

Staff Briefing

- a. Approval of the November 6, 2025 Minutes

Vote was as follows: Yeas: George Coyner, II, Mark Glover, Thomas Bailey, Monica Rutledge, Thomas Thacker
Nays: None

4. Public Hearing

- Ms. Tammy Bare stated I am here with the property owner Raylee Wade.

Chair Coyner asked what would you like to do?

Ms. Bare stated we would like to run an adult residential care facility. It closed during Covid.

Chair Coyner asked if the business would be operated as it was before?

Ms. Bare stated yes but with different owners.

Chair Coyner asked if the plan is to start operating soon?

Ms. Bare stated I will need to obtain Building Inspection approval. I am already an Administrator at Waynesboro Manor.

There being none, Chair Coyner declared the public hearing closed. This is a wonderful thing and I am glad to see it reopen again.

BZA Member Bailey moved, seconded by BZA Member Glover, that the Board approve the request with the following conditions:

1. Obtain Building Inspection approval and provide a copy to Community Development.

1. Be limited to twenty-three (23) ambulatory residents.
2. Applicant comply with all federal, state, and local regulations.
3. Site be kept neat and orderly.

Vote was as follows: Yeas: George Coyner, II, Mark Glover, Thomas Bailey, Monica Rutledge, Thomas Thacker
Nays: None

b. A request by Connie Jenkins, agent for Stable Rental Properties, LLC, for a Special Use Permit to continue to have outdoor storage of motor vehicles, RV's, campers, boats, and portable storage units (PODS) on property they own located at 98 Dunsmore Road, Verona in the Beverley Manor District.

Ms. Connie Jenkins stated I am representing the owner of the property which was purchased on September 17th.

Chair Coyner stated this request is for a change in ownership.

Ms. Jenkins stated yes.

Chair Coyner asked if there is anyone wishing to speak in favor, or in opposition to the request?

There being none, Chair Coyner declared the public hearing closed. The previous

BZA Member Rutledge moved, seconded by BZA Member Thacker, that the Board approve the request with the following conditions:

None

1. The area for portable storage units (PODS) be limited to the western property line.
2. Be limited to a maximum of sixty (60) spaces for vehicles, boats, and campers at the site and they be kept within the last 110' of the lot adjacent to the rear property line.
3. No junk or inoperable vehicles, RVs, boats, campers or parts of vehicles or equipment be kept outside.
4. No tractor trailers.
5. Site be kept neat and orderly.

Motion Passed.

- c. A request by Jeff Parsons, agent for Pine View Buildings, LLC, for a Special Use Permit to have outdoor storage and display of pre-fab buildings on property United Leasing Corp., Etal owns located at 7 Hutchwood Lane, Waynesboro in the South River District.

Chair Coyner asked if the buildings will be shipped from somewhere else?

Mr. Parsons stated yes from Statesville, North Carolina.

Chair Coyner asked if a staff person would be onsite all of the time?

Mr. Parsons stated yes. There will be a 12' x 32' building used for an office with an approved ADA bathroom.

Mr. Parsons stated yes.

There being none, Chair Coyner declared the public hearing closed. This lot was used for this type of business previously.

Pre-Conditions:

- ### Operating Conditions:

- Vote was as follows: Yeas: George Coyner, II, Mark Glover, Thomas Bailey,
 Monica Rutledge, Thomas Thacker
 Nays: None

d. A request by Dale L. Grimm for a Special Use Permit to have a short term vacation rental on property he owns located at 3771 Middlebrook Village Road, Middlebrook in the Riverheads District.

Mr. Dale Grimm stated I would like to operate an Airbnb.

Chair Coyner asked if there is a facility operator?

Mr. Grimm stated yes. Since this property did not directly adjoin mine, I had to get a facility operator agreement (paperwork given to the Board at the meeting).

Ms. Bunch asked if they adjoin the property?

Mr. Grimm stated yes.

Chair Coyner asked if the property will be rented out soon?

Mr. Grimm stated yes.

Chair Coyner asked how will the site be advertised?

Mr. Grimm stated through the Airbnb website.

Chair Coyner asked if this is a new experience or have you done this before?

Mr. Grimm stated this is a new experience. I bought the property a year ago.

Mr. Bailey asked are you aware of the four (4) person limitation given by the Health Department?

Mr. Grimm stated yes.

Chair Coyner asked if there was anyone wishing to speak in favor, or in opposition to the request?

There being none, Chair Coyner declared the public hearing closed. The Board visited the site this morning.

Mr. Glover stated this is a good setting for a short term rental.

BZA Member Glover moved, seconded by BZA Member Rutledge, that the Board approve the request with the following conditions:

Pre-Condition:

1. Applicant submit a lease agreement between the property owner and the facility operator.

Operating Conditions:

1. Be permitted to lease the existing two (2) bedroom dwelling for short term vacation stays.

- Vote was as follows: Yeas: George Coyner, II, Mark Glover, Thomas Bailey, Monica Rutledge, Thomas Thacker
Nays: None

e. A request by Andrew Swortzel for a Special Use Permit to have outdoor storage of a commercial vehicle and equipment associated with a landscaping business on property owned by Jennifer B. Crosby-Wells ¼ and Jeffrey Crosby ¼ Etal located on the west side of Vinegar Hill Road (Route 722), south of the intersection of Churchville Avenue (Route 250) and Vinegar Hill Road (Route 722) in the Pastures District.

1. Obtain a VDOT land use permit for the entrance and provide a copy to Community

Operating Conditions:

- Vote was as follows: Yeas: George Coyner, II, Mark Glover, Thomas Bailey,
 Monica Rutledge, Thomas Thacker
 Nays: None

f. A request by Chris Dibble, agent for Virginia Electric and Power Company for a Special Use Permit to construct a contractor office for crews working in the area on property they own located at 349 Railroad Station Lane and 2036 Jefferson Highway, Fishersville in the Wayne District.

Mr. Thornton stated about forty (40) plus right now. We would grow to about twenty-five

(25) folks with the new building.

Chair Coyner asked if there are plans to start soon?

Mr. Thornton stated yes. We have outgrown the existing building.

Chair Coyner asked if there was anyone wishing to speak in favor, or in opposition to the request?

There being none, Chair Coyner declared the public hearing closed. The Board visited the site this morning. The property is well maintained.

BZA Member Rutledge moved, seconded by BZA Member Glover, that the Board approve the request with the following conditions:

Pre-Conditions:

1. Re-submit site plan meeting the requirements of Section 25-673 "Site Plan Contents" of the Augusta County Zoning Ordinance to be approved by all appropriate departments and/or agencies including a complete Erosion and Sediment Control Plan and Stormwater Management Plan.
2. Site Plan include buffer yards adjacent to any property line not entirely zoned Business or Industrial per Section 25-308 of the Zoning Ordinance.
3. Applicant obtain building permit and provide a copy to Community Development.

Operating Conditions:

1. Be permitted to construct an 80' x 190' building for offices, meeting space and garage area for Dominion Energy crews.
2. All vehicles, equipment, machinery, and materials for the business be kept inside the 80' x 190' building.
3. No junk or inoperable vehicles, equipment, or parts of vehicles or equipment be kept outside.
4. Site be kept neat and orderly.
5. Any new outdoor lights over 3,000 lumens require site plan submittal and must meet the ordinance requirements of Article VI.A Outdoor Lighting.

Vote was as follows:

Yeas: George Coyner, II, Mark Glover, Thomas Bailey,
Monica Rutledge, Thomas Thacker

Nays: None

5. Old Business

6. Matters to Be Presented by the Public

7. Matters to Be Presented by the Zoning Administrator

- a. A request by Nick Collins, agent for WCC Real Estate, LLC, for a Special Use Permit to have outdoor storage of commercial vehicles, materials and equipment on property they own, located at 753 Lee Highway, Verona in the North River District. – **6 MONTH EXTENSION OF TIME REQUEST**

Mr. Nick Collins stated my partner, Chuck Weatherman, and I bought the property. We moved in the fall of 2021. A Special Use Permit was approved for outdoor storage on January 6, 2022. The conditions are unrealistic. Barry Lotts has been trying to work out stormwater issues. A plan was submitted on February 24, 2022. I did not ever receive a response on the plan. We put our own stormwater pond in. Chuck and I both are civil engineers and the stormwater works great. I have to spend more money to get an engineer to work on this for us. We can have a resolution within six (6) months. Is the outdoor storage policy a policy for this Board or a Board of Supervisors policy that you are asked to enforce?

Ms. Bunch stated it is a Zoning Ordinance requirement. In General Business it states that all businesses are conducted indoors. There is a section in the ordinance that says that any outdoor storage requires a Special Use Permit. The Board of Supervisors adopts the Zoning Ordinance.

Mr. Collins stated I can have this resolved in six (6) months.

Chair Coyner stated this would be the last time we grant an extension.

Mr. Collins stated I hope so.

BZA Member Bailey moved, seconded by BZA Member Rutledge, that the Board approve the six (6) month Extension of Time.

Vote was as follows: Yeas: George Coyner, II, Mark Glover, Thomas Bailey, Monica Rutledge, Thomas Thacker
Nays: None

Motion Passed.

- b. A request by Mint Spring Development, LLC, for a Special Use Permit to have a residential care facility on property they own located on the north side of White Hill Road, east of the intersection of White Hill Road and Lee Jackson Highway in the Riverheads District. - **ONE YEAR EXTENSION OF TIME**

REQUEST

Chair Coyner stated there is a lot going on there. Are you concentrating more on the individual houses instead?

Mr. David Brenneman stated I am finishing up the 32 duplexes. We do have a lot going on. We have paved the road extension back to where the residential care facility will go and now I can start working on the site plan. I have architectural drawings for the project. I am sorry that it has taken longer because this is a bigger project than I originally expected. We have every intention of doing what we set out to do.

Chair Coyner asked if one (1) year is realistic?

Mr. Brenneman stated I would like to have 18 months – 2 years which would be more realistic but I was encouraged to ask for one (1) year. I would like to take the next step but part of the issue is money.

Ms. Bunch asked when do you think you can have the site plan submitted to our office? When do you think you can have some portion of your pre-condition submitted to show that you are diligently pursuing the permit?

Mr. Brenneman stated six (6) to eight (8) months for the site plan.

Ms. Bunch stated nothing has been submitted to show that you have been diligently pursuing the project. The permit is set to expire in January.

Ms. Price stated this is in reference to County Code Section 25-584. What progress have you made?

Mr. Brenneman stated we have installed the water, sewer and road infrastructure that leads to the building of the project. The second portion of road has been paved that leads to the entrance to the residential care facility. There is a lot of construction for the senior living facility. I am not sure if that is what you are looking for.

Ms. Bunch read the pre-conditions to the applicant.

Pre-Conditions:

1. Submit site plan meeting the requirements of Section 25-673 "Site Plan Contents" of the Augusta County Zoning Ordinance to be approved by all appropriate departments and/or agencies including updated Stormwater Management Plan.
2. Applicant obtain all necessary permits, inspections and Certificates of Occupancy and provide a copy to Community Development.

Ms. Bunch stated putting in the roads and infrastructure is part of it but could you not do

a site plan?

Mr. Brenneman stated I have been putting in roads and infrastructure and have not gotten the site plan. I will pursue the site plan with the utmost diligence if you would extend it. If this gets denied is it just simply reapplying in a year?

Ms. Price stated the pre-conditions have to be accomplished before the permit can be issued. I think your questions is if this is to expire by its own terms on January 4th how soon could the Board reconsider? It would be that you could reapply in a year's time. It sounds like that is the timeline that you are looking at anyway. I cannot advise you about what to do. A year would need to pass before they can reconsider.

Mr. Brenneman stated if you could grant us a year. We are at a good place with the infrastructure. If it should lapse, we would probably just reapply because we cannot have occupancy permits within twelve (12) months.

Ms. Bunch stated without the extension it would need to be done by January 4th.

Mr. Brenneman stated I am not sure how fast Balzer will be able to work. If I get the extension, then I will ask that the site plan be worked out.

Ms. Price stated the pre-conditions will have to be diligently pursued before your expiration date or the approval of the permit automatically expires and the permit not be issued.

Ms. Bunch stated the site plan will need to be submitted. It does not have to be approved.

Ms. Price stated Section 25-584 requires that pre-conditions shall be established, constructed or diligently pursued within the timeframe as prescribed by the Board which would be January 4th. If not the approval of such Special Use Permit shall automatically expire without notice and the Special Use Permit will not be issued. This is the language in the County Code Ordinance. If the pre-conditions are not completed, the permit is set to expire on January 4, 2026.

Ms. Rutledge asked if he were to submit something regardless of whether it is approved or not, that would show active pursuit and due diligence is that correct?

Ms. Price stated that is certainly possible. The Zoning Administrator would determine in her opinion if that is diligent pursuit and then at that point she can recommend to the Board an extension. We do not have a meeting prior to January 4th but Ms. Bunch can make her determination if the applicant is in diligent pursuit and recommend it to the Board.

Ms. Bunch stated the extension can also be withdrawn in order to see if Balzer can get

Mr. Brenneman stated I would like to withdraw the Extension of Time request. I will check with Balzer to see if they can get the site plan turned in by January 4th.

- Ms. Bunch stated the applicant is working with Augusta Water. We are trying to work with her on the misunderstanding that she could have a cistern. Ms. Massie does have Health Department approval for the septic.

Vote was as follows: Yeas: George Coyner, II, Mark Glover, Thomas Bailey, Monica Rutledge, Thomas Thacker
Nays: None

8. Staff Reports

- Ms. Bunch stated SUP#25-5 and SUP#25-6 are both in compliance. The applicant for SUP#25-7 asked since they did not start operating until June if the Board would give additional time. They did not get a business license until June. The Board was fine with that.

9. Adjournment