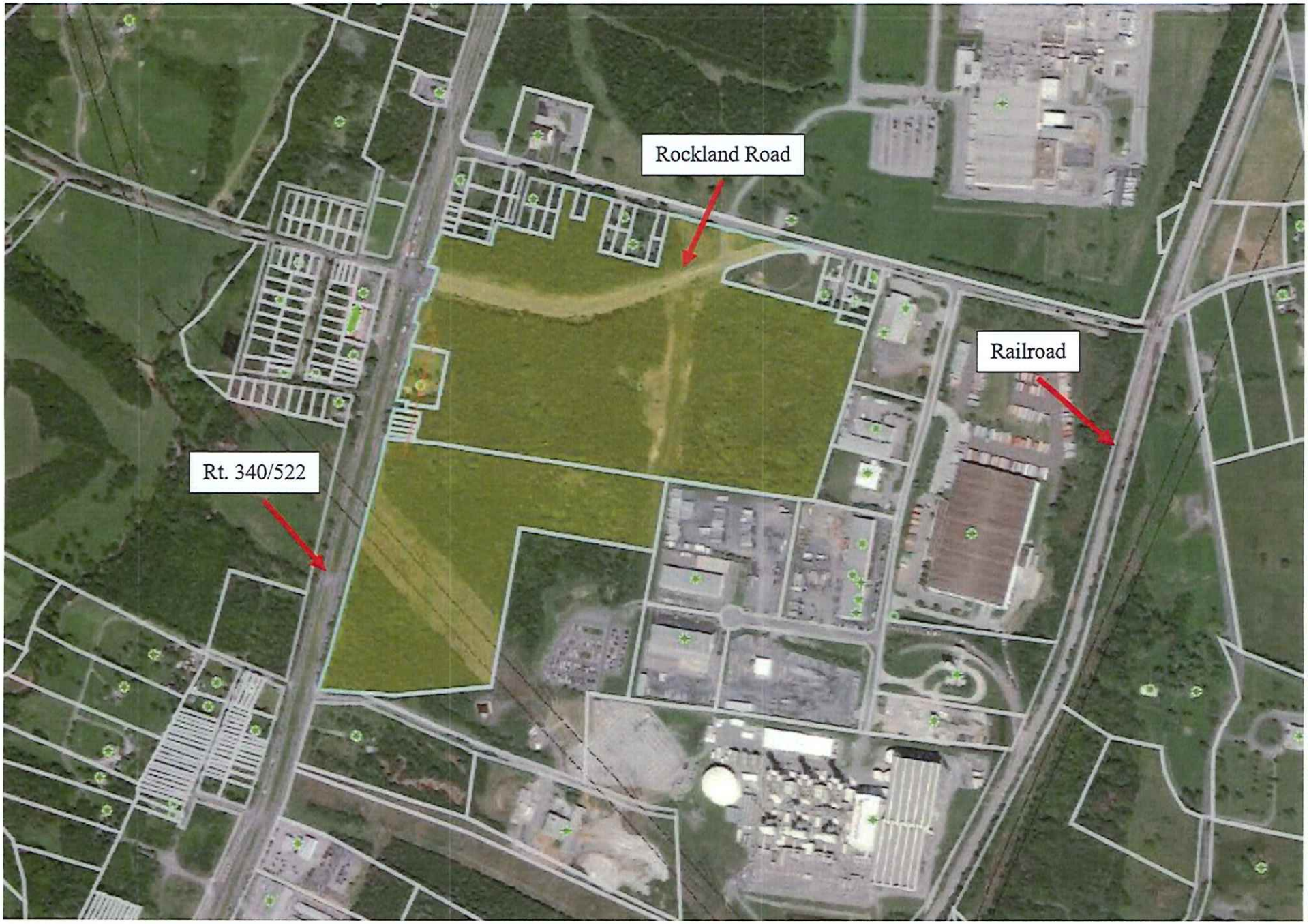
INSTR. #220004507
INSTR. #230005303
NORTH RIVER MAGISTERIAL DISTRICT
WARREN COUNTY, VIRGINIA
SCALE: 1"=100' SHEET 1 OF 2 DATE: JUNE 05, 2024

1	REVISED PER COUNTY COMMENTS	07/31/24
2	REVISED PER COUNTY COMMENTS	08/20/24

BOHLER
12925 WORLDGATE DRIVE, SUITE 700
HERNDON, VIRGINIA 20170
703.709.9500
www.bohlerengineering.com

VAB220087 BLA1.00.dwg

Location Map



{P1231465.DOCX / 1 Location Map 007511 000068}

The Property

COUNCIL REGULAR WORK SESSION
AGENDA STATEMENT

Meeting Date: October 7, 2024 Item#05A

Agenda Item: Proposed Vape Ordinance

Summary: Council discussed an ordinance to regulate vape shops in Town at their work session held September 9, 2024. It has been requested to discuss further tonight with the following information attached:

- Ordinances from Quantico
- Information given to Council at their September 23rd meeting (Smithfield)
- Performance Standards from Strasburg
- State Code reference

Budget/Funding: N/A

Staff Recommendation: Council takes desired action

AT A TOWN COUNCIL MEETING OF THE QUANTICO TOWN COUNCIL, HELD ON February 13, 2020, AT THE LILLIAN CARDEN COMMUNITY CENTER, 222 3RD AVENUE, QUANTICO, VIRGINIA: ON A MOTION MADE BY KUHNS, AND SECONDED BY CLINTON, THE FOLLOWING ORDINANCE WAS ADOPTED BY THE FOLLOWING VOTE:

Otis C. Baker; -AYE
Earlene Clinton; -AYE
Tom Davis; -ABSENT
Russell Kuhns; -AYE
Robin R. Langham-AYE.

AN ORDINANCE TO AMEND CHAPTER 110 OF THE TOWN OF QUANTICO CODE OF ORDINANCES TO ADD A NEW ARTICLE XII – ENTITLED "VAPE SHOPS"

WHEREAS, Section 3 of the Town Charter provides the Mayor and Council of the Town of Quantico, Virginia with the authority to pass and enforce ordinances that it may deem necessary to preserve the health, safety and welfare of the citizens of the Town; and

WHEREAS, many of the electronic cigarettes and vapor products that are sold today have not been reviewed by the Federal Drug Administration to determine if they are appropriate for the public health; and

WHEREAS, in light of increasing reports of e-cigarette-associated lung illnesses across the country, the American Medial Association has urged the public to avoid the use of e-cigarette products until health officials further investigate and understand the cause of these illnesses; recommends anyone who has recently used e-cigarette products to seek medical care promptly if they experience any adverse health effects, particularly coughing, shortness of breath or chest pain; and calls on physicians to make sure their patients are aware of the dangers of e-cigarettes, including toxins and carcinogens, and swiftly report any suspected cases of lung illness associated with e-cigarette use to their state or local health department.

WHEREAS, the American Medical Association recognizes that the use of e-cigarettes and vaping is an urgent public health epidemic that must be addressed; and

WHEREAS, the Town Council desires to amend the Code of Ordinances Chapter 110 in order to add regulations for vape shops, and the sale of vape related products, and e-cigarettes; and

WHEREAS, the Town Council held a joint public hearing with the planning commission regarding the proposed amendment pursuant to Section 110-272 of the town code; and

WHEREAS, prior to conducting the joint public hearing the Town Council provided notice of the public hearing as required by law.

NOW, THEREFORE, BE IT ORDAINED by the Town Council of the Town of Quantico on this 13 day of FEBRUARY, 2020, that the Town of Quantico Code of Ordinances, be and it hereby is amended as follows:

COPY

ARTICLE XII. – VAPE SHOPS

Sec. 110-600. - Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Alternative nicotine products means any products or devices that employ an electronic heating element, power source, electronic circuit, battery, or other electronic, chemical, or mechanical means to produce a vapor that delivers nicotine to the person inhaling from the device, including electronic cigarettes, electronic cigars, electronic hookahs, electronic bongs and electronic pipes, whether manufactured, distributed, marketed, or sold as an electronic cigarette, electronic cigar, or electronic pipe.

Ancillary sale mean where a grocery store, supermarket, convenience store or similar market uses no more than two percent of its gross floor area, or 20 square feet, whichever is less, for the display, sale, distribution, delivery, offering, furnishing, or marketing of conventional cigars, cigarettes or tobacco.

E-cigarette or Electronic cigarette means any electronically actuated device or inhaler meant to simulate cigarette smoking that uses a heating element to vaporize a liquid solution, popularly referred to as "vape juice," and that causes the user to exhale any smoke, vapor, or substance other than that produced by unenhanced human exhalation. The vape juice used in e-cigarettes typically contains nicotine, and for this reason e-cigarettes and their vape juice can be classified as both tobacco products, vape related products and tobacco paraphernalia.

Tobacco Paraphernalia means any paraphernalia, equipment, device, or instrument that is designed or manufactured for the smoking, chewing, absorbing, dissolving, inhaling, snorting, sniffing, or ingesting by any other means into the body of tobacco, tobacco products, or other controlled substances as defined in the Code of Virginia.

Tobacco product or tobacco related product means any product in leaf, flake, plug, liquid, vape juice or any other form, containing nicotine derived from the tobacco plant, or otherwise derived, which is intended to enable human consumption of the tobacco or nicotine in the product, whether smoked, chewed, absorbed, dissolved, inhaled, snorted, sniffed, or ingested by any other means. For the purposes of this chapter, the term "tobacco product" excludes any product that has been specifically approved by the United States Food and Drug Administration (FDA) for sale as a tobacco/smoking cessation product or for other medical purposes, where such product is marketed and sold solely for such an approved purpose.

Vape or *Vape juice* means any liquid that contains compounds containing pharmaceutical grade vegetable glycerin, propylene glycol, nicotine, food grade flavoring, and water, and can be used for vaping by means of an alternative nicotine product.

Vapor products or *Vape related products* means any non-combustible product that employs a heating element, power source, electronic circuit, or other electronic, chemical or mechanical means, that can be used to produce vapor intended for human consumption including, but not

COPY

limited to, any electronic cigarette, electronic cigar, electronic cigarillo, electronic pipe, electronic hookah, vape, vape pen, vaporizer or similar product or device and any container containing a consumable material that has been manufactured to be used with or in a vape, an electronic cigarette, electronic cigar, electronic cigarillo, electronic pipe, electronic hookah, vape pen, vaporizer or similar product or device.

Vape shop means any premises with more than an incidental or ancillary display, whose principal business is the sale, distribution, delivery, offering, furnishing, or marketing of alternative nicotine, alternative nicotine delivery products, vapes, vapor products, e-cigarette, vape juice, single cigarette tobacco, tobacco products, or tobacco paraphernalia including smoke shops, and tobacco shops. For the purposes of this section principal business means that alternative nicotine products, vape juice, or both constitute at least twenty-five percent of the business's aggregate retail sales, or more than twenty-five percent of the floor area of a business building is devoted to the sale or advertisement for sale of vape or vape-related products, or if the word "vape" or "smoke" are in the name of the business.

Sec. 110-601. – Required Criteria

(a) Notwithstanding any other provision of this code, vape shops can only be a permitted use only in the BUSINESS zoning district (B1), and must comply with the criteria provided herein:

1. Vape shops shall not be located within 1,000 feet, measured property line to property line, from a school (public or private), family day care home, child care facility, youth center, community center, recreational facility, park, church or religious institution, or other similar uses where children regularly gather. All measurements shall be made on the official tax maps, measuring from the above-mentioned locations to the nearest point on the lot line of the parcel on which the vape shop is located.

2. Vape shops shall not be located within 1,000 feet, measured property line to property line, from another vape shop and tobacco store.

3. No vape shop shall permit a minor, not accompanied by his or her parent or legal guardian, to enter or remain within any vape shop and tobacco store.

4. Vape shops shall post clear signage stating that minors may not enter the premises unless accompanied by a parent or legal guardian. At least one such sign shall be placed in a conspicuous location near each public entrance to the vape shop. It shall be unlawful for a vape shop or business offering vape related products, and tobacco paraphernalia to fail to display and maintain, or fail to cause to be displayed or maintained, such signage.

5. No vape shop shall display tobacco paraphernalia in a manner that is in plain view from the street or sidewalk

6. No smoking, inhaling or ingestion of tobacco products or vape related products shall be permitted on the premises of the vape shop at any time.

7. No sales of tobacco products and vape related products may be offered, made, solicited or conducted on the premises of the vape shop by minors.

COPY

7. No sales of tobacco products and vape related products may be offered, made, solicited or conducted on the premises of the vape shop by minors.

8. No self-service of tobacco products, vape related products, or tobacco paraphernalia displays shall be permitted on the premises of the vape shop.

9. No retailer, retail establishment, or other person or entity shall sell or distribute or cause to be sold or distributed any electronic cigarettes, vape juice or vapor products in the town.

Sec. 110-602. - Licensing requirements.

1. The vape shop must obtain a business license from the town in accordance with the town code.
2. The certificate of occupancy for a vape shop shall be obtained in accordance with Sec. 110-8 of the town code.
3. The business license shall not be issued until the vape shops satisfies the criteria in Section 110-601.
4. The vape shop must obtain approval from any and all applicable state agencies.

ADOPTED THIS 13 DAY OF February 2020

By Order of the Quantico Town Council:

Kevin Brown, Mayor

ATTEST:

Linda Drew, Town Clerk

COPY

Article 3.H:

D, Downtown District

Article 3.H:

D, Downtown

(Downtown Mixed Use District)

A. Purpose and Intent:

The D, Downtown District is established to promote harmonious development, redevelopment and rehabilitation of uses in and around the historic downtown residential and commercial areas of Smithfield. The regulations of the D, Downtown District are intended to promulgate the goals of the Comprehensive Plan for thoughtful revitalization and historic preservation while emphasizing residential stability and encouraging a balanced mix of uses in the downtown business area.

Urban design priorities within the D District are to be placed on: (1) encouraging continued use and revitalization of single family residences within the district, (2) providing opportunities for selected businesses consistent with downtown market objectives, (3) enhancing pedestrian circulation patterns, (4) minimizing vehicular/pedestrian access conflicts among downtown land uses, (5) respecting the geometry of the downtown streetscape, (6) maintaining strong continuity with the architectural precedents of the Town's historic area, and (7) providing flexibility in the application of harmonious geometric standards for site development.

No off-street parking is required for downtown business uses within the D District which do not exceed 10,000 square feet in lot coverage or a floor area ratio (FAR) of 2.0. Centralized and coordinated public parking within the downtown area is encouraged to serve local business and tourism uses, while off-street parking is recommended on individual residential properties and large commercial properties. Higher density residential development and mixed-used development is permitted by special permit to encourage the location of residences convenient to places of shopping and work. Signage and outdoor storage are restricted to promote an attractive and stable urban environment.

B. Permitted Uses:

Permitted uses shall be those in the following categories which do not exceed 10,000 square feet in lot coverage or a floor area ratio (FAR) of 2.0.

1. Single family residential dwellings, as a principal use, subject to the residential district regulations governing the proposed residential dwelling type and other additional regulations subject to this district.

2. Retail sales establishments (exclusive of automobile dealerships and sales establishments, lumber and millwork retail sales and storage yards, and other uses which require outdoor storage of retail goods and Recreational Substance Establishments).
3. Offices, general and professional.
4. Personal service establishments.
5. Banks and financial institutions, excluding payday lending and check-cashing establishments.
6. Eating establishments (exclusive of fast food restaurants).
7. Business service and office supply establishments.
8. Repair service establishments, provided that any given repair service does not employ more than three (3) persons on the premises during a single shift and that all repair services are performed indoors. No outdoor use, storage or display is permitted.
9. Parking lots (private or public, as a principal use).
10. Home occupations (in detached residential dwellings).
11. Residential dwellings, as an ancillary use in mixed use commercial structures, subject to other additional regulations pertaining to this district.
12. Taxicab Service.
13. Event facilities (accessory uses).
14. Irrigation wells and wells for ground source HVAC systems.

(Ord. of 10-7-2003, 4-5-2011, Ord. of 2019-09-03; Ord. of 2020-09-01; Ord of 2023-12-05)

C. Uses Permitted by Special Use Permit:

The conversion of any residential structure for a non-residential use as the principal use of the building shall be subject to special use permit approval, even if the converted use in question is one of the permitted uses listed above.

1. Any individual use otherwise permitted hereinabove by-right in the D District, but which exceed 10,000 square feet in lot coverage or a floor area ratio (FAR) of 2.0 (and thus, must provide off-street parking), or any of the following uses:
2. Multifamily and attached residential dwellings, as a principal use.
3. Bed and breakfast lodgings.
4. Private post office and delivery services.
5. Funeral homes.
6. Public uses and utilities.
7. Any by-right use for which business, storage or display is conducted outside of an enclosed building.
8. Any use incorporating drive-thru facilities.
9. Hotels and motels.

10. Convenience or quick-service food stores (with or without automotive services).
11. Theaters.
12. Parking garages and structures.
13. Public and private schools.
14. Laundromats.
15. Commercial recreation establishments (limited to indoor uses).
16. Civic, fraternal, and/or social organization halls.
17. Repair service establishments, for any given repair service which employs more than three (3) persons on the premises in a single shift and that all repair services are performed indoors.
18. Waterfront retail business activities associated with the uses in this article, including boat docks and piers, yacht clubs, marinas and boat service facilities, storage and shipment of waterborne commerce, fish and shellfish receiving, seafood packing and shipping and recreational activities. Waterfront retail business uses shall require on-site parking in accord with Article 8, Parking and Loading Regulations.
20. Child day care facilities.
21. Farmers' markets and temporary stands for sale of produce and seasonal merchandise.
22. Visitor centers and public restroom facilities.
23. Churches and places of worship.
24. (Repealed 12-05-2023)
25. Waiver of landscape and open space requirements.
26. Waiver for increase in building height over 35 feet.
27. Waiver of floor area ratio regulation.
28. Waiver of yard requirements.
29. Waiver of density for elderly housing.
30. Waiver of Maximum density for residential uses.
31. Waiver of Parking and Loading Requirements
32. Event facilities (principal uses).
33. Boating, country, and/or hunt clubs.
34. Recreational Substance Establishments

(Ord. of 9-2-2008, 4-5-2011, Ord. of 2019-09-03; Ord. of 2023-12-05)

D. Lot Size Requirements:

1. Minimum district size: The district shall conform with the official Zoning Map.

2. Minimum lot area: Not regulated

3. Minimum lot width: Not regulated

Article 3.I:

HR-C, Highway Retail Commercial District

Article 3.I:

HR-C, Highway Retail Commercial

(Highway Retail Commercial District)

A. Purpose and Intent:

The HR-C District is established to provide suitable locations in Smithfield's heavily traveled collector streets and arterial highways for those commercial and business uses which are oriented to the automobile and which require access characteristics independent of adjoining uses or pedestrian trade. The application of the HR-C District should be to those areas of the Town where individual uses can be grouped into planned concentrations which limit the "strip" development effect on newly developing areas as well as on redevelopment areas where retail and business uses currently exist. Adequate transportation and site planning of district uses should have the goal of minimizing conflicts with through-traffic movements along the entrance Town's corridors. It is not intended for this district to be applied to shopping centers.

B. Permitted Uses:

An individual use or structure intended for a single use with 40,000 square feet gross floor area or less, incorporating the following uses:

1. Business services and supply establishments.
2. Gasoline sales establishments (with no vehicular repair services or storage).
3. Eating establishments, without drive-thru facilities.
4. Fast-food restaurants, without drive-thru facilities.
5. Banks and financial Institutions, excluding payday lending and check-cashing establishments.
6. Funeral homes.
7. Hotels and motels.
8. Offices, general and professional.
9. Personal service establishments.
10. Plant nurseries.
11. Convenience or quick-service food stores, with or without gasoline sales but no vehicle repair.
12. Repair service establishments (exclusive of automobile and light vehicle service and repair), with no outdoor storage.
13. Retail sales establishments, with screened outdoor sales or display of products limited to no greater than 15% of the net developable lot area. (Exclusive of Recreational Substance Establishments) (See Additional Regulations.)
14. Automobile and light vehicle dealerships and retail sales establishments (with service and repair facilities as an ancillary use, with completely enclosed service facilities and screened outdoor storage of repair vehicles).

15. Theaters.
16. Light intensity wholesale trade establishments (with no outdoor sales or display of products).
17. Kennels, commercial.
18. (Repealed)
19. Private post office and delivery services.
20. Public uses.
21. Event facilities (accessory uses).
22. Medical offices and outpatient care facilities.
23. Parking lots (private and public with off-street parking as the principal use).
24. Private schools.
25. Veterinary clinics (with no outdoor kennel facilities).
26. Car washes.
27. Laundromats.
28 Dry cleaners.
29. Taxicab Service.

(Ord. of 2003-10-07; Ord. of 2005-11-01; Ord. of 2011-04-05; Ord. of 2019-09-03; Ord. of 2023-12-05)

C. Uses Permitted by Special Use Permit:

An individual use otherwise permitted hereinabove by-right in the HR-C District, but having greater than 40,000 square feet gross floor area, or any of the following uses:

1. Repair service establishments, with screened outdoor storage.
2. Retail sales establishments, with screened outdoor sales or display of products which exceed 15% of the net developable lot area. (See Additional Regulations.)
3. Churches and places of worship.
4. Hospitals.
5. Parking garages and structures.
6. Commercial recreation facilities (indoor and outdoor).
7. Child day centers.
8. Adult day care centers.
9. Bus stations.
10. Public utilities.
11. Drive-in and movie theaters.
12. Auction establishments.
13. Automobile and light vehicle repair establishments (within completely enclosed structures with screened outdoor storage).
14. Vehicle sale, rental and ancillary service establishments, including boats and watercraft.
15. Service stations.

16. Light warehousing uses related to an adjunct retail use permitted either by-right or special permit.
17. Frozen food lockers.
18. Greenhouses (retail and wholesale).
19. Waterfront retail business activities associated with the uses in this article, including boat docks and piers, yacht clubs, marinas and boat service facilities, storage and shipment of waterborne commerce, fish and shellfish receiving, seafood packing and shipping and recreational activities.
21. Taxidermists.
22. Bed and breakfast establishments.
23. Research and development activities which do not cause any more smoke, dust, odor, noise, vibration or danger of explosion than other uses permitted in this district and which involve no more than 15% of the gross floor area in the assembling or processing of products. All assembling or processing shall only involve products developed on the premises. All services and storage shall be conducted within the principal structure which is to be completely enclosed.
24. Any use incorporating a drive-thru facility.
25. Schools, colleges and universities.
26. Mini-storage warehouses, with no exterior storage.
27. Payday lending establishments, check-cashing establishments and pawn shops and dealers.
28. Waiver of yard requirements, subject to the prohibition of parking in front yards.
29. Waiver for increase in building height over 35 feet.
30. Waiver of Parking and Loading Requirements.
31. Event facilities (principal uses).
32. Shipping Container (accessory use).
33. Recreational Substance Establishments.

(Ord. of 2005-11-01; Ord. of 2008-09-02; Ord. of 2011-04-05; Ord. of 2019-09-03; Ord. 2023-03-07; Ord. of 2023-12-05)

D. Lot Size Requirements:

1. Minimum district size: Not regulated, provided that districts should be located, sized and spaced to limit potential “strip” development impacts.

2. Minimum lot areas: 30,000 square feet

3. Minimum lot width: 150 feet

E. Bulk Regulations:

1. Maximum building height: 35 feet,

Article 3.J:

PS-C, Planned Shopping Center District

Article 3.J:

PS-C, Planned Shopping Center Commercial

(Planned Shopping Center District)

A. Purpose and Intent:

The PS-C District is established to provide locations in Smithfield for community and neighborhood retail commercial and business service uses within planned shopping districts under unified site design. Application of the PS-C District is intended to promote orderly commercial facility development, minimize vehicular traffic within the shopping complex, permit "one-stop" and comparison shopping "under one roof" and facilitate safe pedestrian movement among individual uses within the district. Typical uses found in the PS-C District include supermarkets, drug stores, department stores, specialty stores, movie theaters, personal service establishments and professional offices (in limited number).

In general, the maximum size of the PS-C District shopping center, as permitted by-right, should not exceed a total gross floor area of 200,000 square feet (inclusive of all planned buildings) or a total site size of fifteen (15) acres, provided that free-standing retail buildings may be permitted within the district. Individual commercial or business uses which exceed 40,000 square feet of floor area shall require a special use permit. Under comprehensive planning and special permit considerations, the ultimate district size may be increased at appropriate locations to accommodate larger shopping centers serving a regional market base.

B. Permitted Uses:

1. Planned shopping centers with an aggregate gross floor area of less than or equal to 200,000 square feet (inclusive of all planned buildings) or an aggregate size of less than 15 acres, incorporating the uses outlined in 2. below.

2. An individual use or structure intended for a single use with 40,000 square feet gross floor area or less, incorporating the following uses, provided that such uses are secondary to and supportive of a shopping center as a principal use.

    a. Retail sales establishments (exclusive of automobile dealerships, lumber and millwork retail sales and storage yards, and other retail uses requiring outdoor storage or display of goods which do not exceed 15% of net developable lot area and Recreational Substance Establishments).
    b. Eating establishments (sit-down, without drive-thru facilities).
    c. Banks and financial Institutions without drive-thru facilities, excluding payday lending and check-cashing establishments.
    d. Offices, general and professional.
    e. Personal service establishments.

f. Public uses.
g. Event facilities (accessory uses).
h. Laundromats (self-service).
i. Convenience and quick service food stores (without automotive services).
j. Business service and supply establishments.
k. Medical offices, inclusive of outpatient medical care facilities.
l. Fast food restaurants (subject to Additional Regulations of this district).
m. Taxicab Service.
(Ord. of 2003-10-07; 2011-04-05; 2019-09-03; Ord. of 2023-12-05)

C. Uses Permitted by Special Use Permit:

The following uses may be permitted as special permit uses in the PS-C District provided that such uses are secondary to and supportive of a shopping center as a principal use and which otherwise comply with the special permit use provisions of this ordinance:

1. Shopping centers with aggregate gross floor area in excess of 200,000 square feet gross floor area, or an aggregate size in excess of 15 acres, or containing an individual use or structure intended for a single use with greater than 40,000 square feet gross floor area.
2. Theaters.
3. Private schools.
4. Churches and places of worship.
5. Parking garages and structures.
6. Boating, country, and/or hunt clubs.
7. Hospitals and medical care facilities.
8. Funeral homes.
9. Event facilities (principal uses).
10. Parking lots (private or public, off-street as a principal use).
11. Veterinary clinics.
12. Private post office and delivery service establishments which exceed 40,000 square feet.
13. Hotels and motels
14. Fast-food restaurants.
15. Automobile and light vehicle repair establishments (within completely enclosed structures with screened outdoor storage).
16. Car washes.
17. Service stations.
18. Schools, colleges, and universities.
19. Plant nurseries.
20. Commercial recreation facilities (including outdoor uses).
21. Greenhouses (commercial and wholesale).

22. Waterfront retail businesses and activities associated with a shopping center use, including boat docks and piers, yacht clubs, marinas, boat service facilities and recreation uses.
23. Research and development activities which do not cause any more smoke, dust, odor, noise, vibration or danger of explosion than other uses permitted in this district and which involve no more than 15% of the gross floor area in the assembling or processing of products. All assembling or processing shall only involve products developed on the premises. All services and storage shall be conducted within the principal structure which is to be completely enclosed.
24. Any use incorporating a drive-thru facility.
25. Repair service establishments, provided that any given repair service does not have more than ten (10) persons on the premises during a single shift and that all repair services and storage related thereto are performed indoors.
26. Uses requiring outdoor storage, display and merchandising of retail goods when such areas exceed 15% of net developable lot area.
27. Payday lending establishments, check-cashing establishments and pawn shops and dealers.
28. Waiver of yard requirements.
29. Waiver of landscape and screening requirements.
30. Waiver of Parking and Loading Requirements.
31. Recreational Substance Establishments.

(Ord. of 2008-09-02; Ord. of 2011-04-05; Ord. of 2019-09-03; Ord. of 2023-12-05)

D. Lot Size Requirements:

1. Minimum PS-C district size: 4 acres
2. Minimum lot area: 40,000 sq. ft.
3. Minimum lot width: 200 ft.

E. Bulk Regulations:

1. Maximum building height: 35 feet, provided that building heights may be increased by special permit up to a maximum height of 50 feet if one (1) additional foot of yard setback is provided for each one (1) foot in building height over 35 feet.
2. Minimum yard requirements:
   a. Front yard: 40 feet
   b. Side yard: 40 feet,

Article 3.J2:

PMUD, Planned Mixed-Use Development District

Article 3.J2:

PMUD, Planned Mixed-Use Development District

(Planned Mixed-Use District)

A. Purpose and Intent:

The Planned Mixed-Use Development (PMUD) District is established to provide locations within the Town for the development of a mixture of compatible residential, commercial and light industrial uses in a unified fashion to create vibrant communities and neighborhoods. Flexibility and innovative design is encouraged in the planning and implementation stages of such PMUD's. Because of the flexibility, such developments are encouraged to proffer a maximum degree of detail as to the location, type, size and compatibility of the various activities and uses. A commercial component is required for all PMUD Developments.

With the vision of creating highly attractive and well landscaped mixed use settings, at key gateway locations within the Town, this district is intended to promote development with an emphasis on coordinated infrastructure and architecture. Development of lots within the district shall be architecturally and environmentally compatible with adjoining existing land uses and buildings, including residential neighborhoods, and which afford protection to surrounding properties.

Public streets, signage, lighting, pedestrian improvements, site parking and access, landscaping, screened service areas, refuse collection, and other urban design features shall be coordinated by and between the individual uses within the PMUD District, and shall be controlled by design guidelines and standards to be developed with any application under this district. No use will be permitted which might be harmful to the adjoining land uses and the ambience of the adjacent neighborhoods and businesses.

(Ord. of 2022-07-05)

B. Permitted Uses:

1. Single family attached and detached dwellings.
2. Duplex residential dwellings.
3. A mix of residential dwelling types as set forth above.
4. Community buildings, swimming pools, and tennis and basketball courts.
5. Golf course and golf driving range.
6. Quasi-public park, playground, athletic field, and related facility.
7. Child Care Centers and Nursery schools.

8. Adult Care Centers and Assisted living facilities.
9. Libraries, museums, historic sites and shrines.
10. Pharmacies.
11. Bed and breakfast lodging and guest houses.
12. Entertainment centers, excluding adult entertainment centers.
13. Retail Sales.
14. Brewery, Distillery, and Winery establishments with tasting rooms.
15. Event facilities (primary & accessory use).
16. By-right uses permitted in the HRC and I1 Districts, except when a Special Use Permit is required by Section C of this Article.

(Ord. of 2022-07-05)

C. Uses Permitted by Special Use Permit:

1. Multi-family residential dwellings.
2. Irrigation wells and wells for ground source HVAC systems.
3. Churches and places of worship.
4. Private school and colleges.
5. Private training facilities and vocational schools.
6. Public schools and colleges.
7. Any use incorporating drive-thru facilities.
8. Civic, fraternal and/or social organization halls.
9. Outdoor and Commercial Kennels.
10. Boating, country, and/or hunt clubs.
11. Commercial swimming pools and tennis and basketball courts
12. Accessory apartments within a residential dwelling
13. Cupolas, spires and steeples for public and semi-public uses.
14. Storage lots for recreational vehicles.
15. Agriculture, forestry and horticultural uses (non-commercial).
16. Payday lending establishments, check-cashing establishments, pawn shops and dealers.
17. Automobile and Light vehicle dealerships and retail sales establishments (with service and repair facilities as an ancillary use, with completely enclosed service facilities and screened outdoor storage of repair vehicles).
18. Waiver of Parking and Loading Requirements.
19. Waiver of floor area ratio regulation.
20. Waiver of yard requirements.
21. Waiver of landscape, open space, contiguous open space, and recreational space requirements.
22. Waiver of district size.
23. Waiver of maximum density.

24. Waiver of maximum building height.
25. Recreational Substance Establishments

(Ord. of 2022-07-05; Ord. of 2023-12-05)

D. Maximum Density:

Business / Commercial: Regulated by floor area ratio, not to exceed 2.0
Residential: 12 dwelling units per net developable acre for mixed use structures & multifamily dwellings.
8 dwelling units per net developable acre for single family attached dwellings.
5 dwelling units per net developable acre for single family detached dwellings.

(Ord. of 2022-07-05)

E. Lot Size Requirements:

1.	Minimum district size:	10 acres
2.	Minimum lot area:	Not regulated
3.	Minimum lot width:	Not regulated

(Ord. of 2022-07-05)

F. Bulk Regulations:

1.	Maximum building height:	35 feet,
2.	Minimum yard requirements:	
	A. Residential:	
	1. Front yard:	35 feet
	2. Side yard:	15 feet
	3. Rear yard:	35 feet
	B. Business / Commercial:	
	1. Front yard:	40 feet
	2. Side yard:	20 feet
	3. Rear yard:	20 feet

(Ord. of 2022-07-05)

G. Open Space:

1. An open space plan and landscape design program shall be submitted with applications for any land use governed by this district.
2. Walkability and connectivity is highly encouraged throughout the plan.

Article 3.K:

I-1, Light Industrial District

Article 3.K

I-1 District

(Light Intensity Industrial District)

A. Purpose and Intent:

The I-1, Light Intensity Industrial District is established to provide locations within the Town of Smithfield for industries related to research technology, development and training, corporate employment offices and light manufacturing and warehousing operating under high environmental performance standards. The district is further established to encourage innovative design of office and employment related development.

From a design standpoint, this district is intended promote the development of light intensity land uses in planned business park settings, with an emphasis on low density, well landscaped and screened development which would be compatible with all types of adjoining urban land uses, including residential, and afford maximum protection to surrounding properties. No use should be permitted which might be harmful to the adjoining land uses and the residential ambience of the adjacent neighborhoods. Outdoor storage and outdoor industrial uses are to be discouraged but may be permitted (by special permit and environmental performance review) under unique circumstances.

B. Permitted Uses:

1. Establishments for scientific research (except biological and chemical), development and training.
2. Corporate offices and other offices which support permitted and special permit uses.
3. Light manufacturing, fabrication, testing or repair establishments which are incidental to the primary use of research, development and training or corporate offices (with no outdoor storage, loading, or displays).
4. Banks and financial institutions without drive-thru facilities, excluding payday lending and check-cashing establishments.
5. Private training facilities and vocational schools.
6. Light warehousing establishments, without outdoor storage.
7. Light wholesale trade establishments, without outdoor storage.
8. Private post offices and delivery service establishments.
9. Veterinary hospitals with no outdoor kennel facilities.
10. Service stations with pump islands only and no outdoor storage or automobile repair facilities.

11. Public utilities and facilities (to be constructed by developer for public acceptance).
(Ord. of 4-5-2011)

C. Uses Permitted by Special Use Permit:

1. Establishments for production, processing, assembly, manufacturing, compounding, cleaning, servicing, storage, testing and repair of materials, goods or products which conform to federal, state and local environmental performance standards as related to (a) air pollution, (b) fire and explosion hazards, (c) radiation hazards, (d) electromagnetic radiation and interference hazards, (e) liquid and solid wastes hazards, (f) noise standards and (g) vibration standards.
2. Light manufacturing, fabrication, testing or repair establishments (with screened outdoor storage limited to 50% of the area of building coverage).
3. Child day care centers.
4. Light warehousing establishments, with screened outdoor storage limited to 50% of the area of building coverage.
5. Light wholesale trade and sales establishments, with screened outdoor storage limited to 50% of the area of building coverage.
6. Heliports and helipads, ancillary to a district use.
7. Service stations.
8. Auto and light vehicle service establishments (with screening for servicing and storage areas).
9. Uses permitted by right and by special use permit in the HR-C District.
10. Eating establishments, ancillary to I-1 District uses.
11. Heavy equipment sales and servicing (with screening for servicing and storage areas).
12. Retail sales in a warehouse or wholesale establishment, wherein at least 60% of the gross floor area is devoted to warehouse use.
13. Establishments for biological and chemical scientific research, development and training.
14. Contractor's office, shops and storage yards.
15. Any use incorporating a drive-thru facility.
16. Any use requiring outdoor storage, loading, or display
17. Payday lending establishments, check-cashing establishments, pawn shops and dealers.
18. Waiver of building height.
19. Waiver of lot size to a minimum 20,000 square feet per lot.
20. Waiver of district size when in conformance with the Comprehensive Plan.
21. Waiver of floor area ratio and building coverage.
22. Communication Towers.
23. Waiver of Parking and Loading Requirements.
24. Shipping Container (accessory use).
(Ord. of 9-5-2000, Ord. of 9-2-2008, 4-5-2011; Ord. of 2023-03-07; Ord. of 2023-12-05)

Article 3.K:2

C-I, Commercial / Industrial District

Article 3.K:2

C-I District

(Commercial / Industrial District)

A. Purpose and Intent:

The C-I, Commercial / Industrial District is established to provide locations within the Town of Smithfield for businesses and industries related to research technology, development and training, corporate employment offices, service and supply businesses and light manufacturing and warehousing operating under high environmental performance standards. The district is further established to encourage innovative design of office and employment related development.

From a design standpoint, this district is intended promote the development of light intensity land uses in planned business park settings, with an emphasis on medium density, landscaped and screened development which would be compatible with all types of adjoining urban land uses, including residential, and afford maximum protection to surrounding properties. No use should be permitted which might be harmful to the adjoining land uses and the residential ambience of the adjacent neighborhoods. Outdoor storage and outdoor industrial uses are to be discouraged but may be permitted (by special permit and environmental performance review) under unique circumstances.

B. Permitted Uses:

1. Establishments for scientific research (except biological and chemical), development and training.
2. Corporate offices and other offices which support permitted and special permit uses.
3. Light manufacturing, fabrication, testing or repair establishments which are incidental to the primary use of research, development and training or corporate offices (with no outdoor storage, loading, or displays).
4. Light warehousing establishments (without outdoor storage).
5. Light wholesale trade establishments (without outdoor storage).
6. Delivery service establishments.
7. Veterinary hospitals (with no outdoor kennel facilities).
8. Public utilities and facilities (to be constructed by developer for public acceptance).
9. Contractor's offices and shops (without outdoor storage).
10. Mini-storage warehouses (without outdoor storage).
11. Business services and supply establishments.
12. Offices, general and professional.

13. Repair service establishments (exclusive of automobile and light vehicle service and repair) (without outdoor storage).
14. Public uses.
15. Taxicab Service

C. Uses Permitted by Special Use Permit:

1. Establishments for production, processing, assembly, manufacturing, compounding, cleaning, servicing, storage, testing and repair of materials, goods or products which conform to federal, state and local environmental performance standards as related to (a) air pollution, (b) fire and explosion hazards, (c) radiation hazards, (d) electromagnetic radiation and interference hazards, (e) liquid and solid wastes hazards, (f) noise standards and (g) vibration standards.
2. Light manufacturing, fabrication, testing or repair establishments (with screened outdoor storage limited to 50% of the area of building coverage).
3. Light warehousing establishments.
4. Light wholesale trade and sales establishments (with screened outdoor storage limited to 50% of the area of building coverage).
5. Auto and light vehicle service establishments (with screening for servicing and storage areas).
6. Heavy equipment sales and servicing (with screening for servicing and storage areas).
7. Retail sales in a warehouse or wholesale establishment, wherein at least 60% of the gross floor area is devoted to warehouse use.
8. Establishments for biological and chemical scientific research, development and training.
9. Contractor's offices and shops (with screened outdoor storage).
10. Any use requiring outdoor storage, loading, or display.
11. Churches and places of worship.
12. Communication towers.
13. Kennels, commercial.
14. Repair service establishments (with screened outdoor storage).
15. Retail sales establishments.
16. Public utilities.
17. Auction establishments.
18. Frozen food lockers.
19. Waterfront retail business activities associated with the uses in this article, including boat docks and piers, yacht clubs, marinas and boat service facilities, storage and shipment of waterborne commerce, fish and shellfish receiving, seafood packing and shipping and recreational activities.
20. Taxidermists.

21. Research and development activities which do not cause any more smoke, dust, odor, noise, vibration or danger of explosion than other uses permitted in this district and which involve no more than 15% of the gross floor area in the assembling or processing of products. All assembling or processing shall only involve products developed on the premises. All services and storage shall be conducted within the principal structure which is to be completely enclosed.
22. Mini-storage warehouses (with screened exterior storage).
23. Waiver of yard requirements (subject to the prohibition of parking in front yards).
24. Waiver for increase in building height over 35 feet (not to exceed 50 feet).
25. Waiver of Parking and Loading Requirements.
26. Waiver of district size when in conformance with the Comprehensive Plan.
27. Waiver of floor area ratio and building coverage.
28. Recreational Substance Establishments.

(Ord. of 2019-09-03; Ord. of 2023-12-05)

D. Prohibited Uses:

The specific uses which follow shall not be permitted in the C-I District.

1. Animal slaughterhouse.
2. Ammonia and chlorine manufacturing.
3. Asphalt mixing plant.
4. Blast furnace.
5. Boiler works.
6. Bulk storage of flammable materials.
7. Concrete mixing and batching products.
8. Coal, wood or wood distillation.
9. Extraction and mining of rocks and minerals.
10. Fertilizer, lime or cement manufacturing.
11. Fireworks or explosives manufacturing.
12. Private garbage incineration.
13. Rendering plants.
14. Automated salvage and other salvage yards.
15. Metal foundries, smelting, processing, fabrication and storage.
16. Soap manufacture.
17. Stockyards.
18. Acid manufacture.
19. Tanning and curing of skins.
20. Petroleum, asphalt or related product refining.
21. Private landfills.
22. Pesticide manufacturing.

Article 3.L:

I-2, Heavy Industrial District

Article 3.L:

I-2 District

(Heavy Intensity Industrial District)

A. Purpose and Intent:

The I-2, Heavy Intensity Industrial District is established to provide locations within Smithfield for existing and future medium to heavy intensity industries. The I-2 District is intended for use by large manufacturing operations, heavy equipment facilities, construction and maintenance yards, fuel businesses and other basic intensive industrial activities normally found in an urban environment. All waterfront uses and lots shall be regulated by special permit. Potentially hazardous uses shall require environmental impact analyses and public review.

B. Permitted Uses:

1. Contractor's offices, shops and storage yards.
2. Establishments for scientific research (except biological and chemical), development and training or corporate offices.
3. Establishments for production, processing, assembly, manufacturing, compounding, cleaning, servicing, storage, testing and repair of materials, goods or products which conform to federal, state and local environmental performance standards as related to (a) air pollution, (b) fire and explosion hazards, (c) radiation hazards, (d) electromagnetic radiation and interference hazards, (e) liquid and solid wastes hazards, (f) noise, (g) vibration and (h) water quality.
4. Heavy equipment sale, rental and service establishments.
5. Lumber yards and building material yards, to include rock sand and gravel storage.
6. Motor freight terminals.
7. Motor vehicle storage and impoundment yards.
8. Storage yards (with coverage subject to Additional Regulations).
9. Recycling centers.
10. Vehicle service establishments.
11. Private training facilities and vocational schools.
12. Warehousing and associated retail establishments.
13. Light wholesale trade establishments, with outdoor storage.
14. Uses permitted by right in the I-1 District.
15. Uses permitted by right in the HR-C District.
16. Service stations.
17. Shipping Container (accessory use)
    (Ord. of 9-5-2000; Ord. of 2023-03-07)

C. Uses Permitted by Special Use Permit:

1. Heavy public utility uses, to include:
   a. electrical generating plants.
   b. sewerage treatment plants.
2. Animal slaughterhouses.
3. Bus and railroad terminals.
4. Concrete mixing and batching production.
5. Coal, wood or wood distillation facilities.
6. Private garbage incineration.
7. Metal foundries, smelting, processing, fabrication and storage.
8. Stockyards.
9. Establishments for biological and chemical scientific research, development and training.
10. Tanning and curing of skins.
11. Extraction of mineral resources.
12. A residential dwelling appurtenant to and contained within a commercial or industrial building for the specific use of a watchman or caretaker.
13. Drive-in theaters.
14. Automobile auction facility.
15. Heliports and helipads.
16. Veterinary hospitals, inclusive of boarding kennels.
17. Private landfills.
18. Hotels and motels, with or without eating establishments.
19. Airports.
20. Asphalt mixing plant.
21. Bulk storage of flammable materials.
22. Fertilizer, lime or cement manufacturing.
23. All uses permitted by special permit in the HR-C and I-1 Districts.
24. Public utilities and facilities (to be constructed by developer for public acceptance).
25. Adult entertainment establishments.
26. Waterfront business activities (including wholesale and retail uses), including marine enterprises such as boat docks and piers, boat service facilities, storage and shipment of waterborne commerce, packing and shipping plants, and recreational activities related to the waterfront.
27. Yacht clubs and marinas.
28. Communication towers.
29. Payday lending establishments, check-cashing establishments, pawn shops and dealers.
30. Waiver of district size when in conformance with the Comprehensive Plan.
31. Waiver of floor area ratio.
32. Waiver of building height.

Federal government, without reference to the ownership of the building or structure or of the realty upon which it is situated.

Public utility: A business or service having an appropriate franchise from the State, which is engaged in regularly supplying the public with some commodity or service which is of public consequence and need, such as, gas, water, transportation or communication.

Public utility, heavy: A business or service which is engaged in regularly supplying the public with a service which is of public consequence and whose operations have the potential to negatively impact the environment in terms of noise, odor, and personal harm (i.e. sewage treatment and electricity generation plants).

Public utility, light: A use or structure which is engaged in conducting the supply of utility services to the public which is of public consequence and whose operations have little or no potential to negatively impact the environment in terms of noise, odor and personal harm (ie. electric transformer, natural gas, telecommunications facilities, water and sewer transmission, collection, distribution and metering devices; and water and sewerage pumping stations).

Quick-service food store: Any food store selling convenience items in a retail establishment of less than 5,000 square feet of net floor area.

Recreational Substance:

A. Any product made of tobacco, including cigarettes, cigars, smokeless tobacco, and pip tobacco.
B. Any noncombustible product containing nicotine or vaping fluid that employs a heating element, power source, or other electronic, chemical, or mechanical means, regardless of shape or size, that can be used to produce vapor from a solution or other form.
C. Any product containing Hemp, Kratom, Cannabidiol (CBD), or other similar substance, including any raw materials from these products.
D. Any pipe, hookah, waterpipe, vaporizer, glassware, other type of device, wrappings, or accessories associated with the consumption and / or inhalation of the abovementioned substances and materials.

Recreational Substance Establishment: Unless modified or otherwise conditioned by the Town Council at the time of approval, Recreational Substance uses shall be subject to the following limitations and requirements:

A. Special use permit authorizing this use shall fully consider the proximity of the proposed shop to schools, religious institutions, libraries, other institutional uses,

residential uses, and shall limit hours of operation accordingly.

B. Hours of operation shall be limited to 8am to 8pm, Monday through Sunday.
C. Any establishment, facility, or location whose business operation involves the retail sale of Recreational Substances and includes Recreational Substances as 25% or more of its total inventory or 15% or more of its total display areas.
D. During all hours of operation, all glass portions of windows and doors along the front façade of the shop shall be maintained as transparent and shall not be heavily tinted or obscured.
E. No smoking or vaping shall be permitted on the premises at any time unless the establishment complies with the Virginia Indoor Clean Air Act (Virginia Code Section 15.2-2820).

Recycling center: A facility which used material is separated and processed prior to shipment to other facilities that will use those materials to manufacture new products.

Redevelopment: The process of developing land that is or has been previously developed.

Refuse: Waste materials including ashes, garbage, rubbish, junk, industrial waste, dead animals, and other solid waste materials, including salvable waste.

Rehabilitation: The upgrading of a building previously in a dilapidated or substandard condition, for human habitation or use.

Renovation: The upgrading of a building.

Repair service establishment: Any building containing no more than 5,000 square feet of net floor area wherein the primary occupation is the repair and general service of common home appliances such as musical instruments, sewing machines, televisions and radios, washing machines, vacuum cleaners, power tools, electric razors, refrigerators and lawn mowers; or any building wherein the primary occupation is interior decorating, to include reupholstering and the making of draperies, slipcovers and other similar articles, but not to include furniture or cabinet-making establishments.

Resource Management Area (RMA): The component of the Chesapeake Bay Preservation Area not classified as a resource protection. Resource management areas include land types which, if improperly used or developed, have the potential for causing significant water quality degradation or for diminishing the functions value of a resource protection area.

Resource Protection Area (RPA): The component of a Chesapeake Bay Preservation Area comprised of lands adjacent to water bodies with perennial flow which have a intrinsic water quality

Recreational Substance means any tobacco, nicotine, and hemp product as identified in Code of Virginia § 18.2-371.2

Recreational Substance Establishment means an establishment, facility, or location whose business operation involves the retail sale of Recreational Substances and includes Recreational Substances as 25% or more of its total inventory or 15% or more of its total display areas.

Sec. 84-501.02. - Uses permitted by right B-1 District
Recreational Substance Establishment

Sec. 84-500.16. – Design standards for recreational substance sales and establishments

1. Uses that have any portion of inventory, display area, or sales of recreational substances are prohibited within one thousand (1000) feet of a childcare center, or a public, private, or parochial school, in accordance with Code of Virginia § 15.2-912.4
2. Recreational Substance Establishments shall meet the following standards.
    a. During all hours of operation, all glass portions of windows and doors along the front façade of the shop shall be maintained as transparent and shall not be heavily tinted or obscured.

Code of Virginia
Title 18.2. Crimes and Offenses Generally
Chapter 8. Crimes Involving Morals and Decency
Article 4. Family Offenses; Crimes Against Children, Etc.

§ 18.2-371.2. Prohibiting sale or distribution, etc. of retail tobacco products and hemp products intended for smoking by persons under 21 years of age; civil penalties

A. No person shall sell to, distribute to, purchase for, or knowingly permit the purchase by any person younger than 21 years of age, knowing or having reason to believe that such person is younger than 21 years of age, any retail tobacco product or hemp product intended for smoking.

No person shall sell retail tobacco products or hemp products intended for smoking from a vending machine.

B. No person shall sell a retail tobacco product or hemp product intended for smoking to any individual who does not demonstrate, by producing a driver's license or similar photo identification issued by a government agency, that the individual is at least 21 years of age.

Before a retail dealer may sell retail tobacco products, other than cigar and pipe tobacco products as defined in § 58.1-1021.01, to any consumer, the person selling, offering for sale, giving, or furnishing the retail tobacco products shall verify that the consumer is of legal age by examining from any person who appears to be under 30 years of age a government-issued photographic identification that establishes that the person is of legal age or, if required pursuant to subdivision C 4 b of § 58.1-1021.04:1 or subdivision B 2 b of § 59.1-293.12, verifying the identification presented using identification fraud detection software, technology, or a scanner that confirms the authenticity of such identification.

This subsection shall not apply to mail order or Internet sales, provided that the person offering the retail tobacco product or hemp product intended for smoking for sale through mail order or the Internet (i) prior to the sale of the retail tobacco product or hemp product intended for smoking verifies that the purchaser is at least 21 years of age through a commercially available database that is regularly used by businesses or governmental entities for the purpose of age and identity verification and (ii) uses a method of mailing, shipping, or delivery that requires the signature of a person at least 21 years of age before the retail tobacco product or hemp product intended for smoking will be released to the purchaser.

C. A violation of subsection A or B by an individual or by a separate retail establishment is punishable by a civil penalty in the amount of $500 for a first violation and a civil penalty in the amount of $2,500 for a second or subsequent violation within a three-year period. If applicable, upon a second or subsequent violation within a three-year period, the Department of Taxation may suspend or revoke any approved license, permit, or registration issued pursuant to subsection C of § 58.1-1021.04:1.

For any violation of this section by an employee of a retail establishment, (i) such penalty shall be assessed against the establishment and (ii) an additional penalty of $100 shall be assessed against the employee.

Any attorney for the Commonwealth of the county or city in which an alleged violation occurred

may bring an action to recover the civil penalty, which shall be paid into the state treasury. Any law-enforcement officer may issue a summons for a violation of subsection A or B.

D. 1. Cigarettes and hemp products intended for smoking shall be sold only in sealed packages provided by the manufacturer, with the required health warning. The proprietor of every retail establishment that offers for sale any retail tobacco product or hemp product intended for smoking shall post in a conspicuous manner and place a sign or signs indicating that the sale of retail tobacco products or hemp products intended for smoking to any person under 21 years of age is prohibited by law. Any attorney for the county, city, or town in which an alleged violation of this subsection occurred may enforce this subsection by civil action to recover a civil penalty not to exceed $500. The civil penalty shall be paid into the local treasury. No filing fee or other fee or cost shall be charged to the county, city, or town which instituted the action.

2. For the purpose of compliance with regulations of the Substance Abuse and Mental Health Services Administration published at 61 Federal Register 1492, the Department of Agriculture and Consumer Services may promulgate regulations which allow the Department to undertake the activities necessary to comply with such regulations.

3. Any attorney for the county, city, or town in which an alleged violation of this subsection occurred may enforce this subsection by civil action to recover a civil penalty not to exceed $500. The civil penalty shall be paid into the local treasury. No filing fee or other fee or cost shall be charged to the county, city, or town which instituted the action.

E. Nothing in this section shall be construed to create a private cause of action.

F. Agents of the Virginia Alcoholic Beverage Control Authority designated pursuant to § 4.1-105 may issue a summons for any violation of this section. Additionally, any retailer selling retail tobacco products shall be subject to the enforcement and compliance provisions of Chapter 23.2 (§ 59.1-293.10 et seq.) of Title 59.1.

G. As used in this section:

"Electronic smoking device" means any device that may be used to deliver any aerosolized or vaporized substance to the person inhaling from the device, including an e-cigarette, e-cigar, e-pipe, vape pen, or e-hookah. "Electronic smoking device" includes any component, part, or accessory of the device, whether or not sold separately, and also includes any substance intended to be aerosolized or vaporized during the use of the device, whether or not the substance contains nicotine. "Electronic smoking device" does not include any (i) battery or battery charger when sold separately or (ii) device used for heated tobacco products. "Electronic smoking device" does not include drugs or devices, as such terms are defined in 21 U.S.C. § 321, or combination products, as such term is used in 21 U.S.C. § 353, if such drugs, devices, or combination products are authorized for sale by the U.S. Food and Drug Administration.

"Hemp product" and "hemp product intended for smoking" mean the same as those terms are defined in § 3.2-4112.

"Retail tobacco product" means (i) any product containing, made of, or derived from tobacco or that contains nicotine that is intended for human consumption or is likely to be consumed, whether smoked, heated, chewed, dissolved, inhaled, absorbed, or ingested by other means, including a cigarette, a heated tobacco product, a cigar, pipe tobacco, chewing tobacco, snuff, or snus; (ii) any electronic smoking device and any substances that may be aerosolized or vaporized

by such device, whether or not the substance contains nicotine; and (iii) any component, part, or accessory of a product described in clause (i) or (ii), whether or not such component, part, or accessory contains tobacco or nicotine, including filters, rolling papers, blunt or hemp wraps, and pipes. "Retail tobacco product" includes any nicotine vapor product as that term is defined in § 58.1-1021.01. "Retail tobacco product" does not include drugs or devices, as such terms are defined in 21 U.S.C. § 321, or combination products, as such term is used in 21 U.S.C. § 353, if such drugs, devices, or combination products are authorized for sale by the U.S. Food and Drug Administration.

"Wrappings" includes materials made or sold for covering or rolling tobacco or other materials for smoking in a manner similar to a cigarette or cigar.

1986, c. 406; 1991, c. 558; 1993, c. 631; 1994, c. 305;1995, c. 675;1996, cc. 509, 517;1997, cc. 812, 882;1998, c. 363;1999, c. 1020;2000, c. 883;2003, cc. 114, 615;2014, cc. 357, 394;2015, cc. 38, 730, 739, 756;2019, cc. 90, 102;2020, cc. 406, 524;2023, cc. 744, 794;2024, cc. 796, 821.

The chapters of the acts of assembly referenced in the historical citation at the end of this section(s) may not constitute a comprehensive list of such chapters and may exclude chapters whose provisions have expired.

COUNCIL REGULAR WORK SESSION
AGENDA STATEMENT

Meeting Date: October 7, 2024 Item#05B

Agenda Item: Liaison Committee Items for October 17th Meeting

Summary: Council agreed on the following items at their September 9th work session for the Front Royal-Warren County Liaison Committee Meeting Agenda for October 17th at 6:00pm in the Warren County Government Center. Items are due to Board Clerk by 1:00pm on October 8th.

- Increase in Solid Waste Tipping Fees
- Vape Shops
- Transportation Subcommittee Update
- Regional Shooting Range Facility

Councilman Ingram agreed to attend the October 17th meeting with the Mayor.

Budget/Funding: N/A

Staff Recommendation: Council takes desired action

AGENDA
TOWN/COUNTY LIAISON COMMITTEE MEETING

Town Hall Upstairs Conference Room
102 E. Main Street
Tuesday, July 23, 2024 at 6:00 PM
(rescheduled from July 18th)
Livestream at https://www.frontroyalva.com/714/Portal---2022

1. Call to Order – Mayor Lori A. Cockrell

2. Increase in Solid Waste Tipping Fees - *Town*
Summary: Discuss how to improve communications and cooperation on solid waste management activities to include the new tipping fees implemented on July 1, 2024.

3. Vape Shops – *Town*
Summary: Due to recent discussions of a cigarette tax in the County, has the County had any more discussion on vape shop regulation.

4. Transportation Subcommittee Update – *Town*
Summary: Representative from the subcommittee to give an update.

5. Property Maintenance Code – *County*
Summary: David Beahm will discuss the flow chart (attached) regarding housing violations and the process from incident to complaint etc.

6. Water Conservation Due to Drought Conditions - *County*
Summary: Inquiring about a drought action plan in correlation with potential housing developments

7. Youth Center Update on Funding - *County*
Summary: None

8. Regional Shooting Range Facility - *County*
Summary: Mr. Waltz suggested a joint shooting range with the Warren County Sheriff's Office and Front Royal Police Department

Next Meeting – **Thursday, October 17, 2024 at 6:00 PM in the Government Center**

Adjournment

CANCELLED

Town Council/Warren County Board of Supervisors Liaison Committee Meeting Minutes – Thursday April 18th @ 6:00 PM in the County of Warren Board Room

Present from the Town: Lori A. Cockrell, Mayor; Glenn E. Wood, Councilmember; Joseph E. Waltz, Town Manager

Present from the County: Cheryl L. Cullers, Chair-Supervisor (Fork District); Jerome K. Butler, Supervisor (Happy Creek District); Dr. Edwin Daley, County Administrator

Other Present: Sara Brown, Human Resources Associate, and Members of the audience including but not limited to councilmembers, supervisors, and Town/County staff.

Call to Order:

Ms. Cullers called the meeting to order at 6:00 PM.

Processing Housing Violations:

This item was differed to the July 18th meeting and was not discussed.

Tenant and Landlord enforcement policy:

This item was differed to the July 18th meeting and was not discussed.

McKay Springs:

The Town and County both decided to retain their interest in the springs and no further action was taken.

Transportation & Infrastructure Committee:

Ms. Cheryl Cullers, and Mr. John Stanmeyer were appointed from the County, and Ms. Amber Morris and Mr. John Ingram were appointed from the Town.

Update on School Zone Cameras:

Captain King of the Front Royal Police Department provided an update on the reduction of infractions in the School Zones based of the initial implementation of the Speed Cameras an the "Go-Live" date for the speeding tickets.

Water Supply Plan:

Mr. Waltz presented the Committee with a Water Supply plan that emphasized:

- Water System Volume Available Capacity
- Sewer System Volume Available Capacity
- The Existing Sanitary Sewer System

Boundary Line Adjustment for Town Corporate Limits on East/West Criser Road:

No further action was taken by either the Town or County at this time and will be further discussed at a later date.

Adjournment:

The meeting was adjourned at 7:00 PM. The Next meeting will take place on July 23rd 2024 at the Town of Front Royal Council Chambers.

COPY

CLOSED MEETING
AGENDA STATEMENT

Meeting Date: October 7, 2024 Item# 06

MOTION ON TO GO INTO CLOSED MEETING

[to be approved by affirmative recorded vote, with motion set forth in detail in the minutes]

I move that Town Council convene a closed meeting, pursuant to Sections 2.2-3711 and 2.2-3712 of the Code of Virginia, for the following purposes:

1) pursuant to §2.2-3711(A)(1) of the Code of Virginia, for the discussion, consideration, assignment, appointment, promotion, performance, demotion, salaries, disciplining or resignation of specific public officers, appointees, or employees of any public body, more specifically the Town Attorney, Board of Architectural Review (BAR); Local Board of Building Code Appeals (LBBCA); Front Royal Economic Development Authority (FREDA) and Advisory Committee For Environmental Sustainability (ACES) and,

2) pursuant to Section 2.2-3711(A)(7) of the Code of Virginia, consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body, more specifically, Town of Front Royal v. Front Royal Limited Partnership

Motion to Certify Closed Meeting at its Conclusion

[At the conclusion of the Closed Meeting, immediately re-convene in open meeting and take a roll call vote on the following:]

I move that Council certify that to the best of each member's knowledge, as recognized by each Council member's affirmative vote, that only such public business matters lawfully exempted from Open Meeting requirements under the Virginia Freedom of Information Act as were identified in the motion by which the Closed Meeting was convened were heard, discussed or considered in the Closed Meeting by Council, and that the vote of each individual member of Council be taken by roll call and recorded and included in the minutes of the meeting of Town Council.

Moved _____ ***Seconded*** _____

VM Sealock _____ ***Ingram*** _____ ***Morris*** _____ ***Rappaport*** _____ ***DeDomenico-Payne*** _____ ***Wood*** _____