

Town of Luray

Planning Commission Agenda

December 11, 2019
7:00 P.M.

- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. Roll Call**
- 4. Review of Minutes Meeting October 16, 2019**
- 5. Citizen Comments**
- 6. Public Hearing**
- 7. Updates & Discussions**
 - A. Alley Vacation - 19-6 – 600 7th Avenue**
 - B. Urban Agriculture Concerns**
 - C. Zoning Ordinance Amendments**
- 8. Chairman's Announcements**
- 9. Adjournment**

Town of Luray
PO Box 629
45 East Main Street
Luray, VA 22835
www.townofluray.com
540.743.5511



PLANNING COMMISSION

Chairman

Ronald Good

meado12@aol.com

Appointed By
Councilman Ron Vickers
Term Ends: 12-31-2022

Commission Members

Tracie Dickson

tdickson@bbandt.com

Appointed By
Councilman Jerry Dofflemyer
Term Ends: 12-31-2022

John Shaffer

john.shaffer@luraycaverns.com

Appointed By
Councilman Jerry Schiro
Term Ends: 12-31-2022

Bill Huffman

bill.huffman@luraycaverns.com

Appointed By
Council President Leroy Lancaster
Term Ends: 12-31-2020

Brian Sours

brian@richardsbus.com

Appointed By
Councilman Joey Sours
Term Ends: 12-31-2020

Frankie Seaward

frankieseaward@gmail.com

Appointed By
Councilwoman Leah Pence
Term Ends: 12-31-2020

Grace Nowak

gracenowak04@gmail.com

Appointed By
Mayor Barry Presgraves
Term Ends: 12-31-2020

Town Officials:

Town Manager – Steve Burke
Assistant Town Manager- Bryan Chrisman
Town Clerk/ Treasurer- Mary Broyles
Deputy Town Clerk/ Treasurer- Danielle Babb
Planning & Zoning Assistant – Dawn Shores
Chief of Police- Bow Cook
Superintendent of Public Works- Lynn Mathews
Parks & Recreation Director- Dakota McCoy
Parks & Rec Assistant Director- Morgan Housden
WTP Superintendent- Joey Haddock
WWTP Superintendent- Tom Brown

Commissions & Committees:

Luray Planning Commission
Luray-Page County Airport Commission
Luray Tree and Beautification Committee
Luray Board of Zoning Appeals
Luray Downtown Initiative
Luray-Page County Chamber of Commerce

**REGULAR MEETING OF
LURAY PLANNING COMMISSION
October 16, 2019**

The Luray Planning Commission met on Wednesday, October 16, 2019 at 7:00 p.m. in regular session. The meeting was held in the Luray Town Council Chambers at 45 East Main Street, Luray, Virginia at which time there were present the following:

Commissioners Present:

Ronald Good, Chairman
Grace Nowak
John Shaffer
Brian Sours
Tracie Dickson
Bill Huffman
Frankie Seaward

Commissioners Absent:

Others Present:

Steve Burke, Town Manager
Bryan Chrisman, Assistant Town Manager
Dawn Shores, Planning & Zoning Assistant

The meeting was called to order by Chairman Ronald Good, at 7:00 p.m. and everyone joined in the Pledge of Allegiance.

APPROVAL OF MINUTES:

Motion: Commissioner Shaffer made the motion to accept the minutes from the September 11th Meeting. Second was by Commissioner Dickson.

YEA: Chairman Ronald Good, Commissioners Grace Nowak, Brian Sours, Tracie Dickson, Bill Huffman, Frankie Seaward and John Shaffer.

Approved 7-0

CITIZEN COMMENTS

No citizens spoke

PUBLIC HEARINGS

A-Code Amendment-Zoning Sections

Steve Burke noted that one individual did reach out to the Town regarding the Bed and Breakfast Amendment and wanted clarification. The individual was satisfied that the change would not affect them.

Chairman Good asked if there were any current bed and breakfasts that had 6 bedrooms. Mr. Burke stated he believed the Main View had six or seven but that would be an exception because they are pre-existing. They would be considered a nonconforming use.

CITIZEN COMMENTS

No citizens spoke

Motion: Commissioner Nowak made motion to recommend approval to the Town Council of the Code Amendments to various sections of Appendix A Zoning Regulations as presented. Second was made by Commissioner Huffman.

YEA: Chairman Ronald Good, Commissioners Grace Nowak, Brian Sours, Tracie Dickson, Bill Huffman, Frankie Seaward and John Shaffer.

Approved 7-0

UPDATES & DISCUSSIONS

Commissioner Nowak asked about the status of the Special Use Permit for the Emergency Homeless Shelter Application. Steve Burke stated that staff is still waiting for more information before we can proceed with a public hearing. Steve said they did ask about temporary housing at a church. If it is 1-2 nights and not more than two in any given month then it is allowable by Code.

Chairman Good stated he received a phone call from a citizen regarding concerns for the Emergency Homeless Shelter and the location. Commissioner Huffman also noted he received a phone call about concerns. Steve said he does not know when staff will get the requested information in order to proceed with a public hearing.

Steve Burke announced that the Town Council has invited the Planning Commissioners and significant other to the Town Christmas dinner on December 6th, 2019 at the Mimslyn Inn. The Town Council wanted to say thank you and to recognize the Commissioners for all the work that they have done. Social hour starts at 7:00 p.m. and dinner is at 7:30 p.m.

Steve Burke said the new operators/new owners of the Theater have obtained a business license to reopen the business but does not know when this will take place.

Chairman Good asked Mr. Chrisman for updates on street projects or bridge projects. Bryan Chrisman stated that the great wall on South Court Street is getting a sidewalk replaced on top of it and a new railing. The round-about project for VDOT is supposed to go to add in January and are still working out issues with the property owners regarding agreements. Commissioner Huffman asked when the projected construction for the round-about will start and when will it be completed. Bryan stated that the project will start this summer and should take about 12 months.

Mr. Chrisman stated that Memorial Drive is still planning to expand from the intersection up to the Hospital. He also noted that we are trying to get primary extension funding to pave Main Street.

Commissioner Nowak asked for the status of the new lights being installed. Bryan said that the contractor is currently working on them and is installing 6 to 8 LED lights overnight. The project will be completed at the end of October as per the contractor.

CHAIRMAN'S ANNOUNCEMENTS

Chairman Good stated next Commission Meeting will be on November 13th, 2019.

ADJORNMENT

There being no further business, the meeting adjourned at 7:34 p.m.

Steven Burke
Town Manager

Dawn M. Shores
Planning/Zoning Assistant



Town of Luray, Virginia
Planning Commission Agenda Statement

Item No: VII-A

Meeting Date: December 11, 2019

Agenda Item: PLANNING COMMISSION DISCUSSION
Item VII-A – Alley Vacation – Seventh Avenue & Sixth Street

Summary: The Planning Commission is requested to discuss an Alley Vacation Request submitted by Allen Louderback for the alley that is located behind his parcels (Tax Map Nos. 42A12-3-60 – 1 to 8 located near Sixth Street and Seventh Avenue.

The Town has notified the other adjacent property owner who does not support the requested vacation.

Commission Review: N/A

Fiscal Impact: N/A

Suggested Motion: N/A (Public Hearing to be scheduled in January)



Town of Luray
Zoning Permit Application
 Application No.: 19-6

I, as owner or authorized agent for the property described below, do hereby certify that I have the authority to make this application for a Zoning Permit for the activity described below and as show on any attached plans or specifications, that the information provided is correct and that any construction/use will conform to the regulations of the Town's *Zoning Ordinance* and other codes of the Town of Luray, County of Page, and Commonwealth of Virginia, as applicable. This permit application authorizes the Zoning Administrator or designee to perform reasonable site inspections as required to confirm information provided and compliance with the conditions applicable to this permit. Further I understand that any deviation from the application as requested shall require the express written approval of the Zoning Administrator.

Application: Site Development Property Subdivision Boundary Line Adjustment
 Rezoning Special Use Permit Zoning Variance

Applicant Information:

Applicant Name ALLEN L. LOUDERBACK
 Company Name LOUDERBACK ENTERPRISES, LLC
 Address 1131 OLD FARMS RD LURAY, VA. 22835
 Phone: _____ Email: _____

Property Owner Information:

Owner Name ALLEN L. LOUDERBACK (LOUDERBACK ENTERPRISES, LLC)
 Address 1131 OLD FARMS RD LURAY, VA. 22835
 Phone: _____ Email: _____

Property Information:

Site Address 600 7th AVENUE LURAY
 Page County Tax Map Number 42A12(3)(60) 1-8 Town Zoning District R24

Request Information:

Nature of Request (Describe Fully) _____
WE ARE ASKING THAT THE ALLEY ADJACENT TO
TAX MAP # 42A12(3)(60) 1-8 BE ABANDONED AND JOINED TO
SAID TAX MAP # MENTIONED ABOVE

See Appropriate Application Appendix for Additional Information Required with Your Application

Allen L. Louderback
 Signature of Applicant

11/14/19
 Date



Town of Luray
Zoning – Boundary Line Adjustment
Application No.: _____

Please provide a survey plat prepared by a licensed surveyor by the Commonwealth of Virginia with this application.

Surveyor Information:

Surveyor Name DARRIN W. RICHARDS
Company Name RACEY ENGINEERING
Surveyor VA Lic No.: 3347 Exp. Date: _____

Parcel Information:

Original Page County Tax Map Number(s) & Lot Sizes (sf/ac) TAX MAP# 42A12(3) (60) 1-8
EACH LOT IS 50' X 140' 7000 SQUARE FEET TOTAL 8 LOTS
56,000 SQUARE FEET TOTAL

Proposed Tax Map Number(s) & Lot Sizes (sf/ac) _____

Comments/Notes (Reason for BLA) _____

I hereby certify that the information provided on this application is correct and meets all Town, County, and Commonwealth requirements, and further attest that all required permitting will be received prior to commencing construction. (See Article II, Section 209 of Luray Code of Ordinances, townofluray.com)

Allen D. Souderback
Signature of Applicant

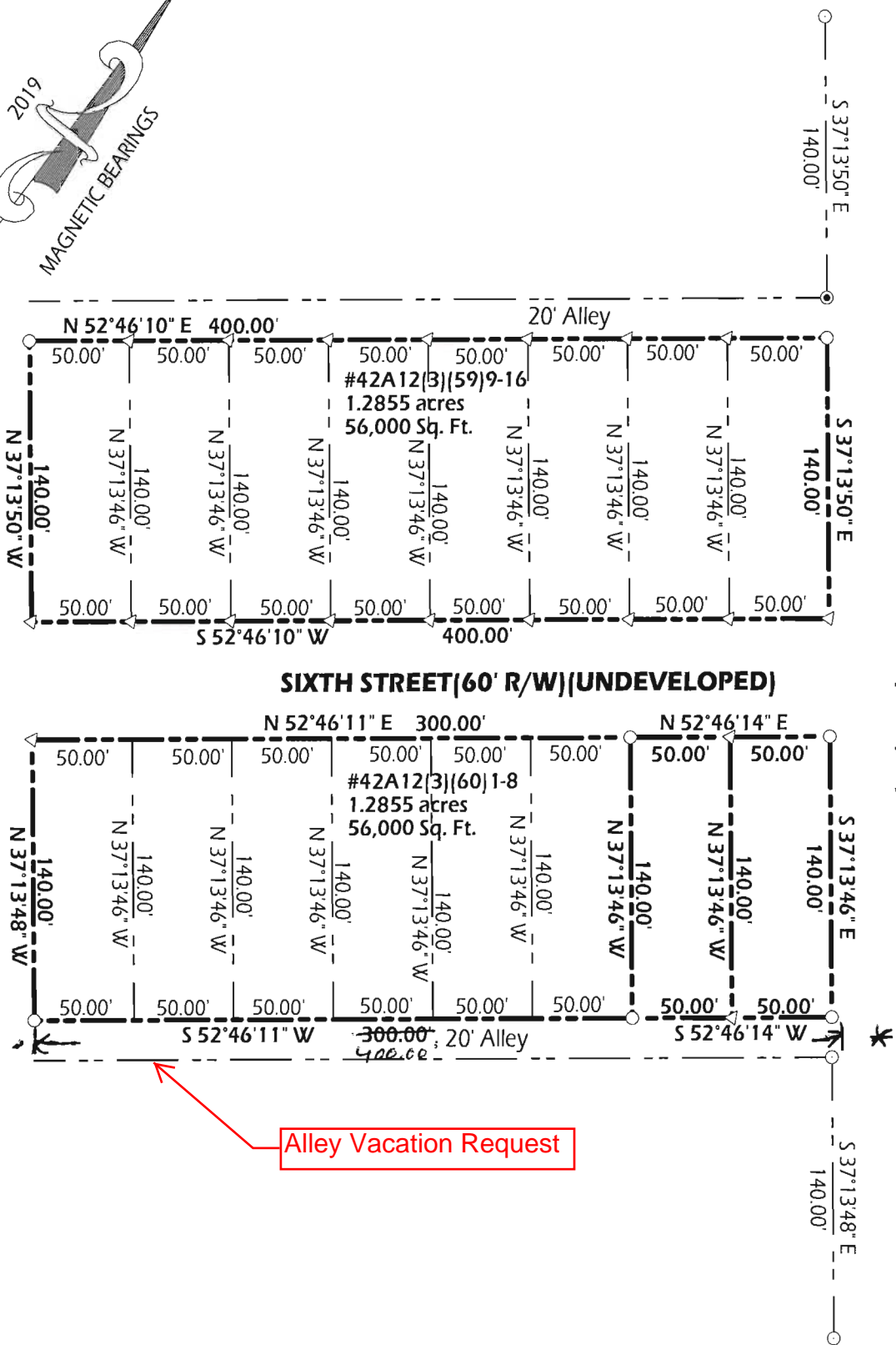
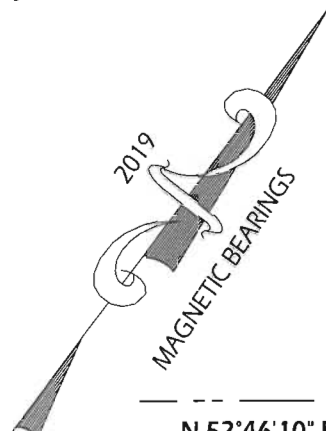
11/14/19
Date

Please provide a 3" high by 5" wide area on the survey plat for the Town's approval stamp

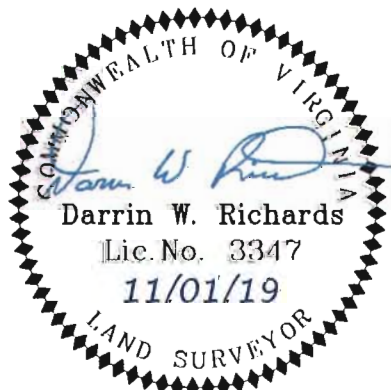
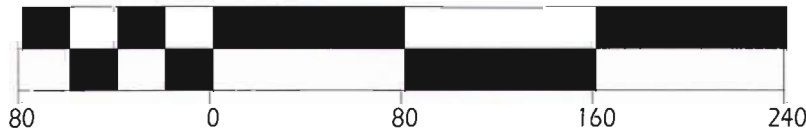
The applicant shall record the plat in the Page County Clerk of Circuit Court's office within six (6) months of approval, and a copy of the recorded plat and receipt shall be provided to the Town Zoning Administrator. Any plat not recorded within the six month time shall be deemed null and void.

1. Easements, if any, not shown. No title report furnished.
2. No flood information given or determined for this parcel.
3. Boundary derived from an actual field survey and Deeds of Record as found among the Land Records of Page County, Virginia, as shown hereon.
- 4 Property Zoned: R-4

- Legend
- - Iron Pin Found
 - - Iron Pipe Found
 - △ - Point
 - - Iron Pin or Nail Set



Scale 1"=80'



BOUNDARY SURVEY PLAT
 Properties of
 "LOUDERBACK ENTERPRISES, LLC"
 Instrument#20190002438
 Tax Map# 42A12 (3) (59) 9-16 & #42A12 (3) (60) 1-8
 Town of Luray
 Page County, Virginia
 Scale 1"=80'
 2.5710 Acres or 112,000 Sq. Ft.
 November 1, 2019

RACEY ENGINEERING & SURVEYING
 312 WEST MAIN STREET
 LURAY, VIRGINIA 22835
 PH: 540-743-9227
 FAX: 540-743-6118
 Racey Job#7343



Town of Luray

45 East Main Street
P.O. Box 629
Luray, Virginia 22835

Steven Burke, PE
Town Manager
sburke@townofluray.com

November 14, 2019

Carroll Christopher Ryan
605 Luray Ave
Luray, VA 22835

RE: Intention to Vacate 20' Alley Way

Ms. Ryan:

The Town of Luray has received a request from Allen L. Louderback located at 600 Seventh Ave. to vacate a 20' Alley Way which is adjoining eight of your properties.

Please contact me at (540) 743-5511 should you have any interest in obtaining any part of this 20' Alley Way or would like to provide any comments about this request.

Sincerely,

Dawn M. Shores
Planning and Zoning Assistant

cc: Steve Burke, PE, Town Manager
Bryan Chrisman, Assistant Town Manager

November 21, 2019

Dawn M. Shores
Town of Luray
45 East Main Street
Luray, VA 22835

Dear Ms. Shores,

Per our phone conversation of November 20, 2019 regarding your letter of November 14th related to the town's intention to vacate the 20 foot alley way that adjoins 8 of my properties, I would like to go on record as opposing the vacating of that land.

This provides much needed access to my eight lots mentioned in your letter as well as other property I own in that area.

Sincerely,

A handwritten signature in black ink that reads "C. Ryan Carroll". The signature is written in a cursive style with a large, stylized "C" at the beginning.

C. Ryan Carroll
605 Luray Avenue
Luray, VA 22835



Town of Luray, Virginia
Planning Commission Agenda Statement

Item No: VII-B

Meeting Date: December 11, 2019

Agenda Item: PLANNING COMMISSION DISCUSSION
Item VII-B – Urban Agriculture

Summary: The Planning Commission is requested to discuss any concerns that they might have as staff work with the Town Attorney to develop Code Amendments regarding urban agriculture in the Town limits.

Staff are working to develop Code regulations related to keeping of non-domesticated animals within the Town limits. The Planning Commission is requested to provide their thoughts and concerns regarding appropriate locations (both parcel area and Zoning Districts) for keeping chickens, rabbits, goats, cows, bee hives, or other animals. The Planning Commission is also requested to discuss possible industrial hemp farming within the Town limits.

Commission Review: N/A

Fiscal Impact: N/A

Suggested Motion: Draft Code Amendments will be presented when created.



Town of Luray, Virginia
Planning Commission Agenda Statement

Item No: VII-C

Meeting Date: December 11, 2019

Agenda Item: PLANNING COMMISSION DISCUSSION
Item VII-C – Code Amendment – Appendix A - Zoning

Summary: Planning Commission conducted a Public Hearing on the draft Amendments at the October 16th Meeting with no citizens providing comment.

The Town Attorney has identified a few items that require reconsideration by the Planning Commission to provide improved Code language. The issues include:

- A. Consideration of B&B capacity to 12 people (6 rooms) and hotel capacity to 13 people so that a defined break of use exists. The “Lodging Home” option bridges the gap between a B&B and a hotel currently.
- B. Eliminate the onsite owner residency and meal provision requirements in R-3, R-4, R-5, and B-1 districts.
- C. Include septic lot size requirements in R-4 and R-5 districts.
- D. Include Accessory Structure Requirements in Floodplain regulations
- E. Allow Town Attorney to confirm compliance of Floodplain regulations with recently updated FEMA regulations.
- F. Review Temporary Sign regulations

Commission Review: October 16, 2019 Council Meeting

Fiscal Impact: N/A

Suggested Motion: N/A (Discussion of draft Amendments will be presented at January Meeting)