

Town of Strasburg

SPECIAL MESSAGE TO THE PUBLIC

LIMITED IN-PERSON ATTENDANCE IS PERMITTED FOR THE JUNE 22nd, 2021 MEETING. PLEASE UTILIZE OUR LIVESTREAM BY ACCESSING THE LINK BELOW:

<https://www.strasburgva.com/bc/page/meetings>

To make public comment please submit to:

comment@strasburgva.com

by 4:00 p.m., Tuesday, June 22nd, 2021

Planning Commission

Tuesday, June 22nd, 2021, 7:00 PM

Planning Commission Members:

Robert Flanagan, Chair

Hank Dean, Vice-Chair

Steve Nicholson

Brian Otis

Vince Poling

John Rhodes

Emily Reynolds, Council Representative

Staff Contacts:

Lee Pambid, Planning & Zoning Administrator



Agenda

Call to Order: *Chairperson Flanagan*

Approval of Agenda

Public Hearings:

1.) UDO Amendment – Short Term Rentals Ordinance

To receive public comment on amendments to UDO Sections 6.2 Bed and Breakfast Establishments and 7.2 Definitions to allow for Short Term Rentals in certain zoning districts.

2.) UDO Amendment – Truck Maintenance in BP/LI District

To receive public comment to amend UDO Section 3.14.2 Business Park/Limited (BP/LI) Zoning District use matrix, to include “Truck Maintenance Facility” (LBCS 4145) as a permitted by-right use.

Approval of Minutes:

1. April 27th, 2021 2021 Planning Commission Meeting Minutes

Action Items:

1.) UDO Amendment – Short Term Rentals Ordinance

Description: Provide recommendation to the Town Council on amendments to UDO Sections 6.2 Bed and Breakfast Establishments and 7.2 Definitions to allow for Short Term Rentals in certain zoning districts.

Staff Contact: Lee Pambid, Planning and Zoning Administrator

Support Materials: Staff Report

2.) UDO Amendment – Truck Maintenance in BP/LI District

Description: Provide recommendation to the Town Council on an application to amend UDO Section 3.14.3, Business Park/ Limited (BP/LI) Zoning District use matrix, to include “Truck Maintenance Facility” (LBCS 4145) as a permitted by-right use.

Staff Contact: Wyatt Pearson, Town Manager

Support Materials: Staff Report

Discussion Item:

Staff Updates

New/Old Business

Adjournment

If you require any type of reasonable accommodation as a result of physical, sensory, or mental disability in order to participate in this meeting, please contact Amy Keller, Clerk of Council, at 1-(540)-465-9197, or akeller@strasburgva.com. Three (3) days of notice is required.

MINUTES OF THE STRASBURG PLANNING COMMISSION MEETING HELD ON TUESDAY, APRIL 27th, 2021, AT 7 P.M. IN THE COUNCIL CHAMBERS OF THE STRASBURG TOWN HALL.

PLANNING COMMISSIONERS PRESENT: Chairperson Flanagan, and Commissioners Dean, Nicholson, Poling, Rhodes, and Council Member Reynolds. Absent: Commissioner Otis.

STAFF PRESENT: Town Manager Pearson, Planning & Zoning Administrator Pambid, Director of Public Works McKinley, and Clerk of Council Keller.

Chairperson Flanagan called the meeting to order and reviewed the agenda.

Approval of Agenda:

The agenda was approved by consensus.

Citizen Comments:

Public Hearings:

1.) Strasburg Self Storage SUP

To receive public comment on a request for special use permit for a self-storage facility consisting of a two-story main building and 15 smaller buildings on a 12.107-acre site.

Commissioner Poling said he will recuse himself from the discussion on this topic since he is still the chair of the Shenandoah County IDA.

P&Z Administrator Pambid said this is an application for a Special Use Permit in the Shenandoah Business Park to construct a self-storage facility. The staff report was reviewed, and **P&Z Administrator Pambid** said the applicants are proposing a two-story climate controlled building and several one story buildings. Staff recommends denial due to the architectural design and the Camoin Study.

The property is vacant on three sides and the other side is adjacent to Carper Wood Warehouse and First Bank Operations Center. There is highway commercial zoning to the north and west and the east and south is adjacent to Business Park/Limited Industrial zoning.

P&Z Administrator Pambid reviewed the architectural drawings and there will be metal on three sides of all buildings and brick on the other. Floor plans were also shown. The plans do not show an office.

Staff is recommending denial because the architectural elevations provided do not currently comply with the design provisions of the UDO or with the land use principle regarding the Camoin Plan's recommended development blueprint.

Dane Hooser, Council Member: Stated he is very pleased to see that staff is recommending denial. When he got the email that someone was requesting a SUP for self-storage he was concerned. The purpose of the business park is to provide jobs, and this would be twelve acres with only one job.

The Public Hearing closed at 7:09 p.m.

2.) To receive public comment on the FY2022-2026 Capital Improvement Plan (CIP) pursuant to the Code of Virginia Section 15.2.2239

Town Manager Pearson said we have been working toward a more robust Capital Improvement Plan and this is being brought before the Planning Commission as required by the State Code. The entire plan was provided in the packet. The plan has been divided into projects, vehicles &

equipment, and repairs & replacements. He reviewed noteworthy CIP changes from last year, and then reviewed the aspects of the CIP.

Being no speakers, the Public Hearing closed at 7:20 p.m.

Action Items:

1.) Approval of Minutes: Tuesday, February 23rd, 2021

The minutes of the Tuesday, February 23rd, 2021, Planning Commission Meeting were approved unanimously on a motion by Council Member Reynolds; second by Commissioner Poling.

2.) Strasburg Self Storage Special Use Permit

Description: Request for a special use permit for a self-storage facility consisting of a two-story building and 15 small buildings on a 12.107 acre site. The site is located along the north line of Borden Mowery Drive, approximately 1800' east of its intersection with John Marshall Highway (State Route 55), on Tax Map # 016 13 002. The site is zoned Business Park/ Limited Industrial (BP/LI).

David Frank, Pennoni, said a Special Use Permit is required for self-storage anywhere in Strasburg. The most appropriate place is in light industrial zoning, and this is where this is being located. The Whitakers are proposing this, and they have been running a self-storage in Frederick County for more than twenty years. He reviewed some of the by-right uses of this property. Staff has pointed out the Camoin Plan and they feel the Camoin Plan is a guiding document. They do not think a guidance document should prohibit this type of business since there has been little activity in the park recently.

Mr. Frank showed the layout of the property, and noted that this tract is encumbered by gas lines. The development would have to be placed near the back of the property. They have been working with staff on the architectural components. The initial application showed a rough density and only about six acres of the land can be used. The architectural requirements have been discussed by the Planning Commission and Council. The UDO makes these requirements very extensive. He pointed out how Council can make decisions on such things. The side facing the street will be enhanced by architectural features. They are only asking for permission to do this and if approved, they will come back with more plans. An example of the building was shown. The project proposes metal on the sides not facing the front or street.

Mr. Frank said this is the appropriate use for this property. It is a light industrial use that citizens have a need for. They can discuss the various components of the architectural features. They would also like to discuss how the Camoin Plan is hindering this type of business in the park. This is a challenged parcel.

Leanne Whitaker, applicant, said they developed Route 31 Self Storage. It is a clean facility, and it is secure. They pride themselves on this. In twenty years, much has changed in the area. Growth is occurring. In the past five years, Winchester has grown and the need for storage has grown. Life changes cause storage to be needed and people are frustrated to not have this. Strasburg is poised for great growth, and they have only seen one other facility and they will not be offering the same thing. She asked that they not discount the need for storage as people need it.

Jim Guisewhite, realtor: Noted he was in attendance to represent **David Blount**. **Mr. Blount** owns over 35 acres in the Business Park. He is vested in the park and the growth. They have had a lot of questions or interest and multiple offers from businesses for the park, but not for what the UDO is allowing. They had a truck repair company that wanted to come. **Mr. Blount** had conversations with staff, and he felt it would be easier to get self-storage as opposed to the truck repair. Because of this, he took a lesser offer on the property. Self-storage is a service industry.

Mr. Guisewhite spoke of the challenges of the parcel. There are different terms for the park; it is either a business park or an industrial park. They do not think the town will get an industry in the park. From the aspect of the need, this is a valid business. The Whitakers have done research and this business is needed.

Mr. Guisewhite continued by saying the Camoin Study was a guideline and he was on that committee. If we were following this, we would not be here without the connector road being completed and there would be sewer along Radio Station Road. We are trying to hold the toes to the fire on this, but we have not gotten much since the plan was written. We have the chance to do something with this property. We will be very limited on what can go there due to the gas lines. After seven years, you have to start looking at this as a facility that is ready to pay taxes. Make the Camoin Study a reality. It sits beside the commercial property and then moves into the industrial area. He encouraged them to look at it and understand the land and the facility itself.

Chairperson Flanagan asked if **Mr. Guisewhite** was speaking for **Mr. Blount** and that was correct. **Mr. Blount** is the owner of the lot.

Council Member Reynolds asked about the powerline going through the park and asked to see where it is; the gas lines were also shown. The total acreage is 12.1 acres and only 8 to 9 acres is usable. **Mr. Frank** said about three-quarters of the parcel would be usable.

Council Member Reynolds said she agrees with the comments being made that aesthetically and geographically this is a good location. This could encourage us to get a heavier user, but on the other hand, we have struggled to get people into the business park. The people who put together the Camoin Plan have said we do not have a lot to work with. There are a lot of challenges in the business park. There are a lot of conflicting needs in the town.

Chairperson Flanagan said he accepts there are issues with design, and these can be worked through. The issue is the development of the business or industrial park. He is hearing there is a need so it will serve a public use. As he listens, if we do this, this will diminish the need for other businesses. He needs to be convinced that this will hinder other businesses. He wants to know why this would deter other businesses. He needs to hear this.

Town Manager Pearson said the thought behind the Camoin Plan is that we have limited industrial land within the town. Other than the parcels in the business park, we have old plants. The thought is that we are using land for industrial jobs. He thinks the comments by the applicants are worth taking into consideration, but staff gives a recommendation based on their expertise.

P&Z Administrator Pambid said the UDO requirements of the architectural standards are pretty extensive. He is not willing to let these go on a self-storage facility. This will be a separate discussion, different than the land use. A great deal of work went into the Camoin Plan and this and other planning documents are what are used for recommendations. We do have limited opportunities for business park and industrial growth in the town. This is only a recommendation by staff. Staff has also added some other recommendations. The architectural standards will not represent what the business park's larger vision is. The current planning documents show the strengths of what could be attractive for businesses. Warehouse use is what the Camoin Plan points out. The need for self-storage is not being disputed. There are very few self-storage facilities within the town limits, if any.

Chairperson Flanagan said the availability of this land, he does not think will dissuade a large warehouse from coming to the town. With the structure and the pipeline, a large warehouse cannot be put in there anyway. **Town Manager Pearson** said the use itself will not dissuade. The only thing could be that it could be joined with a larger County owned property. Approving this could take away this option. **Chairperson Flanagan** said this would be must more severe if this parcel

was in the middle of the park and not on the edge. Self-storage does not take away from the other uses.

Commissioner Dean said he believes a critical issue is that we have 12 acres for one employee and he is not sure it is the best use.

Chairperson Flanagan said there is a list of things that must be done for the SUP and he asked if the applicant is aware of these and a copy was provided to them.

Council Member Reynolds asked how large the adjacent property is and it is about the same size. Nine acres of usable land and then additional acre. **Town Manager Pearson** said those two parcels barely meet the threshold for funding for a 20 to 25 acre site.

Commissioner Nicholson said he always hears how valuable this land is and we are looking at a business with one employee and we will not get much from the taxes.

Mr. Guisewhite said they have an offer on the IDA property and so this property might not be even available. We have 12 acres with only eight acres of usable land. In referencing the land, it might not be available at all. **Chairperson Flanagan** said **Mr. Guisewhite** has a familiarity with land up and down I81. Are the other properties better suited than what we have? **Mr. Guisewhite** said we have a very limited supply and the lots do not lend themselves to big industry. The IDA and Bernstein properties are where you can put the larger businesses. This property has "hair" on it. It is perfect for this use. You must look beyond the business itself. You must see what is going to fit in there. An office building should be where the commercial zoning is. Putting something on that property, from a real estate standpoint, means you have growth. Frederick County has larger spaces for warehouses. We are comparing apples and oranges. We have vacant land, and something can go in there. This is a challenged lot that can be used and have taxes coming in. You can build it out or wait. It is not bird in hand, it is an opportunity to draw more people.

Council Member Reynolds understands why staff made the recommendation for denial. We have worked to develop the various documents and she understands it is her job to see how things have evolved since these documents were established. Staff uses these and then her job is to look to see how things are changing. Providing good jobs for citizens is always a priority. She has been on Council for three years and she is familiar with the strengths and weaknesses of the business park. We have not had any development in the park in a while and she would like to see more activity in the park, and she is open to this.

Mr. Frank said this is light industrial, and self-storage is a clean industry for the town. If not here, where?

Town Manager Pearson said the applicant would not look favorably with tabling this.

Chairperson Flanagan moved to recommend approval of the Special Use Permit with the attached 15 conditions; second by **Council Member Reynolds**.

The motion passed on a roll call vote with the following results:

Chairperson Flanagan	Aye
Commission Dean	Nay
Commissioner Nicholson	Aye
Commissioner Otis	Absent
Commissioner Poling	Abstain
Commissioner Rhodes	Aye

Council Member Reynolds Aye

Commissioner Poling said this park started in 1996 and as future development comes forward, all need to be aware that this property has been there for many years. The County has tried to market it and the County is going through a Tier 4 work which will make it more attractive to the state.

3.) Capital Improvement Plan

Description: 2021-26 Capital Improvement Plan (CIP) pursuant to the Code of Virginia Section 15.2.2239

Commissioner Nicholson said he noticed the water meters and they are going to replace underperforming meters. **Town Manager Pearson** said it would be a complete meter repair system.

Commissioner Poling said he agrees with what is being proposed. He does not see anything in conflict with the Comprehensive Plan.

Commissioner Poling moved to approve the Capital Improvement Plan; second by Commissioner Nicholson. The motion passed unanimously by voice vote.

4.) Summit Crossing Bond Review

Description: Pursuant to UDO requirements, Planning Commission to review bond amount. Staff will make a recommendation.

Chairperson Flanagan said this is only for the infrastructure and is only for a portion of the property.

P&Z Administrator Pambid said it is only for Phase I. This is for infrastructure, buffer yards, and landscaping. A second portion of the bond would be only for the part of the infrastructure that has already been put in and might fail inspection. They have been working with the owner and staff finds the bond amount acceptable. The next steps will be construction plans.

Commissioner Nicholson moved for approval of the bond review; second by Commissioner Reynolds. The motion passed unanimously by voice vote.

Chairperson Flanagan said **Town Manager Pearson** is leaving employment with the Town of Strasburg. He will be working as the Director of Planning and Development for Frederick County. He will begin his job on May 4th.

Chairperson Flanagan moved to acknowledge his years of service and contributions; second by Commissioner Nicholson. The motion passed unanimously by voice vote.

Discussion Item:

Staff Updates:

P&Z Administrator Pambid said UDO updates are in progress. There will be meetings on May 12th and 19th for short term rentals. The NSVRC is taking this on for the town. The Berkley Group is also working on additional amendments to the UDO.

P&Z Administrator Pambid said an additional position has been requested for a Zoning Administrator in the proposed FY2022 Budget.

Adjournment:

Council Member Reynolds moved for adjournment; second by Commissioner Poling. With

no discussion, the motion passed unanimously, and the meeting adjourned at 8:23 p.m.



Memorandum

To: Strasburg Planning Commission
From: Leander N. "Lee" Pambid, Planning and Zoning Administrator
Date: Thursday, June 17, 2021
Re: Short Term Rentals UDO Text Amendment for Tuesday, June 22, 2021

Background

Staff has identified the need to amend the Unified Development Ordinance and town code sections regarding the transient occupancy (lodging) tax to accommodate other short-term rental types, primarily those found on internet platforms such as AirBnB, Vacation Rental By Owner, and the like. Currently, the UDO technically allows only owner-occupied bed and breakfast establishments. However, Strasburg contains a few non owner-occupied short-term rentals in operation, and the staff receives inquiries regularly about how to permit them.

Staff contracted with the Northern Shenandoah Valley Regional Commission for assistance in researching the issue, crafting the language, conducting an online community survey, and holding public engagement sessions. Two sessions were held to obtain comment from the business community and STR operators and potential operators as well as the general public.

A parallel code amendment to include short-term rentals as a use included under the transient occupancy tax (lodging tax) will make its way through Town Council committee on a separate track.

The Town Attorney performed a legal review and he has no comments.

Summary of Amendments

The proposed amendments can be summarized in five main points:

1. Definitions expanded to include owner occupied, owner occupied with meals and non-owner occupied.
2. Performance standards added for non owner-occupied short-term rentals.
3. Performance standards changed for traditional bed and breakfast establishments to not require the owner to be onsite but must respond physically within one hour of any complaints
4. Penalties for non-compliance
5. "Short Term Rentals and Bed and Breakfast Establishments" to be allowed as follows:



Zoning District	Name	Process
AG/RR	Agriculture/ Rural Residential	By-right
ER	Estate Residential	By-right
LDR	Low Density Residential	By-right
MDR	Medium Density Residential	By-right for single family dwellings, except by SUP where shared walls exist between residential units.
MFR	Multi-Family Residential	SUP
CC	Community Commercial	By-right
HC	Highway Commercial	SUP
BP/LI	Business Park/ Limited Industrial	not allowed
PD	Planned Development	By-right for single family dwellings, except by SUP where shared walls exist between residential units.
MIC	Medical and Institutional Care	not allowed

Attachments (1)

1. Proposed STR Ordinance

Staff Contact

Lee Pambid, Planning and Zoning Administrator

Phone: 540-465-9197 x 127

Email: lpambid@strasburgva.com



Applicable UDO Sections for Planning Commission Review

2.16.4 Criteria

In its review of an application, the Planning Commission and Town Council shall consider the following criteria as applicable to the UDO text or Zoning Map amendment. No single factor is controlling; instead, each shall be weighed in relation to the other standards within this list.

- A. Existing use and character of the property.
- B. Suitability as presently zoned.
- C. Consistency with the comprehensive plan.
- D. Suitability of the property for various uses; encouragement of most appropriate uses.
- E. Adverse impacts on neighboring lands.
- F. The trends of growth or change.
- G. Current and future requirements of the community for using land for various purposes as determined by population and economic studies and other studies.
- H. The transportation requirements of the community; the requirements for airports, housing, schools, parks, playgrounds, recreation areas and other public services.
- I. The conservation of natural resources, the preservation of flood plains, the preservation of agricultural and forestal land and the conservation of properties and their values.
- J. Health, Safety, and Welfare. The amendatory ordinance shall bear a substantial relationship to the public health, safety or general welfare, or protect and preserve historical and cultural places and areas. The UDO amendment may be justified if a substantial public need or purpose exists, regardless of whether the Applicant also benefits.
- K. Public Policy. Certain public policies in favor of the rezoning may be considered. Examples include a need for affordable housing, economic development, mixed-use



development, or sustainable environmental features, which are consistent with neighborhood, area, or specific plans.

- L. Other Factors. The Reviewing Body may consider any other factors relevant to a rezoning application under state law.
- M. The Reviewing Body shall not regard as controlling any advantages or disadvantages to the individual requesting the change, but shall consider the impact of the proposed change on the public at large.

2.16.6 Effect of Approval

The approval of an amendment to the UDO text or Zoning Map does not authorize the use, occupancy, or development of property until the Applicant receives necessary Development Orders, such as subdivision, Site Plan and Zoning Permit approval.

Revisions to the UDO to Expand and Allow Short-Term Rentals

As presented to Planning Commission, 6/22/2021

CHAPTER 7. DEFINITIONS

7.2 Definitions

7.2.2 Specific Terms

Home occupation: An accessory use which is carried on entirely within a dwelling unit by the occupant and is incidental and subordinate to the dwelling use. Home occupations include, but are not limited to, ~~rental of rooms to tourists~~, preparation of food products for sale off premises, professional offices such as medical, dental, legal, engineering and architectural, teaching of music, and fine arts and similar uses.

Operator: *The proprietor of any dwelling, lodging, or sleeping accommodations offered as a short-term rental, whether in the capacity of owner, lessee, sublessee, mortgagee in possession, licensee, or any other possessory capacity.*

Short-term rental: *Any residential use that falls within the definition of short-term rental as defined in §15.2-983, as amended, of Virginia State Code.*

Short-term rental, non-owner occupied: *Any short-term rental where operator does not reside on the property when guests are in residence.*

Short-term, owner-occupied: *Any short-term rental where the owner of the property also resides on the same property during such period when guests are in residence.*

CHAPTER 6. REGULATION OF SPECIFIC USES

6.2 Short-Term Rental and Bed and Breakfast Establishments ~~Bed and Breakfast Establishments~~

6.2.1 Purpose

The purpose of this chapter is to establish regulations for the short-term rental of privately-owend residences, in whole or in-part, including Bed & Breakfast Establishments. The performance requirements in this chapter are intended to allow and facilitate the operation of short-term rentals while maintaining the health safety, and welfare of existing and future neighborhoods.

6.2.2 Performance Standards

- A. *Short-term rental operators shall be subject to the following requirements.*
 - a. *The operator shall obtain a zoning permit, annual business license and pay appropriate Transient Occupancy Tax as outlined in Article VII of the Town Code.*
 - b. *The operator shall designate a local property representative. The representative shall be available to respond within one hour to complaints regarding the condition, operation, or conduct of occupants of the short-term rental. The name, address, and telephone number of the operator and local property representative shall be kept on file with the Town.*
 - c. *A fire extinguisher shall be provided and visible in all kitchen and cooking areas*
 - d. *Smoke detectors and carbon monoxide detectors shall be installed in all locations as required by the Uniform Statewide Building Code.*

- e. *Emergency information must be conspicuously posted inside the property, including contact information for the local property representative.*
- f. *The following parking standards must be met:*
 - i. *Non-owner-occupied operations shall meet conditions as required by the applicable zoning district.*
 - ii. *Owner-occupied short-term rentals shall meet conditions as required by the applicable zoning district, plus one additional off-street parking space.*
- g. *The operator shall provide an informational packet to each new guest. Review of this information packet is required upon issuance of Zoning Permit. The information must include, but is not limited to:*
 - i. *Maximum occupancy*
 - ii. *Location of off-street parking*
 - iii. *Code references applicable to noise and use restrictions*
 - iv. *Guidelines for trash storage and removals*
 - v. *Evacuation routes in case of fire or emergency*
 - vi. *Local property representative information*
- h. *Short-term rentals shall require a special use permit if multiple units share a common wall, including duplexes, triplexes, townhouses, and multifamily residential structures, either owned or leased.*

B. In addition to section 6.2.2 A, Bed and breakfast establishments shall be subject to the following requirements:

- a. *Permitted only in single-family dwellings.*
- b. *A maximum of five guestrooms, with a maximum occupancy of 15 persons.*
- c. *Food service shall be limited to the breakfast meal and shall be available only to guests and not to the general public in any residential district.*
- d. *No receptions, private parties, or other events, for fee shall be permitted.*
- e. *Any amenities such as tennis court, swimming pool, etc., shall be solely for the use of the resident owner and guests of the facility.*
- f. *Applicable provisions of the Uniform Statewide Building Code shall be met.*
- g. *Issuance of operator permit from the department of health is required.*
- h. *The maximum length of stay for each guest shall be 30 days or less.*
- i. *~~The owners or a representative of the owner of a bed and breakfast facility shall be in residence when guests are present.~~ The owner(s) or property representative shall be available to respond in person within one hour to complaints regarding the condition, operation, or conduct of occupants of the Bed and Breakfast Establishment.*
- j. *A Bed and Breakfast shall have frontage on an improved public street ~~vehicular access to a collector or arterial street.~~*
- k. *One off street parking space shall be provided for each guest room.*

6.2.3 Penalties

- A. *A Zoning Permit may be revoked or suspended the following reasons:*
 - a. *Three or more substantiated complaints including, but not limited to, noise, excess trash, failure to meet parking requirements and exceeding occupancy limits.*
 - b. *The repeated of failure of any short-term retail or bed and breakfast operator to respond physically to in a timely manner to complaints regarding the condition, operation, or conduct of occupants.*
- B. *A fine of \$200.00 will be issued to any operator that:*
 - a. *Fails to obtain a zoning permit.*
 - b. *Receives three or more substantiated complaints including, but not limited to, noise, excess trash, failure to meet parking requirements, and exceeding occupancy limits.*



Memorandum

To: Strasburg Planning Commission
From: Leander N. "Lee" Pambid, Planning and Zoning Administrator
Date: Thursday, June 17, 2021
Re: Truck Maintenance Text Amendment for Tuesday, June 22, 2021

Request

To include Truck Maintenance in the Business Park/ Limited Industrial (BP/LI) District use matrix, UDO Section 3.14.3, as a use permitted by-right, where it is not currently allowed. Truck Maintenance is not currently permitted anywhere in the UDO as a permitted use, either by-right or by special use permit. As the LBCS does not specifically cover truck maintenance, a new category (4145) is proposed. Additionally, the use is proposed to be allowed **by-right**.

Refer to the Strasburg Zoning Map for the locations of BP/LI zoning district.

Purpose of the Business Park/ Limited Industrial (BP/LI) District

Section 3.14.1 of the UDO states the purpose of the Community Commercial District in the following way:

The primary purpose of this district is to permit certain industries which do not unduly detract from residential desirability, to locate in areas which may be adjacent to residential districts. The limitations on (or provisions relating to) height of building, horsepower, heating, flammable liquids, or explosives, controlling emission of fumes, odors and/or noise, landscaping, and the number of persons employed are imposed to protect and foster adjacent residential desirability while permitting industries to locate near a labor supply. It is intended for those manufacturing industries and related activities in which the production performance of the manufacturing industries characteristically produces a finished product from semi-finished materials but requires little or no outside material storage. Commercial uses in this district are generally those which serve the convenience of industrial establishments and their employees. Residential uses are not compatible with this environment and are not included in order that the district may be reserved for its intended light industrial purpose.



Note that the following properties are currently BP/LI:

- Several properties within the NSBP.
- Rockingham Cooperative
- Valley Milk
- IAC
- LSC

Definition and Use

The definitions and uses currently in the ordinance refer to freight trucking facilities, but maintenance is not included in any of those. **Should the ordinance be amended to include this use in the BP/LI district, the following definition is suggested:**

Truck Maintenance and Service Facility: A facility used for the automotive and mechanical repair and maintenance of commercial over-the-road trucks, tractors, and trailers.

Comprehensive Plan Analysis

This section pulls statements from the 2018 Comprehensive Plan relevant to the BP/LI district and the NSBP.

Following is the plan's description of the BP/LI district.

Business Park Limited Industrial (U.D.O. SEC. 3.14) (page 18)

This Business Park/Limited Industrial (B.P./L.I.) district permits business, office, and limited industrial uses to locate near a competent labor force. This provides the opportunity for residents to live and work in Town and earn a living wage. Existing occupants are encouraged to screen unsightly storage from residential view. Future users in the Northern Shenandoah Business Park (NSBP) shall have additional restrictions as outlined in the UDO.

Following are the land use principles recommended for the industrial park.

Industrial Park/ Route 55 Corridor (page 23)



1. *Designate the proposed retail commercial area at the southeast corner of the interchange as industrial, as the site does not lend itself to good commercial development due to access problems.*
2. *Follow the blueprint for development of the park as detailed in the Camoin Plan, utilizing TND.*
3. *Determine a plan of action for appropriate commercial development on both sides of the Route 55 interchange.*
4. *Ensure that roads designated in the Camoin study are written into the CIP, and are included in VDOT transportation studies.*
5. *Maintain the rural residential character of the Route 55 corridor, while limiting additional residential uses in that area.*
6. *Continue a pattern of using utility corridors for trail connections.*

Goal #5 (page 43) and the applicable strategies of the 2018 Strasburg Comprehensive Plan states:

Implementation

The Town must continue its endeavors to direct limited industrial prospects to the industrial park through the following strategies:

A. Seek an ongoing collaboration with private landowners, the Shenandoah County, Virginia Board of Supervisors, and the Shenandoah County, Virginia Economic Development Authority, and encourage their investment and support for the development of the park. Initial talks should begin regarding a potential mega site as outlined in the Camoin study.

B. Council shall annually update progress during the annual budget cycle on the completion of the Borden-Mowery Dr project.

Camoin Plan

The *Northern Shenandoah Business Park Development Plan* (“Camoin Plan”, 2016) provides an inter-disciplinary perspective on the development of those parcels and identifies potential industries based on “concentration in employment or growth over the last decade”.

Preferred industries for the Northern Shenandoah Business Park include:

- Transportation, Warehousing, Logistics



- Manufacturing
- Retail, Accommodations, and Food Services
- Healthcare
- Business and Professional Services

The Camoin Plan recommends uses that generate quality, high paying employment opportunities and real estate tax revenue. It should be noted that GoVirginia grant funding has also been acquired to bring the site into the Tier 4 category of readiness for economic development prospects. It also recommends retaining the ability the combine parcels to create larger sites.

Attachments (2)

1. **Applicant's materials** (Amendments application with statement)
2. **Town of Strasburg Zoning Map**

Staff Contact

Lee Pambid, Planning and Zoning Administrator

Phone: 540-465-9197 x 127

Email: lpambid@strasburgva.com



Applicable UDO Sections for Planning Commission Review

2.16.4 Criteria

In its review of an application, the Planning Commission and Town Council shall consider the following criteria as applicable to the UDO text or Zoning Map amendment. No single factor is controlling; instead, each shall be weighed in relation to the other standards within this list.

- A. Existing use and character of the property.
- B. Suitability as presently zoned.
- C. Consistency with the comprehensive plan.
- D. Suitability of the property for various uses; encouragement of most appropriate uses.
- E. Adverse impacts on neighboring lands.
- F. The trends of growth or change.
- G. Current and future requirements of the community for using land for various purposes as determined by population and economic studies and other studies.
- H. The transportation requirements of the community; the requirements for airports, housing, schools, parks, playgrounds, recreation areas and other public services.
- I. The conservation of natural resources, the preservation of flood plains, the preservation of agricultural and forestal land and the conservation of properties and their values.
- J. Health, Safety, and Welfare. The amendatory ordinance shall bear a substantial relationship to the public health, safety or general welfare, or protect and preserve historical and cultural places and areas. The UDO amendment may be justified if a substantial public need or purpose exists, regardless of whether the Applicant also benefits.
- K. Public Policy. Certain public policies in favor of the rezoning may be considered. Examples include a need for affordable housing, economic development, mixed-use



development, or sustainable environmental features, which are consistent with neighborhood, area, or specific plans.

- L. Other Factors. The Reviewing Body may consider any other factors relevant to a rezoning application under state law.
- M. The Reviewing Body shall not regard as controlling any advantages or disadvantages to the individual requesting the change, but shall consider the impact of the proposed change on the public at large.

2.16.6 Effect of Approval

The approval of an amendment to the UDO text or Zoning Map does not authorize the use, occupancy, or development of property until the Applicant receives necessary Development Orders, such as subdivision, Site Plan and Zoning Permit approval.



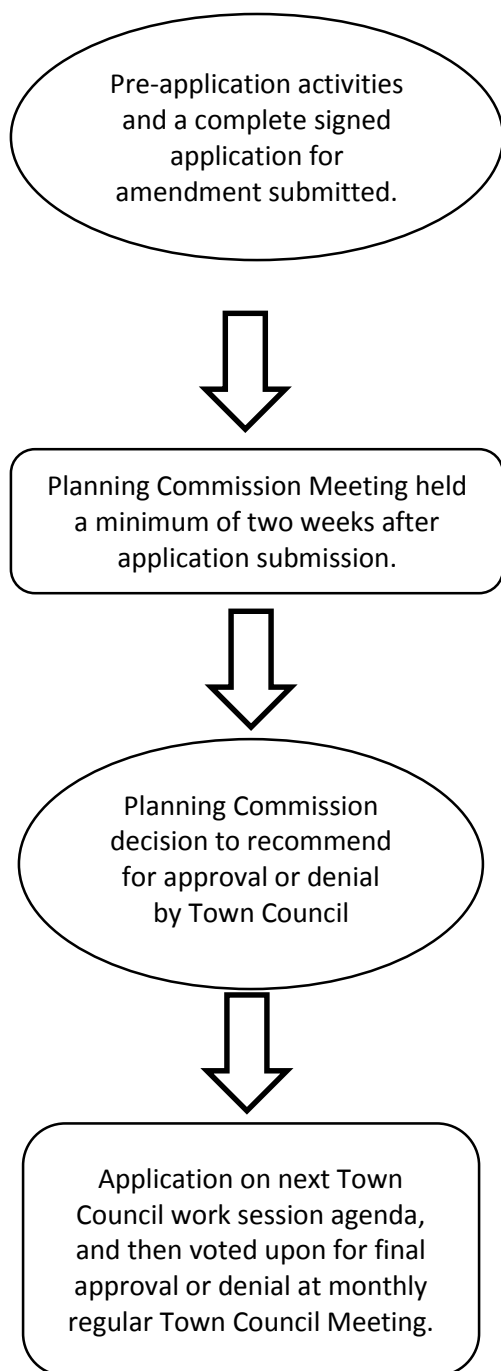
Town of Strasburg
Planning and Zoning Department
 174 E King Street
 Strasburg VA, 22657
 (540) 465-9197 Fax (540) 465-3252

Amendments Application

Revised 01/18/2016

Process and Supplementary Information:

The following process applies for amendments to the Comprehensive Plan, Unified Development Ordinance (UDO), and Official Zoning Map (rezonings). Also, the necessary supplementary information or procedures are detailed for each type of amendment.



- **UDO Text Amendment:**
 - ☐ Completed and signed application with fees paid at time of filing, and a detailed description of the change to be made.
 - ☐ Application fee of \$500 per section (waived if Town Council endorses application)
 - ☐ Can be initiated by any person.
- **Zoning Map Amendment** (rezoning/conditional zoning):
 - ☐ Legal description of the area to be rezoned. Including a metes and bounds survey and calculation of total area to be rezoned.
 - ☐ Can be initiated by Town Council or Planning Commission, or filed by the owner or, with the owners specific consent, a contract purchaser or owner's agent of a property included within the boundaries of a proposed rezoning.
 - ☐ Survey Plat of the area to be rezoned – prepared by a licensed professional surveyor/engineer.
 - ☐ Proffer Statement outlining any voluntary conditions being offered as part of the rezoning. The statement must be signed by all property owners and notarized.
 - ☐ Application fee of \$1,500+\$100 per acre. \$500 for a proffer revision
 - ☐ Signed proffer letter of all the voluntary conditions the applicant would like to proffer in order to offset the development impacts of the site.
 - ☐ Completion of all pre-applications activities; including but not limited to a Phase I Environmental Assessment, a pre-application meeting, hosting a neighborhood meeting, and attending the Technical Review Committee Meeting.
- **Comprehensive Plan Amendment:**
 - ☐ Pre-application meeting conference with the Zoning Administrator to discuss the procedures and requirements.
 - ☐ Can be initiated by a property owner or his/her designated representative, The Planning Commission, Town of Strasburg, Zoning Administrator, a neighborhood association or the owner of any business in the Town of Strasburg.
 - ☐ Completed and signed application with fees paid at time of filing and a detailed description of the change to be made.
 - ☐ Application fee of \$1,500
 - ☐ Specific description of the change to be made in the plan.



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Amendments Application

Revised 01/18/2016

Permit Number: _____
Permit Fee: _____

- ☐ Comprehensive (Community) Plan Amendment ☐ Zoning Map Amendment
☒ Unified Development Ordinance Amendment

Property Address Tax Parcel 16-A-123 containing 12.824 Acres located to north of Borden Mowery Drive

Applicant Name Jodha Trucking Corporation

Applicant Phone No. 703-868-3838 **Applicant E-mail** sanjiv_shah@msn.com; singh_brothers@yahoo.com

Owner Name IDA of Shenandoah County, VA **Owners Phone No.** 540-459-1822

Owner Address 600 North Main Street, Suite 101, Woodstock VA 22614

Description and Rationale of Proposed Amendment (attach additional sheets as necessary):

Proposed Amendment is to allow Truck Repair Workshop, Truck Parking and Truck dispatch from above property. Prospective new owner Jodha Trucking Corporation plan to develop Truck Repair workshop with 8 repairing bays, Truck wash area, Truck dispatch office, Parts store, Truck and Trailer parking. At full operational capacity, company intends to hire at least 12-15 repair technicians, 2-3 Lead technicians, 2-3 persons in dispatch office, 1 person in parts store and about 20-25 drivers. Additionally, 4 owners will be managing staff. Repair facility will service own fleets as well as other companies trucks. Company plan to start construction within a year and have budget of \$1.2 -1.5 Million for construction and about \$200K-\$400K in equipments and parts. Parking area for multiple trucks and trailers will be designed. Current Customer base is from Texas, Maryland and California. Truck drivers who are currently in different states will eventually settle in Strasburg VA once dispatch is fully operational from site.

Property Owner/Authorized Agent Consent:

By signing below, I certify that the information provided on this application is true and that I am the current property owner of record or an authorized agent. As an authorized agent, I have express permission from the property owner of record to act on their behalf. I hereby acknowledge that the Town of Strasburg shall have the authority to impose such conditions as deemed necessary to request additional information as deemed necessary to serve the public safety, health, interest and welfare. I do also hereby authorize Town of Strasburg staff of official business to enter onto the subject property as necessary to process the application.

Sukhdeep Singh

dotloop verified
 05/26/21 5:05 AM EDT
 OIHI-RWLW-4WHU-43G5

05/26/2021

Property Owner/Authorized Agent Signature

Date

Right to Appeal:

Should any person be aggrieved by any decision of the Town Council, they shall have the right to appeal same to the Circuit Court of Shenandoah County, Virginia, in the manner prescribed by law, consistent with the Code of Virginia, § 15.2-2314.

Town Staff Only

Permit Fee: _____ **Business License Paid:** _____ **Taxes Paid:** _____

Zoning District: _____ **Tax Map #:** _____ **Floodplain:** _____

Acreage: _____ **Proposed Land Use:** _____ **Current Land Use:** _____

Complete Application: _____ **Date:** _____

Meeting Dates and Decisions:

Comments and Conditions:

Stamp Final Approval

Legend

Zoning

- Parking Overlay
- Historic Districts
- Agriculture/Rural Residential
- Community Commercial
- Highway Commercial
- Planned Development
- Bus. Park/Light Industrial
- Low Density Residential
- Medium Density Residential
- Multi-family Residential

Boundaries

- Town Boundary
- Parcels
- Entrance Corridor

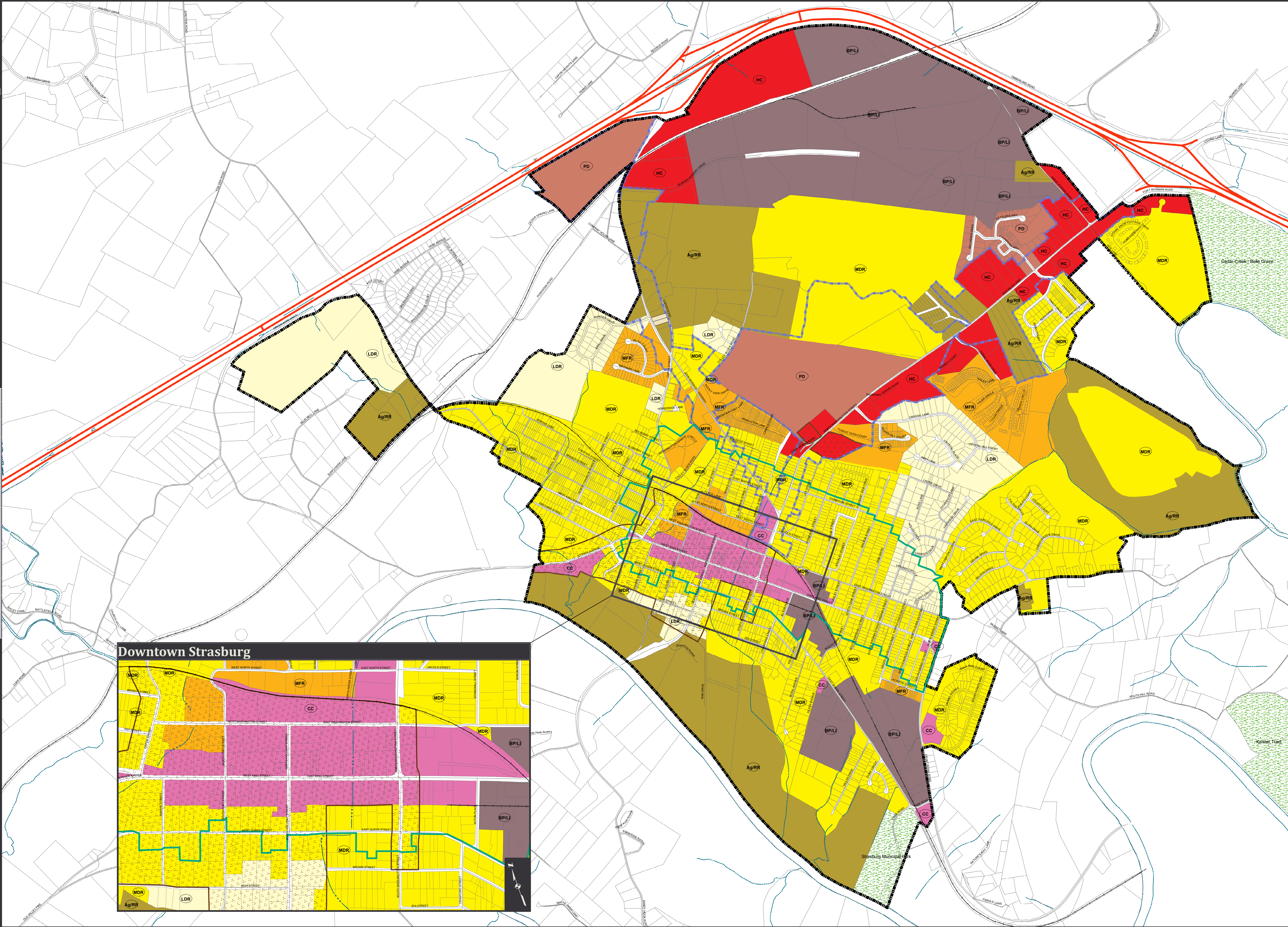
Lines

- Streets
- Interstate
- Railroad
- Streams

Zoning District Details

Zone	Setbacks (ft.)			Max. Height (ft.)
	Front	Rear	Sides	
AG/RR	75	25	12	35
ER	50	60	40	35
LDR	35	25	10	35
MDR	25	25	10	35
MFR	25	25	10	35
CC	0	25	25	45
HC	40	25	20	60
BP/LI	10	25	20	45

This chart is intended to act as a quick reference for determining general zoning requirements and is not comprehensive in nature. The Unified Development Ordinance should be referenced for final zoning information.



Map created by:
Town of Strasburg, Virginia
Planning & Zoning Department
174 E King St
PO Box 351
Strasburg VA 22657
1-(540)-465-9197

Updated: Tuesday, November 14th, 2017

Data Sources:
>Town of Strasburg
Field Surveys
>Shenandoah County
GIS Department

