

MINUTES OF THE STRASBURG TOWN COUNCIL MEETING HELD ON TUESDAY, NOVEMBER 14, 2023 AT 7:00 PM IN THE COUNCIL CHAMBERS OF THE STRASBURG TOWN HALL.

Call to Order: Mayor Boies called the meeting to order.

Pledge of Allegiance: Council Member Carter led all in the Pledge of Allegiance.

Invocation: Rev. Chris Flohr, pastor of St. Paul's Lutheran Church offered the invocation.

Roll Call:

ROLL Called with the following members present: Mayor Boies, Vice Mayor McCornyn, and Council Members Carter, Hooser, Kimmons, Lowder, Monahan, Stover, and Woodson.
Absent:

Public Hearings:

- 1.) Zoning Text Amendment (ZTA2024-0001) requested by the Town Council for the revision of the Unified Development Ordinance Section 6.2 Regulations of a Specific Use, Short-term Rental and Bed and Breakfast Establishments.*

- **Staff Report**

Planning & Zoning Administrator Otis said this is an amendment that was asked of by both the Planning Commission and Town Council that would repeal the ordinance that was approved on October 12, 2021, so the Council can decide exactly what they want the ordinance to say.

- **Public Hearing: The Public Hearing opened at 7:04 p.m. and with no speakers, closed immediately (7:04 p.m.).**

- **Discussion/Recommendation**

Council Member Hooser asked that if Council appeals this, if anyone would apply, would the applicant be able to have an AirBnB or would they be put on hold. **P&Z Administrator Otis** said they would be prohibited if the ordinance were repealed.

Mayor Boies asked for a point of clarification on when action would take place due to changes to State Code. **Town Manager Coggsdale** said the intent is to take action at the same time as the public hearing is held, so if Council doesn't have any questions or if they don't need any additional information, they should vote at this meeting.

Council Member Lowder moved for approval of Zoning Text Amendment (ZTA2024-0001) for the revision of the Unified Development Ordinance Section 6.2 Regulations of a Specific Use, Short-term Rental and Bed and Breakfast Establishments; second by Council Member Kimmons. With no discussion, the motion passed on a roll call vote with the following results:

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| Vice Mayor Reynolds | Aye |
| Council Member Carter | Aye |
| Council Member Hooser | Aye |
| Council Member Kimmons | Aye |
| Council Member Lowder | Aye |
| Council Member Monahan | Aye |
| Council Member Stover | Aye |
| Council Member Woodson | Aye |

- 2.) Zoning Text Amendment (ZTA2024-0002) requested by the Town Council for the revision of the Unified Development Ordinance Sections 2.5 Public Hearings, 2.8*

Completeness Review, 2.14 Public Hearing Process Overview, 2.16 UDO Amendments, 2.20 Special Use Permit to reflect the Code of Virginia requirements for public hearings and the related applications.

- **Staff Report (attachment)**

P&Z Administrator Otis said staff came forward with this because the UDO has created conditions that have made it difficult to review items properly that would need a public hearing, etc. He explained the changes and what the State Code allows for. If passed, the Planning Commission would have 90 days to act, and the Town Council would have one year.

- **Public Hearing: The Public Hearing opened at 7:10 p.m. and with no speakers, closed immediately (7:10 p.m.).**

- **Discussion/Recommendation**

Vice Mayor McCornyn moved for approval of **Zoning Text Amendment (ZTA2024-0002)** for the revisions of the **Unified Development Ordinance Sections 2.5 Public Hearings, 2.8 Completeness Review, 2.14 Public Hearing Process Overview, 2.16 UDO Amendments, 2.20 Special Use Permit to reflect the Code of Virginia requirements for public hearings and the related applications; second by Council Member Hooser. With no discussion, the motion passed on a roll call vote with the following results:**

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| Council Member Stover | Aye |
| Council Member Woodson | Aye |
| Vice Mayor McCornyn | Aye |
| Council Member Monahan | Aye |
| Council Member Lowder | Aye |
| Council Member Kimmons | Aye |
| Council Member Hooser | Aye |
| Council Member Carter | Aye |

3.) *Special Use Permit (SUP2024-0001) requested by Byron Brill, owner, for property identified as 385 East King Street, Tax Map # 025A4 A 057 for a Commercial property-related, mini- or self-storage Use within the Community Commercial District.*

- **Staff Report**

P&Z Administrator Otis said **Byron Brill** submitted an application for a SUP for self-storage. The building was identified on a map, and it is on the property of Borden Lumber. **Mr. Brill** wants to convert to small self-storage. Vehicles can pull into the building, or it would be open for pedestrian traffic. The surrounding areas were identified. Staff recommends approval since it is a storage use now and the proposed self-storage is no more intensive than what is there now.

- **Public Hearing: The Public Hearing opened at 7:13 p.m. and with no speakers, closed immediately (7:14 p.m.).**

- **Discussion/Recommendation**

Council Member Carter moved for approval of **Special Use Permit (SUP2024-0001)** requested by **Byron Brill, owner, for property identified as 385 East King Street, Tax Map # 025A4 A 057 for a Commercial property-related, mini- or self-storage Use within the Community Commercial District; second by Council Member Stover. With no discussion, the motion passed on a roll call vote with the following results:**

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| Council Member Kimmons | Aye |
| Council Member Lowder | Aye |
| Council Member Carter | Aye |

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| Council Member Hooser | Aye |
| Vice Mayor McCorn | Aye |
| Council Member Monahan | Aye |
| Council Member Stover | Aye |
| Council Member Woodson | Aye |

Introduction and Recognition of Visitors and Guests:

Mayor Boies recognized Boy Scout Troop 5. Members were in attendance to earn a citizenship badge.

Town Manager Coggsdale recognized **Director of Finance Fletcher** and her staff in being awarded the Certificate of Achievement for Excellence in Financial Reporting. Staff does a great job in making sure the financial activities are handled correctly.

Mayor's Comments:

Mayor Boies thanked all those who participated in the Veterans' Day Parade and celebration. She thanked staff for their help with this celebration. It was a proud moment in how all came out to recognize our veterans.

Mayor Boies said all were saddened by the news of the passing of **former Council Member Rick Redmon**. He served two terms on Council and served twice as Vice Mayor. He was passionate about the downtown area. A memorial service will be at St. Paul's Lutheran Church at 11 a.m. on Saturday with a reception to follow.

Currently, Council has two liaison vacancies. She appointed **Council Member Lowder** as the liaison of Planning, Zoning, and Ordinance and **Council Member Carter** as the liaison to Public Works, Utilities, and Infrastructure.

Citizen Comments:

Nancy Prestipino, 183 East Queen Street, Strasburg, VA: Stated we have extremely bright streetlights. They are so bright that it is dangerous when walking at night. The newer lights are bright and blinding.

She knows Strasburg wants to attract people to come and visit. However, the Town Run is awful. It is overgrown and trash is thrown into it. It needs to be cleaned.

Another problem is the bathrooms at the Town Park. The W.O. Riley Park bathrooms are phenomenal. Our bathrooms are a safety issue.

She concluded by saying she just wanted to bring these to Council's attention.

Mayor Boies said we don't normally address citizen comments but responded to **Ms. Prestipino** by saying Council just had a lengthy discussion on the park bathrooms. Council is also considering some planting for the Town Run.

Consent Agenda:

- 1) Minutes of the October 2, 2023 Work Session, Minutes of the October 10, 2023 Regular Council meeting.
- 2) Strasburg Little League Board of Directors request for permission to install an additional field at the Town Park
- 3) Riparian Buffer Plantings/Town Run Design Costs

Council Member Kimmons moved to approve the consent agenda; second by **Council Member Council Member Hooser**. The motion passed unanimously.

Old Business (Discussion and/or Action Items):

- 1.) Civil War Marker

Drew Gruber, Executive Director of Civil War Trails, was in attendance via a Teams meeting to answer questions of Council.

Town Manager Coggsdale said there had been discussions of relocating the sign on Queen Street to Banks Fort to land which is owned by the Town.

Mayor Boies said one of the questions was dealing with ADA compliance and how this would happen.

Mr. Gruber thanked all for allowing him to attend this meeting. They recently worked on two signs within the town. They are a tourist group. They got good feedback on the signs they did, and they found someone who wants to sponsor this sign at the Banks Fort location.

The Civil War Trails group is not held to an ADA standard, but they try to make them as visually ADA compliant as possible. He wants to make all of them as accessible as possible. Visitors like to stand where the event happened.

Mayor Boies asked if the current sign would be removed, and **Mr. Gruber** said each sign has to be paid for on an annual basis. The sponsor would pick up the \$200 sponsorship and the sign would be moved.

Council Member Stover pointed out that it makes no sense for the sign to be where it is now. He knows this group would do what they can to make it ADA compatible; it might not be completely ADA compatible, but they will do the best they can.

Mr. Gruber said people have told them they want to stand in the footsteps of where the event took place. The remnants of the fort are at the locations where the sign is proposed to be moved.

Council Member Kimmons said moving it is best, but there are property owners next to this town owned property. Will they try to stop people from coming to see the sign?

Mayor Boies asked if the **Ryman's** are maintaining the entire corner or just the property they own, and they maintain the entire corner.

Council Member Hooser asked if some dividing foliage could be added to protect the neighbors. Could the town make it accessible? Currently, it feels like we are walking into someone's yard.

Town Manager Coggsdale said he thinks staff can work with **Mr. Gruber** to find the best possible location for the sign.

Mayor Boies asked if they would be walking up the driveway to get to the location and where people would park.

Mayor Boies asked if there is a majority of Council in favor of supporting this as long as issues are resolved.

Mr. Gruber said he fixes and repairs jobs. Often, they are in the side yards of citizens. They do not want to create an uncomfortable situation for the property owners. They would place a Trail Blazer sign pointing people to park in the gravel lot beside the water tower and then walk across the boundary of the property. Signs are not permanent so if something goes wrong or the property owner does not like it, it can be moved.

Council Member Stover said a lot of the people who go to these signs are used to staying within the property and being respectful of other people's property.

Mr. Gruber said he has only had five issues of vandalism and those have been on college campus.

Mayor Boies asked if Council is in favor of moving the sign and the consensus was to move

forward with working with **Mr. Gruber** and the neighbor for a win-win situation for all. It will be brought back to Council when details are worked out.

Council Member Kimmons asked about the sponsorship of signs in town. **Mr. Gruber** said there are three other signs that are sponsored by the town or the property owner at Hupp's Hill.

Council Member Stover thanked **Mr. Gruber** for his work with Civil War Trails.

New Business:

Reports:

Departmental Reports:

Complete reports are provided in the Council packet which is available on the town's website at www.strasburgva.com. Reports are also found on the "Meetings" page of the website (<https://www.strasburgva.com/meetings>).

Vice Mayor McCorn thanked **Town Manager Coggsdale** for answering all of her questions.

Council Member Monahan said there was one business coming to town that has dropped off the list of the planning and zoning report. **P&Z Administrator Otis** said he took things off that had no new work done on it during the week. Royal Farms is still in the works. Valley Health is pushing hard to get permits and they want to start building next month.

Council Member Lowder asked for the location of the two businesses. Both are on Route 11 north/Old Valley Pike.

Council Member Hooser asked about the Valero station. **P&Z Administrator Otis** said occupancy was issued six weeks ago and nothing has happened. It was said that the gas pumps are working now as there is a sign in front stating this.

Mayor Boies asked about the property across from Food Lion. **P&Z Administrator Otis** said initially when the owner went under, it was only the townhome section. The same company bought the townhome section as the single family section. They want to introduce a new concept. They are already approved for the development.

Public Works was publicly acknowledged for decorating the town for the holidays and all their work during the GC&TS Festival.

Special Committee Reports:

NSVRC: Council Member Kimmons provided a written report: "The commission met on October 19 at Belle grove for the annual dinner. Our only item of business was a resolution recognizing **Evan Clark** and the work he has done for the commission. Our next meeting is scheduled for Nov 16. It should be noted that our meeting at Belle grove was on the 159th anniversary of the Battle of Cedar Creek."

Council Member Kimmons also provided Council with a copy of the Commission's Staff Report.

Council Member Items:

Council Member Stover thanked staff for all the help they have given the new Council Members over the past eleven months.

Closed meeting:

- **Vice Mayor McCorn** moved to enter into a Closed Meeting pursuant to Code of Virginia § 2.2-3711(A)(1) for discussion, consideration, or interviews of prospective candidates for employment, assignment, appointment, promotion, performance,

demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body. The subject of the closed meeting is to discuss potential promotions/reorganization.

Council Member Kimmons offered the second to the motion. With no discussion, the motion passed unanimously, and Council entered into a Closed Meeting at 7:54 p.m.; reconvened at 8:13 p.m.

Vice Mayor McCornyn said, "The Council of the Town of Strasburg hereby certifies by Roll Call vote that to the best of each member's knowledge (1)only public business matters lawfully exempted from open meeting requirements by Virginia Law were discussed in the closed meeting to which this certification resolution applies and (2)only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Council of the Town of Strasburg."

Each member should respond "I so certify" by Roll Call vote.

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| Council Member Woodson | "I so certify" |
| Council Member Carter | "I so certify" |
| Council Member Hooser | "I so certify" |
| Council Member Kimmons | "I so certify" |
| Council Member Lowder | "I so certify" |
| Council Member Monahan | "I so certify" |
| Council Member Stover | "I so certify" |
| Mayor Boies | "I so certify" |
| Vice Mayor McCornyn | "I so certify" |

Mayor Boies said she has been working with Staff on the Boards and Commissions Dinner. The proposed date is Wednesday, December 6 at 6:30 p.m. at the Blue Frog. Following discussion, it was decided to try to change the date to December 5th. Addition information will be emailed to Council.

Being no other business, the meeting adjourned at 8:17 p.m.