

Town of Strasburg

SPECIAL MESSAGE TO THE PUBLIC
IN-PERSON ATTENDANCE IS PERMITTED FOR MEETINGS.
PLEASE UTILIZE OUR LIVESTREAM BY ACCESSING THE LINK
BELOW:

<https://www.strasburgva.com/bc/page/meetings>

To make public comment please submit to:
comment@strasburgva.com
by 4:00 p.m., Tuesday, September 26 22, 2023

Planning Commission
Tuesday, September 26, 2023
7:00 PM

Planning Commission Members:

Vince Poling, Chairperson
Hank Dean, Vice Chairperson
Bill Foster
Steve Nicholson
John Rhodes
Symantha Zeimet
Emily McCorn, Council Representative

Staff Contacts:

Brian Otis, Planning & Zoning Administrator



Agenda

Call to Order: *Chairperson Poling*

Approval of Agenda

Public Hearings:

- 1.) To receive public comment on a recommendation to the Town Council of a Comprehensive Plan Amendment (CPA24-0001) requested by Landmark Atlantic Holdings, LLC, owner, for property identified as Tax Map 016 A 169A located on Fort Bowman Road, approximately three hundred feet east of the intersection of Fort Bowman Road and Old Valley Pike and containing 1.334 acres. The request is to recategorize the Highway Commercial Development Area to a Residential Development Area.
 - **Staff Report - (attachment)**
 - **Public Hearing**
 - **Discussion/Recommendation**

- 2.) To receive public comment on a recommendation to the Town Council on a Rezoning application (REZ24-0001) requested by Landmark Atlantic Holdings, LLC, owner, for property identified as Tax Map 016 A 169A located on Fort Bowman Road, approximately three hundred feet east of the intersection of Fort Bowman Road and Old Valley Pike and containing 1.334 acres. The request is to rezone the subject property from the Highway Commercial District to the Multi-Family Residential District.
 - **Staff Report - (attachment)**
 - **Public Hearing**
 - **Discussion/Recommendation**

Citizen Comments on non-agenda items:

Action Items:

1.) Approval of Minutes

Description: Approval of Minutes of the August 22, 2023 Planning Commission Meeting

Staff Contact: Amy Keller, Clerk of Council

Support Materials: Minutes of the August 22, 2023 Planning Commission Meeting

Staff Updates:

- Town Council action on SUP on STR at 395 Stonewall Street
- Council direction on STR text amendment

Old Business:

New Business:

- Staff presentation of zoning text amendment for administrative procedures related to SUP and rezoning cases

Adjournment

If you require any type of reasonable accommodation as a result of physical, sensory, or mental disability in order to participate in this meeting, please contact Amy Keller, Clerk of Council, at 1-(540)-465-9197, or akeller@strasburgva.com. Three (3) days of notice is required.



Comprehensive Plan Amendment CPA24-0001 - Cedar Creek Townhomes STAFF REPORT

PC Meeting Date: September 26, 2023
Agenda Title: Comprehensive Plan Amendment
CPA24-0001 - Cedar Creek Townhomes

Summary

Landmark Atlantic Holdings, LLC has requested a rezoning of a parcel from Highway Commercial to Future Residential. The 2018 Comprehensive Plan identifies this area as Highway Commercial within the Future Land Use Map.

Background

A: Site Location:

Tax Map #: 016 A 169
Relative Intersection: 300 feet east of Fort Bowman Road and Old Valley Pike

B: Surrounding Land Uses: This site is bordered by;

- Vacant Highway Commercial to the West (across Homewood Way)
- Interstate 81 to the North
- Multi-family Residential to the East (previous rezoning)
- Parkland (Shenandoah Valley Battlefields) to the South

Comprehensive Plan Analysis

A. Highway Commercial

1. Comp Plan definition - *The Highway Commercial (H.C.) district supports commercial and wholesale uses generally located on major roads that generate high volumes of vehicular traffic. It is the intent of the Town to link these commercial uses to residential areas through a suitable network of trails, greenways, and bike paths.*
2. Highway Commercial consists of 45 acres and is 1.7% of the town's total area.

B. Future Residential

1. Multifamily Residential definition - *The Multi-Family Residential (M.F.R.) zoning district blends single-family detached dwellings, two-family dwellings (duplexes), townhomes, apartment buildings, and condominiums. This zoning district is best suited for individuals desirous of a diverse array of housing options and a walkable proximity to business districts.*
2. Multifamily Residential consists of 300 acres and is 11.4% of the town's total area.



**Comprehensive Plan Amendment
CPA24-0001 - Cedar Creek Townhomes
STAFF REPORT**

Staff Recommendation

Staff recommends approval of Comprehensive Plan Amendment #CPA24-0001, Cedar Creek Townhomes, for the following reasons.

- Since the adoption of the Future Land Use map VDOT has identified the access to Fort Bowman Road as a right-in/right-out only onto northbound Old Valley Pike with no southbound access. This would challenge any future commercial use from developing this location.
- Adequate transportation access to this location would be from Hite Lane and Homewood Way through the existing single-family residential development. Residential uses would create a reduced impact on these roadways.
- Residential uses have a reduced light-shed, noise and traffic impacts on the vicinity's residential and parkland parcels.
- Residential uses are in high demand with limited undeveloped land zoned residential. Higher density residential uses typically provide better opportunities for workforce housing.
- Location and residential use will not adversely affect any viewshed of the valley east of town for existing or future development.
- SWOT analysis of the I-81/Route 11 corridor does not identify concerns with inclusion of residential uses.



Comprehensive Plan Amendment CPA24-0001 - Cedar Creek Townhomes STAFF REPORT

Community Input

- Notice to the Comprehensive Plan Amendment was sent via registered mail to all property owners with 500 feet on September 11, 2023
- Signs were posted at the location starting on September 11, 2023
- Notice was posted in the Northern Virginia Daily newspaper publications dated Tuesday, September 15, 2023 and Tuesday, September 22, 2023
- Citizen comments to staff via phone/email.

Possible Actions

Actions the Planning Commission can make are.

- Recommendation to the Town Council for approval
- Recommendation to the Town Council for approval with conditions
- Recommendation to the Town Council for denial
- Request deferral for further conversation by the Planning Commission

of Comprehensive Plan Amendment CPA24-0001 - Cedar Springs Townhomes.

Further Actions

If the Planning Commission recommends approval of the Comprehensive Plan, the following actions moving forward must be completed prior to the commencement of work.

- Approval of the Comprehensive Plan Amendment by Town Submission.
- Approval of the Rezoning REZ24-0001 by Town Council
- Approval of a site plan in conformance with the General Design Plan.
- Post Performance Bond, Landscape Escrow
- Record the subdivision plat
- Obtain Land Disturbance Permit with the county
- Obtain a Land Development Permit

Attachments

Attachment A – Public Hearing Advertisement
Attachment B - GIS aerial image
Attachment C – Zoning map
Attachment D – Future Land Use Map



STRASBURG PLANNING COMMISSION PUBLIC HEARINGS

The **Strasburg Planning Commission** will hold a public hearing on **Tuesday, September 26, 2023 at 7:00 PM** and at Town Hall (174 E King St, Strasburg VA 22657) to receive public comment and act on the following items:

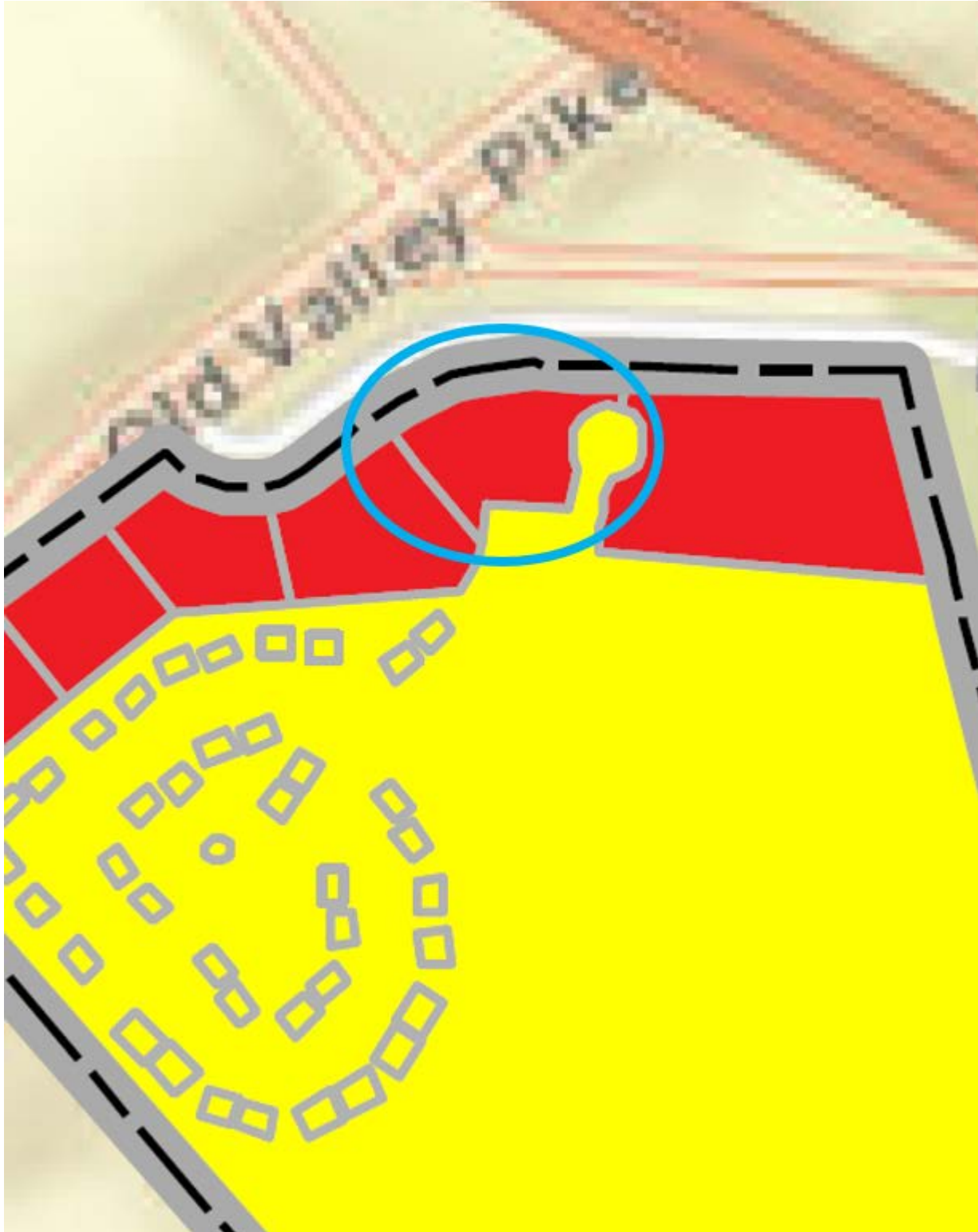
- **Planning Commission** - Recommendation to the Town Council of a Comprehensive Plan Amendment (CPA24-0001) requested by Landmark Atlantic Holdings, LLC, owner, for property identified as Tax Map 016 A 169A located on Fort Bowman Road, approximately three hundred feet east of the intersection of Fort Bowman Road and Old Valley Pike and containing 1.334 acres. The request is to recategorize the Highway Commercial Development Area to a Residential Development Area.
- **Planning Commission** - Recommendation to the Town Council on a Rezoning application (REZ24-0001) requested by Landmark Atlantic Holdings, LLC, owner, for property identified as Tax Map 016 A 169A located on Fort Bowman Road, approximately three hundred feet east of the intersection of Fort Bowman Road and Old Valley Pike and containing 1.334 acres. The request is to rezone the subject property from the Highway Commercial District to the Multi-Family Residential District.

Additional information regarding this public hearing can be obtained at Town Hall, by visiting www.strasburgva.com, or by calling 1-(540)-465-9197. All public hearings may be made accessible to disabled persons, and any person requiring auxiliary aids, including signers or cued speech in connection with the public hearing, may notify Town Hall at least five (5) days prior to the hearing date.

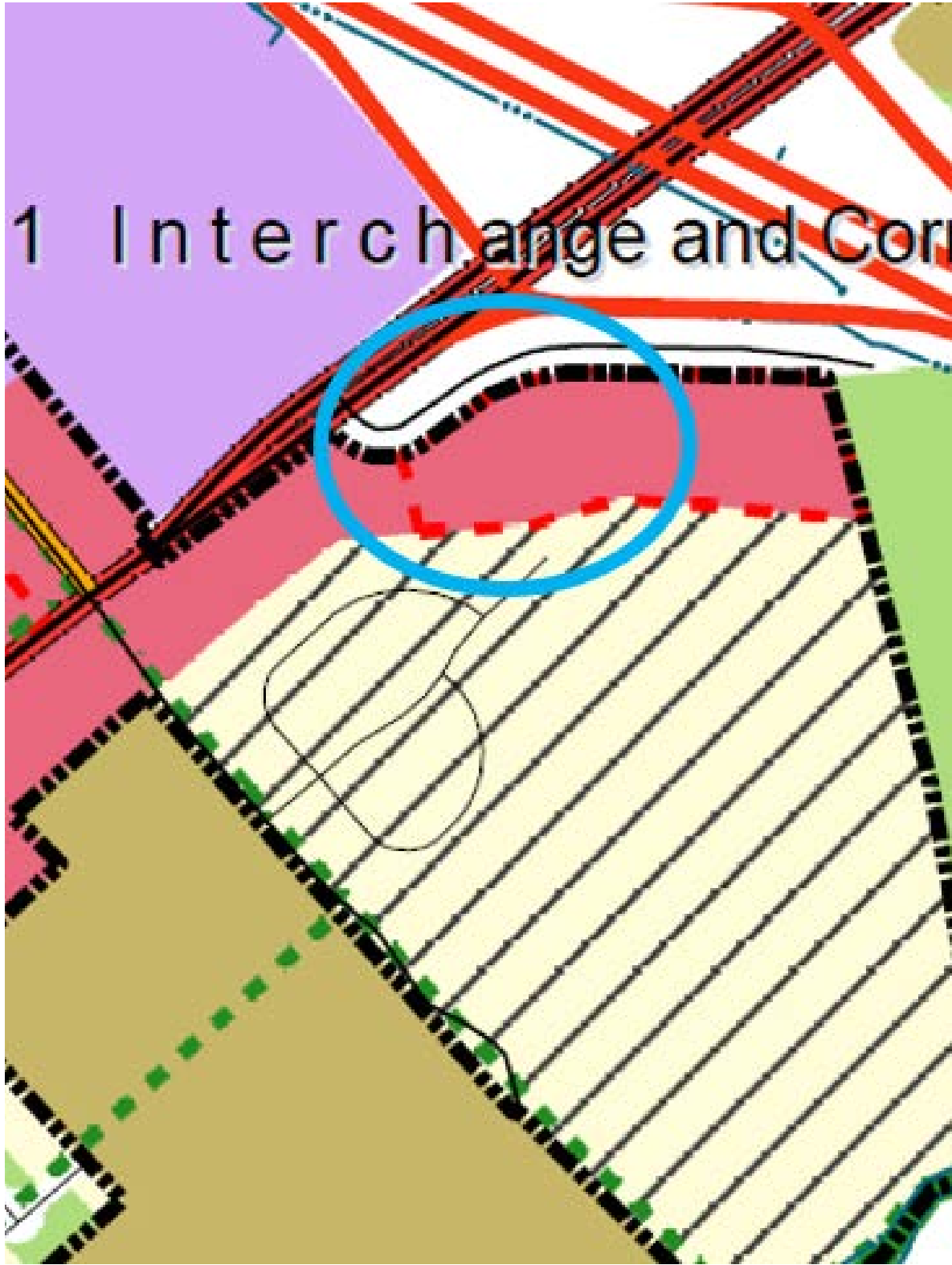
Brian Otis, Strasburg Planning & Zoning Administrator

Please publish this notice as a display advertisement on **Friday, September 15, 2023** and **Friday, September 22, 2023**. Invoices for the notices may be sent to the Town of Strasburg.

Attachment C - Zoning map



Attachment D - Future Land Use Map





Rezoning REZ24-0001 - Cedar Creek Townhomes STAFF REPORT

PC Meeting Date: September 26, 2023
Agenda Title: Rezoning
REZ24-0001 - Cedar Creek Townhomes

Summary

Landmark Atlantic Holdings, LLC has requested a rezoning of a 1.334 acres parcel from Highway Commercial to Multifamily Residential for the purpose of constructing 36 townhomes.

Background

This parcel was rezoned to Highway Commercial with the original Homewood rezoning approved February 13, 2006. With this rezoning, the intent was that Fort Bowman Road would be an extension of the Route 11 Highway Commercial Corridor.

Since the 2006 approval, VDOT has identified that they will not support a Route 11 southbound left turn lane. Therefore, limiting access for commercial use on Fort Bowman Road. Commercial developers have proposed to the Planning Commission and Town Council designs that require access through the Villages at Cedar Creek subdivision by use of Homewood Way. The Commission and Council had reservations about serving a commercial use through a residential community.

The neighboring 3.306 acres was recently rezoned to Multi-Family Residential to allow 29 town homes.

Analysis

A. Multifamily Residential District - Consistency Analysis

1. Comprehensive Plan Amendment - CPA24-0001, submitted concurrently with this rezoning, proposes this parcel to become Future Residential.
2. Design Standards for townhouses

Feature	Ordinance Standards	Proposed
Density	16 per acre (74 units)	8.18 per acre (36 units)
Units per building	8 units per building	4 buildings w/ 8 units 1 building w/ 4 units
Max building height	35 feet	35 feet
Parking	2.25 per unit (81 total)	82 spaces

B. Comprehensive Plan - Consistency Analysis

1. Concurrent Comprehensive Plan Amendment, if approved will amend this parcel to Future Residential.



Rezoning REZ24-0001 - Cedar Creek Townhomes STAFF REPORT

Planning & Zoning Administration
174 E. King Street, P.O. Box 351
Strasburg, VA 22657
(540) 465-9197 ext. 127

C. Location

1. Site Location:

Tax Map #: 016 A 169

Relative Intersection: 300 feet east of Fort Bowman Road and Old Valley Pike

2. Surrounding Land Uses: This site is bordered by;

Vacant Highway Commercial to the West (across Homewood Way)

Interstate 81 to the North

Multi-family Residential to the East (previous rezoning)

Parkland (Shenandoah Valley Battlefields) to the South

D. Proffer Statement

1. REFERENCES

- a. The site plan shall be substantially conforming to the referenced General Design Plan.

2. USES & DEVELOPMENT

- a. The development shall consist of a maximum of 36 townhouse dwellings.

3. Water

- a. Public connections will be made at Homewood Way and Fort Bowman Rd to create a loop of the utility.
- b. Monetary offsets are in place to address the impact on the potable water system.

4. SEWER

- a. Sewer will connect to the gravity system for the Hite Lane pumpstation.
- b. Monetary offsets are in place to address the impact on the sewer system.

5. TRANSPORTATION

- a. Homewood Way – Improved with sidewalk to Fort Bowman Rd.
- b. Fort Bowman Rd – Will be provided with a gate that will be controlled by first responders in case of emergency use.
- c. A parking lot will be installed to accommodate the 0.25 parking beyond the 2.00 required at each dwelling.

6. LANDSCAPING, OPEN SPACE & BUFFERS

- a. Landscaping and buffers shall be determined and identified on the site plan.
- b. Stormwater facilities shall be on commonly owned and maintained property. The General Design Plan identifies an underground system located at the parking lot.

7. POLICE

- a. Monetary offsets are in place to address the impact on the police services.

8. PARKS & RECREATION

- a. Monetary offsets are in place to address the impact on the P&R services.

9. ADMINISTRATION

- a. Monetary offsets are in place to address the impact on the administrative services.



Rezoning REZ24-0001 - Cedar Creek Townhomes STAFF REPORT

Planning & Zoning Administration
174 E. King Street, P.O. Box 351
Strasburg, VA 22657
(540) 465-9197 ext. 127

Staff Recommendation

Staff recommends approval of rezoning #REZ24-0001, Cedar Creek Townhomes, for the following reasons.

- The Rezoning is consistent with the CPA24-0001 application.
- Adequate transportation access to this location would be from Hite Lane and Homewood Way through the existing single-family residential development. Residential uses would create a reduced impact on these roadways in comparison to a commercial use.
- Multifamily Residential uses have a reduced light-shed, noise and traffic impacts on the vicinity's residential and parkland parcels.
- Residential uses are in high demand with limited undeveloped land zoned residential. Higher density residential uses typically provide better opportunities for workforce housing.
- Limitations of access via Fort Bowman Rd and 100-foot-wide gas easement pose significant challenges for commercial use of this parcel.
- Provides a development that utilizes the additional 1.334-acre lot that would be unusable due to size and the location of the utility easement.

- Staff has two recommendations noted on the general design plan.
 - Staff recommends additional parking spaces should be added to the west of the proposed parking lot to the maximum extent without being developed over the gas easement.
 - Staff recommends accommodations be provided for a dog station.

Community Input

- Notice to the Comprehensive Plan Amendment was sent via registered mail to all property owners with 500 feet on September 11, 2023
- Signs were posted at the location starting on September 11, 2023
- Notice was posted in the Northern Virginia Daily newspaper publications dated Tuesday, September 15, 2023 and Tuesday, September 22, 2023
- Citizen comments to staff via /email.

Possible Actions

Actions the Planning Commission can make are.

- Recommendation to the Town Council for approval
- Recommendation to the Town Council for approval with conditions
- Recommendation to the Town Council for denial
- Request deferral for further conversation by the Planning Commission

of rezoning case REZ24-0001 - Cedar Creek Townhomes.



Rezoning REZ24-0001 - Cedar Creek Townhomes STAFF REPORT

Planning & Zoning Administration
174 E. King Street, P.O. Box 351
Strasburg, VA 22657
(540) 465-9197 ext. 127

Further Actions

If the Planning Commission recommends approval of the Comprehensive Plan, the following actions moving forward must be completed prior to the commencement of work.

- Approval of the Comprehensive Plan Amendment CPA24-0001 by Town Submission.
- Approval of the Rezoning REZ24-0001 by Town Council
- Approval of a site plan in conformance with the General Design Plan.
- Post Performance Bond, Landscape Escrow
- Record the subdivision plat
- Obtain Land Disturbance Permit with the county
- Obtain a Land Development Permit

Attachments

Attachment A - Proffer Statement
Attachment B - General Design Plan
Attachment C - Exterior elevations
Attachment D - GIS aerial image
Attachment E - Zoning map



**Rezoning REZ24-0001 - Cedar Creek Townhomes
STAFF REPORT**

Planning & Zoning Administration
174 E. King Street, P.O. Box 351
Strasburg, VA 22657
(540) 465-9197 ext. 127

Attachment A – Proffer Statement



**Rezoning REZ24-0001 - Cedar Creek Townhomes
STAFF REPORT**

Planning & Zoning Administration
174 E. King Street, P.O. Box 351
Strasburg, VA 22657
(540) 465-9197 ext. 127

Attachment B – General Design Plan



**Rezoning REZ24-0001 - Cedar Creek Townhomes
STAFF REPORT**

Planning & Zoning Administration
174 E. King Street, P.O. Box 351
Strasburg, VA 22657
(540) 465-9197 ext. 127

Attachment C – Exterior Elevations

PROFFER AMENDMENT STATEMENT

#REZ2024-0001, Village at Cedar Creek Townhomes Rezoning

Applicant: Landmark Atlantic Holdings, LLC

Date: August 8, 2023

PROFFER STATEMENT

RE: Rezoning REZ2024-0001, Cedar Creek Townhomes
 Owners: Landmark Atlantic Holdings LLC
 Applicant: Racey Engineering, PLLC
 Property: Tax Map Numbers: 016 A 167A, 016 A 169
 Location: Located on the corner of Homewood Way and Fort Bowman Road
 Approximately ~~3.306~~ 4.64 acres

Date: August 8, 2023

The Applicant hereby submits the following voluntary proffers (“Proffer Statement”), which are contingent upon the Town approval for the above referenced rezoning. This Proffer Statement shall supersede all other proffers made prior hereto in effect for the Property. In the event the above-referenced rezoning is not granted as applied for by the Applicant, this Proffer Statement shall be withdrawn and are null and void and the zoning ordinance for the Highway Commercial District shall remain in full force and effect.

The headings set forth below have been prepared for convenience or reference only and shall not control or affect the meaning or be taken as an interpretation of any provisions of the proffers. The improvements proffered herein shall be provided at the time of development of that portion of the site adjacent to the improvement, unless otherwise specified herein or authorized by the Town. The term "Applicant" as referenced herein shall include within its meaning all future owners and successors in interest.

“Final Rezoning,” as the term is used herein, shall be defined as that zoning which is in effect on the day following the last day upon which the Strasburg Town Council (the “Council”) decision granting the rezoning may be contested in the appropriate court or, if contested, the day following entry of a final court order affirming the decision of the Council which has not been appealed, or if appealed, the day following which the decision has been affirmed on appeal.

PROFFER AMENDMENT STATEMENT

#REZ2024-0001, Village at Cedar Creek Townhomes Rezoning

Applicant: Landmark Atlantic Holdings, LLC

Date: August 8, 2023

SECTION 1. REFERENCES

1.1 References in this Proffer Statement to plans and exhibits shall include the following:

A. General Design Plan entitled "Village at Cedar Creek Townhomes Rezoning," prepared by Racey Engineering, dated ~~May 24, 2023~~ **September 19, 2023**, consisting of the following sheets (the "GDP"):

- Cover Sheet
- Project Notes
- Existing Features
- Layout Plan
- Preliminary Site Plan

1.2 These conditions ~~shall supersede conditions identified in REZ2006-04 Planned Development titled "Homewood at the Shenandoah Valley" that were initially approved on June 17, 2008.~~ **shall revised REZ23-0001 approved on September 12, 2023, by Town Council. Revisions to be redacted will be struck through with the revised language identified in red text.**

SECTION 2. USES & DEVELOPMENT

2.1 General. The proposed development will include improvements to extend Homewood Way and utilities to the property, the construction of a Townhouse development with a maximum of ~~29~~ **36** dwelling units.

SECTION 3. COMMUNITY DESIGN

3.1 Entrance and Streetscape. Any proposed entrance feature, signage and streetscape plantings shall be indicated on the site plan.

3.2 Mailboxes. Mailboxes shall be of the gang type. Location will be coordinated with the USPS and indicated on the site plan.

3.3 Waste removal. The site plan shall indication the location and design of dumpster enclosures. If trash bins for each dwelling and community center are provided in lieu of dumpsters, the site plan shall indicate sufficient street-side locations for bins on pick-up days.

SECTION 4. WATER

4.1 Public Connections. All development on the Property shall connect to public water. The Applicant shall be responsible for the costs and construction of those on and offsite improvements required in order to provide such service for the demand generated by the development on the Property.

4.2 Water system design. The site plan shall incorporate a loop of the potable water system. This loop shall contain a connection at Homewood Way from the Villages at Cedar Creek

PROFFER AMENDMENT STATEMENT

#REZ2024-0001, Village at Cedar Creek Townhomes Rezoning

Applicant: Landmark Atlantic Holdings, LLC

Date: August 8, 2023

development and from an existing system near the Fort Bowman Road/Old Valley Pike intersection.

4.3 Monetary Proffer. The applicant shall make a monetary contribution to the Town of Strasburg in the amount of \$215.00 per single-family attached residential unit on the property. Said contribution shall be used for water plant and water systems purposes and shall be paid prior to and as a condition of the zoning occupancy permit issuance for each residential unit constructed on the Property.

SECTION 5. SEWER

5.1 Public Connections. All development on the Property shall connect to public sewer. The Applicant shall be responsible for the costs and construction of those on and offsite improvements required in order to provide such service for the demand generated by the development on the Property.

5.2 Monetary Proffer. The applicant shall make a monetary contribution to the Town of Strasburg in the amount of \$385.00 per single-family attached residential unit on the property. Said contribution shall be used for sewer plant and sewer systems purposes and shall be paid prior to and as a condition of the zoning occupancy permit issuance for each residential unit constructed on the Property.

SECTION 6. TRANSPORTATION

6.1 Homewood Way improvements. Any improvements to Homewood Way shall be completed (minus topcoat) prior to the issuance of the first dwelling occupancy.

6.2 Fort Bowman Road improvements. Access to Fort Bowman Road from Homewood Way shall be by locked gate. The gate shall have a Knox Box or similar device approved by the Fire Department to allow emergency personnel to unlock the gate as needed.

6.3 Access. Access to the property shall be by Homewood Way as generally shown on the GDP. The final location and design of the entrance shall be shown on the approved site plan.

6.4 Internal street design. Internal streets shall be publicly owned, publicly maintained, platted as public right of way, and built to public road standards set forth by VDOT regulations.

6.5 Parking. Off-street parking shall be provided to accommodate 2.25 parking spaces per dwelling. Each dwelling lot is provided with 2 spaces. The remaining spaces are provided within a common parking area.

SECTION 7. LANDSCAPING, OPEN SPACE & BUFFERS

7.1 Landscape design. Landscaping shall be provided in accordance with the UDO and reflected on the site plan.

7.2 Landscaping maintenance. Landscaping shall be maintained by the property owner as shown on the approved site plan.

PROFFER AMENDMENT STATEMENT

#REZ2024-0001, Village at Cedar Creek Townhomes Rezoning

Applicant: Landmark Atlantic Holdings, LLC

Date: August 8, 2023

7.3 Open space maintenance. Areas designated as open space shall only be developed for the uses of trails, parks, and SWM/BMP facilities. The open space may never be developed for any other use and be owned by a property management company or HOA.

7.4 Buffers.

- A. A 25-foot landscape buffer shall be installed and maintained with the intent to separate the proposed residential development from the commercial district to the east. All buffers shall be in general conformance with the GDP.

SECTION 7. POLICE

7.1 Monetary Proffer. The applicant shall make a monetary contribution to the Town of Strasburg in the amount of \$130.00 per single-family attached residential unit on the property. Said contribution shall be used for police purposes and shall paid prior to and as a condition of the zoning occupancy permit issuance for each residential unit constructed on the Property.

SECTION 8. PARKS & RECREATION

8.1 Monetary Proffer. The applicant shall make a monetary contribution to the Town of Strasburg in the amount of \$350.00 per single-family attached residential unit on the property. Said contribution shall be used for parks and recreation purposes and shall paid prior to and as a condition of the zoning occupancy permit issuance for each residential unit constructed on the Property.

SECTION 9. ADMINISTRATION

9.1 Monetary Proffer. The applicant shall make a monetary contribution to the Town of Strasburg in the amount of \$700.00 per single-family attached residential unit on the property. Said contribution shall be used for administrative systems and structures purposes and shall paid prior to and as a condition of the zoning occupancy permit issuance for each residential unit constructed on the Property.

Owner/Owners Agent Signature: _____

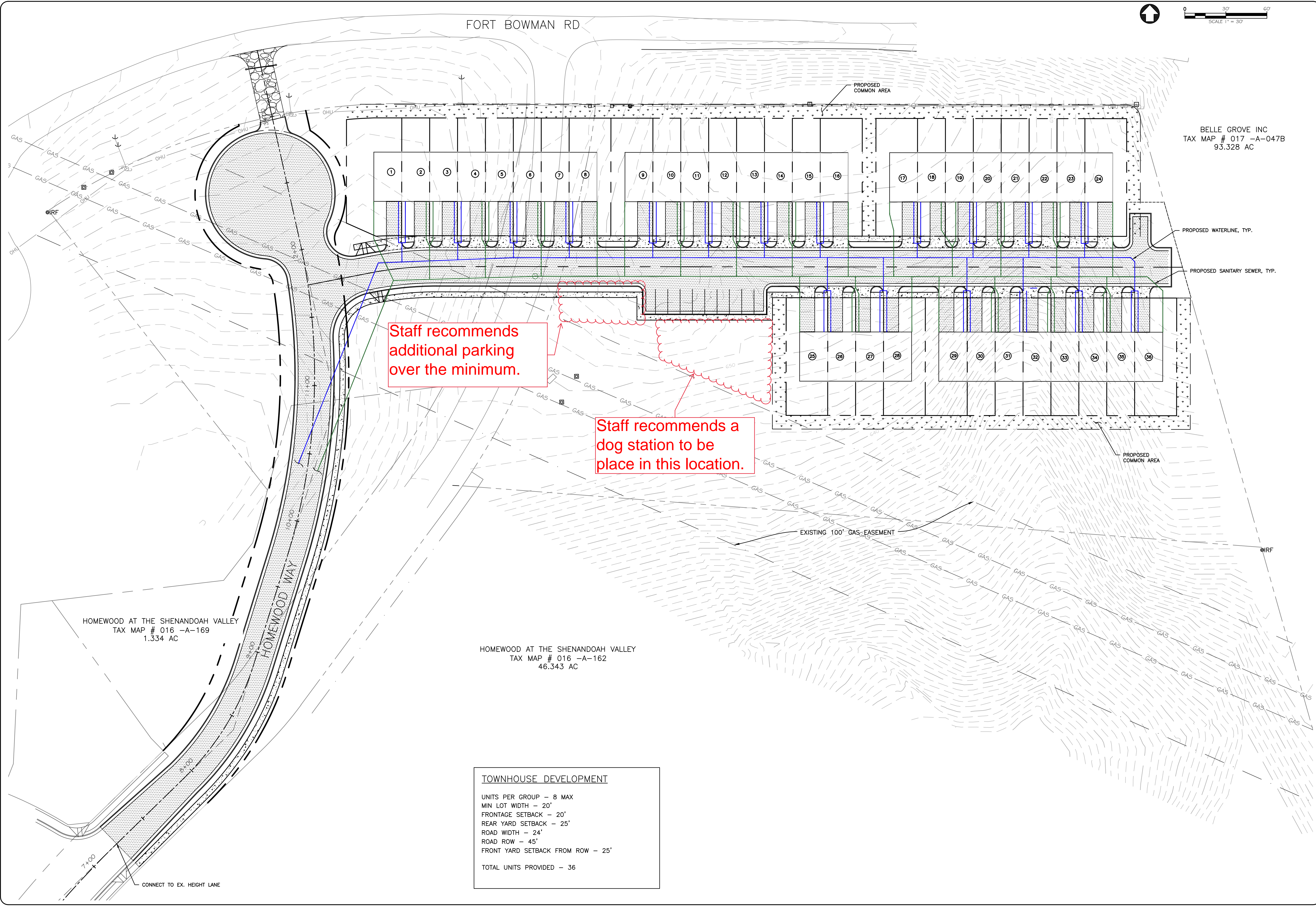
Date _____

All conditions set forth within this proffer statement were approved by the Strasburg Town Council on _____.

Planning and Zoning Administrator _____

Date _____

P:\2023\9620 - LandmarkAtlantic - Strasburg Townhouse Planning - Civil\8. DESIGN\4. DWG\CIVIL\COMPOSITE



Staff recommends additional parking over the minimum.

Staff recommends a dog station to be place in this location.

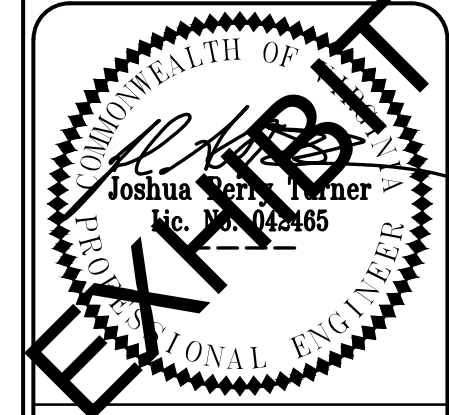
BELLE GROVE INC
TAX MAP # 017 -A-047B
93.328 AC

HOMWOOD AT THE SHENANDOAH VALLEY
TAX MAP # 016 -A-169
1.334 AC

HOMWOOD AT THE SHENANDOAH VALLEY
TAX MAP # 016 -A-162
46.343 AC

TOWNHOUSE DEVELOPMENT
UNITS PER GROUP - 8 MAX
MIN LOT WIDTH - 20'
FRONTAGE SETBACK - 20'
REAR YARD SETBACK - 25'
ROAD WIDTH - 24'
ROAD ROW - 45'
FRONT YARD SETBACK FROM ROW - 25'
TOTAL UNITS PROVIDED - 36

Date	05/24/23
App'r'd	JPT
By	HV
Submittal / Revision	NOT APPROVED FOR CONSTRUCTION
No.	30% PLANS



PRELIMINARY REVIEW SET

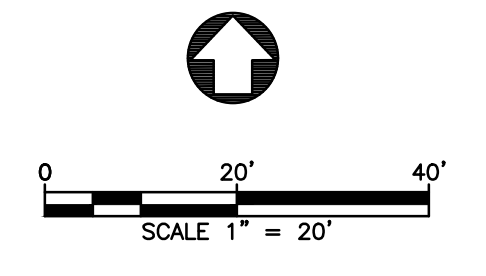
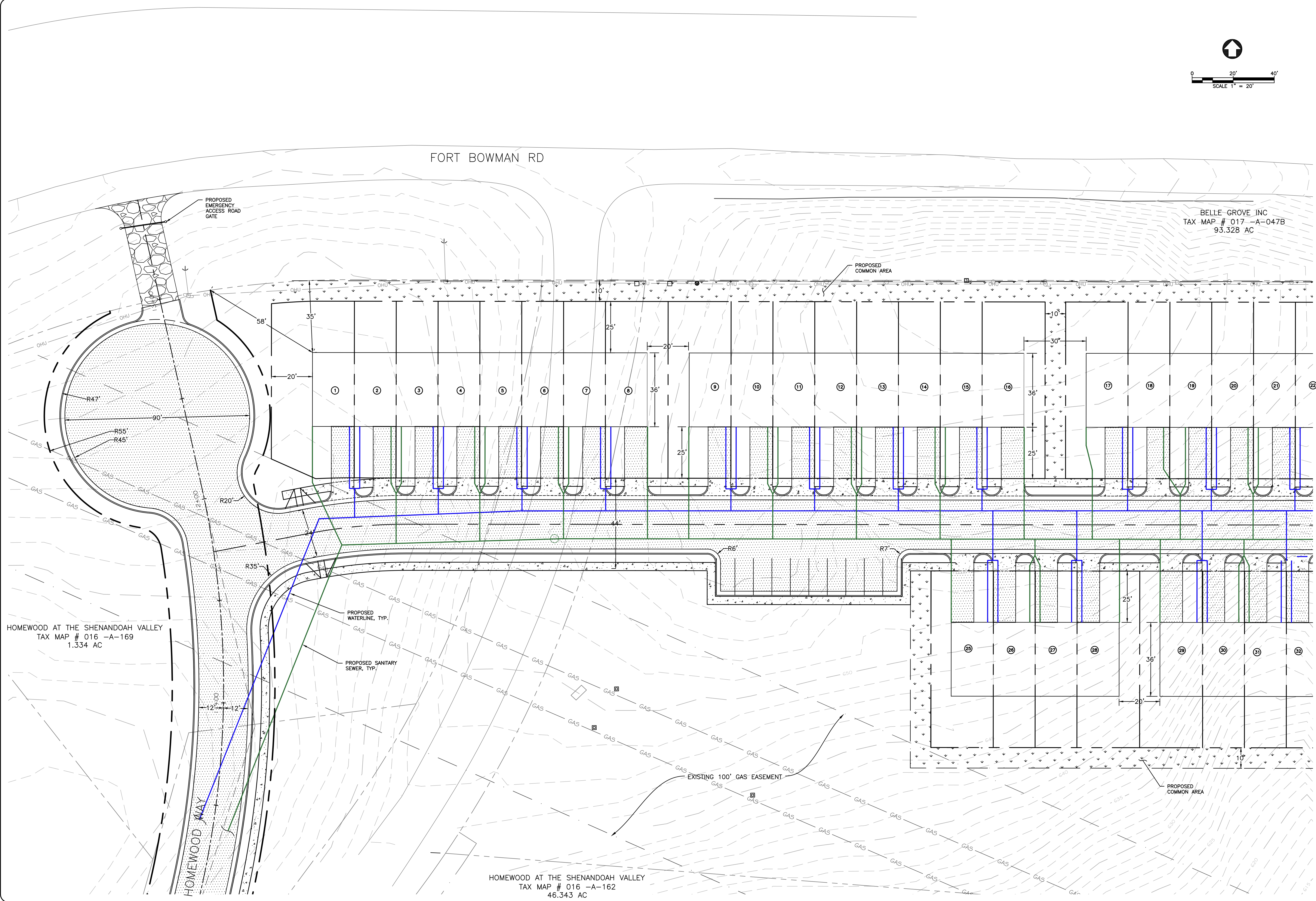
RACEY ENGINEERING PLLC
312 WEST MAIN ST. - P.O. BOX 387
LURAY, VA 22835
PH: (640) 745-9227 - FAX: (640) 745-6118

DESIGNED:HV DRAWN:HV CHECKED:TSA

VILLAGE AT CEDAR CREEK TOWNHOMES
LAYOUT PLAN
LANDMARK ATLANTIC HOLDINGS, LLC
SHENANDOAH COUNTY
RACEY PROJECT NUMBER: 9620 PUBLISH DATE: 9/19/2023

C200

P:\2023\9620 - LandmarkAtlantic - Strasburg Townhouse Planning - Civil\A.B. DESIGN\4. DWG\CIVIL\COMPOSITE



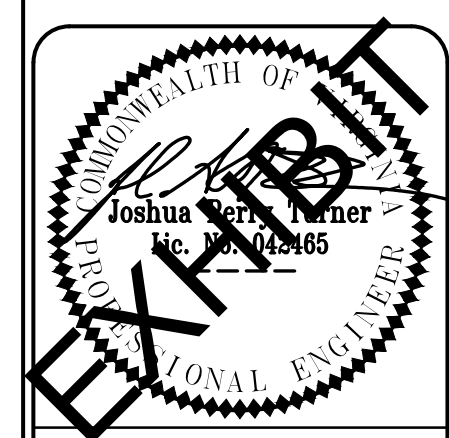
FORT BOWMAN RD

BELLE GROVE INC
TAX MAP # 017 -A-047B
93.328 AC

HOMEWOOD AT THE SHENANDOAH VALLEY
TAX MAP # 016 -A-169
1.334 AC

HOMEWOOD AT THE SHENANDOAH VALLEY
TAX MAP # 016 -A-162
46.343 AC

No.	30% PLANS	Submittal / Revision	By	HV	App'd	JPT	Date	05/24/23
NOT APPROVED FOR CONSTRUCTION								



PRELIMINARY REVIEW SET

RACEY ENGINEERING P.L.L.C.
 312 WEST MAIN ST. - P.O. BOX 387
 LURAY, VA 22835
 PH: (404) 745-9227 - FAX: (404) 745-6118

DESIGNED:HV DRAWN:HV CHECKED:JFA

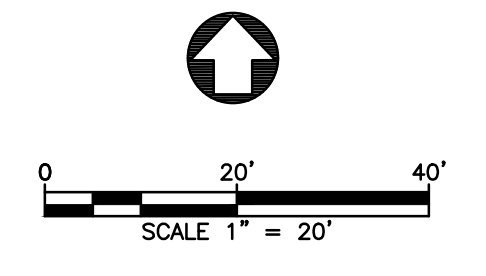
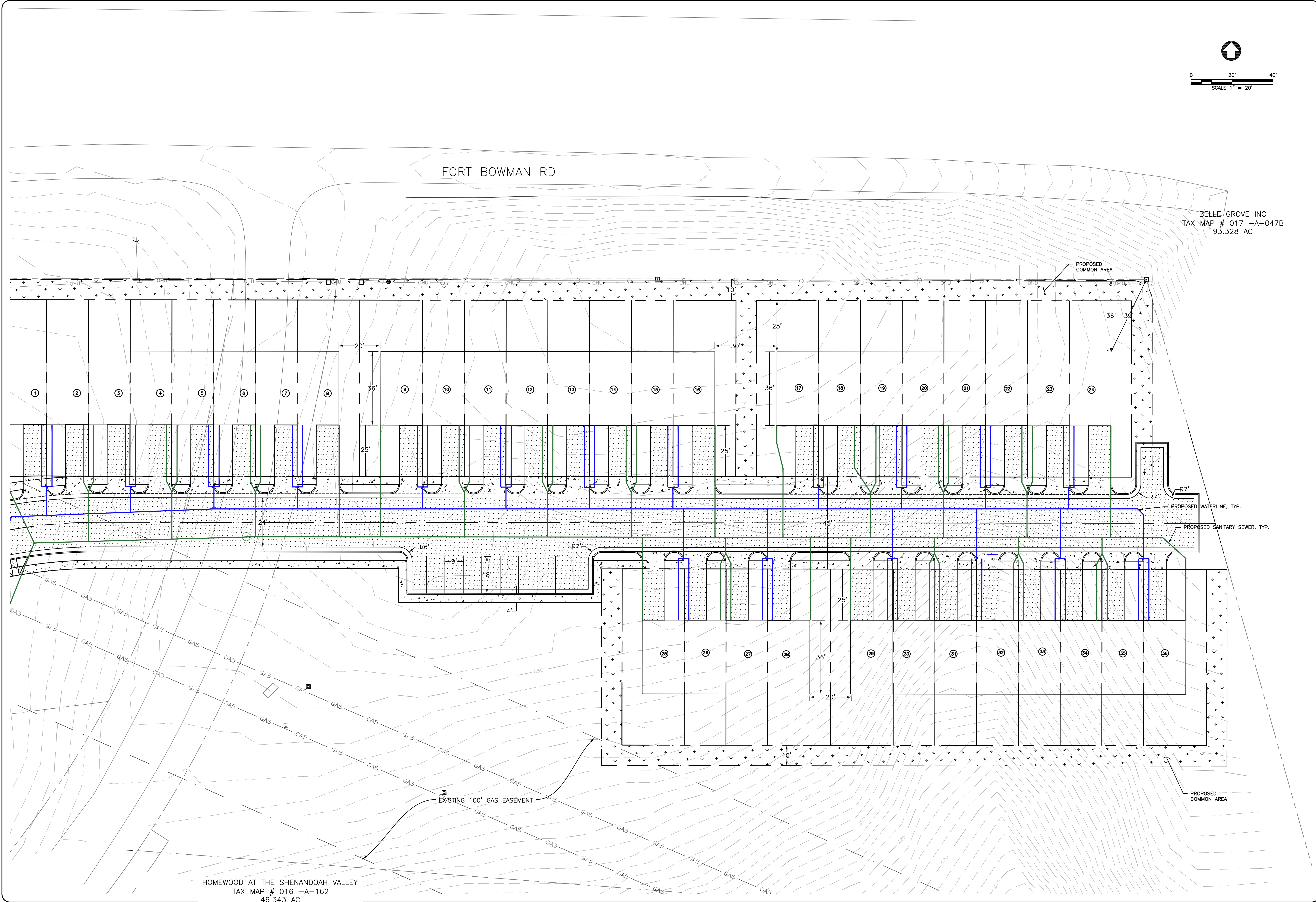
VILLAGE AT CEDAR CREEK TOWNHOMES
 LAYOUT PLAN EXPANDED
 LANDMARK ATLANTIC HOLDINGS, LLC
 SHENANDOAH COUNTY

RACEY PROJECT NUMBER: 9620 PUBLISH DATE: 9/19/2023

C201

P:\2023\9620 - LandmarkAtlantic - Strasburg Townhouse Planning - Civil\A. DESIGN\4. DWG\CIVIL\COMPOSITE

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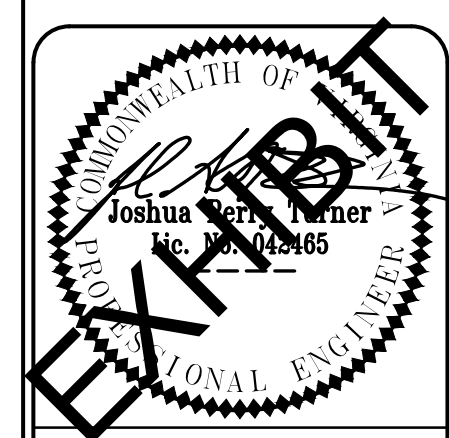


FORT BOWMAN RD

BELLE GROVE INC
TAX MAP # 017 -A-047B
93.328 AC

HOMEWOOD AT THE SHENANDOAH VALLEY
TAX MAP # 016 -A-162
46.343 AC

No.	30% PLANS	Submittal / Revision	By	HV	App'd	JPT	Date	05/24/23
NOT APPROVED FOR CONSTRUCTION								



PRELIMINARY REVIEW SET

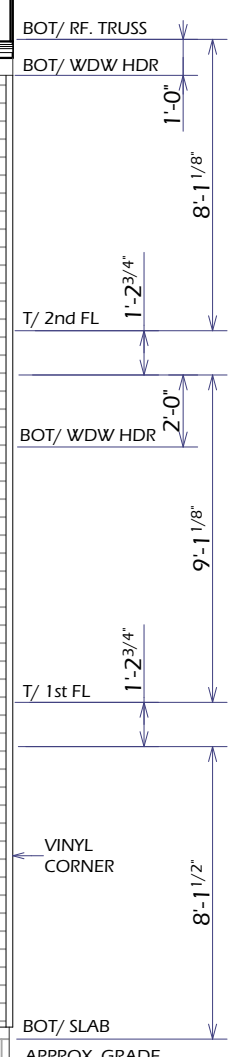
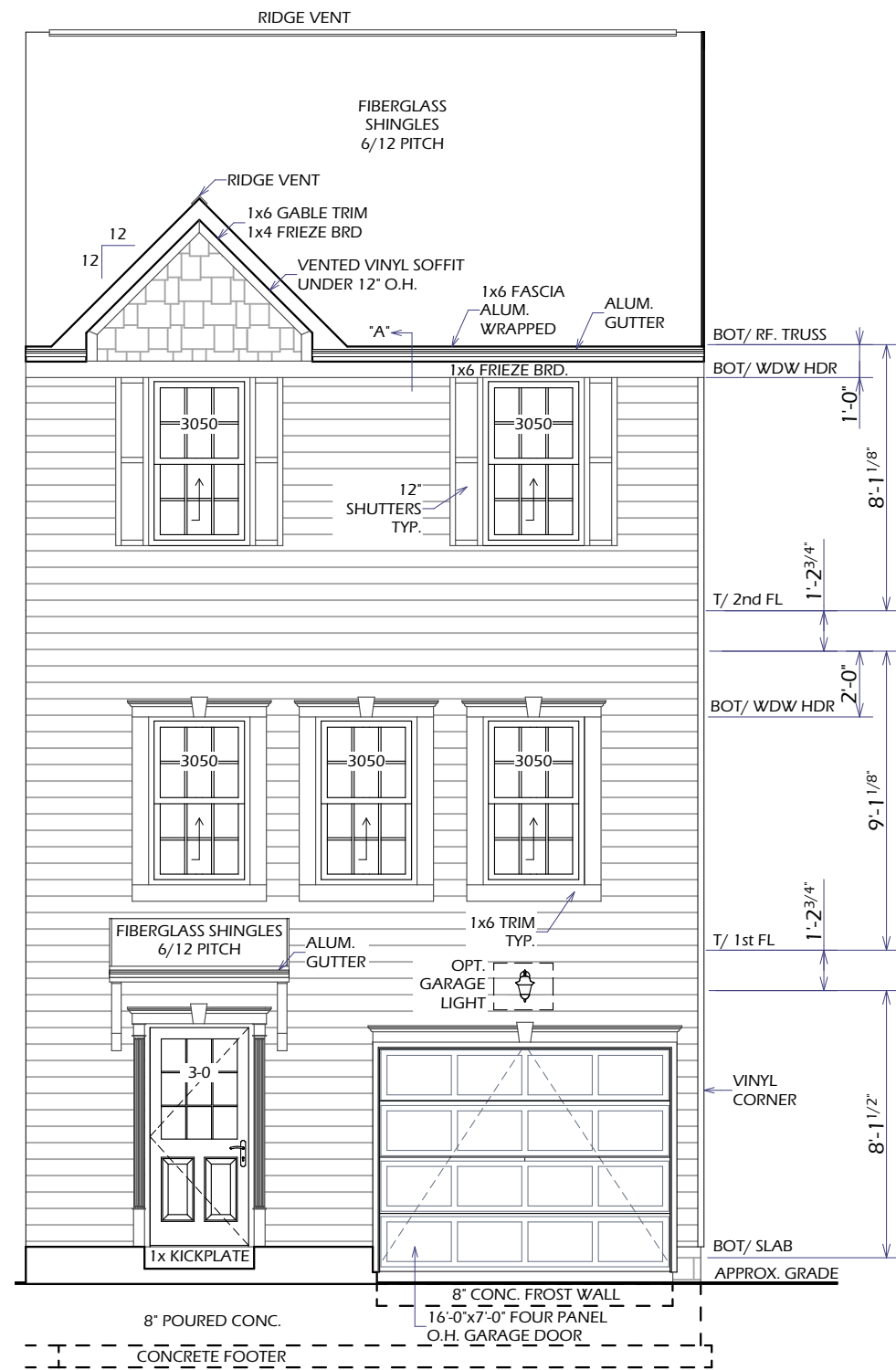
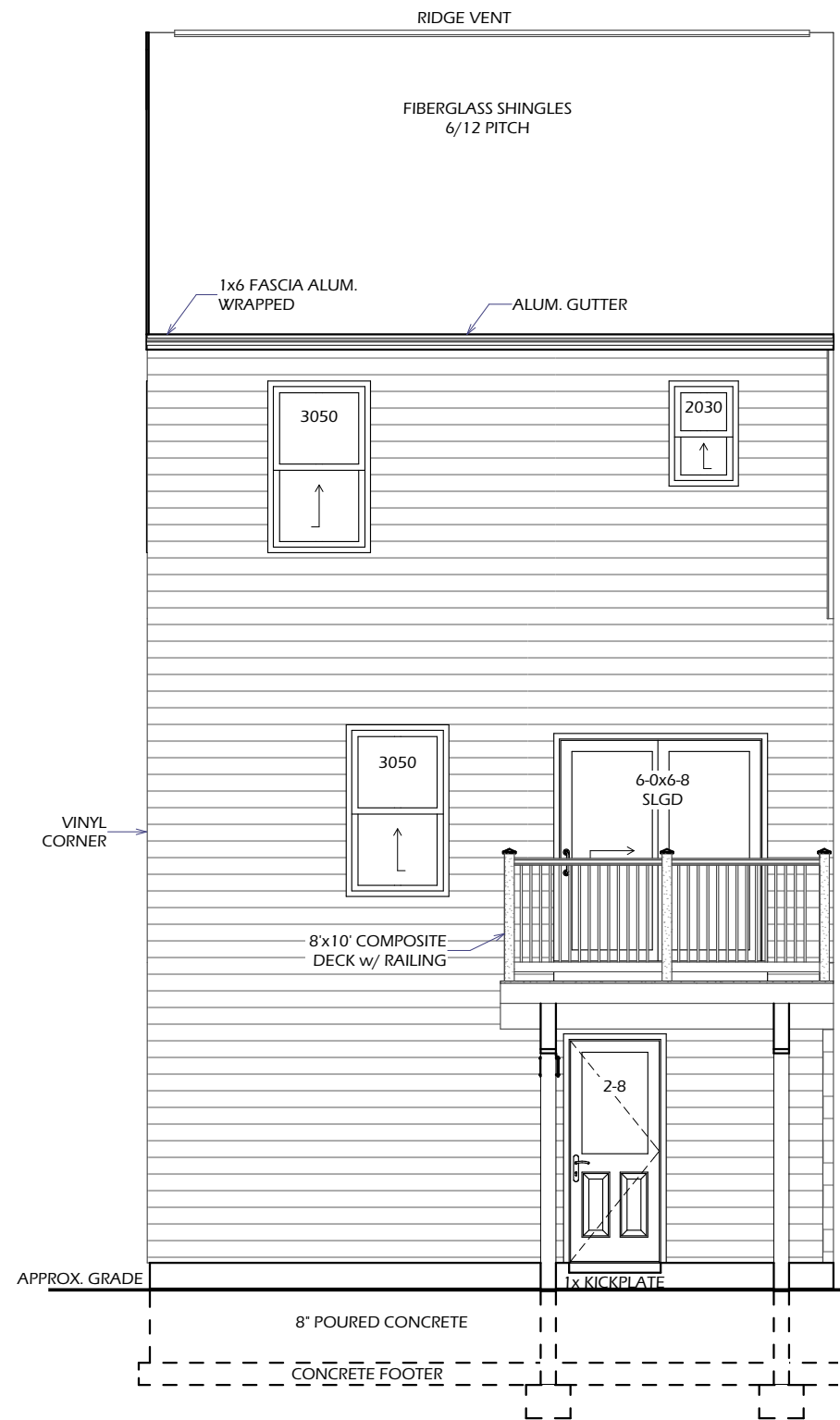
RACEY ENGINEERING, PLLC
 312 WEST MAIN ST. - P.O. BOX 387
 LURAY, VA 22835
 PH: (640) 743-9227 - FAX: (640) 743-6118

DESIGNED:HV DRAWN:HV CHECKED:JPA

VILLAGE AT CEDAR CREEK TOWNHOMES
 LAYOUT PLAN - EXPANDED
 LANDMARK ATLANTIC HOLDINGS, LLC
 SHENANDOAH COUNTY

RACEY PROJECT NUMBER: 9620 PUBLISH DATE: 9/19/2023

C202



DRAWN BY: SADIE PARADISE

REVISIONS:

DATE: 3/16/2022

MARONDA
Homes

TITLE:

ST. PAUL
FRONT ELEVATION
"A" ELEVATION
VINYL FRONT FINISH
1 CAR FRONT ENTRY GARAGE

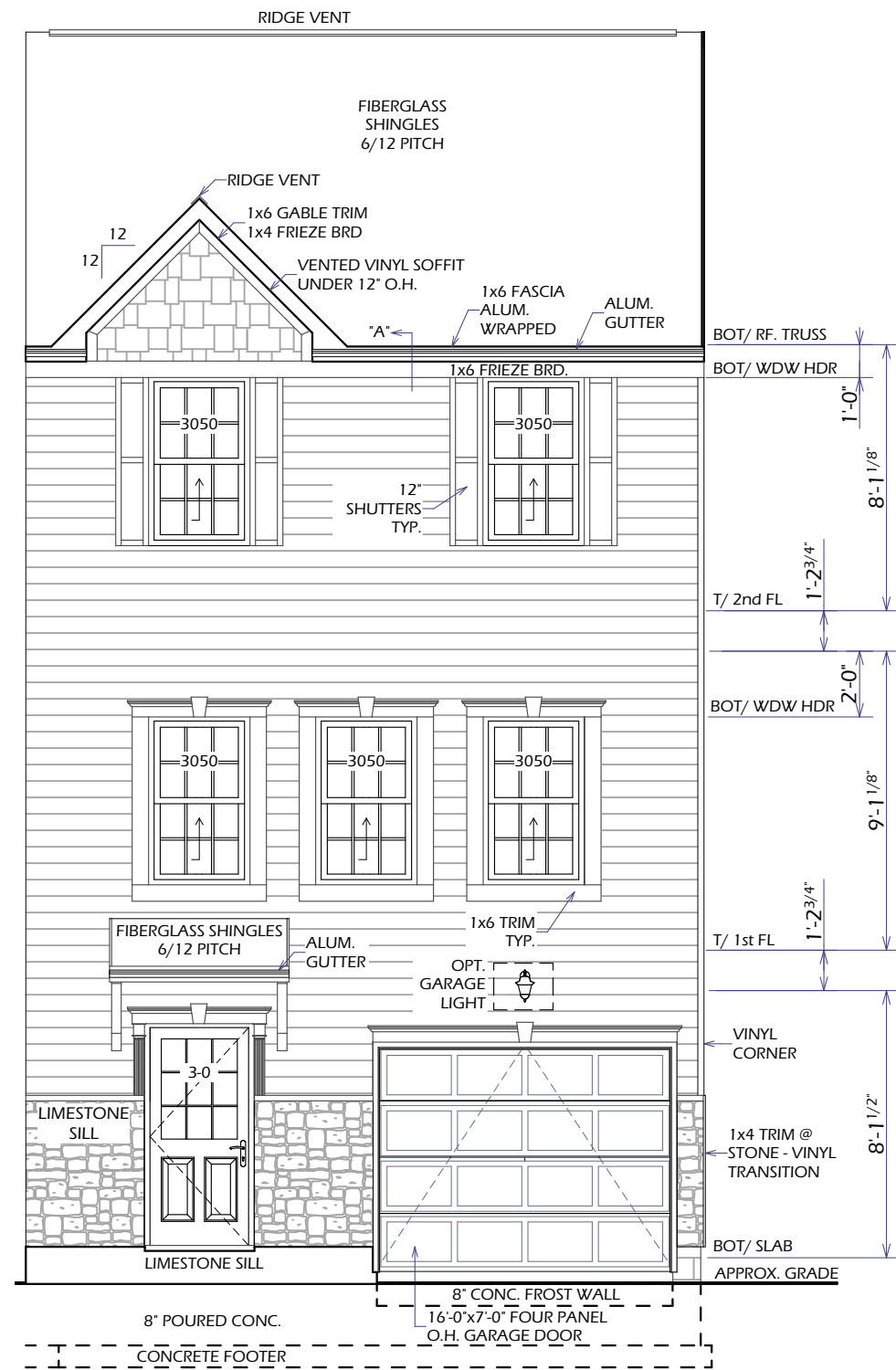
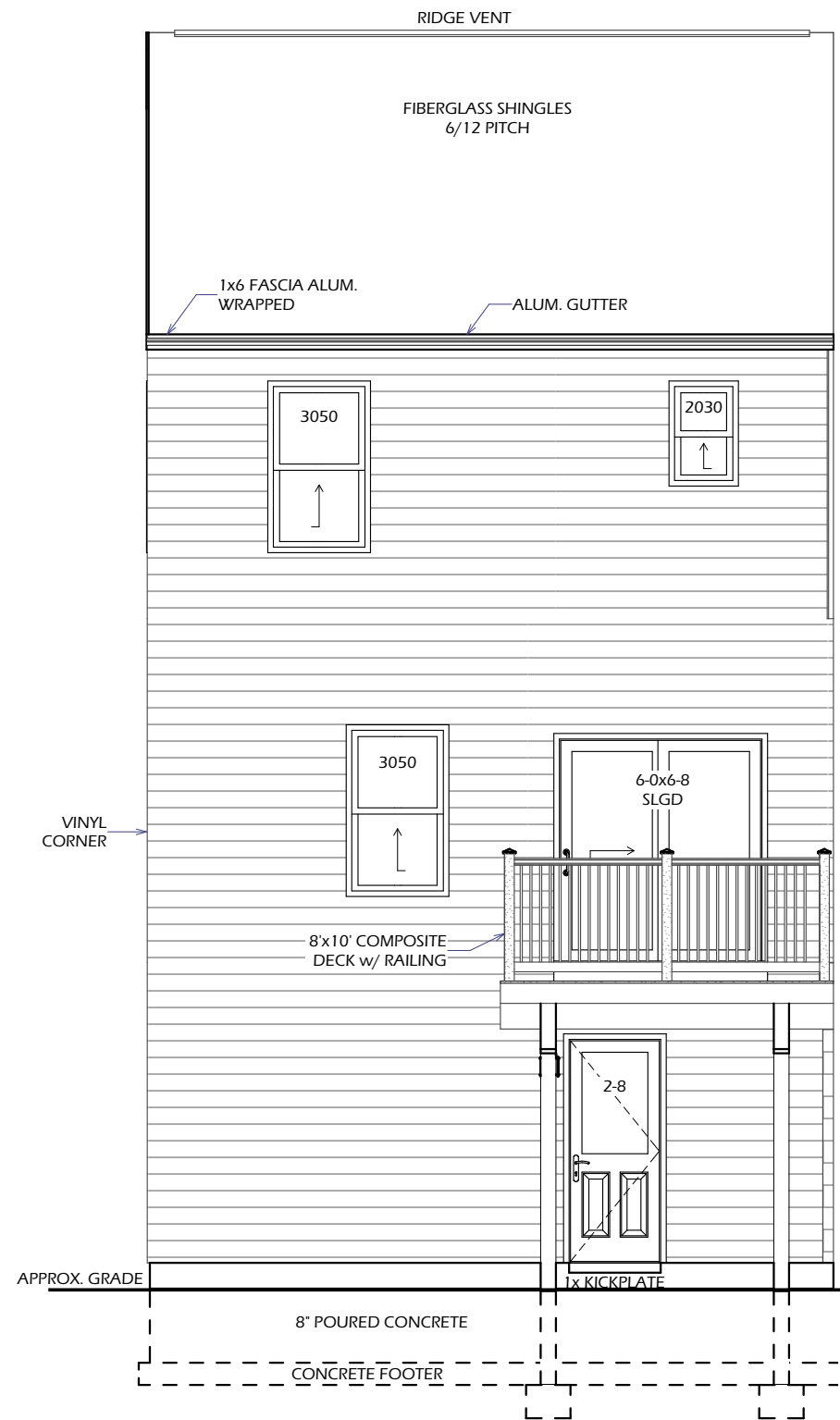
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DWG:



DRAWN BY: SADIE PARADISE

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SHT:

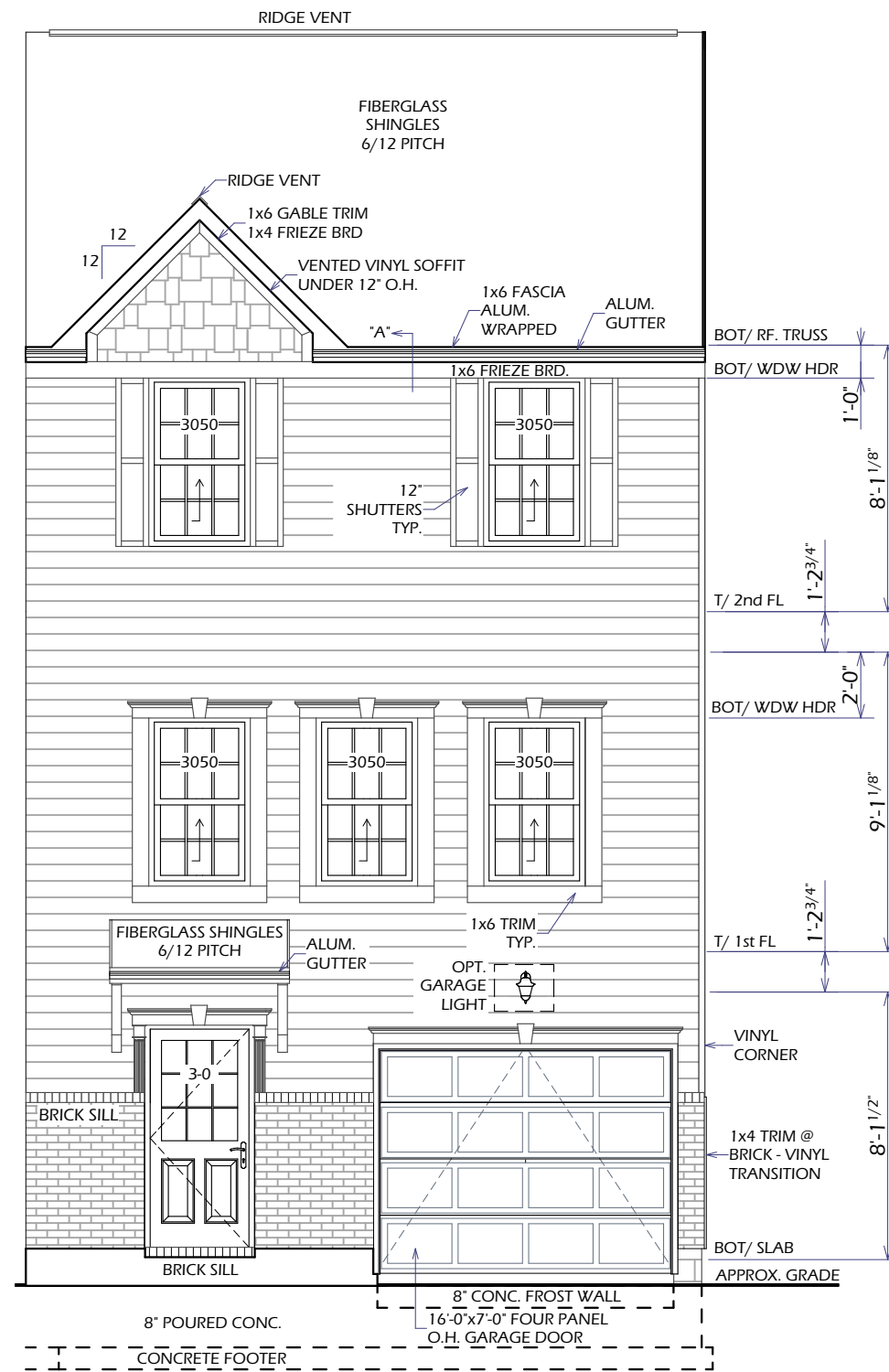
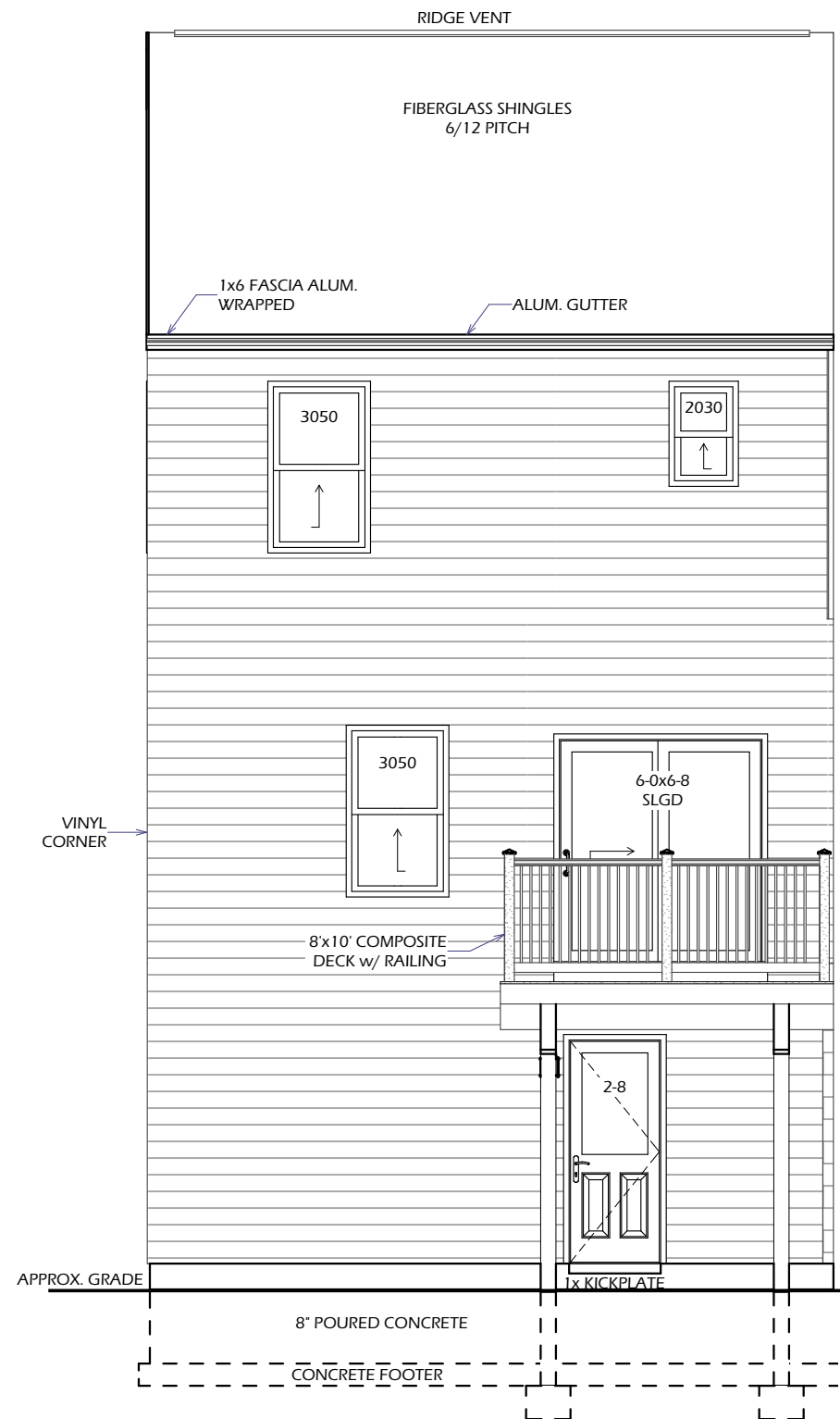
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DWG:

STONE WATERTABLE FRONT FINISH
1 CAR FRONT ENTRY GARAGE

1



DRAWN BY: SADIE PARADISE

REVISIONS:

DATE: 3/16/2022

MARONDA
Homes

TITLE:

ST. PAUL
FRONT ELEVATION
"A" ELEVATION

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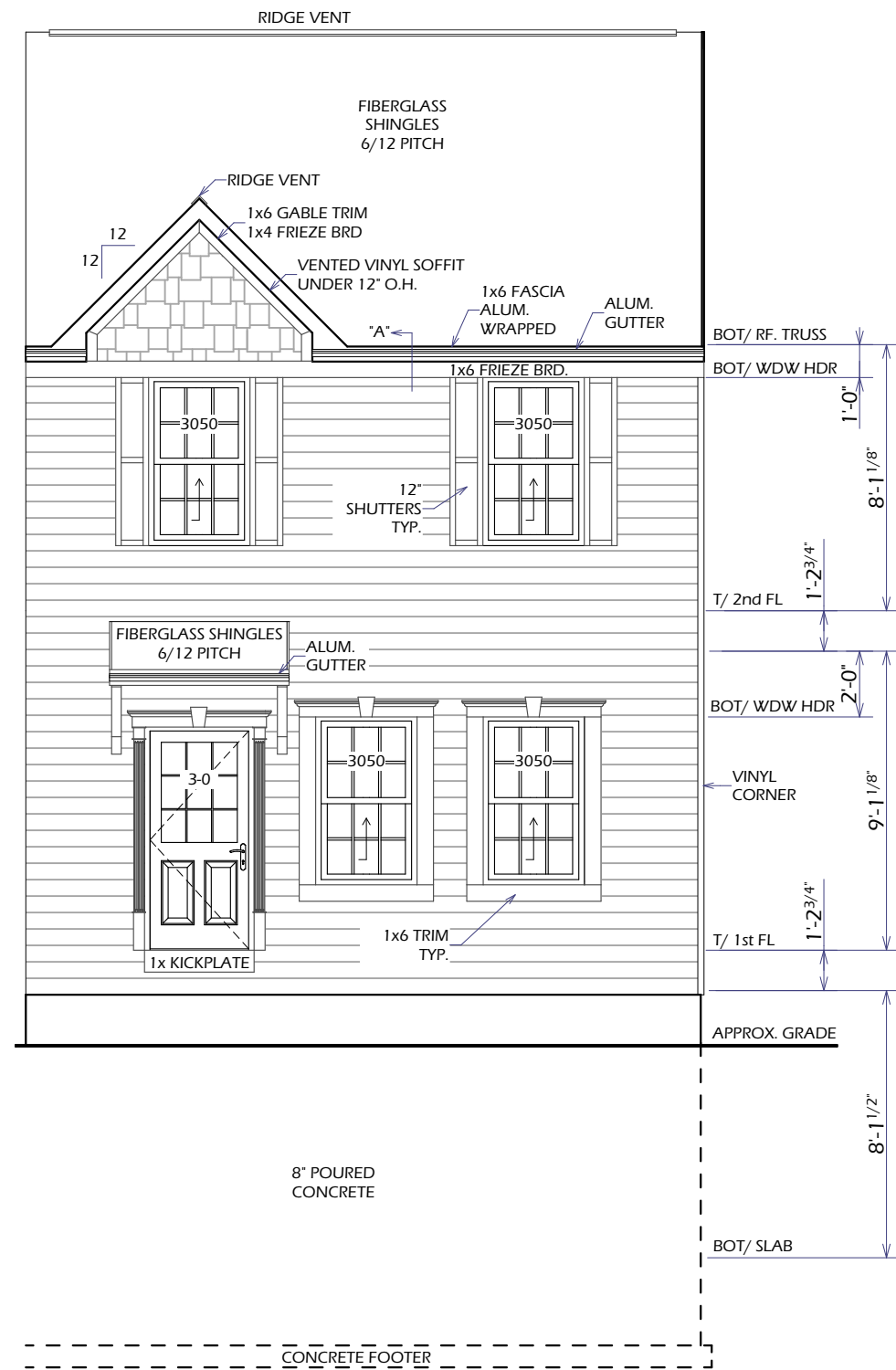
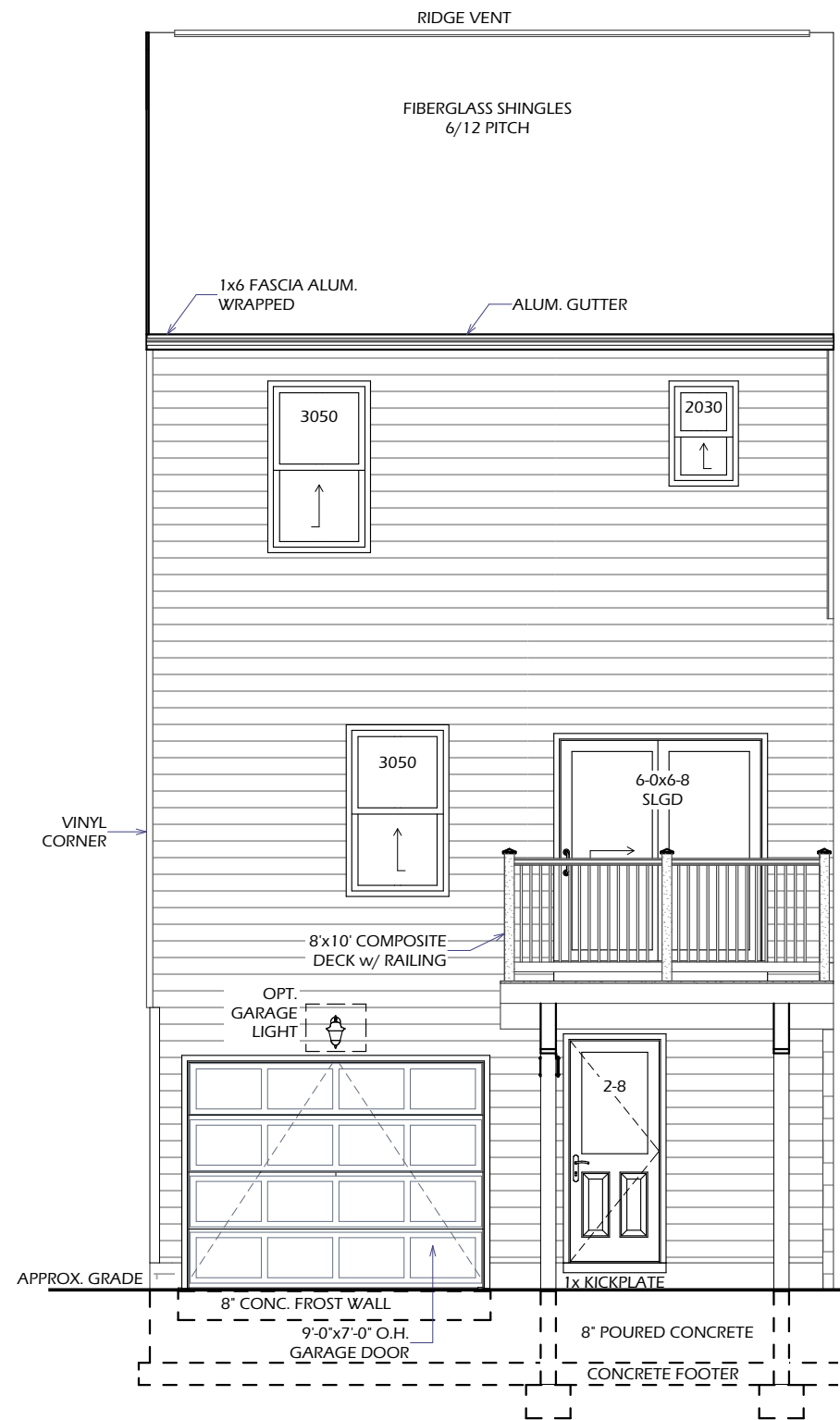
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DWG:

BRICK WATERTABLE FRONT FINISH
1 CAR FRONT ENTRY GARAGE

1



DRAWN BY: SADIE PARADISE

REVISIONS:

DATE: 3/16/2022

MARONDA
Homes

TITLE:

ST. PAUL
FRONT ELEVATION
"A" ELEVATION
VINYL FRONT FINISH
1 CAR REAR ENTRY GARAGE

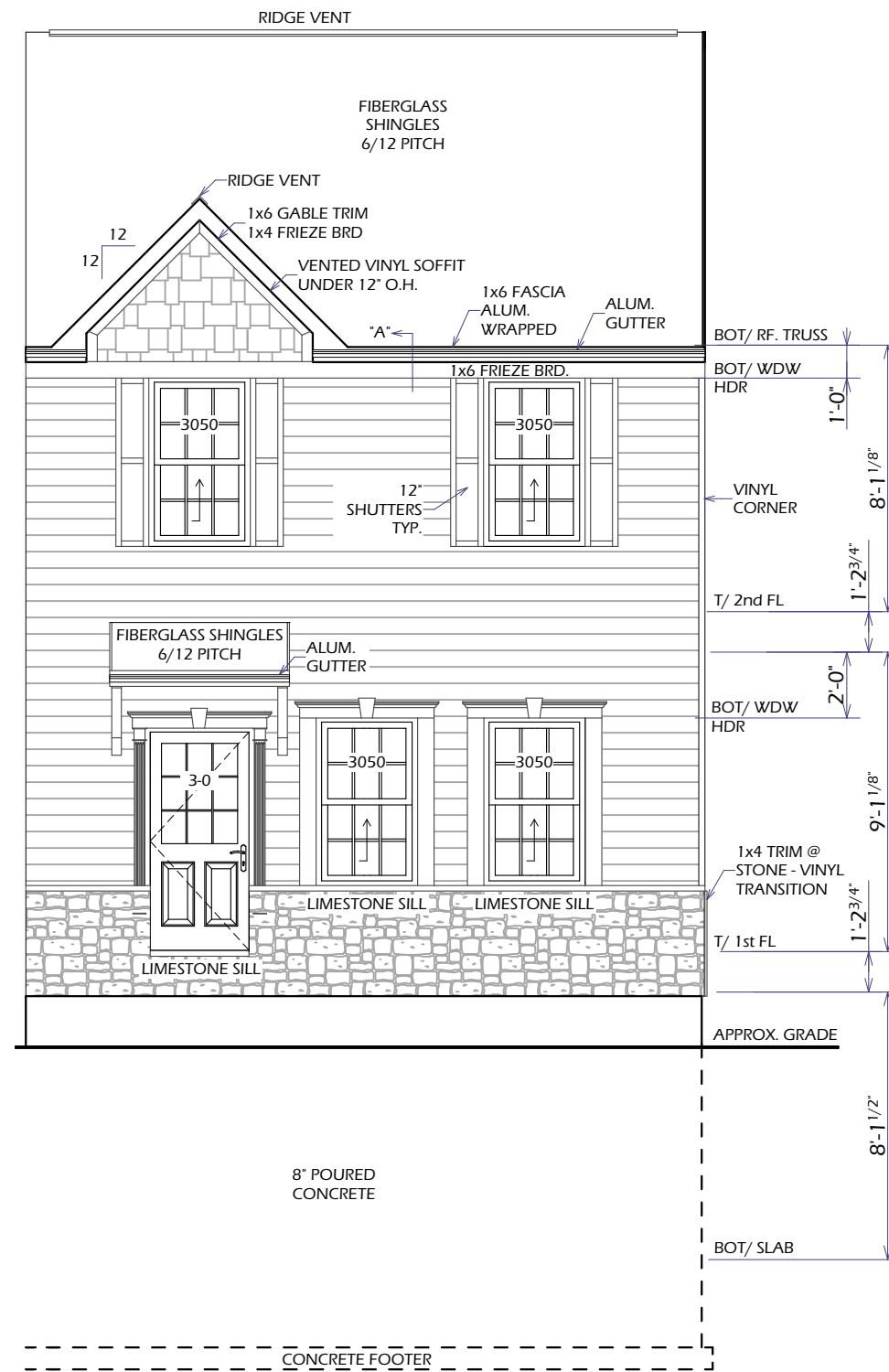
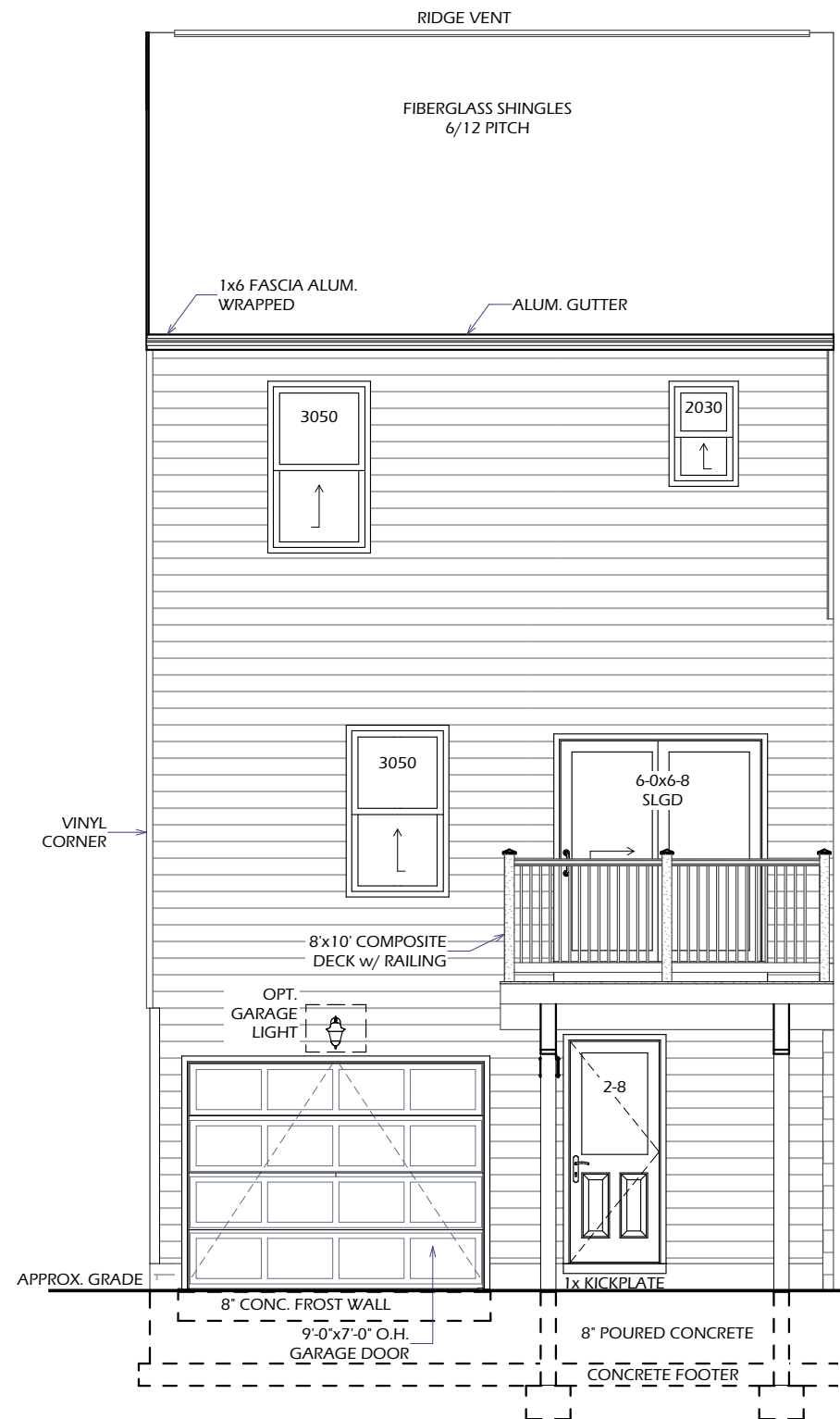
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DWG:

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DRAWN BY: SADIE PARADISE

REVISIONS:

DATE: 3/16/2022

MARONDA
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TITLE:

ST. PAUL
FRONT ELEVATION
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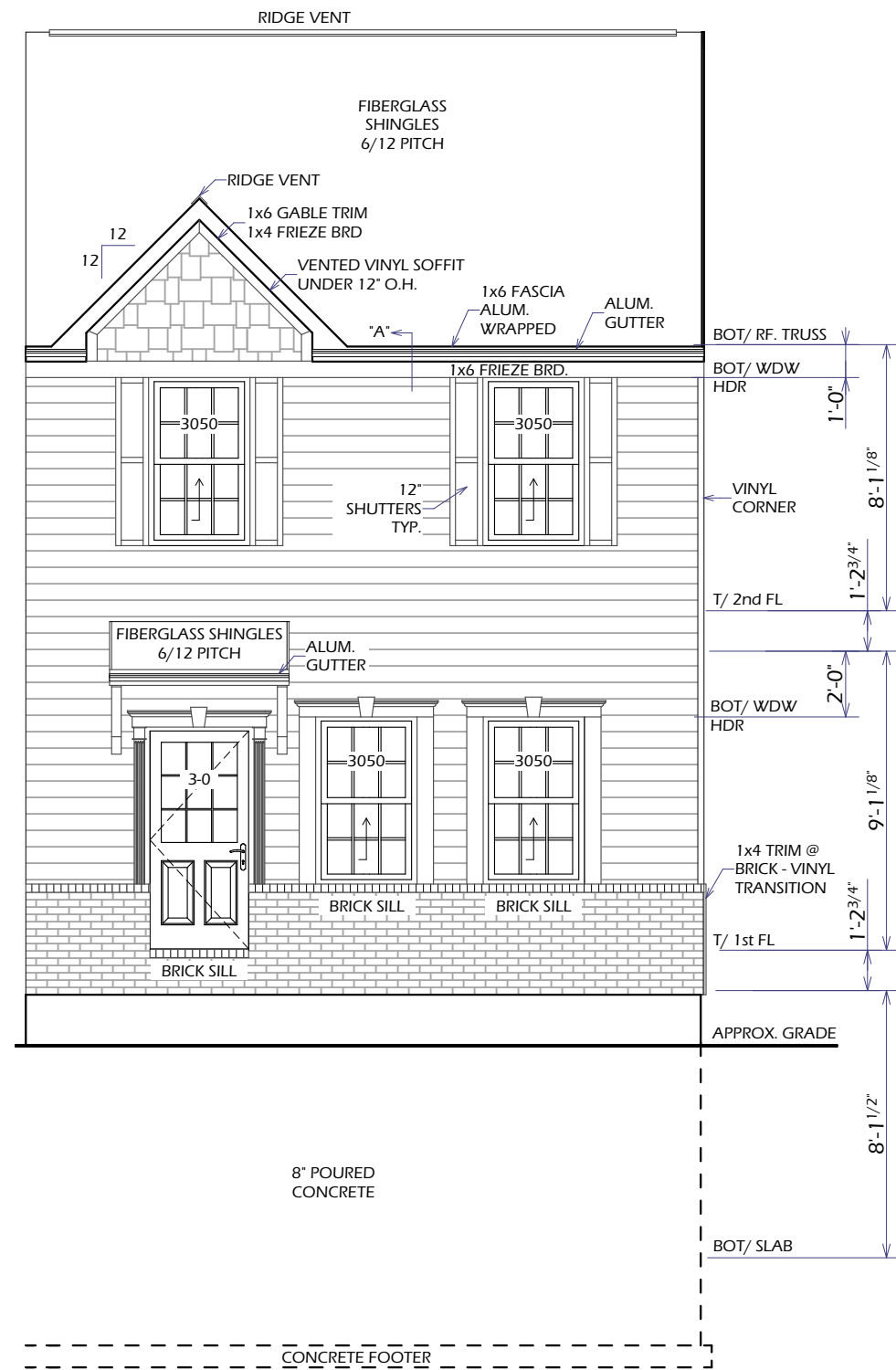
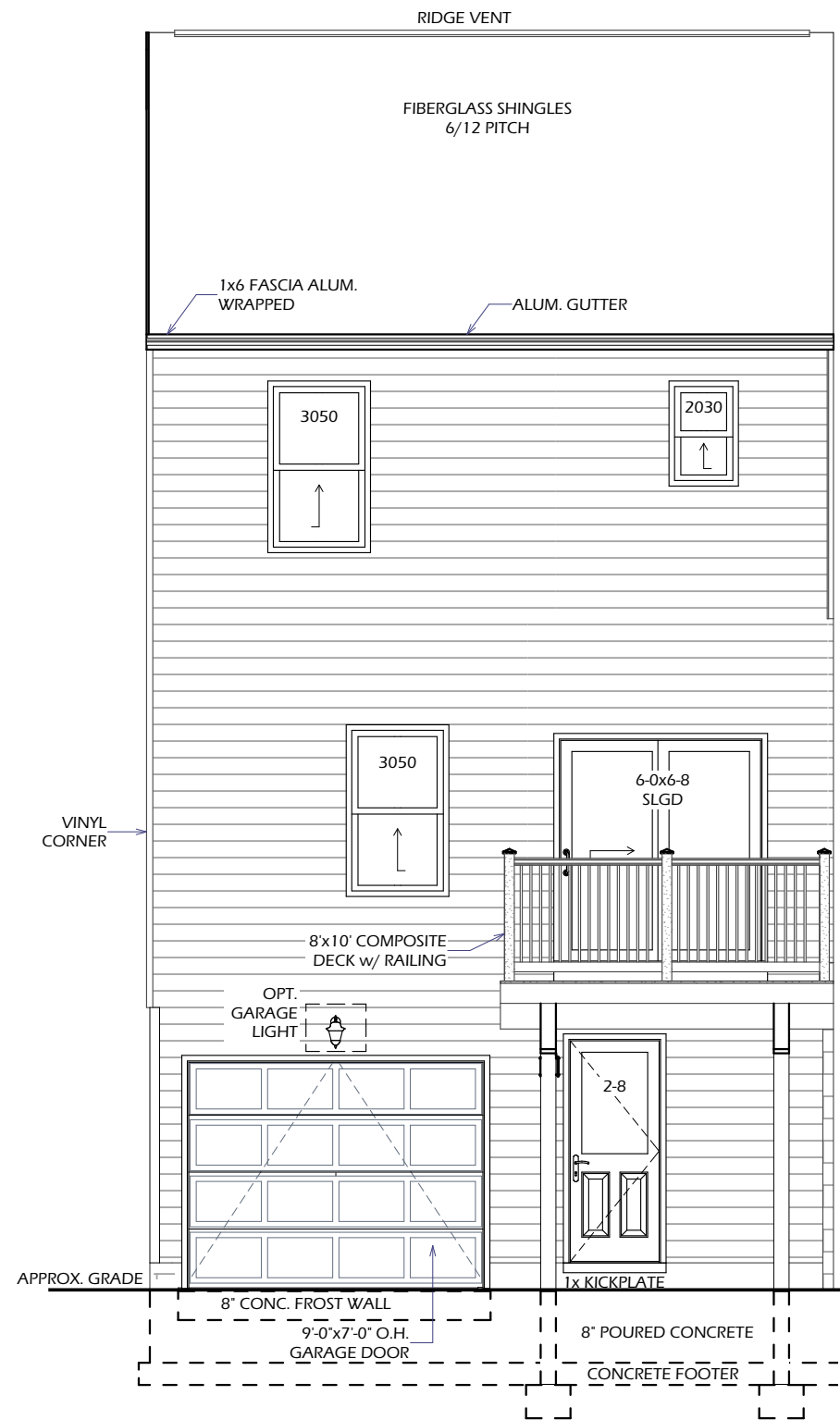
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SCALE: 3/16" = 1'-0"

DWG:

STONE WATERTABLE FRONT FINISH
1 CAR REAR ENTRY GARAGE

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DRAWN BY: SADIE PARADISE

REVISIONS:

DATE: 3/16/2022

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SCALE: 3/16" = 1'-0"

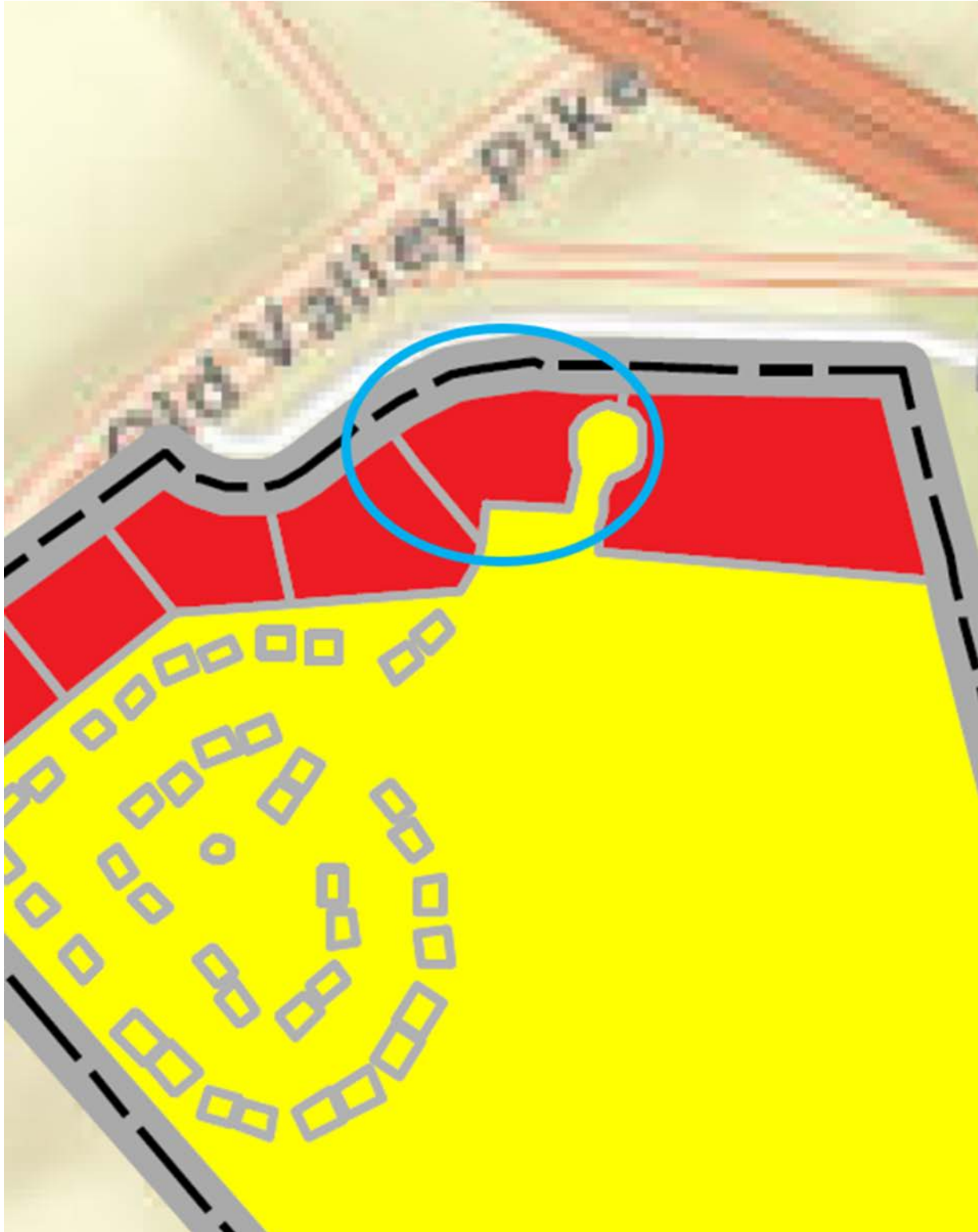
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Attachment D - GIS aerial image



Attachment E - Zoning map



MINUTES OF THE STRASBURG PLANNING COMMISSION MEETING HELD ON TUESDAY, AUGUST 22, 2023 AT 7 P.M. IN THE COUNCIL CHAMBERS OF THE STRASBURG TOWN HALL.

PLANNING COMMISSIONERS PRESENT: Chairperson Poling, Commissioners Foster, Nicholson, Rhodes, Zeimet and Vice Mayor McCorn. Absent: Commissioner Dean

STAFF PRESENT: Planning & Zoning Administrator Otis and Substitute Clerk Delaina Stroop.

Chairperson Poling called the meeting to order and reviewed the agenda.

Approval of Agenda:

The agenda was approved unanimously with a motion by Commissioner McCorn and the second by Commissioner Poling.

Public Hearings (if needed):

- To receive public comment on a Special Use Permit application (SUP2023-0007) requested by FIDUM COMPANY, owner, for property identified as Tax Map 025A201B059 004 located at 395 Stonewall Street fifty feet north of the intersection of Stonewall Street and Thompson Street and containing 0.138 acres. The request is to permit short-term rental use within the existing detached single-family dwelling.
- **Public Hearing: Chairperson Poling** opened the public hearing at 7:05 p.m. With no one in the audience, he declared the public hearing closed immediately (no speakers).
- **Staff Report – Planning & Zoning Administrator Otis** reviewed the location, number of bedrooms, and size of the lot. The challenge with this is that the ordinance requires one parking space per guest room. This is a three bedroom house and there are only two parking spaces. The applicant has stated they will apply for a zoning permit to widen the driveway to allow for additional parking. Adding the space will be challenging due to the setback requirements and underground utilities. It might work, but he is not completely sure.

Staff made recommendations based on what is in the UDO at this time. Approval is recommended with the following conditions:

1. The applicant provides the name, address, and phone number of the local representative on the zoning occupancy application.
2. The property shall be rented with only 2 guest rooms available.
3. The advertisement for rental shall indicate the 2 sleeping/guest rooms.
4. If the owner obtains a zoning permit for driveway expansion, and the work has been completed/inspected, the property can be utilized and advertised with 3 sleeping/guest rooms.
5. Advertisements shall include an image of the front of the dwelling to identify the location of the rental unit.

6. If any condition listed above is violated, the SUP shall be made null and void. He added that if they were to rent as three guest rooms before the additional parking is approved and added, the SUP would be null and void.

Chairperson Poling said his understanding is no one is living at this house. **Planning and Zoning Administrator Otis** said he could not confirm this statement. In previous meetings, the applicant had said they resided there, but he had a conversation with their attorney who said they do not live at that address. **Chairperson Poling** said the reason the Commission recommended denial previously was because of insufficient parking.

Commissioner Zeimet said if they are not occupying the resident, can we ask that they lock a bedroom. **Planning & Zoning Administrator Otis** said yes, this can be asked. Many times, homes are rented at beaches that have rooms locked off where the owners keep their personal belongings, so we can definitely ask it to be locked.

Vice Mayor McCorn said since we started addressing the Short Term Rental issue, one of the main tenets that this Commission and Council, as well, wanted to do was to protect the integrity of our neighborhoods. Applications approved thus far have been either in a commercial building or along a commercial corridor, or they are in the historic district and adjacent to the downtown area. The property in question is different in that it is in a residential neighborhood and is not along a commercial corridor or in a historic or tourism area. Because of this, she is unable to offer support for this SUP.

Chairperson Poling moved to recommend to Town Council approval of the SUP with the six listed conditions in the staff report and the addition of a seventh that any unused bedrooms be locked. In addition, this motion is premised on the fact that the house be unoccupied; this would be the eighth condition. Commissioner Zeimet offered the second to the motion.

Discussion:

Vice Mayor McCorn said she will not be supporting this motion for reasons already stated.

On a roll call vote, the motion passed with the following results:

Chairperson Poling	Aye
Commissioner Foster	Nay
Commissioner Nicholson	Aye
Commissioner Rhodes	Aye
Vice Mayor McCorn	Nay

Citizen Comments on non-agenda items:

Action Items:

1.) Approval of Minutes

Description: *Approval of Minutes of the July 25, 2023 Planning Commission Meeting*

The minutes of the July 25, 2023 Planning Commission meeting were approved unanimously with one correction of a misspelled word on a motion by Vice Mayor McCorn and the second by Commissioner Foster.

Staff Updates:

Planning and Zoning Administrator Otis said Council approved the Village at Cedar Creek rezoning. He is now waiting on plans. He also received plans for Royal Farms yesterday which he is currently reviewing. Taco Bell was initially to open August 1st but does not know what the holdup is. There is still a lot of landscaping that needs to be done.

Old Business:

Planning and Zoning Administrator Otis said the zoning ordinance rewrite is moving forward. He has a couple of topics to bring before the Commission and Council to get further recommendations on. Special Event permits are one of those topics, as well as uses on public sidewalks. It has been challenging to keep on top of some of these. Some of the questions have been businesses having planters on either side of their entrance and flower boxes under windows – is this allowed? He would like to have some language that allows some aesthetics such as these.

New Business:

Chairperson Poling said the ordinance that deals with Short Term Rentals needs to be reviewed and some changes put in place or eliminated and something else put in its place. Personally, he would recommend Town Council look at this and revise ordinances. He agrees with the comments made by **Vice Mayor McCornyn** about the location of the approval they just made; this is not the place for a STR. Yes, he made the motion for approval, but he really didn't know how to not block the approval. He agreed with **Vice Mayor McCornyn** and **Commissioner Foster** and their vote, but until the ordinance is changed, he doesn't see how to not move forward.

Planning and Zoning Administrator Otis said he could speak to Council on this to let them know there is a concern.

Chairperson Poling began making a motion to recommend to Town Council that they review the ordinances for Short Term Rentals. **Commissioner Zeimet** asked to amend the motion so that the owner lives no more than 30 minutes away. **Chairperson Poling** doesn't feel that is something for the motion as the motion is to just review the entire ordinance. What **Commissioner Zeimet** speaks of is one of the things he feels needs to be reviewed, as well as what district the STR could be located in.

Chairperson Poling moved to recommend to Town Council that they review the ordinances for Short Term Rentals; Vice Mayor McCornyn offered the second. With no discussion, the motion passed unanimously.

Planning and Zoning Administrator Otis since this sets the standard that all agree that this needs to be reevaluated, and one of the concerns is location, so by approving this, it sets the standard. He doesn't know how long it would take to get language together to change the ordinance, but maybe the language of the entire ordinance could be removed temporarily until the details are worked out.

Chairperson Poling moved to recommend to Town Council to do an emergency ordinance to prohibit the issuance of any further Special Use Permits for short term rentals; second by Commissioner Zeimet. With no further discussion, the motion

passed unanimously.

Commissioner Nicholson moved for adjournment; second by Commissioner Foster. With no discussion, the motion passed unanimously, and the meeting adjourned at 7:29 p.m.



Zoning Ordinance Amendment

Planning & Zoning Administration
174 E. King Street, P.O. Box 351
Strasburg, VA 22657
(540) 465-9197 ext. 127

The following zoning ordinance language is recommended by staff to be repealed. This language was approved by Town Council on October 12, 2021 for short-term rental uses. By removing this language, the use “Short-term Rental” is no longer identified as a permitted use in any district. By removing this language, it will allow staff to work with the Planning Commission to present language to permit the short-term rental use to Town Council that is consistent with the vision of both bodies.

If approved by the Planning Commission, this amendment will be scheduled for public hearing during the October 24th Planning Commission meeting.

CHAPTER 7. DEFINITIONS

7.2 Definitions

7.2.2 Specific Terms

Short-term rental owner: Any person or entity that meets the definition of “operator” as defined in §15.2-983, as amended, of Virginia State Code.

Short-term rental: Any residential use that falls within the definition of short-term rental as defined in §15.2-983, as amended, of Virginia State Code.

Short-term rental, not occupied by owner: Any short-term rental where owner does not reside on the property when guests are in residence.

Short-term, owner-occupied: Any short-term rental where the owner of the property also resides on the same property during such period when guests are in residence.

CHAPTER 6. REGULATION OF SPECIFIC USES

6.2 Short-Term Rental and Bed and Breakfast Establishments

6.2.1 Purpose

The purpose of this chapter is to establish regulations for the short-term rental of privately-owned residences, in whole or in-part, including Bed & Breakfast Establishments. The performance requirements in this chapter are intended to allow and facilitate the operation of short-term rental and bed and breakfast establishments while maintaining the health, safety, and welfare of existing and future neighborhoods.

The performance requirements in this section are in addition to any other county, state, or rental platform requirements.

6.2.2 Performance Standards

A. Short-term rental owners shall be subject to the following requirements.



Zoning Ordinance Amendment

- a. *The owner shall obtain a zoning permit to be reviewed on an annual basis by staff. The owner shall obtain an annual business license and pay appropriate Transient Occupancy Tax as outlined in Article VII of the Town Code.*
 - b. *If the owner of a short-term rental does not reside at the property or locally, the owner shall designate a local property representative. The owner or representative shall be available to respond, physically, within one hour to complaints regarding the condition, operation, or conduct of occupants of the short-term rental. The name, address, and telephone number of the owner and/or local property representative shall be kept on file with the Town. If the owner does not reside at the rental property but lives locally and is able to respond as required, they may function as the local property representative.*
 - c. *Prior to issuance of a zoning permit, the Shenandoah County Building official or their technical assistant must do a life safety inspection of the short-term rental to ensure that all applicable Virginia Uniform Statewide Building Code requirements are met; including, but not limited to, regulations regarding fire extinguishers, carbon monoxide detectors, and emergency exits.*
 - d. *The owner of a short-term rental shall give the Town and Shenandoah County Building Department written consent to inspect the rental property to ascertain compliance with all applicable performance standards upon a twenty-four-hour notice.*
 - e. *Emergency information must be conspicuously posted inside the property, including contact information for the owner and/or local property representative.*
 - f. *All short-term rentals shall meet parking requirements of the applicable zoning district, plus one additional off-street parking space per available guest room, in order to accommodate rental guests.*
 - g. *The owner shall provide an informational packet to each new guest. Review of this information packet is required upon issuance of Zoning Permit. The information must include, but is not limited to:*
 - i. *Maximum occupancy as outlined in Section 6.12 of the UDO*
 - ii. *Location of off-street parking*
 - iii. *Code references applicable to noise as outlined in Section 6.12 of the UDO*
 - iv. *Use restrictions as outlined in applicable Zoning District*
 - v. *Guidelines for trash storage and removals*
 - vi. *Evacuation routes in case of fire or emergency*
 - vii. *Owner or Local property representative information*
 - h. *If the operator of the short-term rental is not the property owner, written consent from the property owner must be submitted with the application for a zoning permit.*
- B. In addition to section 6.2.2 A, Bed and breakfast establishments shall be subject to the following requirements:*
- a. *Permitted only in single-family dwellings.*
 - b. *A maximum of five guestrooms, with a maximum occupancy of 15 persons.*



Zoning Ordinance Amendment

- c. Food service shall be limited to the breakfast meal and shall be available only to guests and not to the general public in any residential district.
- d. No receptions, private parties, or other events, for fee shall be permitted.
- e. Any amenities such as tennis court, swimming pool, etc., shall be solely for the use of the resident owner and guests of the facility.
- f. Provisions applicable to Bed and Breakfast Establishments as required by the Uniform Statewide Building Code shall be met.
- g. Issuance of owner permit from the Shenandoah County Health Department is required.
- h. The maximum length of stay for each guest shall be 30 days or less.
- i. The owner(s) or property representative shall be available to respond in person within one hour to complaints regarding the condition, operation, or conduct of occupants of the Bed and Breakfast Establishment.
- j. A Bed and Breakfast shall have frontage on an improved public street.
- k. One off street parking space shall be provided for each guest room.

6.2.3 Penalties

- A. A Zoning Permit may be revoked or suspended for the following reasons:
 - a. Three or more substantiated complaints including, but not limited to, noise, excess trash, failure to meet parking requirements and exceeding occupancy limits.
 - b. The repeated of failure of any short-term rental or bed and breakfast owner to respond physically to in a timely manner to complaints regarding the condition, operation, or conduct of occupants.
- B. A fine of \$200.00 will be issued to any owner that:
 - a. Fails to obtain a zoning permit.
 - b. Receives three or more substantiated complaints including, but not limited to, noise, excess trash, failure to meet parking requirements, and exceeding occupancy limits.