

**PLANNING COMMISSION**  
**Berryville-Clarke County Government Center**  
**MINUTES OF REGULAR MEETING**  
**June 28, 2016**

---

A meeting of the Berryville Planning Commission was held on Tuesday, June 28, 2016 at 7:30 p.m. in the Berryville – Clarke County Government Center located at 101 Chalmers Court in Berryville, Virginia.

**ATTENDANCE:** Members of the Planning Commission present: Chair Doug Shaffer, Vice Chair Kim Kemp, Gwen Malone, Michelle Marino, Deb Zimmerman, Dale Barton, William Steinmetz.

Member absent: Sheryl Reid

Staff present: Christy Dunkle, Assistant Town Manager/Planner

Others present: Alton Echols, Chuyen Kochinsky (CCPS)

Press present: Jim McConville, Winchester Star

Chair Shaffer opened the meeting at 7:30pm.

**APPROVAL OF AGENDA**

Ms. Malone moved to approve the agenda as written, seconded by Ms. Zimmerman. The motion passed by voice vote.

**APPROVAL OF MINUTES**

Ms. Barton moved to approve the minutes of the May 24, 2016 Planning Commission meeting as written, seconded by Ms. Malone. The motion passed by voice vote.

**APPROVAL OF COMPREHENSIVE PLAN COMMITTEE MINUTES**

Chair Shaffer recognized Comprehensive Plan Committee Chair Steinmetz. Mr. Steinmetz asked if any of the members had any comments and called for the vote. Ms. Malone made the motion, seconded by Ms. Zimmerman, the motion to approve the minutes passed by voice vote.

**PUBLIC HEARING SESSION**

**The Berryville Town Council is sponsoring an amendment to Article VI, Section 609 L-1 Industrial District, of the Berryville Zoning Ordinance in order to allow uses consistent with eligible land uses proposed in Tourism Zone Incentives in the Code of the Town of Berryville. TA 02-16**

Chair Shaffer asked staff to describe the request. Ms. Dunkle said that the public hearing notices were duly advertised in the Winchester Star and that no comments had been received in the Planning Office. Chair Shaffer said that no one had signed up for the public hearing. He asked if Commissioners had any questions or comments concerning the proposed amendments. Mr. Steinmetz asked what home

owners along First Street felt about the idea. Ms. Dunkle said she had discussed the proposed tourism zones with one residential property owner and two industrial property owners. She said that the residential owner was in favor of the incentives and that the two industrial property owners were concerned that existing uses would be removed and current tenants would not be able to continue to operate. Ms. Dunkle said the proposed text amendment would continue to allow industrial uses that are in place. Mr. Steinmetz said he liked the idea of the incentives and the proposed commercial kitchen use. Chairman Shaffer closed the public hearing at 7:34p.m.

## **PUBLIC HEARING**

**The Berryville Planning Commission is sponsoring an amendment to Article II, Section 201.1(b) R-1 Residential Uses Permitted by Right of the Berryville Zoning Ordinance in order to allow offices for Clarke County Public Schools and related non-profit organizations. TA 03-16**

Chair Shaffer asked staff to review the proposed text amendment. Ms. Dunkle said that staff had been working with school staff on the Berryville Primary renovation since last fall. She said that the schools had concluded that the house located at 309 West Main Street will remain on the parent parcel and that they would use the Primary School building for classrooms, offices, and related non-profits.

Chair Shaffer said that no one had signed up to speak on the matter. Ms. Dunkle said that School Board Chair Chuyen Kochinsky was in attendance should Commissioners have any questions. Ms. Kochinsky said that the schools currently have a number of classrooms in the basement level and would expand the office uses. She added that the Clarke County Education offices will also be located in the school building. Mr. Steinmetz asked if there were any negative impacts. Ms. Dunkle and Chair Shaffer said there were none they were aware of. Chair Shaffer said it was a good use of the site. There being no further discussion, Chair Shaffer closed the public hearing at 7:40p.m.

## **REGULAR SESSION**

### **Citizen's Forum**

Chair Shaffer recognized Alton Echols, 400 Custer Court, Berryville. Chair Shaffer offered him five minutes to speak. Mr. Echols said that tourism is an important effort in this area and in Fredericksburg and in Leesburg where he was involved in establishing this effort. He added that he was an officer in overseas van tour company in Fredericksburg. He said this area brings in tourism through the hospital, nursing home, assisted care and senior apartments. He said the nursing home draws a number of people from Northern Virginia and West Virginia who buy gas here. He said senior housing should be included in the tourism zone incentives as the incentives being offered could be the difference between tearing down old facilities and constructing new ones. He added that second story apartments in medical offices would create a safer neighborhood. He concluded with a recommendation that staff contact the Commonwealth to prove that inclusion of his property slated for affordable senior apartments and medical services is a justifiable addition to the Tourism Zone Incentives.

### **Discussion of Public Hearings**

Chair Shaffer asked for any additional discussion on the proposed amendments to Section 609 of the Berryville Zoning Ordinance. Vice Chair Kemp said it was pretty straightforward. Mr. Steinmetz said he liked the idea of loft apartments in the Industrial district. He asked whether water and sewer

capacity would be adversely affected by this change. Ms. Dunkle said there are remaining 195 homes that were not built but accounted for in the Berryville Area Plan and there is utility capacity.

There being no further discussion, Chair Shaffer called for a vote. Ms. Zimmerman made the motion to recommend Town Council adopt the proposed text amendments to Article VI, Section 609 of the Berryville Zoning Ordinance allowing certain eligible land uses as proposed in the Tourism Zone Incentives, seconded by Ms. Malone, the motion passed by voice vote.

Chair Shaffer asked for additional comments concerning proposed amendments to the R-1 Zoning District allowing offices for Clarke County Public Schools and related non-profits in that district. He said he was certainly in favor of the amendments. Ms. Zimmerman reminded School officials that the elections will be held at that location in November and will need to be accommodated. Vice Chair Kemp asked what the multipurpose room would be used for. Ms. Kochinsky indicated they would be used for school board meetings which would generally be held once a month and staff meetings. Chair Shaffer said the former primary school is a good place to vote as far as accessibility is concerned. Mr. Steinmetz added that the parking on the site is also a benefit.

There being no further discussion, Ms. Malone made the motion to recommend Town Council adopt the proposed text amendment to Article II, Section 201.1(b) of the Berryville Zoning Ordinance permitting offices for Clarke County Public Schools and related non-profits in the R-1 district, seconded by Mr. Steinmetz, Vice Chair Kemp abstaining, the motion passed by voice vote.

## **OLD BUSINESS**

### **Planning and Zoning Update**

Ms. Dunkle reviewed items included in the staff report.

### **Adjourn**

There being no further business, Chair Shaffer asked for a motion to adjourn the meeting. Vice Chair Kemp made the motion, seconded by Ms. Zimmerman, the motion passed by voice vote at 7:51pm.

  
\_\_\_\_\_  
Doug Shaffer, Chair

  
\_\_\_\_\_  
Christy Dunkle, Recording Secretary

