

**A REGULAR MEETING OF  
THE TOWN COUNCIL  
OF  
THE TOWN OF LURAY, VIRGINIA**

**Monday, February 9<sup>th</sup>, 2026**

The Luray Town Council met in regular session on Monday, February 9<sup>th</sup>, at 7:00 p.m. in the Luray Town Council Chambers located at 45 East Main Street, Luray, Virginia at which time there were present the following:

**Presiding:** Mayor Lillard

**Council Present:**

Ron Vickers  
Jerry Dofflemyer  
Ryan Dean  
Jason Pettit  
Joey Sours (via phone)  
Chuck Butler

**Also Present:**

Bryan Chrisman, Town Manager  
Michael Coffelt, Assistant Town Manager  
Danielle Babb, Clerk Treasurer  
Danielle Alger, Deputy Clerk Treasurer  
Chief Bow Cook, Luray Police Department  
Brooke Fox, Planning and Zoning  
Town Attorney, Jason Botkins, Litten & Sipe  
Tyler Austin, 4304 Millcreek Road, Luray  
Giovannella Frankel, 160 Riverbend Road, Luray  
John Coleman, 8 Luray Avenue, Luray  
Susan Corbett, 397 Riverbend Road, Stanley  
Irene Sommers, 26 Stover Street, Luray  
Scott Alger, 115 S Bank Street, Luray

*(This meeting was made public via the Town's Facebook page. Public comments were accepted prior to the meeting via e-mail to [bchrisman@townofluray.com](mailto:bchrisman@townofluray.com)).*

A quorum being present, Mayor Lillard declared the Council to be in session for the transaction of business. All present stood for a moment of silence. Mayor Lillard led everyone in the United States Pledge of Allegiance.

## **CONSENT AGENDA**

**Motion:** Councilman Vickers motioned to approve the Consent Agenda as presented, motion seconded by Councilman Butler with the vote as follows: YEA: Council Members Vickers, Dofflemyer, Dean, Sours, Pettit, Butler. **Approved 6-0**

### *Consent Agenda*

**(A) Minutes of the Regular Council Meeting –01/12/2026**

**(B) Work Session Minutes- 01/27/2026**

**(C) Accounts Payable totaling- \$282,469.28**

**(D) Financial Reports for the period ending 01/31/2026**

## **GENERAL CITIZEN COMMENTS**

### **Susan Corbett- 397 Riverbend Road, Stanley**

Ms. Corbett thanked the Town Crew for doing a good job with the snow removal.

Ms. Corbett stated that she is working with Liz Lewis amongst a few other ladies in getting the Farmer's Market up and running. She said her plan is to be open every Saturday. She added that her goal is to have many vendors and she will be attending a grower's meeting to see who will be committing their produce for the market.

Ms. Corbett stated that she is very concerned about the empty buildings on Main Street. Ms. Corbett believes the Town can do something about these derelict buildings. Ms. Corbett stated that it doesn't look good to visitors to see empty buildings.

### **Giovannella Frankel- 160 Riverbend Drive, Luray**

Ms. Frankel stated that she has started a petition to re-open Lake Arrowhead and has close to five hundred signatures. Ms. Frankel believes that the Town should be adding things to Luray not taking them away. Ms. Frankel believes this would be a way for kids to have a summer job and stay out of trouble. Ms. Frankel left the petition for Council to review.

### **Tyler Austin- 434 Millcreek Road, Luray**

Mr. Austin stated that he wanted to piggyback off what Ms. Corbett stated about the derelict buildings. Mr. Austin stated that being a structural engineer, he evaluates things like this all of the time. He stated that buildings are becoming more valuable and believes the Town could exercise a vacancy tax.

## **BOARDS, COMMISSIONS, DEPARTMENTAL REPORTS**

## **Luray Downtown Initiative**

Town Manager, Bryan Chrisman, stated that LDI Director Jackie Wood apologized but was under the weather and couldn't be here this evening. Mr. Chrisman advised that the State and National reports have been completed. Mr. Chrisman added that the Virginia Main Street Conference was a huge success and visitors had great things to say about our Town.

## **PUBLIC HEARINGS**

### **Alley Vacation Requests**

Town Manager, Bryan Chrisman, stated that Council is requested to conduct Public Hearings to receive citizen input and to consider the requested alley vacation requests from:

Royce & Irene Sommers	312 North Court Street
541 West Main Holdings, LLC	541 West Main Street
County of Page	215 West Page Street

### **312 North Court Street**

Mr. and Mrs. Sommers are requested vacation of the alley beside their home due to encroachment by their principal structure at 312 N. Court Street.

Mayor Lillard opened the Public Hearing. Hearing none, Mayor Lillard closed the Public Hearing.

Councilman Dofflemyer stated this request is complicated and inquired if Mr. and Mrs. Sommers had spoken with the neighboring property. Mr. Chrisman stated that he doesn't believe they have spoken with the neighboring property.

Ms. Sommers stated that she is aware that it is a complicated situation. She stated the reason for the request is because she and her husband have lived there for twenty-six years and maintained the alley. Ms. Sommers stated that she would be in agreement with the Town using it and is asking for leniency.

Councilman Butler stated that if the Town completely vacates it that it still wouldn't help the problem. Ms. Sommers stated that she is willing to see what the neighbors would do.

Mr. Chrisman stated that Council does not have to take action tonight and could defer until a later date.

### **541 West Main Street**

Town Manager, Bryan Chrisman, stated that 541 West Main Holdings, LLC requests vacation of the alley beside and behind their proposed business for continued use as gravel parking and access at 541 West Page Street.

Mayor Lillard opened the Public Hearing. Hearing none, Mayor Lillard closed the Public Hearing.

Councilman Pettit stated that area has been used by the previous owner and that it's a common space for the operation of that piece of property.

John Coleman, 8 Luray Avenue, inquired if the Town was going to provide an easement to use it. Town Attorney, Jason Botkins stated that the Town would vacate with interest to both alleys. Councilman Pettit inquired about the utilities. Mr. Chrisman stated the Town would obtain their rights on southern and western boundaries for water, sewer, storm water and future lines. He added the Town could install a bigger line if no one builds and give that area more pressure.

### **215 West Page Street**

Town Manager, Bryan Chrisman, stated the County of Page is requesting vacation of a portion of the alley beside their property for the construction of a new retaining wall to support 215 West Page Street.

Mayor Lillard opened the Public Hearing.

Scott Alger, 115 S Bank Street, stated that there is only room for one vehicle to drive through. Mr. Alger stated that surveyors had come to look at this situation. Mr. Alger stated that the Town should be aware of the run-off and that it will wash out. He added that there were issues in the past and that it's just not wide enough. Mr. Alger also stated that he had been to Council and requested the alleyway fifteen years ago for himself and was told no.

Mayor Lillard closed the Public Hearing.

Councilman Pettit stated that he had been by the property and stated that it is extremely narrow.

Mr. Alger stated that he has been taking care of this property for twenty-three years and has gotten three loads of gravel from the Town, the rest he was doing himself. Councilman Butler also stated that he had went by the property and that it is not wide at all and can't imagine them narrowing it anymore. Councilman Dofflemyer inquired if Mr. Alger had contacted the County. Mr. Alger stated that he is still waiting for a call back. He added that he had heard two different things. He stated that he was told it could be for a parking lot and then he also heard that the Maintenance Department was going to use the building. Mr. Alger stated that he doesn't care what they do, he just needs his driveway.

Councilman Dofflemyer inquired if the building is salvageable. Mr. Alger stated yes but does need repairs. He added that it is a historical building. Councilman Pettit inquired if the County were to do the construction process would it be possible to encroach during the construction. Councilman Dean stated that if they start this project, Mr. Alger wouldn't be able to get to his house.

Mayor Lillard inquired if Council wanted to delay action until the receive feedback from the County. Councilman Dofflemyer asked Ms. Sommers if she would prefer this be put off for a month or so. Ms. Somers stated that she'd prefer not to but would do what was best.

**Motion:** Councilman Pettit motioned to approve the request at 541 W Main Street as presented. Councilman Dofflemyer seconded the motion with the vote as follows: YEA: Council Members Vickers, Dofflemyer, Dean, Pettit, Sours Butler. **Approved 6-0**

**Motion:** Councilman Butler motioned to table 312 N Court and 115 N Bank Street until next month. Councilman Pettit seconded the motion with the vote as follows: YEA: Council Members Vickers, Dofflemyer, Dean, Pettit, Sours, Butler. **Approved 6-0**

### **FY26 Budget Amendment**

Town Manager, Bryan Chrisman, requested Council conduct a Public Hearing to receive citizen input and to consider the enclosed amendments to the FY26 budget in the amounts specified. These amendments include:

Amending General Fund revenues to reflect receipt of \$1,000,000 to reflect grant funds awarded by the Virginia Department of Housing & Community Development.

Amending General Fund expenditures to reflect spending \$1,000,000 of Virginia DHCD grant/loan funds.

General Fund expenditures will increase for:

Parks & Recreation- \$16,900 for the Cave Pond Pump system replacement

General Fund/Water Fund/Sewer Fund expenditures will increase for:

Public Works- \$16,500 for an HVAC system replacement (1/3 each of General, Water, and Sewer)

General Fund revenues will increase by \$22,400 from reserve funds

Water Fund revenues will increase by \$5,500 from reserve funds

Sewer Fund revenues will increase by \$5,500 from reserve funds

Sewer Fund expenditures will increase for:

Wastewater Treatment Plant-\$187,000 for critical equipment replacement

Wastewater Treatment Plant-\$166,000 for a Preliminary Engineering Report

Sewer Fund revenues will increase by \$353,000 from reserve funds

Mayor Lillard opened the Public Hearing. Hearing none, Mayor Lillard closed the Public Hearing.

Mayor Lillard stated that there has been much discussion over these items and have been brought forward prior to tonight's meeting.

**Motion:** Councilman Vickers motioned to adopt the FY26 Budget Amendments Ordinance as presented.

Councilman Butler seconded the motion with the vote as follows: Council Members Vickers, Dofflemyer, Dean, Pettit, Sours, Butler. **Approved 6-0**

## **Sign Ordinance Amendments**

Town Manager, Bryan Chrisman, requested Council conduct a Public Hearing to receive citizen input and to discuss proposed amendments to the Sign Ordinance.

Principal elements of the proposed amendments include, but are not limited to:

Reducing the size and scope of the Ordinance

Increasing the type of signs allowed with a permit

Increasing the size and/or number of certain allowable sign types

Consolidating several sections of the Ordinance

Eliminating unneeded portions of the previous ordinance

Ensuring conformity with applicable state codes

Simplifying the Ordinance for use by customers and staff

Mr. Chrisman stated that there will be no action tonight and will need to await recommendation from the Planning Commission.

Mayor Lillard opened the Public Hearing.

John Coleman, 8 Luray Avenue, stated that he had a few questions and would like clarification on a few things. Mr. Coleman inquired if someone puts up a flag and takes it down, will they need to wait sixty days before putting the flag back up. Mr. Coleman also inquired about the M1/B1 zoning districts. Mr. Coleman stated that he's curious about the logic of the sign's square footage. He added that he's under the impression that M1 tends to not be traveled very much by the public and it would seem logical that the square footage sign on an Industrial facility that has visitors would need a smaller sign and B1 would rely on a larger sign. Mr. Coleman stated that he would like to see them swapped. He would like to see a decrease for M1 and increase for B1.

Mr. Chrisman stated that this would have to be reviewed. Mr. Coleman stated that he's in no hurry but would appreciate clarification. Mr. Coleman also inquired about the sign illumination. He stated the Ordinance suggests that if there is a lot in M1 or B1 used a residence that the business couldn't have a sign. Mr. Chrisman stated that has occurred twice that a business wasn't able to have a sign because it was closer to one hundred feet. Mr. Coleman inquired why the Town would allow a residential unit in a business district. Mr. Chrisman stated that it predated the ordinance. Mr. Coleman would like Council and Planning Commission to revisit this.

Councilman Butler thanked staff and Jason Botkins for thorough review of this Ordinance Amendment. Mr. Butler added that he is always encouraged when we can reduce an Ordinance to make it a little less complicated.

Councilman Pettit inquired about projecting signs and that we have many in the Downtown area. He stated that it mentioned wall signs but didn't sound like it's a projecting sign. Councilman Pettit added

that it doesn't look like projecting signs are covered and in part where it says non permitted. Mr. Chrisman stated that it would be reviewed.

Mr. Chrisman stated that if time allows, he plans on trying to have this before Planning Commission next month.

Mayor Lillard closed the Public Hearing.

## **ACTION ITEMS**

### **Acceptance of DHCD IR Funds- 15 Campbell Street**

Town Manager, Bryan Chrisman, requested Council consider accepting the Industrial Revitalization Funds from the IRF Grant/Loan program with the Virginia Department of Housing & Community Development.

Mr. Chrisman stated that a specific Council Motion and Action is needed. Mr. Chrisman stated that he's reviewing documents now. He added that he has an upcoming meeting with Mr. Herman and will submit to HUB for their final approval. Mr. Chrisman stated that it may be the March meeting before the final documents arrive.

Mr. Chrisman stated this was a twenty-year commitment between the Town and HUB Development, LLC. Principal loan funds repaid to the Town are required to be used for similar Industrial Revitalization projects. Loan interest can be used by the Town as it sees fit. Mr. Chrisman added the projected construction period is twelve to eighteen months.

**Motion:** Councilman Dofflemyer motioned to accept the Funds from DHCD for the IRF Grant/Loan Program, approve the loan Agreement, Performance Agreement, Promissory Note, and Deed of Trust in substantially the form presented, and authorize the Town Manager and Mayor to execute all necessary documents on behalf of the Town with any changes approved by the Town Manager or Mayor in consultation with the Town Attorney be approved, as presented. Motion seconded by Councilman Butler with the vote as follows: YEA: Council Members Vickers, Dofflemyer, Dean, Pettit, Sours, Butler. **Approved 6-0**

### **BZA Nomination**

Town Manager, Bryan Chrisman requested Council consider a nomination for a Town Citizen to serve on the Luray Board of Zoning Appeals.

Councilman Dean submitted a nomination to fill the unexpired term of Richard M. "Rick" Black who moved outside of the Luray corporate limits and therefore was ineligible to continue serving. Mr. Black was originally appointed by former Councilman Alex White.

Councilman Dean proposed Ralph Steven “Steve” Davis. Mr. Davis lives at 18 Wallace Avenue in Luray. He has a B.S. in Engineering from Virginia Tech. He worked for the U.S. Bureau of Printing & Engraving for over thirty years. He has since retired back to Luray.

**Motion:** Councilman Dean motioned Council recommend that Ralph Steven “Steve” Davis be appointed to the BZA for a term commencing upon his appointment and qualification and expiring on June 30, 2030, be approved, as presented. Motion seconded by Councilman Pettit with the vote as follows: YEA: Council Members Vickers, Dofflemyer, Dean, Pettit, Sours, Butler. **Approved 6-0**

~**Recess**~

### **CLOSED SESSION**

#### **Discussion of the Performance and Employment of Specific Local Government Personnel – The Town Manager, Town Attorney and Town Clerk/Treasurer**

Town Council conducted a Closed Meeting for the discussion and consideration of specific local government personnel/appointees, and to discuss the performance and employment of said personnel/appointees, as authorized by Section 2.2-3711 (A)(1) of the Code of Virginia. The subject matter is the performance and employment of the Town Manager, Town Attorney, and Town Clerk/Treasurer.

**Motion:** Councilman Pettit motioned to convene and go into Closed Meeting for discussion and consideration of specific local government personnel/appointees, and to discuss the performance and employment of said personnel/appointees as authorized by Section 2.2-3711 (A)(1) of the Code of Virginia. The subject matter is the performance and employment of the Town Manager, Town Attorney, and Town Clerk/Treasurer. Motion seconded by Councilman Butler with the vote as follows: YEA: Council Members Vickers, Dofflemyer, Dean, Pettit, Sours, Butler. **Approved 6-0**

~**Closed Meeting**~

**Motion:** Councilman Pettit motioned the closed meeting be adjourned and the Luray Town Council reconvene in open session. Motion seconded by Councilman Dofflemyer with the vote as follows: Council Members Vickers, Dofflemyer, Dean, Pettit, Sours, Butler. **Approved 6-0**

**Certification:** Councilman Pettit asked members of Council with respect to the just-completed closed session and to the best of each member’s knowledge, only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act, and only such public business matters as were identified in the motion by which the closed meeting was convened were heard discussed or considered in the meeting by the Town Council. Motion seconded by Councilman Dofflemyer with the vote as follows: YEA: Council Members Vickers, Dofflemyer, Dean, Pettit, Sours, Butler. **Approved 6-0**

**TOWN ATTORNEY'S REPORT**

Mr. Botkins had nothing further this evening.

**COUNCIL COMMENTS**

Nothing further this evening.

**MAYOR'S ANNOUNCEMENTS**

Mayor Lillard reminded everyone that the Town Office will be closed on President's Day.

**ADJOURN**

With no further business, the meeting was adjourned at 10:02 p.m.

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Stephanie Lillard  
Mayor

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Danielle Alger  
Deputy Clerk-Treasurer