

MINUTES  
WARSAW PLANNING COMMISSION  
REGULAR MEETING  
AUGUST 1, 2019 – 7:00 P.M.

The regular meeting of the Warsaw Planning Commission was held Thursday, August 1, 2019 at 7:00 p.m. in Council Chambers at 78 Belle Ville Lane, Warsaw, VA. Commission Members Present: Chairman Gary Palmore, Vice-Chairman Elizabeth Franklin, Mary Beth Bryant, and Hannah Tiffany. Commission Members absent: Jonathan English, Regis Slaw, and Barbara Jean LeFon.

Town staff present were Town Manager Joseph N. Quesenberry, Community Development Specialist Melissa Coates, and Treasurer and Clerk Julia Blackley-Rice. Others present were Danny Pritchard.

CALL TO ORDER & PLEDGE OF ALLEGIANCE

Chairman Palmore called the meeting to order and led in the Pledge of Allegiance at 7:00 p.m.

APPROVAL OF CONSENT AGENDA

Commissioner Tiffany moved to approve the consent agenda, consisting of the agenda and minutes. The motion was seconded by Commissioner Bryant and carried with the following votes.

Gary Palmore	Aye	Elizabeth Franklin	Aye
Mary Beth Bryant	Aye	Hannah Tiffany	Aye

OLD BUSINESS

There was no old business discussed.

NEW BUSINESS

Ordinance Amendments – Public Hearing & Formal Recommendation:

Chairman Palmore read the Notice of Public Hearing as published in the July 24, 2019 and July 31, 2019 editions of the Northern Neck News.

Notice of Public Hearing

Notice is hereby given that the Town of Warsaw will hold a Public Hearing to amend the Town Development Management Ordinance Manual to permit Temporary Portable Storage Containers, outlining the allowable uses and restrictions per zoning district. In addition, Code Section 3-4-9, "Accessory Uses", will also be amended to permit fencing in the front yard areas of C-1, Limited Commercial, zoned parcels with an approved Conditional Use Permit.

The Warsaw Planning Commission and Town Council will hold Public Hearings during their regularly scheduled meetings at 7:00pm Thursday, August 1, 2019 and August 8, 2019 respectively at the Warsaw Town Council Chambers, 78 Belle Ville Lane, Warsaw, VA 22572. Following the Public Hearings, action may be taken on both aforementioned zoning

amendments. A copy of the existing zoning map and proposed changes are available at Town Hall.

Questions or special accommodations to attend public hearings should be directed to Joseph Quesenberry, Town Manager, at [jquesenberry@town.warsaw.va.us](mailto:jquesenberry@town.warsaw.va.us), 804-333-3737.

Chairman Palmore opened the public hearing and the floor to public comments. A copy of the ordinances prior to amendments have been included with these minutes as Attachment A. Mr. Danny Pritchard, owner of commercial properties within Town limits, spoke regarding the temporary storage units zoning ordinance. Mr. Pritchard mentioned he is new to the portable storage building but has concerns regarding the length of time a storage unit is to sit on the property. A moving homeowner's rental typically lasts a couple of weeks. However, a homeowner that renovates or repairs their home, especially if due to storm damage or flooding, can need a rental for up to five months. Discussion ensued regarding the temporary storage zoning ordinance. The Town Manager proposed to the Commission to amend the proposed language in respect to the building permit to the following: \*\*\*If a building permit has been issued for the construction or remodeling of a residence, then the container must be removed within ten days of the issuance of a certificate of occupancy, to be located on said property for a period of time not to exceed ninety (90) days. The amendment applies to a temporary storage container located in a residential zone only.

Vice-Chairman Franklin moved to recommend adoption of the zoning ordinance on temporary portable storage containers as amended. The motion was seconded by Commissioner Tiffany and carried with the following votes.

Gary Palmore	Aye	Elizabeth Franklin	Aye
Mary Beth Bryant	Aye	Hannah Tiffany	Aye

There was no public comment regarding allowing fencing in an area zoned C-1. The Town Manager outlined the premise for the ordinance amendment. Discussion followed regarding permissible fencing. The proposed fencing zoning ordinance was amended to reflect "fences or walls located in front yards may be permitted by a Conditional Use Permit, not to exceed three (3) feet in height, with support columns not to exceed four (4) feet in height. Front yard fences shall be transparent in nature and must be in compliance with the conditions set forth within the Conditional Use Permit. This was the only change to the proposed ordinance amendment.

Vice-Chairman Franklin moved to recommend to Town Council approval of the zoning ordinance as amended. The motion was seconded by Commissioner Bryant and carried with the following votes.

Gary Palmore	Aye	Elizabeth Franklin	Aye
Mary Beth Bryant	Aye	Hannah Tiffany	Aye

## CLOSING COMMENTS

During closing comments, the commission noted their excitement over the new business announcements of Ace Hardware and Dairy Queen.

Chairman Palmore inquired about the status of the Comprehensive Plan Update. The Town Manager responded that \$10,000.00 was placed in the budget for the Comprehensive Plan Update. The next step is to place a Request for Proposal (RFP) and request qualified firms to submit proposals to assist the Town in creating or modifying the Comprehensive Plan. The Planning Commission would like to see the Town Manager to place the RFP in the Richmond Times Dispatch and the Free Lance Star.

There being no further business Chairman Palmore adjourned the meeting at 7:54 p.m.

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Submitted by: Julia Blackley-Rice, Clerk