

# Town of Strasburg

## **SPECIAL MESSAGE TO THE PUBLIC**

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by 4:00 p.m., October 20, 2021

## **Public Safety & Ordinance Committee**

Strasburg Town Hall  
174 East King Street  
Strasburg, VA

October 20<sup>th</sup>, 2021  
6 p.m.

### **Public Safety & Ord. Committee:**

Emily Reynolds, Chair  
John Massoud  
Christie Monahan  
Doreen Ricard



# Agenda

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*Please, silence all cellular devices. Thanks.*

## **Citizen Comments on Non-Agenda Items**

### **Action Item:**

#### **1.) Approval of Minutes:**

*Description: Minutes of the Public Safety & Ordinance Committee, July 28<sup>th</sup>, 2021*

*Staff Contact: Amy Keller, Clerk of Council*

*Support Materials: Minutes*

### **Department Updates:**

#### **1.) Updates from the Strasburg Volunteer Fire Department and the Strasburg Volunteer Rescue Squad**

### **Discussion Items:**

#### **1.) Sidewalk and crosswalk prohibitions (Section 82-8)**

*Description: Review and consideration of amendments to Section 82-8 in regard to omitting bicyclist from the prohibition.*

*Staff Contact: Waverly Coggsdale, Town Manager*

*Support Materials: Staff Memo, Town Code Sec. 82 and Code of Virginia, correspondence*

### **Old or unfinished business**

#### **1.) Review of UDO use matrices**

*Support Materials: Staff Memo, Draft Composite Use Matrix*

#### **2.) Property Maintenance Code**

*Support Materials: Staff Memo (dated 10/20/21), Property Maintenance Code (Article IV)*

#### **3.) Limit on the number of livestock, animals, or fowl allowed on a property**

*Support Materials: Staff Memo (dated 10/20/21), Staff Memo (dated 7/27/21)*

#### **4.) Sign Ordinance**

*Support Materials: Staff Memo (dated 10/20/21); Memo, Chairperson Reynolds (dated 7/27/21)*

#### **5.) Officer Retention**

#### **6.) Urban Archery**

### **New business**

### **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, Town Clerk at 540-465-9197 or amy@strasburgva.com. Three days notice is required.



## Memorandum

To: Public Safety & Ordinance Committee  
From: Waverly Coggsdale, Town Manager  
Date: October 14, 2021  
Re: Agenda Items

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### ACTION ITEMS:

- 1.) Approval of Minutes, July 28, 2021
  - ◇ Motion to Approve as presented or amended.

### DEPARTMENT UPDATES

- 1) Strasburg Volunteer Fire Department
- 2) Strasburg Volunteer Rescue Squad

### DISCUSSION ITEMS:

- 1.) Sidewalk and crosswalk prohibitions (Section 82-8)
  - ◇ Review and consideration of amendments to Section 82-8 in regard to omitting bicyclist from the prohibition.

*Attachment: Existing Ordinance; Email Correspondence*

### OLD OR UNFINISHED BUSINESS:

- 1.) Review of UDO use matrices (*Project List*)
  - a. *Lee Pambid, Director of Planning & Zoning will provide an update.*
- 2.) Property Maintenance Code (*Project List*)
- 3.) Limit on number of livestock, animals, or fowl
  - a. *Lee Pambid, Director of Planning & Zoning will provide an update.*
- 4.) Sign Ordinance (*July 28, 2021*)
- 5.) Officer Retention (*Project List*)
  - a. *Chief Sager will provide an update.*
- 6.) Urban Archery (*Project List*)
  - a. *Chief Sager will provide an update.*

### NEW BUSINESS:

### ADJOURNMENT

**MINUTES OF THE TOWN COUNCIL PUBLIC SAFETY AND ORDINANCE COMMITTEE MEETING HELD ON WEDNESDAY, JULY 28<sup>th</sup>, 2021 AT 7:00 P.M. IN THE COUNCIL CHAMBERS OF THE STRASBURG TOWN HALL.**

PRESENT: Chairperson Reynolds and Committee Members Massoud, Monahan, and Ricard.

OTHERS PRESENT: Director of Public Works McKinley, Chief Sager, Planning & Zoning Administrator Pambid, and Clerk of Council Keller.

**Chairperson Reynolds** called the meeting to order.

**Citizen Comments on Non-agenda Items:**

**Action Item:**

**1. Approval of Minutes:**

**Minutes of the April 28<sup>th</sup>, 2021 of the Public Safety & Ordinance Committee**

**The minutes of Public Safety & Ordinance Committee held on April 28<sup>th</sup>, 2021 were approved as presented.**

**Department Updates:**

**George Rathore**, Strasburg Volunteer Fire Department, gave the report for the department. He said it has been a long time since the department had made a report to Council. A lot of positive things are happening across the street, and he thanked Council and members of the community for their support.

Since January of this year, they have had more than 250 calls. This is an increase of 60 calls for the year. He highlighted some of the calls. They get a significant number of calls for chest pains, and he thanked the rescue squad and Shenandoah County Fire and Rescue for their assistance in these calls. There was a serious crash on I-81 in January which took 1 hour and 15 minutes to extricate. They assisted Fort Valley and Page County with an injured hiker, and this scenario lasted more than eight hours. There was the stabbing at the Subway and a garage fire. They assisted at two fatal motor vehicle crashes, one on I-81 and another at John Marshall Highway and Back Road. They assisted Fort Valley with a six acre brush fire. There was a house fire on Depot Road. There was a diesel spill that started at the 283 mile marker and extended to the 299 mile marker, so the department assisted with the Strasburg area which is from mile marker 291 to 299. The Burger King fire was a very heavy fire, and they assisted Fort Valley with a cabin fire. They also assisted with a serious cardio incident where a person was choking.

**Mr. Rathore** said he looked at 90 days of calls and the busiest call volume is between noon and midnight; it is spread between noon and 6 p.m. and then 6 p.m. to midnight. They also have sporadic calls from midnight to 6 a.m. He reviewed the number of calls per month since April, and what the calls were for.

April	39 calls
May	46 calls
June	32 calls

He thanked the Council for their support. Specific questions will be deferred to **President TimBob Williams**.

**Council Member Massoud** said several years ago, the Fire Department had some problems. The members now have turned it around and they are doing an outstanding job in serving the community. All are appreciative of this. He thanked the department for changing smoke alarms for people.

**Council Member Massoud** asked how many house fires they had responded to. **Mr. Rathore** said he does not have that statistic with him. **Council Member Massoud** said the former Town Manager had wanted a new water tower in case there is more than one fire in town at a time. **Mr. Rathore** said he would have to defer this to the Shenandoah County Fire Chief. They train and plan for scenarios such as this.

**Chairperson Reynolds** asked that the department keep the communication alive and to let Council know if there is something that they might be able to help with.

**Mr. Rathore** thanked everybody for the support of the other departments. A fundraiser is taking place now and raffle tickets are on sale now.

**Council Member Ricard** asked if they are doing okay. **Mr. Rathore** said they still have volunteers coming in the door. As far as the finances, these questions will need to be directed to **TimBob Williams**. The department will be participating in National Night Out.

**Chairperson Reynolds** read the report for the Strasburg Volunteer Rescue Squad submitted by **Chief Dan Rothstein**. The Strasburg Rescue Squad elected new officers in May that took office on June 1<sup>st</sup>:

Operation Officers:

Chief	Dan Rothstein
Assistant Chief	Vacant
Captain	Gerald Gochenour
Rolling Stock	Chris Nixon
Training	Adam Galton

Administration Officers:

President	Jeff Dean
Vice President	Mel Nixon
Secretary	Deb Cawthorne
Member at Large	Doug Mowery
Membership	Julie Bauserman
Treasurer	Adam Galton

The Department purchased a new ambulance for \$268,000 from Horton Ambulances. It will be on a Ford F550 chassis.

In the last six months, we have taken on 10 new members; six are currently an EMT-Basic, two paramedics, and two will be enrolling in the fall EMT-Basic course.

For the month of July (as of July 25), they ran 145 calls.

The department has been doing monthly EMS trainings and have started offering classes to the Strasburg Police and Fire Departments.

They are looking to have an EMT Basic class in the fall. They will also be hosing a CPR class for the Strasburg Police Department to re-certify their officers.

**Discussion Items:**

**1.) Sign Ordinance**

**Chairperson Reynolds** reviewed some notes that were sent out to Council. Some had thought the sign ordinance was not “business friendly”. This was put off for several months, but it gave the committee more time to prepare.

**Four items were identified for discussion from the comments received.**

1. Sign permitting and permit fees
2. Amount of window signage allowed
3. Amount of signage per building as determined by the amount of street frontage.
4. Design standards

**Chairperson Reynolds** also read ordinances from other localities and tried to get a sense if Strasburg is a huge outlier here. All signs require a sign permit in Strasburg. The fees of other towns were compared. Strasburg fees fell right in the center.

**Chairperson Reynolds** then compared the amount of window coverage in the same towns. We allow 40% and this is very permissive as far as other towns.

As far as how much signage a business can have is measured differently by the towns. **Chairperson Reynolds** said she is not a planner, but from what she could tell, Strasburg was not an outlier by the amount of signage allowed and we even appear to be more permissive. Examples were given.

In regard to design standards, this showed the most difference and **Chairperson Reynolds** believes this is because of the UDO. We have several different standards with the goal to generate cohesion and uniformity. The other towns did not address this as much and were not as specific.

**Council Member Massoud** said this was brought up in a Council meeting and he made a statement that said dozens of business owners had come to us with problems with signs. This was not correct, but we have had several come with problems. Several business owners have stated that they have an issue with the sign ordinance, and it sounds like our ordinance is in the middle of other locations, but if you go to Woodstock, the owners do not complain about the signage.

**Melissa Radar**, business owner, said in the past she had a lot of problems with Strasburg, but she thinks they are getting better. She wants to move forward. Woodstock has been an amazing experience from the get-go, and she wishes Strasburg had been that way. Little things made it difficult. She had to change the color of her cones because of her logo, and this is wrong.

**Council Member Massoud** said we survive on our businesses, and this is not the only business with this complaint. We need to have some sort of a private/public partnership to make our signs ordinance work.

**Council Member Ricard** said she felt like it was a tidal wave of negativity when they applied for their signs. They pay double taxes, they printed out their signs, and the balancing and the symmetry caused them problems and they almost did not open because of this.

**Chairperson Reynolds** asked about the color of the cones as she could not find anything in the Code about this. **Ms. Radar** said she was told she could not have the same logo on all three windows and other businesses could because she was told they were “grandfathered” in and those businesses have only been in business a year.

**P&Z Administrator Pambid** said he thinks they have made some strides on the ordinance and how it is administered. One of the things they did to be more business friendly was not require them to go through the ARB. Signs had been considered a major-modification. He talked to the ARB and it was decided these could be approved by staff as long as the sign conformed to the UDO and Historic District Guidelines. The cone color and the problems with this pre-dated him. When he reviews a sign application, he starts with a math calculation on how to decide on the coverage. Since he has been doing the equations, he has not had too many complaints as he is doing it logically and mathematically. He does not think 40 percent is excessive. He approaches this logically and

mathematically which is fair to all. When he explains this to businesses, they usually understand. He did not think we regulated color, so he does not understand the problem with that.

**Thomas Price**, owner of Box Office Brewery, said they came in as one entity in a building with three storefronts. They did not plan to lease the storefronts. Later, they were approached to open a coffee shop. They had already used 75 to 80 percent of the signage. The coffee shop will not be able have 40 percent sign coverage. He said it is not the town's fault, but it is now two different businesses.

**P&Z Administrator Pambid** said he thinks there might be a commonsense way to work this out. The UDO and sign ordinance encourages compatibility so that the signage does not overpower the site. The coffee shop does have some window signage. If signage is wanted on the awnings, they maybe could work on this. He thinks the commonsense solutions are the best way to go.

**Council Member Massoud** said signs are meant to grab attention and get customers. There is a difference in being bold. We need a happy medium so that all can do the advertising they need.

**Mr. Price** said they had no problems with dealing with the town. The town has been great to them. They did not know they would want to use part of the building for another commercial venture.

**P&Z Administrator Pambid** said he has some ideas to address Box Office Brewery. The purpose of signage is to inform people. Signage is also a key part in "place making" or a sense of making people want to come downtown and be special. If we treat the downtown area the same way as we do out near the interstate, we will lose the historic district look. If Council wants him to stay away from the Historic District, there might be issues on this.

**Chairperson Reynolds** said is there anything that can be done to change the different color cones. **P&Z Administrator Pambid** said he was not here so he cannot address this. He does not want to be viewed as being business unfriendly. They have planning documents that try to go by the intent.

**Council Member Monahan** said others might run into the same problem as Box Office. Is there a roadmap that would help guide businesses through the process that maybe would get them the signage they want? **P&Z Administrator Pambid** said each situation is different. He wants people to come and talk to staff first to help guide or advise them of the ordinance that they might bump up against. Will we always be changing the ordinance because someone wants more than what the ordinance calls for?

**Council Member Ricard** said hard feelings are happening because certain people are not fixing up their buildings like they should and then the businesses have to follow so many rules. **P&Z Administrator Pambid** said he knows where she is coming from and will be addressing this shortly.

**Chairperson Reynolds** said when ordinances get in the way of your expectations, it is good to think of the reason for the ordinances.

**Council Member Monahan** asked how many people come and talk to him before signing on the dotted line. **P&Z Administrator Pambid** said they have some who come but he is not sure of the number. Pre-planning or pre-application meetings happen all the time. It is sad for him when he has to break the bad news that the person cannot do what they thought they could. This is just the nature of the beast.

**Council Member Ricard** asked if this could be a work in progress. She does not want it to be a flat-out no. **P&Z Administrator Pambid** said he does not like to say no, and he always has a reason for what he says.

**Council Member Massoud** said he had the privilege of sitting in a conversation with a potential business owner. The UDO is an awful monstrosity that has been put on the businesses. He would like to have the business owners come in and help write the new ordinances. He thinks we are making mistakes in not bringing in others.

**Chairperson Reynolds** said we do not want to say no, but we do not want to have to change our rules for everyone. It is hard to help manage expectations with brand new business owners.

**Council Member Massoud** said he was very impressed with how **P&Z Administrator Pambid** and **Interim Town Manager McKinley** handled the applicants. **P&Z Administrator Pambid** said he could not guarantee how a review board, or the Council would vote, and this impressed him.

**Ms. Radar** said when you have a meeting like the one being held now, it has to get out to the business owners. An email could have been sent to the business owners. She discussed Queen Street Diner and how it is hard to find the business. She is not saying Strasburg is not business friendly, but there are things that can be done. She does not think people come because they do not think they will make a difference.

**Old or unfinished business:**

**Council Member Monahan** asked what happened to the conversation about the speed limit being changed going out of town toward Food Lion.

**Council Member Massoud** said a person had come to him about having the speed limit to 25 mph all through town.

**Chief Sager** said a speed study was done that did not support the reduction of the speed. **Interim Town Manager McKinley** said they talked to VDOT, and a warrant study was considered and since nothing had changed, they would not change anything.

**P&Z Administrator Pambid** said the last time this came up was when the O'Reilly's site plan came through and the residents asked for a speed study and VDOT would not do this because nothing had changed. This was either in late 2019 or early 2020.

**New Business:**

- Chapter 18 – Animals

**Dog Defecation:** **Chairperson Reynolds** said this was being brought at the request of **Council Member Massoud**. She read the current ordinance.

**Council Member Massoud** said this was brought to his attention two years ago in a neighbor versus neighbor feud. Then people complained to him about this in the historic district. This seems to be a problem that is occurring more and more. It is not too hard to pick up the waste. Some people do not understand common decency. Law enforcement can only do so much. This is becoming a problem, and something needs to be done about it.

**Chairperson Reynolds** asked about putting in a reminder in the newsletter.

**Council Member Massoud** suggested putting it on Facebook that it is illegal.

**Chairperson Reynolds** suggested, "Did you know it is illegal to leave your dog's poop in another person's yard unless you are asked to?"



**Council Member Monahan** asked who enforces this. **Chairperson Reynolds** said if you see someone do it, you must ask them not to first and then call the police if they continue.

**Council Member Ricard** said one of the places that is bad is along Town Run.

**Chief Sager** said he ran three years of call data. They had 689 complaints about animals but said he did not read all the complaints. Since **Officer Wilkin** has been on staff, they received one complaint on dog defecation in the High Street area and they are now working on complaints in Crystal Lane area. There is a need for the complainer to ask the owner to not do this (not clean up after their pet). The potential to have more doggie stations might be a solution and to work on the education part.

**Limit on the number of livestock, animals or fowl allowed on a property:** The Staff report stated that they have had questions about urban chickens and pet goats, and these are allowed. They are asked if there is a maximum number of chickens allowed. Our ordinance does not state the number of animals you can have per property. Can someone have as many animals as they want until someone complains and then they have 10 days to get rid of all of them? This also leads into the realm of how many pets you can have. If someone is keeping 30 cats inside a house, it is an animal welfare issue. Staff would like to be able to answer these questions when asked.

**Council Member Massoud** said he understands the ordinance, if someone has four ducks and someone complains, the ducks must be removed.

**P&Z Administrator Pambid** said sometimes people will complain just to complain. They had a complaint about a dwarf goat, and it was making noise. It was cute and a pet and staff was expected to enforce the ordinance and it was felt the complaint was unfounded. It is not automatic for the animals be removed. He said in the instance he referenced, it was a judgement call. If you have more specifics, it is easier to enforce. The ordinance does not cover a lot of instances.

**Chief Sager** said they try to educate first. They contact the owner and try to get them to fix the problem. They try to use common sense in the enforcement.

**P&Z Administrator Pambid** said he has taken the approach that they do not want to be the town that issues a notice as soon as a complaint comes in, even with tall grass. We educate and inform first.

**Council Member Monahan** asked how many areas are zoned agricultural in town and there are not many. **Council Member Monahan** asked if this would affect those that are in agriculture, and that is a different situation.

**Chairperson Reynolds** said we do not want people to have 50 chickens in town. **P&Z Administrator Pambid** said he has not had any questions about animal production. Most people inquire about chickens, pigs, and goats. Urban chickens are most asked about. We have a situation where they feel the number of chickens is excessive. **Chairperson Reynolds** asked how you decide how many chickens are allowed. **P&Z Administrator Pambid** said it could be so many animals per acre or it would be a ratio. Staff would look at the size of the lot and use a ratio of size to number of animals.

**Chairperson Reynolds** would like to protect the right to own a miniature dwarf goat.

**P&Z Administrator Pambid** said staff can come back with some solutions and animals that are not just dogs and cats. Urban chickens are not necessarily pets.

**Chief Sager** would like to strike the wording to dispose of waste in a public sanitary sewer. **Committee was in favor of this change.**

**Council Member Ricard** asked about the house with the quilt pattern as there is a problem with people parking in the driveway. **Interim Town Manager McKinley** said they have been discussing adding more lines to discourage the parking.

**Council Member Monahan** asked about Capon Street and at one time a white line was painted down the middle. The citizen said it was put there by Council in 2017, but it has been there for longer than that.

**Being no further business, the meeting adjourned at 8:36 p.m.**

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**Sec. 82-8. Sidewalk and crosswalk zones where bicycles, skateboards and other devices on wheels or runners prohibited.**

- (a) *Generally.* No person shall ride a bicycle, roller skates, skateboard, toy or other device on wheels or runners on or across a sidewalk, roadway or crosswalk where such use of bicycles, roller skates, skateboards, toys or other devices on wheels or runners is prohibited by designation in this section and where signs indicating such prohibition have been conspicuously posted in the zones where such use is prohibited.
- (b) *Prohibited zones designated.* The streets, sidewalks, and portions of streets designated as "prohibited zones" in this section shall be as follows:
  - (1) King Street, between Capon Street and Acton Place.
  - (2) Massanutten Street, between Washington Street and King Street.
- (c) As an exception to the foregoing provisions, bicycles may be operated in accordance with all traffic regulations applicable to motor vehicles, on any street in the town.

(Code 1983, § 15-4; Ord. No. 4-90, 7-10-1990; Mo. of 12-9-2008; Ord. of 1-10-2017(1))

Cross reference(s)—Streets, sidewalks and other public places, ch. 74.

State law reference(s)—Similar provisions, Code of Virginia, §§ 46.2-904, 46.2-932.

**Sec. 82-9. Motorized skateboards and play vehicles.**

- (a) *Purpose and intent.* It is the purpose and intent of this enactment to provide for the regulation of motorized skateboards and motorized play vehicles in order to protect the safety of pedestrians, bicyclists, motor vehicle drivers and operators of motorized skateboards and motorized play vehicles alike. The increasing prevalence of motorized skateboards, motorized play vehicles, and growing concerns about their safe uses requires local regulation in order to protect the public safety.
- (b) *Definitions.* In this section, unless the context otherwise requires:
  - (1) *Motorized skateboard* means a self-propelled device that has a motor, gas or electric, a deck on which a person may ride and at least two tandem wheels in contact with the ground, and which is not otherwise defined in the Code of Virginia of 1950 as amended.
  - (2) *Motorized play vehicle* means a coaster, scooter, any other alternatively fueled device, or other motorized vehicle that is self-propelled by a motor engine, gas or electric, and which is not otherwise defined in the Code of Virginia of 1950 as amended.
- (c) *Prohibited operation.*
  - (1) No motorized skateboard or motorized play vehicle may be operated on any public sidewalk, roadway, or any other part of a highway or on any bikeway, bicycle path or trail, equestrian trail, or shared-use path.
  - (2) No motorized skateboard or motorized play vehicle may be operated on any private property of another without the written permission of the owner, the person entitled to immediate possession of the property, or the authorized agent of either.
  - (3) No person shall operate a motorized skateboard or motorized play vehicle on any private property in a manner causing excessive, unnecessary, or offensive noise which disturbs the peace and quiet of any neighborhood or which causes discomfort or annoyance to a reasonable person or normal sensitivity as set forth in section 38-27, article II, chapter 38, of the ordinances of this town.
- (d) *Violation declared civil traffic violation.* Any violation of this section is punishable as a civil traffic violation pursuant to the ordinances of this town. The fine for any violation of this section will be no less than \$15.00 and no more than \$35.00.

(Ord. of 12-14-2004)

§ 46.2-904. Use of roller skates and skateboards on sidewalks and shared-use paths; operation of bicycles and certain motorized and electric items and devices on sidewalks, crosswalks, and shared-use paths; local ordinances.

The governing body of any county, city, or town may by ordinance prohibit the use of roller skates, skateboards, and personal delivery devices, and/or the riding of bicycles, electric personal assistive mobility devices, motorized skateboards or scooters, motor-driven cycles, or electric power-assisted bicycles on designated sidewalks or crosswalks, including those of any church, school, recreational facility, or any business property open to the public where such activity is prohibited. Signs indicating such prohibition shall be posted in general areas where use of roller skates, skateboards, and personal delivery devices, and/or bicycle, electric personal assistive mobility devices, motorized skateboards or scooters, motor-driven cycles, or electric power-assisted bicycle riding is prohibited.

§ 46.2-932. Playing on highways; use of toy vehicle on highways, persons riding bicycles, electric personal assistive mobility devices, electric power-assisted bicycles, mopeds, etc., not to attach to vehicles; exception.

A. No person shall play on a highway, other than on the sidewalks thereof, within a city or town or on any part of a highway outside the limits of a city or town designated by the Commissioner of Highways exclusively for vehicular travel. No person shall use any toy vehicle on the roadway of any highway that (i) has a speed limit greater than 25 miles per hour, (ii) has more than two travel lanes, or (iii) is located outside a residence district as defined in § [46.2-100](#). The governing bodies of counties, cities, and towns may designate areas on highways under their control where play is permitted and may impose reasonable restrictions on play on such highways. Persons using such devices, except bicycles, electric personal assistive mobility devices, electric power-assisted bicycles, mopeds, and motorcycles, shall keep as near as safely practicable to the far right side or edge of the right traffic lane so that they will be proceeding in the same direction as other traffic.

No person riding on any bicycle, electric personal assistive mobility device, electric power-assisted bicycle, moped, roller skates, skateboards or other devices on wheels or runners, shall attach the same or himself to any vehicle on a highway.

B. Notwithstanding the provisions of subsection A of this section, the governing body of Arlington County may by ordinance permit the use of devices on wheels or runners on highways under such county's control, subject to such limitations and conditions as the governing body may deem necessary and reasonable.

September 29, 2021

To: Chief Wayne Sager, Town Manager Waverly Coggsdale, Mayor Boies, Council Members Dane Hooser, Emily Reynolds, Christie Monahan, and members of the SBI and Interested Parties

From: Marcy McCann

Re: Shenandoah Bicycling Initiative

Revision of Sec. 82-8 Regarding the Use of Bicycles

As has been discussed previously the wording of the above mentioned ordinance regarding the riding of bicycles within the Downtown Corridor of Strasburg is confusing and I for one support a correction to remove the restriction of the use of bicycles as mentioned in section (1) and (2) of (b).

Additionally, Section (c) the sentence regarding exceptions negates the wording which includes bicycles in the title. This was undoubtedly a good-faith effort on the part of some in the past but was clearly misguided when all else is considered.

During several meetings with those of us working on the newly created Shenandoah Bicycling Initiative we spoke of the importance of encouraging the riding of bicycles for many reasons including: encouragement of sustainable transportation, recreation on the tourist and family level, and to encourage healthy living.

While many interests and several directions came from our brainstorming meetings, my primary goal in forming the Initiative was to create bicycle riding lessons for all ages. With the help of the Strasburg Police Department and other groups and individuals this will add to the quality of life throughout Strasburg and the surrounding area. Surely there can be no objections to bringing such a joyful thing to the lives of others.

While Strasburg resident Kevin Watson of the Hopewell House Bike & Bed (and co-author of Virginia Road Biking) works to develop a Strasburg based professional level Bicycling Instructor program for April of 2022, we will also be promoting the development of the proposed Shenandoah Rail Trail that will assuredly bring many tourist dollars to our county. For these reasons among others and just plain commonsense the wording of this Ordinance should be corrected.

Please keep me advised so that we can show community support of the revision. We are excited about the prospect of putting together many community-based Bicycling activities.



## Memorandum

To: Strasburg Planning Commission  
From: Leander N. "Lee" Pambid, Planning and Zoning Administrator  
Date: Friday, October 15, 2021  
Re: Wednesday, October 20, 2021 Public Safety and Ordinance Committee Meeting

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**Sign ordinance discussion-** Discussions at previous meetings centered around past administration and code interpretations. The item was brought forth by members of the committee and Council, and no directive was provided. The Staff requests resolution of this discussion.

**Property Maintenance Code-** [Chapter 22, Article IV of the Town Code](#) adopts Part III of the Uniform Statewide Building Code (USBC), also known as the Virginia Maintenance Code (attached). This is a 33 page document. We are not currently enforcing this primarily because we do not have a qualified code official on staff. The Staff does not currently receive a lot of complaints pursuant to either the Town Code section or Part III of the USBC. Since this appears on the project list, the Staff requests direction. This may entail deletion of the code (and dissolution of the Maintenance Code Board of Appeals) or obtaining qualified staff.

**Limitations on the number of animals/ livestock-** Currently, no limits exist, either for livestock where permitted by the UDO or number of pets, as defined in [Chapter 18 of the Town Code](#) regulating Animals. Occasionally, Staff, both Police and/or Planning, will receive a complaint about a loose animal (usually a chicken) or an excessive number of animals at a residence (most recent was chickens). Staff has obtained information from other localities (Woodstock, New Market, Front Royal, South Boston). This entails caps on the number of animals (or no specific caps), minimum acreage for eligibility to keep animals, and a ratio of animals per acre. Staff originally brought this to the committee in July. While we do not receive a lot of animal complaints, the lack of a maximum is a major loophole in the Code and UDO. Again, the Staff will request direction.

**Use matrices-** Staff has worked with Berkley Group to revise the use matrices to remove the LBCS system and to provide definitions that are not tied to an "industry standard" (American Planning Association) which is no longer supported and limits flexibility. Staff is providing a copy of the use matrices work for the Committee's consideration. The Planning Commission will also receive a copy. Staff requests that the committee take a look at the matrices and consider what other uses it would like to add or delete.

As always, don't hesitate to contact me at 540-465-9197 x 127 or [lpambid@strasburgva.com](mailto:lpambid@strasburgva.com).

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Existing Uses	PROPOSED USE	PROPOSED DEFINITIONS		Districts										
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				P = permitted by-right SUP = special use permit required A = permitted as an accessory use										
RESIDENTIAL														
Accessory Dwelling	Dwelling, Accessory	A dwelling that exists as part of a principal dwelling or on the same lot as the principal dwelling and is subordinate in size to the principal dwelling.		SUP P	SUP P	SUP P	SUP P	SUP	SUP	SUP		SUP P		Per initial discussion, allowing Accessory Dwellings as a permitted use to provide more affordable housing options.
Multi-family	Dwelling, Multi-Family	Means any building arranged or designed to be occupied by three or more dwelling units for permanent occupancy, regardless of the method of ownership. Included in the use type but not limited to would be garden apartments, low-and high-rise apartments, apartments for elderly housing and condominiums.				SUP	P					SUP P	P	
Congregate living services						P SUP	P					SUP P	P	
Retirement housing services						P SUP	P						SUP P	P
Single Family detached dwelling	Dwelling, Single Family	A site built or designed for or used exclusively as one dwelling unit for permanent occupancy, which is surrounded by open space or yards on all sides, is located on its own individual lot, and which is not attached to any other dwelling by any means.		P	P	P	P	P				SUP P		
Townhouses	Dwelling, Townhouse	A row of three or more dwelling units, each separated from one another by a continuous vertical wall without opening from basement floor to roof between units, which is commonly known as a firewall.				P	P					SUP P		
Single Family attached dwelling						P	P					SUP P		
Two-family	Dwelling, Two-Family	Also referred to as a duplex; means a structure arranged or designed to be occupied by two families, the structure having only two dwelling units.				P	P	P				SUP P		
Assisted-living board and care and adult group homes	Group Home	As provided by Code of Virginia § 15.2-2291, a licensed residential facility in which no more than eight mentally ill, intellectually disabled, or developmentally disabled persons or no more than eight aged, infirmed or disabled persons reside, with one or more resident counselors or other resident or nonresident staff persons, shall be considered a residential occupancy by a single family. Mental illness and developmental disability shall not include current illegal use of or addiction to a controlled substance as defined in the Code of Virginia §54.1-3401. Such facility shall be licensed by the Commonwealth of Virginia Department of Behavioral Health and Development Services (Code of Virginia §15.2-2291).		P	P	P	P	P	P	P		SUP P	P	

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Continuing care retirement center (PD zoning)	Life Care Facility	A residential facility primarily for the continuing care of the elderly, providing for transitional housing progressing from independent living in various dwelling units, with or without kitchen facilities, and culminating in nursing home type care where all related uses are located on the same lot. Such facility may include other services integral to the personal and therapeutic care of the residents.		SUP	SUP	SUP	SUP	SUP					SUP	P		
Manufactured home park	Manufactured Home Park	Means the use of land for any area designed to accommodate two or more independent Manufactured Homes intended for residential use where residence is exclusively in Manufactured Homes.		SUP	SUP											
Single Family manufactured home Type A	Dwelling, Manufactured Home	A structure that is transportable in one (1) or more sections, is eight (8) feet or more in width and forty (40) feet or more in length in the traveling mode, is built on a permanent chassis and is designed for use as a dwelling unit with or without a permanent foundation when connected to the required utilities. For purposes of this chapter, a Manufactured Home must meet the standards promulgated by the United States Department of Housing and Urban Development (HUD), published at 24 CFR Part 3280, including the ANSI standards incorporated therein by reference. For purposes of this chapter, a Manufactured Home must bear a data plate declaring that it meets HUD standards.		P	P	P	P	P							May need design standards for doublewides intended as permanent fixtures such as higher roof pitch (4/12 pitch) and brick or stone masonry foundation/ skirt. Also need to keep distinguishing between single and double wides.	
Single Family manufactured home Type B				P	P											
Single Family manufactured Come Type C				SUP P												



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SUGGESTED ADDITIONS to Residential	Dwelling, Modular Home	A dwelling unit constructed on-site in accordance with the Virginia code and composed of components substantially assembled in a manufacturing plant and transported to the building site for final assembly on a permanent foundation.	Y	P	P	P	P	P							
	Family Health Care Structure, Temporary	As required by and pursuant to all conditions set forth in the Code of Virginia §15.2-2292.1, a transportable residential structure, providing an environment facilitating a caregiver’s provision of care for a mentally or physically impaired person, that (i) is primarily assembled at a location other than its site of installation; (ii) is limited to one occupant who shall be the mentally or physically impaired person, or in the case of a married couple, two occupants, one of whom is a mentally or physically impaired person and the other requires assistance with one or more activities of daily living as defined in §63.2-2200, as certified in writing by a physician licensed in the Commonwealth; (iii) has no more than 300 gross square feet; and (iv) complies with applicable provisions of the Industrialized Building Safety Law (§36-70 et seq.).	Y	P	P	P	P	P					P	This use is a State Code required use. Will this fall under temporary use standards? Main issue is what does temporary mean? What about setbacks?	

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<b>COMMERCIAL</b>																
Bed and Breakfast home	Bed and Breakfast	A single family dwelling occupied by the owner or agent who resides on premises, that provides temporary lodging wherein food service shall be limited to breakfast and light fare for guests of the Bed and Breakfast.		P (SUP)	SUP	SUP	SUP	SUP	SUP	SUP				By SUP per PC discussions. Also need to add "Short Term Rentals"		
Bed and Breakfast inn				P (SUP)	SUP	SUP	SUP	SUP	SUP	SUP						
Photofinishing	Business Support Services	The use of land for the sale, rental, or repair of office equipment and supplies or the provision of services used by office and service establishments. Typical uses include, but are not limited to, office equipment and supply firms, small business machine repair shops, convenience printing and copying establishments, or information technology support services.								P	P	P				
Printing and related support activities											P	SUP P	P			
Technical, trade, or other specialty school	Business or Trade School	A use providing education or training in business, commerce, language, or other similar activity or occupational pursuit and not otherwise defined as an Educational facility, either primary and secondary, or college and university.								P	P	P				
Beauty schools											P	P	P			
Business management												P	P	P		
Computer training												P	P	P		
Driving education												P	P	P		
Fine and performing arts education												P	P	P		
Sports and recreation education										P	P	P				
Caterer	Catering Services	An establishment in which food and meals are prepared on premises, and where such food and meals are delivered to another location for public or private entertainment for a fee.								P	P	P				
Food service contractor											P	P	P			
Game arcade facilities	Commercial indoor recreation / amusement	An establishment which provides an enclosed building for indoor sports and/or multiple coin operated amusement or entertainment devices or machines as other than an incidental use of the premises. Typical uses include bowling alleys, ice and roller skating rinks, indoor racquet ball, swimming, billiard halls, game rooms, and video arcades.								P	P	P	P			
Bowling, billiards, pool											P	P	P	P	SUP	
skating rink, roller skating												P	P	P	P	SUP
Amusement, sports, or recreation establishment												P	P	P	P	SUP
Miniature golf establishment	Commercial outdoor recreation / amusement	Participant or spectator uses conducted in open or partially enclosed or screened facilities. Typical uses include driving ranges, miniature golf, swimming pools, paintball facilities, sports arenas, motorized model airplane flying facilities, rodeos and outdoor amusement parks.		SUP	SUP	SUP	SUP	SUP			P	SUP	P	P		
Public golf course				P SUP	P SUP	P SUP	P SUP	P SUP	P SUP			P	SUP	SUP P	P	
Private golf course				P SUP	P SUP	P SUP	P SUP	P SUP	P SUP			P	SUP	SUP P	P	
Golf course resort				SUP	SUP	SUP	SUP	SUP	SUP			P	SUP	SUP P	P	

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Heating and plumbing equipment	Construction Material Sales	Establishment or place of business primarily engaged in retail or wholesale sale, from the premises, of materials used in the construction of buildings or other structures, but this use shall not include automobile or equipment supplies otherwise classified herein. Typical uses include building material stores and home supply establishments.							P	P						
Hardware										P	P					
Hardware, home center											P	P		P		
Heavy consumer goods sales or service											P	P				
Lumber yard and building materials											P	P		P		
Retail sales or service and repair	Consumer Repair Services	An establishment or place of business primarily engaged in the provision of repair services to individuals, rather than businesses, but this use shall not include automotive and equipment repair use types. Typical uses include repair of electronics, shoes, watches, jewelry, or musical instruments.							P	P		P	SUP P			
Cemetery or cremation services	Crematory	A commercial establishment that specializes in the cremation of corpses, including pets.										P SUP				
Crematorium													SUP	SUP		
Child daycare	Day Care Center	Any facility operated for the purpose of providing care, protection, and guidance during only part of a twenty-four-hour day. This term includes nursery schools, preschools, day care centers for individuals, including adults, and other similar uses. Excluded are public and private educational facilities, family home day care, or any facility offering care to individuals for a full twenty-four-hour period.							SUP	SUP		SUP	SUP	P	P	
Leasing commercial, industrial machinery and equipment	Equipment Sales and Rental	Establishments primarily engaged in the sale or rental of tools, tractors, construction equipment, commercial equipment, agricultural implements, and similar industrial equipment. Included in this use type is the incidental storage, maintenance, and servicing of such equipment.										P	P			
Markets for farm produce or crafts	Farmer's Market	Retail sale of fresh fruits and vegetables, and other food, crafts and related items, at a facility with spaces occupied by several different temporary tenants on a short term or daily basis; indoor or outdoor; but this term does not include roadside stands.							P	P		P	P			

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Finance and insurance	Financial Institution	An establishment whose principal purpose is the provision of financial services, including but not limited to, an insured depository institution, a credit union, a Federal home loan bank, a small business investment company, a depository institution holding company, a mortgage lending business, or other institutions as defined by Federal code.								P	P	P	P				
Bank, credit union, or savings institution											P	P	P	P			
Credit and finance establishment												P	P	P	P		
Investment banking, securities, and brokerages												P	P	P	P		
Fund, trust, or other financial establishment												P	P	P	P		
Funeral home and services	Funeral Home	An establishment engaged in undertaking services such as preparing the dead for burial and arranging and managing funerals.									P	P					
Lawn and garden supplies	Garden Center	An establishment or place of business primarily engaged in retail sales from the premises including trees, shrubs, seeds, fertilizers, pesticides, plants, and plant materials primarily for agricultural, residential and commercial consumers. Such an establishment typically sells products purchased from others but may sell material which they grow themselves.										P		P	Rockingham Co-op is a garden center in BP/LI and would be made non-conforming.		
Gasoline service	Gas Station	Any place of business with fuel pumps and underground or aboveground storage tanks that provides fuels and oil by individual sale for motor vehicles and equipment. A store associated with automobile fuel sales shall be considered a gasoline station.									SUP?	P		P	There are downtown gas stations that are zoned CC.		
Hotel, Motel, or tourist court	Hotel or Motel	Also referred to as a motel or motor lodge; means the use of land for transitory lodging or sleeping accommodations offered to the public for compensation. Typical uses include hotels, motels, travel lodges, tourist homes, or hostels, but not including a Bed and Breakfast.											SUP	P		SUP	Adding to MIC district, as it is a best practice to have accommodations nearby to medical care.
Hospital	Hospital	A building or group of buildings, having room facilities for overnight patients, used for providing services for the in-patient medical, surgical, or obstetrical care of sick or injured humans, and which may include related facilities, central service facilities and staff offices; provided, however, that such related facility must be incidental and subordinate to the main use and must be an integral part of the hospital operations.												P		P	

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Janitorial	Janitorial Business	Janitorial business means a cleaning service that may include an office and storage of supplies.									P	P		
Animal and pet services and kennels	Kennel	The use of land where five or more canines, felines, or hybrids of either are kept for the purpose of breeding, hunting, training, renting, buying, boarding, selling, or showing. Excluded from this definition are Retail Sales uses that, as an accessory use, offer for adoption dogs or cats procured only from a humane society or public animal shelter as those terms are defined in Code of Virginia §3.2-6500.	SUP?	SUP							P			
Scientific research and development services	Laboratory, Research and Development	An establishment whose principal purpose is the research, compounding and/or packaging of scientific products, or research and development of innovative ideas in technology-intensive fields. Examples include research and development of communication systems, transportation, geographic information systems, multi-media and video technology. Development and construction of prototypes and light manufacturing may be associated with this use.									P	P	P	
Linen and uniform supply	Laundry, Commercial	Establishments primarily engaged in the provision of laundering, cleaning or dyeing services other than those classified as Personal services. Typical uses include bulk laundry and cleaning plants, diaper services, or linen supply services.									P	P		
Commercial property-related, mini- or self-storage	Mini-Warehouse	A building designed to provide rental storage space in cubicles where each cubicle has a maximum floor area of 400 square feet. Each cubicle shall be enclosed by walls and ceiling and have a separate entrance for the loading and unloading of stored goods. The conduct of sales, business or any other activity within the individual storage units, other than storage, shall be prohibited.								SUP	SUP	SUP	SUP	
Nursing or convalescent home	Nursing Home	A use providing bed care and in-patient services for the aged and infirm that require regular physical and mental medical attention but does not include a facility providing surgical or emergency medical services or a facility providing care for alcoholism, drug addiction, mental disease, or communicable disease; nor does this include Life Care Facility uses and activities, as defined in this ordinance.		SUP	SUP	SUP	SUP	SUP			P			P
Nursing, supervision and other rehabilitative services				SUP	SUP	SUP	SUP	SUP			P			P



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Insurance-related establishment	Office, General	The use of land wherein the primary use is the conduct of a business or profession such as, but not limited to accounting, tax-preparation, lenders and securities brokers, architecture, computer software, or information systems research and development, engineering, insurance, law, management, organization and association offices, psychology, theology, real estate and travel. Retail Sales do not comprise more than an Accessory Use of the primary activity of a General Office. This definition does not include Medical Office as defined by this chapter.							P	P	P	P	P		
Real estate, and rental and leasing										P	P	P	P	P	
Real estate services										P	P	P	P	P	
Property management services										P	P	P	P	P	
Professional services										P	P	P	P	P	
Legal services										P	P	P	P	P	
Accounting, tax, bookkeeping, payroll										P	P	P	P	P	
Architectural, engineering, surveying and related services										P	P	P	P	P	
Graphic, industrial, interior design services										P	P	P	P	P	
Consulting services (mgmt, environ. tech.)										P	P	P	P	P	
Advertising, media, and photography services										P	P	P	P	P	
Administrative services										P	P	P	P	P	
Office administrative services										P	P	P	P	P	
Facilities support services										P	P	P	P	P	
Employment agency										P	P	P	P	P	
Collection agency										P	P	P	P	P	
Travel arrangement and reservation										P	P	P	P	P	
Rental housing-related										P	P	P	P	P	
Mail order or direct selling establishment										P	P	P	P	P	
Business, professional, scientific, and technical										P	P	P	P	P	
Courier / messenger services										P	P	P	P	P	
Information services and data processing										P	P	P	P	P	
Online information services										P	P	P	P	P	
Publishing								P	P	P	P	P			
Software publisher								P	P	P	P	P			
Rental and leasing								P	P	P	P	P			

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Clinic	Office, Medical / Clinic	The use of a site for facilities which provide diagnoses, minor surgical care and outpatient care on a routine basis, but which does not provide overnight care or serve as a base for an ambulance service. Medical offices are operated by doctors, dentists, or similar practitioners licensed by the Commonwealth of Virginia.								P	P		P	P			
Family planning or outpatient care clinic											P	P		P	P		
Medical or diagnostic laboratory												P	P		P	P	
Blood or organ bank												P	P		P	P	
Health care facility												P	P		P	P	
Ambulatory or outpatient services												P	P		P	P	
Pawn Shop	Pawn Shop	A use engaged in the loaning of money on the security of property pledged in the keeping of the pawnbroker and the incidental sale of such property.											P				
Dieting and weight reducing	Personal Improvement Services	Establishments primarily engaged in the provision of informational, instructional, personal improvements and similar services. Typical uses include health or physical fitness studios, reducing salons, dance studios, handicraft and hobby instruction.								P	P		P	P			
Adult education services											P	P	P	P	P		
Florist	Personal Services	Establishments or places of business engaged in the provision of frequently or recurrently needed services of a personal nature. Typical uses include beauty and barber shops; grooming of pets; seamstresses, tailors, or shoe repairs; florists; and laundromats and dry cleaning stations serving individuals and households.								P	P		P	P			
Carpet and upholstery cleaning											P	P	P	P	P		
Animal services												P	P		P	P	
Coin-operated laundromat												P	P		P	P	
Dry cleaning / laundry												P	P		P	P	
Massage therapist												P	P		P	P	
Pet and animal sales or service (except veterinary)												P	P		SUP P	P	
Health / personal care												P	P		P	P	
Tanning salon												P	P		P	P	
Electrolysis, ear piercing, and other personal care services												P	P		P	P	
Personal services												P	P		P	P	
Personal care												P	P		P	P	
Hair, nail, and cosmetic skin care												P	P		P	P	

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Drive-through restaurants	Restaurant, Drive-Through	An establishment primarily engaged in the preparation of food and beverages, for either take-out, delivery or table service, served in disposable containers at a counter, drive-up, or drive through service facility.									P					
Bar or drinking place	Restaurant, General	An establishment in which, for compensation, food or beverages are dispensed for consumption on the premises, including, among other establishments, cafes, tearooms, confectionery shops, eat-in delis and refreshment stands. Excluded from this definition are Restaurant, drive-in and Restaurant, mobile.								SUP P	P		P	P	It was originally by SUP to accommodate Box Office and Siblings Rivalry. This change to include as a normal restaurant will need to be highlighted to the	
Food services										P	P	P	P	P		
Full-service restaurant											P	P	A	SUP P		P
Cafeteria or limited service restaurant											P	P	A	SUP P		P
Mobile food services	Restaurant, Mobile	A readily movable wheeled cart, trailer, or vehicle designed and equipped for the preparing, service, and/or selling of food and operated at temporary locations. This definition shall include food trucks, food trailers, and food carts and shall not apply to those selling in short bursts of 30 minutes or less at a single location and moving to multiple properties through the course of a business day, such vehicles may include, but are not limited to, ice cream trucks.								P	P	P		P		
Motorcycle, ATV	Small Engine Repair	Any building, structure, or land used for the repair and maintenance of small engine vehicles including but not limited to motorcycles, dirt bikes, ATVs, lawn mowers, etc. Accessory to repair uses, may have sales.									SUP	P				
Horse riding stables	Stable, Commercial	A lot that may be used for commercial riding stable open to the general public; boarding of livestock not involved with current breeding or training; training involving large groups of eight or more students; polo fields or arenas used for scheduled, public, or club events; and those uses permitted on a ranch. No feed lot shall be permitted.		P												



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Pharmacy or drug store	Store, General	An establishment that is greater than 2,500 square feet in size and serves for the display and sale of merchandise at retail.							P	P		P	P		
Durable consumer goods sales and service										P	P		P		
Computer and software										P	P		P		
Camera and photographic supplies										P	P		P		
Clothing, jewelry, luggage, shoes, clocks, sewing										P	P		P		
Sporting goods, toy and hobby, and musical instruments										P	P		P		
Books, magazines, music, videos, CDs, stationery, greeting cards, seasonal decorations, school and office supplies, etc.										P	P		P		
Consumer goods, other										P	P		P		
Department store, warehouse club, or superstore										P	P		P		
Electronics and appliances										P	P		P		
Furniture or home furnishings										P	P		P		
Grocery, food, beverage, dairy			Store, Grocery	A retail business primarily engaged in the sale of unprepared food for personal or household preparation and consumption. Such a facility may also engage in incidental sales of prepared foods for personal consumption on-or off-site.							P	P		P	P
Grocery store, supermarket, or bakery									P	P		P	P		
Fruit and vegetable store									P	P		P	P		
Convenience store	Store, Neighborhood Convenience	Establishments primarily engaged in the provision of frequently or recurrently needed goods for household consumption, such as prepackaged food and beverages, and limited household supplies and hardware. Convenience stores shall not include fuel pumps or the selling of fuel for motor vehicles. Typical uses include neighborhood markets and country stores.										P			

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Art dealer, supplies, sales and service	Store, Specialty	A small-scale (less than 2,500 square feet per business) retail use which offers for sale items of art or crafts, or which offers for sale items related to a specific theme, e.g., kitchen wares, pet care, etc.							P	P		P	P	Should these be listed in the general definition?	
Tobacco or tobacconist establishment										P	P		P	P	OR these could be included in the interpretation manual. Wherever we consolidate a variety of uses under a single term, perhaps this should be done.
Pet or pet supply store										P	P		SUP P	P	
Beer, wine, and liquor store										P	P		P	P	
Cosmetic and beauty supplies and personal grooming products										P	P		P	P	
Optical and contact lenses										P	P		P	P	
Bicycle sales and repair										P	P		P	P	
Antique shop, flea market, thrift stores										P	P		P	P	
Recreational goods rental										P	P		P	P	
Consumer goods rental										P	P		P	P	
Newspapers, books, periodicals, etc.										P	P	P	P	P	
Copy center, private mail center, other business support services										P	P	P	P	P	
Snack or nonalcoholic bar	Store, Specialty Food	The use of land, such as a coffee, candy, or ice cream shop, where the primary client consumption is off-site with limited seating and the product is limited to one type or line of food service and the food preparation is such that: (1) All odors must be contained within the establishment and specialized equipment may be required to contain the odors; (2) It does not involve "cooking" but the application of heat, by microwave or the boiling of water for beverages, shall not be considered "cooking" for purposes of this definition; and (3) No open flame heat source is used.							P	P	P	P	P		
Specialty food store										P	P	P	P	P	
Tattoo Parlor	Tattoo Parlor	Any business that provides tattooing and/or body-piercing as those terms are defined in Virginia Code §54.1-700, as amended.								SUP	P				

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Building, developing, and general contracting	Tradesperson Service	Tradesperson service means an establishment or place of business primarily engaged in providing a specific trade service to individuals. Typical uses include plumbing, electricians, blacksmith, welding, and taxidermy. This definition does not include Vehicle Service Station or Construction Material Sales as otherwise defined in this ordinance.								P	P					
Machinery related											P	P				
Special trade contractor												P	P			
Carpentry, floor, and tile contractor												P	P			
Concrete contractor												P	P			
electrical contractor												P	P			
Glass and glazing contractor												P	P			
Masonry and drywall contractor												P	P			
Painting and wall covering												P	P			
Plumbing, heating, and air conditioning												P	P			
Roofing, siding, or sheet metal contractor												P	P			
Heavy construction												P	P			
Landscaping												P	P			
Extermination and pest control												P	P			
Services to buildings and dwellings												P	P			
Car dealer	Vehicle Sales, Leasing and Rental	A lot arranged, designed or used for the storage and display for sale, lease, or rent of any new or used motor vehicle capable of independent operation or any type of boat, travel trailer and recreation vehicle, provided the travel trailer and recreation vehicle is unoccupied, and where warranty repair work and other major and minor repair service is done wholly within an enclosed building as an accessory use. This definition excludes Equipment Sales and Rental as defined in this ordinance.								P						
Bus, truck, mobile homes, or large vehicles											P					
Boat or marine craft dealer												P				
Parts, accessories, or tires												P				
Cars												P				
Leasing trucks, trailers, RVs, buses, aircraft, tugboats, etc.										P						

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Automotive repair and maintenance	Vehicle Service Station	The repair and/or maintenance of automobiles, noncommercial trucks, motorcycles, motor homes, recreational vehicles, or boats, including the sale, installation, and servicing of equipment and parts. Typical uses include tire sales and installation, wheel and brake shops, oil and lubrication services, and similar repair and service activities where minor repairs and routine maintenance are conducted.										P		
Veterinary services	Veterinary Office / Clinic	An establishment rendering surgical and medical treatment of animals. Boarding of domestic animals shall only be conducted indoors, on a short-term basis, and shall only be incidental to such hospital/clinic use, unless also authorized and approved as a commercial kennel.								P	P	P	P	
SUGGESTED ADDITIONS to Commercial	Adult Use	Any premise from which minors are excluded and in which features the viewing, retail sale, and/or rental of books, magazines, newspapers, digital media, movie films, devices, or other photographic or written productions. Additionally, any premise from which minors are excluded and operates as a nightclub, bar, restaurant, or similar establishment that regularly features live performances that have a dominant theme or purpose intended to provide sexual stimulation or sexual gratification to such customers, and which is distinguished by or characterized by an emphasis on matter depicting, describing or relating to specified sexual activities, or specified anatomical areas.	Y									SUP		Such uses shall be ###' from a religious use, elementary, middle, or high school, or child care facility of any type.
	Brewery or Distillery	The use of land, licensed by the commonwealth, where beer or spirits are manufactured for sale. Breweries have a capacity greater than 1,000 barrels a year and distilleries have a capacity greater than 5,000 gallons a year. Consumption on the premises is permitted as an accessory use (Code of Virginia §15.2-2288.3:1 and §15.2-2288.3:2).	Y								SUP	P	P	
	Car Wash	A structure or portion thereof, standalone or accessory to gas station, containing facilities for washing and/or waxing motor vehicles, typically using production-line automated or semiautomated methods for washing, whether or not employing a chain conveyor, blower, steam cleaning or similar mechanical devices operated either by the patron or others. Car washes are a separate use and not treated as an accessory to gasoline stations, automobile service, or other similar uses.	Y									SUP		SUP

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SUGGESTED ADDITIONS to Commercial	Commercial Indoor Entertainment	Predominantly spectator uses conducted within an enclosed building. Typical uses include, but are not limited to, motion picture theaters, and concert or music halls.	Y							P	P		P	
	Family Day Home (1-4 individuals)	A child day program, as defined under Code of Virginia § 22.1-289.02, for children offered in the residence of the provider for up to four children at any one time, exclusive of the provider's own children and any children who reside in the home, when at least one child receives care for compensation.	Y	P	P	P	P	P						This use is a State Code required use.
	Family Day Home (5-12 individuals)	A child day program, as defined under Code of Virginia § 22.1-289.02, for children offered in the residence of the provider for between five and twelve children at any one time, exclusive of the provider's own children and any children who reside in the home, when at least one child receives care for compensation.	Y	SUP	SUP	SUP	SUP							Most of the residential properties are zoned MDR. If someone has a home/ site suitable for 5-12 children, then this will afford the PC/ Council a chance to review that.
	Micro-brewery	An establishment primarily engaged in brewing ale, beer, malt liquors, and nonalcoholic beer, with a capacity of not more than 1,000 barrels per year. Micro-brewery may include a restaurant or public tasting room as an accessory use.	Y							P	P		P	PDs are 'monolithically' zoned.
	Micro-distillery	An establishment primarily engaged in distilling and blending potable liquors, including mixing them with other ingredients, with a capacity of not more than 5,000 gallons of finished product per year. A micro-distillery may include a restaurant or public tasting room as an accessory use.	Y							P	P		P	
	Outdoor Display and Use Areas	The use of land accessory to a permitted commercial use that provides an outdoor arrangement of commercial objects, items, products, or other materials, typically not in a fixed position and capable of rearrangement. Uses can include sidewalk sales, dining, and merchandise displays.	Y							P	P		P	I do not want to put this where people may interpret this as a by-right private use of public sidewalks.
	Outdoor Sales, Seasonal	Any business or use (primary or accessory) that is conducted primarily out of doors, which may include but not be limited to: retail sales of fruits, vegetables, plants, flowers, Christmas trees, fireworks; and other similar businesses or uses.	Y							P	P		P	
	Parking Lot, Commercial	A site for surface parking use which is fee based and provides one or more parking spaces together with driveways, aisles, turning and maneuvering areas, incorporated landscaped areas, and similar features meeting the requirements established by this Ordinance. This use type shall not include parking facilities accessory to a permitted principal use.	Y							P			P	
SUGGESTED ADDITIONS to														

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Commercial	Wayside Stand	An establishment for the seasonal retail sale of agricultural or forestal goods and merchandise primarily produced by the operator on the site, or on nearby property. Agricultural goods produced on other properties owned or leased by the operator may also be allowed provided a majority of the produce comes from land surrounding the wayside stand. This use type may include agricultural products picked by the consumer. Also referred to as a roadside or farm stand or wayside market.	Y	P											Would I review this as a full commercial site plan, since it is a commercial use? May need suggested performance standards.



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INDUSTRIAL																
Vending machine operator	Manufacturing, Light	Establishments primarily engaged in the on-site production of goods by hand manufacturing, assembly, packaging or fabrication of materials and products within enclosed structures without significant external effects such as smoke, noise, soot, vibration, odor, and the like. Uses may include, but are not limited to, a machine shop, bottling, electronic equipment, ceramic products, business machines, musical instruments, furniture, medical appliances, tools or hardware, any other product of a similar nature. Retail sales may be incidental to the manufacturing use.									P SUP	P				
Wood, paper, and printing products													SUP	P		
Wood products													SUP	P		
Furniture and related products													SUP	P		
Machinery manufacturing													SUP	P		Strasburg may consider some of these existing uses as heavy manufacturing. The main objective is to consider the two definitions (Manufacturing Light and Manufacturing Heavy) and ensure all items are covered appropriately/can be applied to the appropriate new use.
Electrical Equipment, appliance, and components manufacturing													SUP	P		
Transportation equipment													SUP	P		
Miscellaneous manufacturing													SUP	P		
Jewelry and silverware													SUP	P		
Dolls, toys, games, and musical instruments													SUP	P		
Office supplies, inks, etc.													SUP	P		
Signs													P SUP	P		
Foods, textiles, and related products													SUP	P		
Food and beverages												SUP	SUP	P		
Tobacco manufacturing													SUP	P		
Textiles											SUP	P				

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Leather and leather substitute products	Manufacturing, Heavy	The processing and/or converting of raw, unfinished material and/or products into articles or substances of a different character or for use for a different purpose. Uses may have significant external effects, or which pose significant risks due to the involvement of explosives, radioactive materials, poisons, pesticides, herbicides, or other hazardous materials in manufacturing or other processes. Uses may include, but are not limited to, paper products, plastic products, and pharmaceutical.										SUP				
Chemicals and metals, machinery, and electronics manufacturing													SUP			
Petroleum products														SUP		
Chemicals, plastics, and rubber products														SUP		
Nonmetallic mineral products														SUP		
Primary metal manufacturing														SUP		
Paper and printing materials														SUP		
Wholesale trade establishment	Warehousing and Distribution	Uses including storage, warehousing, and dispatching of goods within enclosed structures. Typical uses include wholesale distributors, e-commerce fulfillment centers, storage warehouses, data centers, and moving/storage firm. Uses may also include the distribution and transmission of natural gases and fuel.									SUP	P				
Warehousing and storage services												SUP	P			
Office and warehousing													SUP	P		
Warehousing													SUP	P		
Natural gas, petroleum, fuels													SUP	P		
Truck and freight transportation services	Truck / Freight Terminal and Services	An area of land used for the switching, storing, assembling, distributing, consolidating, moving, repairing, weighing, or transferring of freight.											P			
General freight trucking, local														P		Repairing of trailers or the trucks themselves? If trucks, then maybe allow by SUP.
General freight trucking, long distance														P		



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<b>PUBLIC, CIVIC, RECREATION</b>															
Camps, camping, and related establishments such as trailer parks	Camp or Campground	An area that provides recreational opportunities on a daily or overnight basis, upon which are located sites for three or more travel trailers, camping trailers, pickup truck campers, motor homes, tents, or other recreational vehicle for seasonal or temporary recreational occupancy. The term "camps" includes the land and buildings used by recreational vehicle parks and civic, religious and social organizations for social, recreational, educational and/or religious activities on a seasonal basis.		SUP	SUP										
Cemetery accessory to religious institution	Cemetery	Any land or structure used or intended to be used for the interment of human remains. Additionally, a cemetery includes mausoleums, columbaria, chapels, administrative offices, and maintenance and storage areas (Code of Virginia § 15.2-2288.5). The sprinkling of ashes or their burial in a biodegradable container on church grounds or their placement in a columbarium on church property shall not constitute the creation of a cemetery.		SUP	SUP				P	P					
Free-standing cemetery				SUP	SUP					P	P				
Labor or political organization	Club	A use providing educational, meeting, or social facilities for civic or social clubs, fraternal/sororal organization, and similar organizations and associations, primarily for use by members and guests. Recreational facilities, unless otherwise specifically cited in this section, may be provided for members and guests as an accessory use. A Club does not include a building in which members reside.		SUP					P	P					
Business association or professional membership				SUP					P	P			P		
Civic, social, or fraternal organization				SUP					P	P				P	
Sports team or club				SUP					P	P					
Child and youth services				SUP					P	P				P	
Motion picture and video production, publishing/distribution	Communications Services	An establishment primarily engaged in the provision of broadcasting and other information relay services accomplished using electronic and telephonic mechanisms. Excluded from this use type are facilities classified as utility services, major or broadcasting or communication towers. Typical uses include television studios, telecommunication service centers, telegraph service offices or film and sound recording facilities.							P	P	P				
Sound recording, production, publishing, and distribution									SUP P	P	P				
Tele-communications and broadcasting										P	P	P			
Radio and television broadcasting										P	P	P			
Cable networks and distribution										P	P	P			
Communications and information										P	P	P			
News syndicate								P	P	P					

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Performing arts or supporting establishments	Cultural Facility	A use providing for the public display, performance, or enjoyment of heritage, history, or the arts. This use includes but is not limited to: museums, arts performance venues, cultural centers, or interpretive sites, but does not include commercially-operated theatres.							P	P		SUP P		
Theater, dance, or music establishment									P	P		SUP P		
Independent artist, writer, or performer									P	P	P	SUP P		
Museums and other special purpose recreational institutions									P	P		SUP P	P	
Museum									P	P		SUP P	P	
Historical or archeological institution									P	P		SUP P	P	
College or university	Education Facility, College or University	An educational institution authorized by the Commonwealth of Virginia toward associate, baccalaureate or higher degrees, and facilities associated with it. This term includes academic buildings, administrative facilities, dormitories, special housing, parking areas, dining halls and other physical plants associated with the college or university use.								P	P	P		
Nursery or preschool	Education Facility, Primary or Secondary	A public, private or parochial school offering instruction at the primary, elementary, junior and/or senior high school levels in the branches of learning and study required to be taught in the public schools of the Commonwealth of Virginia.	P	P	P	P	P	P	P	P	SUP	SUP	SUP	
Grade school			P	P	P	P	P	P	P	P		SUP		
Elementary			P	P	P	P	P	P	P	P		SUP		
Middle or Junior			P	P	P	P	P	P	P	P		SUP		
Senior or high			P	P	P	P	P	P	P	P		SUP		
Special needs education services			P	P	P	P	P	P	P	P		SUP		
Public safety	Emergency Management Services Facility	A building operated by a public or private entity for the storage of emergency vehicles and equipment and ancillary operations such as but not limited to fire stations, police stations, and ambulance services.	P	P	P	P	P	P	P	P	P	P	P	
Fire and rescue			P	P	P	P	P	P	P	P	P	P	P	
Police			P	P	P	P	P	P	P	P	P	P	P	
Emergency response			P	P	P	P	P	P	P	P	P	P	P	
Private recreation facilities	Private Recreation Facility	A use specifically by the residents and guests of a particular residential development, planned unit development, or residential neighborhood, including indoor and outdoor facilities.	P	P	P	P	P	P	P	P	P	P		

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Public administration	Public Use	Use of land, exclusively for public purposes, by any department or branch of the federal government, Commonwealth or any political subdivision, public authority, or any combination thereof. This use shall not include Public Park and Recreational Area, Educational Facilities, Emergency Management Services Facility, or Utility Service (major or minor) as defined in this ordinance.		P	P	P	P	P	P	P	P	P	P		
Legislative and executive functions				P	P	P	P	P	P	P	P	P	P	P	
Judicial functions				P	P	P	P	P	P	P	P	P	P	P	
Court				P	P	P	P	P	P	P	P	P	P	P	
Other governmental functions				P	P	P	P	P	P	P	P	P	P	P	
Postal services				P	P	P	P	P	P	P	P	P	P	P	
National Post Office				P	P	P	P	P	P	P	P	P	P	P	
Library or archive						P	P	P	P	P	P	P	P	P	
Public recreation facilities	Public Park and Recreation Area	Publicly owned and operated parks, picnic areas, playgrounds, indoor/outdoor athletic or recreation facilities, indoor/outdoor shelters, amphitheaters, game preserves, open spaces, and other similar uses. This use shall not include Public use as defined in this ordinance.		P	P	P	P	P	P	P	P	P	P		
Natural and other recreational parks				P	P	P	P	P	P	P	P	P	P	P	
Small religious institution	Religious Assembly	A use located in a permanent building or in outdoor spaces and providing regular organized religious worship and related incidental activities. This use shall not include Educational facility, primary/secondary schools and Day care facilities.		P	P				P	P		SUP	P		
Large religious institution				P	P				P	P		SUP	P		

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Community Food services	Social Services	A facility operated by an organization which provides services such as training, counseling, health, or the distribution of food or clothing. The term includes but is not limited to a facility offering youth, disabled, elderly, and veteran services. However, it does not include housing or shelter.								P	P			P			
Other family services											P	P			P		
Emergency and relief services												P	P			P	
Services for elderly and disabled												P	P			P	
Veterans affairs												P	P			P	
Vocational rehabilitation												P	P			P	
Social assistance, welfare, and charitable services												P	P			P	
Health and human services												P	P			P	
Road, ground passenger, and transit transportation	Transportation Services	Passenger services provided by public, private, or nonprofit entities such as the following surface transit modes: bus systems, taxi and limousine services, towing, and other ground services.										P					
Local transit systems - bus, special needs, and other motor vehicles													P				
Non local and charter bus													P				
Taxi and Limousine service													P				
Towing and other road and ground services													P				
School and employee bus transportation														P			
Pipeline transportation														P			
Natural gas service	Utility Service, Minor	A service that is necessary to support development within the immediate vicinity and involve only minor structures. Included in this use type are small facilities such as "Administrative review-eligible project" as defined in the Code of Virginia §15.2-2316.3, transformers, relay and booster devices, and well, water and sewer pump stations.	P	P	P	P	P	P	P	P	P	P	P	P			
Telephone / other wired telecommun.			P	P	P	P	P	P	P	P	P	P	P	P	P		
Wastewater service			P	P	P	P	P	P	P	P	P	P	P	P	P		
Water service			P	P	P	P	P	P	P	P	P	P	P	P	P		
Service distribution lines			P	P	P	P	P	P	P	P	P	P	P	P	P		
Electric power			P	P	P	P	P	P	P	P	P	P	P	P	P		
Utilities and Utility Services			P	P	P	P	P	P	P	P	P	P	P	P	P		

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Wastewater treatment plants	Utility Service, Major	Service of a regional nature which normally entails the construction of new buildings or structures such as electric generating plants and sources; electrical switching facilities and stations or substations; community wastewater treatment plants; water towers; sanitary landfills; and similar facilities. All overhead transmission lines are included in this definition.		SUP							P	P		
Electric substations				SUP								P	P	
Towers and antennas	Broadcasting or Communications Tower	Any unstaffed facility for the transmission and/or reception of radio, television, radar, cellular telephone, personal paging device, specialized mobile radio (SMR), and similar services. A broadcasting or communication tower usually consists of an equipment shelter or cabinet, a support tower or other structure used to achieve the necessary elevation, and the transmission or reception devices or antenna. Excluded are amateur radio antennas, which are defined separately. Also excluded are wireless communication antennas which fit the definition of Small cell facility and "Administrative review-eligible project" as defined in the Code of Virginia §15.2-2316.6 and supplied as Utility service, minor by this ordinance.		SUP	SUP	SUP	SUP	SUP	SUP	P	P	SUP	P	
Wireless telecommunications				SUP	SUP	SUP	SUP	SUP	SUP	P	P	SUP	P	



Town of Strasburg  
Draft Composite Use Matrix

Uses and Definitions			NEW ADDITION (Y/N)	Zoning Use Matrix - Districts & Uses										Notes:
Existing Uses	PROPOSED USE	PROPOSED DEFINITIONS		Districts										
				AG / RR Agriculture / Rural Residential	ER Estate Residential	LRD Low Density Residential	MDR Medium Density Residential	MFR Multi Family Residential	CC Community Commercial	HC Highway Commercial	BP / LI Business Park / Limited Industrial	PD Planned Developme nt	MIC Medical & Institutional Care	
P = permitted by-right SUP = special use permit required A = permitted as an accessory use														
SUGGESTED ADDITIONS for Public, Civic, and Recreation	Assembly, Place of	The use of land for a meeting place where persons gather together for purposes of attending civic, social, or private events on a regular or recurring basis including but not limited to, banquet facilities, conference centers, and event venues. A gathering of less than 25 persons shall not be considered a Place of Assembly provided the gathering is accessory and incidental to the principal use. Place of Assembly does not include the use "Club" as defined by this UDO.	Y	P	P	P	P	P	P	P	P	P		
	Small Cell Facility	A wireless facility that meets both of the following qualifications: (i) each antenna is located inside an enclosure of no more than six cubic feet in volume, or, in the case of an antenna that has exposed elements, the antenna and all of its exposed elements could fit within an imaginary enclosure of no more than six cubic feet and (ii) all other wireless equipment associated with the facility has a cumulative volume of no more than 28 cubic feet, or such higher limit as is established by the Federal Communications Commission. The following types of associated equipment are not included in the calculation of equipment volume: electric meter, concealment, telecommunications demarcation boxes, back-up power systems, grounding equipment, power transfer switches, cut-off switches, and vertical cable runs for the connection of power and other services (Code of Virginia §15.2-2316.4).	Y	P	P	P	P	P	P	P	P	P		
	Solar Energy, Medium Scale	A facility that generates electricity from sunlight primarily to reduce onsite consumption of utility power for commercial and industrial applications. Sites are between one to three acres with maximum capacity of 999 kW.	Y	SUP	SUP						SUP	SUP	SUP	
	Solar Energy, Small Scale	A facility that either (a) generates less than 20 kilowatts (kW) electricity from sunlight, consisting of one or more photovoltaic (PV) systems and other appurtenant structures and facilities within the boundaries of the site, or (b) utilizes sunlight as an energy source to heat or cool buildings, heat or cool water, or produce electrical or mechanical power by means of any combination of collecting, transferring, or converting solar-generated energy; and (c) meets at least one of the following criteria: has a disturbance zone equal to or less than one acre; is mounted on or over a building, parking lot, or other previously disturbed area; or utilizes integrated PV only.	Y	P	P	P	P	P	P	P	P	P	P	

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<b>AGRICULTURE</b>															
Crop production	Agriculture / Silviculture	Any operation devoted to the bona fide production of crops, or animals, or fowl; the production of fruits and vegetables of all kinds; the production and harvest of products from silvicultural activity; and farm wineries, farm breweries, and farm distilleries as defined by the Code of Virginia.		P	P										
Outdoor production				P	P										
Support functions for agriculture				P	P										
Animal production				P	P										Need a ratio for number of animals/ heads of livestock allowed. See also intensive agriculture.
Cattle ranch				P	P										
Dairy cattle				P	P										
Hog farm				P	P										
Poultry and egg production				P	P										Farm wineries and distilleries are considered ag uses?
Sheep and goats				P	P										
Fish				P	P										
All other animals				P	P										
Horses				P	P										
Fur-bearing				P	P										
Forestry and logging				P	P										
Greenhouse production				P	P										
Greenhouse - no on-premises sales				P	P										
Greenhouse - sales of products grown on premises	Greenhouse, Commercial	A structure used for the cultivation and exhibition of plants under controlled conditions in which plants are offered for sale to the public, either at wholesale or at retail.		P	P					P	P		SUP		
Greenhouse - sales of products and related accessory products				P						P	P				

Town of Strasburg  
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SUGGESTED ADDITIONS to Agriculture	Agritourism	Pursuant to the Code of Virginia §15.2-2288.6, any activity carried out at a farm winery, farm brewery, farm distillery, or an agricultural operation, that allows members of the general public, for recreational, entertainment, or educational purposes, to view or enjoy rural activities, including farming, wineries, ranching, historical, cultural, harvest-your-own activities, or natural activities and attractions, regardless of whether or not the participant paid to participate in the activity. These rural activities also include, but are not limited to, farm tours, tours of an individual agricultural operation, hayrides, heirloom plant and animal exhibits, crop mazes, and educational programs, workshops, or demonstrations related to agriculture or silviculture.	Y	P	P										OK
	Intensive Agriculture	A fenced area of one acre or less wherein more than five head of livestock are permitted to graze, roam or feed or an enclosed structure for the exclusive occupancy of animals, (excluding dogs and cats), or livestock or poultry, which are not permitted to graze, roam or exercise frequently outside of the enclosed structure. Included within such definition are poultry houses, hog houses, hog lots, etc.	Y	SUP											OK. See also notes under Agriculture/ Silviculture



Town of Strasburg  
Draft Composite Use Matrix

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MISCELLANEOUS															
Home occupations	Home Occupation Class A	An occupation conducted from a dwelling unit within a residential district and involving persons residing on the premises.		P	P	P	P	P				P		Besides zoning district, what is the difference?	
	Home Occupation Class B	An occupation conducted from a dwelling unit within the Agriculture / Rural Residential district and involving persons residing on the premises.		P	P	P	P	P				P			
Special events	Special Events	The temporary use of land or buildings for entertainment, educational, and / or cultural events.		P	P	P	P	P	P	P	P	P	P	Bit of a conflict here because 250+ require council approval, so not technically by-right. I like the definition.	
Temporary uses	Construction Temporary Uses	A use established for a fixed period of time, with the intent to discontinue such use upon the expiration of such time, that does not involve the construction or alteration of any permanent structure.		P	P	P	P	P	P	P	P	P	P		
SUGGESTED ADDITIONS to MISC.	Accessory Building or Structure	A building subordinate to and located on the same lot with a main building, the use of which is clearly incidental to that of the main building or to the use of the land, and which is not attached by any part of a common wall or roof to the main building. The term "accessory building" also includes, but is not limited to, portable storage containers, gazebos, carports, private greenhouses, and sheds which may be modular in nature and are delivered to the site and which may or may not have a foundation. Accessory building or structure does not include motorhomes, travel trailers or other recreational vehicles.	Y	P	P	P	P	P	SUP	SUP		P	of some kind	I can't see going through hearings to allow accessory buildings by SUP. If they are on a foundation, then I can see going through a minor site plan process.	
	Mixed Use Structure	A building or development that contains a variety of complementary and integrated uses, including but not limited to residential, office, research & development, production, retail, public, entertainment, conference and lodging uses arranged in a compact urban form.	Y							P	SUP	P	P	Yes! I think there are enough controls in place to allow it by right in HC.	
	Outdoor Storage	An accessory use for the storage of goods of a large size, mass, or volume and are not easily moved or carried, such as railroad ties, large bags of feed, or fertilizer, wood, etc.	Y								SUP	P-SUP			By SUP in BPLI?
	Short-term Rental	A residential dwelling unit that is used or advertised for rent for transient occupancy in increments of 45 nights or less. This use type does not include bed-and-breakfast establishments and does not apply to month-to-month extensions following completion of a year's lease.	Y	P	P	P	P	P	P	P					By SUP in all residential districts by right in CC and HC, not allowed in BP/LI, PD, or MIC.

Town of Strasburg  
**Draft** Composite Use Matrix

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<b>ETC.</b>														
	Gaming Machines												As of April, 2020: Bill passed that aims to amortize gaming machines over time.  The provisions related to the prohibition of skill games have a delayed effective date of July 1, 2021. The bill provides for a one-year phase-out of currently existing skill games.  Do not recommend addressing at this point.	
	CBD Production												We see CBD Production fitting into Light Manufacturing. This recommendation would be contingent upon State decisions and potential new regulation.	



## Memorandum

To: Strasburg Planning Commission  
From: Leander N. "Lee" Pambid, Planning and Zoning Administrator  
Date: Friday, October 15, 2021  
Re: Wednesday, October 20, 2021 Public Safety and Ordinance Committee Meeting

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**Sign ordinance discussion-** Discussions at previous meetings centered around past administration and code interpretations. The item was brought forth by members of the committee and Council, and no directive was provided. The Staff requests resolution of this discussion.

**Property Maintenance Code-** [Chapter 22, Article IV of the Town Code](#) adopts Part III of the Uniform Statewide Building Code (USBC), also known as the Virginia Maintenance Code (attached). This is a 33 page document. We are not currently enforcing this primarily because we do not have a qualified code official on staff. The Staff does not currently receive a lot of complaints pursuant to either the Town Code section or Part III of the USBC. Since this appears on the project list, the Staff requests direction. This may entail deletion of the code (and dissolution of the Maintenance Code Board of Appeals) or obtaining qualified staff.

**Limitations on the number of animals/ livestock-** Currently, no limits exist, either for livestock where permitted by the UDO or number of pets, as defined in [Chapter 18 of the Town Code](#) regulating Animals. Occasionally, Staff, both Police and/or Planning, will receive a complaint about a loose animal (usually a chicken) or an excessive number of animals at a residence (most recent was chickens). Staff has obtained information from other localities (Woodstock, New Market, Front Royal, South Boston). This entails caps on the number of animals (or no specific caps), minimum acreage for eligibility to keep animals, and a ratio of animals per acre. Staff originally brought this to the committee in July. While we do not receive a lot of animal complaints, the lack of a maximum is a major loophole in the Code and UDO. Again, the Staff will request direction.

**Use matrices-** Staff has worked with Berkley Group to revise the use matrices to remove the LBCS system and to provide definitions that are not tied to an "industry standard" (American Planning Association) which is no longer supported and limits flexibility. Staff is providing a copy of the use matrices work for the Committee's consideration. The Planning Commission will also receive a copy. Staff requests that the committee take a look at the matrices and consider what other uses it would like to add or delete.

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- **ARTICLE IV. - PROPERTY MAINTENANCE CODE**

- **Sec. 22-64. - Building official.**

The county building official shall act as the town building official for purposes of this Code, except for purposes of administering the maintenance code as defined in [section 22-65](#). The town manager shall hire a qualified employee to serve as the code official, who shall be responsible for administering the maintenance code.

(Ord. of 12-13-2011)

- **Sec. 22-65. - Adoption.**

The property maintenance provisions, part III of the Virginia Uniform Statewide Building Code and amendments thereto, as adopted by reference and promulgated by the state board of housing and community development, are hereby adopted by reference as the official property maintenance code of the town (the "maintenance code"). A copy of the maintenance code will be available for review at the town office.

The maintenance code shall be the standard of maintenance, rehabilitation, development, and reuse of existing buildings and structures, and their associated equipment, whether occupied or vacant, after completion of construction, or where not otherwise regulated by the building code.

(Ord. of 12-13-2011)

- **Sec. 22-66. - Enforcement.**

Inspections and enforcement shall be conducted by the code official and technical assistant. The code official shall be responsible for assuring that all powers are carried out in accordance with the provisions of the maintenance code.

Interior inspections shall not be conducted unless invited into the dwelling by the occupant, or unless authorized by the court. Interior inspections will be used only to ensure adequate living standards are provided to the tenant from the landlord; however, life safety concerns will prevail in all circumstances.

(Ord. of 12-13-2011)

- **Sec. 22-67. - Landlord tenant disputes.**

All tenants reporting property maintenance complaints must first show proof that they have contacted the owner and allowed a reasonable amount of time for repairs to be made. If legal proceedings have begun between the tenant and landlord the town will not become involved.

(Ord. of 12-13-2011)



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## Memorandum

To: Public Safety and Ordinance Committee  
From: Leander N. "Lee" Pambid, Planning and Zoning Administrator  
Date: Tuesday, July 27, 2021  
Re: Livestock and Fowl Limits, Strasburg Town Code Chapter 18, Article III for  
Wednesday, July 28 PS&O Meeting

---

**Request-** Because the ordinance is silent on the number of animals a citizen may keep, Staff is requesting that the PS&O Committee consider discussing placing a definitive, observable, numerical limit that is enforceable. Attached is a copy of Strasburg's current Livestock and Fowl code (Chapter 18, Article III).

**Background-** Staff has requested placing this topic on the agenda because it occasionally receives both complaints and inquiries on keeping of livestock and fowl within Town limits. "Companion animals" (pets) that may be normally considered "livestock" may be kept in Town.

- Animals must be accompanied by and under the immediate control and direction of a "driver" or the owner.
- Currently, there is no set limit to the number of the animals one can keep.
- However, should a town citizen complain, animals must be relocated after ten (10) days notice by the Town Manager.
- This sets up an all or nothing situation for people who wish to keep livestock.
- People ask about keeping animals such as chickens and miniature dwarf goats as pets. Staff informs them that this is permitted.

**Terms-** The definition of livestock includes the following terms:

- Cervidae- deer family
- Caprae- sheep, goats
- Genus Lama- llamas and alpacas
- Ratites- Flightless birds such as ostriches and emus
- Aquaculture facilities- cites an obsolete Code of Virginia section, Section 3.1-73.6. New code section should refer to Section 3.2-2600

**Relation to UDO-** Animal production of various types is allowed in the Agricultural/ Rural Residential Zoning District.

## ARTICLE III. - LIVESTOCK AND FOWL

*Footnotes:*

--- (3) ---

**State Law reference**— *Livestock and poultry, Code of Virginia, § 3.1-723 et seq.*

### Sec. 18-61. - Definitions.

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

*Livestock* includes all domestic or domesticated: bovine animals; equine animals; ovine animals; porcine animals; cervidae animals; capradae animals; animals of the genus *Lama*; ratites; fish or shellfish in aquaculture facilities, as defined in Code of Virginia, § 3.1-73.6; enclosed domesticated rabbits or hares raised for human food or fiber; or any other individual animal specifically raised for food or fiber, except companion animals.

**Cross reference**— Definitions generally, § 1-2.

**State Law reference**— Definition of "livestock," Code of Virginia, § 3.1-796.66.

### Sec. 18-62. - Running at large.

It shall be unlawful for the owner of livestock to allow them to run at large within the town, unless accompanied by a driver or the owner, and then only under his immediate direction and control.

(Code 1968, § 5-1; Code 1983, § 5-27)

**State Law reference**— Estrays, Code of Virginia, § 55-202 et seq.

### Sec. 18-63. - Keeping restricted.

Subject to section 18-64, no person shall keep any livestock or fowl within the town to the disturbance of the town citizens after ten days' notice by the town manager.

(Code 1968, §§ 5-2, 5-4; Code 1983, § 5-28)

### Sec. 18-64. - Keeping pigs or hogs prohibited.

No person shall keep pigs or hogs in the town.

(Code 1968, § 5-3; Code 1983, § 5-29)

Sec. 18-65. - Homing pigeons.

- (a) *Definitions.* For the purpose of this section, the term "homing pigeon" means a racing pigeon trained to return to a home of a private individual.
- (b) *Protection.* It shall be unlawful for any person at any time or in any manner to hunt, pursue, take, capture, wound, maim, disfigure, or kill any homing pigeon of another person or to make use of any pit or pitfall, scaffold, cage, snare, trap, net, baited hook, or similar device or drug, poison chemical or explosive for the purpose of injuring, capturing, or killing any homing pigeon. Any person violating this subsection shall be guilty of a class 3 misdemeanor.

(Code 1983, § 5-30; Ord. No. 3-86, 7-15-1986)

**State Law reference—** Protection of homing pigeons, Code of Virginia, § 18.2-145.





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Memorandum

To: Public Safety and Ordinance Committee
From: Councilor Emily Reynolds, Public Safety and Ordinance Committee Chair
Date: Tuesday, July 27, 2021
Re: Sign Ordinance Discussion for Wednesday, July 28 PS&O Meeting

Public Safety and Ordinance Committee - July 28, 2021

Sign Ordinance Discussion

A Recent History of the Sign Ordinance

- 2018 – Council voted to amend the UDO to increase the maximum percentage of window coverage allowed from 20% to 40%. The amendment was adopted in May, and the Historic District Overlay guidelines were amended in the July to reflect the ordinance change.
January 2020 - Sections of the UDO were amended to comply with Supreme Court rulings. Amendments were made to multiple provisions of UDO Section 4.19 and 3.17.6 (Sign Ordinance). Key changes included the following: remove content-based regulations per U.S. Supreme Court case Reed vs. Gilbert (2016); improve clarity; remove duplicates and obsolete language; amend historic signage regulations, including allowing administrative approval under certain circumstances; allow electronic message boards for certain uses such as drive-through restaurants.
May 2021 - The sign ordinance was added to the projects list under the Public Safety and Ordinance committee. Council members were invited to contact Chairperson Reynolds to recommend specific parts of the ordinance they would like discussed. Mayor Boies spoke with businesses for their input.

Four items were identified for discussion from the comments received.

1. Sign permitting and permit fees
2. Amount of window signage allowed
3. Amount of signage per building as determined by the amount of street frontage.
4. Design standards

Sign Permitting

Strasburg’s sign permit fee is \$25 + \$1 per square foot. This rate is comparable to the rates of surrounding localities.

Table with 2 columns: Locality, Sign Permit Fee. Rows include Strasburg, Woodstock, Front Royal, Middletown, and Altavista with their respective permit fees.



**Percentage of Window Signage allowed**

Strasburg allows window signs to cover up to 40% of a window. This is a greater percentage compared to coverage allowed by surrounding localities.

Locality	Maximum percentage of window signage allowed
Strasburg	40%
Woodstock	20%
Front Royal	25% or 25 square feet, whichever is less
Middletown	20%
Altavista	25% or 25 square feet, whichever is less

**Amount of Signage per building as determined by street frontage**

There are different ways to regulate the amount of signage a business can have through various combinations of maximum number of signs allowed (both generally and specific to sign type) and maximum area of signage allowed (generally and specific to sign type or building occupancy).

**Strasburg** allows one square foot of total signage (wall, projecting, monument, etc.) per linear foot of frontage of a lot, not exceeding 500 square feet. Of that total area of signage, two square feet per linear foot of the building that faces the street, not exceeding 100 square feet can be wall signage. In the Historic District Overlay, one square foot per linear foot of building facing the street/ally, not exceeding 50 square feet for one-story building, or 60 square feet for two-story building can be wall signage. Window signage is counted toward the total area of wall signage allowed.

**Front Royal** allows a maximum of five signs per business. One square foot of wall signage per linear foot of street frontage of the lot, not exceeding 60 square feet, is allowed. Buildings with gross floor area of 50,000 square feet or more may apply for up to 180 square feet of signage total by special permit. Window signage is counted toward the total area of wall signage allowed. Signs in the Historic overlay district require certificate of appropriateness from Board of Architectural review and no sign may exceed 60 square feet.

**Woodstock** allows one square foot per linear foot of building length facing the street/alley/parking area, not exceeding 100 square feet, for one-story buildings or multi-story buildings with businesses on the first floor only. The total area of all signs facing a street, alley, or parking area on any wall above the 20-foot height shall not exceed 40 square feet or 1/40 (2.5%) of the area of that wall above such 20-foot height, whichever is greater is allowed for upper stories of multistory buildings containing one or more businesses above first floor. A total sign area of 100 square feet facing any street, alley or parking area or of 1/40 of the area of that wall above such 20-foot height, whichever is greater, is allowed for multistory buildings occupied by one business only.

**Middletown’s** allowances are the same as Woodstock’s, with the exception of multistory buildings occupied by one business only, which are allowed a total sign area of 100 square feet facing any street, alley or parking area.

**Altavista** has a different set of allowances for its two commercial zones, C1 Light Commercial and C2 General Commercial. Allowances are calculated in a similar manner to Front Royal. Altavista also provides different allowances for their Downtown Revitalization Overlay District.

Strasburg’s process for calculating signage area allowed is similar to processes used by nearby localities. Generally, Strasburg’s ordinance is more generous with the amount of wall signage allowed, and since the 2018 council



decision to increase window coverage from 20% to 40%, Strasburg's ordinance is much more permissive than that of nearby localities as far as how much of a window you can cover with signage.

## Design Standards

Reference the UDO for full sections on design standards.

### Sec. 4.19.5 Design Standards for All Signs

#### A. Determining the number of Signs

1. For the purpose of determining the number of signs, a sign shall be considered to be a single side display surface or display device containing elements organized, related and composed to form a unit. Where matter is displayed in a random manner without organized relationship of elements, each element shall be considered a single sign.
2. A multi-sided sign shall be considered one sign
3. One (1) logo or emblem sign is allowed in addition to the permitted number of wall signs.

#### D. Generally

5. Colors shall be harmonious with each other and not clash with other elements on site. Overly intense color, such as but not limited to Day-Glo or florescent colors or as otherwise determined by the town are prohibited.
6. The Planning Commission may require that the scale of standard templates for trademarks, service marks, corporate logos and graphics be modified. When used, trademarks, service marks, corporate logos and/or graphics should be incorporated as an integral par of the overall sign.

### Sec. 19.11 Historic District Sign Standards

D. Minimum Design Standards: The design of signs in the historic districts should reinforce and relate to the existing architectural character and era of building.

1. Use traditional sign materials such as wood, wood composites, glass or metal that complements the building's architectural details. Avoid using materials that are incompatible with the period of the building.
2. Use colors that are compatible with the existing building and adjacent historic structures. The historic architecture should remain the visual focal point.
3. Commercial signs shall fit the building's design and not obscure significant design elements of the building it is identifying.
4. Coordinate all signs in terms of size, placement, lettering, color, and overall design in buildings with multiple storefronts.



5. Avoid hand-painted, hand-drawn signs. Use sign professionals who are skilled at lettering and surface preparation to execute signs.

**Sec. 4.19.12 Entrance Corridor Sign Standards** (Standards that apply to all properties in an Entrance Corridor)

- A. Sign materials, colors and textures shall be compatible with the historic character of the Town. The standard of compatibility may be met through design which is contemporary as well as traditional. The replication of important historic sites in the Town is not the objective of these standards.
- B. Signs proposed within the entrance corridors shall use design to create a coordinated image with the corridor as a whole.
- C. Design shall reflect the building being served by the sign. Colors shall not clash with other elements on the site, both when viewed in daylight and at night, whether the signs are externally or internally lit. Overly intense color, such as but not limited to Day-Glo or fluorescent colors, are prohibited.
- F. Logos. The planning commission may require that the scale of standard templates for trademarks, service marks, corporate logos and graphics be modified to be compatible with the Town scale and style

In comparison, other localities ordinances say less, if anything, about the appearance of signs as it pertains to color, pattern, material, or graphics. If appearance was mentioned it was very general in that signs should “promote the aesthetic values of the community,” be “attractive and harmonious,” or should not be “illegible,” “distracting,” “crudely drawn,” “poorly crafted,” or “poorly maintained.”