



AGENDA

COUNCIL OF THE TOWN OF WARRENTON

WORKSESSION

Thursday, May 4, 2017

6:00 PM

1. Call to Order
2. Zoning Map Amendment 2016-01 – Walker Drive Planned Unit Development Rezoning (this item was moved from the end of the agenda to the beginning)
3. Follow Up Items from Budget Work Session
4. Additional Funding Request from Fauquier Boys & Girls Club
5. Warrenton Library Capital Funding
6. Request from John Marshall Commemoration Committee
7. Update on Brentmoor/Mosby House
8. Update on Farmers Market
9. Historic District Work Session
10. Redevelopment, Zoning, and Small Businesses
11. Lidl Comp Plan Amendment
12. Committee Meeting Schedule Options
13. Preview of May 9 Council Meeting Agenda
14. Adjourn



**Town Council Work Session
May 4, 2017**

Zoning Map Amendment 2016-01 – Walker Drive Planned Unit Development Rezoning (this item was moved from the end of the agenda to the beginning)

Agenda Memorandum

Submitted by: Brandie Schaeffer, Director of Planning & Community Development

Discussion: Staff will brief Council on the history, progress, current status and next steps for the proposed Zoning Amendment, as outlined in the attached Staff Report. The applicant's team will then present the rezoning application and proffers as resubmitted since the Planning Commission's consideration on February 21, 2017.

Town Manager

ATTACHMENTS:

Description	Type	Upload Date
Staff Report	Staff Report	5/1/2017
July 2016 Narrative	Backup Material	5/1/2017
Proffers	Backup Material	5/1/2017
Design Guidelines	Backup Material	5/1/2017
Master Development Plan	Backup Material	5/1/2017
Zoning Plat	Backup Material	5/1/2017
Landscaping Concept Plan	Backup Material	5/1/2017



TOWN OF WARRENTON

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PLANNING & COMMUNITY
 DEVELOPMENT DEPARTMENT

Brandie M. Schaeffer
 Director of Planning

May 4, 2017

TO: Town Council
FROM: Brandie M. Schaeffer
 Director of Community Development
RE: Work Session on Zoning Map Amendment 2016-01, Walker Drive Rezoning

I. Summary:

- A. Request – The applicant is proposing to rezone multiple parcels along the southeast portion of Walker Drive from Industrial (I) to Industrial Planned Unit Development (I-PUD) overlay district, allowing for a mixed-use development. The proposal for the site (Land Bays A – E, plus the Existing Land Bay) comprises approximately 31.3804 acres of primarily undeveloped land, two existing buildings, and one by-right building currently under construction. The proposed square footages include a request for the industrial and commercial uses to vary by 10% for each land bay, yet not exceed the proposed total square footage for the overall project. The rezoning request includes proffers, waiver requests, a Master Development Plan, and Design Guidelines.

SITE – SOUTHERN PORTION (LAND BAYS A-D) NORTHERN PORTION (LAND BAY E & EXISTING LAND BAY)			
LAND AREA	USE	USE CATEGORY	MAXIMUM USE AREA (GSF)
LAND BAY “A”	GENERAL OFFICE	INDUSTRIAL	20,550
	RETAIL	COMMERCIAL	6,288
	RESTAURANT	INDUSTRIAL	6,288
	ENTERTAINMENT	COMMERCIAL	35,000
LAND BAY “B”	ENTERTAINMENT	COMMERCIAL	21,000
	RETAIL	COMMERCIAL	14,263
	RESTAURANT	INDUSTRIAL	14,263
LAND BAY “C”	GENERAL OFFICE	INDUSTRIAL	6,703
	RETAIL	COMMERCIAL	15,814
	RESTAURANT	INDUSTRIAL	2,500
LAND BAY “D”	GENERAL OFFICE	INDUSTRIAL	10,103
	RETAIL	COMMERCIAL	7,603
	RESTAURANT	INDUSTRIAL	2,500
	MULTIFAMILY RESIDENTIAL	RESIDENTIAL	76 UNITS
LAND BAY “E”	RETAIL	COMMERCIAL	12,000
	RESTAURANT	INDUSTRIAL	8,000
	MULTIFAMILY RESIDENTIAL	RESIDENTIAL	40 UNITS
EXISTING LAND BAY	OFFICE/HEALTH CLUB	INDUSTRIAL	73,139

- B. Site Location – The site is bounded by existing roads with the Eastern Bypass U.S. 29/15/17 to the east, Walker Drive to the west, Academy Hill Road to the north, and East Lee Street to the south. U.S. 29/15/17 is designated as a corridor of Statewide Significance. Currently, East Lee Street serves as a gateway into the Town’s historic district and Main Street; Walker Drive is a 4-lane divided road serving a number of developed businesses and residential neighborhoods. Directly west of the property are the existing residential communities of Edgemont and Breezewood.
- C. Comprehensive Plan - The site is designated Light Industrial. The Comprehensive Plan identifies the area as Light Industrial in the Future Land Use Map. Light Industrial Uses in the Comprehensive Plan are described as flex industrial uses and wholesale commercial uses, with limited office uses, with densities not to exceed a floor area ratio (FAR) of 0.35 on a single site.
- D. Zoning - The site is zoned Industrial (I). The maximum allowable density under the proposed I-PUD rezoning is 0.60 FAR.
- E. Surrounding Land Uses

Direction	Zoning	Current Land Use
North	Industrial	Animal Clinic
South	R-15	Residential
East	Fauquier County R-1 & R-4	Highway/Church/Undeveloped
West	R-6, R-10, R-15	Residential

II. Overview:

- A. Existing Conditions – This application for rezoning encompasses 15 parcels and 31.3804 acres. On the northern end of the properties are two existing office buildings known as Old Town Athletic Club or OTAC I and II. These buildings are two stories and contain Medical Offices and Fitness Facilities. A third building (OTAC III) is under construction adjacent to OTAC I and II and will be three floors of Medical Offices, Fitness Facilities, and General Office spaces. An existing Stormwater Management/Best Management Practices Facility (SWM/BMP) serving OTAC I, II, and III is located between these two buildings, adjacent to U.S 29/15/17.

A non-functioning SWM/BMP facility is located approximately in the center of the proposed rezoning area, along with sanitary sewer utilities running through the middle of the area, within Town owned property. The southern portion of the proposed rezoning area is primarily vacant with existing tree coverage. Steep slopes exist within the center and northern portions of the proposed rezoning area. (Note: Steep slope suitability may come before the Planning Commission if the property is subdivided per the Subdivision Ordinance Article 4.) A 2008 Wetland Delineation Report for this area found no areas warranting delineation.

- B. Project History – On June 30, 2016, the Town of Warrenton officially accepted a rezoning map amendment application for Walker Drive. The proposal is to rezone approximately 31 acres from Industrial (I) to Industrial Planned Unit Development (I-PUD). The I-PUD Zoning Ordinance was amended on April 12, 2016 by the Town Council to permit flexibility in uses. This request utilizes the new I-PUD language to propose a mixed-use development of 116 dwellings and non-residential development consisting of retail, office, entertainment, and restaurant uses.

On July 28th, the applicant submitted an updated package based on previous staff input. Commenting agencies reviewed the updated proposal to provide a comprehensive set of memos

back to the applicant on September 2nd. Commenting agencies then met with the applicant on September 6th to review the materials. The applicant's team further met with one of the commenting agencies on September 16th. The applicant provided an updated submission on September 29th.

The Planning Commission work sessions held on October 18th and October 25th focused on the Design Guidelines, multi-modal transportation needs and impacts, public utility impacts, phasing, economic and fiscal analysis, and proffers.

On December 6, 2016, the applicant resubmitted a revised application. On January 24, 2017, Planning Commission discussed the application during the work session. The meeting included a discussion on changes to the application since the previous work session, phasing, sewer proffer, transportation, materials and designs, limits of clearing, landscaping, noise, and commercial use/existing vacancy rates. Recommendations by the Planning Commission included:

- Consideration of Site Entrance A as a roundabout.
- Additional details to the Design Guidelines.
- Additional restrictions on architecture and design including:
 - A minimum of two stories for buildings.
 - No false facades.
 - No concrete masonry unit block used on buildings.
 - No false windows and permanently frosted or opaque windows.
- Additional connectivity between Land Bay A and E.
- Enhanced landscaping, especially along "Gateway" entrance to Warrenton.
- Provisions for noise from dumpsters.

On February 21, 2017, Planning Commission held a Public Hearing. The meeting included an overall discussion on the application, sewer capacity, transportation, proffers, and speculative nature of the project. Ten members of the public spoke with the main points including:

- Concern about lack of infrastructure and sewer capacity
- Concern about transportation impacts
- Concern about lack of detail and commitment in proffers
- Support for entertainment uses
- Concern of loss of potential industrial lands

The Planning Commission voted 6-1-0 (Downes opposed) to recommend denial of ZMA 2016-01 to the Town Council for the following reasons: the project is not clear, there are too many unanswered questions, there are concerns about the sewer needs, and there is no reason for the zoning to change from Industrial.

On March 21, 2017, the applicant submitted an updated application. Staff met with the applicant on April 20, 2017 for several hours to continue to discuss the application. The application works to address a number of the concerns raised during the Planning Commission public hearing. This latest application and any further modifications the Applicant intends to make before the Town Council Public Hearing are the subject of the Town Council work session.

III. Issues:

Most rezoning requests can be considered speculative until the property is developed as proposed. When rezoning requests are accompanied by a very specific proposed use and site plan, then staff can work with the applicant to ensure any impacts are offset. The proffers offered by the applicant would be tailored to the specific request and ensure that the development proceeds as proposed no matter who owns the property. Sometimes a rezoning request is not accompanied by a specific plan and there are no specific proposed end users, that is the case with this rezoning request making it more speculative in nature. The Planning Commission and staff worked with the applicant to provide as much certainty under the circumstances to the final product as possible.

At this time, the following items are certain:

- A. The general land uses shall be as proffered, with a variance of 10% between each land bay (see table above).
- B. As proffered, the proposed land use mix, with the 10% variance, will replace Article 3-5.2.4.1 land use mix requirements.
- C. There shall be a maximum of 116 multi-family units with 40 being designated as condominiums.
- A. Plain or painted concrete masonry unit block shall not be used.
- B. Refuse shall be screened. Refuse pick-up and street cleaning shall not occur between 10PM and 6AM.
- C. There will be a Central Plaza located in Land Bays A, B, or C.
- D. The project shall meet Zoning Ordinance Lighting requirements, Building Code requirements for fire suppression, and Virginia Storm Water Management regulations.
- E. There will be an 8' asphalt trail and 5' concrete sidewalk on the frontage of Walker Drive. There will be three bicycle racks and a play fountain/splash pad.
- F. The project will be served by Town of Warrenton water and sewer and the applicant shall extend the water main through the property across East Lee and East Streets.
- G. The applicant shall provide a Post Zoning Master Development Plan.
- H. The site will have a 30' landscape easement along Walker Drive from East Lee Street to Hidden Creek Lane, and along East Lee Street from U.S. 29 to Walker Drive. There will be additional trees in the 30' landscape easement. Additionally, the site will contain screening measures along Walker Drive, providing screening buffers.

General items that staff remain concerned about or are unspecified as the application is presented include:

- A. Land Use mix provides for a large variance which results in uncertainty.

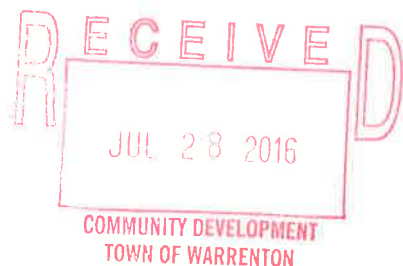
- B. The proffers as presented contain vague terms, like “commercially reasonable,” “simulated wood,” and “combination thereof,” which result in uncertainty for future development.
- C. Some proffers may have “minor” modifications as approved by the Planning Director or the Town. The use of the term “minor” is not defined, leaving staff unsure about what is considered a minor or major modification.
- D. Four of the ten landowners are not subject to the proffers.
- E. The definitions and restrictions of the type of entertainment as proffered may not be in the best interest of the Town’s economic development. The applicant has the ability to deed restrict their own properties or create an HOA to govern it; if this rezoning is approved it is not in the best interest of the Town to limit the allowable uses.
- F. As proffered, the site shall have a maximum of 116 multi-family dwelling units of which 40 are condominiums. The size, affordability, and target market are unknown. All condominiums are also proffered to be individually metered.
- G. As proffered, the Applicant will construct not less than 75,000 square feet of new non-residential Gross Floor Area (“GFA”) prior to the issuance of the 41th building permit. This was intended to reference the individual condominium units as requested by Public Works.
- H. The proffers call for landscaping that will meet the Zoning Ordinance requirements and a 30’ buffer along the E. Lee Street boundary and a portion of Walker Drive. The applicant is unclear on specifically how the buffer will be treated with language calling for the possibility of the 8’ trail to be included in the 30’ buffer and providing a berm that “varies” in height.
- I. The Design Guidelines remain vague with no specifics on the Central Plaza design and location, multiple building types and materials, no specific elevations, and no specific street cross sections.
- J. The Central Design Plaza is required to be a single 20,000 square feet in the Zoning Ordinance. Current proffers state it will be a minimum of 50’ X 50’ which results in 2500 square feet. The applicant will need to follow the Zoning Ordinance by providing a single 20,000 square foot Central Plaza.
- K. The proffers call for “360 degree architecture”; however the use of the word “may” at the beginning of the sentence does not guarantee the treatment.
- L. The refuse and street cleaning proffer restricts time to after 6 AM and before 10 PM. As written this would apply on weekends as well.
- M. The proffers state there will be a comprehensive sign package provided; however it only applies to Land Bays A-D. Staff would like to see this submitted as part of the Post Zoning Master Development Plan (described below).
- N. To help off-set the uncertainty, the applicant created Post Zoning Master Development Plan (PZMDP) process in the proffers. The PZMDP is to be submitted before the site plan stage to the Planning Director who will then forward to the Town Council to “ensure that development occurs in a manner that comports.” The PZMDP is a “courtesy review” and the Town Council’s “non-binding determination that a proposed PZMDP is consistent with applicable proffers, ordinance, and regulations” means there will be the opportunity for more detailed discussion on the development of the property. However, the Town will have no approval authority of the PZMDP. In addition, there are conflicting statements that the applicant will provide a PZMDP that “covers the entirety of the property” with “the Applicant may submit a PZMDP for all or a portion of the Property.”

- O. 2008 Wetland Delineation Report compiled by James E. Irre, of McCarthy & Associates, Inc., contains certain specific information that is descriptive of the site conditions as of 2008, but has no standing unless and until a current Approved Jurisdictional Determination (AJD) has been issued by the US Army Corps of Engineers. Compliance with federal permitting requirements is an important step in site planning. Staff suggests submission of a current AJD as supporting documentation that federal requirements have been, or will be, met ideally at the PZMDP application phase of the project, to ensure that there are no issues with compliance or conflicting regulations [Ref: USACE Regulatory Guidance Letter 16-01].
- P. Considerable time has been devoted to the overall transportation improvements at the entrance of the proposed development, Land Bay A, as well as East Lee Street. As requested by VDOT and the Town, the applicant performed a Traffic Impact Analysis as well as a subsequent Roundabout Study. The speculative nature of the project makes it more difficult to anticipate transportation improvements and the associated timing. Staff has worked with VDOT and the applicant to offset concerns as much as possible to ensure the possibility of the roundabout options, rather than a light. The applicant has reworked the proffers; however staff remains concerned about the confusing provisions for the timing and triggers of potential funding.
- Q. In addition, a pedestrian analysis was agreed to in the scoping meeting by the applicant, but one was never provided. Staff has worked with the applicant on this issue. In the current submission, the applicant proffered to design an internal pedestrian/bike trail network and provide crosswalks on Walker Drive.

IV. Next Steps

Staff has worked with the applicant to provide as much certainty under the circumstances to the final product as possible. The Planning Commission recommended denial to the Town Council. The applicant would now like to hold a work session with the Council to review the project and address modifications they have made based on the Planning Commission and staff recommendations. If the applicant chooses to modify the application, they may speak to this during the work session. Staff will supply a full analysis for Town Council on the finalized application when the Public Hearing is scheduled.

Staff: Brandie M. Schaeffer



**Revised Narrative Statement for a
Rezoning Application
ZMA 16-01**

**East Side Investment Group, LLC, Springfield Real Properties, LLC, and Walker Drive
Investment Group, LLC**

January 4, 2016
Revised: July 22, 2016

The purpose for the rezoning application. The Applicants, East Side Investment Group, LLC, Springfield Real Properties, LLC, and Walker Drive Investment Group, LLC (“Applicant”),¹ propose a planned mixed use zoning map amendment from Industrial (I) to the newly-revised Industrial (I-PUD) overlay district, on properties comprising approximately 31.9193 acres in the Town. The properties involved are bordered on the west by Walker Drive, on the north by Academy Hill Road, on the south by East Lee Street, and on the east by the Eastern Bypass (hereinafter, the “Property”).

The Property includes a portion that is already developed with two buildings and a third by-right building that will begin construction in the very near future. The entire site, however, would be subjected to the I-PUD zoning though existing condominium unit owners would not be obligated to all proffers since they are existing uses.

As the Staff is aware, ZOTA #15-02, Zoning Ordinance Text Amendment for the Industrial Planned Unit Development (I-PUD) District, was approved by the Town Council on April 12, 2016, to permit additional flexibility in the use of that District and the development of plans for mixed-use projects subject to its terms.

Overview of the Proposal. The Applicant proposes to rezone the Property for a mixture of residential and commercial uses as generally depicted on the Master Development (Concept) Plan for the property, prepared by Michael Johnson, PE, and dated July 18, 2016

The Property today is largely vacant (but for the structures referenced above) and is accessed principally by Walker Drive and its surrounding road network and connections. The consequences of this potential development are addressed in detail in the revised Traffic Impact Analysis that has already been submitted for review. It is bounded on the west side of Walker Drive by existing residential areas zoned R-6 and R-10. Properties to the south and west of the site are zoned R-15. Properties in the County to the east (across the bypass and separated from the properties proposed for rezoning) are zoned in Fauquier County for residential development that has not occurred.

The Applicant has conducted sufficient investigation to believe reasonably that there is a demand for land zoned for the mix of industrial, residential, and commercial uses that is proposed for

¹ The detailed ownership of the properties that make up the assemblage that is the subject of this Rezoning is set out in the Application for Rezoning.

the site under the I-PUD zoning and the Master Development Plan. The Applicant has included a fiscal impact statement as additional information.

In summary, the Applicant contemplates the following.²

Phase 1:

- Bowling alley – approximately 21,000 gsf
- Movie theater – approximately 35,000 gsf
- General office – approximately 20,550 gsf
- General retail - approximately 20,550 gsf
- Restaurant (2) – high turnover, sit down – approximately 20,550 gsf

Phase 2:

- Multi-family apartments – 116 dwelling units
- General office – approximately 16,806 gsf
- General retail – approximately 35,417 gsf
- Restaurant – high turnover, sit down – approximately 13,000 gsf

Totals:

- Multi-family apartments and condominiums – 116 dwelling units
- Entertainment (bowling alley + movie theater) – approximately 56,000 gsf
- General office – approximately 37,356 gsf
- General retail – approximately 55,967 gsf
- Restaurant – approximately 33,550 gsf

Completion of the project it would result in 116 dwellings, and a total of 140,854 square feet of new industrial and other non-residential development, to be absorbed as the market demands.³

N.B.: These numbers do not include two existing office structures, or the third building soon to be built. Those structures have, however, been included in the Traffic Impact Analysis as “background” traffic generators whose impact has been considered. These structures will be integrated into the overall development of the properties.

² These estimates are those that were used in the development of the Traffic Impact Analysis for the project.

³ This square footage calculation is based on the top four stories of what is known as Building “I” comprising 20,206 sf X 4 floors as commercial, and the top three stories of Buildings “J” & “K” comprising 10,000 sf X 6 floors of residential use.

Comprehensive Plan. The Warrenton Comprehensive Plan Future Land Use Plan identifies this area of the Town for (light) industrial uses.⁴ The very first Objective in the Town's Plan is "[t]o encourage growth which balances the tax base with demand for public services." Chapter 3, Page 3-49. The Comprehensive Plan further anticipates a high quality development on the property and the Applicant will work with staff during the course of the processing of this rezoning application to ensure appropriate guarantees for site planning, design and construction.

Still further, the Town has established as a major objective the promotion of "mixed-use development as an economical and environmentally sound use of land." The proposed development is indeed a mixed-use project that is neither intended, planned, nor designed as a strip development, but rather to create a residential commercial community with a central, landscaped, area for parking and access, surrounded by nonresidential structures and limited additional housing.

It is also the Town's Objective with respect to commercial properties to "provide an environment that is conducive to the expansion and recruitment of businesses to increase employment opportunities so the Warrenton residents can live and work in Town" (Chapter 3, Page 3-53) and development that encourages the clustering of corridor commercial uses in centers using common access points and providing adequate setbacks and landscaping. Chapter 3, Page 3-54. The proposed development achieves this Objective, and the Applicant submits that the development would be compatible in scale and design with adjoining uses, from which it is separated by major routes in the Town.

Moreover, as the Town is aware, the land is already zoned to that I District, and it would be possible to complete a by right development of the property under that zoning with nothing but site plan approval that could be significantly more impactful than the development proposed in this application, which will include a greater mix of uses and more flexible design. See Chapter 3, Page 3-60.

With respect to residential uses, the construction of the proposed housing associated with the development would add a small number of homes to the Town's existing supply of high-end apartment/condominium units.

Finally, the use of the I-PUD zoning on land that is presently zoned industrially is consistent with the Objectives of the Plan to "ensure that zoning is in conformance with the Town Plan to the greatest extent possible." Chapter 3, Page 3-52.

In summary, the requested rezoning will allow for the development of the Property in a manner much more consistent with the goals of the Town's Comprehensive Plan, as follows:

⁴ The Town's Plan uses the term "light industrial" on its Conceptual Future Land Use Map, but as the Town will recognize, it has but one "I" Industrial District (and no heavy industrial zoning), as well as the I-PUD.

- Approval of the PUD overlay will allow for the construction of physical facilities more upscale in nature and more consistent with existing aesthetics, at a location identified as one of the four major gateways into the historical district.
- The construction of mixed-use facilities will provide pedestrian access to certain retail/service facilities for nearby residents and employees in the Lineweaver Industrial Park, thus reducing the number of vehicle trips per day currently required by people driving to take advantage of such services.
- The open space/common areas provided for under the I-PUD zoning would allow for additional recreational areas, trails, etc. as envisioned in the Comprehensive Plan's call for conveniently located community facilities.
- The mixed-use component would allow for the provision of rental apartment units consistent with the Comprehensive Plan goal of broadening the choice of housing types available within the town.
- The overall project will be consistent with and complimentary to all adjoining properties, both residential to the east, west and south, and industrial/office to the north.
- The development of the property as a "commercial center," as encouraged in the Comprehensive Plan, will allow operation of retail, office, and restaurant facilities, providing an enhanced tax base compared to that provided by the flex/warehouse/office utilization allowed under the existing Industrial zoning.
- The market to be served by the project will include the local residents living within walking distance of the property as well as workers in the adjoining Lineweaver Industrial Park. Additionally, the location of the property along the Meetze Road exit off the Eastern Bypass will provide retail visibility and easy access for traffic travelling along the Eastern Bypass estimated by VDOT to exceed 40,000 trips per day.

Transportation. A traffic impact analysis has been submitted with this application. Draft proffers have been prepared that reflect the improvements called for therein.

Fiscal Impact. The Applicant has submitted a separate fiscal impact statement with this additional information submission. Development of the Property consistently with the I-PUD zoning will result in the construction of a substantial commercial/industrial area that, though impossible to detail at this time because the actual mix of uses is not guaranteed, will have a positive impact on the Town's economy and on its tax base. It is believed that the mix of uses provided by this development will encourage area residents to patronize businesses within the Town by providing uses that currently do not exist in, or near, the Town of Warrenton. Only some 116 dwelling units are proposed, making the proposal a predominantly commercial/mixed use project, the revenues from which will offset any costs that the Town may incur in the provision of public services, most especially for police, and public utilities, addressed further below.

The potential market area for the development is likely regional in nature than some other developments in the Town either present or proposed, but will still contain the neighborhood serving retail and other noncommercial services, including a planned substantial recreational/entertainment component.

Utility Services. The Property will require public water and sewer. There is ample water supply available, and there are no presently known off-site system improvements that may be needed to access that water. Sanitary sewer connections are also available on the subject property. The Applicant will evaluate a proffer for the mandatory use of low flow fixtures and low flow/Energy Star appliances in residences and non-residential structures that would make a substantial difference in how much water is used per typical day, which directly corresponds to sewage flows. The use of low flow fixtures in the non-residential portions of the development should further mitigate increased sanitary sewer demands, if any, from the multi-family residential units proposed. It should be noted that the Zoning Ordinance presently permits by-right uses of these I zoned parcels, construction of which would place demands on the Town's utility systems that may be essentially the same as the development of the Property as proposed. Sheet 2 of 8 of the revised MDP shows calculations of likely water and sewer requirements, compared to the potential by-right development of the Property.

Further discussion with Town staff will be required to refine analysis of utility service.

Approximate time schedule for commencement and completion of the project. The Applicant does not presently have users for the site, though it has consulted with a major Northern Virginia developer regarding the development potential for the property. The Applicant would begin the marketing of the development immediately upon approval of this rezoning and indeed has already commenced such efforts. The marketplace will determine completion.

Section 11-3.9.3.9 of the Zoning Ordinance. The property is adjacent to parcels zoned I, Industrial to the north, R-10 and R-6 to the west and R-15 to the south. The property is bordered by roads in all directions. An overview of compliance with the Comprehensive Plan is above. It should be noted that the roads separating the development from the R-6, R-10 and R-15 zoned areas are arterial roadways with substantial right-of-way widths.

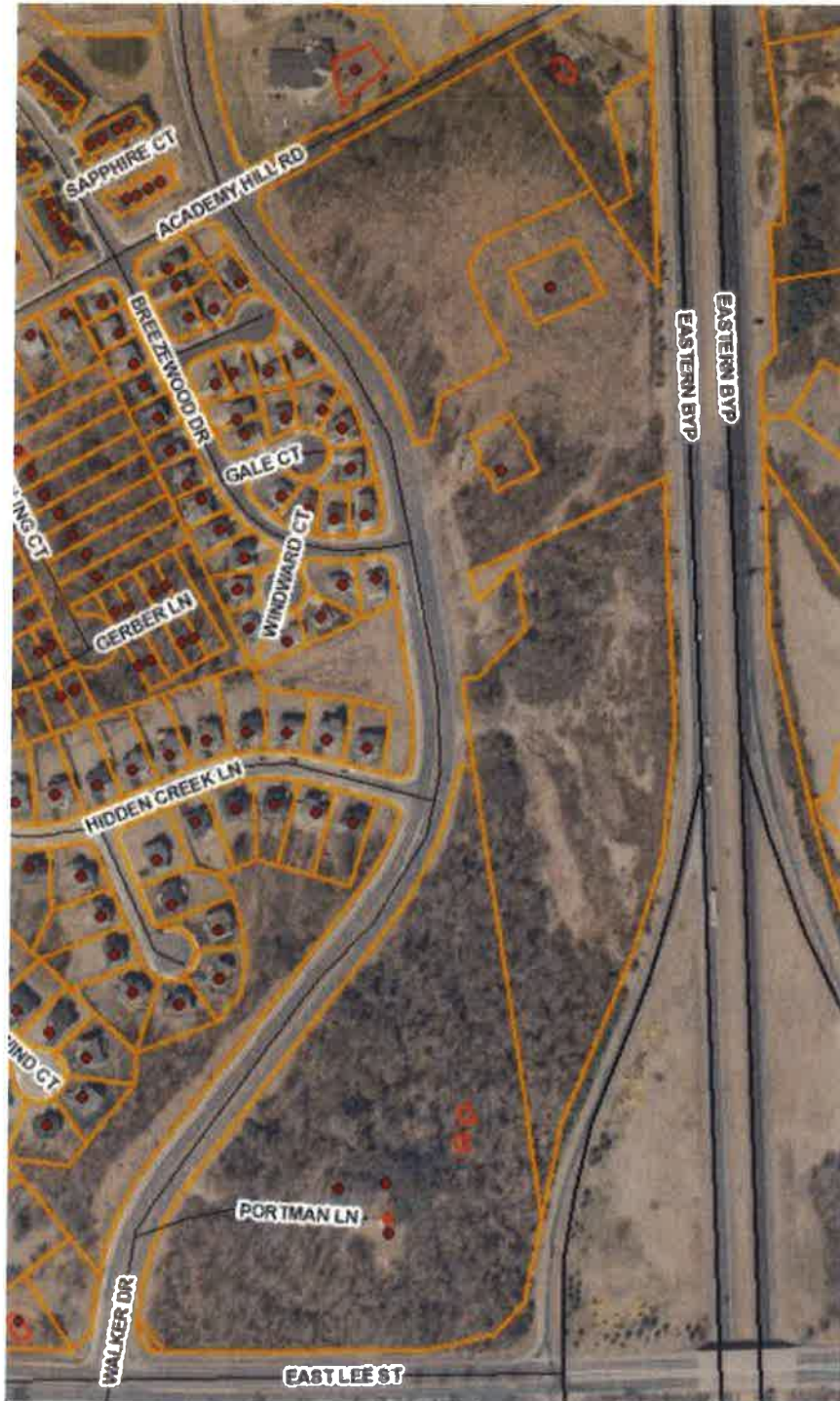
Environment. The surrounding properties have been developed and the property is bordered by existing roads. It is not anticipated that any off-site areas will be negatively impacted from an environmental perspective.

The area to the north of the proposed wet pond currently has stormwater management coverage in the existing facility. It is expected that this area will need supplemental on-site Best Management Practices (BMP) measures to meet the current stormwater management regulations adopted in July of 2014. The southern portion of the site will be addressed by the proposed facility shown on the Master Development Plan. It is planned that all stormwater management requirements will be provided on-site. The existing, but non-functional, SWM facility owned by the Town of Warrenton may be absorbed into the development's proposed wet pond. Should this happen, it is anticipated that the Town would convey ownership of the pond property to the Applicants who would incorporate that property into its proposed development. The Applicant's proposed wet pond would then be designed

to compensate for the stormwater flowing to the existing but non-functional facility to benefit both the Applicant and the Town.

Additionally, a Wetland Delineation Report for this area was conducted in 2008 by McCarthy & Associates, and they found no areas warranting delineation as “waters of the US.” This report was verified as accurate by the US Army Corps of Engineers in a letter dated August, 2008. Nothing has changed on the property or in applicable regulations to suggest any alteration in these conclusions.

A site area photo from the Town’s GIS is below.



PROFFER STATEMENT

ZMA 16-01 - WALKER DRIVE PROPERTIES ZONING MAP AMENDMENT

REZONING: Rezoning from I District to the I-PUD District

PROPERTY and RECORD OWNERS:

The Property that is the subject of this rezoning consists of parcels totaling approximately 31.3804 acres and bearing the following Parcel Identification Numbers:

1. 6984-73-6957-101, 6984-73-6957-202, CCMK, LLC
2. 6984-73-6957-201, RAM Holdings, LLC
3. 6984-73-6957-203, 6984-73-6957-204,
J. S. Woodside Properties, LLC¹
4. 6984-74-8242-001, Hirshman Hoover, LLC
5. 6984-74-8242-002, J. L. Woodside Properties, LLC
6. 6984-74-8242-003, 6984-74-8242-006, 6984-74-8242-007,
F&R Development, LLC
7. 6984-74-8242-004, 6984-74-8242-005, CCMK, LLC
8. 6984-74-5565-000, Walker Drive Investment Group, LLC
9. 6984-72-3635-000, The Drew Corporation
10. 6984-73-7494-000, Springfield Properties, LLC

PROJECT NAME: Walker Drive Properties Zoning Map Amendment

ORIGINAL DATE: April 15, 2016

RESUBMITTAL: December 5, 2016
February 1, 2017
March 13, 2017

The undersigned owners of property bearing the GPINs set forth above, comprising approximately 31.3804 acres (the "Property"), hereby proffer that the use and development of the Property shall be in substantial conformance with the following

¹ RAM Holdings, J. S. and J. L. Woodside, and Hirshman Hoover have joined as applicants in this rezoning. Their ownership interest in the property, however, is solely as owner of a condominium unit in an existing building on the Property. They have consented to the rezoning of their properties, but shall not be subject to these Proffers except to the extent that the uses of their units must be otherwise authorized by the Town of Warrenton Zoning Ordinance, and these Proffers. The remaining Applicants and their successors and assigns shall be responsible for all Proffer compliance.

conditions and shall supersede all other Proffers with respect to the Property made prior to this submission, if any. In the event this zoning map amendment is not granted as applied for by the Applicant, these Proffers shall be withdrawn and become void.

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

The headings of the Proffers set forth below have been prepared for convenience or reference only and shall not control or affect the meaning or be taken as an interpretation of any provision of the Proffers. The terms “Applicant” and “Developer” shall include all future owners and successors in interest.

References in these Proffers to plans shall include the following:

- A. Land Bay Plan, being sheet 2 of 5 of the plan prepared by Michael Johnson, PE, last revised March 13, 2017, entitled "Walker Drive Properties Master Development Plan" (the "Land Bay Plan");
- B. On-Site Proffer Plan, being sheet 3 of 5 of the plan prepared by Michael Johnson, PE, last revised March 13, 2017, entitled "Walker Drive Properties Master Development Plan" (the "Proffer Plan"); and
- C. Transportation Proffer Plan, being sheet 4 of 5 of the plan prepared by Michael Johnson, PE, last revised March 13, 2017, entitled "Walker Drive Properties Master Development Plan" (the "Transportation Plan").

Land Use

- 1. Land Bay Plan - The development of the Property shall be in substantial conformance with the Land Bay Plan, subject to reasonable adjustments approved by the Town of Warrenton (hereinafter, the “Town”) at final engineering.
- 2. Land Bay Tabulations Chart - The Property shall be developed in accordance with the I-PUD Zoning District and all uses permitted in the I-PUD Zoning District shall be permitted on the Property. The uses within those Land Bays depicted on the Land Bay Plan shall be in substantial conformance with the Land Bay Tabulations chart on the Land Bay Plan. Notwithstanding anything to the contrary in these Proffers or the Land Bay Plan, there shall be no more than 182,875 new gross square feet of non-residential uses.

3. Permissible Uses by Special Use Permit - Approval of this rezoning does not eliminate any requirement for a special use permit under the IPUD zoning district, where such permits are required.
4. Uses - No Health and Fitness Facilities shall be permitted in Land Bays A, B, C, and/or D.
5. Non-Residential
 - a. Square Feet - No single non-residential use shall exceed 50,000 gross square feet without a special use permit approved by the Council.
 - b. Entertainment Uses - A location in Land Bays A, B, C or D, as depicted on the Land Bay Plan, that is suitable for the construction of an entertainment use(s), as listed below, shall be set aside and retained for that use for a period of seven (7) calendar years from the date of the Final Rezoning of the Property. Entertainment Uses shall consist of, but not be limited to, movie theater, bowling alley, dinner theater, performing arts center, roller skating facility, water park, paintball center, miniature golf, arcade, laser tag facility, escape room, and/or another Entertainment Use may be approved by the Planning Director, provided that that any such Entertainment Use(s) is determined to be of equal or higher quality to those listed. The Applicant shall employ its best commercially reasonable efforts to secure such Entertainment Use(s) as a component of the development of the Property. At the end of the said seven (7) years, the Applicant may thereafter still construct or authorize construction of an Entertainment Use in those Land Bays but shall not be obligated to do so and may make use of the site for any commercial or industrial use otherwise permitted in the Land Bay and the I-PUD zoning district.
 - c. Residential - The maximum number of multi-family dwelling units shall be one hundred sixteen (116). Forty residential units to be constructed in Land Bay E shall be market rate condominiums, which shall be individually metered for public utilities.
6. Phasing of Residential and Non-residential Construction
 - a. Non-residential Construction - The Applicant shall cause to be constructed/construct and/or otherwise provide not less than 75,000 square feet of new non-residential Gross Floor Area ("GFA") prior to the issuance of the 41st building permit for a residential unit on the Property. "Constructed" as used herein shall be defined to mean that the shell and exterior of the structure(s) shall be finished, and all associated landscaping (subject to seasonal planting) and parking for such structure(s) shall have

been provided, but interior tenant/occupant improvements shall not be required.

- b. Existing Structures Excluded from Non-residential Calculation - Non-residential GFA shall include all non-residential uses in the Land Bay Tabulations chart on the Land Bay Plan, provided that existing structures in the area labeled as “Existing Land Bay” shall not be counted towards the requirement for new non-residential GFA set forth herein.

Design

7. Landscaping - Landscaping shall be in substantial conformance with the Proffer Plan. All new landscaping/plantings shall be indigenous, native species or alternative species in accordance with the Zoning Ordinance. At Site Plan submission, the landscaping plan shall provide a 30 foot landscape easement along Walker Drive from East Lee Street to Hidden Creek Lane and along East Lee Street from U.S. 29 to Walker Drive, as shown on the Proffer Plan.
8. Landscaping Detail - Landscape plantings for the 30’ landscape easement, referenced in Proffer 6 above, shall be in accordance with the Easement Planting Detail on the Proffer Plan.
9. Design Guidelines - Development on the Property shall be general conformance with the design guidelines entitled “Walker Drive Properties Rezoning – Design Guidelines,” dated December 1, 2016 (hereinafter, the “Design Guidelines”), incorporated herein by reference, subject to minor modifications made in connection with each site/subdivision plan review as may be necessary to accommodate final engineering. Modifications to the Design Guidelines may be approved by the Planning Director, provided that that any such modification is determined to constitute an improvement to the overall quality of the development beyond that depicted in the Design Guidelines.

10. Architecture

- a. Building Materials - In order to insure high quality construction of new buildings on the Property, building materials may include brick, architectural grade stone, wood, and glass, architectural grade block, real or simulated wood, stucco, or a combination thereof, on all sides of any building constructed within the Property in order to create “360 degree architecture.” Other building materials that represent a high level of quality may be approved by the Planning Director if they are of the same or superior quality to those set forth herein.

- i. Plain or painted concrete masonry unit (CMU) block shall not be used.
 - ii. If any form of siding is used, it shall not be vinyl or metal.
 - iii. No metal buildings shall be permitted.
 - iv. The foregoing shall not preclude use of other materials solely for fascia, trim, and other secondary building elements/details.
 - v. Roofing material visible from ground level shall be standing seam or other material as approved by the Planning Director.
- b. Elevations - Exterior building elevations shall vary in terms of color, materials, heights, front plane, and detail, as depicted in the Design Guidelines. Building(s) containing residential units located in Land Bay “D” shall be designed, and constructed, in a manner that is consistent with materials and architectural features of buildings located in Land Bays “A”, “B” and “C”.
- c. Placement of Buildings - Front elevations of non-residential buildings constructed within the Project shall be staggered such that there is no uniform front plane.
- d. Restriction on false fronts - There shall be no “false” second story front facades on any building within the Project.

11. Refuse/Loading

- a. Location - Refuse storage and pick up areas and/or loading areas shall not be visible from Walker Drive or the Eastern Bypass (Route 17/15/29). Refuse storage, pick up areas and/or loading areas shall be screened with building materials that match the front façade of the building, or landscaping, as approved by the Planning Director.
- b. Time - Refuse pick-up and street cleaning (including leaf blowing) shall not occur between the hours of 10 PM and 6 AM. The foregoing shall not preclude snow removal, as necessary.

12. Signage

- a. Project Identification Signage - The Applicant may locate project identification signs, which may include tenant identification panels, at the intersections of Walker Drive and East Lee Street, Walker Drive and Academy Hill Road and at each entrance to the Property. Said signage

may be wall or monument style with masonry (brick or architectural grade stone) and may be incorporated into a landscape/entrance feature. All signs shall be consistent with applicable provisions of the Zoning Ordinance.

- b. Sign Program - A uniform sign program shall be implemented for the Property. Such sign program may include additional façade signage to accommodate two front façades of those buildings in Land Bays A, B, C and D, as depicted on the Land Bay Plan.

13. Central Plaza

- a. Design - The Applicant shall provide a Central Plaza, which shall be a minimum of 20,000 square feet in size in Land Bays A, B and/or C, as generally described in the Design Guidelines. The Central Plaza shall contain a human-scaled, pedestrian friendly, Main Street area, with public gathering spaces. The Central Plaza will have an average minimum dimension of 50 feet in length and 50 feet width in order to avoid an overly narrow and/or linear configuration for this area.
- b. Amenities - The Central Plaza shall include, but shall not be limited to, plantings, landscaping, benches, outdoor seating, streetscaping with provisions for bicycles, lamp posts, play fountain(s) and/or splash pad(s), and may include public art, and/or other street furniture. Any play fountain(s) and/or splash pad(s) shall be a minimum of 600 square feet.
- c. Location - The Central Plaza shall be situated so as to provide maximum benefit to the public, occupants, and residents, and shall be identified during the Post Zoning Master Development Plan process set forth herein. The Central Plaza shall be included on the site plan for the Land Bay in which it is to be situated and constructed prior to the issuance of the first occupancy permit for any structure in that Land Bay.
- d. Surrounding - The area surrounding the Central Plaza shall be designed with a style consistent with the Central Plaza as provided in §3-5.2.10.4 of the Zoning Ordinance.

- 14. Lighting - The Applicant shall comply with the Town's photometric standards applicable to a lighting plan for the Project to be submitted with the each site/subdivision plan for the development of the Property. All parking lot lights shall have fixtures which direct light downward and inward and all building-mounted lighting, if any, shall be directed or shielded in such a manner to prevent glare from projecting onto adjacent properties or public rights of way.

15. Wetlands Delineation – At the time of the first site plan submittal, the Applicant shall cause a study to be made to determine if there are jurisdictional wetlands or waters of the United States on the Property, and shall comply with all applicable requirements applicable thereto if such areas are identified.

Transportation Improvements

16. Timing of Traffic and Transportation Improvements, Generally - Unless otherwise provided herein, the transportation improvements that are required hereby and shown on the Transportation Plan shall be included and constructed with (i) the first site plan following any traffic control warrant study determining the need for a signal at locations studied therefor, or (ii) if independent of a traffic control warrant study with the first site plan for development of any Land Bay adjacent to the transportation improvement identified, or (iii) if an improvement shown on the Transportation Plan has not already been constructed, then any remaining improvements shall be constructed prior to the issuance of the occupancy permit for 30,000 square feet of non-residential development.

17. Intersection Signalization

- a. Traffic Control Warrant Studies - If requested by the Town and VDOT at any time during the development of the Property, or when the Applicant determines that such study would be appropriate if not previously requested, the Applicant shall conduct and submit for review a traffic control warrant study for the following intersections:
 - i. East Lee Street and Walker Drive (hereinafter, “Intersection #1);
 - ii. U.S. 29 bypass northbound ramp and Meetze Road (hereinafter, “Intersection #2) and
 - iii. Site Entrance A (hereinafter, “Site Entrance A”).
- b. Intersections #1 and #2 - If warrant studies demonstrate that a traffic signal is warranted at Intersections #1 or #2, and if requested by the Town or VDOT, the Applicant shall install signalization at those Intersections, as provided herein.
- c. Pro rata Contribution to Signalization of Intersections #1 and #2 - If the Applicant installs traffic signals at Intersections #1 or #2, then it shall be entitled to petition the Town and/or VDOT for reimbursement of costs in excess of its pro rata share of the costs of such signalization, calculated as the percentage of estimated contributing traffic volume from the Property at said intersections as compared to total traffic at that intersection, at full buildout, as set forth in the Traffic Impact Study.

d. Alternative Provisions for Construction and Financing of Signalization/Roundabout at Intersection #1

- i. The Town is contemplating the installation of a roundabout at Intersection #1. If, however, neither the Town nor VDOT has designed and funded a roundabout at that Intersection before a traffic control warrant study demonstrates that Intersection #1 requires signalization to function at an acceptable level of service, then notwithstanding anything in these Proffers to the contrary, upon commencement of construction on the Property and following notification that signalization of Intersection #1 is required, the Applicant may petition the Town or VDOT, as the case may be, to permit the installation of traffic signals at Intersection #1. Such signal shall be designed and constructed as approved by VDOT and the Town contemporaneously with the site plan for construction in any Land Bay after the signal is warranted.
 - ii. The Applicant will not develop its Property in a manner that precludes the construction of a roundabout at Intersection #1.
 - iii. If the Town or VDOT elects to install a roundabout at Intersection #1, then upon completion of the construction of the roundabout at that Intersection, and with the issuance of the first non-residential occupancy permit in Land Bays A, B, C and/or D, the Applicant shall contribute \$200,000 to the Town of Warrenton.
- e. Reimbursement - If the Applicant advances the funds necessary for the installation of a traffic signal at Intersection #1 as provided in this alternative provision, it shall thereafter be entitled to petition the Council for reimbursement for the pro rata share of costs thereof properly attributable either to existing traffic or the development impact generated by others at that Intersection in excess of the costs thereof attributable to the Applicant's development. The costs properly borne by others will be based upon the percentage of their contributing traffic volume at said intersections as compared to the Applicant's percentage of traffic contributed to that Intersection at full buildout.
- f. Roundabout Construction at Site Entrance A
- i. In connection with the first site plan for development on Land Bays A, B, C, or D, the Applicant shall design and construct a roundabout, within existing right-of-way, as approved by the Town and/or VDOT at Site Entrance A. Said roundabout shall be in lieu of installing a traffic signal at said location.

- ii. If the Planning Director advises the Applicant that no roundabout is desired at Site Entrance A, but a signal is warranted, the Applicant shall install a signal at Site Entrance A, as depicted on the Transportation Plan, to a design approved by the Town and VDOT. Said signal shall be installed at the Applicant's sole expense.
 - iii. The roundabout shall be shown on the first site plan for any development in Land Bays A, B, C, or D, and shall be installed prior to the first occupancy permit for any structure in those Land Bays.
18. Turn Lanes - Subject to Town and VDOT modifications and approvals, turn lanes shall be provided as depicted on the Transportation Plan and according to the phasing requirements of Proffer 16. Notwithstanding any Proffer to the contrary, the left turn lane located at the intersection of Walker Drive and Breezewood Drive, as shown on the Transportation Plan, shall be constructed prior to the time Site Entrance B becomes functional.
19. Crosswalks - Pursuant to Town and/or VDOT approvals, the Applicant shall install pedestrian crosswalks to a design acceptable to the Town and VDOT at those locations identified on the Transportation Plan, and specifically including a crosswalk providing access at Hidden Creek Lane and Walker Drive. If requested and subject to obtaining all necessary approvals, such crosswalks shall be shown on the site plan that includes any portion of a roadway where each crosswalk is to be constructed.

Parks and Recreation

20. Trails/Sidewalk – Subject to Town and VDOT modifications and approvals, the Applicant shall install eight foot (8') wide asphalt trails (with no shoulders required) and five foot (5') wide concrete sidewalks, as generally depicted on the Transportation Plan. The Applicant shall further design an internal pedestrian/bike trail network within the Property that permits internal access through Land Bays A, B, C and D. The 8' asphalt trail may be located in the proposed 30' landscape easement, subject to final engineering.
21. Bicycle Racks - The Applicant shall provide a minimum of three (3) bicycle racks on the Property. The location and style of the bicycle racks shall be determined by the Applicant, upon consultation with the Planning Director. At least one of the bicycle racks shall be located in the Central Plaza.

Storm Water Management

22. The Applicant shall provide stormwater management in accordance with the Town standards and Virginia Storm Water Management Regulations. The location of said facilities shall be determined at site plan review, in connection with final engineering.

Fire and Rescue

23. The Applicant shall comply with all applicable requirements of the International Building Codes for building construction and fire suppression.

Contribution to Public Safety

24. Prior to the issuance of the first non-residential occupancy permit for development of the Property, the Applicant shall contribute the sum of \$20,000 to the Town for fire and rescue services, and \$20,000 to the Town for police services, to be expended at the Council's discretion.

Water and Sewer

25. Water and Sewer - The Property shall be served by public sewer and water provided by the Town.
26. Water Main - The Applicant shall extend the water main in Walker Drive that currently dead ends at Hidden Creek, through the proposed property to insure a loop at the water main in East Street and East Lee Street. It shall further assure that the water systems loops with existing or proposed water lines at Meetze/Lee Street in order to secure adequate water flows and ongoing maintenance of the public system.
27. Tap Fees - The Applicant shall individually meter all of the condominiums (not apartments) including those that are being constructed on 321 Walker Drive.

Waivers/Modifications

28. Pursuant to §3-5.2.4.1 of the Zoning Ordinance, the Land Use Mix as it is set forth on the Land Bay Plan is hereby approved for the Property.

Establishment of a Post Zoning Master Development Plan Process

29. Requirement for a Post Zoning Master Development Plan
- a. Prior to the approval of any site plan for the Property, the Applicant shall submit to the Planning Director a Post Zoning Master Development Plan

(“PZMDP”) to assure the orderly development of the Property. The PZMDP is intended to ensure that development occurs in a manner that comports with the approved zoning and any conditions appended thereto, and that sets forth sufficient additional detail of any proposed development to demonstrate conformance with applicable ordinances or regulations, both in individual Land Bays and throughout the project as approved to permit. A PZMDP is not intended to replace a site plan with its attendant construction details submitted pursuant to applicable Town ordinances and standards.

- b. The PZMDP process set out herein is not mandatory upon the Town or Council, and no legal obligation is established for the Town’s courtesy review of such a plan. No proffer may create obligations on the locality to which submitted, and this process is established solely to permit detailed review of specific development proposals against applicable requirements prior to site plan submittals.
- c. A PZMDP shall be submitted to the Planning Director for review, and shall thereafter be presented to the Council for its consideration and its non-binding determination that a proposed PZMDP is consistent with applicable proffers, ordinances, and regulations.
- d. The PZMDP shall include the entirety of the Property regardless whether development is proposed to commence on all or a portion of the Property, in order to assess overall compliance with applicable requirements and consistency with the approved zoning. The Applicant may submit one or more PZMDPs during the course of site development.

30. Pre-Application Conference

- a. Prior to submission of a PZMDP for review, the Applicant shall schedule a pre-application conference with the Planning Director and such other staff as the Planning Director deems appropriate. The purpose of the conference is to review and discuss a specific development proposal in relation to the requirements of the Town Code, the zoning of the Property, and other lawfully applicable requirements, and to discuss the requirements for the submission of a PZMDP.
- b. If requested by the Planning Director, the Applicant shall provide a draft land use plan in advance of the pre-application conference describing generally:
 - i. The specific location of the site.

- ii. The location of proposed points of access.
- iii. The general location and types of uses, environmental features on the site, open space and other features associated with the approved rezoning of the Property but with such further detail as to permit an understanding and evaluation of actual construction of permitted structures and uses.

31. Submission and contents of PZMDPs

- a. Following the pre-application conference, the Applicant may submit a PZMDP for all or a portion of the Property. The following shall be required for a PZMDP and shall be shown clearly on the plan.
 - i. The scale shall be one inch equals 100 feet or larger (the ratio of feet to inches shall be no more than 100 feet to one inch) or at a scale acceptable to the Planning Director. The scale shall be sufficient so that all features are discernible.
 - ii. All PZMDPs shall include a North arrow, a scale and a legend describing all symbols.
 - iii. The PZMDP shall be based on a boundary survey of the entire property related to true meridian and certified by a certified Virginia surveyor, architect or engineer. The total area of the property shall be depicted on the PZMDP.
 - iv. The topography shall be shown at contour intervals acceptable to the Planning Director.
 - v. The title of the proposed project; the date, month, year the plan was prepared or revised; the name of the applicant(s), owner(s) and contract owner(s); and the names of the individuals or firms preparing the plan shall be clearly specified.
 - vi. A plan, showing the location, arrangement and approximate boundaries of all proposed land uses on all or a portion of the Property sufficient to permit a reasonable determination that the requirements of the Land Bay Tabulations chart on the Land Bay Plan are met, and that parking and loading requirements can be satisfied with site or subdivision plans upon full buildout of the Property.

- vii. Elevations of all proposed structures demonstrating their conformity with the Design Guidelines for such structures and any other applicable provisions of the zoning or these Proffers.
- viii. The approximate acreage in common open space, each use, if applicable, roads, streets or rights-of-way for the subject property and total development, as applicable.
- ix. The location and extent of proposed buffers and landscaping areas, with statements, profiles, cross sections or examples clearly specifying the screening and types of plantings to be provided.
- x. The location, arrangement, and right-of-way widths of roads and streets, including roads and streets providing access to adjoining parcels within the proposed development.
- xi. The location and arrangement of street entrances, driveways and parking areas.
- xii. A conceptual plan with preliminary computations for stormwater management with the location of stormwater facilities depicted.
- xiii. A history of all land divisions that have occurred in relation to the tract since the adoption of this requirement.
- xiv. The location of sewer and water mains with graphic depictions of the connection with and availability of existing facilities that are proposed to be made.
- xv. Other information that the Applicant believes demonstrate conformance of a proposed development with applicable requirements.

32. Post Zoning Master Development Plan Submission.

- a. The Applicant shall submit the number of copies of the PZMDP as directed by the Planning Director.
- b. The Planning Director may circulate the PZMDP for review and comment by such staff or agencies deemed appropriate, with reasonable notice that the purpose of the PZMDP is to permit a preliminary determination as to compliance of specific development proposals with the approved rezoning and applicable ordinances and regulations, prior to the submission of site and subdivision plans, if any.

- c. The Planning Director may request an updated traffic counts be submitted if, it is determined that there have been substantial changes in conditions affecting traffic and transportation.
- d. When the Planning Director is satisfied that the PZMDP conforms to applicable requirements, the PZMDP will be transmitted to the Council, which shall review the PZMDP and provide the Applicant such comment or recommendations as it may, in its discretion, elect to provide.
- e. Site plans and final subdivision plats may be submitted concurrently with a PZMDP for review according to the procedures set forth in Town ordinances applicable thereto.

[Signature Pages to Follow]

Walker Drive Properties Rezoning Design Guidelines

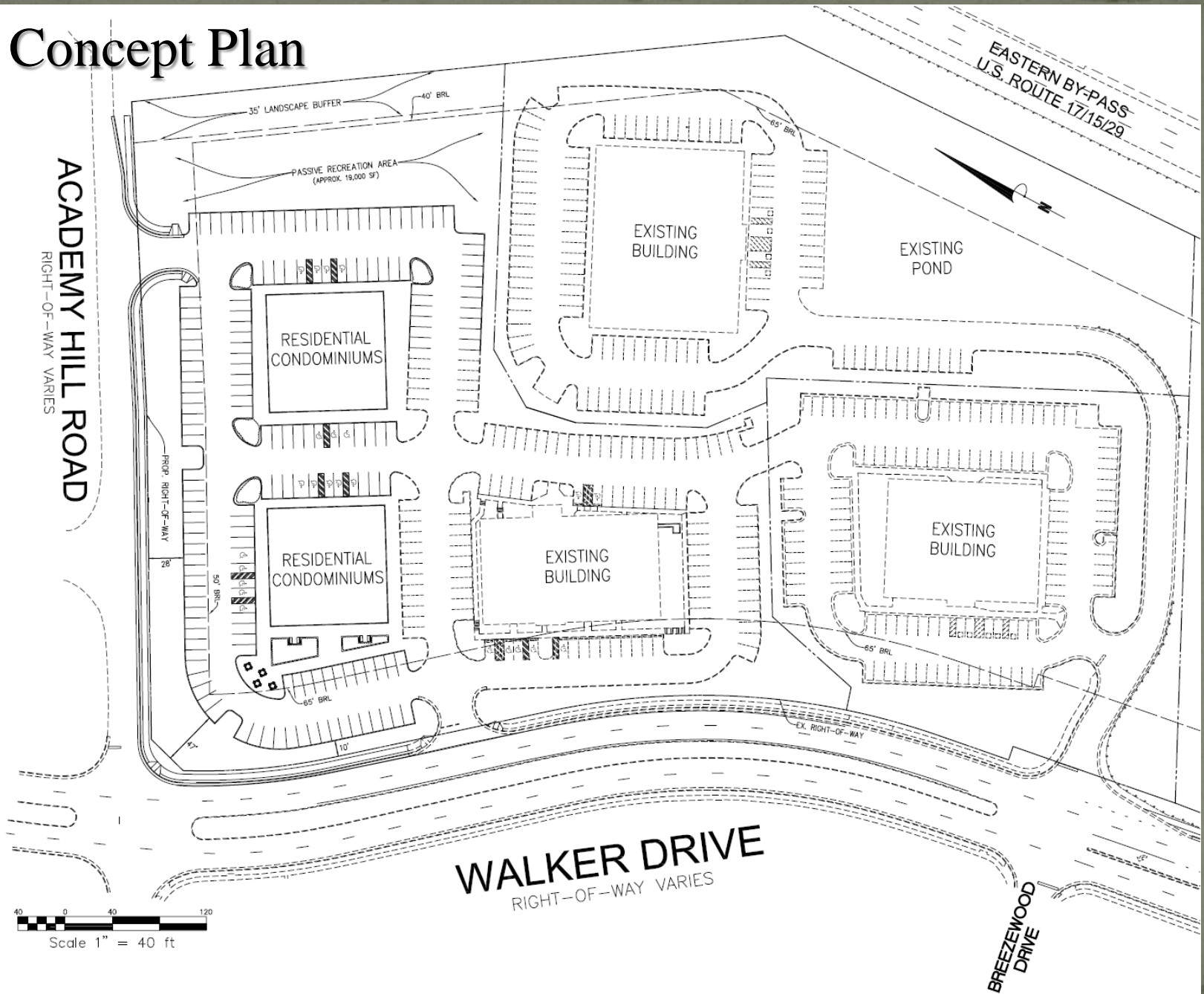
March, 2017



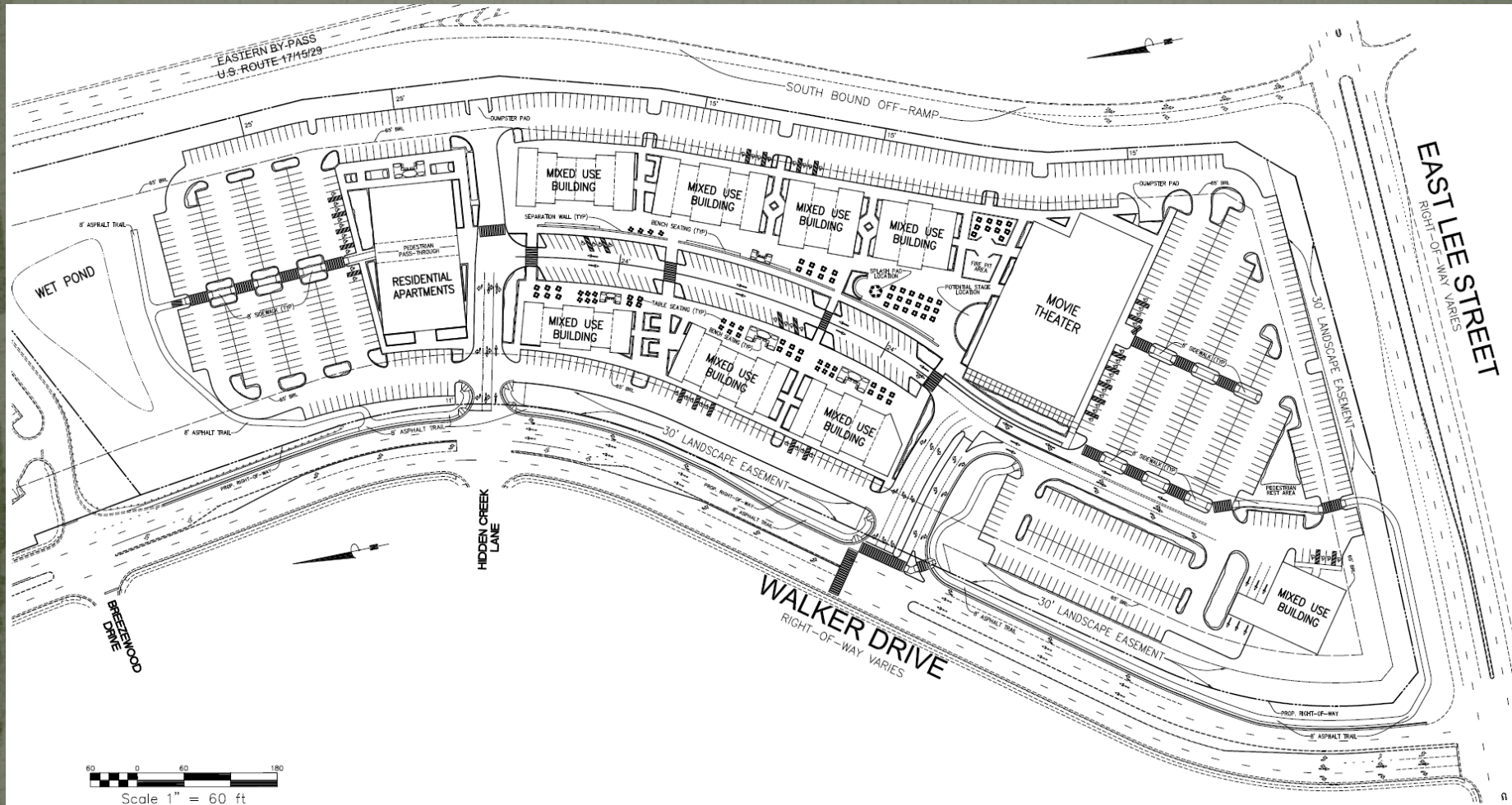
Table of Contents

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Building Materials and Architectural Styles	5, 6 and 7
Streetscape Concepts	8
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Public Gathering Area	9
Play Fountain/Splash Pad Concepts	10
Central Plaza Concept Plan	11
Street Section Details	12
Pedestrian Access Exhibit	13

Concept Plan



Concept Plan



Building Materials and Architectural Styles



Building Materials and Architectural Styles



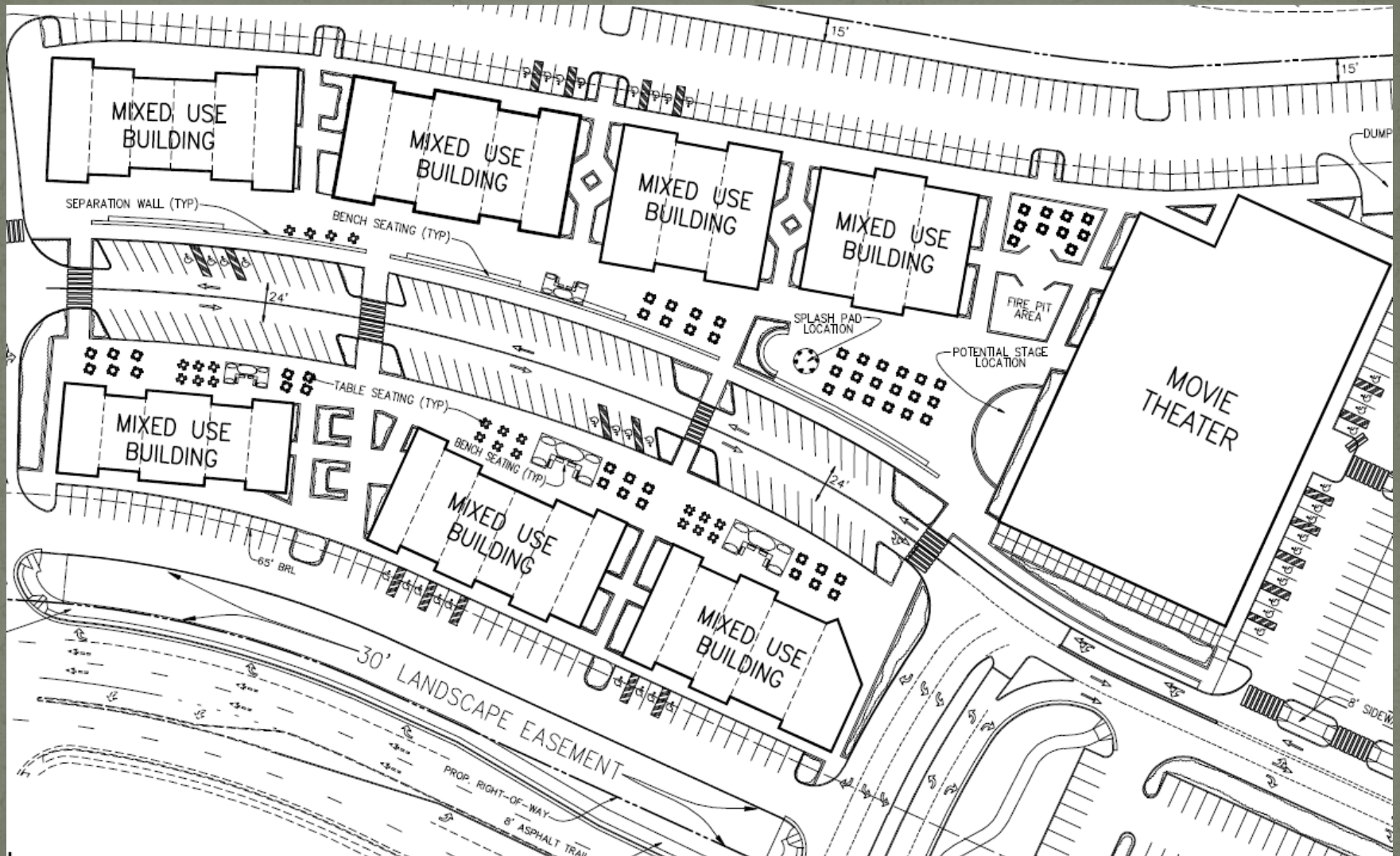
Building Materials and Architectural Styles



Streetscape Concepts

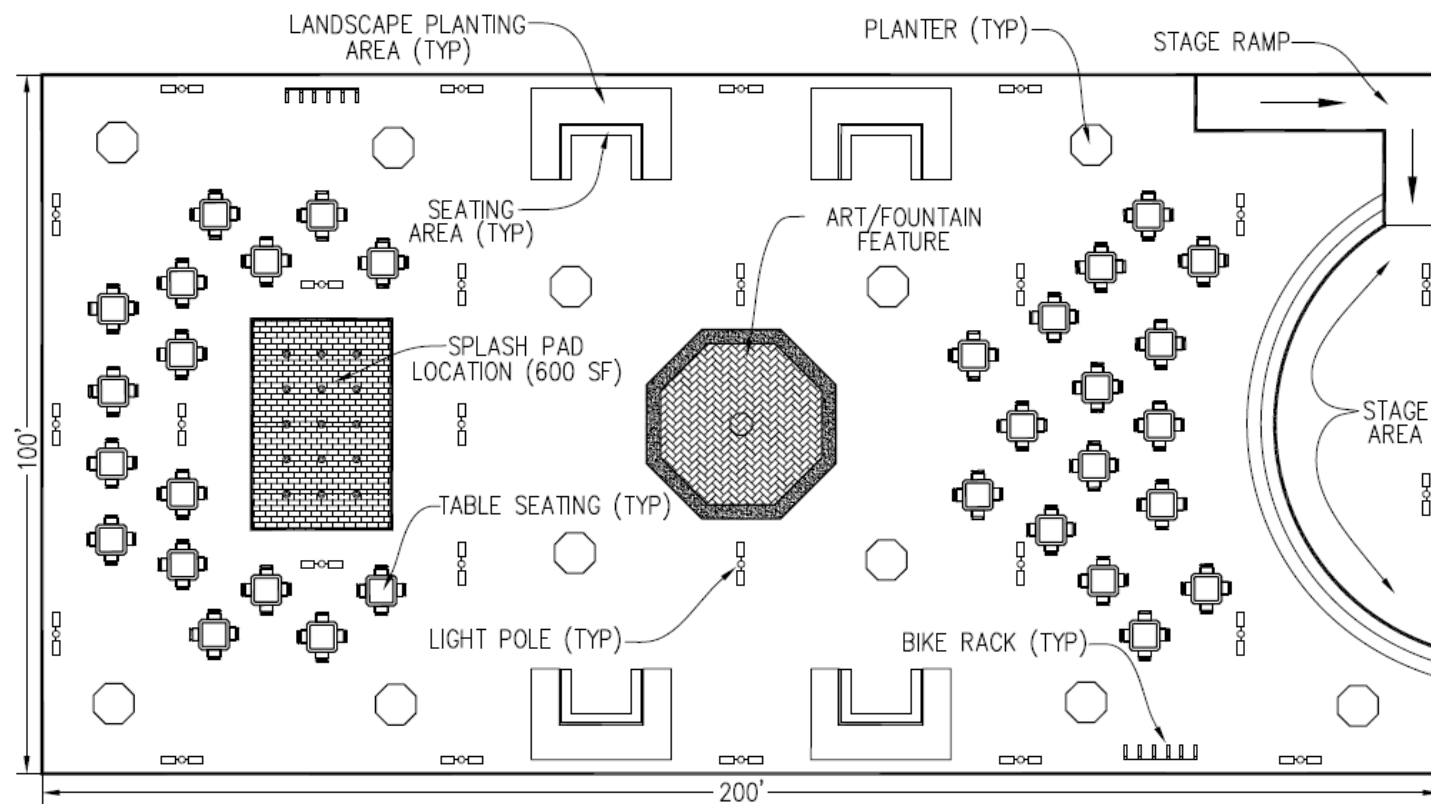


Public Gathering Area



Play Fountain/Splash Pad Concepts

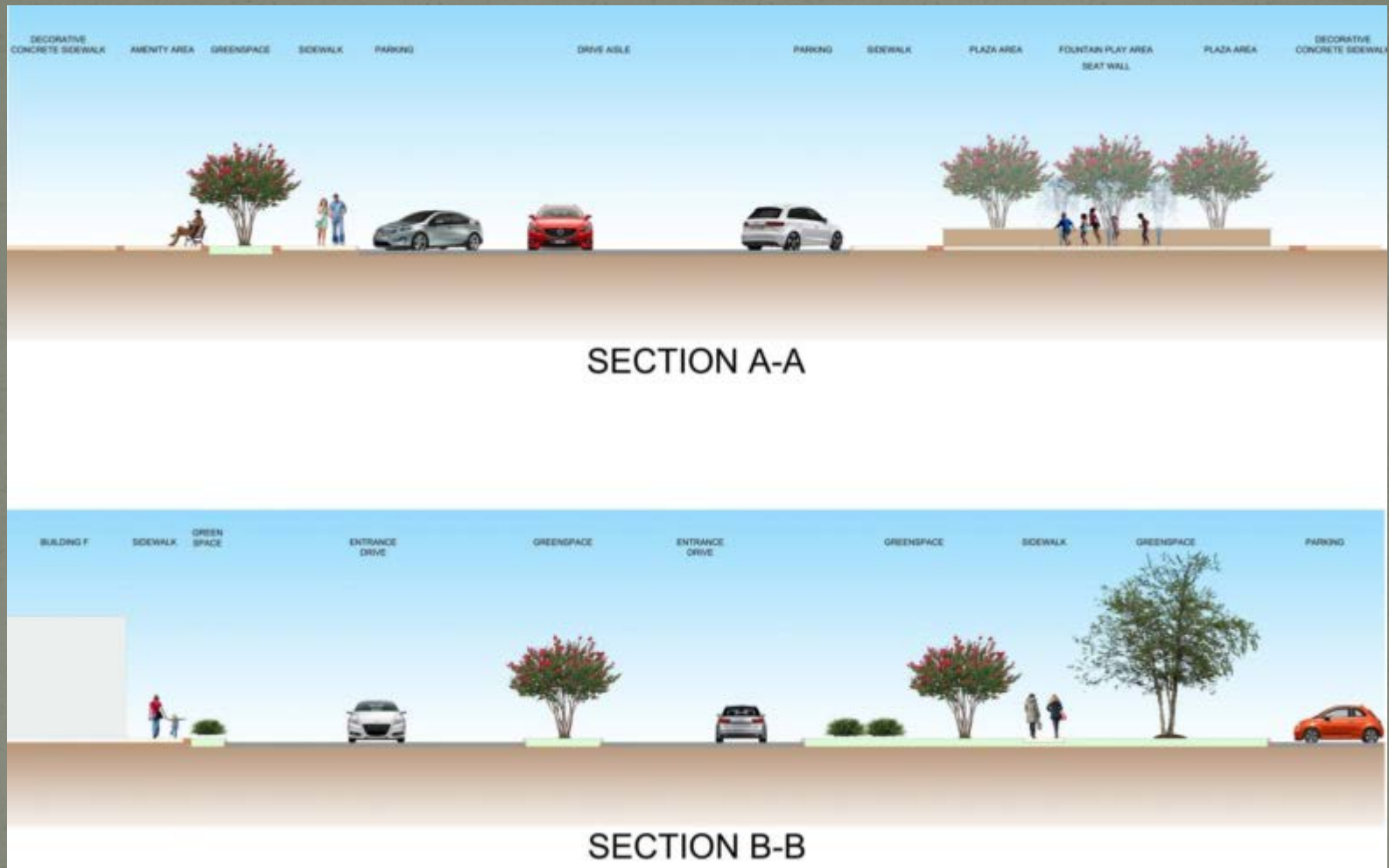




CENTRAL PLAZA CONCEPT PLAN **WALKER DRIVE PROPERTIES**

MARCH 13, 2017 N.T.S.

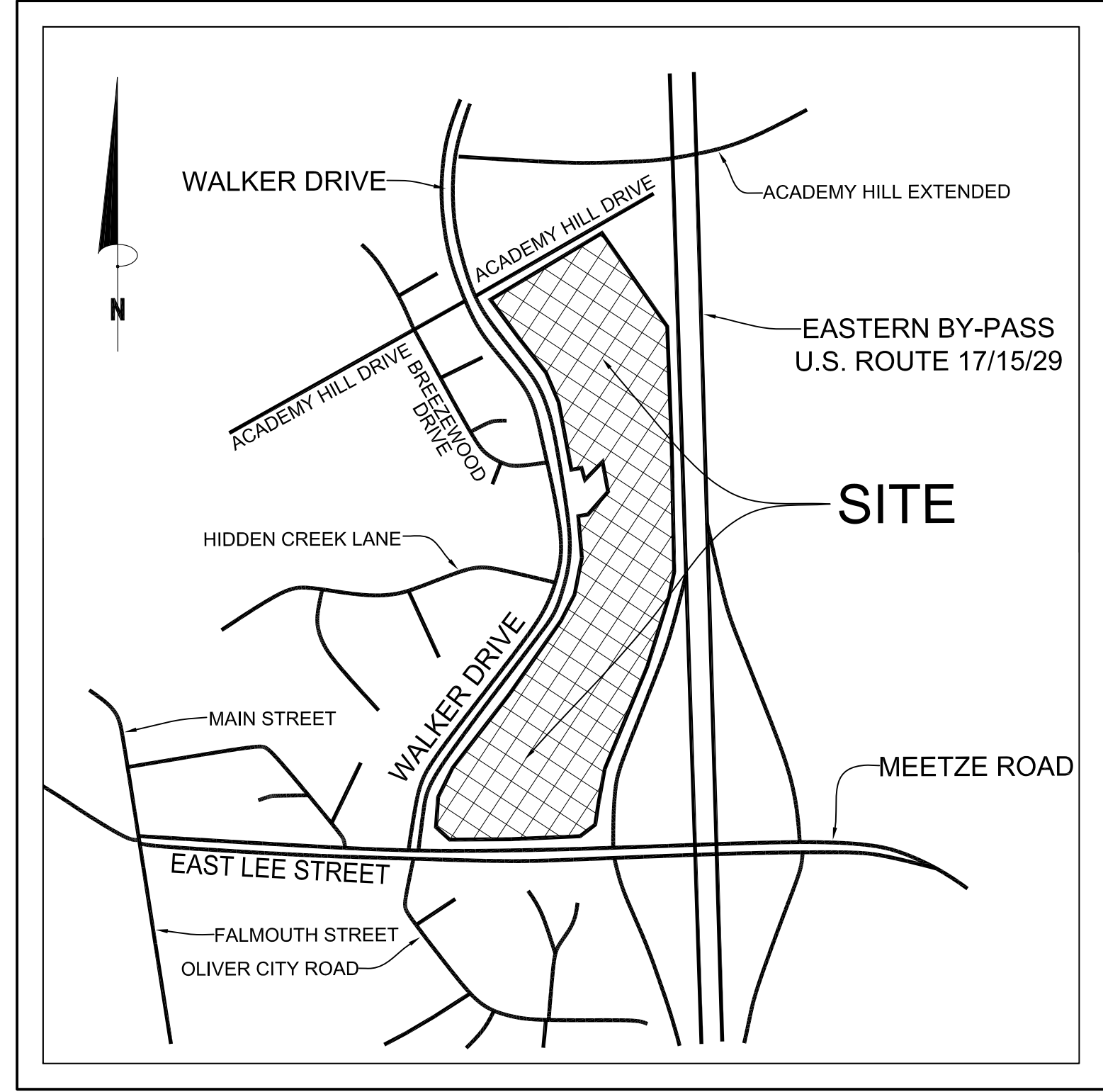
Street Section Details





PEDESTRIAN ACCESS EXHIBIT WALKER DRIVE PROPERTIES

MARCH 13, 2017 N.T.S.



VICINITY MAP
SCALE: 1"=350'

WALKER DRIVE PROPERTIES MASTER DEVELOPMENT PLAN

Town of Warrenton, Virginia
Date: March 13, 2017

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- 3 On-Site Proffer Plan
- 4 Transportation Proffer Plan
- 5 Existing Conditions Plan

Applicants:

East Side Investment Group, LLC
397 Willow Court
Warrenton, Virginia 20186

Walker Drive Investment Group, LLC
397 Willow Court
Warrenton, Virginia 20186

Springfield Real Properties, LLC
397 Willow Court
Warrenton, Virginia 20186

ENGINEER'S CERTIFICATE:

I, MICHAEL JOHNSON, A LICENCED PROFESSIONAL ENGINEER IN THE COMMONWEALTH OF VIRGINIA, DO HEREBY CERTIFY TO THE BEST OF MY KNOWLEDGE, THIS PLAN MEETS ALL APPLICABLE STATE AND LOCAL STANDARDS.

Michael Johnson

BY: MICHAEL JOHNSON, PE VA 20654

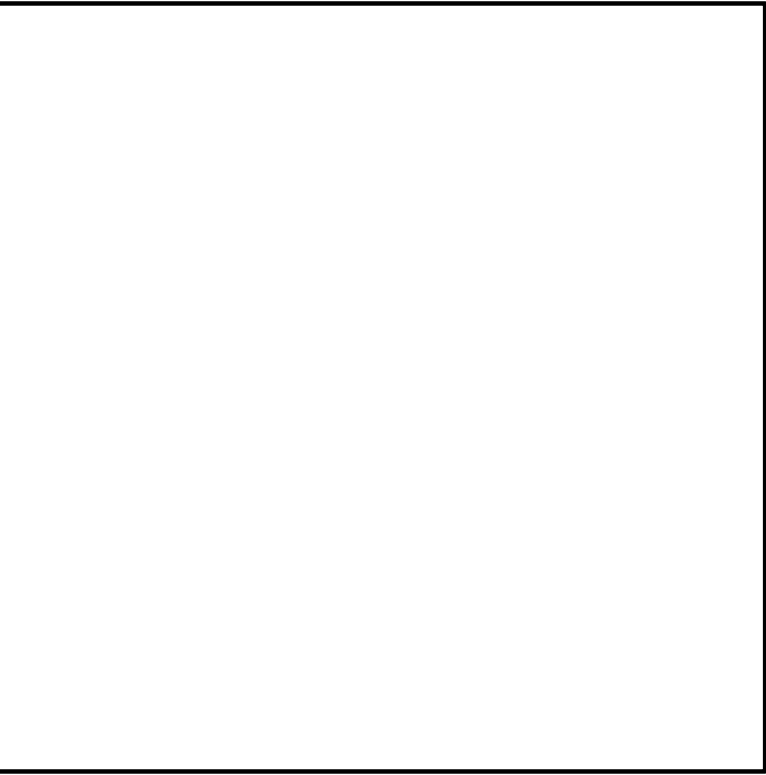
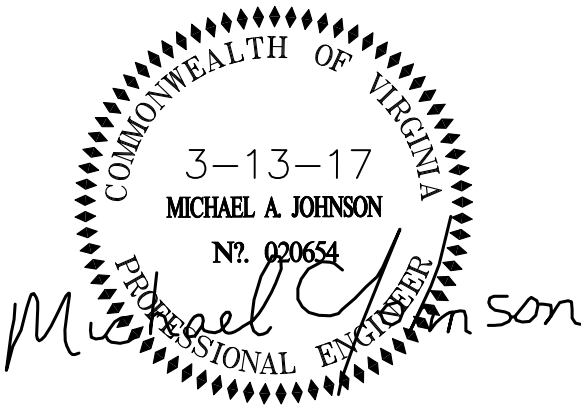
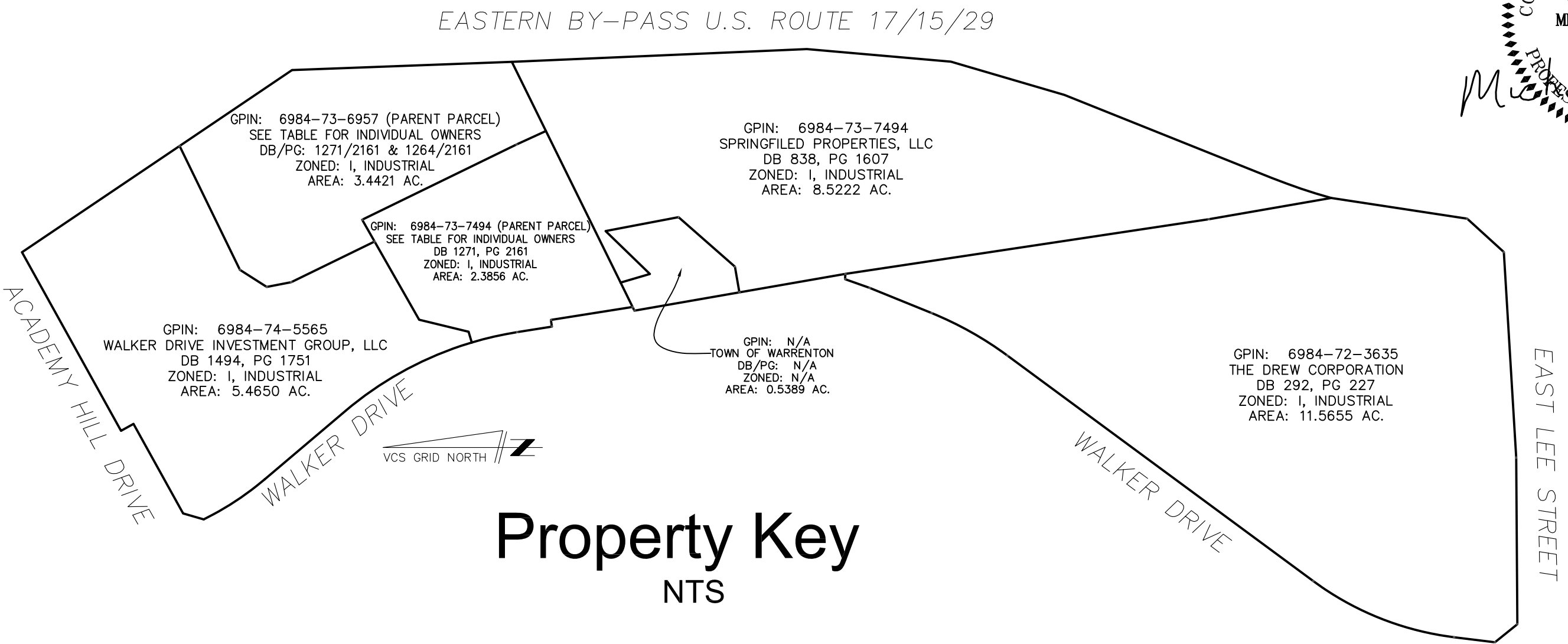
GENERAL NOTES:

1. NO TITLE REPORTS FURNISHED. OTHER EASEMENTS AND/OR RIGHT-OF-WAY MAY EXIST.
2. BOUNDARIES SHOWN TAKEN FROM INFORMATION OF RECORD AND DO NOT REPRESENT CURRENT SURVEYS BY MICHAEL JOHNSON, PE. TOPOGRAPHIC INFORMATION PROVIDED BY TARGET SURVEYS, INC. AND IS BASED ON A CURRENT (OCTOBER 2015) AERIAL SURVEY.
3. THIS SITE WILL BE SERVED BY PUBLIC WATER AND SEWER SERVICE. ALL PROPOSED STORM SEWER EASEMENTS SHALL BE PRIVATE.
4. FINAL PARKING TABULATIONS AND SITE CONFIGURATION TO BE DETERMINED AT PRELIMINARY PLAN AND/OR FINAL SITE PLAN REVIEW.
5. FOR VEHICLE COUNTS, REFER TO TRAFFIC IMPACT ANALYSIS PREPARED FOR THIS PROJECT BY THE TRAFFIC GROUP DATED MARCH 30, 2016.
6. MICHAEL JOHNSON, PE DOES NOT CERTIFY TO THE LOCATION OR EXISTENCE OF ANY, OR ALL, UNDERGROUND UTILITIES. THE UNDERGROUND UTILITIES SHOWN ARE FROM AVAILABLE RECORDS. THIS DOES NOT CONSTITUTE A GUARANTEE OF THEIR ACTUAL LOCATION OR THAT THEY HAVE BEEN SHOWN.

PROPERTY OWNERS INFORMATION TABLE

GPIN:	OWNER:	CURRENT ZONING:	PARCEL AREA:	DEED BOOK / PAGE:
6984-74-5565	WALKER DRIVE INVESTMENT GROUP, LLC	I, INDUSTRIAL	5.4650 AC.	1494/1751
6984-73-7494	SPRINGFILED PROPERTIES, LLC	I, INDUSTRIAL	8.5222 AC.	838/1607
6984-72-3635	THE DREW CORPORATION	I, INDUSTRIAL	11.5655 AC.	292/227
6984-73-6957-101*	CCMK, LLC	I, INDUSTRIAL	3.4421 AC.**	1264/697; 1271/2161
6984-73-6957-202*	CCMK, LLC	I, INDUSTRIAL	3.4421 AC.**	1264/697; 1271/2161
6984-73-6957-201*	RAM HOLDINGS, LLC	I, INDUSTRIAL	3.4421 AC.**	1301/2
6984-73-6957-203*	J.S. WOODSIDE PROPERTIES, LLC	I, INDUSTRIAL	3.4421 AC.**	1407/1005
6984-73-6957-204*	J.S. WOODSIDE PROPERTIES, LLC	I, INDUSTRIAL	3.4421 AC.**	1301/119
6984-74-8242-001*	HIRSHMAN HOOVER, LLC	I, INDUSTRIAL	2.3856 AC.**	1420/499
6984-74-8242-002*	J.L. WOODSIDE PROPERTIES, LLC	I, INDUSTRIAL	2.3856 AC.**	1411/1463
6984-74-8242-003*	F&R DEVELOPMENT, LLC	I, INDUSTRIAL	2.3856 AC.**	1391/1847
6984-74-8242-006*	F&R DEVELOPMENT, LLC	I, INDUSTRIAL	2.3856 AC.**	1391/1847
6984-74-8242-007*	F&R DEVELOPMENT, LLC	I, INDUSTRIAL	2.3856 AC.**	1391/1847
6984-74-8242-004*	CCMK, LLC	I, INDUSTRIAL	2.3856 AC.**	1427/1228
6984-74-8242-005*	CCMK, LLC	I, INDUSTRIAL	2.3856 AC.**	1427/1228
TOTAL AREA =			31.3804 AC.	

* DENOTES CONDOMINIUM OWNERSHIP
** DENOTES ACREAGE OF PARENT PARCEL

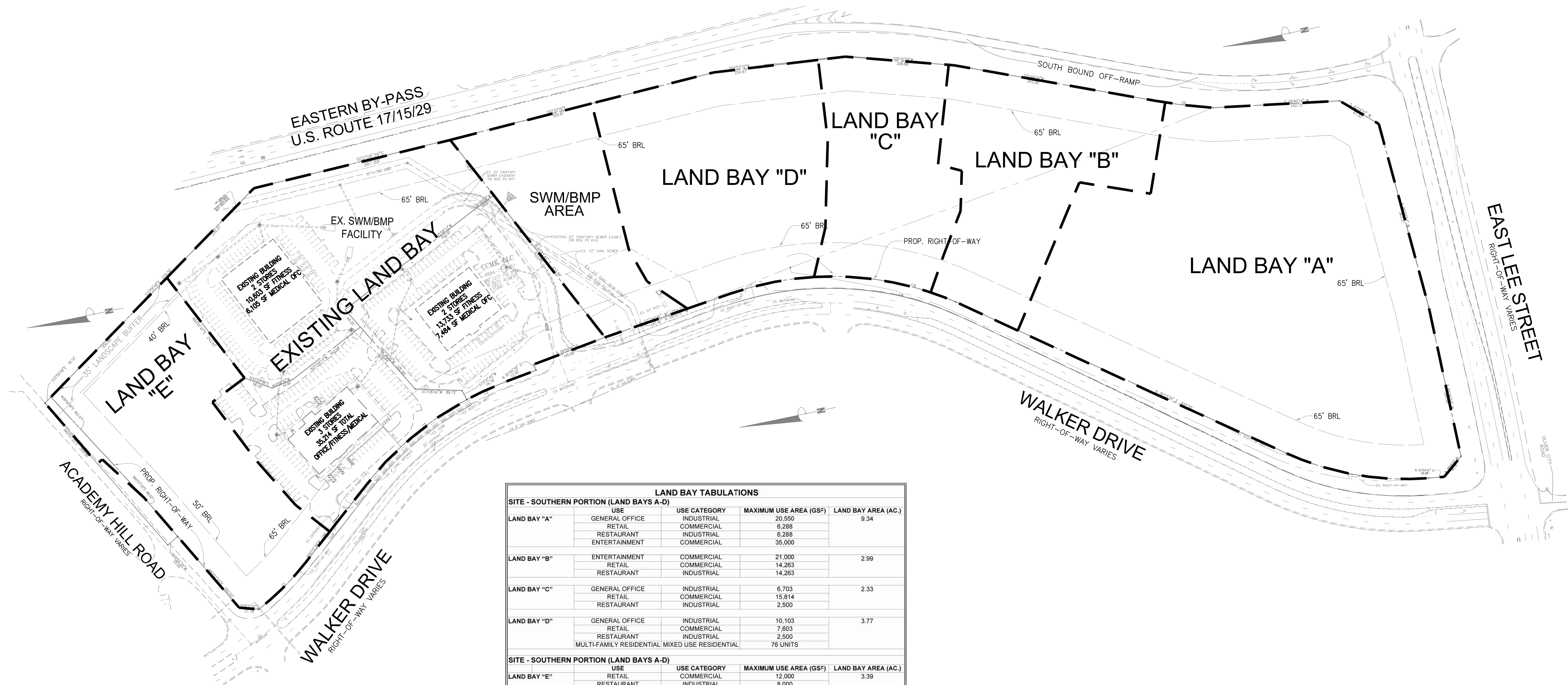
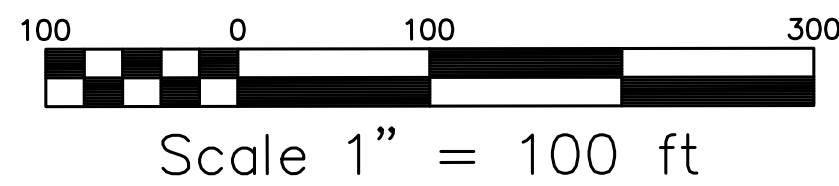


APPROVAL BLOCK
Walker Drive Properties
Master Development Plan

Engineer:
Michael Johnson, PE
14307 Broughton Place
Gainesville, Virginia 20155
Te: (703)334-6483

Revision	Date
Revised Per Review Agency Comments	3-13-17
Revised Per Review Agency Comments	12-2-16
Revised Per Review Agency Comments	9-19-16
Revised Per Review Agency Comments	7-18-16

BEFORE DIGGING CALL "MISS UTILITY"
OF VIRGINIA AT 1 - 800 - 552 - 7001



CURVE	RADIUS	ARC	CHORD	BEARING	DELTA	TANGENT
C1	457.96	254.89	253.19	S87°18'33"E	23°38'24"	119.34
C2	527.96	129.06	128.74	N33°15'27"W	14°00'21"	64.85

LAND BAY TABULATIONS				
SITE - SOUTHERN PORTION (LAND BAYS A-D)				
LAND BAY "A"	USE	USE CATEGORY	MAXIMUM USE AREA (GSF)	LAND BAY AREA (AC.)
	GENERAL OFFICE	INDUSTRIAL	20,550	
	RETAIL	COMMERCIAL	6,288	
	RESTAURANT	INDUSTRIAL	6,288	
LAND BAY "B"	USE	USE CATEGORY	MAXIMUM USE AREA (GSF)	LAND BAY AREA (AC.)
	ENTERTAINMENT	COMMERCIAL	21,000	
	RETAIL	COMMERCIAL	14,263	
	RESTAURANT	INDUSTRIAL	14,263	
LAND BAY "C"	USE	USE CATEGORY	MAXIMUM USE AREA (GSF)	LAND BAY AREA (AC.)
	GENERAL OFFICE	INDUSTRIAL	6,703	
	RETAIL	COMMERCIAL	15,814	
	RESTAURANT	INDUSTRIAL	2,500	
LAND BAY "D"	USE	USE CATEGORY	MAXIMUM USE AREA (GSF)	LAND BAY AREA (AC.)
	GENERAL OFFICE	INDUSTRIAL	10,103	
	RETAIL	COMMERCIAL	7,603	
	RESTAURANT	INDUSTRIAL	2,500	
SITE - SOUTHERN PORTION (LAND BAYS A-D)	USE	USE CATEGORY	MAXIMUM USE AREA (GSF)	LAND BAY AREA (AC.)
	RETAIL	COMMERCIAL	12,000	
	RESTAURANT	INDUSTRIAL	8,000	
	MULTI-FAMILY RESIDENTIAL MIXED USE RESIDENTIAL		40 UNITS	
EXISTING LAND BAY	OFFICE/HEALTH CLUB	INDUSTRIAL	73,139	7.8
SWM/BMP AREA	N/A	N/A	N/A	1.93
				TOTAL AREA = 31.55
				TOTAL INDUSTRIAL GSF = 144,046
				TOTAL COMMERCIAL GSF = 111,968

NOTE:
The final square footage for each land bay for industrial and commercial uses may vary by 10%. However, the square footage shown for the project, in total, can not exceed the area for commercial and industrial use types shown above.

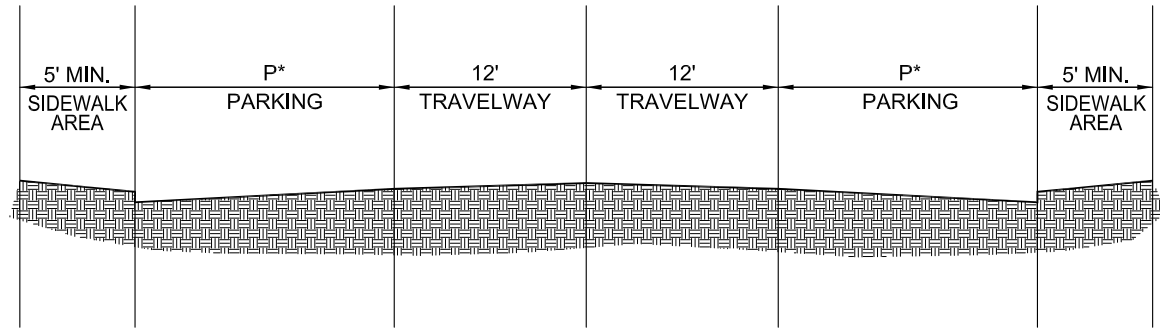
MICHAEL JOHNSON, PE
14307 BROUGHTON PLACE
GAINESVILLE, VIRGINIA 20155
TEL: (703)609-1776 FAX: (571)223-5016

LAND BAY PLAN
WALKER DRIVE PROPERTIES
TOWN OF WARRENTON, VIRGINIA



TOWN REVISIONS	
NO.	DESCRIPTION
4	3/13/17 PER REVIEW COMMENTS
3	12/2/16 PER REVIEW COMMENTS
2	9/19/16 PER REVIEW COMMENTS
1	7/18/16 PER REVIEW COMMENTS

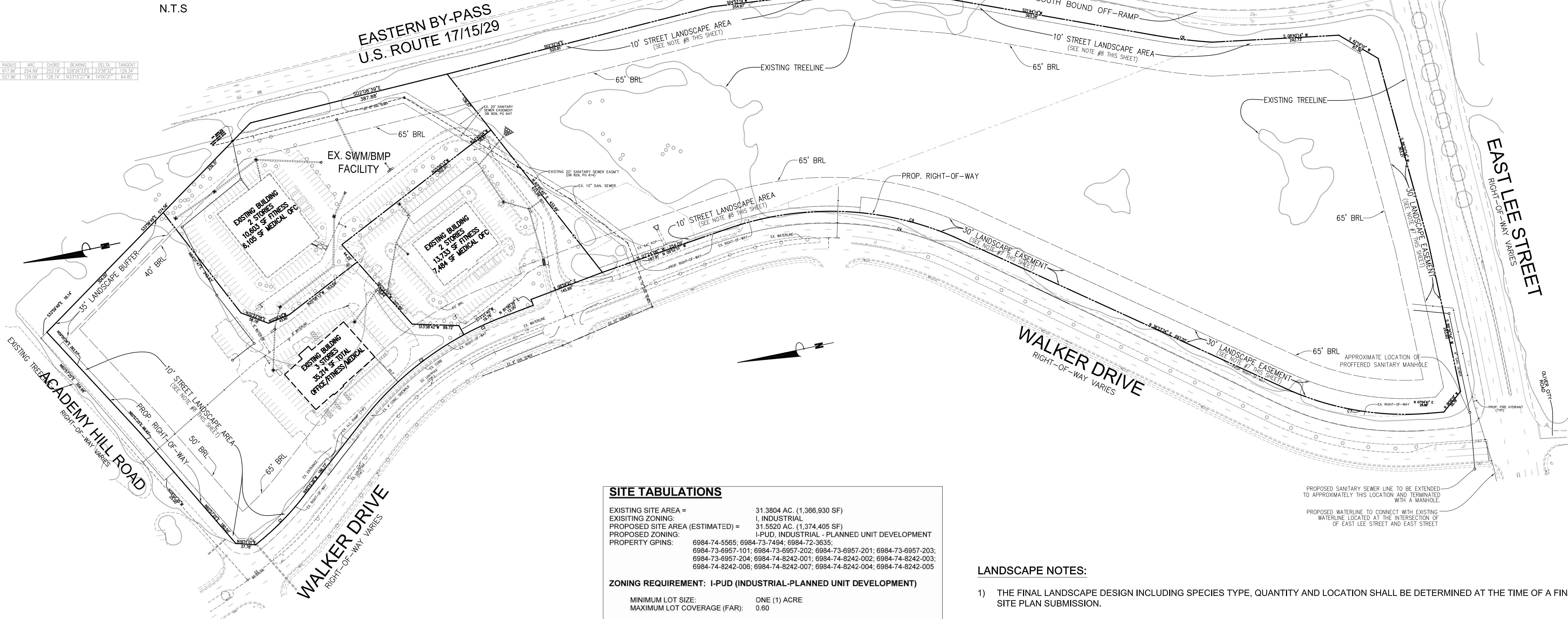
DESIGN: M.A.J.
DRAWN: R.C.N.
DATE: 3/13/17
SCALE: 1"=100'
2 OF 5



* WIDTH OF PARKING AREA DEPENDENT ON TYPE OF PARKING PROVIDED

ON-SITE MAIN STREET CROSS SECTION DETAIL
N.T.S.

CURVE	RADIUS	ARC	CHORD	BEARING	DELTA	TANGENT
C1	617.96'	254.09'	253.10'	S28°20'33"E	23°38'52"	129.51'
C2	527.96'	129.06'	126.74'	N33°15'27"W	14°00'22"	44.85'



SITE TABULATIONS

EXISTING SITE AREA = 31.3804 AC. (1,366,930 SF)
EXISTING ZONING: I, INDUSTRIAL
PROPOSED SITE AREA (ESTIMATED) = 31.5520 AC. (1,374,405 SF)
PROPOSED ZONING: I-PUD, INDUSTRIAL - PLANNED UNIT DEVELOPMENT
PROPERTY GPINS: 6984-74-5565; 6984-73-7494; 6984-72-3635;
6984-73-6957-101; 6984-73-6957-202; 6984-73-6957-201; 6984-73-6957-203;
6984-73-6957-204; 6984-74-8242-001; 6984-74-8242-002; 6984-74-8242-003;
6984-74-8242-006; 6984-74-8242-007; 6984-74-8242-004; 6984-74-8242-005

ZONING REQUIREMENT: I-PUD (INDUSTRIAL-PLANNED UNIT DEVELOPMENT)

MINIMUM LOT SIZE: ONE (1) ACRE
MAXIMUM LOT COVERAGE (FAR): 0.60

SETBACK REGULATIONS (OUTER BOUNDARY):
SIXTY-FIVE FEET (65') FROM THE RIGHT-OF-WAY OF A COLLECTOR STREET HAVING RIGHT-OF-WAY GREATER THAN FIFTY FEET (50').
FORTY FEET (40') FROM THE RIGHT-OF-WAY AND AND SERVICE DRIVE.
FIFTY FEET (50') FROM THE RIGHT-OF-WAY OF A LOCAL STREET HAVING RIGHT-OF-WAY OF FIFTY FEET (50'), OR LESS.
FRONTAGE REQUIREMENTS: MINIMUM ONE-HUNDRED FEET (100').
YARD REGULATIONS (OUTER PROJECT BOUNDARY):
SIDE: TWENTY-FIVE FEET (25') ADJACENT TO "C" OR "I" DISTRICT; FIFTY FEET (50') ADJACENT TO "R" DISTRICT
REAR: FORTY FEET (40') ADJACENT TO "C" OR "I" DISTRICT; SIXTY-FIVE FEET (65') ADJACENT TO "R" DISTRICT
INTERNAL LOT LINES: ZERO SETBACK

PROPOSED LOT COVERAGE:

NON-RESIDENTIAL BUILDING AREA (GSF EST.) = 256,014+/- SF
INDUSTRIAL USE = 144,046+/- SF*
COMMERCIAL USE = 111,968+/- SF
MULTI-FAMILY RESIDENTIAL BUILDING AREA (EST) = 140,824+/- SF
TOTAL BUILDING FLOOR AREA (GSF EST.) = 396,838+/- SF (256,014+140,824)
SITE FAR (EST.) = 0.289+/- (396,838/1,374,405)

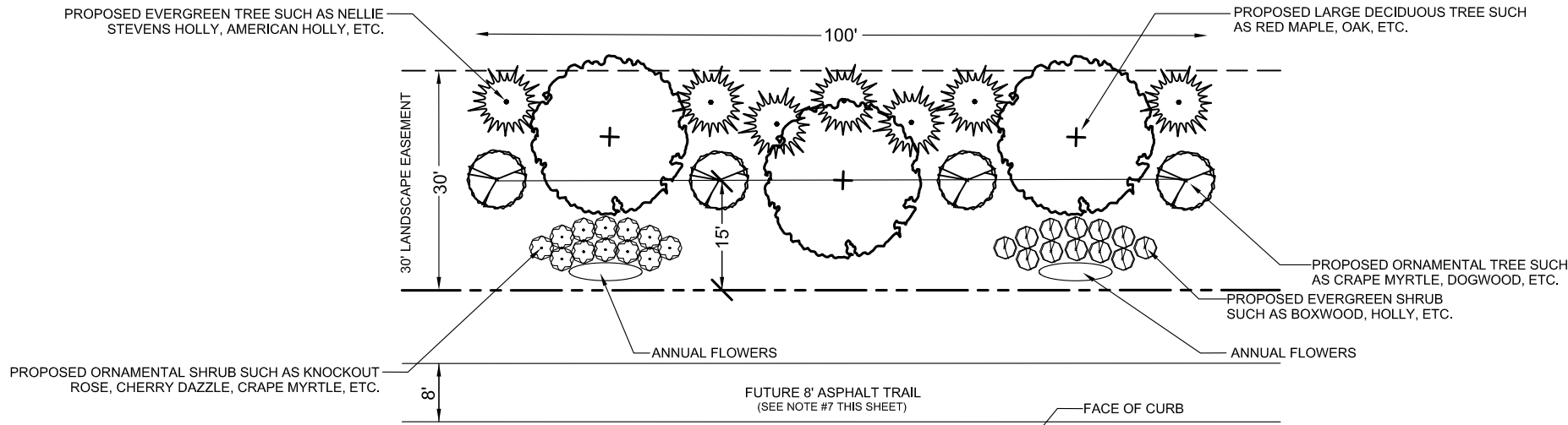
* INCLUDES EXISTING BUILDING AREAS.

I-PUD DEVELOPMENT STANDARDS:

USE TYPE	TARGET USE %
INDUSTRIAL	50% MIN.
COMMERCIAL	30% MAX.
MIXED USE RESIDENTIAL	5% MIN., 35% MAX.
RESIDENTIAL	20% MAX.
OPEN SPACE	MIN. 20%
OPEN SPACE BONUS - HEALTHY LIFESTYLE, AMENITIES AND/OR CIVIC GREENS	15%

LANDSCAPE NOTES:

- THE FINAL LANDSCAPE DESIGN INCLUDING SPECIES TYPE, QUANTITY AND LOCATION SHALL BE DETERMINED AT THE TIME OF A FINAL SITE PLAN SUBMISSION.
- LANDSCAPING SUBMITTED WITH A FINAL SITE PLAN SHALL BE SUBJECT TO ALL APPLICABLE TOWN OF WARRENTON REGULATIONS - UNLESS WAIVED BY THE TOWN OF WARRENTON PRIOR TO OR DURING THE SITE PLAN REVIEW PROCESS.
- THE LANDSCAPE PLAN SUBMITTED AT THE TIME OF FINAL SITE PLAN SHALL PROVIDE FOR THE PLANTING OR REPLACEMENT OF TREES ON THE SITE TO THE EXTENT THAT, AT 20 YEARS, A MINIMUM OF 10% TREE CANOPY SHALL BE PROVIDED.
- THE LANDSCAPE PLAN SUBMITTED AT THE TIME OF FINAL SITE PLAN SHALL PROVIDE INTERIOR PARKING LOT LANDSCAPING IN ACCORDANCE WITH THE ZONING ORDINANCE. THIS INCLUDES AN AREA EQUAL TO OR GREATER THAN 10% PERCENT OF THE PAVED PARKING AREA WHICH SHALL BE LANDSCAPED. ADDITIONALLY, LANDSCAPING SHALL BE PROVIDED AT A RATE OF ONE (1) TREE AND THREE (3) SHRUBS FOR EVERY EIGHT (8) PARKING SPACES.
- THE LANDSCAPE PLAN SUBMITTED AT THE TIME OF FINAL SITE PLAN SHALL PROVIDE TREE SELECTIONS FROM THE ACCEPTABLE TREE SPECIES LIST FOUND IN THE ZONING ORDINANCE.
- THE LANDSCAPE PLAN SUBMITTED AT THE TIME OF FINAL SITE PLAN SHALL PROVIDE PERIMETER PARKING LOT LANDSCAPING WHICH SHALL INCLUDE A MINIMUM EIGHT (8) FEET WIDE LANDSCAPE STRIP WHICH INCLUDES ONE (1) TREE EVERY 50 FEET WHERE THE PARKING ABUTS A PUBLIC RIGHT OF WAY. WHERE PARKING DOES NOT ABUT A PUBLIC RIGHT OF WAY, PERIMETER PARKING LOT LANDSCAPING SHALL INCLUDE A MINIMUM FIVE (5) FEET WIDE LANDSCAPE STRIP WHICH INCLUDES ONE (1) TREE AND THREE (3) SHRUBS EVERY 50 FEET.
- THE LANDSCAPE PLAN SUBMITTED AT THE TIME OF FINAL SITE PLAN SHALL PROVIDE LANDSCAPE PLANTINGS AS SHOWN IN THE "30' LANDSCAPE EASEMENT PLANTING DETAIL" INCLUDED ON THIS SHEET. THIS AREA SHALL UTILIZE SCREENING MEASURES SUCH AS, BUT NOT LIMITED TO, SHRUBS AND EARTH BERMING. SUFFICIENT MEASURES SHALL BE INSTALLED TO SCREEN PARKED CARS ADJACENT TO THESE LANDSCAPE AREAS. THE LANDSCAPE AREA REFERENCED HEREIN CAN CONTAIN WITHIN ITS BOUNDARY THE PROFFERED EIGHT FOOT (8') ASPHALT TRAIL, SIGNAGE, UTILITY CROSSINGS AND SITE ENTRANCES "A" AND "B".
- THE LANDSCAPE PLAN SUBMITTED AT THE TIME OF FINAL SITE PLAN SHALL PROVIDE STREET TREE PLANTINGS (EXCLUSIVE OF THE 30' LANDSCAPE EASEMENT AREA DESCRIBED IN NOTE #7 ABOVE) IN ACCORDANCE WITH THE ZONING ORDINANCE. THIS INCLUDES LANDSCAPING THAT SHALL BE PROVIDED AT A RATE OF ONE (1) TREE FOR EVERY FIFTY (50') OF STREET FRONTAGE.
- ENTRY FEATURES MAY OR MAY NOT INCLUDE A SIGN AND / OR HARDSCAPE FEATURE SUBJECT TO FINAL DESIGN, ZONING REGULATIONS AND TOWN OF WARRENTON APPROVAL(S).



30' LANDSCAPE EASEMENT PLANTING DETAIL
N.T.S.

MICHAEL JOHNSON, PE

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GAINESVILLE, VIRGINIA 20155
TEL: (703)609-1776 FAX: (571)223-5016

ON-SITE PROFFER PLAN WALKER DRIVE PROPERTIES

TOWN OF WARRENTON, VIRGINIA



NO.	DATE	DESCRIPTION	TOWN REVISIONS
4	3/13/17	PER REVIEW COMMENTS	
3	12/2/16	PER REVIEW COMMENTS	
2	9/19/16	PER REVIEW COMMENTS	
1	7/18/16	PER REVIEW COMMENTS	

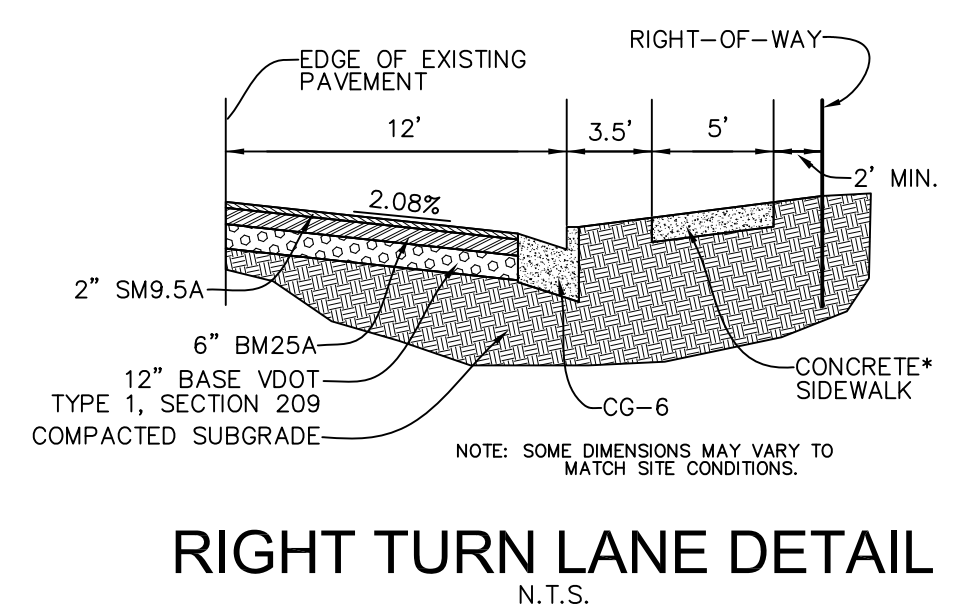
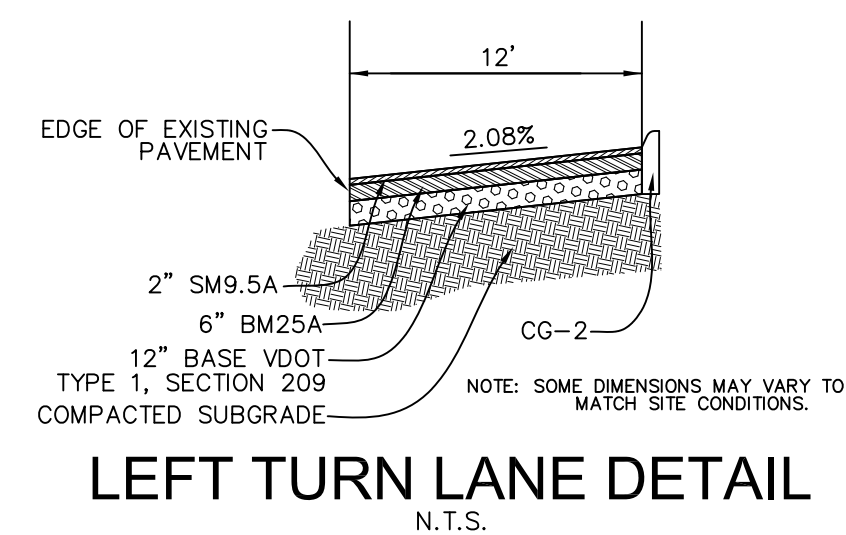
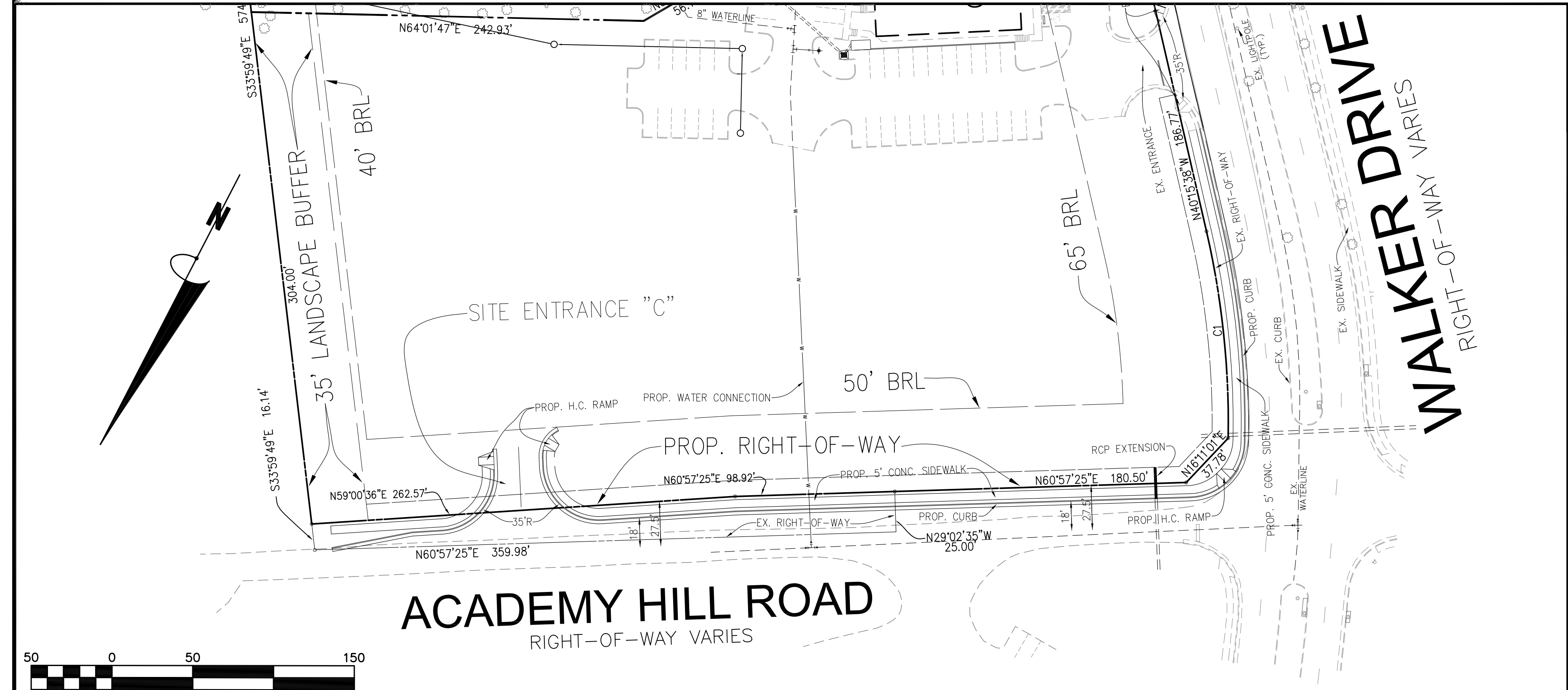
DESIGN: M.A.J.

DRAWN: R.C.N.

DATE: 3/13/17

SCALE: 1"=100'

3 OF 5



- NOTES:**
- 1) THE IMPROVEMENTS SHOWN ON THIS SHEET ARE PROFFERED AS SPECIFIED IN THE PROFFER STATEMENT SUBMITTED FOR THIS REZONING.
 - 2) REFER TO PROFFERS FOR IMPROVEMENT REQUIREMENTS FOR THIS INTERSECTION.
 - 3) THE FIVE FOOT SIDEWALK ALONG WALKER DRIVE BETWEEN EAST LEE STREET AND APPROXIMATELY 160' NORTH OF SITE ENTRANCE "B" SHALL BE REPLACED BY AN EIGHT FOOT ASPHALT TRAIL. THE LOCATION OF THIS TRAIL SHALL BE DETERMINED AT THE TIME OF FINAL ENGINEERING. WHERE THIS TRAIL IS LOCATED OUTSIDE OF DEDICATED RIGHT-OF-WAY, IT SHALL BE CONTAINED IN AN APPROPRIATE EASEMENT TO ALLOW PROPER MAINTENANCE BY THE TOWN OF WARRENTON.
 - 4) THE RIGHT-OF-WAY DEDICATION SHOWN MAY VARY DUE TO ISSUES ENCOUNTERED DURING FINAL ENGINEERING.
 - 5) IF APPLICABLE, THE IMPROVEMENTS SHOWN WILL BE ADJUSTED TO ACCOMMODATE THE CONSTRUCTION OF A ROUNDABOUT AT SITE ENTRANCE "A" IN LIEU OF THE IMPROVEMENTS SHOWN HEREIN.

COMMONWEALTH OF VIRGINIA
 3-13-2017
 MICHAEL A. JOHNSON
 NO. 020654
 PROFESSIONAL ENGINEER
Michael A. Johnson

TOWN REVISIONS		
NO.	DATE	DESCRIPTION
1	7/18/16	PER REVIEW COMMENTS
2	9/19/16	PER REVIEW COMMENTS
3	12/2/16	PER REVIEW COMMENTS
4	3/13/17	PER REVIEW COMMENTS

DESIGN: M.A.J.

DRAWN: R.C.N.

DATE: 3/13/17

DATE: 8/18/19
FILE: VARIES

- OF 5

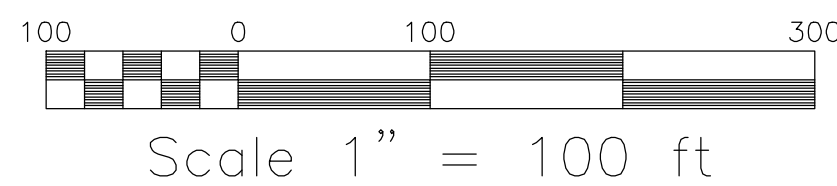
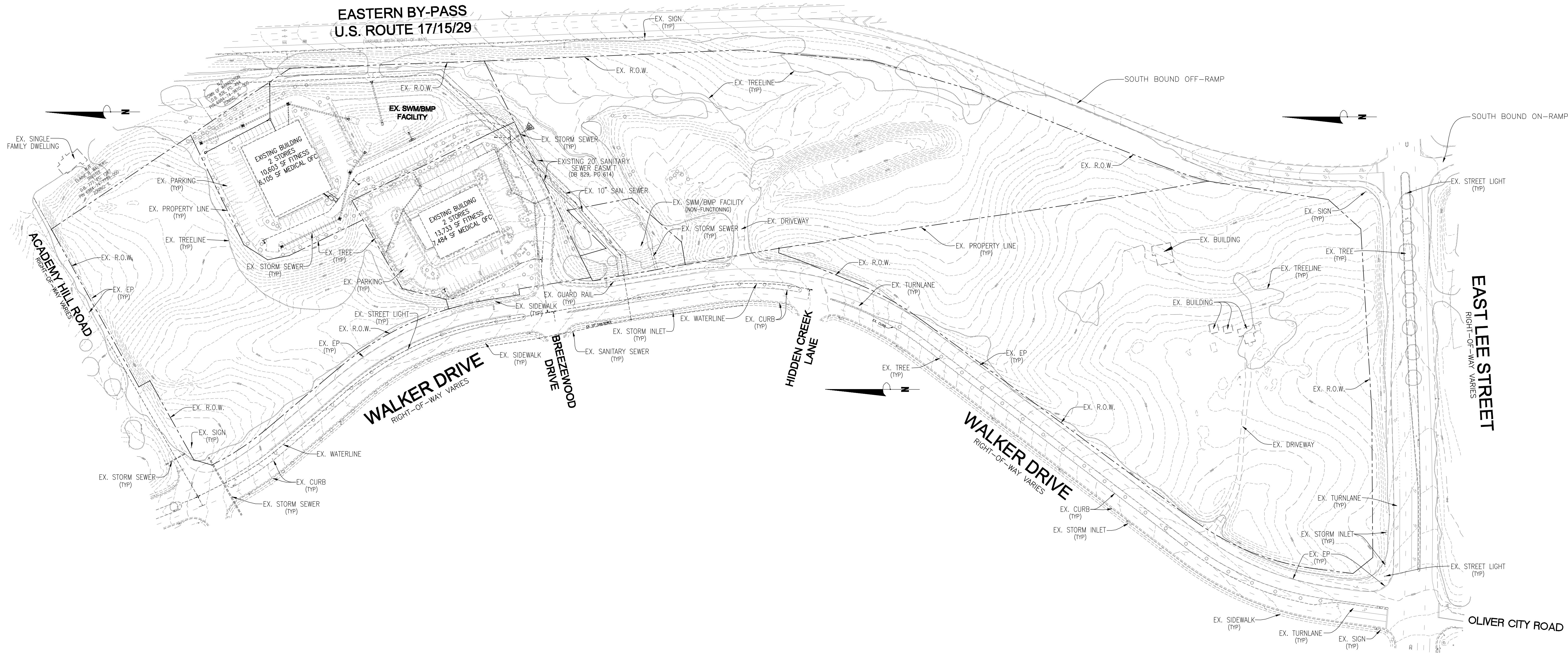
TRANSPORTATION PROFFER PLAN
WALKER DRIVE PROPERTIES
CENTER MAGISTERIAL DISTRICT

TOWN OF WARRENTON, VIRGINIA

MICHAEL JOHNSON, PE
14307 BROUGHTON BL AVE

14307 BROOKHOLM PLACE
GAINESVILLE, VIRGINIA 20155
73600 4770 FAX (774) 005

TEL: (703)609-1176 FAX: (571)223-5016

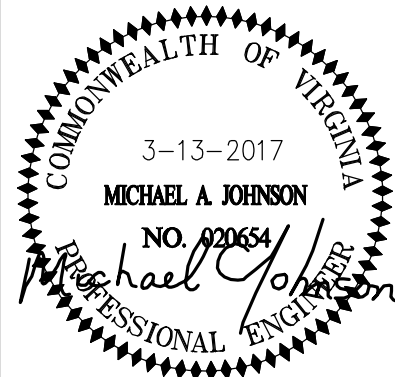


MICHAEL JOHNSON, PE

14307 BROUGHTON PLACE
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TEL: (703)609-1776 FAX: (571)223-5016

EXISTING CONDITIONS
WALKER DRIVE PROPERTIES

TOWN OF WARRENTON, VIRGINIA



TOWN REVISIONS	
NO.	DESCRIPTION
4	3/13/17 PER REVIEW COMMENTS
3	12/22/16 PER REVIEW COMMENTS
2	9/19/16 PER REVIEW COMMENTS
1	7/18/16 PER REVIEW COMMENTS
NO.	DATE
DESIGN: M.A.J.	
DRAWN: R.C.N.	
DATE: 3/13/17	
SCALE: 1"=100'	
5 OF 5	

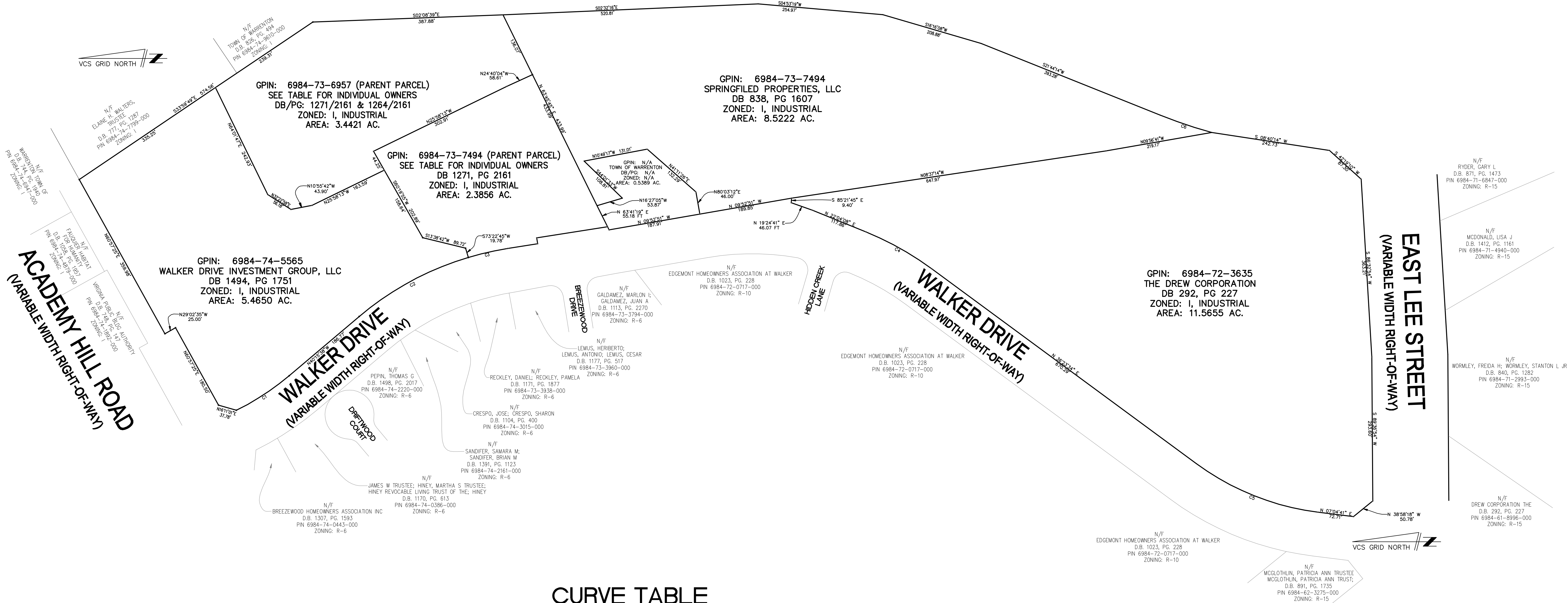
PROPERTY OWNERS INFORMATION TABLE

GPIN:	OWNER:	CURRENT ZONING:	PARCEL AREA:	DEED BOOK / PAGE:
6984-74-5565	WALKER DRIVE INVESTMENT GROUP, LLC	I, INDUSTRIAL	5.4650 AC.	1494/1751
6984-73-7494	SPRINGFILED PROPERTIES, LLC	I, INDUSTRIAL	8.5222 AC.	838/1607
6984-72-3635	THE DREW CORPORATION	I, INDUSTRIAL	11.5655 AC.	292/227
6984-73-6957-101*	CCMK, LLC	I, INDUSTRIAL	3.4421 AC.**	1264/697; 1271/2161
6984-73-6957-202*	CCMK, LLC	I, INDUSTRIAL	3.4421 AC.**	1264/697; 1271/2161
6984-73-6957-201*	RAM HOLDINGS, LLC	I, INDUSTRIAL	3.4421 AC.**	1301/2
6984-73-6957-203*	J.S. WOODSIDE PROPERTIES, LLC	I, INDUSTRIAL	3.4421 AC.**	1407/1005
6984-73-6957-204*	J.S. WOODSIDE PROPERTIES, LLC	I, INDUSTRIAL	3.4421 AC.**	1301/119
6984-74-8242-001*	HIRSHMAN HOOVER, LLC	I, INDUSTRIAL	2.3856 AC.**	1420/499
6984-74-8242-002*	J.L. WOODSIDE PROPERTIES, LLC	I, INDUSTRIAL	2.3856 AC.**	1411/1463
6984-74-8242-003*	F&R DEVELOPMENT, LLC	I, INDUSTRIAL	2.3856 AC.**	1391/1847
6984-74-8242-006*	F&R DEVELOPMENT, LLC	I, INDUSTRIAL	2.3856 AC.**	1391/1847
6984-74-8242-007*	F&R DEVELOPMENT, LLC	I, INDUSTRIAL	2.3856 AC.**	1391/1847
6984-74-8242-004*	CCMK, LLC	I, INDUSTRIAL	2.3856 AC.**	1427/1228
6984-74-8242-005*	CCMK, LLC	I, INDUSTRIAL	2.3856 AC.**	1427/1228
TOTAL AREA =			31.3804 AC.	
* DENOTES CONDOMINIUM OWNERSHIP				
** DENOTES ACREAGE OF PARENT PARCEL				

NOTES:

- THE INFORMATION SHOWN ON THIS SHEET HAVE BEEN TAKEN FROM INFORMATION OF RECORD AND DOES NOT REPRESENT BOUNDARY SURVEYS PERFORMED BY MICHEAL JOHNSON, PE.
- NO TITLE REPORTS FURNISHED.

EASTERN BYPASS
STATE ROUTES 29, 17 & 15
(VARIABLE WIDTH RIGHT-OF-WAY)



CURVE TABLE

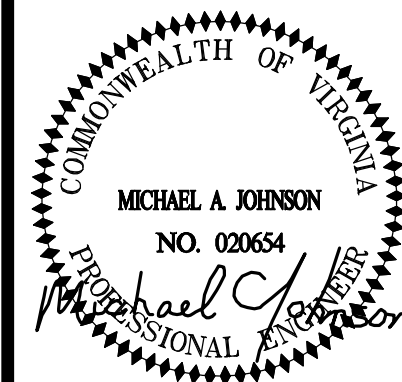
NUMBER	DEFLECTION RIGHT	DELTA ANGLE	DEGREE OF CURVE (ARC)	CHORD DIRECTION	TANGENT	RADIUS	ARC LENGTH
C1	14°00'21"	14°00'21"	10°51'08"	N 33°15'27" W	64.85	527.96	129.06
C2	23°38'32"	23°38'32"	09°16'18"	N 28°26'33" W	129.34	617.96	254.99
C3	07°37'56"	07°37'56"	09°16'18"	N 12°48'19" W	41.22	617.96	82.32
C4	14°15'18"	14°15'18"	09°16'18"	N 29°15'54" E	77.27	617.96	153.75
C5	29°18'55"	29°18'55"	10°51'09"	N 21°44'08" E	138.09	527.95	270.12
C6	06°20'11"	06°20'11"	05°42'05"	N 18°38'24" E	55.62	1004.93	111.14

MICHAEL JOHNSON, PE

14307 BROUGHTON PLACE
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TEL: (703)609-1776 FAX: (571)223-5016

ZONING PLAT
WALKER DRIVE PROPERTIES

TOWN OF WARRENTON, VIRGINIA



NO.	DATE	DESCRIPTION	COUNTY REVISIONS
4	3/13/17	PER REVIEW COMMENTS	
3	12/2/16	PER REVIEW COMMENTS	
2	9/19/16	PER REVIEW COMMENTS	
1	7/18/16	PER REVIEW COMMENTS	

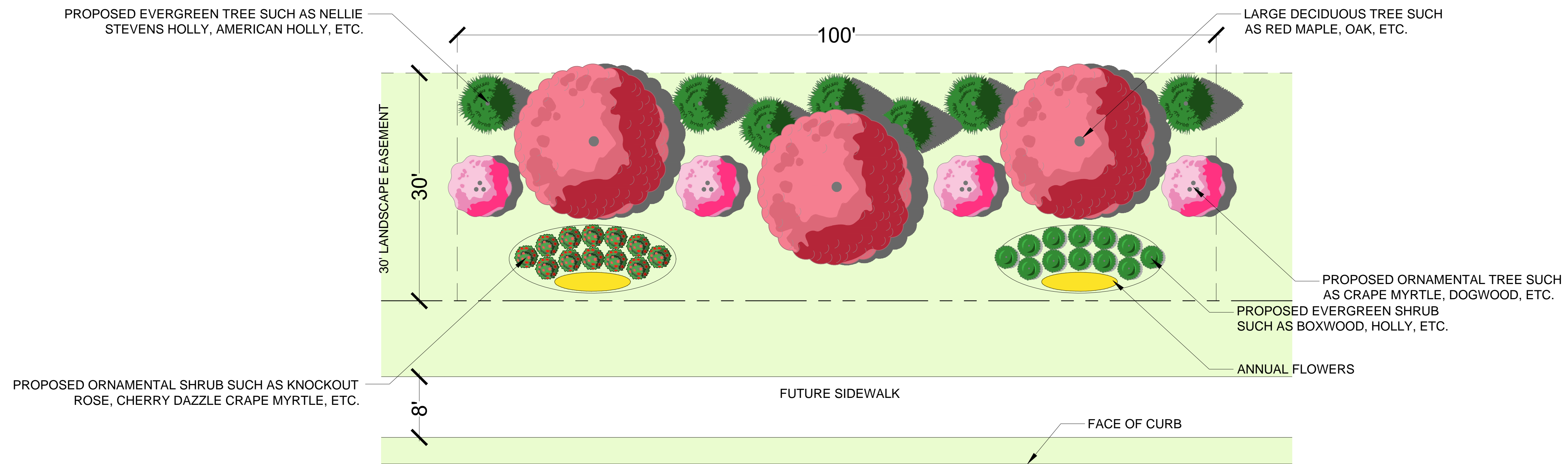
DESIGN: M.A.J.

DRAWN: R.C.N.

DATE: 3/13/17

SCALE: 1"=100'

1 OF 1



A

WALKER DRIVE PLAN VIEW

SCALE 1"=8'



B

WALKER DRIVE SECTION

SCALE 1"=8'



C

WALKER DRIVE ELEVATION

SCALE 1"=8'

FEBRUARY 20, 2017

TYPICAL 30' PLANTING WALKER DRIVE CONCEPTUAL LANDSCAPE PLAN

SCALE: 1"=8'



**Town Council Work Session
May 4, 2017
Follow Up Items from Budget Work Session**

**Agenda Memorandum
Submitted by: Brannon Godfrey, Town Manager**

Discussion: The following items are information requested by Council at the Budget Work Session on Monday, April 24:

Comparative Tax Rates - This file includes data of current, adopted rates for the towns, counties and cities in the region, as well as the Town of Warrenton's comparative ranking among them.

Lighting Options for Franklin St. Sidewalk Project - This file includes information on the existing lighting along Franklin Street between 3rd and 5th Streets and in the 5th St. Parking Lot ("G"), a cost option to add decorative street lights along Franklin Street, and a cost option to add to the existing standard street lights.

Town Manager

ATTACHMENTS:

Description	Type	Upload Date
Comparative Tax Rates	Backup Material	5/1/2017
Franklin Street Lighting Options	Staff Report	5/1/2017
Photo 1 - Looking East on Franklin St.	Staff Report	5/1/2017
Photo 2 - Looking West on Franklin St. from 5th Street Parking Lot	Staff Report	5/1/2017
Photo 3 - View of Parking Lot from Dog Park Site	Staff Report	5/1/2017
Photo 4 - Alternative view of Parking Lot from Dog Park Site	Staff Report	5/1/2017

Comparison of Tax Rates with Neighboring Localities

Locality	Real Estate (\$/\$100 valuation)	Pers. Prop. (\$/\$100 valuation)	Veh. License (car/MC per sticker)	Meals (%)	Lodging (%)	Cigarette (\$/pack)
Towns / Counties						
Warrenton	\$0.050	\$1.00	\$25/\$15 *	4.0%	4.0%	\$0.15
Fauquier County	\$1.039	\$4.65	\$25/\$15	0.0%	2.0%	\$0.00
Culpeper (Town)	\$0.100	\$1.00	\$0	6.0%	6.0%	\$0.10
Culpeper County	\$0.730	\$3.50	\$25/\$15	0.0%	2.0%	\$0.00
Leesburg (Town)	\$0.184	\$1.00	\$25/\$15	3.5%	8.0%	\$0.75
Loudoun County	\$1.125	\$4.20	\$25	0.0%	7.0%	\$0.00
Front Royal (Town)	\$0.135	\$0.64	\$25/\$15	4.0%	6.0%	\$0.00
Warren County	\$0.620	\$4.00	\$30/\$15	4.0%	2.0%	\$0.00
Orange (Town)	\$0.175	\$0.83	\$35/\$21	8.0%	5.0%	\$0.12
Orange County	\$0.804	\$3.75	\$35/\$21	4.0%	0.0%	\$0.00
Independent Cities:						
Manassas	\$1.220	\$3.25	\$25/\$10	4.0%	5.0%	\$0.65
Winchester	\$0.910	\$4.50	\$24/\$12	6.0%	6.0%	\$0.35
Fredericksburg	\$0.770	\$3.40	\$20/\$10	6.0%	6.0%	\$0.31
Warrenton's Rank (out of 13; highest to lowest; T = tied)	13	T-9	T-4	T-3	5	5

* proposed FY18

Comparison of Tax Rates with Neighboring Localities

Locality	BPOL Contracting (\$/\$100)	BPOL Retail (\$/\$100)	BPOL Pers. Service (\$/\$100)	BPOL Professional (\$/\$100)	BPOL Wholesale (\$/\$100)	BPOL Threshold
Towns / Counties						
Warrenton	\$0.0850	\$0.1000	\$0.1870	\$0.2975	\$0.0400	\$0.00
Fauquier County	\$0.0850	\$0.1000	\$0.1870	\$0.2975	\$0.0425	\$200,000
Culpeper (Town)	\$0.0800	\$0.1000	\$0.1800	\$0.2900	\$0.0000	\$0.00
Culpeper County	n/a	n/a	n/a	n/a	n/a	n/a
Leesburg (Town)	\$0.1000	\$0.1000	\$0.2000	\$0.2000	\$0.0750	\$0.00
Loudoun County	\$0.1300	\$0.1700	\$0.2300	\$0.3300	\$0.0500	\$200,000 (\$30 min fee)
Front Royal (Town)	\$0.0800	\$0.1200	\$0.2000	\$0.3600	\$0.0800	\$0.00
Warren County	\$0.1300	\$0.1600	\$0.2700	\$0.4100	\$0.0500	\$0.00
Orange (Town)	n/a	n/a	n/a	n/a	n/a	n/a
Orange County **	n/a	n/a	n/a	n/a	n/a	n/a
Independent Cities:						
Manassas	\$0.1000	\$0.1200	\$0.2200	\$0.3500	\$0.0500	\$150,000
Winchester	\$0.1600	\$0.2000	\$0.3600	\$0.5800	\$0.2000	\$0.00
Fredericksburg	\$0.1600	\$0.2000	\$0.3600	\$0.5800	\$0.0500	\$0.00
Warrenton's Rank (out of 10; highest to lowest; T = tied)	T-4	T-5	T-6	T-6	6	T-3

****charges Merchants' Capital Tax (tax on inventory) in lieu of BPOL at a rate of \$0.40 per \$100 assessed valuation**

Franklin Street Light Options (from 3rd Street to 5th Street)

1. Ornamental lighting estimate:

6 lights with concrete bases, decorative poles and vintage heads @ \$2,500 Each	=	\$15,000
600 lf buried conduit @ \$10/lf	=	\$ 6,000
Wiring and misc electrical items	=	\$ 3,500
Dominion Power meter and pole drop	=	<u>\$ 2,500</u>
Sub-total		\$27,000
Contingency		<u>\$ 3,000</u>
TOTAL		<u><u>\$30,000</u></u>

Assumes: 1. No boring for conduit
 2. Aluminum or fiberglass ornamental light pole

2. Additional Standard Street Light estimate:

- a. There is sufficient street along lower Franklin Street (Green to 5th) with 3 existing lights and the 5th Street parking lot lighting with 4 existing lights. The corner of Franklin/ 3rd and in front of Clair's is in need of additional lighting, which can be accommodated with adding additional heads on existing poles and the installation of an additional pole.

Cost estimate with Dominion Power rate Schedule: \$1,500

- b. Another option:

Standard Street Lighting as above in (a) above:	\$1,500
Conduit under sidewalk for future ornamental lights, as above:	<u>\$6,000</u>
Total	\$7,500











**Town Council Work Session
May 4, 2017
Additional Funding Request from Fauquier Boys & Girls Club**

**Agenda Memorandum
Submitted by: Brannon Godfrey, Town Manager**

Discussion: Council discussed the request from the Boys & Girls Club at its April 24 Budget Work Session. There was a consensus to continue the discussion at the May 4 Work Session.

The March 28, 2017 letter from John Nettles requesting a contribution from the Town of \$30,000 is attached, along with the Club's Business Plan. Also attached is a summary of the Outside Agency Requests included in the proposed FY18 Budget.

Town Manager

ATTACHMENTS:

Description	Type	Upload Date
Request Letter from Boys & Girls Club	Backup Material	4/25/2017
Business Plan	Backup Material	4/25/2017
FY18 Outside Agency Requests	Backup Material	5/1/2017

GREAT FUTURES START HERE.



March 28, 2017

Brannon Godfrey
Warrenton Town Manager
P.O. Drawer 341
Warrenton, VA 20188-0341

Dear Mr. Godfrey,

I recently had in depth conversations with you and Sunny Reynolds regarding the relevance of the services of the Boys & Girls Club to our community and emphasized that we are incredibly thankful that the Town has made a commitment to youth development by providing \$10,000 per year over the last few years to support the work of the Club. Since those conversations, we have adopted and published a business plan that defines our organizational development for 2017 and 2018 to create stability and increased capacity and impact. We would be pleased and honored to share that plan with you and members of Town Council.

As Chairman of the Boys & Girls Club Board of Directors, I am working with our executive staff to continue to upscale the career and academic success, good character and leadership, and healthy lifestyles programming to serve more of the underserved youth in our community. Our goal is to prepare each child, regardless of the conditions into which he or she has been born, to become caring productive and responsible citizens. This is workforce development and cultural development in its earliest stages—clear priorities of our community leadership.

I respectfully ask that you and the esteemed Warrenton Town Council consider increasing the current \$10,000 in annual support of the Boys & Girls Club to \$30,000 per year. These funds would be a direct investment in equality of opportunity for children all over the county who might not see Great Futures without us.

Your earnest consideration of our request is greatly appreciated. Please contact me if you have any questions. 540-272-3270

Working together for our community,

A handwritten signature in black ink, appearing to read "John G. Nettles, Sr.".

John G. Nettles, Sr.
Chairman of the Board

JN: lb

169 Keith Street, Warrenton, VA 20186
www.bgcfauquier.org
540-349-8890
lynne@bgcfauquier.org

GREAT FUTURES START **HERE.**



BOYS & GIRLS CLUBS
OF FAUQUIER

Business Plan

2017-2018

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Executive Summary

The Boys & Girls Club of Fauquier implemented an organizational restructuring in March of 2015 that included three main goals:

1. Implementing programs that are relevant to the needs of Fauquier's youth
2. Addressing the debt on the Keith Street building
3. Creating a stable and sustainable financial plan

As a wholly necessary complementary goal, development of a fully functional and effective board of directors was added.

The 2014 PRIDE Survey and the 2014 Fauquier Health Needs Assessment were used as guidelines to program implementation, specifically addressing youth mental health services (including trauma informed care, management/prevention of anxiety and depression, understanding of healthy relationships and self-image, appropriate and effective social interaction, and resiliency), youth and adolescent obesity/less than optimal physical fitness, and substance abuse prevention. As an outlier unique to the values of our community, workforce development through career exploration was also prioritized.

To support the newly focused programmatic needs, a new employee recruitment policy was established to accomplish the outcomes agreed on by the adoption of the formula for impact. This is defined by individuals with youth development, education, mental health, occupational therapy, or human services backgrounds. It also focuses on management staff with organizational leadership experience.

Since October 2016, the Board of Directors has been aggressively addressing the debt on the Keith Street building. A group of real estate and legal advisors has been engaged and the Chairman of the Board has committed to Boys & Girls Clubs of America and the Woodruff Foundation to develop a plan to eradicate the debt by March 31, 2017.

In February of 2017, the 13 member Board of Directors adopted a plan to raise the 2017 operational requirements of \$300,000 plus an additional \$120,000 reserve. These amounts include \$55,000 of projected program fee income.

In alignment with Boys & Girls Clubs of America Great Futures 2025 strategic plan and the restructuring goals, Boys & Girls Clubs of Fauquier will focus on providing an optimal Club experience for every child served through high quality programming as well as stable and sustainable operations.

Our Mission

To help boys & girls of all backgrounds, especially those who need us most, build confidence, develop character and acquire the skills needed to become productive, civic minded, responsible adults.

What: Youth development, workforce development, cultural development

Why: Every child deserves equal access to opportunities to achieve a successful future; no child should be limited by the conditions into which they are born



Our Affiliations

Boys & Girls Clubs of America Member Organization

The Boys & Girls Clubs Professional Association

Virginia Alliance of Boys & Girls Clubs Member

Fauquier Chamber of Commerce Member

Fauquier Alliance for Youth

Fauquier Mental Health Coalition

Our Current Locations

169 Keith Street

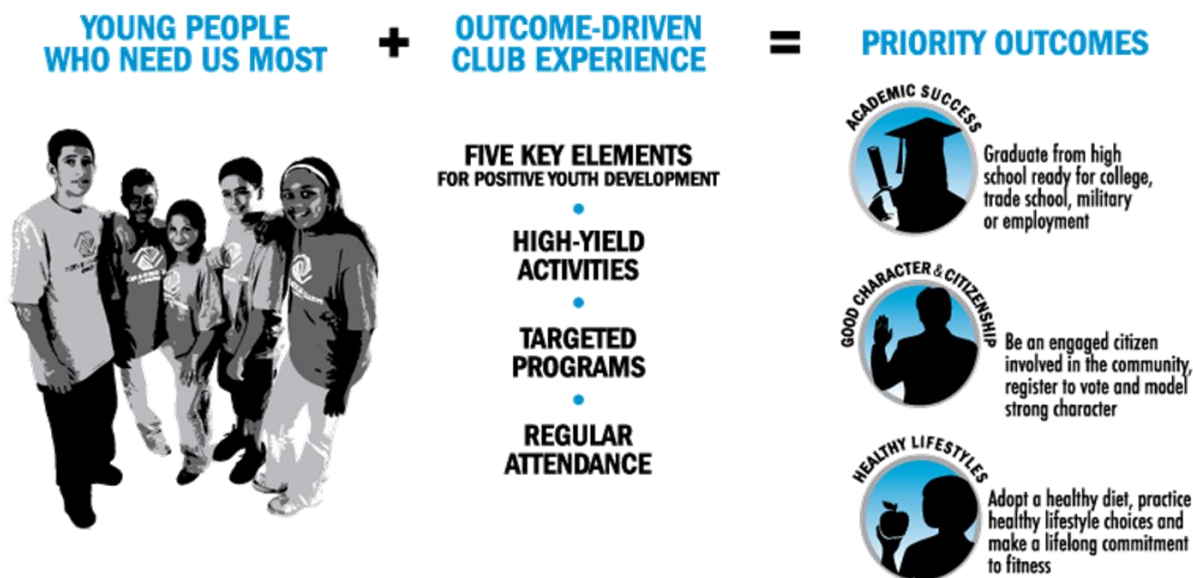
Warrenton, VA 20186

Cedar Lee Middle School

Bealeton, VA 22712

169 Keith Street
Warrenton, VA 20186
540-349-8890
www.bgcfauquier.org
EIN 54-1815587

Our Formula for Impact, How we Achieve our Mission



Our Values

can be summed up in the phrase **I CARE**.

To ensure that kids, Clubs and our colleagues are always our highest priorities, we commit to these values:

INTEGRITY: We are authentic, honest, and transparent; we strive to do the right thing every day, every time.

COLLABORATION: We work effectively within and across teams, with engaged and empowered people to accomplish our goals; we celebrate success together.

ACCOUNTABILITY: We do what we say and hold each other to the highest standards; we are impeccable stewards of all our resources.

RESPECT: We honor diversity and inclusion, treat others with respect, and express gratitude; we embrace alternative ways of thinking.

EXCELLENCE: We excel in service delivery, rigorously measure impact, and work to continuously improve ourselves and our organization; we are innovative.

Our Programs

Power Hour--Engaging homework help and tutoring program that encourages Club members at every age to become self-directed learners

Triple Play--Designed to incorporate healthy living and active learning in every part of the Club experience, Healthy Habits emphasizes good nutrition, regular physical activity and improving overall well-being

Smart Moves-- SMART Moves (Skills Mastery and Resistance Training) prevention/education program addresses problems such as drug and alcohol use and premature sexual activity; serves ages 16-15

Smart Girls*--An outgrowth of the popular and effective SMART Moves program, SMART Girls is a health, fitness, prevention/education and self-esteem enhancement program for girls ages 8 to 17

Passport to Manhood*--Promotes and teaches responsibility in Club boys ages 11 to 14, concentrating on a specific aspect of character and manhood through highly interactive activities

Club Bucks--Club currency earned by quality homework, club chores, providing reading/homework help to younger members

Be Great Bank--Receives deposits of Club Bucks, earns interest, issues withdrawals of funds

Club Store--Items donated by JoAnn Fabrics, Kohl's, and private donors for purchase with Club Bucks, "staffed" by members through a resume submission and review process

Summer Brain Gain--A fun, educational program that aims to prevent summer learning loss and keep kids on track for the coming school year

Meet My Community--Weekly visits in summer to cultural, economic, historic, and governmental landmarks in our community such as public safety offices, government offices, the airport, places of industry

Social Thinking Club®-- Helping youth develop social competencies to better connect with others and live happier, more meaningful lives. These goals often include sharing space effectively with others, learning to work as part of a team, and developing relationships of all kinds: with family, friends, classmates, co-workers, etc.

*implemented February/March 2017

Our 2016 Data

276 Cedar Lee/Southern Unit Members



294 Warrenton/Central Unit Members



543 total members club wide*

*27 members attend Warrenton in summer and Cedar Lee during school year. Their duplication has been removed.

Ethnicity

- 54.8% White
- 23.8% African American
- 8.2% Two or more races
- 7.7% Some other race
- 4.5% Hispanic/Latino
- .7% Asian
- .3% American Indian or Alaska Native

Gender

43.3% female

56.7% male

Participation

100% of members abstain from tobacco use
 90% of members participate in homework help
 92% of members participate in physical activities 3 days per week or more
 47% are from single parent families
 100% progressed to the next grade level
 More than 13,200 snacks were provided free to members
 30% qualify for free or reduced lunch
 Our Average Daily Attendance in 2016 for both clubs was 94
 Average Daily Attendance in October 2016 jumped to 162
 5 new programs were implemented – Summer Brain Gain, Club Store, Be Great Bank, Smart Moves, Social Thinking Group®

Volunteers

113 volunteer mentors, tutors & volunteer service providers (painting, maintenance, construction, etc.) compared to 36 volunteers in 2015

Donors

Individuals 152

Foundations 26

Corporate 30

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 EIN 54-1815587

Our Strategic Vision

2017

1. Build, grow, and educate the board
2. Raise operational funds to always include 6 months of reserves
3. Develop a plan to eradicate the building debt by March 31, 2017
 - a. Coordinate possible sale of the Keith Street building
 - b. Coordinate organizational move to Taylor Middle School
4. Continue to expand/enhance programs at Cedar Lee
5. Continue to expand/enhance programs in Warrenton
6. Expand our footprint into Marshall/Northern Fauquier as targeted outreach program
7. Plan human resource infrastructure expansion to accommodate Club growth
8. Grow membership to 550
9. Develop strategic marketing plan to support resource development efforts
10. Grow average daily attendance to 180 club wide
11. Develop a workforce development plan/program in conjunction with the Fauquier County Economic Development Authority and Lord Fairfax Community College

2018

1. Continue to expand/enhance services Club wide
2. Implement strategic marketing plan to support resource development efforts
3. Expand our footprint to Vint Hill/New Baltimore area as targeted outreach program
4. Continue board development
5. Continue resource development efforts
6. Grow membership to 600
7. Grow average daily attendance to 250 club wide

Our SWOT analysis

Strengths	Weaknesses
<ol style="list-style-type: none"> 1. Relevant program offerings based on community need 2. Director's leadership and staff commitment and professionalism 3. We are the only outcome driven youth development organization in our region (Fauquier, Culpeper, Rappahannock) 	<ol style="list-style-type: none"> 1. Public perception of financial viability 2. Impact of building debt on fundraising 3. Staff size constrained by budget/resources
Opportunities	Threats
<ol style="list-style-type: none"> 1. Educate community on program offerings 2. Remove building debt to improve ability to fundraise 3. Recruit and develop engaged board members 	<ol style="list-style-type: none"> 1. Staff succession plan not fully developed 2. Lack of knowledge of program offerings and staff professionalism 3. Small window of time to restore community trust

Our Economic Impact

- The Club has 13 current employees, 2 full time and 11 part time
- The average hourly wage is \$14.63
- In accordance with BGCA requirements, staff that work over 1000 hours per year qualify to receive
 - Retirement
 - 50% health insurance
 - 50% group life insurance
 - 50% long term disability
- 36% of Club parents strongly agreed that the Club services allow them to keep their jobs (Increases earning power of parents)
- **For every \$1 invested in Club operations, communities see a \$9.60 return in current and future earnings and cost-savings (this includes prevention of costly expenditures for health care, public assistance programs, and criminal justice system involvement and incarceration)**
- Club programs increase earning power of youth when they enter the workforce

Our Board of Directors

The board of directors of a local Boys & Girls Club serves four primary roles: Trusteeship, Planning, Policy and Evaluation, and Resource Development and Oversight.

Trusteeship: The board is the active governing body of the local Boys & Girls Club. Above all else, it is solely responsible for all Club action, from protecting the mission to ensuring public accountability. It serves as the public face and persona of the Club.

Planning: Working in partnership with the executive director as the leadership of the Club, the board must carefully set direction and plan for the future.

Policy and Evaluation: The board is responsible for establishing policies that will govern the Club's daily operations and ongoing activities, from programs to human resources.

Resource Development and Oversight: The board must not only exercise fiduciary oversight to protect the Club's resources, it must also assist in raising money for the Club.

Name - Col. John G. Nettles, Sr. (USMC Ret.)

Current Job Title - Deputy Director Support, Business & Support Services Division, HQMC

Experience - 30 years of leadership experience, 18 years at executive level

B&G Role - Chairman of Board, Leadership Committee Chair

Cell - 540-272-3270

Email - john_nettnles@comcast.net

Name - Mark Brohawn

Current Job Title - Principal Test Engineer, SkyBitz

Experience - Principal Engineer, Asset Management company, 35 years of experience in software development, testing, and data analysis

B&G role - Treasurer, Finance Committee

Cell - 703-340-6513

Email - msbrohawn@comcast.net

Name - Ruth Payne Nelson Umbel

Current Job Title - Principal, WC Taylor Middle School

Experience - 27 years in public school administration, 15 years public teaching

B&G Role - Secretary, Leadership Committee

Cell - 703-609-2913

Email - rnelson517@aol.com

NAME - Patti Brown

Current Job Title- Real Estate Agent

Experience - 35 years sales experience, management, training & leadership

B&G Role - Resource Development Committee Chair

Cell- 703-401-6798

Email - patti.brown@longandfoster.com

Name - Robert Mosier

Current Job Description - Fauquier County Sheriff

Experience - 30 years local, county, Federal Government, domestic and international law enforcement

B&G role - Leadership Committee

Cell - (540) 878-1460

Email - Robert.mosier@fauquiercounty.gov

Name - Scot Small

Current Job Title - President & CEO, RevBuilders Marketing

Experience - 25 years sales & marketing & leadership, 15 years business ownership

B&G Role - Marketing & Communications Committee Chair

Cell - 703-969-6183

Email - scot@revbuilders.com

Name - Clay Campbell

Current Job Title - Territory Sales Manager for James River Equipment

Experience - 21 years sales

B&G Role - Building & Grounds Committee Chair

Cell - 703-507-9109

Email - ccampbell@jamesriverequipment.com

Name - Haley Riley

Current Job Title - Development Manager, Bike MS - National MS Society Greater DC-Maryland

Experience - 8 years volunteering, 6 years Event Management, 3 years fundraising/community partnerships

B&G Role - Resource Development Committee

Cell - 540-222-9467

Email - haley.riley@nmss.org

Name - Elaine Lassiter

Current Job Title - Director, Juvenile Court Services Unit for Fauquier and Rappahannock Counties

Experience - 33 years of leadership, 15 years of management

B&G role - Leadership Committee

Cell - 571-277-1261

Email - msslars@yahoo.com

Name - James N. Hartman, III

Current Job Title - Sergeant, Fauquier County Sheriff's Office

Experience - 28 years law enforcement, command level leadership

B&G Role – Marketing & Communication Committee

Cell - 540-878-8214

Email - james.hartman@fauquiercounty.gov

Name - Kylie Henson M.Ed.

Current Job Title - Assistant Principal, P.B. Smith Elementary

Experience - 2 years Leadership, 8 years Business Information Technology Teacher, 3 years Account Manager

B&G Role - Marketing and Communications Committee

Cell – 571-217-2881

Email – kyhenson@gmail.com

Name - Nicole McCarroll

Current Job Title - Accounting Manager

Experience - 20 years accounting and business owner

B&G Role - Finance Committee

Cell - 239-770-2901

Email - nmccarroll05@gmail.com

Our Leadership Team

Lynne Richman Bell, Executive Director

Lynne has 24 years in private education administration, youth development and organizational leadership. She joined the Club August 11, 2014. She served for 8 years as the Head of School for Midland Christian Academy. During her tenure, MCA was recognized as one of the top 6 workplaces nationwide according to employee survey administered by the Christian Management Association.

Lynne's experience in internal operational developing organizational policies and procedures and outcome driven curriculum/programming has been significant in assessing and restructuring Club operations and outcomes.

She brings the following personal values to her role:

1. Every person has a purpose
2. There is inherent greatness in everyone
3. Every moment is a public relations moment
4. Everything we do organizationally and operationally is a model to our members and should be done with the highest integrity
5. Family comes first
6. Great futures start here for everyone who walks through Club doors—children, parents, staff, volunteers, and supporters
7. There is opportunity in every relationship
8. We can positively impact our community's future by fulfilling our mission

PRIMARY FUNCTION:

The Executive Director is responsible for providing leadership and direction in overseeing strategic planning and operation of the organization, in support of organizational mission and goals. The CEO provides leadership, direction and support to the board of directors in developing organizational goals, attaining/allocating and managing resources, and establishing policies. The CEO also provides leadership and direction to staff management and partnership development in carrying out the key roles.

RELATIONSHIPS:

Internal: Maintain contact with Board of Directors, Club staff, volunteers and Club members.

External: Maintain contact with potential and current donors, external community groups, parents, school officials, parents and school officials, and others as required.

Elizabeth Rose QMHP, Resource Development Director/Mentor Specialist

Elizabeth graduated in May 2015 with a BS in Psychology from the University of Mary Washington. She earned her Qualified Mental Health Professional (QMHP) status while at Chrysalis Counseling Center. She has 13 years' experience in medical billing and customer service. Liz has assisted in developing the Club's community needs assessment and program implementation, accounts receivable policies, volunteer screening and recruitment, and staff training and recruitment.

PRIMARY FUNCTION of Resource Development Director/Mentor Specialist:

Works with Executive Director and Board to plan and execute resource development strategies and monitor progress against goals. Supports Executive Director in positioning Board to cultivate and solicit major gifts and grants for individuals, corporations, foundations, United Way, government agencies and others.

Oversees staff and volunteer Mentoring Program for tracking and outcome assessment

RELATIONSHIPS:

Internal: Maintain oral and written contact with the Executive Director, Board of Directors, staff peers, and volunteers for the purpose of exchange of information, to provide progress reports regarding activities and planned programs, and to coordinate events.

External: Maintain oral and written contact with other agencies, business leaders, community groups, boards of directors of such organizations, and the media for the purpose of exchanging information and ideas and for the purpose of fundraising.

David Colleran, Director of Operations/Central Unit Director

Dave has a long-standing reputation of integrity, humility, and a steadfast work ethic through his 21 years of business ownership here in Warrenton. Dave also served in Fauquier Chamber of Commerce Board leadership for a total of 12 years over four three-year terms. As a result, he has extensive governance, board development, and policy development experience. His expertise in staff and facilities management in addition to a full understanding of mission mindedness guides his work in Club operations. Dave manages the staff schedule for the Warrenton unit, oversees data collection, trains and mentors new staff, manages organizational compliance commitments, evaluates every action and process for efficiency and effectiveness, and assists the executive director in organizational planning. His broad sphere of relationships in the community has benefited the Club in a variety of ways.

PRIMARY FUNCTION of Director of Operations: Oversees Club operations and, in partnership with Unit Directors, program development and implementation, staff development, supervision of facilities and equipment, and facilities and equipment budget management.

RELATIONSHIPS:

Internal: Maintains close contact with assigned staff to provide technical assistance in matters of programming and operations and interacts regularly with Executive Director and, as assigned, with the Board and its Committees.

External: Maintains contact with external community groups, schools, and others.

Our Program Team

Sonya Johnson, Southern Unit Director

Degree in Early Childhood Education
9 years with Club

Penny Alexander, Southern Unit Programs

Experience in mortgage administration and early childhood development
7 years with Club

Timothy Alexander, Southern Unit Programs

Boys & Girls Club Youth of the Year 2011; started as junior staff
3 years with Club

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Kristen Glass, Central Unit Programs

BS in Occupational Therapy, in MS program at Shenandoah University
1 month with Club

Jill Heroux, Central Unit Programs

BS in Nuclear Medicine, long serving substitute teacher at Brumfield Elementary
8 months with Club

Sandra Haught, Social Thinking® Counselor, Central Unit

Behavioral Counselor, MS in Counseling
1 year with Club

Kathleen Marshall, Central Unit Programs

Associates in Ed, Special Education Teachers Assistant at Brumfield
9 months with Club

Deb McGahey, Southern Unit Programs

Food service and teaching assistant experience
4 years with Club

Kayleigh Rasnick, Central Unit Programs, Volunteer Recruitment and Tracking

BA Psychology and Art History from University of Mary Washington May 2016
2 years with Club

Kelley Ann Smith, Central Unit Programs

Masters of Architecture, currently also teaching at Saint John's Catholic School
1 month with Club

Taryn Weaver, Data Management, Front Desk Central Unit

Business/data management, Office Management
5 months with Club

Our Fundraising History

Funding Revenue by Source (last 3 years)							
Source		2014	2014 % of total	2015	2015 % of total	2016	2016 % of total
Individuals	Annual Fund*	\$ 68,442	18%	\$ 17,402	8%	\$ 24,076	13%
	Major Gifts	\$ 204,982	54%	\$ -	0%	\$ -	0%
Foundations		\$ 24,504	7%	\$ 68,972	33%	\$ 100,809	52%
Corporations		\$ 34,653	9%	\$ 1,429	1%	\$ 32,354	17%
Special Events		\$ 22,879	6%	\$ 2,305	1%	\$ 15,914	8%
Planned Gifts/Bequests		\$ -	0%	\$ 99,956	48%	\$ -	0%
United Way		\$ 2,128	1%	\$ 130	0%	\$ -	0%
Government Grants		\$ 19,000	5%	\$ 19,000	9%	\$ 19,000	10%
Totals		\$ 376,587		\$ 209,194		\$ 192,153	

Our Fundraising Plan for 2017

Adopted by BGCF Board 2/4/17

Resource Goals by category:

Andy Budd - \$120,000

Grants - \$100,000

Individual Giving - \$70,000

Fundraising Events - \$75,000

Apr - Vint Hill / HCCA 5k Race - \$15,000 (2016 = \$6,500)

May - TraCon Golf Tourney - \$15,000 (2016 = \$11,000)

Jul - Jail Inmate Contest (Brown & Nettles) - \$15,000

Nov - Long & Foster Raffle – shopping trip in New York - \$15,000

Nov - Renamed Jubilee - \$15,000

Total Fundraising Revenue

\$365,000

Our Programmatic Revenue Sources

Membership dues	\$32,000
Program fees	
General programming	\$55,000
Social Thinking®	\$7500
Total Program revenue	\$94,500
Total Revenue	\$459,500

Goals:

- To implement a plan which secures a broad base of diversified financial support adequate to achieve the present and future goals and objectives of the organization
- To ensure the resource development plan is integrated with organization's strategic plan and includes multi-year funding, major gifts, planned giving, individual giving, endowment development, and includes total board involvement in resource development
- To formulate new or enhance grant management accounting practices (anticipated additional grants)
- To formulate Club areas and set up budget as per each operating area, i.e. magisterial districts

Strategies:

- To maximize fees while maintaining a fair and affordable fee structure
- To have a written comprehensive plan for individual support that includes a multi-year, annual giving strategy that ensures strong individual support (Annual Campaign) to continue the local recognition society and implement a Wills and Bequests program; encourage advanced planned gifts, such as gift annuities and trusts; continue ongoing marketing activities that encourage new planned gift expectancies, and provide donor stewardship of existing planned gift agreements

- To continue to seek help from corporations, current list of foundations support, and service organizations and senior clubs
- To develop a keen understanding of the potential of government funding; leveraging government dollars to match private dollars. To actively pursue local, state and federal funding opportunities
- To gain the knowledge of grant writing and the ability to promote services that the Club provides (hire an additional resource development staff person)
- To reassess our current operations, facility rentals, and Club special event fundraisers to ensure we are maximizing our return on investments in this area
- To continue to develop community partnerships and collaborations
- To develop a strong case statement on why the community should support the Boys & Girls Club
- To develop and implement a detailed donor prospect and cultivation plan

Time Frame:

Year 1 Charge Board committees with the following tasks:

1. To aggressively identify and recruit new advisory Board member candidates able to provide ongoing financial support and seek additional sources of revenue
2. To reassess current Club Resource Development Plan to maximize our Return on Investment
3. To look into the affordability of a full-time resource development staff person
4. To build on the success of the It Just Takes One Campaign
5. To continue to work on endowment and utilize the Plan Giving Regional BGCA staff to establish Club programs in this area
6. To assess and redevelop Club case statement as appropriate

Year 2 Assess Year 1 efforts; work with staff to apply for grants; establish estate planning program and identify and begin contact with potential donors; reevaluate operations

Year 3 Evaluate success of these plans and modify/redevelop as needed

Our Marketing Plan Summary

Goals:

1. To significantly increase public awareness of the Boys & Girls Club of Fauquier and the impact the Club has in the lives of youth.
2. **To Republish BGCA Tagline – Great Futures Start Here...**
Boys & Girls Clubs of America is proud to restate the importance of our tagline for the Movement – Great Futures Start Here - it's exciting, it's compelling and it powerfully conveys the impact Boys & Girls Clubs have on the lives of young people.
3. To set-up mass e-mail system to deliver updates, newsletters to the entire Club family (concentrate on communication with more frequency with less content).

Strategies:

- Combine Marketing & Communications and develop and implement a written strategy (Plan) annually to gain recognition and support in the community while targeting the appropriate publics
- To maintain a consistent public relations effort, with press releases on various Club events, achievements or notable facts being forwarded to local media on at least a weekly basis
- To maintain consistent acknowledgment of gifts, donations, and awards
- To highlight Club and member's success stories
- To publish a newsletter on a semi-annual basis and to design and produce an agency brochure that can be used for marketing and resource development
- To publicize special events such as the HCCA 5k Run, Potomac TraCon Golf Tournament, etc.
- To continue website development and investigate possible cooperation with the websites for FCPS, Fauquier County Government and the Warrenton, Remington, The Plains Town Governments
- To explore opportunities with CATV, the Fauquier County Government TV station channel(s)
- To continue to offer facility tours to media and potential donors
- To prepare and maintain an up to date press kit and to update and verify list of media contacts

- Message map for all board members
- To establish a group of speakers who are willing to address community groups/businesses to educate and cultivate
- To develop and implement a plan to include Club members in strategic community service to expose them to volunteerism and expose the community to them

Time Frames:

- | | |
|--------|--|
| Year 1 | <ol style="list-style-type: none"> 1. Send out press releases and increase frequency to one a week 2. Explore website and cable opportunities 3. Prepare press kit 4. Evaluate on-going efforts and modify where necessary |
| Year 2 | Establish group of speakers; evaluate on-going efforts and modify, where necessary |
| Year 3 | Evaluate on-going efforts and modify, where necessary |

Our Resource Development Plan Summary

The Resource Development Committee will drive the strategic plan of the Boys and Girls Club of Fauquier forward by:

1. Growing fundraising event participation and revenue
2. Increasing the number of individual donors
3. Targeting corporate partners to support club events

Goals:

Fundraising Events

2017 Revenue Goal - \$75,000

Vint Hill / HCCA 5k Race (*third party - benefitting charity*)

- 2017 Revenue Goal - \$30,000
- 2016 total - \$6,500
- Targeting:
 - a. \$10,000 in sponsorship (20 partners at \$500)

169 Keith Street
 Warrenton, VA 20186
 540-349-8890
www.bgcfauquier.org
 EIN 54-1815587

- b. \$17,500 in registration fees (500-600 runners)
- c. \$2,500 in on-site donations (125 donors at \$20)

TraCon Golf Tourney (*third party – benefitting charity*)

- 2017 Revenue Goal - \$24,000 (\$30,000 net to split; 80% to Club)
- 2016 Total - \$11,000 (split with organizer)
- Possible improvements:
 - a. Silent Auction
 - b. Increase individual golfers and group outings
 - c. On-course raffle

Jail Inmate Contest (*NEW*)

- 2017 Revenue Goal - \$15,000
- Individual pledges over a 24-hour period

Long & Foster Raffle (*NEW*)

- 2017 Revenue Goal - \$15,000 (150 tickets)
- 200 Tickets sold available at \$100/ticket
- 2017 Item: Shopping trip in New York

Luncheon/gala (Jubilee – signature event)

- 2017 Revenue Goal - \$15,000

Donor Activation and Cultivation

Individual Donors

- a. 2017 goal - \$70,000
- b. 2016 Totals - \$24,076

Matching Donors (*NEW*)

- c. Andy Budd - \$120,000 (*potential*)

Board Development Summary

Roles of the Board:

1. Establish identity and strategic direction
2. Ensure necessary resources
3. Provide oversight

Principles of Exceptional Governance:

1. Role of board distinct from role of staff
2. Board members have 3 hats - governance, implementation & volunteer
3. Board knows stakeholders & primary beneficiaries
4. Board provides clear direction
5. CEO responsible for achieving goals established by board
6. Board Chair manages board with support from CEO
7. Committees serve board's needs, not the staff's needs
8. Board meetings are well planned
9. Board members are carefully selected, oriented & trained

Measurement for Board Effectiveness:

1. Well-respected community image
2. Recruitment & development of community leaders for board service
3. World class on-boarding process to employ high-performing executive talent
4. High engagement & partnership between board & CEO
5. Improved organizational performance
6. A safe, positive place for youth
7. Deeper measurable impact on youth who need us most in the community

Primary resources to develop / train Board Members:

1. Boys & Girls Clubs of America (BGCA) conferences
2. BGCA on line training resources
3. Director of Development for Southeast Region, BGCA
4. Center for Nonprofit Excellence
5. Mentoring by Boys & Girls Clubs of Central Virginia

Training Requirements for each Board Member:

1. Complete orientation training, review of new board member book lead by Chair
2. Attend instructor lead or complete on line leadership course annually
3. Attend instructor lead or complete on line course annually designed for committee role
4. Attend one BGCA conference / training every 2 years
5. Participate in board team building event each year

Board Growth Goals:

10 Members by February 2017 | 15 Members by April 2017 | 20 Members by June 2017

Committees to be established during 2017:

1. Board & Leadership Development
2. Marketing & Communications
3. Resource Development
4. Finance

Our Organizational Calendar

- ED task
- All staff task
- Board/ED/committee task
- Board involved RD

FYQ1**JANUARY**

- Q4 tax liabilities due
- Prepare previous year 1099's
- Prepare previous year W-2's
- Coordinate summer program schedule
- Finalize/approve previous year financials
- **Submit OJP reports**
- Tenant use Saturdays
- Update vendor files in cabinet
- Annual taxes due
- Dec withholding due
- Reconcile accounts
- Pull annual report data
- **OJP Annual Reporting System goes live**
- Jubilee wrap up
- Monthly RD event
- Register for Give Local Piedmont
- Register for Southeast Leadership conference
- Youth of the Month announcement

FEBRUARY

- Finalize summer program schedule/ Schedule summer program activities at venues
- Promote HCCA 5k
- **Submit OJP non-financial report**
- Forward financials to CPA for 990 and audit
- **Submit OJP reports**
- Submit NYOI data to BGCA
- BGCA non-financial Annual report due
- Tenant use Saturdays
- January withholding due
- Reconcile accounts
- Promote TraCon Golf Tournament
- Promote Long & Foster Fundraising raffle
- Prepare for employee reviews
- **Monthly RD event**
- Taco Bell grant report
- Begin promoting Give Local Piedmont
- Prepare for Youth of the Year, if applicable
- Youth of the Month announcement

MARCH

- Begin promoting summer programs
- Complete 990 and submit to IRS
- Continue audit
- **Submit OJP report**
- **Plan for May Day of Giving/Give Local Piedmont**
- February withholding due
- Conduct Employee reviews
- Reconcile accounts
- Promote HCCA 5k
- **Attend Southeast Leadership Conference**
- **Monthly RD event**
- Promote TraCon Golf Tournament
- Promote Long & Foster Fundraising raffle
- Prepare for Youth of the Year, if applicable
- Youth of the Month announcement

FYQ2**APRIL**

- Q1 taxes/due
- Promote summer programs
- **Youth of the year, if applicable**
- **Submit OJP report**
- Complete audit
- Forward audit to BGCA, Town, County
- Begin CEO Review development
- Disclose CEO review criteria to CEO
- HCCA 5k
- promote Get Out of Jail Fundraiser
- **Promote Day of Giving/Give Local Piedmont**
- **Monthly RD event**
- March withholding due

- Promote TraCon Golf Tournament
- Promote Long & Foster Fundraising raffle
- Reconcile accounts
- **Begin planning Jubilee**
- Youth of the Month announcement

MAY

- **Day of Giving/Give Local Piedmont**
- Promote summer programs
- CEO review committee meets
- Print summer program activities
- **Submit OJP report**
- April withholding due
- Reconcile accounts
- Consolidated TraCon Golf Tournament
- Long & Foster Fundraising raffle
- **Monthly RD event**
- **Continue planning jubilee/gala**
- **National Conference**
- Youth of the Month announcement

JUNE

- Spring facility clean up
- BGCA training event
- Summer programs
- **Submit OJP report**
- **Monthly RD event**
- Taco Bell grant report
- **Begin Executive Director contract development**
- **Continue planning jubilee/gala**
- **Jubilee save the date**
- promote Get Out of Jail Fundraiser
- May withholding due
- Reconcile accounts
- **CEO review**
- **Conduct board self-assessment**
- Youth of the Month announcement

FYQ3

JULY

- Q2 taxes due
- Summer programs
- **Submit OJP report**
- Conduct club clean up
- Begin promotion for school year
- Complete/ratify ED contract
- Analyze/review board self-assessment
- Promote Get Out of Jail Fundraiser
- Plan open house
- June withholding due
- Reconcile accounts

- Prepare Kortlandt application
- Prepare PATH ops application
- Prepare for member orientation
- **Coordinate Jubilee marketing material**
- **Monthly RD event**
- Youth of the Month announcement

AUGUST

- Prepare for Family Picnic at Eva Walker Park
- **Submit OJP report**
- Continue school year registrations
- Begin budget for next year
- **Finalize funding request for county**
- **Monthly RD event**
- **Continue planning Jubilee**
- **Begin promoting Jubilee**
- Promote open house
- July withholding due
- Reconcile accounts
- promote Get Out of Jail Fundraiser
- **Prepare Wise Foundation application**
- Member orientation
- **Begin soliciting sponsorships and auction items for Jubilee**
- Youth of the Month announcement

SEPTEMBER

- **Register for Giving Tuesday**
- Family Picnic at Ava Walker Park
- **Submit Final OJP report**
- Begin planning holiday activities
- **Continue soliciting sponsorships and auction items for Jubilee**
- **Monthly RD event**
- Continue budget development
- Get Out of Jail Fundraiser
- **Send invitations for Jubilee/gala**
- **Plan end of year campaign**
- **Open house**
- August withholding due
- Submit BGCA required documents—audit, 990
- Reconcile accounts
- Youth of the Month announcement

FYQ4

OCTOBER

- Q3 taxes due
- **Submit OJP Financial Report**
- **Promote Jubilee/gala**
- Invoice November memberships
- Continue planning holiday activities
- Schedule holiday coverage
- **Prepare Jack Kent Cooke application**

- **Begin end of year campaign**
- Plan Christmas parade participation
- **Continue promoting Jubilee**
- Finalize next year's budget
- **Begin RD planning for next year**
- **Monthly RD event**
- September withholding due
- Reconcile accounts
- Procure Christmas cards
- **Procure end of year appeal materials**
- Youth of the Month announcement
- **Prepare PATH LOI**

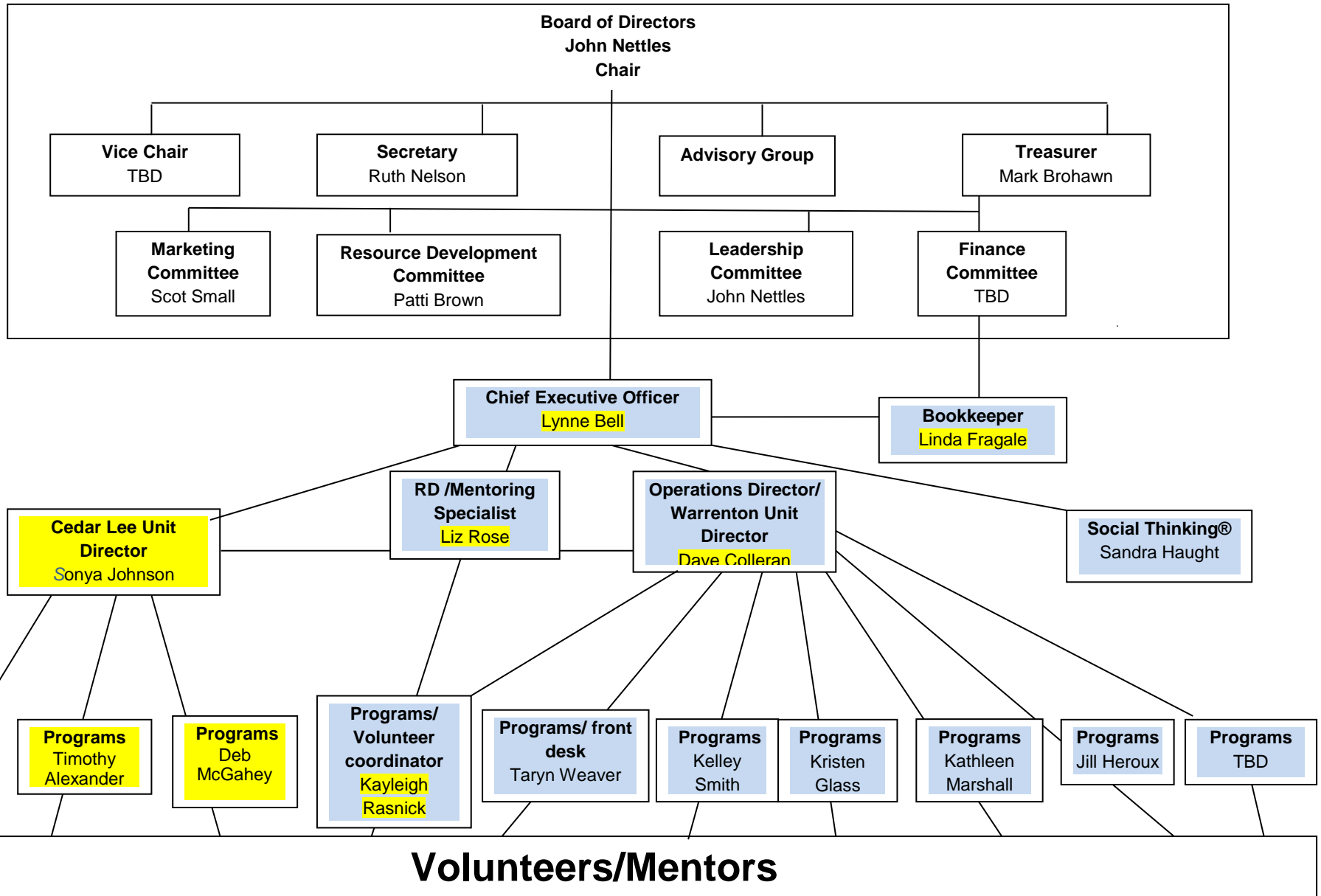
NOVEMBER

- Invoice December memberships
- **Complete VADACS form 102**
- **Submit PATH LOI**
- **Jubilee/gala**
- **Mail end of year appeal materials**
- **End of year email/digital campaign**
- Thanksgiving celebration
- Plan holiday dinner
- Plan parade participation
- **Continue RD planning for next year**
- **Monthly RD event**
- Finalize December employee schedule
- October withholding due
- Reconcile accounts
- Decorate club for holidays
- Prepare and mail Christmas cards
- Youth of the Month announcement
- **Giving Tuesday**

DECEMBER

- Warrenton Parade
- **Monthly RD event**
- Bealeton Parade
- Holiday dinner at the Club
- **Finalize RD goals/plan for next year**
- **Complete Piedmont United Way member application**
- **End of year email/digital campaign**
- November withholding due
- Reconcile accounts
- Tax prep for January
- Youth of the Month announcement

BOYS & GIRLS CLUB OF FAUQUIER - ORGANIZATIONAL CHART 2017



TOWN OF WARRENTON

Contributions to Outside Agencies

Entity	FY 2017	FY 2018		Fauquier County
	Adopted	Requested	Proposed	
Hospice Support of Fauquier	1,000	1,000	1,000	1,800
Fauquier Community Food Bank	3,750	5,000	3,750	20,000
Fauquier Family Shelter	6,700	6,700	6,700	100,132
Fauquier Community Child Care	4,500	4,500	4,500	9,000
Fauquier Free Clinic	10,000	10,000	10,000	22,500
Piedmont Dispute Resolution Center	1,000	1,000	1,000	49,050
Virginia Regional Transit (Circuit Rider) ¹	59,987	56,942	56,942	25,883
Literacy Volunteers of Fauquier County	2,500	2,500	2,500	13,500
Fauquier CADRE	2,000	2,000	2,000	6,300
Rappahannock/Rapidan Medical Reserves Corps	500		500	-
Fauquier Community Action Committee/Head Start/Bright Stars	10,000	10,000	10,000	54,000
Families4Fauquier	2,000	2,000	2,000	-
Leadership Fauquier	3,000	3,000	3,000	-
Boys & Girls Club of Fauquier	10,000	10,000	10,000	9,000
Piedmont Symphony Orchestra	1,000	5,000	1,000	5,000
Bluemont Concert Series (includes \$4,500 VCA grant) ²	10,000	15,000	9,500	10,000
Fauquier Historical Society	10,000	15,000	10,000	10,172
Warrenton-Fauquier Heritage Day	2,500	2,500	2,500	1,544
First Night Warrenton	5,000	5,000	5,000	617
Main Street Program/Partnership for Warrenton	20,000		20,000	-
Warrenton Caboose	1,000	2,500	1,000	-
Lord Fairfax Community College ³	17,500	7,500	2,500	-
Total	\$ 183,937	\$ 167,142	\$ 165,392	

Notes:

1. The Town provides in-kind services (fuel), which is budgeted at \$15,000 of this amount.
2. VCA notified us that the LGC grant will not be fully funded this year.
3. LFCC Scholarship total is \$7,500; donation of \$5,000 from Dakota Springs was sent directly to LFCC.



**Town Council Work Session
May 4, 2017
Warrenton Library Capital Funding**

**Agenda Memorandum
Submitted by: Brannon Godfrey, Town Manager**

Discussion:

At the April 24, 2017 Budget Work Session, the consensus of Council was to move forward with approving a \$1 million capital commitment to the Warrenton Library divided equally over three fiscal years.

The FY17 Budget will need to be amended to include the first 1/3 of \$1 million.

Because \$333,333 is more than 1% of the adopted budget, §15.2-2507 of the Virginia Code requires that the Town to hold a Public Hearing on the amendment before taking action. To meet the public notice requirements, this Public Hearing will be advertised and scheduled for Council's June 13 Council meeting.

The draft FY18 Budget and CIP will be revised to include \$333,333 in FY18 and FY19 as capital contributions to the project.

Town Manager



**Town Council Work Session
May 4, 2017
Request from John Marshall Commemoration Committee**

**Agenda Memorandum
Submitted by: Brannon Godfrey, Town Manager**

Discussion:

In February, Jim Downey contacted me to request the Town's assistance in commemorating US Chief Justice John Marshall's birthday on September 23, 2017. Specifically, he asked if the Town would fly a special commemorative flag in the flag holders in Old Town alongside the US Flags on that particular weekend in September. I agreed that Public Works would put them up if they provided the flags and poles to the same specifications as our US Flags.

The John Marshall Commemoration Committee has subsequently designed a flag that, with the pole, is the same specification as the Town's US Flags. The Committee proposes that we fly one John Marshall flag with one US Flag on each street light.

On April 20, Gary Pearson requested on behalf of the Commemoration Committee that the Town contribute up to \$1,790.54 toward the cost of the flags. (See the the attached request letter). I advised that I would have to take this to Council for its consideration.

As John Marshall was a native son of Fauquier County and important figure in US history and Constitutional law, I believe the use of Town staff to erect the flags for this weekend is a reasonable commitment. However, the new request is to share in the cost, and I am therefore requesting Council's guidance.

Town Manager

ATTACHMENTS:

Description	Type	Upload Date
Request Letter and Flag Design	Backup Material	5/1/2017

PEARSON AND PEARSON, P. C.

ATTORNEYS AT LAW

9 CULPEPER STREET

WARRENTON, VIRGINIA 20186-3319

GARY M. PEARSON
LOIS G. PEARSON

TELEPHONE
(540) 347-2660

FACSIMILE
(540) 349-1410

April 20, 2017

Brannon Godfrey, Town Manager
HAND DELIVERED

Dear Mr. Godfrey:

Thank you for meeting me on April 20 to discuss the commemoration of John Marshall's birthday on September 23, 2017.

There are approximately eighty flag brackets posted throughout the Town of Warrenton and the John Marshall Commemoration Committee is proposing that the Town of Warrenton and Fauquier County each fund one half of the cost to buy forty John Marshall flags with poles, to be paired with a United States flag to commemorate this event on September 23, 2017.

The John Marshall Commemoration Committee is composed of the Chairman, James Downey, Circuit Court Judge Jeffrey Parker, General District Court Judge Gregory Ashwell, President of the Fauquier Bar Amy Totten, and the undersigned.

We have already scheduled Virginia Supreme Court Justice William Mims to speak at this event on September 23 and are hoping to engage other prominent jurists to participate.

As I mentioned at our meeting, the bids I have received range from \$2,441.00 to \$3,581.08 and the town's half could range from \$1,220.50 to \$1,790.54. I am doing everything I can to keep down the cost. Paul McCulla assured me that he would submit these bids to the County Finance Committee to consider paying one half of this cost.

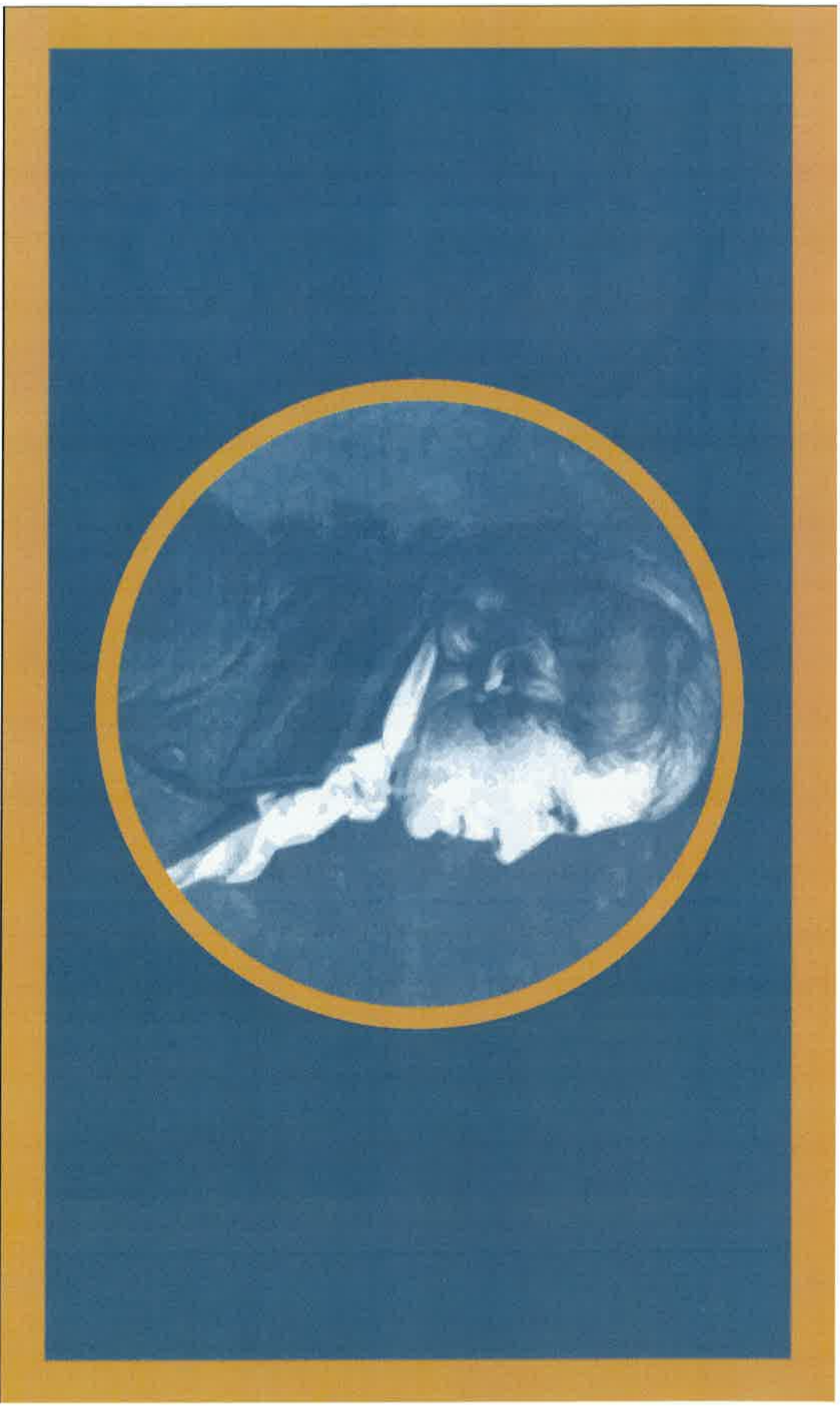
It is hoped that the Bar will see fit to sponsor this event on a regular basis. The Committee is asking the town to install the flags and possibly store the flags. I stand ready to appear at any meeting for any further explanations and appreciate you taking the time to talk to me about this.

Sincerely,

Gary M. Pearson

GMP/eag

Cc:
James Downey



DISPLAYSALES

Please note: the graphics on this page are for reference only. This is not a proof.



**Town Council Work Session
May 4, 2017
Update on Brentmoor/Mosby House**

**Agenda Memorandum
Submitted by: Whit Robinson, Town Attorney**

Discussion:

The Town Attorney will report the findings of the consultation with the real estate professional.

Town Manager



**Town Council Work Session
May 4, 2017
Update on Farmers Market**

**Agenda Memorandum
Submitted by: Brannon Godfrey, Town Manager**

Discussion:

Brandie Schaeffer serves as the Market Manager for the Warrenton Farmers Market. She will provide a quick briefing on the success of the 2017 Market in its first two weeks of operation.

Town Manager



**Town Council Work Session
May 4, 2017
Historic District Work Session**

**Agenda Memorandum
Submitted by: Brandie Schaeffer**

Discussion: At its April 6 Work Session, Council requested discussion at the May Work Session to consider the possible expansion of the Historic District. Attached below are maps illustrating the current boundaries and the history of district expansions, as well as the Staff Report on considerations and approaches to the next expansion.

Town Manager

ATTACHMENTS:

Description	Type	Upload Date
Staff Memo May 4 2017	Staff Report	5/1/2017



TOWN OF WARRENTON

POST OFFICE DRAWER 341
WARRENTON, VIRGINIA 20188-0341
<http://www.warrentonva.gov>
TELEPHONE (540) 347-1101
FAX (540) 349-2414
TDD 1-800-828-1120

MEMORANDUM

TO: Town Council

FROM: Brandie Schaeffer, Director Planning and Community Development

DATE: May 4th, 2017

SUBJECT: Protecting Value and Enhancing Economic Development Through Historic Preservation

Overview:

Most communities recognize the need to protect historic and cultural sites, buildings, or neighborhoods, yet several qualifying sites remain vulnerable. There is little question that preservation of a community's historic assets enhances the attractiveness as a place to live and work, while providing the unique character that differentiate it from other communities. This leads to enhanced economic growth through desire of place.

Better addressing the role of historic preservation in the Comprehensive Plan is a goal for Community Development in fiscal year 2017 as part of the overall revisions to the Comprehensive Plan. The Comprehensive Plan should coordinate with the historic district zoning to protect historically significant buildings and sites. When sites are subject to development, it is even more important to include owner concerns about economic value.

Challenges of historic preservation often center on land owner fears. The primary concern expressed by most land owners is the historic preservation district will adversely affect the value of the property. The owners of non-historic buildings worry regulations will impose major burdens, while owners of historic properties might find the interior unsuited for modern use. Larger dwellings are most often under pressure to convert to multiple residents with their overabundance of space, while smaller dwellings need costly additions. These challenges and fears should not be dismissed as they can often undermined long term preservation goals as property owners seek demolition. In addition, maintenance costs can exceed economic returns. Lastly, over time as Warrenton becomes more urban and experiences redevelopment the commercial historic structures that are typically small will face pressure to be replaced by much larger structures.

History, Goals, and Considerations:

History

The first goal of any district is to achieve placement on the National Register of Historic Places, which Warrenton achieved in 1983 with the national listing of Warrenton's Historic District. It is important to note that any commercial structure listed on the National Register of Historic Places is subject to a 20 percent federal tax credit. There are additional state credits available as well. A detailed history has been provided to the Council in previous memorandums from staff, and is attached in an appendix for reference.

Goals

Aside from protecting and preserving the integrity to of the district, expansion is required to be considered and evaluated every five years as part of the Certified Local Government status Warrenton holds. As found in the appendix, a full survey of the district last occurred in 1998, making a new survey required for any expansion of the National District. While the local district boundaries have changed over time, difficulties have arisen as certain buildings within proposed expansion areas have not met the standard of being historically significant. Efforts to align the district with contiguous blocks is needed. There is a general rule to avoid any spot zoning, but at times the inclusion of certain properties is not feasible based on property challenges.

Considerations

The research, planning, and public participation that is associated with district expansion is often very time consuming and costly. Buildings must be carefully analyzed for age, style or other historic elements. All and all the rules are not that onerous; however, historic preservation planning requires an expertise. This is not something that is quickly learned with on the job experience, like other forms of planning, but instead often requires professional consultants or volunteer assistance.

Staff has researched the history of the historic district and generated a map to help illuminate options for the Council. This was not without great effort, while most maps follow district lines of zoning and parcels you will see that, as stated previously, historic district maps do not. Historic District maps follow structures. It makes it a difficult task when including non-historic buildings as well as vacant land. Warrenton's district boundaries and surveys have properties that are divided in half as well as parcels that were included, but have since subdivided resulting in lots that are included with structures that are not historic. Overtime addresses have changed and additions have been added resulting in confusion when evaluating structures in the district. No current GIS layers are accurate or up to date making the daily administration of the district challenging and more time consuming that necessary.

Careful consideration is needed for the edges of the district to ensure overall protection, irregularities in boundaries can lead to the overall loss of integrity. Awareness of this fact prompted Warrenton to examine the role of historic district overlays in 2011, as they offer a hybrid option of protecting the edges and entrances, while the relaxed standards of the hybrid help to alleviate land owner fears.

Administration of the district, along with the Certificate of Appropriateness process is one of the largest tasks undertaken by the Community Development Department. Under-investment in the department for

over a decade or more has resulted in boxes upon boxes of unfiled documents, a zoning ordinance that is out of date with state and federal laws, as well as a 15 year old Comprehensive Plan that has only seen minor updates of often re-adopting previous goals. Similarly, the Historic District and the associated Guidelines are due updates and tools to help the district succeed. The absence of technology to assist in administering permits has resulted in the 100 or so Certificate of Appropriateness Permits processed annually being stashed in various boxes with no ability for staff to search, analyze, or compile adequately with FOIA request. Staff efficiencies are lost and time is wasted trying to locate documents and answer specific questions about the properties within the district.

The current understaffing situation, filing system, and lagging technology makes the task of expanding the district one that is even more challenging. An expansion will increase the number of properties that would need to become compliant as well. It is common practice to resurvey before expansion; these surveys are most relevant within a five-year period. As the last survey is from 1998, a new survey of the existing local district and the potential expansion areas is required to expand the National Registry District. Alignment of the National and local district would allow more property owners to benefit from National funding programs for historic properties. That said, grants are available to help fund a new survey, however, as noted in the 2008 University of Mary Washington study, additional staffing may be necessary to administer the additional tasks created by a Historic District expansion.

Next Steps:

Staff has several suggestions for improving the district guidelines and practices that would reduce property owner concerns with expansion and reduce the administrative cost of expansion. For now staff suggest a short term option may be to survey the ten parcels included within the National Register District, but not within the local district, and determine if they would still be considered contributing to the district. If determined as contributing, these parcels could be included in the existing local historic district overlay. This option would have up front time and expense costs associated with the property survey, resulting analysis, and zoning map amendment, but would not dramatically enlarge the district.

Considering current constraints it is staff's recommendation that a working group is formed to assist in this effort. Lack of staffing is a challenge; in review of past budgets, the Architectural Review Board had a budget for outside consulting ranging from \$1000.00-\$3000.00. This was eliminated within the last decade requiring all efforts to fall on declining staff. Possible solutions with consultants and volunteers is an option, but some contracts require as much staff effort to administer as performing the work the work in-house. The long term investment in the Community Development Department with a dedicated Historic Preservation planner like that of other jurisdictions, including the County, is the best solution for the ongoing and expanding workload of the rehabilitation of the district and administration of grants.



**Town Council Work Session
May 4, 2017
Redevelopment, Zoning, and Small Businesses**

**Agenda Memorandum
Submitted by: Brandie Schaeffer**

Discussion: This item is a briefing followed by discussion of existing challenges of redevelopment, zoning and specifically small businesses.

Town Manager

ATTACHMENTS:

Description	Type	Upload Date
Staff Memo 05042017	Staff Report	4/28/2017



TOWN OF WARRENTON

POST OFFICE DRAWER 341
WARRENTON, VIRGINIA 20188-0341
<http://www.warrentonva.gov>
TELEPHONE (540) 347-1101
FAX (540) 349-2414
TDD 1-800-828-1120

MEMORANDUM

TO: Brannon Godfrey, Town Manager
FROM: Brandie Schaeffer, Director of Planning & Community Development
DATE: May 4th, 2017
SUBJECT: Redevelopment Challenges for Commercial Properties

Background

Structures and uses that existed at the time of the adoption of the Town Zoning Ordinance on February 14, 2006 are allowed to continue as they were at the time of the ordinance adoption, in accordance with Article 11-4, *Nonconforming Uses and Structures*. This ensures that these property rights are not encroached upon by the changes in law. These uses, however, are limited and in many instances cannot be substantially modified or expanded without coming into complete conformity with current zoning and building codes. Therefore, changes in the use of existing buildings can trigger site development and permitting requirements for structures and properties that do not currently meet zoning ordinance and building code requirements.

Staff believes the current redevelopment challenges pose the largest threat to economic development and a business friendly environment. The confusion and frustration by business owners is hard for staff to overcome on their own as the current codes and permitting requirements have limited flexibility. This is particularly applicable to small businesses as zoning often treats commercial districts as a single land-use category, with little or no distinction in scale or intensity. This often creates unintentional barriers for small businesses, and small businesses have positive impacts that go beyond direct economic development.

It is important for zoning to support small businesses as they enhance community character and create an identity. And primarily small businesses facilitate the adaptive reuse of existing structures, which is why the existing and new small businesses are facing these zoning issues more than any other businesses.

Issues

Sometimes, the permitting requirements are difficult for an existing structure or property to meet. Retrofitting existing sites to accommodate parking, landscaping, signage, entrance, right-of-way, setback or other requirements can be challenging, especially in cases where the new use is substantially different from the one in place before. For instance, in an older building formerly used as office or storage, a proposed change in use to retail requires a higher number of parking spaces as well as handicapped accessibility that may be difficult to accomplish.

Even more difficult is the situation where a business moves in to a grandfathered building and does not check to see what permits may be required first. The situation may not be uncovered unless or until the business license renewal date, or until they desire to do some interior work that they understand would need a building permit. Retrofitting after a business has occupied a space can be extremely challenging in cases where the site does not meet the zoning requirements, causing time-consuming delays and concerns over whether or not a site could actually accommodate the use to be in conformity with permit requirements without costly expenditures.

This is especially difficult when a change of use triggers commercial building plan or site plan requirements due to the expense of hiring architects, engineers, or other design professionals. In some instances there are stormwater requirements that may need to be addressed, especially if the expansion of a building footprint, paving, grading, or other changes to the site are proposed. In other circumstances, the property could possibly be a candidate for the variance process, but this, too, can cause delays. Property owners and businesses need to be able to predict costs and timetables accurately, and the Community Development Department recognizes the need to provide accurate information to the public quickly as a part of excellent service to our citizens.

Recommendation

The first step is acknowledging the place and role of small business within the Town zoning codes, which has not been done before. With Council's and the Town Manager's approval and guidance, staff can facilitate a public outreach initiative. This process would include developing a customer-friendly informational brochure for business and property owners, illustrating the process for changing the occupancy or use of existing sites. Graphically enhanced procedures are helpful tools to educate the public about requirements. Taking a pro-active approach will result in fewer unexpected outcomes, potentially saving business and property owners headaches and costly time spent in retrofitting older properties to bring them into conformance.



**Town Council Work Session
May 4, 2017
Lidl Comp Plan Amendment**

Agenda Memorandum

Submitted by: Brandie Schaeffer, Director of Planning & Community Development

Discussion: The applicant's request is to initiate a Comprehensive Plan Amendment (CPA). The application would be to apply to amend the Future Land Use Map. If the initiation is granted, the CPA application would run concurrently with a rezoning application (ZMA 2017-01 Lidl US, LLC for a grocery store).

The current Future Land Use Map designates the 1.26752 acres CPA subject properties (PINs: 6984-18-2905, 6984-18-3915, and 6984-18-2709) as Low Density Residential. This designation calls for single family detached residential dwellings at densities ranging from existing levels of development up to 2.5 dwellings per net acre. The applicant will be seeking an application to amend the Future Land Use Map to Re-Planned Commercial.

If the Town Council grants the request to initiate the CPA, the application for the subject properties will follow the established review process and public hearing requirements before the Planning Commission and Town Council as part of the ZMA 2017-01 application.

This item is on the Agenda for Council's Regular Meeting on Tuesday. Staff recommends the Town Council initiates the applicant's request to process the CPA to run concurrently with the rezoning request of the subject parcels.

Town Manager

ATTACHMENTS:

Description	Type	Upload Date
Staff Report	Staff Report	5/2/2017
Statement of Justification	Backup Material	5/2/2017



PLANNING AND COMMUNITY DEVELOPMENT DEPARTMENT
STAFF REPORT

TOWN COUNCIL REGULAR MEETING

**INITIATE COMPREHENSIVE PLAN AMENDMENT REQUEST
LIDL US, LLC
DATE OF MEETING: May 9, 2017**

SUMMARY

The applicant's request is to initiate a Comprehensive Plan Amendment (CPA). The application would be to apply to amend the Future Land Use Map. If the initiation is granted, the CPA application would run concurrently with a rezoning application (ZMA 2017-01 Lidl US, LLC for a grocery store). The current Future Land Use Map designates the 1.26752 acres CPA subject properties (PINs: 6984-18-2905, 6984-18-3915, and 6984-18-2709) as Low Density Residential. This designation calls for single family detached residential dwellings at densities ranging from existing levels of development up to 2.5 dwellings per net acre. The applicant will be seeking an application to amend the Future Land Use Map to Re-Planned Commercial. If the Town Council grants the request to initiate the CPA, the application for the subject properties will follow the established review process and public hearing requirements before the Planning Commission and Town Council as part of the ZMA 2017-01 application.

STAFF RECOMMENDATION

Staff recommends the Town Council initiates the applicant's request to process the CPA to run concurrently with the rezoning request of the subject parcels.

SUGGESTED MOTIONS

1. I move that the Town Council approve the request to initiate a CPA for the properties associated with the Lidl US, LLC ZMA 2017-01 request.

OR

2. I move that the Town Council forward the CPA initiation request to the next Town Council Work Session.

OR

Request to Initiate a Comprehensive Plan Amendment
Town Council Regular Meeting
5/9/2017

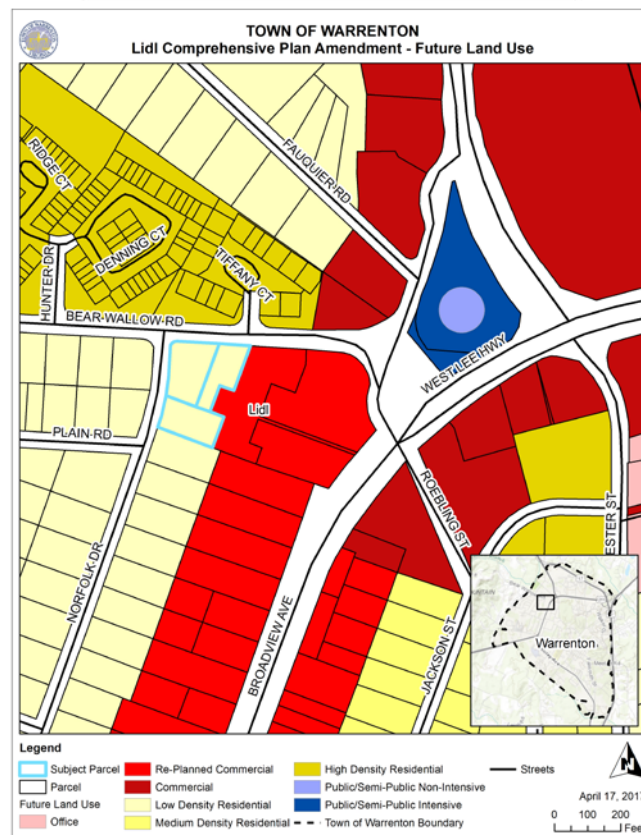
3. I move that the Town Council deny the initiation request for a CPA for the properties associated with the Lidl, US, LLC ZMA 2017-01 request for the following reasons: [Insert].

OR

4. I move an alternative motion.

Request to Initiate a Comprehensive Plan Amendment
Town Council Regular Meeting
5/9/2017

VICINITY MAPS



Directions:

Properties are located immediately west of the Cheswick Hotel with Bear Wallow Road to the north, Norfolk Drive to the west, and a vacant parcel to the south.

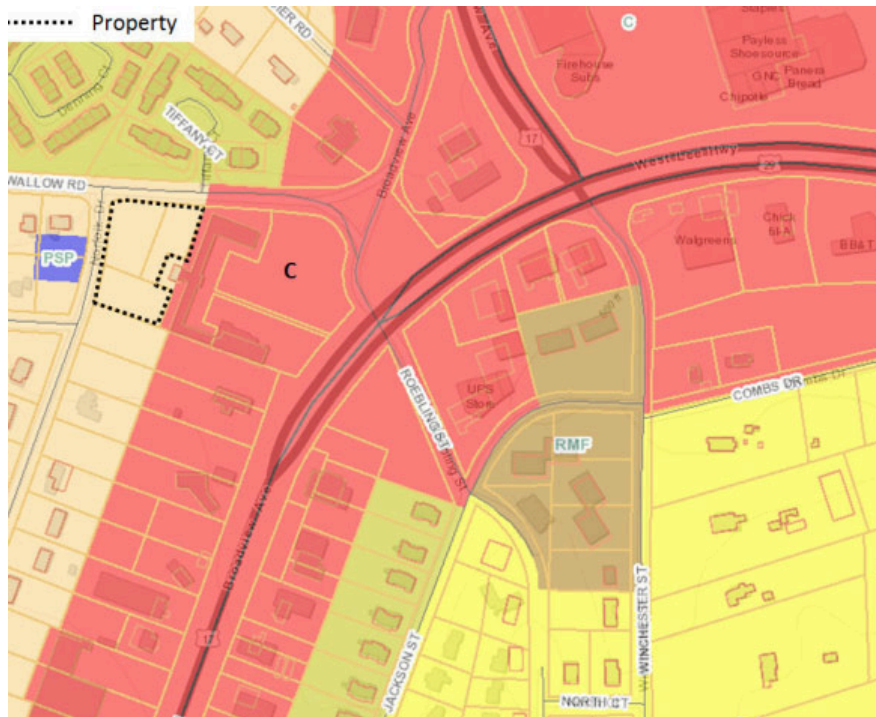
NARRATIVE STATEMENT OF JUSTIFICATION Lidl Comprehensive Plan Amendment

**PIN: 6984-18-2905, 6984-18-3915 and 6984-18-2709
April 12, 2017**

Lidl US, LLC (the "Applicant") is the contract purchaser of the properties identified as PINs 6984-18-2905, 6984-18-3915 and 6984-18-2709 (the "Property"). The Property is currently designated Low Density Residential on the Future Land Use Map in the Comprehensive Plan. The present proposal is for a Comprehensive Plan Amendment to change the designation to Re-Planned Commercial, to be consistent with existing and surrounding properties, to correct existing discrepancies, and to improve the overall appearance of the Property as intended by the current policies of the Town's Comprehensive Plan.

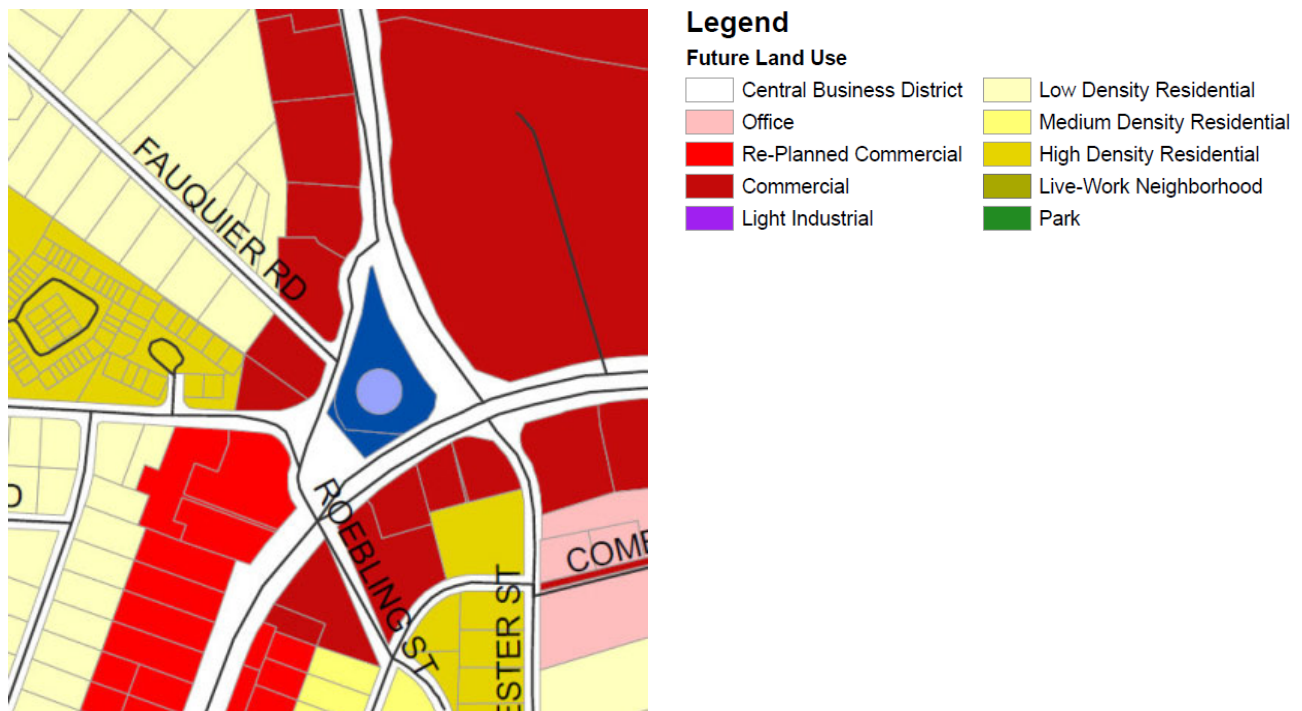
Consistency with Existing Land Uses, Zoning and Future Land Use Designations

The Property is immediately adjacent to a larger commercially zoned and planned area to the east. Immediately adjacent is the Cheswick Motel, which would be removed in connection with the Lidl Zoning Map Amendment (ZMA 2017-1). To the east of the motel is McMahon's Irish Pub, which would remain following the Zoning Map Amendment, as it is not part of that application. To the south of McMahon's Irish Pub is Red Hot & Blue and to the north is the Fauquier County Farm Bureau. Between Roebeling Street and Broadview Avenue is a gas station. There are numerous commercial uses on the east side of Broadview Avenue. The properties to the south, Parcels 6984-18-1770-000 and 6984-18-1640-000, are vacant. The map below depicts the larger commercially zoned area to the east.



To the west of the Property is land zoned R-15, Residential, and PSP, Public-Semi-Public Institutional District. The adjacent property located at 366 Norfolk Drive is owned by the Town of Warrenton and used for public water and sewer facilities. The proposed Comprehensive Plan Amendment is consistent with adjacent properties, zonings, land uses, and Future Land Use designations.

A portion of the existing Cheswick Motel is actually zoned R-15, but is designated Re-Planned Commercial on the Future Land Use Map. This is the portion of Parcel ID 6984-18-3854-000 and is approximately 0.0878 acres. The proposed Comprehensive Plan Amendment and Zoning Map Amendment will correct existing discrepancies. The map below shows the existing Future Land Use designations on the Property and surrounding properties.



Re-Planned Commercial

As has been discussed with Town Staff, the proposal is to designate the Property Re-Planned Commercial to be consistent with the designation immediately to the east. The Re-Planned Commercial designation is appropriate for older highway commercial areas, where planning is needed to provide pedestrian oriented streetscapes and access and buffers between neighboring residential neighborhoods. Details regarding pedestrian orientation, access and buffers are included with the Zoning Map Amendment. The Applicant is proposing sidewalk connections along Bear Wallow Road and Broadview Avenue where they are disjointed today. The Applicant is also proposing significant landscaping throughout the site to provide screening. This Comprehensive Plan Amendment in connection with the Zoning Map Amendment will allow nearby residences to be able to walk to a convenient grocery store.

Today, there is very little landscaping on the Property. The Property is mostly grass with a full view of the rear of the Cheswick Motel. The below photos were taken from Norfolk Drive

looking at the Cheswick Motel. This shows that the landscaping, buffering and screening situation, which will be proffered in connection with the Zoning Map Amendment, will be a significant improvement over the existing situation.



The Zoning Map Amendment and Comprehensive Plan Amendment will improve the overall visual appearance of the Property and adjacent Cheswick Motel property (i.e. adjacent, existing Re-Planned Commercial land), as intended by the Re-Planned Commercial designation and the Comprehensive Plan. Below are photos of the existing Cheswick Motel, which will be redeveloped in connection with the Zoning Map Amendment and Comprehensive Plan Amendment.



Redevelopment of Broadview Avenue

The Property is located on a corner that is unique and bears far more in common with properties located to the north and east along Broadview and West Lee than it does with other properties to its south. It lies at the confluence of several roads and is functionally different from and separated from other properties in the Broadview Acre Subdivision of which the Property is technically a part. It is quite likely for this reason that none of these parcels, nor the two additional parcels to their immediate south, have developed residentially in all of the years since the creation of that subdivision, strongly suggesting that their future lies not in residential development, but in something else. The Applicant in this case offers the Town a commercially viable option for replanning and redevelopment of a property that has become an eyesore over time, and which the Applicant has been advised is the occasional site of illicit transactions. The replanning of this corner would not set a precedent for the replanning of any other portions of Broadview Acres, since the evident dividing line between residential and nonresidential uses is Plain Road. Moreover, as noted above, the landscaping and buffering that will be provided in connection with any development of the Property will emphasize the separation of this commercial corner from surrounding residential uses.

Redevelopment of Broadview Avenue is among the Town's planning priorities. The Applicant for this Comprehensive Plan Amendment suggests that the Amendment proposed here advances the redevelopment opportunities for Broadview, as well as the economic interests of the Town.



**Town Council Work Session
May 4, 2017
Committee Meeting Schedule Options**

**Agenda Memorandum
Submitted by: Brannon Godfrey**

Discussion:

At the April 24 Budget Work Session, Council asked for several options to consider for consolidating committee meeting times to facilitate coordination of schedules staff time. Listed below is the current Committee Meeting schedule, considerations for alternate schedules, and seven options for discussion.

Current Meeting Times:

PS&T	3 rd Monday, 6:00pm
Finance	3 rd Monday, 7:00pm
PW&U	Thursday, 5:00pm before Council Work Session
CHPR	Variable

Considerations:

- Schedule Compactness
- Sequencing (e.g. other committees with Finance Committee)
- Sufficient staff time to prepare recommendations for Council Meeting
- Council member's availability
- Staff schedules
- Citizen access
- FOIA notification and non-committee members' participation

Option A: All 4 Committee Meetings on 3rd Monday Afternoon/Evening, 4pm – 8pm

Pros: Compact schedule, better sequencing with items to be prepared for Regular Council Meeting

Cons: Compact schedule means tight timetable, fixed evening date may not be accommodating for all Committee members

Third Monday

- 4:00pm CHPR
- 5:00pm PW&U
- 6:00pm PS&T
- 7:00pm Finance

Option B: All 4 Committee Meetings on 3rd Monday Morning, 8am – Noon

Pros: Compact schedule, better sequencing with items to be prepared for Regular Council Meeting, better timing for staff

Cons: Compact schedule means tight timetable, fixed morning schedule may not be accommodating for all Committee members

Third Monday

- 8:00am CHPR
- 9:00am PW&U
- 10:00am PS&T
- 11:00am Finance

Option C: All 4 Committee Meetings on 4th Monday, 4pm – 8pm

Pros: Compact schedule, good sequencing with items to be prepared for Regular Council Meeting

Cons: Compact schedule means tight timetable, fixed evening date may not be accommodating for all Committee members

Fourth Monday

- 4:00pm CHPR
- 5:00pm PW&U
- 6:00pm PS&T
- 7:00pm Finance

Option D: All 4 Committee Meetings on 4th Monday Morning, 8am – Noon

Pros: Compact schedule, good sequencing with items to be prepared for Regular Council Meeting, better timing for staff

Cons: Compact schedule means tight timetable, fixed morning schedule may not be accommodating for all Committee members

Fourth Monday

- 8:00am CHPR
- 9:00am PW&U
- 10:00am PS&T
- 11:00am Finance

Option E: Three non-Finance Committees Meet 3rd Monday; Finance Before Work Session

Pros: Compact schedule, good sequencing before Finance Committee

Cons: Compact schedule means tight timetable, fixed evening schedule may not be accommodating for all Committee members, short turn-around of Finance Committee recommendations for Council

Third Monday

- 5:00pm CHPR
- 6:00pm PW&U
- 7:00pm PS&T

Work Session Thursday

- 6:00pm Finance
- 7:00pm Council Work Session

Option F: All Four Committees Meet Afternoon Before Thursday Work Session

Pros: Compact schedule

Cons: Compact schedule means tight timetable, short turn-around of recommendations for Council

Work Session Thursday

- 3:00pm CHPR

- 4:00pm PW&U
- 5:00pm PS&T
- 6:00pm Finance
- 7:00pm Council Work Session

Option G: All Four Committees Morning Before Thursday Work Session

Pros: Compact schedule but a little more flexibility to run long, better timing for staff

Cons: Compact schedule means tight timetable, short turn-around of recommendations for Council, fixed morning schedule may not be accommodating for all Committee members

Work Session Thursday

- 8:00am CHPR
- 9:00am PW&U
- 10:00am PS&T
- 11:00am Finance
- 7:00pm Council Work Session

Town Manager

ATTACHMENTS:

Description

Calendar

Type

Backup
Material

Upload Date

5/2/2017

June 2017

June 2017						
◀ May 2017						July 2017 ▶
Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3
4	5	6	7	8 Option G: 8am – Noon 4 Committees Option F: 3pm – 7pm 4 Committees Option E: 6pm Finance 7PM WORK SESSION	9	10
11	12	13 7PM REGULAR MEETING	14	15	16	17
18	19 Option B: 8am – Noon 4 Committees Option E: 5pm – 8pm 3 Non-Finance Committees Option A: 4pm – 8pm 4 Committees	20	21	22	23	24
25	26 Option D: 8am – Noon 4 Committees Option C: 4pm – 8pm 4 Committees	27	28	29	30	



**Town Council Work Session
May 4, 2017
Preview of May 9 Council Meeting Agenda**

**Agenda Memorandum
Submitted by: Brannon Godfrey, Town Manager**

Discussion: The draft agenda is attached below.

Town Manager

ATTACHMENTS:

Description	Type	Upload Date
Regular Meeting Agenda, May 9, 2017	Backup Material	5/2/2017



AGENDA

COUNCIL OF THE TOWN OF WARRENTON

Tuesday, May 9, 2017

7:00 PM

1. Call to order.
2. Invocation
3. Approval of the agenda.
4. Citizens Time.

Comments should not be directed to Public Hearing items.

Citizens wishing to address the Council should provide their name and residential address. Citizens' comments are limited to five (5) minutes unless a large number of citizens wish to address the Council, in which case, the time limit must be reduced to accommodate all who wish to address the Council.

5. Hear from Center District Supervisor
6. Public Hearing
 - a. Ordinance 2017-06, AN ORDINANCE AMENDING CHAPTER 11 - "OFFENSES - MISCELLANEOUS", ADDING ARTICLE V - "DEFACEMENT OF PROPERTY; GRAFFITI, SEC. 11-72 "DEFACEMENT OF PROPERTY PROHIBITED; CRIMINAL PENALTY" OF THE CODE OF THE TOWN OF WARRENTON
 - b. Ordinance 2017-07, AN ORDINANCE AMENDING CHAPTER 13 - "SOLICITORS" ADDING SECTION 13-8, "PENALTIES" TO THE CODE OF THE TOWN OF WARRENTON
 - c. Proposed FY18 Budget
7. Consent Agenda.
 - a. Approval of Council Minutes
 - (1) April 11 Council Minutes
 - b. Staff reports and Board and Commission Minutes

- c. 2017 Warrenton-Fauquier Heritage Day
 - d. Acceptance and Appropriation of 2017 Byrne Grant
 - e. Acceptance of PATH Grant and FY17 Budget Amendment and Appropriation of Funds
8. New Business.
- a. March 2017 Financial Statements
 - b. Disbursement of FY17 Business Assistance Funds to Fauquier County Economic Development Authority
 - c. Comprehensive Plan Amendment Initiation Lidl US, LLC
 - d. Setting Public Hearing for FY17 Budget Amendment and Capital Contribution to Warrenton Library Project
9. Reports and Communications.
- a. Report from Town Attorney.
 - b. Report from Finance Committee.
 - c. Report from the Public Safety and Transportation Committee.
 - d. Report from the Public Works and Utilities Committee.
 - e. Report from Planning District 9 representative.
 - f. Report from Recreation Committee.
 - g. Report from Liaison Committee representative.
 - h. Report from Town Manager.
10. Councilmembers' time.
11. Adjourn.