TOWN COUNCIL REGULAR WORK SESSION
MONDAY, July 7, 2025 @ 7:00PM
Town Hall Conference Room

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

1. Roll Call

2. NEW BUSINESS
   A. Deed of Easement from GREEN PEARL HOSPITALITY LLC to the Town for Public Water and Sewer Easements for Town Water and Sewer Facilities Serving Tax Map 12J-2 – *George Sonnett*
   B. Rezoning Application Submitted by Stephen C. Williams to Reclassify Vacant Lots on Elsia Drive – *Lauren Kopishke*
   C. Update on the Zoning Ordinance Revisions (NO COVERSHEET) – *Lauren Kopishke*

3. LIAISON COMMITTEE MEETING ITEMS FOR JULY 17, 2025

4. CLOSED MEETING

5. ADJOURN

COUNCIL REGULAR WORK SESSION
AGENDA STATEMENT

Meeting Date: July 7, 2025 **Item# 02A**

Agenda Item: Deed of Easement from GREEN PEARL HOSPITALITY LLC to the Town for Public Water and Sewer Easements for Town Water and Sewer Facilities Serving Tax Map 12J-2

Summary: It is proposed that the Town accept public water and sewer easements over portions of Tax Map Parcel 12J-2 for access to and maintenance of facilities to be constructed by GREEN PEARL HOSPITALITY LLC and accepted by the Town for inclusion in the Town's utility system necessary to provide utility service to a commercial property located outside of Town limits in the 522 Corridor. The proposed Deed of Easement with plat and utility plan is provided for review.

Budget/Funding: None

Staff Recommendation: Staff recommends Council approve and accept the Deed of Easement conveying public water and sewer easements to the Town over portions of Tax Map Parcel 12J-2, owned by GREEN PEARL HOSPITALITY LLC.

Prepared by:
Quinton B. Callahan #81357
Clark & Bradshaw, PC
92 N. Liberty Street
Harrisonburg, VA 22802
(540) 433-2601
#23-651/cap

Tax Map No. 12J-2
Exemption: Section 58.1-811(A)(3) and Section 58.1-811(C)(5) of the Code of Virginia (1950), as amended.

THIS DEED OF EASEMENT, made this 29th day of May, by and between **GREEN PEARL HOSPITALITY LLC,** a Virginia limited liability company ("Green Pearl"), GRANTOR, (hereinafter referred to as "Grantor" or "Owner") and **TOWN OF FRONT ROYAL, VIRGINIA**, a Virginia Municipal Corporation, (hereinafter referred to as "Town") indexed as GRANTEE, whose address is Post Office Box 1560 Front Royal, Virginia, 22630.

W I T N E S S E T H:

That for and in consideration of the sum of One Dollar ($1.00) cash in hand paid by the Grantee to the Grantor, and other good and valuable consideration, the receipt of which is hereby acknowledged at and before the sealing and delivery of this deed, the Grantor hereby grants and conveys with General Warranty and English Covenants of Title, subject to easements, restrictions and reservations of record, unto the Town of Front Royal, Virginia, Grantee, its successors and assigns, being a new water easement, water and sewer easement and sight distance easement, more particularly described and pursuant to the terms and conditions set forth below, which Easements shall be exclusive, perpetual and shall run with the land, and which Easements affect a portion or portions of the property or properties of the Grantors located in North River District, Warren County, Virginia. A more specific description of the location of, and additional terms of the easements, are set forth in

COPY

EASEMENTS, North River District, Warren County, Virginia", made by Michael M. Artz, L.S., dated May 9, 2025, (hereinafter referred to as "Plat"), which Plat is to be made a part hereof and attached hereto and recorded herewith. The granted Easements are more particularly described below.

The Easements hereby granted affect portions of the real estate acquired by the Grantor by a deed dated December 12, 2023, from 300N, LLC, a West Virginia limited liability company, recorded in the Clerk's Office of the Circuit Court of Warren County, Virginia, as Instrument Number 230005426. (herein after referred to as "Property").

NOW, THEREFORE, in consideration of the premises and the sum of One Dollar ($1.00), cash in hand paid, receipt of which is hereby acknowledged, the Grantor does hereby grant and convey unto the Town of Front Royal, Virginia, its successors and assigns, the Easements as hereafter set forth in the respective locations shown on the Plat and incorporated herein by reference as follows:

The Easements hereby granted are:

1. A 800 square foot public water easement more particularly shown on the Plat as "New 800 sf Water Easement hereby created", for the purpose of:

   a. Installing, constructing, increasing or decreasing the size, operating, maintenance, adding to, or altering present or future water lines/mains, which may include fire hydrants, valves, meters, service connections and other appurtenant facilities for the transmission and distribution of water through and across the Property, said easement being more particularly bounded and described on the Plat ("800 sf Public Water Easement").

2. A 512 square foot public water and sewer easement more particularly shown on the Plat as "New 512 sf Water & Sewer Easement hereby created", for the purposes of:

   a. Installing, constructing, increasing or decreasing the size, operating, maintenance, adding to, or altering present or future water lines/mains, which may include fire hydrants, valves, meters, service connections and other appurtenant facilities for the transmission and distribution of water through and across the Property, said easement being more particularly bounded and described on the Plat ("512 sf Public Water & Sewer Easement").

COPY

b. Installing, constructing, increasing or decreasing the size, operating, maintenance, adding to, or altering present or future sewer lines, which may include manholes, building service laterals other appurtenant facilities for the collection of sewage and its transmission through and across the Property, said easement being more particularly bounded and described on the Plat ("512 sf Public Water & Sewer Easement").

The above-described "800 sf Public Water Easement" and "512 sf Public Water & Sewer Easement" (collectively, "Easements") are subject to the following conditions:

1. All water mains, waterlines, sewer lines, appurtenant facilities, service connections from the main to the meter and appurtenant facilities following installation in the Easements by Owner and acceptance by Town except building service laterals, shall be and remain the property of the Town, its successors and assigns.

2. The Town and its agents shall have full and free use of said Easements for the purposes named and shall have all rights and privileges reasonably necessary to the exercise of the rights granted in the Easements including the right to access to and from the Easements, provided that areas disturbed by the Town shall be restored by backfilling of trenches and replacing surface conditions "in kind", except those items subject to removal. Owner agrees that the Town or its agents can use existing gates or entrances for the most direct, but minimum impact, access to the Easements.

3. The Town and its agents shall have the right to trim, cut, and remove trees, shrubbery, fences, structures or other obstructions or facilities in or near the Easements conveyed, deemed by it to interfere with the proper and efficient installation, construction, operation, and maintenance of the utilities installed and their appurtenant facilities; provided, however that the Town at its own expense shall restore as nearly as possible, to their original condition, all land or premises which are disturbed in any manner by the construction, operation, and maintenance of such utilities. Such restoration shall include the backfilling of trenches, the replacement of fences and shrubbery, the reseeding or resodding of lawns or pasture areas within and outside the Easements, and the replacement of structures and other facilities located outside the Easements, but shall not include the replacement of structures, trees, and other facilities located within the Easements.

4. Owner reserves the right to make use of the Easements herein granted which may not be inconsistent with the rights herein conveyed or interfere with the use of said Easements by the Town for the purposes named; provided, however, the Owner shall comply with all applicable ordinances and regulations. However, the Owner shall be exempted as to placement restrictions and relocation costs for fences and structures that can be readily moved.

COPY

5. Any utilities that cross the Easements on the horizontal plane at less than or equal to 45 degrees from perpendicular to the waterline shall be deemed not to interfere with the rights granted by these Easements to the Town, provided that the utility is installed in strict compliance with the requirements of the Town's Design and Construction Standards.

6. The Town shall have the right to act and then to recover cost from the responsible party, or to require the responsible party, to trim, cut, or prune trees and shrubbery, and to temporarily relocate or permanently remove the vegetation as referenced, utilities, fences, structures, or her obstructions or facilities within the easement being conveyed, deemed by it to be interfere with the proper and efficient construction, operation and maintenance of said Easements. Pavement, sidewalk and grass/sod shall not be considered as presenting interference to the rights herein established.

7. Utilities and obstructions prohibited upon the Easements, as rights conveyed in items 3, 4, 5 and 6 above, may be allowed by mutual consent of the Town and the encroaching party via entry into an indemnification and cost recovery agreement.

All recitals and exhibits are hereby incorporated as integral terms of this Deed.

IN WITNESS WHEREOF, Green Pearl Hospitality LLC, Virginia limited liability company, has caused this Deed of Easement to be signed in its name as thereunto duly authorized.

COPY

SIGNATURES APPEAR ON FOLLOWING PAGES

GREEN PEARL HOSPITALITY LLC, a Virginia limited liability company

By: _____ **(Seal)**
Name: KETAN PATHAK
Title: Its: Authorized Officer

STATE OF VIRGINIA,
CITY/COUNTY OF Chesterfield, to-wit:

The foregoing instrument was acknowledged before me in the aforesaid jurisdiction this day of 5th of June, 2025, by Ketan Pathak, Authorized Officer on behalf of GREEN PEARL HOSPITALITY LLC, a Virginia limited liability company, on behalf of the company.

My commission expires: 3/31/2026.

My registration number is: 7576917.

Nicole Marie Fernandez
Notary Public
Reg #7576917
Commonwealth Of Virginia
My Commission Expires 3/31/2026

_____
NOTARY PUBLIC

COPY

The foregoing Deed of Easement is hereby accepted by the Town of Front Royal, Virginia, as evidenced by the signature of the undersigned, who is authorized to accept this conveyance on behalf of the Town of Front Royal, by Resolution adopted by the Town Council on this _____ day of _____, 2025.

WITNESS the following signatures and seals:

TOWN OF FRONT ROYAL VIRGINIA,

By:_____

_____, _____

ATTEST:

_____
Clerk of Council
Town of Front Royal, Virginia

COMMONWEALTH OF VIRGINIA
COUNTY OF WARREN, TO-WIT:

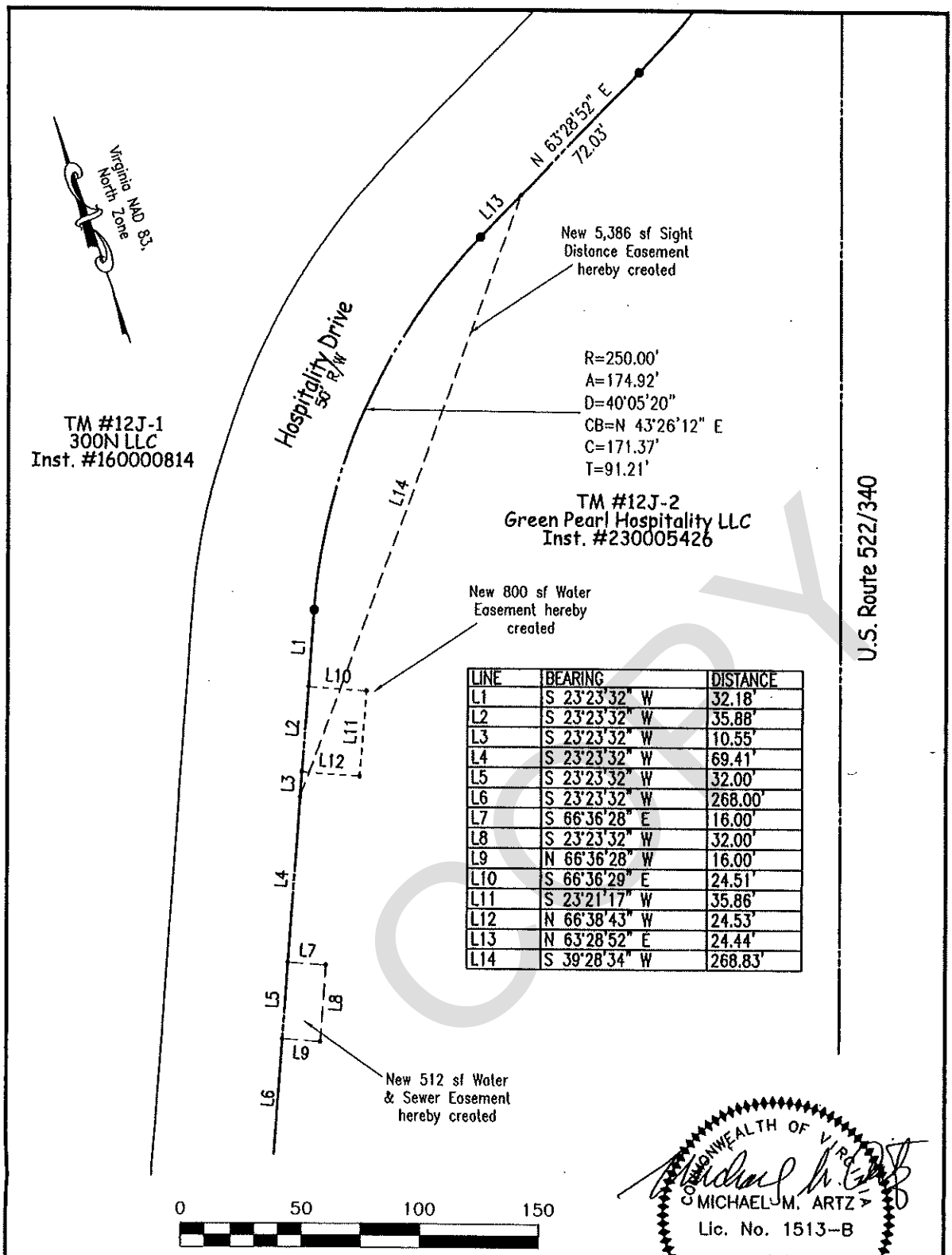
The foregoing instrument was acknowledged before me in the aforesaid jurisdiction this day of _____, 2025, by _____, _____ of the Town of Front Royal, Virginia, on behalf of the Town of Front Royal, Virginia, a Municipal Corporation of the Commonwealth of Virginia.
My commission expires: _____.
My registration number is: _____.

_____
NOTARY PUBLIC

APPROVED AS TO FORM:

_____ 06-24-2025
Town Attorney
Town of Front Royal, Virginia

COPY



LINE	BEARING	DISTANCE
L1	S 23°23'32" W	32.18'
L2	S 23°23'32" W	35.88'
L3	S 23°23'32" W	10.55'
L4	S 23°23'32" W	69.41'
L5	S 23°23'32" W	32.00'
L6	S 23°23'32" W	268.00'
L7	S 66°36'28" E	16.00'
L8	S 23°23'32" W	32.00'
L9	N 66°36'28" W	16.00'
L10	S 66°36'29" E	24.51'
L11	S 23°21'17" W	35.86'
L12	N 66°38'43" W	24.53'
L13	N 63°28'52" E	24.44'
L14	S 39°28'34" W	268.83'

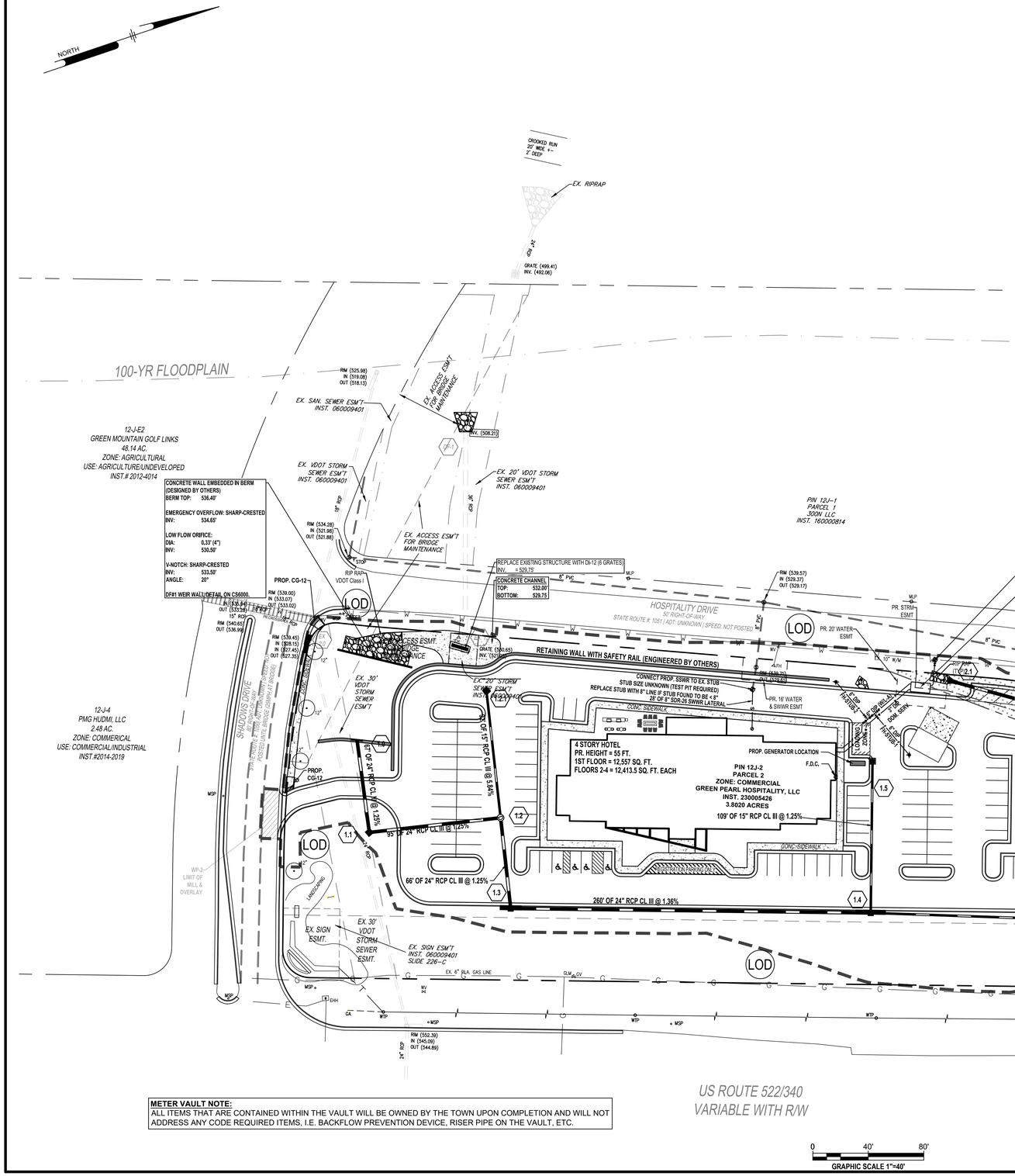
COMMONWEALTH OF VIRGINIA
MICHAEL M. ARTZ
Lic. No. 1513-B
5/9/25
LAND SURVEYOR

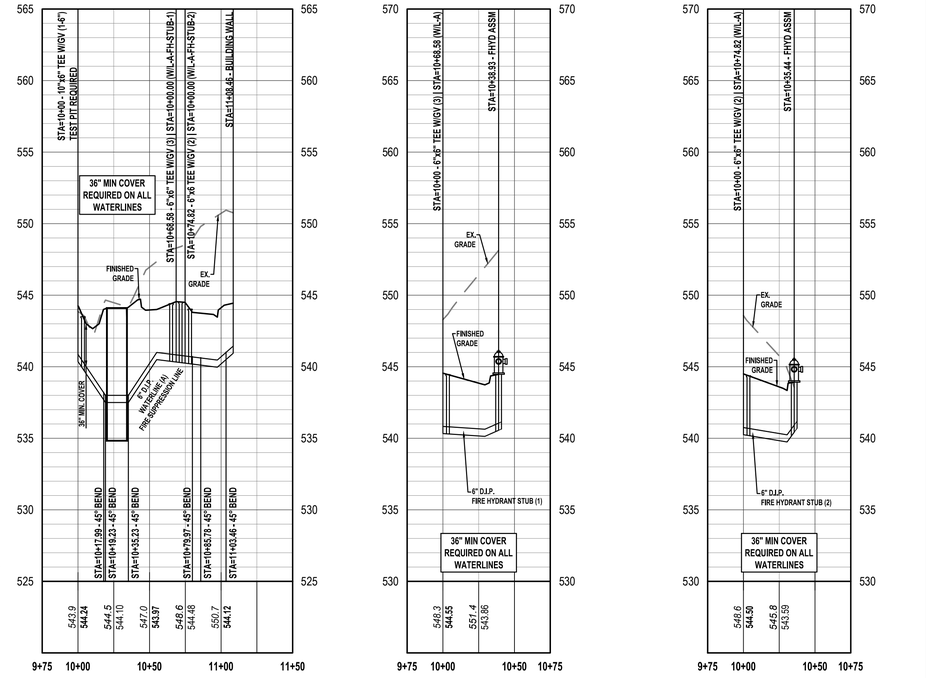
Plat of New Easements

North River District, Warren County, Virginia
Scale: 1" = 50' Date: May 9, 2025 revised 6/27/25
Present Owner:
Green Pearl Hospitality, LLC
TM #12J-2 Inst. #230005426

PREPARED BY:
PENNONI ASSOCIATES INC.
Pennoni
117 East Piccadilly Street
Winchester, VA 22601
T 540.667.2139
F 540.665.0493

COPY





WATERLINE PROFILE (A) - FIRE SUPPRESSION LINE
HORIZONTAL SCALE: 1" = 50'
VERTICAL SCALE: 1" = 5'

WATERLINE PROFILE - FIRE HYDRANT STUB (FH-1)
HORIZONTAL SCALE: 1" = 50'
VERTICAL SCALE: 1" = 5'

WATERLINE PROFILE - FIRE HYDRANT STUB (FH-2)
HORIZONTAL SCALE: 1" = 50'
VERTICAL SCALE: 1" = 5'

PENNONI ASSOCIATES INC.
117 East Piccadilly Street
Winchester, VA 22601
T 540.667.2139 F 540.665.0493

ALL DIMENSIONS MUST BE VERIFIED BY CONTRACTOR AND OWNER MUST BE NOTIFIED OF ANY DISCREPANCIES BEFORE PROCEEDING WITH WORK

COMMONWEALTH OF VIRGINIA
MICHAEL M. ARTZ
No. 1513
LAND SURVEYOR
2025.04.14

HYATT STUDIO
SITE PLAN
HOSPITALITY DRIVE | WARREN COUNTY, VA
NORTH RIVER MAGISTERIAL DISTRICT
UTILITY PLAN
GREEN PEARL HOSPITALITY, LLC
521E RIVR PLAZA | UNIONDALE NY, 11556

NO.	DATE	REVISIONS	BY

ALL DOCUMENTS PREPARED BY PENNONI ASSOCIATES ARE INSTRUMENTS OF SERVICE IN RESPECT OF THE PROJECT. THEY ARE NOT INTENDED OR REPRESENTED TO BE SUITABLE FOR REUSE BY OWNER OR OTHERS ON THE EXTENSIONS OF THE PROJECT OR ON ANY OTHER PROJECT. ANY REUSE WITHOUT WRITTEN VERIFICATION OR ADAPTATION BY PENNONI ASSOCIATES FOR THE SPECIFIC PURPOSE INTENDED WILL BE AT OWNERS SOLE RISK AND WITHOUT LIABILITY OR LEGAL EXPOSURE TO PENNONI ASSOCIATES; AND OWNER SHALL INDEMNIFY AND HOLD HARMLESS PENNONI ASSOCIATES FROM ALL CLAIMS, DAMAGES, LOSSES AND EXPENSES ARISING OUT OF OR RESULTING THEREFROM.

PROJECT	GRPRL23001
DATE	08-20-2024
DRAWING SCALE	AS NOTED
DRAWN BY	BEF
APPROVED BY	MMA

CS5000

TOTAL SHEETS 30

PLOTTED: 7/1/2025 3:18 PM, BY: Britney Ford P:\DTS\TYLE Pennoni NCS.stb
U:\Accounts\GRPRL\GRPRL23001 - BRS Hwd\DESIGN_SHEETS\SP-CS5000.dwg

COUNCIL REGULAR WORK SESSION
AGENDA STATEMENT

Meeting Date: July 7, 2025 **Item# 02B**

Agenda Item: Rezoning Application Submitted by Stephen C. Williams to Reclassify Vacant Lots on Elsia Drive

Summary: The application for review is requesting a zoning map amendment to the Zoning Map of the Town of Front Royal to reclassify two (2) vacant lots on Elsia Drive identified by Tax Map 20A6, Section 1, Parcels 5C and 6, from C-1, Community Business District to R-3, Residential District.

Budget/Funding: N/A

Staff Recommendation: Staff recommends approval. The area is well suited for uses permitted in the R-3 zoning district. This portion of town has limited access to other commercial developments and the site would be challenging to develop in a commercial capacity without direct access to S. Royal Avenue or W. Criser Road. Commercial development could potentially increase traffic through the Ay View Estates neighborhood and disrupt the residential area.

PUBLIC HEARING

2500238 – A REZONING APPLICATION SUBMITTED BY STEPHEN C. WILLIAMS, ESQ./TRUSTEE REQUESTING AN AMENDMENT TO THE ZONING MAP TO RECLASSIFY VACANT LOTS ON ELSIA DRIVE IDENTIFIED BY TAX MAP 20A6, SECTION 1, PARCELS 5C AND 6, FROM C-1, COMMUNITY BUSINESS DISTRICT TO R-3, RESIDENTIAL DISTRICT.

Town of Front Royal, Virginia

Planning Commission Regular Meeting Agenda

☐ Consent Action ☐ Administrative Action ☑ Public Hearing ☐ Discussion

Agenda Item: Rezoning Application # 2500238

MEETING DATE: June 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 two (2) vacant lots on Elsia Drive identified by Tax Map 20A6, Section 1, Parcels 5C and 6, from C-1, Community Business District to R-3, Residential District.

STAFF RECOMMENDATION:

Staff recommends approval. The area is well suited for uses contained in the R-3 zoning district. This portion of town does not have walkable access to commercial development and the site would be challenging to develop in a commercial capacity without direct access to S. Royal Avenue or W. Criser Road. Commercial development could potentially increase traffic through the Ay View Estates neighborhood and disrupt the residential area.

DRAFT MOTION: "I move that the Planning Commission forward a recommendation of approval to the Front Royal Town Council for Rezoning Application #2500238 to reclassify two (2) vacant lots on Elsia Drive identified by Tax Map 20A6, Section 1, Parcels 5C and 6, from C-1, Community Business District to R-3, Residential District."

"I move that the Planning Commission keep the public hearing open to allow staff time to ascertain additional information regarding _____.

"I move that the Planning Commission forward a recommendation of denial to the Front Royal Town Council for Rezoning Application #2500238 to reclassify two (2) vacant lots on Elsia Drive identified by Tax Map 20A6, Section 1, Parcels 5C and 6, from C-1, Community Business District to R-3, Residential District."

NOTE: These are only a draft motions. Alternative motions are also welcome.

PLANNING COMMISSION ACTION:

Moved _____ Seconded _____

Marshner _____ Marrazzo _____ Neel _____ Brooks _____ Fredoryka _____

☐ Approved ☐ Approved w/ Conditions ☐ Denied ☐ Other

TOWN OF FRONT ROYAL
DEPARTMENT OF PLANNING & ZONING

STAFF REPORT - REZONING APPLICATION #2500238
PLANNING COMMISSION REGULAR MEETING – JUNE 18, 2025

APPLICATION #:

Rezoning Application #2500238

APPLICANT:

Stephen C. Williams, Esq./Trustee

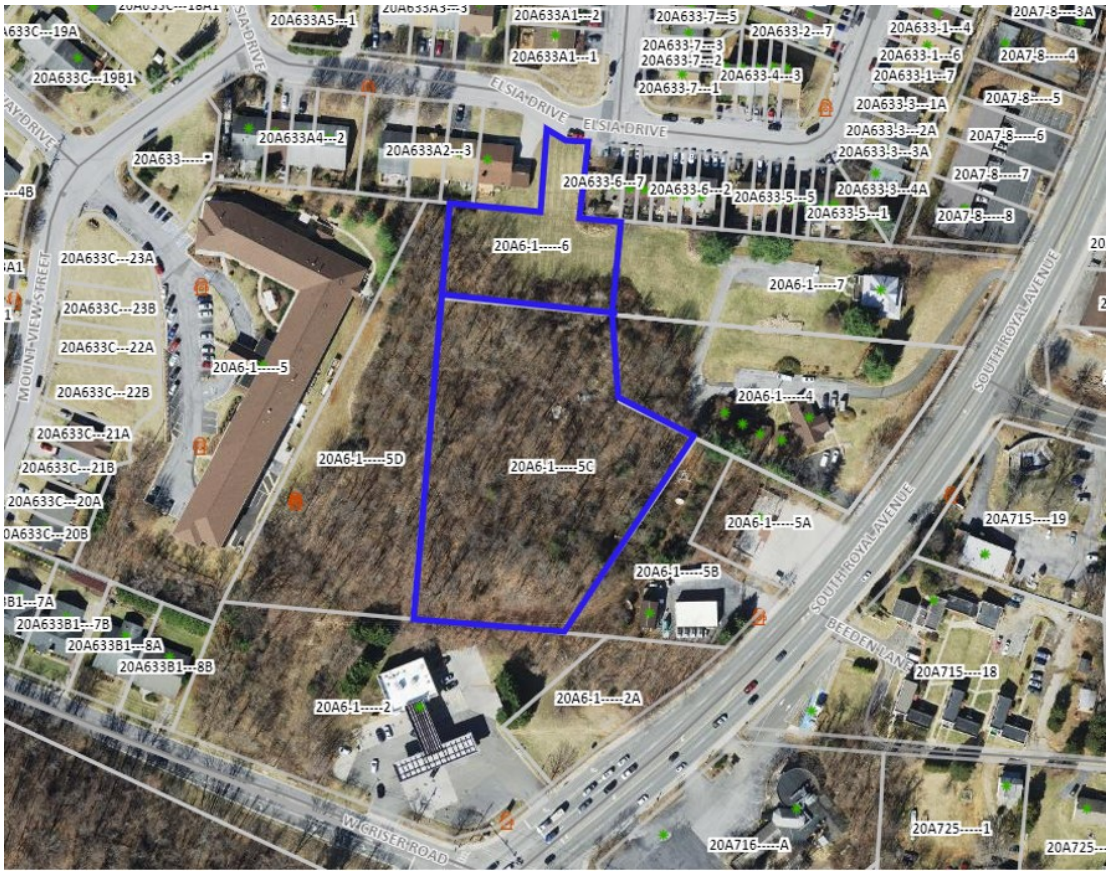
SUMMARY OF REQUEST:

The application for review is requesting a zoning map amendment to the Zoning Map of the Town of Front Royal to reclassify two (2) vacant lots on Elsia Drive identified by Tax Map 20A6, Section 1, Parcels 5C and 6, from C-1, Community Business District to R-3, Residential District.

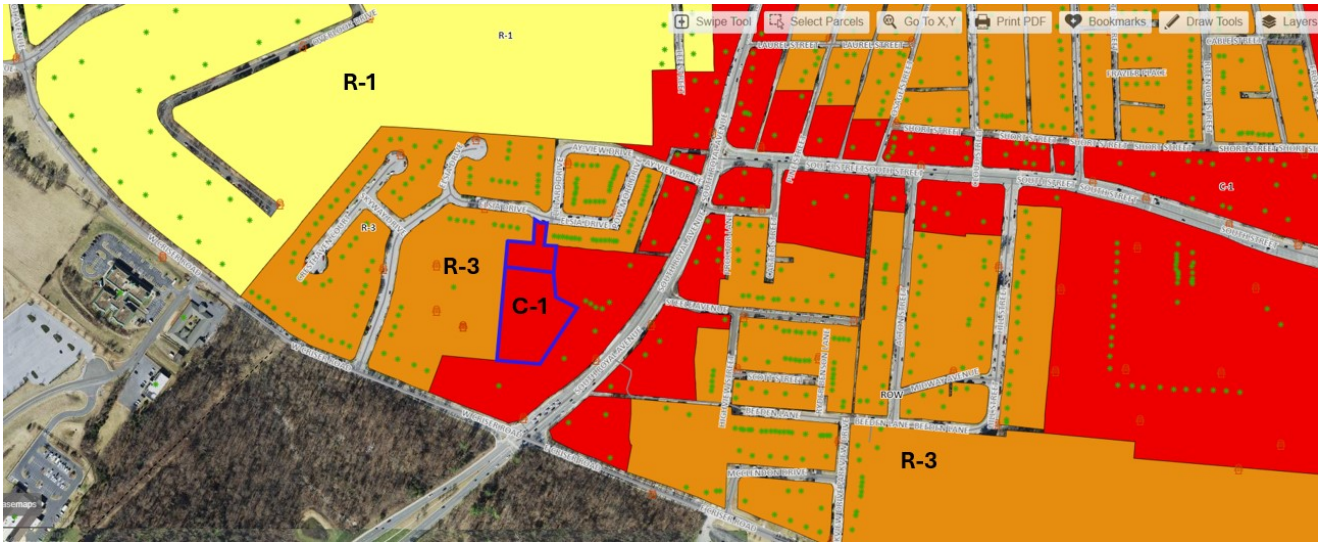
GENERAL INFORMATION:

Site Addresses	Elsia Drive
Property Owner(s)	James E Williams Family Trust
Existing Zoning	C-1, Community Business District
Proposed Zoning	R-3, Residential District
Tax Identification	20A6-1-5C and 6
Location	The northwest quadrant of the intersection between S. Royal Avenue and W. Criser Road. The property is accessed from Elsia Drive.

AERIAL VICINITY MAP – (Warren County GIS)



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 volunteered by the Applicant.** **ATTACHMENT B: STATEMENT OF JUSTIFICATION LETTER.** *"Our family owns three adjacent parcels. Two of the parcels are zoned C1 and the third parcel is already zoned R3. Our request is to rezone the other two parcels to R3 to create consistency across all three parcels which will enable the lots to be used for the highest and best use and a broader range of uses, including, but not limited to potentially adding more units for the adjacent continuous care retirement facility, additional townhouses or apartment buildings."* **ATTACHMENT C: PLAT** • **Plat.** A survey plat of the property showing property.
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. In commercial districts, high density housing is often times appropriate due to providing walkability and easy access to amenities.
Town Comp. Plan	Prospect Hill Planning Area consists of 126.4 acres. It is bordered to the north by W. Stonewall Drive and Luray Avenue; to the east by W. Criser Road; to the south and west by South Royal Avenue. The future land use map denotes the proposed rezoning parcels to be developed as residential.

Findings and Analysis & Staff Recommendation

Staff recommends approval. The area is well suited for uses contained in the R-3 zoning district. This portion of town does not have walkable access to commercial development and the site would be challenging to develop in a commercial capacity without direct access to S. Royal Avenue or W. Criser Road. Commercial development could potentially increase traffic through the Ay View Estates neighborhood and disrupt the residential area.

Attachments: A. Application and Supporting Documents.
B. Statement of Justification Letter.
C. Plat.
D. Review Comments from: David Beahm, Building Official, Gerry Maiatico, Fire Marshal, and Matt Wendling, Warren County Planning Director.

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

RECEIVED
APR 30 2025
TOWN OF FRONT ROYAL
PLANNING & ZONING DEPARTMENT

FRREZON #2500238

REZONING APPLICATION

RECEIVED
MAY - 8 2025
TOWN OF FRONT ROYAL
PLANNING & ZONING DEPARTMENT

APPLICANT

Name Stephen C. Williams, Esq. /Trustee Phone (804) 241-8852

Address 11617 Chickahominy Branch Dr. Glen Allen, VA 23059

E-mail [redacted]

PROPERTY OWNER OF RECORD

Name James E. Williams Family Trust Phone (804) 241-8852

Address 11617 Chickahominy Branch Dr. Glen Allen, VA 23059

PROPERTY DESCRIPTION

Location/Street Address Between 154 and 160 Elsia Dr., Front Royal

Number of lots: ~~3~~ 2 Total Acreage ~~4.361~~ 2.861

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

MAP 20 A6-1-6 0.661 acres ZONED C1
MAP 20 A6-1-5C 2.20 acres ZONED C1
MAP 20 A6-1-5D 1.50 acres ZONED R3

Subdivision Name (if applicable) Carriage House Properties LLC

This parcel is not in scope for the rezoning request. It is only being listed here for reference purposes to show we own an adjacent parcel already zoned R3.

REQUEST

Existing Zoning C1 and R3 Proposed Zoning R3

Existing Use Undeveloped Proposed Use Commercial or residential

PLEASE COMPLETE REVERSE SIDE

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.

SHERI J BEDWELL NOTARY PUBLIC REG. 7907832 COMMONWEALTH OF VIRGINIA

Stephen C Williams Trustee

Signature of Property Owner

Signature of Applicant (if different)

City/County of Goochland, Commonwealth of Virginia
The foregoing instrument was acknowledged before me this 22 day of April, 2025 by Stephen Williams.
(Name of person seeking acknowledgement)

Sheri Bedwell
Notary Public
Notary registration number: 7907832 My commission expires: 1/2028

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 # 1896 Date Paid 5/8/2025
Planning Commission Hearing Date: _____ Recommendation: _____
Town Council Hearing Date: _____ Date Sent to Clerk: _____

Statement of Justification

Our family owns three adjacent parcels. Two of the parcels are zoned C1 and the third parcel is already zoned R3. Our request is to rezone the other two parcels to R3 to create consistency across all three parcels which will enable the lots to be used for the highest and best use and a broader range of uses, including, but not limited to potentially adding more units for the adjacent continuous care retirement facility, additional townhouses or apartment buildings.

Regards,

Stephen C. Williams, Esq., Co-Trustee

Planning Commission,

This letter is to inform the Front Royal Planning Commission that my brother, Stephen C. Williams, Esq., and I, are co-trustees of the James E. Williams Family Trust (the "Trust"), which owns the lots which are the subject of the rezoning application. Under the terms of the Trust, the pertinent excerpts of which are shown below in Section 5, and Article 21, both co-trustees are authorized to act alone or in concert with another Trustee.

> *5. Powers of Trustee. The powers of the Trustee are as set forth in Article Twenty-One, Section F, of the Trust Agreement (a copy of said Article Twenty-One, Section F, is attached to this Certificate of Trust). Any Trustee, acting alone or in concert with another Trustee, shall have all of the powers and authority enumerated in Section 64.2-778 and Section 64.2-105 of the Code of Virginia, 1950, as amended, as in effect from time to time, which the Settlor has expressly incorporated in said Trust Agreement and expressly incorporates these statutory powers by reference as if fully written out herein. The Settlor specifically authorizes the Trustee(s) to sell, give or transfer in any manner any property held in the Trust, whether real or personal, upon such terms and conditions as the Trustees shall deem appropriate.*
>
> *6. Irrevocable Trust. The Trust is irrevocable.*
>
> *ARTICLE TWENTY-ONE*
>
> *Trustees*
>
> *A. Trustee Appointments. A Trustee who is a party to this Agreement or who is appointed in this Article shall serve as Trustee of each trust under this Agreement except where this Article or some other provision of this Agreement specifically provides otherwise.*
>
> *1. Revocable Trust, Family Trust and OTIP Marital Trust. Upon my death or disability, I appoint as the Trustee(s) of the Trust in effect during my lifetime and after my death, as well as the Family Trust and the Marital Trust, those persons named below in the following order of priority:*
>
> 1. *First Successor Trustee. JAMES E. WILLIAMS.*
> 2. *Second Successor Trustees. JAMES M. ("MICHAEL") WILLIAMS and STEPHEN C. WILLIAMS.*

We submit this letter that we, either in concert or alone, represent the Trust with the authority and responsibility to conduct real estate transactions. Furthermore, I hereby expressly consent to the rezoning of the two lots as set forth in the Rezoning Application.

Thank you,



James M. Williams, Trustee

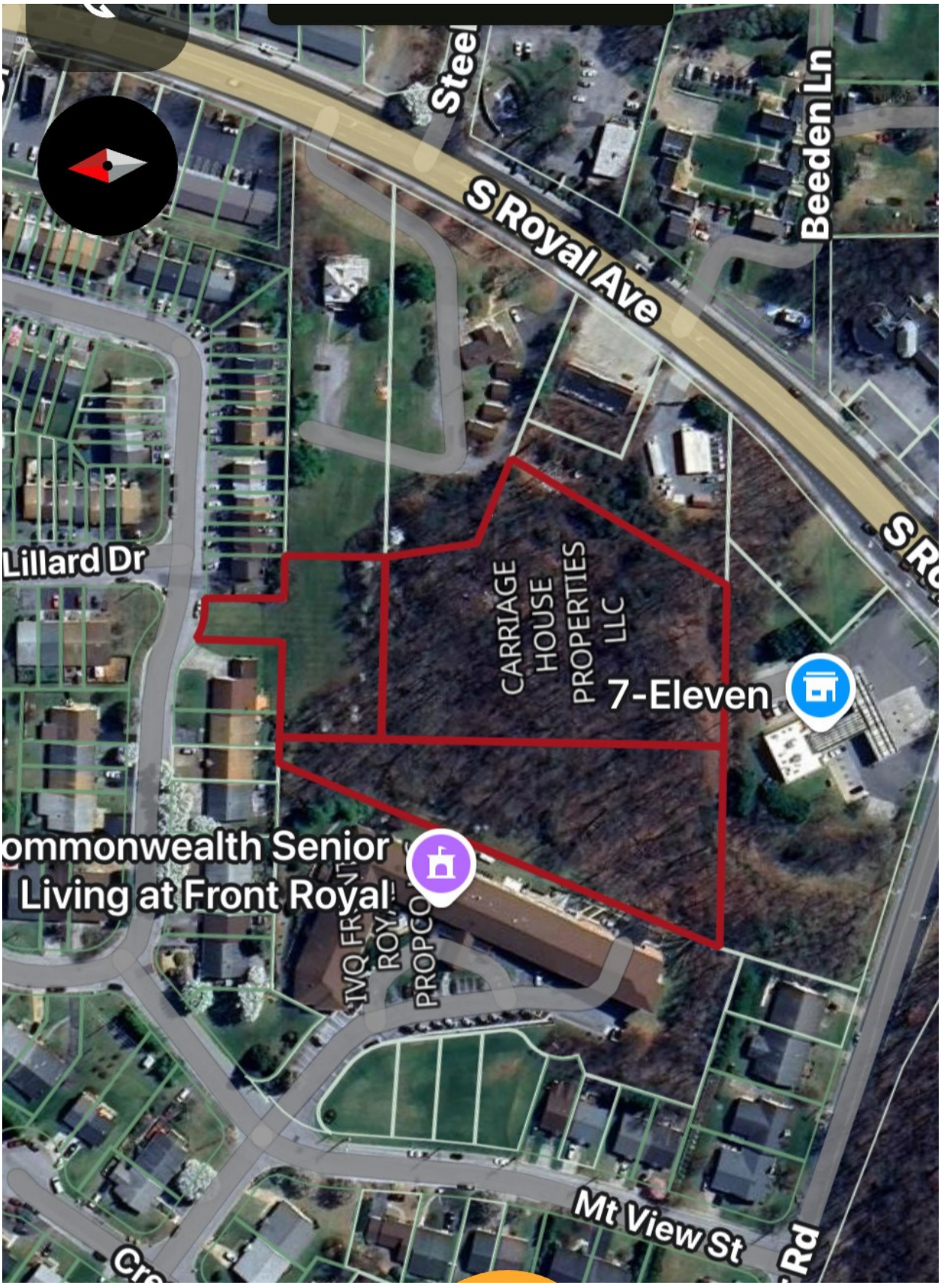
The forgoing was acknowledged before me in the Commonwealth of Virgina, County of Henrico, this 17th day of April 2025, by James M. (Michael) Williams signing as Co-Trustee.

My Commission expires: 06/30/2025

Tamara Elaine Mackey

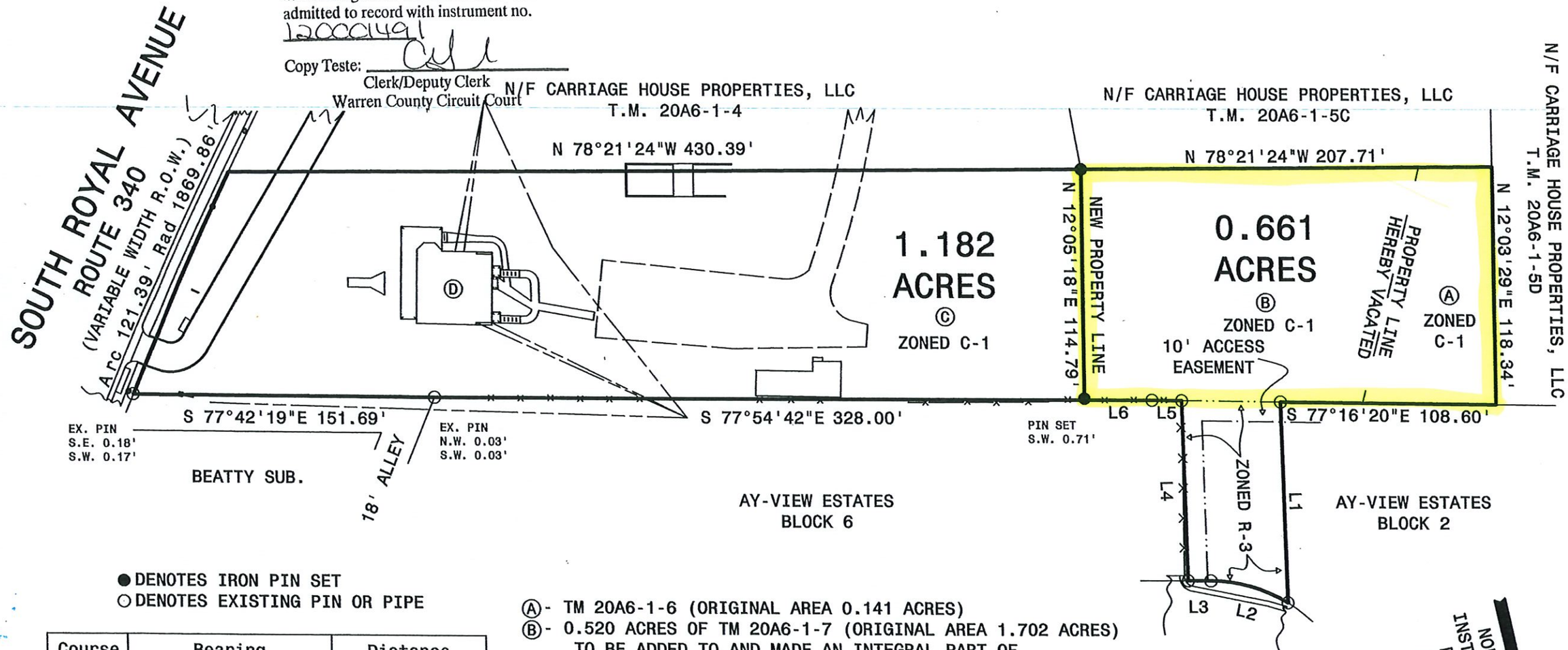
Notary Public




S Royal Ave
Beeden Ln
Lillard Dr
CARRIAGE HOUSE PROPERTIES LLC
7-Eleven
ommonwealth Senior
Living at Front Royal
Mt View St

This survey was produced before me on the 20 day of Mar, 2012, at 3:54 am/pm, and with certificate of acknowledgement thereto attached was admitted to record with instrument no. 12000491

Copy Teste: _____
Clerk/Deputy Clerk
Warren County Circuit Court



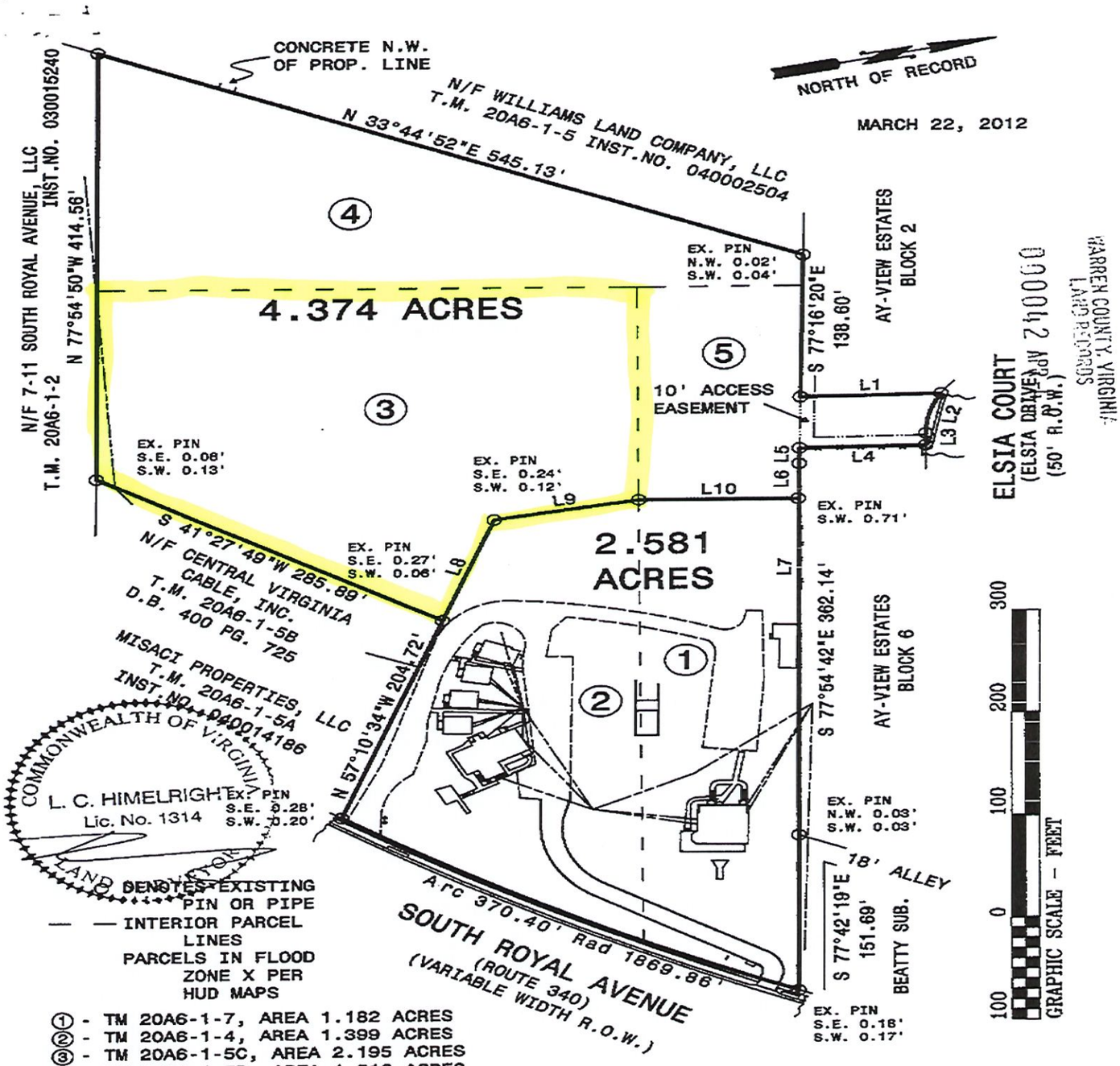
● DENOTES IRON PIN SET
○ DENOTES EXISTING PIN OR PIPE

Course	Bearing	Distance
L1	N 10°55'18" E	100.04'
L2	Rad: 75.00' Tan: 20.84' Chd: S 62°23'03" E	Arc: 40.65' CA: 31°03'17" 40.15'
L3	S 77°54'43" E	11.54'
L4	S 10°55'18" W	89.85'
L5	S 77°16'20" E	15.00'
L6	S 77°54'42" E	34.14'

Ⓐ- TM 20A6-1-6 (ORIGINAL AREA 0.141 ACRES)
Ⓑ- 0.520 ACRES OF TM 20A6-1-7 (ORIGINAL AREA 1.702 ACRES) TO BE ADDED TO AND MADE AN INTEGRAL PART OF TM 20A6-1-6 AND IS NOT TO BE CONSIDERED A SEPARATE BUILDING SITE
Ⓒ- RESIDUE OF TM 20A6-1-7 (ORIGNAL AREA 1.702 ACRES)
Ⓓ- 2 1/2 STORY STUCCO & FRAME APARTMENT BUILDING #539

60 0 60 120 180
GRAPHIC SCALE – FEET

SHEET 2 OF 2



— — DENOTES EXISTING PIN OR PIPE

— — — — INTERIOR PARCEL LINES

PARCELS IN FLOOD ZONE X PER HUD MAPS

① - TM 20A6-1-7, AREA 1.182 ACRES
② - TM 20A6-1-4, AREA 1.399 ACRES
③ - TM 20A6-1-5C, AREA 2.195 ACRES
④ - TM 20A6-1-5D, AREA 1.518 ACRES
⑤ - TM 20A6-1-6, AREA 0.661 ACRES

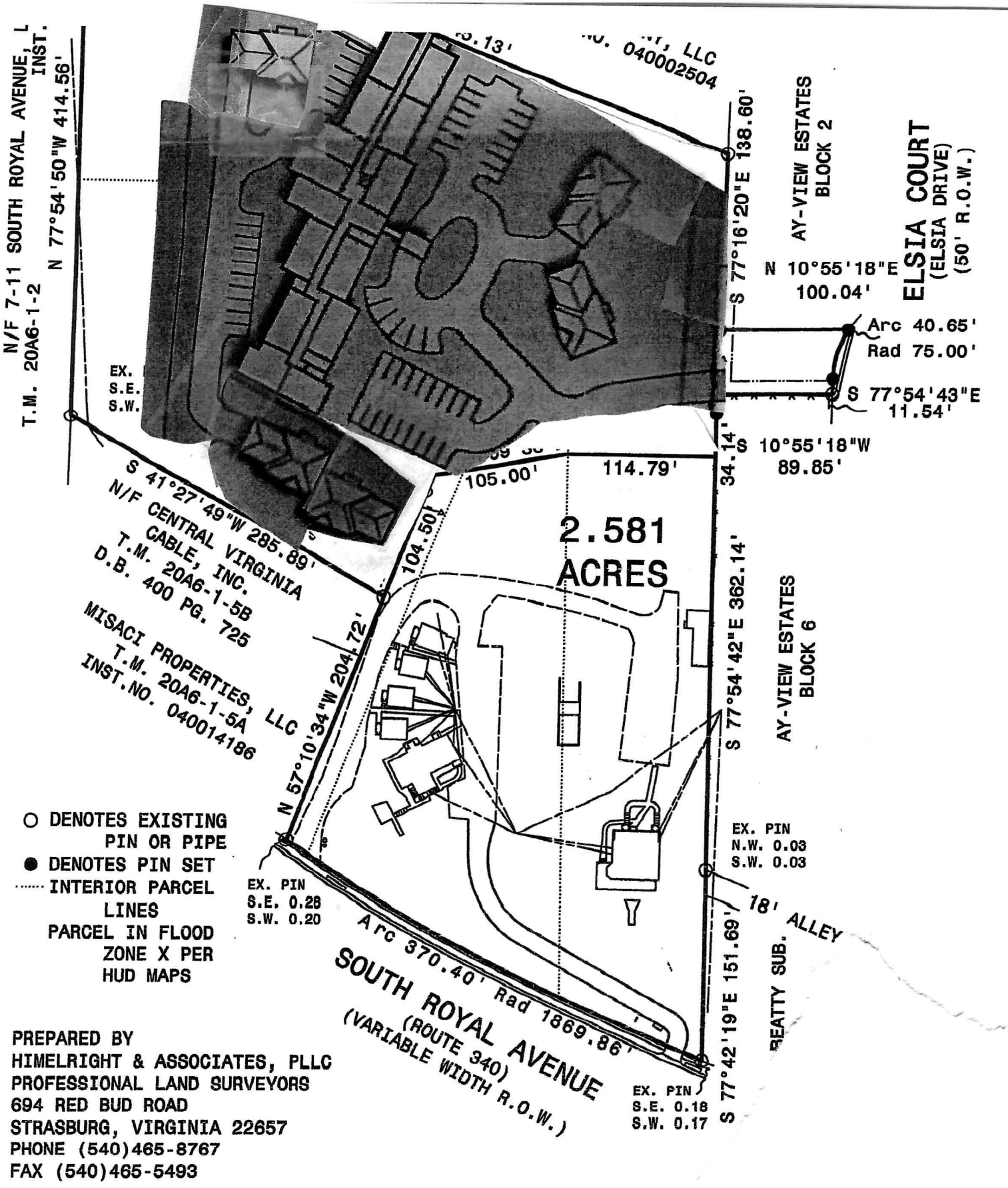
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L6	S 77°54'42" E	34.14'
L7	S 77°54'42" E	328.00'
L8	N 57°10'34" W	104.50'
L9	N 02°09'36" E	105.00'
L10	N 12°05'18" E	114.79'

SURVEY OF CARRIAGE HOUSE PROPERTIES, LLC RECORDED IN INSTRUMENT NUMBER 040008006, INSTRUMENT NUMBER 050011323 AND INSTRUMENT NUMBER 120001491.

FORK MAGISTERIAL DISTRICT
WARREN COUNTY

TOWN OF FRONT ROYAL, VIRGINIA

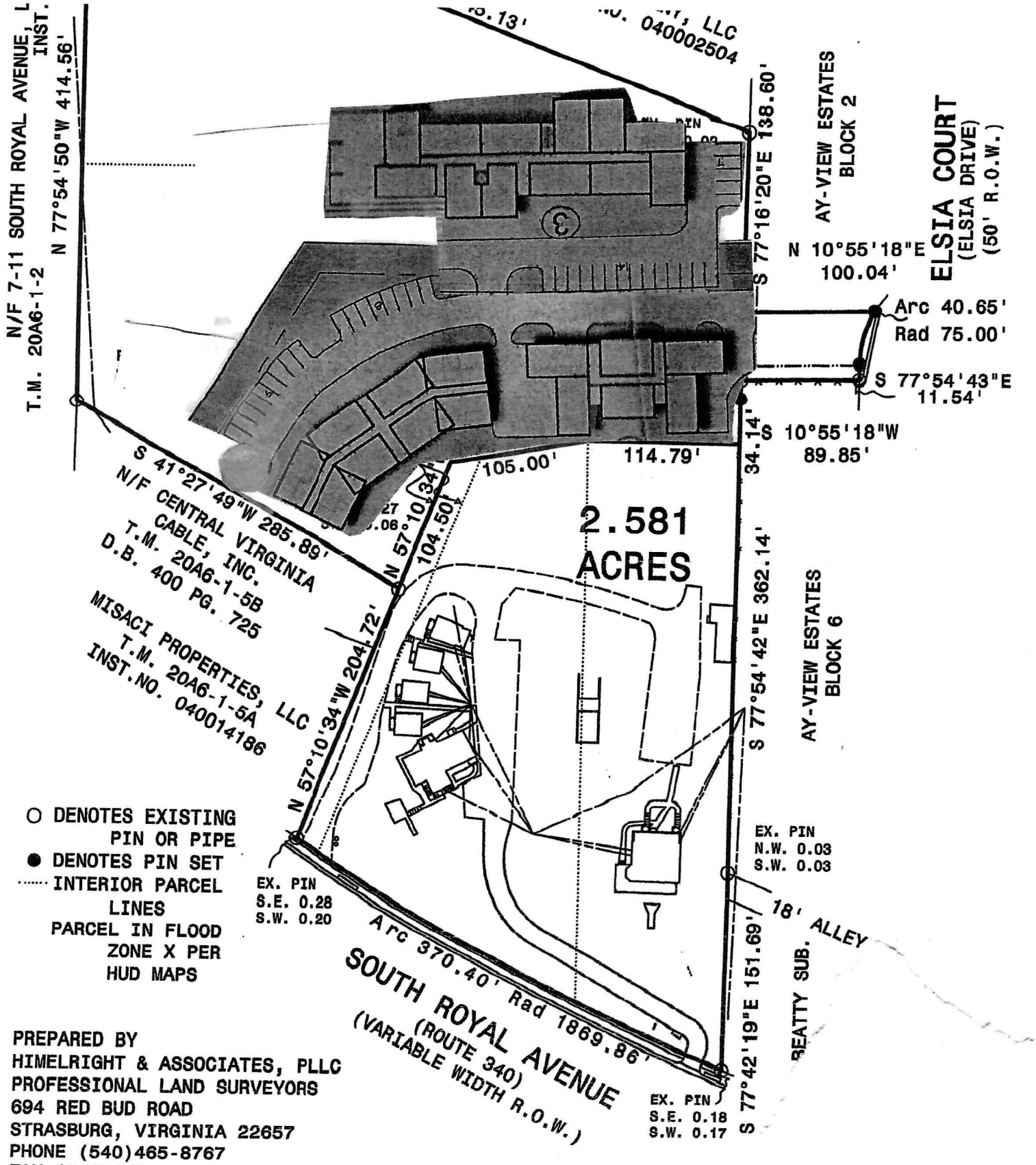
SHEET 1 OF 2



PREPARED BY
HIMELRIGHT & ASSOCIATES, PLLC
PROFESSIONAL LAND SURVEYORS
694 RED BUD ROAD
STRASBURG, VIRGINIA 22657
PHONE (540)465-8767
FAX (540)465-5493

SURVEY OF CARRIAGE HOUSE PROPERTIES, LLC RECORDED IN INSTRUMENT NO. 040008006
AND INSTRUMENT NO. 050011323

FORK MAGISTERIAL DISTRICT
WARREN COUNTY
TOWN OF FRONT ROYAL, VIRGINIA



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AND INSTRUMENT NO. 050011323

FORK MAGISTERIAL DISTRICT
WARREN COUNTY
TOWN OF FRONT ROYAL, VIRGINIA

Rezoning 2500238

Connie Potter

From: David Beahm <Dbeahm@warrencountyva.gov>
Sent: Thursday, May 15, 2025 4:15 PM
To: Connie Potter
Cc: Inspections; Kevin Perry; Matthew Byers; Gerry Maiatico; Gordon Foster; Matt Wendling
Subject: RE: Rezoning Application for Review – Stephen C. Williams, Esq./Trustee – Rezoning C-1 to R-3 – 20A6-1-6 and 20A6-1-5C – 2500238
Attachments: 2500238_Letter to the Planning Commission.pdf; 2500238_Rezoning Application.pdf; 2500238_Statement of Justification.pdf; 2500238_Survey Plats.pdf

Comments – Stephen C. Williams, Esq./Trustee – Rezoning Application C-1 to R-3 – 2500238:

- Erosion and Sediment Control (ESC) Items:
  - The Statement of Justification indicates that this change is to potentially develop the lots for residential purposes. If any work were to begin an application and permits would be required for ESC permit, which would be a normal submission including a full plan review application.
  - If individual lots are created and structures are applied for an Agreement In Lieu of to be obtained if work is in conjunction with those structures.
  - If the area of disturbance exceeds one (1) acre, more than two dwellings and a new subdivision which will additionally require a Stormwater permit through the Department of Environmental Quality (DEQ). Approval by DEQ (Construction General Permit) would be required prior to any ESC Permit and any type of Building Permit being issued by Warren County.

- 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.

All submissions for these items would be made to the Building Inspections Department through the email address: inspections@warrencountyva.gov

Respectfully,

David C. Beahm, CBO
Building Official
County of Warren

Rezoning #2500238

Connie Potter

From: Lauren Kopishke
Sent: Friday, June 13, 2025 6:56 AM
To: Connie Potter; John Ware
Subject: FW: Rezoning in Town-Elsia drive

Please include the email comments from Matt Wendling as an attachment in the PC packet.

Lauren E. Kopishke
Director of Planning & Zoning
Zoning Administrator
Town of Front Royal
Dept. of Planning and Zoning
102 E Main St | PO Box 1560
Front Royal, VA 22630
T./540-635-4236

From: Matt Wendling <Mwendling@warrencountyva.gov>
Sent: Friday, June 6, 2025 2:17 PM
To: Lauren Kopishke <lkopishke@frontroyalva.com>; Charles Costner <ccostner@wcps.k12.va.us>
Cc: John Ware <jware@frontroyalva.com>; Carol Buffa <cbuffa@frontroyalva.com>
Subject: RE: Rezoning in Town-Elsia drive

Greetings Lauren,
I don't have a Fiscal Impact Model to run on these options, they vary quite a bit. I would contact the Fire Chief and Sheriff's office to get an idea of what proffers they might want to see for the rezoning.
Sincerely,
Matt

Matt Wendling, CFM
Planning Director/County Floodplain Manager
County of Warren Planning and Zoning Dept.
220 N. Commerce Ave. Suite 400
Front Royal, VA 22630
(540)-636-3354 Ext. 325

From: Lauren Kopishke <lkopishke@frontroyalva.com>
Sent: Wednesday, June 4, 2025 7:44 PM
To: Matt Wendling <Mwendling@warrencountyva.gov>; Charles Costner <ccostner@wcps.k12.va.us>
Cc: John Ware <jware@frontroyalva.com>; Carol Buffa <cbuffa@frontroyalva.com>
Subject: Rezoning in Town-Elsia drive

CAUTION: This email originated from outside of the Warren County email system. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Good evening,

Matt can you and Charles provide feedback regarding the potential impact to schools from a proposed 2.7 acre parcel rezoning from commercial to higher density residential off of Elsia Drive. Connie should have sent you the rezoning application package last month. Let me know if you have questions. I am in South Carolina this week for Genevieve's archery competition but I will be available by cell or email.

Lauren Kopishke

Sent via the Samsung Galaxy A14 5G, an AT&T 5G smartphone
Get Outlook for Android

This message was sent from a verified Warren County account.

COUNCIL REGULAR WORK SESSION
AGENDA STATEMENT

Meeting Date: July 7, 2025 **Item# 03**

Agenda Item: Liaison Committee Meeting Items for July 17, 2025

Summary: Council is requested to suggest items to be added to the Liaison Committee Meeting Agenda scheduled for July 17th in the Town Hall at 6:00pm. The April 17th meeting minutes are attached. Council is also requested to appoint someone to attend the meeting with the Mayor. The following items are suggested by Staff:

- Joint Towing Board Request from Gloria Knott Vice Chairman
  - Item discussed at the October 17, 2024 Liaison Meeting as "Joint Tow Board Cap Discussion". There were questions at that meeting that were to be answered at the January Liaison Meeting, but it is unclear as to why it was not placed on the agenda. Ms. Knott reached out on February 3rd and March 12th asking to be placed on the next Liaison Meeting agenda on [April 17th]. On April 14th Ms. Knott advised that the Joint Towing Board was planning more edits to the By-Laws and Town/County Codes and asked that it be removed from that agenda. At the time of publication additional information has not been received from the Towing Board for this agenda.
- Update from Joint Transportation/Infrastructure Committee to include email request from citizen (attached)
  - Alternative access to Shenandoah Shores Road and Mary Shady Lane was discussed at the October 22, 2022 Liaison Meeting; however, the board clerk [at the time] notified us that there were no meeting minutes for this meeting due to the recording running out of storage space.
- Tourism
- McKay Springs
- Taxes
- Farm Property Fees

At the time of publication, the County did not provide any items to add to tonight's agenda.

Budget/Funding: None

Staff Recommendation: Council takes desired action on items and selects a representative to attend with the Mayor

AGENDA TOWN/COUNTY LIAISON COMMITTEE MEETING – Minutes

Board Room – Warren County Government Center, 220 North Commerce Avenue

Thursday, April 17, 2025, at 6:00 PM

Present from the Town: Lori A. Cockrell, Mayor; Amber F. Veitenthal, Vice Mayor; Joe Petty, Town Manager

Present from the County: Jerome K. Butler, Chair-Supervisor (Happy Creek District); John W. Stanmeyer, Supervisor (Shenandoah District); Dr. Edwin Daley, County Administrator

Others Present: Zach Henderson, Deputy Clerk; David Beahm, Building Official; and Members of the audience including but not limited to councilmembers, supervisors, and Town/County staff.

Call to Order – Board of Supervisors – Chair, Jerome Butler

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

Joint Towing Bord Request – Town

Mayor Cockrell stated that this item will be removed from the agenda because the Tow Board was unable to have a representative attend this meeting. They have been notified of the July meeting and will revisit this item then.

Septic Haul Rate – Town

Mayor Cockrell notified the County that there will be a rate increase based on a recent study conducted for the Town. Dr. Daley stated that this is paid by the haulers and that the County just collects it and then pays on to the Town. The rate will go from 50 to 55 and will go up 2.25% a year for the next five years.

MOU Regarding Building Code Enforcement Discussion – Town

Mayor Cockrell stated that the actual MOU is obsolete because it refers to state codes that were eliminated before the MOU was written and suggested that there needs to be two MOU's instead of one. The first pertaining to the Building Department, and the other pertaining to erosion and sediment, since there are two different regulations from the state.

Mr. Butler suggested speaking with staff and having them take a look at what changes to the agreement they can and want to make. Ms. Veitenthal clarified, in correlation to recordation and charges to the town from the County for information, that those specific issues will not be addressed in any changes to the MOU and that this will be more of an understanding between the town and county.

Criser Road Boundary Line Adjustment Request/Discussion – Town

Mayor Cockrell stated that East and West Criser Roads need a boundary line adjustment to bring the entirety of town-maintained rights of way into the town limits, emphasizing that the town has been taking care of them for some time and to make official what should have been in the first place.

Mr. Butler asked if what the town wants to do is include all of Criser Road and to include the sidewalks. Ms. Veitenthal added that the sidewalks became a part of the discussion as a result of the County submitting an out-of-town water request. There was a church that has purchased a parcel off of Criser Road and based on the way the antiquated property lines adjust, the parcel was in the County but needed town infrastructure services for water and sewer. As a result, the County submitted a request to the town for out-of-town water which would proffer sidewalks for that area.

COPY

MOU Regarding Avtex Property Discussion – Town

Mayor Cockrell asked if the County was aware of an MOU from 1999 that discussed the properties and how they would be conveyed. Approximately 30 acres have already been conveyed to the County for the Soccer-Plex and 5 acres have been conveyed to the town where the Front Royal police department is located. There are potentially two small parcels of the overall 117 acres that the town would like to be considered for conveyance as well.

Mr. Stanmeyer stated that he would like to see a map of the area and questioned the minimum acreage in the MOU, emphasizing a page that specifies 8 acres and overall would like a greater understanding of the property and the MOU.

Law Enforcement Practice Shooting Range – Town

Mayor Cockrell asked if the County has hired any kind of consultant for the shooting range, emphasizing recent discussions on the possibility of a joint indoor range.

Dr. Daley stated that the County has not hired a consultant. In the past, the County submitted a request to the state, asking for support in the state budget to have a regional facility that would be multi-jurisdictional, but did not receive a favorable response. Therefore, the County has not initiated anything on their own at this time.

Ms. Veitenthal asked if the County has budgeted, or if they are planning to budget, any funds for a shooting range consultant. Dr. Daley stated that there are no budgeted funds planned at this time.

The meeting adjourned at 6:25 PM – the next meeting will be Thursday, July 17, 2025 at 6:00 PM in the Council Chambers at Town Hall

COPY

	EXPIRES	REAPPOINTED	REAPPOINTED	REAPPOINTED	APPOINTED
Joint Towing Advisory BD ***4-year terms***					
Gloria Knott	8/31/26			6/27/22	8/13/18
Louis "Peanut" Tharpe	8/31/26			6/27/22	8/13/18
Alan Crawford	8/31/26			6/27/22	8/13/18
VACANT – WCSO	8/31/26				3/27/23 unexpired
Sgt David Fogle– FRPD	8/31/26			6/27/22	8/13/18
Sgt Brian Davis– State Police	8/31/26			6/27/22	8/13/18
Citizen – Christian Downs	8/31/26				8/15/23 & 8/28/23 unexpired

The members of the board were approved by both the Town and County in 2022. Pursuant to the by-laws all board members are to be appointed by both entities.

BY-LAWS OF THE
FRONT ROYAL-WARREN COUNTY JOINT TOWING BOARD

ARTICLE 1 – PURPOSE OF COMMITTEE

1-1 The Front Royal-Warren County Joint Towing Board ("the Committee") is hereby created to ensure proper storage, availability and service by persons and firms authorized to provide towing services at the request of the Warren County Sheriff's Office (hereinafter the "Sheriff's Office"), the Front Royal Police Department (hereinafter the "Police Department"), Virginia State Police (hereinafter "State Police") and other law enforcement personnel.

ARTICLE 2 – SELECTION OF MEMBERS

2-1 The Committee shall consist of seven (7) members to be appointed jointly by the Front Royal Town Council and the Warren County Board of Supervisors. The Committee shall include the following members:

2-1-1 Three (3) members shall be law enforcement officers, including a representative from the Sheriff's Office, the Police Department, and State Police.

2-1-2 Three (3) members shall be representatives of towing and recovery businesses.

2-1-3 One (1) member shall be a citizen of the Town of Front Royal or the County of Warren.

2-2 Each member shall serve a four (4) year term and shall be appointed jointly by the Front Royal Town Council and the Warren County Board of Supervisors.

ARTICLE 3 – SELECTION OF OFFICERS

3-1 Officers of the Committee shall consist of a Chairman, Vice-Chairman, and Secretary.

3-2 The officers of the Committee shall be appointed for a one (1) year term, with no individual holding an office for more than two (2) consecutive terms without a one (1) year lapse between terms.

3-3 Nomination of officers shall be made from the floor at the beginning of the first meeting of the year for the ensuing year. Election of officers shall follow immediately. A candidate receiving a majority vote of the members shall be declared elected. The Warren County Sheriff or his designee shall oversee the nomination and election of officers.

3-4 Vacancies in office shall be filled at the next Committee meeting according to the procedures in this article.

3-4 Vacancies in office shall be filled at the next Committee meeting according to the procedures in this article.

ARTICLE 4 – DUTIES OF OFFICERS

4-1 The Chairman shall:

4-1-1 Develop an agenda and preside at meetings.
4-1-2 Report annually to the Board of Supervisors and the Town Council.
4-1-3 Rule on procedural questions (subject to reversal by a majority vote of the members present).
4-1-4 Certify official documents involving the authority of the Committee.
4-1-5 Certify minutes as true and correct copies.
4-1-6 Carry out other duties as assigned by the Committee.

4-2 The Vice-Chairman shall:

4-2-1 Assume the full powers of the Chairman in the absence or inability of the Chairman to act upon and oversee the Plan of Work.

4-3 The Secretary shall:

4-3-1 Record attendance at all meetings.
4-3-2 Record the minutes of the Committee meetings.
4-3-3 Notify members of all meetings.
4-3-4 Maintain a file of all official Committee records and reports.
4-3-5 Certify maps, records, and reports of the Committee.
4-3-6 Give notice and be responsible for publishing public notices of all Committee public hearings and public meetings.
4-3-7 Attend to the correspondence necessary for the execution of the duties and functions of the Committee.

ARTICLE 5 – SUBCOMMITTEES

5-1 The Committee may appoint any subcommittees or advisory groups as necessary for the conduct of its work. The Chairman of the Committee shall be an ex-officio member of all such subcommittees or groups.

ARTICLE 6 – MEETINGS

6-1 The Committee shall meet on a quarterly basis on the first Wednesday of January, April, July and October or any other day determined by majority vote of the Committee. Whenever the regular scheduled meeting falls on a legal holiday, the regular meeting shall be held on the following day. Notice of time and place of regular meetings shall be emailed by the Secretary to the Committee and interested parties at least fourteen (14) days in advance of each meeting.

6-2 Special meetings may be called by the Chairman or on request of three (3) members of the Committee by emailed notice at least seven (7) days in advance of the date of such special meeting. Emergency meetings may be convened by the Chairman with a 24-hour telephone notice attempt to reach all members.

6-3 All meetings of the Committee shall be open to the public, except as provided for in the Virginia Freedom of Information Act.

6-4 If any member has three (3) unexcused absences in a calendar year, the member shall be removed from the Committee and another representative shall be appointed jointly by the Board of Supervisors and Town Council to fill the unexpired term of office.

ARTICLE 7 – VOTING

7-1 A majority of the members shall constitute a quorum.

7-2 No action of the Committee shall be valid unless authorized by a majority vote of those present and voting.

ARTICLE 8 – COMPLAINTS

8-1 In the event that a complaint is lodged by a member of the Committee against a towing operator or law enforcement personnel, such member shall be excused from the hearing on the complaint.

ARTICLE 9 – ORDER OF BUSINESS

9-1 The order of business for a regular meeting shall be:

9-1-1 Call to Order
9-1-2 Roll Call
9-1-3 Adoption of Agenda
9-1-4 Approval of Minutes
9-1-5 Committee Matters
9-1-6 Adjournment

9-2 Parliamentary procedure in all Committee meetings shall be governed by Robert's Rules of Order.

9-3 The Committee shall keep minutes of each meeting, and these minutes shall become a public record. The Chairman shall sign all minutes, and they shall be kept in the official minute book.

ARTICLE 10 – AMENDMENTS

10-1 These By-laws may be amended by a majority vote of both the Warren County Board of Supervisors and Front Royal Town Council with thirty (30) days' notice to each governing body.

Adopted by the Warren County Board of Supervisors: February 20th, 2018

Adopted by the Front Royal Town Council: March 26th, 2018

COPY

Tina Presley

From: Eva Challis [redacted]
Sent: Wednesday, April 23, 2025 1:22 PM
To: Tina Presley

My name is Eva Challis I am asking about an item that was discussed at a previous town / county meeting in regards to emergency service when the train is blocking
Shenandoah Shores Road , or Mary's Shady Lane .

I believe it was fall 2022....

Thanks for checking on this...

Sincerely,

Eva Challis
[redacted]

CLOSED MEETING
AGENDA STATEMENT

Meeting Date: July 7, 2025 Item# 04

MOTION ON TO GO INTO CLOSED MEETING

[to be approved by affirmative recorded vote, with motion set forth in detail in the minutes. Council may take action in open session following closed meeting].

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 purpose:

1) pursuant to §2.2-3711(A)(1) of the Code of Virginia, for the discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body, more specifically, Planning Commission; and,

2) pursuant to Section 2.2-3711(A)(8) of the Code of Virginia, for consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel, more specifically, a. Peyton Street Parking Area easement agreement and b. the insolvency and disposition of assets of the Industrial Development Authority of the Town of Front Royal and the County of Warren, Virginia.

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*** _____

Wood _____ ***Veitenthal*** _____ ***Sealock*** _____ ***Rappaport*** _____ ***Ingram*** _____ ***DeDomenico-Payne*** _____