

**REGULAR MEETING OF
LURAY PLANNING COMMISSION
April 15, 2026**

The Luray Planning Commission met on Wednesday, April 15, 2026, 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 (7:08)
Barbie Stombock
Frankie Seaward
Brian Sours
Tracie Dickson

Commissioners Absent:

Bill Huffman

Others Present:

Bryan Chrisman, 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: Commissioner Dickson approved the April 15, 2026, agenda with the addition of item 8C) Special Event Venues. **Motion seconded** by Commissioner Seaward with the vote as follows: **YEA:** Chairman Good, Commissioners Stombock, Seaward, Sours, Dickson **Approved 5-0**

APPROVAL OF MINUTES

Chairman Good led a review of the March 11, 2026, regular meeting minutes.

Motion: Commissioner Sours made the motion to approve the March 11, 2026, regular meeting minutes as presented. **Motion seconded** by Commissioner Seaward with the vote as follows: **YEA:** Chairman Good, Commissioners Stombock, Seaward, Sours, Dickson **Approved 5-0**

GENERAL CITIZENS COMMENTS:

There were no citizen comments.

PUBLIC HEARINGS

7A) Rezoning 102 S. Hawksbill Street R-3 to B-1

The Planning Commission is requested to conduct a public hearing to receive citizen input and to consider a request for a Parcel Rezoning from a High Density Residential (R-3) designation lot to a Business (B-1) designation lot for the parcel identified as Tax Map 42A11-7-1 owned by Christopher Potts (applicant/owner).

The subject parcel is approximately 7,000 square feet in size (0.16 acres) and the existing two-story structure contains approximately 1,410 square feet.

The property is bounded on two (2) sides by Business (B-1) parcels, and on the remaining two (2) sides by High Density Residential (R-3) parcels.

The intended use is for a Bed & Breakfast facility, or for a Lodging House with one or two units.

The current structure was designed for original use as a single-family dwelling and was converted into a two (2) unit apartment, with one unit above the other and fully separate. Each unit has its own water meter.

Staff recommend the following conditions be considered:

- 1) The existing onsite (off-street) parking area needs to be enhanced to allow for at least two (2) vehicles, one per each one-bedroom unit.
- 2) Conform as much as possible to the relevant requirements of Chapter 402.2(g) Bed & Breakfast facility, or to Chapter 519 – Lodging Houses, depending upon the use.

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

Mr. Chrisman led the discussion by informing the commission that this section was left as the High Density (R-3) zoning district when the original zoning districts were created because the structures there were all residential. It is close to W Main Street and to other Business (B-1) commercial activities. It is adjacent to an overflow public parking area.

He referenced an email from the town attorney, Jason Botkins, which was a follow up to Commissioner Stombock's question from the last meeting regarding limitations applied to lodging houses in a residential zoning district. If the property is rezoned to Business (B-1) these limitations would not apply to lodging houses.

Commissioner Stombock stated that if Council approves the rezoning of 102 S. Hawksbill Street to Business (B-1) then 111 S. Hawksbill Street would be adjacent on two sides to Business (B-1) and 111 W. Page Street would be adjacent to Business (B-1) on two sides.

Mr. Chrisman stated that when you rezone property you do have the possibility of a domino effect. When you are in close proximity to the Business District along main street the chances of adjacent residential properties rezoning to Business are higher so they can take advantage of those business opportunities.

Motion: Commissioner Dickson made the motion that the rezoning be recommended to the Council for approval with the conditions staff recommended. **Motion seconded** by Commissioner Sours **YEA:** Chairman Good, Commissioners Shaffer, Stombock, Seaward, Sours, Dickson **Approved 6-0**

UPDATES & DISCUSSION ITEMS

8A) Accessory Dwelling Units

The Planning Commission is requested to review and discuss proposed amendments to the Accessory Dwelling Unit (ADU) section of the ordinance, including the definition.

Included are several sheets indicating the current definition, the current Ordinance section, and a list of topics for discussion related to these uses and the possible expansion.

Topics for consideration included, but are not limited to:

- Location in zoning districts (currently only in R-3 by SUP)
- New construction or renovated existing structures (change of use)
- Operational requirements
- Utilities and minimum setbacks
- Subdivision of the parcels in the future
- Minimum lot sizes required
- Special Use Permits – required for every use
- Potential Impacts of Economical Housing on Property Values

Mr. Chrisman stated the question is do you want to expand accessory dwelling units outside the R-3 zoning district? Everyone seems to be on the same page as to what the requirements should be for these units. One option is to leave accessory dwelling units in R-3 by special use permit and change the administrative requirements to match the things we have discussed over the last couple of meetings. Another is to leave it in R-3 but make it by-right and not by special use provided we have a clear set of requirements that are laid out for that use in that zoning district. The third option is that accessory dwelling units can be expanded into other zoning districts.

Commissioner Stombock asked if we have an update on the legislation from the General Assembly? Mr. Chrisman stated the town attorney is watching that and we have not received an update. If the governor signed it with an amendment, it would go back to the joint committee and then come back for signature again.

Commissioner Stombock stated until we see where this lands, we should not change anything. If the bill passes without amendment it would require by-right in every zoning district that allows single-family dwellings. And you cannot do special use permits; it has to be administrative approval. And you cannot require extra parking. There are lots of things in our ordinance that we will not be able to do if this passes the way it is written now. Mr. Chrisman stated until we get a look at that we will not know what the exemptions are. At this time, it is just a discussion item. Until we get a change to legally review it, he does not recommend we vote on this.

Chairman Good asked if this is the same bill as allowing manufactured homes in every zoning district. Mr. Chrisman stated that it is a different bill and the same concept. We will wait to see what final version is passed.

Commissioner Stombock asked what the application fee is for a special use permit. Mr. Chrisman informed the commission that the special use permit application fee is \$250 plus the cost of four (4) ads which cost \$95 each. That is a total of \$630. She stated if the accessory dwelling unit passed the maximum fee allowed will be a total of five-hundred dollars and ours will have to be changed.

8B) Parking Requirements

The Planning Commission is requested to review and discuss the suitability of the existing parking requirements listed in our Ordinance as Chapter 506.

Topics for consideration include, but are not limited to:

- Are the values in the current section adequate for current needs?
- Should the requirements for multi-unit residential uses be increased?
- Would one off-street/out of right-of-way parking space per bedroom be a better measure?
- Are owner-controlled overflow parking lots a viable alternative?
- Should the Town consider prohibiting on-street parking of any type when street widths are less than 40 feet from curb-face to curb-face?

Commissioner Stombock asked what the status of the parking study is? Mr. Chrisman stated they are compiling the basis of the report but have not flown the drones yet. He is hopeful to hear by the end of the fiscal year.

Commissioner Shaffer asked what the parking hours are in the town. Mr. Chrisman stated they are two to four hour limits depending on the time of day.

The reason this is on the agenda is that we have learned a couple of valuable lessons from the Luray Landing PND. Having street widths that do not allow on-street parking are not a good idea. Allowing a developer to create an overflow lot to take care of all those individual half cars in an eight-block town home unit is not a good idea because they do not want to have to walk. And the town home lots are not wide enough to allow you to park your car in front of your home without blocking your mailbox, trashcan or your driveway. When they are parked on both sides of the street you cannot have a firetruck and a rescue squad side by side. There is not enough

width. One reason that it is currently allowed to be that way for town homes is that in the ordinance it requires two and a half spaces per townhome unit. For an eight-block town home unit there are twenty parking spaces maximum. What the developer did is build a garage for one of the vehicles, one vehicle in the driveway so it does not block the sidewalk, and their half space is in the side lot down the block. What has happened is that individuals own more than one vehicle. So, they end up having to move multiple vehicles to get another vehicle out. One suggestion for multifamily dwellings, instead of doing two and a half vehicles per unit, do one off street parking per bedroom. We may even want to require two off street parking spaces per bedroom. That may better accommodate the number of vehicles most people have these days.

The other reason for this discussion is that there continues to be confusion about 506.22 of the parking ordinance. The town council passed 506.22, which is fairly specific. What it says is that you have to maximize the amount of off-street parking that your site will allow, and only then can you come to the council and ask for a waiver for the other spaces that you cannot physically build on your property. You have to put as many on your lot as you can. So, if you have a building in the front and open space to the back you cannot extend your structure all the way to the rear property line and not allow for off-street parking. They believe because they are in the downtown district they do not have to provide off-street parking. Some businesses do not have a choice as their building takes up the entire lot and this leaves them with no available property to build a parking lot. But there are properties that do have space for an off-street parking area, they just have to pay to build it there.

New business construction would also have to have on site areas for loading and unloading.

So, for future development we are looking at a minimum street width of forty feet curb to curb which includes the concrete gutter pan on each side, an eight-foot width for parking a vehicle and eleven-to-twelve-foot travel lane and the same on the other side of the street.

8C) Special Event Venue

Mr. Chrisman informed the commission that they have been provided with an event venue draft. Keeping the definition as generic and broad as possible allows for whatever could be considered a special event venue. There are a large variety of other things that can be considered an event venue that do not have anything to do with a wedding or a large meeting group. This is referring to private property venues. These are special event venues where the private property is being set up to hold repetitive special events all year long. They are using their space as a business to use as a venue to hold repeated events at their facility. Currently we do not have anything in the Business District that would apply to what we would consider to be a special event venue. These may not be ideal as a by-right use since every property is different. The layout, size, and off-street parking capacity is different. These would almost have to be looked at individually as they come in. And how do you set the maximum capacity and number of off-street parking spaces? Is the number so large that you have to coordinate with the Chief of Police for traffic control. They will have to be reminded that you have to meet the noise and light ordinance. You are not allowed to have fireworks, or light shows without specific permission from the town. We have had three requests in the last two months. One thing that has been allowed on main street are venues like Zora Janes. It is a fixed space inside with a maximum capacity. What these

applicants are looking at are these big open parcels that have lots of green space and can have huge pavilion tents and enormous gravel parking lots and some of them back right up to residential neighborhoods. We have provided copies of the noise ordinance and amplified speaker ordinance. We have also provided Shenandoah County's ordinance for special event centers. Instead of using the word venue they use the word centers. Anything that is set up for repetitive special event use would be governed by this document. This is a county and we are a town, so our density is a lot tighter than the county sites. Some of these venues may offer lodging. Some may offer meals and/or beverages in addition to their special events. Also, their special event may not be a wedding. It may be an indoor craft festival, holiday festival for a month or a corporate meeting. These types of facilities are economic drivers for a lot of communities. We can define it, but we need to have conditions to back it up. Having these by special use permit would be important so we can notify the neighbors and the Commission and Council have a chance to look at them. We have a lot of business district property adjacent to residential property, so we are going to have complaints if we allow this with no restrictions.

ACTION ITEMS

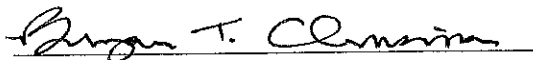
COMMISSION COMMENTS

CHAIRMAN'S COMMENTS

The next meeting would be held on May 13, 2026.

ADJOURNED

The meeting was adjourned at 7:59 p.m.


Bryan Chrisman
Town Manager