

**REGULAR MEETING OF  
LURAY PLANNING COMMISSION  
November 12, 2025**

The Luray Planning Commission met on Wednesday, November 12, 2025, 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:

**Commissioner's Present:**

Ronald Good, Chairman  
John Shaffer, Vice Chairman  
Barbie Stombock  
Frankie Seaward  
Tracie Dickson

**Commissioners Absent:**

Bill Huffman  
Brian Sours

**Others Present:**

Bryan Chrisman, Town Manager  
Michael Coffelt, Assistant Town Manager  
Brooke Fox, Planning & Zoning Technician

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

**ROLL CALL**

The roll was called with five (5) members present and two (2) members absent.

**ADDITIONS OR DELETION OF AGENDA**

**Motion:** Chairman Good approved the November 12, 2025, agenda as presented with the vote as follows: **YEA:** Chairman Good, Commissioners Shaffer, Stombock, Seaward, Dickson

**Approved 5-0**

**APPROVAL OF MINUTES**

Chairman Good led a review of the October 16, 2025, regular meeting minutes.

Commissioner Shaffer made the motion to approve the October 16, 2025, regular meeting minutes as presented. **Motion seconded** by Commissioner Seaward with the vote as follows:

**YEA:** Chairman Good, Commissioners Shaffer, Stombock, Seaward, Dickson **Approved 5-0**

**GENERAL CITIZENS COMMENTS:**

There were no citizen comments.

## **PUBLIC HEARINGS**

### **7A) Zoning Text Amendments – Sec. 202, Ch. 406, 409, 503, 521**

Planning Commission conducted a public hearing to receive comments regarding proposed text amendments to the Zoning District regulations – Appendix A. A copy of the proposed district amendments was included for review and discussion along with a resolution of referral from the Town Council.

#### **Summary of proposed changes:**

Reduction of the minimum square footage for residential structures  
Adding auto rentals as a by-right use in the B-1  
Adding apartment houses in existing buildings as a by-right use in the B-1  
Adding setbacks to new residential uses in B-1  
Creating a density bonus in the PND for the inclusion of workforce housing  
Clarifying the definition of recreational vehicle  
Clarifying that off-street parking to meet a permit need is on private property  
Creating a new chapter (521) governing portable storage containers

The Public Hearing was opened. With no one signed up to speak, the public hearing was closed.

Mr. Chrisman stated he did not receive any additional comments. Council has seen a draft of this amendment as an informational item. The clarification of a recreational vehicle was requested by the police department. Creating the portable storage containers was a joint effort between the Town and County because we are seeing a lot of metal storage containers being used for a wide variety of purposes.

With two members absent Commissioner Stombock preferred to not vote after the public hearing and making it an action item at the December 10, 2025, meeting.

Commissioner Shaffer inquired how the town would deal with those storage containers that are already being used for long-term storage.

Mr. Chrisman stated that any containers existing with a permit prior to the effective date of the ordinance would become an existing nonconforming use. Those existing without a valid permit are already not legal and will not be legal in the future. The point of them being temporary is to not make these a permanent part of Luray's landscape.

Commissioner Dickson asked about the time line of up to thirty consecutive days within a 60-day period.

Mr. Chrisman stated this timeline keeps them from becoming a permanent fixture. Their intended use is for temporary storage during construction on your home or other short-term storage. These dates and time periods can be amended.

Commissioner Dickson stated that if you are at the liberty of your contractor, you may need to exceed this time period.

Chairman Good pointed out that the zoning administrator can amend the time frames based on progress.

Mr. Chrisman stated these are different than roll off dumpsters. In the case that you need to use the container longer; you can apply for an extension.

**Motion:** Commissioner Stombock made the motion to not act on the proposed amendments until the next meeting. **Motion seconded** by Commissioner Seaward with the vote as follows: **YEA:** Chairman Good, Commissioners Shaffer, Stombock, Seaward, Dickson **Approved 5-0**

#### **7B) 2025 Comprehensive Plan Update**

Planning Commission conducted a public hearing to receive comments regarding the 2025 update to the Town's Comprehensive Plan.

The Public Hearing was opened. With no one signed up to speak, the public hearing was closed.

Commissioner Stombock suggested, in the table of contents, to take out Luray's Future and replace it with the plan title, The Way Forward, and also add the title to the vision statement page.

Mr. Chrisman stated we will also be looking for acronyms and other verbiage that may need to be added to the glossary.

Commissioner Stombock asked what process is in place to get a periodic progress report update on how we are progressing through the comprehensive plan.

Mr. Chrisman stated that staff would work on a plan to give a progress report on a regular basis. One way is to add the progress report to the Town's annual report.

**Motion:** Commissioner Seaward made the motion to recommend that the Town Council accept the comprehensive plan as amended. **Motion seconded** by Commissioner Dickson with the vote as follows: **YEA:** Chairman Good, Commissioners Shaffer, Stombock, Seaward, Dickson **Approved 5-0**

## **UPDATES & DISCUSSION ITEMS**

Mr. Chrisman informed the commission that we are contracted to begin a parking study in Luray. This includes a mapping of existing areas and evaluating those areas as well as on street parking. We are also looking at a flood damage study along the Hawksbill. This was requested by Council. The flood plain conservation ordinance is typically concerned with minimizing damage to flood prone areas. The Town's focus over the years has been to focus on stream bed stabilization, minimizing erosion, cultivating, or allowing for the propagation of natural plants in and along our stream banks in addition to the flood plain. We have riparian buffers 3- and 5-foot back along those sides of the creek. We have rip rapped and stabilized various flood prone parts of the flood way. What we have not done is look at the flood zone and the flood way through the lens of potential damage that can occur from things that are getting washed down stream and getting clogged such as trees, dead limbs and personal structures that get wedged in to places and push flood waters where they normally would not go. We are getting ready to contract with an engineering firm to help us take a look at that and make some recommendations along the whole corridor of the Hawksbill.

Top coat asphalt on Caterpillar Drive, Baker Drive and Rae Court is scheduled for next week. At that point Baker Development will be requesting the Town take those street segments into our network. Baker Drive may not be pulled in at this time because it has a connection to West Lu Drive that will not be completed until the duplexes are finished.

The Town has received inquiries about two large pieces of property off of Reservoir Avenue.

We are receiving certificate of occupancies for townhomes in the Luray Landing area.

We are still working on the Airport Road parcel. Hopefully, we will have a resolution with Walmart.

## **ACTION ITEMS**

### **9A) Mobile Food Units**

Planning Commission is requested to review, discuss and take action on a referral from the Town Council to consider adding a mobile food unit definition and regulations as proposed.

Mr. Chrisman referred the Commission to the proposed changes suggested by Council.

Item 522.3 (e) (2) to clarify that umbrellas are table top umbrellas.

Item 522.3 (g) Signage may be displayed on the exterior body of the mobile food unit and include the use of one attached or detached menu board. Some Council members thought that this was not clear on the size and square footage. They have asked commission to make a few clarifying remarks in terms of specifying size of the sign(s). We may make reference there to Article VIII which is the sign ordinance.

Mr. Chrisman stated that one clarification that was brought to our attention during the treasurers research is that even if you have a restaurant and you get a mobile unit because the two operate at different locations, state law requires you to have two separate business licenses.

One type of mobile food unit permit that was added in 522.1 (d) (4) is that if you participate in a public event for which the Town has issued a special event permit, you only have to get a day use business license for that specific event.

Staff has to create a temporary use zoning permit application and permit form specifically for mobile food units.

Commissioner Dickson inquired about how we would be helping existing mobile food units come into compliance.

Mr. Chrisman stated we have a couple of stationary units such as Froster's and Flotzies. The true mobile units like to set up in certain spots and have added accessories over time. We will work with them over the upcoming year to gradually bring them into compliance. Once the ordinance is established we will reach out to them and go over the ordinance and discuss how to bring them into compliance and what that transition will look like.

**Motion:** Commissioner Dickson made the motion to recommend that the proposed definition and regulations pertaining to mobile food units be recommended to the Council for approval. **Motion seconded** by Commissioner Stombock with the vote as follows:

**YEA:** Chairman Good, Commissioners Shaffer, Stombock, Seaward, Dickson **Approved 5-0**

### COMMISSION COMMENTS

### CHAIRMAN'S COMMENTS

Chairman Good informed members the next meeting will be held on December 10, 2025.

### ADJOURNED

The meeting was adjourned at 8:02 p.m.



Bryan Chrisman  
Town Manager