



TOWN OF WARRENTON

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

MINUTES PLANNING COMMISSION TOWN OF WARRENTON October 21, 2014 7:00 PM

Please note that the digital recording of the meeting is of poor quality due to issues the Town has experienced with the sound system. The minutes below were transcribed from staff notes.

The regular meeting of the Town of Warrenton Planning Commission convened on Tuesday, October 21, 2014 at 7:00 PM in the Municipal Building.

The following members were present: Ms. Elizabeth Scullin, Chair, Dr. John Harre, Vice Chair, Mr. John Kip, Ms. Brandie Schaeffer, Mr. Lowell Nevill, Ms. Susan Helander, Mr. Ali Zarabi, and Mr. Yakir Lubowsky, Town Council Ex-Officio member. Ms. Sarah Sitterle, Director of Planning and Community Development represented staff.

Approval of Minutes

The minutes were not available for the Commission to approve. Staff noted that the minutes from the September 16, 2014 meeting would be provided when available.

Worksession

The Commission discussed the Comprehensive Plan update and the housing chapter goals. Ms. Schaeffer led the discussion as she and Mr. Kip had shared the review of the chapter. It was noted that one of the goals should focus on workforce housing and ensuring that housing be available for public employees regardless of the jurisdiction where they are working.

Mr. Nevill noted that some jurisdictions offer incentives for first responders if they live within or near the community where they are employed. It was suggested that there be a breakdown of household median income levels by major employers in Fauquier County and the Town if possible.

Ms. Schaeffer noted that the Commission is making decisions in the dark without current studies to provide updated data for evaluation. She noted that market feasibility studies, economic development studies, demographics and land use studies are routinely sought for plan updates and projects to provide communities with the information needed to make informed decisions. She added that Council members had been approached about the possibility of allocating funds for studies.

Mr. Kip noted that the housing chapter was too long for the Town's needs. He suggested that the chapter be a few pages at most to provide the most pertinent data. He suggested that input from

Fauquier County was necessary. Mr. Kip added that the Town has been unsuccessful in attracting industry.

Ms. Schaeffer wondered what hindrances there were in the Ordinance to industry. She added that it would be helpful to have a marketing study done to assist the Town.

Ms. Scullin noted that the Comprehensive Plan should be dynamic.

Mr. Lubowsky suggested that the Town should be working toward identifying itself as an antithesis to a “bedroom community” and focus on the goal of encouraging young people to live here. He noted that the Town should be supportive of the efforts of the County to develop trails.

Mr. Nevill noted that the Commission needed to prioritize so that there was a timeframe to accomplish the goals that are established. He suggested providing a market study to the new Manager along with smart, measurable goals and policies.

Ms. Schaeffer asked the Commission to identify what the goals were for housing. She suggested the following:

- Ensuring a continued mix of housing and affordability levels be maintained
- Goal of affordability throughout all areas of the Town
- Encourage affordable housing incentives, such as fast tracking applications and holding dual public hearings with the Planning Commission and Town Council

Ms. Schaeffer noted that she could inquire with someone to make a presentation to Council regarding a marketing study during their December 4 worksession. She added that Council would then be able to evaluate whether to give authorization for spending funds on a study. The study would be based on tools that the Town has.

The housing goals were reviewed and included the following suggestions:

- Grow the Town’s housing stock for residents of all income levels
- Ensure housing for people who work in Town
- Locate affordable housing throughout Town by examining the potential during rezonings.

The Commission added that every new proposal for a rezoning should have an evaluation of the impact on water and sewer capacity and other services.

The Commission asked that the agenda for the November 18 meeting be provided a week in advance. The Commission identified that the goal for the combined worksession with the Fauquier County Planning Commission on November 18 was to establish joint goals for the Commissions regarding the Warrenton Service District.

The meeting was adjourned at 9:20 PM.

Minutes transcribed by Sarah Sitterle