



Sec. 6.6 B-4 Mixed-Use Business District

6.6.1 Description

The B-4, Mixed-Use Business District is primarily intended to accommodate a range of uses, including office and residential uses and retail sales uses that serve a regional trade area. Secondary uses intended to serve employees and occupants of permitted office and employment uses (e.g., conference facilities, hotels and ancillary retail uses) may also be allowed. The district is generally appropriate for the optional use for Regional Office as designated in the Town Plan.

6.6.2 Use Regulations

Uses are allowed in the B-4 District in accordance with the following table. A “P” in the second column of the table indicates that the use is permitted by-right, subject to compliance with all applicable standards of this Zoning Ordinance. An “S” or an “M” in the second column of the table indicates that the use may be allowed if reviewed and approved in accordance with the Special Exception or Minor Special Exception procedures of [Sec. 3.4](#). For a summary of uses permitted in all districts, see the Use Table in [Sec. 9.2](#).

B-4 Uses			
Use		Use Standards	Definition
Commercial Uses			
Bank with drive-in facility	S		Sec. 18.1.14
Bank without drive-in facility	P		Sec. 18.1.14
Brewpub	P	Sec.9.3.2.1	Sec. 18.1.20.1
Brewpub with Silo	S	Sec. 9.3.2.1	Sec. 18.1.20.1
Microbrewery	S/P	Sec. 9.3.13.1	Sec. 18.1.104.1
Car wash	S	Sec. 9.3.3	Sec. 18.1.27
Child care center	P	Sec. 9.3.4	Sec. 18.1.29
Commercial Inn	P		Sec. 18.1.86
Conference center	M		Sec. 18.1.37
Convenience food store	S	Sec. 9.3.8	Sec. 18.1.39
Doggy Day Care	S	Sec. 9.3.12.2	Sec. 18.1.43.2
Doggy Day Care with Accessory Kennel	S	Sec. 9.3.12.2	
Eating establishment with drive-in facility	S		Sec. 18.1.55
Eating establishment without drive-in facility	P	Sec. 9.3.9	Sec. 18.1.55
Electric and/or plumbing supply	S	Sec. 9.3.10	
Emergency care facility	P		Sec. 18.1.58
Heliport	S		Sec. 18.1.77
Home occupation	P		Sec. 18.1.80
Hotel/motel	M		Sec. 18.1.83
Lumber and/or building material sales without outdoor storage	P		Sec. 18.1.101
Lumber and/or building material sales with outdoor storage	S	Sec. 9.3.13	Sec. 18.1.101
Mailing Services	P		Sec. 18.1.102
Office	P		Sec. 18.1.121
Outdoor Storage	P/S	Sec. 9.3.17.2	Sec. 18.1.127



B-4 Uses			
Use		Use Standards	Definition
Parking structure, private	M	Sec. 9.3.18	Sec. 18.1.135
Personal Services	P	Sec. 9.3.19	Sec. 18.1.168
Pharmacy	P		Sec. 18.1.139
Printing and/or publication	P		Sec. 18.1.148
Recreation facility	P	Sec. 9.3.21	Sec. 18.1.156
Retail centers under 100,000 square feet and/or retail uses	P		Sec. 18.1.158 , Sec. 18.1.159
School, special instruction	P	Sec. 9.3.23	Sec. 18.1.164
Service station	S	Sec. 9.3.24	Sec. 18.1.169
Telecommunications Facility: Antenna	P	Sec. 9.3.26.A	Sec. 18.1.7
Telecommunications Facility: Power Mount Facilities on Existing Electric Transmission Towers	S	Sec.9.3.26.A&C	Sec. 18.1.184
Telecommunications Facility: Small Cells and/or Distributed Antenna Systems (DAS)	P/S	Sec. 9.3.26.F	Sec. 18.1.39.3
Temporary Mobile Land-Based Telecommunications Testing Facility	P	Sec. 9.3.26.D	
Theater, indoor	S		Sec. 18.1.189
Vehicle and/or equipment service facility	S	Sec. 9.3.29	Sec. 18.1.197
Vehicle sales and/or rental facility	S	Sec. 9.3.28	Sec. 18.1.196
Veterinary hospital	S	Sec. 9.3.30	Sec. 18.1.198
Research & Development, Production and Warehousing Uses			
Industrial, Flex	P	Sec. 9.3.11.2	Sec. 18.1.84
Mini-warehouse facility	S	Sec. 9.3.14	Sec. 18.1.105
Production	P/S	Sec. 9.3.22	Sec. 18.1.150.1
Research & Development	P/S	Sec. 9.3.22	Sec. 18.1.157
Warehouse/Distribution	S	Sec. 9.3.32	Sec. 18.1.199 , 18.1.43
Institutional and Community Service Uses			
College or University	P		Sec. 18.1.33
Fire and/or rescue facility	P		Sec. 18.1.64
Library	P		Sec. 18.1.89
Park, public	P		
Parking structure, public	M		
Place of worship	S		Sec. 18.1.141
Recreation facility	P	Sec. 9.3.21	Sec. 18.1.156
School, general education	M		Sec. 18.1.162
School, public	M		Sec. 18.1.163
School, technical	S		Sec. 18.1.165
U.S. Postal Service	P		Sec. 18.1.146
Residential Uses			



B-4 Uses			
Use		Use Standards	Definition
Duplex	S		Sec. 18.1.49 , Sec. 18.1.50
Multiple-family (6 or more dwelling units)	M	Sec. 9.3.15	Sec. 9.3.11
Multiple-family (up to 5 dwelling units)	S	Sec. 9.3.15	Sec. 18.1.110
Single-family attached (townhouse)	S	Sec. 9.3.25	Sec. 18.1.172
Single-family detached dwelling	S		Sec. 18.1.171
Utility Uses			
Public utility, minor	P	Sec. 9.3.31	Sec. 18.1.154

6.6.3 Density/Intensity and Dimensional Standards

All development in the B-4 District shall be subject to the following standards (See also [Article 10](#)):

B-4 District Standards	
A. Minimum Lot Area (square feet)	
Single-Family Detached	6,000
Single-Family Attached (Interior Lots)	2,400
Single-Family Attached (Corner and End Lots)	3,000
Duplex, Vertical	3,000
Duplex Horizontal	6,000
Multi-Family	10,000
All Other Development	80,000
B. Minimum Lot Width (feet)	
Single-Family Detached	50
Single-Family Attached (Interior Lots)	24
Single-Family Attached (Corner and End Lots)	30
Duplex, Vertical	30
Duplex, Horizontal	60
Multi-Family	100
All Other Development	200
C. Maximum Floor Area Ratio	
	None
D. Minimum Yards/Setbacks (feet)	
Front	20
Side (end units)	10
Rear	20
E. Minimum Common Open Space (% of site area)	
	20
F. Maximum Building Height	
Residential	45
Nonresidential ^[1]	70
G. Minimum Zoning District Area (acres)	
	None

[1] Mixed-Use buildings (residential above non-residential) shall be permitted 70 feet maximum building height



6.6.4 Additional Standards

A. Mix of Uses. The following use mix standards are established in order to promote the intended mixed-use character of the B-4 District.

Use Type	Min. Gross Floor Area (pct of development)	Max. Gross Floor Area (pct of development)
Office	50	70
Research & Development, Production and Warehouse/Distribution		
Commercial[1]	0	15 or 15 acres whichever is less
Residential	0	1 dwelling unit per 5,000 square feet of nonresidential (gross) floor area
Institutional, Community Service and Utilities	0	0

Note: The Town Council shall be authorized to waive the use mix requirements of this subsection and approve single use development in the B-4 District. In order to waive the requirements, the Town Council must determine that: (1) the subject parcel has an area of 50 acres or less and (2) the proposed development will contribute to the intended mixed-use character of the area within 1,500 feet of the subject site (considering existing and approved development in the area).

[1] Commercial uses must support or supplement existing or concurrently developing employment or residential uses within 1,500 feet of the development site. Such uses may include, but are not necessarily limited to, lodging, conference facilities and retail/retail service uses that serve employees of and visitors to the primary employment uses of the site.

B. Development Phasing. Requests for B-4 zoning or site plan approval for development in the B-4 District shall be accompanied by a phasing plan that identifies the stages of development build-out. The phasing plan shall identify the sequence of development for all proposed land uses and include information regarding the phasing of internal and external traffic circulation systems, amenities, and utility improvements that will be constructed to support the proposed development. The applicant shall provide assurances that all the use categories will be constructed and that the project will, in fact, result in the type of multi-use development proposed. The Town Council may require performance guarantees or such other measures, as it deems reasonable and necessary to assure the proper phasing of development and to assure the provision of public amenities and public facilities upon completion of each phase or upon full development. At no time shall the number of residential uses exceed the maximum ratio established in Sec. [1]-A.



Article 9 Use Regulations

9.3.2.1 Brewpub

- A. **By Right.** Brewpubs are permitted by right in accordance with the use standards provided below:
 - 1. All brewing ingredients shall be stored indoors.
 - 2. All exhaust from the brewing process shall be collected in a non-venting, stack condenser-type system and not vented directly into the atmosphere.
 - 3. Any spent grains intended for pick-up or delivery for use as feed shall be stored in containers kept indoors prior to pick-up/delivery.
 - 4. Any dumpsters where spent grains or other bi-product of the brewing process are disposed of shall be secured so as to block odors and prevent rodent infiltration.
- B. **Special Exception.** Brewpubs shall require special exception approval in the following cases:
 - 1. The proposed brewpub does not comply with all four of the standards for a by right brewpub set forth in Sec. 9.3.2.1.A.
 - 2. Storage silos may only be permitted by special exception. [Back to Top](#)

9.3.3 Car Washes

- A. Car washes shall be located and designed so that vehicular circulation shall not conflict with traffic movements in adjacent streets, service drives, driveways and/or parking areas.
- B. Car washes (as an accessory use) shall have no separate and exclusive curb cut access to the abutting roadway. [Back to Top](#)

9.3.4 Child Care Center

- A. **Licensing & Registration.** A Child Care Center shall comply with any and all requirements of the Town and State Codes, including without limitation, obtaining a Zoning Permit, maintenance of a Town Business License, and maintaining a State License in accordance with the State Code, as applicable.
- B. **Compliance.** The Child Care Center shall comply with any and all requirements of the County and State Building Codes.
- C. **Recreation Area.** A minimum of 75 square feet of usable outdoor recreation area shall be provided for each child that may use the space at any one time. Such



area shall be delineated on a plat submitted with the special exception application. For the purpose of this section, usable outdoor recreation area shall be limited to:

1. The area not covered by buildings or required on-site parking spaces.
 2. The area outside the limits of the required front yard.
 3. Only that area which is developable for active outdoor recreation purposes.
 4. An area that occupies no more than eighty percent (80%) of the combined total areas of the required side and rear yards, exclusive of any minimum required buffer yards.
- D. **Fencing.** A fence at least four (4) feet in height shall completely enclose the outdoor recreation area so that children are safely contained inside and that all persons entering the recreation area are within direct line of sight from the child care center classroom areas or from inside the building.
- E. **Play Equipment.** No play equipment shall be located within the required yard setbacks. However, the Council may approve an alternate location for smaller child care centers with existing play equipment in residential zoning districts only.
- F. **Recreation Location.** Outdoor recreation areas shall be safely separated from parking, loading and service areas such as dumpster pads.
- G. **Parking.** Parking areas shall be designed to enhance the safety of children as they arrive and depart the center. A designated arrival and departure zone shall be located adjacent to the child care center in such a manner that children do not have to cross vehicle travel aisles to enter or exit the center. [Back to Top](#)

9.3.6.1 Crematorium (Accessory to a Funeral Home)

- A. The Virginia Department of Environmental Quality Air Permit Local Governing Body Certification must be completed prior to submission to the Town for sign off.
- B. External storage of fuels shall comply with all applicable federal, state and/or county regulations, such as 40 CFR 112 or its state/local equivalent.
- C. Minimum setback for outdoor fuel storage containers shall be 50 feet from residential districts; 25 feet from non-residential districts.
- D. All outdoor fuel storage containers shall be screened from public view on three sides by a solid wall at least six (6) feet in height and on the fourth side by a solid gate at least five (5) feet in height. The gate and wall shall be maintained in good working order and shall remain closed except when refueling occurs. The wall and gate shall be architecturally compatible with other buildings and structures on site.
- E. The facility shall be used solely for the cremation of human corpses and shall not be used for disposition of animal remains or medical waste.
- F. Crematorium facilities shall be limited to no more than 25% of the total gross floor area of the funeral home. [Back to Top](#)

9.3.7 Dog Park Use Standards

- A. A minimum buffer of 1,000 feet is required from residential uses;



- B. The off-leash dog area is for dogs, their handlers and those accompanying them. No other use is allowed;
- C. All dogs must be legally licensed and vaccinated, and shall wear a visible dog license;
- D. Dogs under four (4) months of age and female dogs in heat are prohibited;
- E. Dogs must be on leash when entering and exiting the off-leash dog area;
- F. Dogs must be under the control of their handler and in view of their handler at all times;
- G. Spiked collars are prohibited;
- H. Children 8 years and under are not allowed in the off-leash dog area; all children up to the age of 14 must be accompanied by an adult;
- I. Handlers must be 16 years of age or older;
- J. Handlers must have possession of the dog lease at all times;
- K. Handler is limited to a maximum of two dogs;
- L. Handlers must remove any dog waste and fill any holes dug by dogs under their control;
- M. Food and drinks in glass containers are prohibited; training treats are allowed;
- N. Dogs must be removed from the off-leash dog area at the first sign of aggression;
- O. No animals other than dogs shall be permitted in the area;
- P. There shall be information posted at the dog park that clearly indicates that handlers are responsible for any injuries caused by the dog(s) under their control;
- Q. There shall be information posted at the dog park that clearly indicates users of the facility do so at their own risk and that the Town of Leesburg shall not be liable for any injury or damage caused by any dog in the off-leash area; and
- R. The park must be fully enclosed by adequate fencing that dogs cannot dig under or jump over, and gates must be secure. [Back to Top](#)

9.3.8 Convenience Food Stores

- A. No convenience food store shall be located on a lot adjacent to residential dwelling units.
- B. All business services, storage and display of goods shall be conducted within a completely enclosed building. [Back to Top](#)

9.3.9 Eating Establishment (without drive-in)

In the I-1 District and the Employment sub-district of the Crescent Design District, eating establishments without drive-in facilities shall be located in the same building as the principal uses primarily served and shall occupy not more than twenty-five (25%) percent of the gross floor area of the building. [Back to Top](#)



9.3.10 Electric or Plumbing Supply

No materials may be stored within required setbacks, and all materials stored outside shall be adequately buffered and screened from adjoining properties and public rights-of-way.

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9.3.11.2 Industrial, Flex

- A. The use, storage, and disposal of hazardous materials must meet all federal, state and local codes.
- B. Flex Industrial uses must have access to a road classified as a minor arterial or higher Town Plan transportation functional classification without having to travel through a residentially zoned district.
- C. Accessory outdoor storage not to exceed ten percent (10%) of the building area of the primary use or 10,000 square feet (whichever is lesser of the two) is permitted by-right subject to the use standards of Sec. 9.3.17.2 Outdoor Storage. Outdoor storage greater than ten percent (10%) of the building area of the primary use or 10,000 square feet is permissible with special exception approval per Sec. 3.4 Special Exceptions. [Back to Top](#)

9.3.12 Kennels

- A. There shall be a minimum lot size requirement of two (2) acres, and any structure used for the confinement, care or breeding of animals shall be located at least 200 feet from adjoining lot lines.
- B. All such animals shall be kept in pens designed and maintained for humane and secure confinement.
- C. In consideration of an application for a permit, the Town Council shall take into account the number and kinds of animals proposed to be kept and the characteristics thereof and may impose additional conditions. [Back to Top](#)

9.3.12.1 Cattery

- A. The operator shall maintain all facilities within a fully enclosed structure that is adequately soundproofed and constructed so there is no emission of odor or noise detrimental to other property in the area.
- B. The operator shall comply with the Virginia Department of Agricultural and Consumer Services Division of Animal Industry Services laws. [Back to Top](#)

9.3.12.2 Doggy Day Care

- A. The operator shall maintain all facilities within a fully enclosed structure that is adequately soundproofed and constructed so there is no detriment to other property in the area. Prior to occupancy, the operator shall provide certification from an acoustical engineer licensed to practice in Virginia that the interior noise of the accessory kennel use as been attenuated not to exceed 65 dBA at the property line or within 25 feet of the premises, whichever is less.
- B. An Accessory Kennel may be permitted to accommodate a limited amount of overnight boarding. The subordinate use is subject to the approval of a special exception. The amount of overnight boarding shall be established at the time of special exception review, contingent upon a demonstration that the area



dedicated to overnight boarding meets applicable federal, state, and local codes, ordinances, or regulations. Overnight boarding shall include the use of appropriate enclosures and/or the appropriate amount of staff supervision.

- C. An Accessory Kennel should not be located within a building containing residential dwellings
- D. A typical detail shall be provided that demonstrates all accessory kennel pens have been designated for humane and secure confinement with adequate space. "Adequate space" means sufficient space to allow each animal to (i) easily stand, sit, lie, turnabout, and make all other normal body movements in a comfortable, normal position for the animal and (ii) interact safely with other animals in the enclosure.
- E. Prior to occupancy, the facility shall be inspected for compliance with applicable use regulations and/or additional conditions of approval.
- F. A waste containment system shall be provided and connected to the sanitary sewer system. The dog play area and kennels shall be designated to prevent illicit discharge (described in Town Code Section 14-23(b)(1) into the stormwater management system.
- G. Heating, ventilation, and air conditioning for Doggy Day Care shall be designated to be independent from any other use(s) in a multi-tenant building.
- H. The operator shall comply with Code of Virginia, Chapter 65 Comprehensive Animal Care. [Back to Top](#)

9.3.13 Lumber or Building Material Sales Facilities

No lumber or building materials may be stored within required setbacks, and all lumber and building materials stored outside shall be adequately buffered and screened from adjoining properties and public rights-of-way.

9.3.13.1 Microbrewery

- A. By Right. Microbreweries are permitted by right in accordance with the use standards provided below:
 1. The Microbrewery prepares handcrafted beers, and/or other malt beverages, distributed for off-premises consumption in hand-capped or sealed containers in quantities up to one-half barrel (15.5 gallons), up to a maximum of 5,000 barrels (31 gallons per barrel) per year.
 2. All brewing ingredients shall be stored indoors, in sealed containers, off the floor, and in accordance with all applicable Health Department regulations.
 3. All exhaust from the brewing process shall be collected in a non-venting, stack condenser-type system and not vented directly into the atmosphere.
 4. Any spent grains intended for pick-up or delivery for use as feed shall be stored in sealed containers and kept indoors prior to pick-up/delivery.
 5. Any dumpsters where spent grains or other bi-product of the brewing process are disposed of shall be secured so as to block odors and prevent rodent infiltration.
 6. A microbrewery shall be separated from a public school by a minimum of 200 feet.



B. Special Exception. Microbreweries shall require special exception approval in the following cases:

1. The proposed microbrewery does not comply with all four of the standards for a by right microbrewery set forth in Sec. 9.3.2.1.A.
2. Storage silos may only be permitted by special exception.

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9.3.14 Mini-warehouse Facilities

- A. Storage units shall be provided for long-term storage only, and all storage shall be within completely enclosed buildings.
- B. Except for the purposes of loading and unloading, there shall be no incidental parking or storage of trucks and/or moving vans.
- C. No office, retail or wholesale use of the storage units shall be permitted.
- D. One accessory residential unit may be permitted solely for the use of a caretaker or watchman. (See **Error! Reference source not found.** Caretakers Residences)
- E. The outdoor storage area, loading or parking shall be limited to areas designated on an approved site plan, and adequately screened from adjacent properties and roadways. Such areas shall not be used for the storage or display of inoperable vehicles as defined in Section 32-147 of the Town Code. [Back to Top](#)

9.3.15 Multi-family Development and Attached Single-Family Development

The standards of this section shall apply to all multi-family development and all single-family attached (townhouse) development exceeding a density of 8 dwelling units per acre.

- A. All structures shall be separated by a minimum horizontal distance of twenty (20) feet.
- B. A minimum of thirty percent (30%) of the gross acreage of a site developed for multi-family or qualifying single-family attached residential use shall be maintained as open space. For developments with overall density exceeding eight (8) units per net acre, active recreation facilities such as playgrounds, tennis courts, swimming pools and clubhouses shall be provided at a rate of at least two hundred fifty (250) square feet per dwelling unit. "Active recreation" is defined as activities that allow physical participation by an individual or group. The size, type, and number of facilities provided shall be commensurate with the anticipated needs of the residents.
- C. Construction of recreation facilities described in the site plan shall be in accordance with a schedule approved as part of the plan and shall be at a rate equivalent to or greater than the rate of construction of dwellings. At a minimum, a phasing plan must assure that major recreation facilities, such as pools, clubhouses and tennis courts, are constructed prior to completion of fifty percent (50%) of the total units.
- D. Recreation facilities shall be adequately soundproofed and constructed so that there will be no noise detrimental to other properties. Lighting of any outdoor recreation facility must be directed so as to eliminate or mitigate glare onto any



residential use or roadway. The hours of operation for outdoor recreation facilities shall not exceed 7 a.m. to 11 p.m.

- E. Recreation space is that part of the open space which is specifically designed to serve the needs of residents of the district concerning active recreation. (Activities may include, but not be limited to swimming, tennis, golf, ball field. Small children's play areas may be counted as recreation space if the area's shortest dimension is fifty (50) feet and the area contains at least 2,500 square feet.)
- F. The following locations requirements shall apply to recreation space insofar as reasonably practicable:
 - 1. Recreation areas intended for general use and for pedestrian access shall be accessible from dwellings without crossing streets, or with a minimum of street crossings.
 - 2. Walkways and recreational areas shall form an interconnected system, serving also as routes to schools, churches and other major pedestrian destinations.
 - 3. The recreation and walkway system shall be located in block interiors and oriented away from exposure to automotive traffic.
 - 4. At least ninety (90) percent of all dwelling units shall be within 600 feet (by normal pedestrian routes) of countable recreation space.
- G. If the street to which the multi-family or single-family attached development takes access serves fifty (50) dwelling units or less, vehicular access from off-street parking and service areas may be directly to the street from individual dwelling units. Determination of number of dwelling units served shall be based on normal route of traffic anticipated in the development.
- H. Architectural treatment shall avoid massive, monolithic and repetitive building types, facades and setbacks, and shall be compatible with surrounding areas. Building elevations and architectural details sufficient to show compliance with this standard shall be submitted for approval. [Back to Top](#)

9.3.17.1 Office

- A. Incidental and subordinate accessory research & development and production uses not to exceed 35% of the gross floor area are permitted by-right subject to meeting the performance standards of Sec. 9.3.22 Research & Development and/or Production.
- B. Office uses must be wholly enclosed within a building except as otherwise approved for outdoor storage allowable by zoning district regulations.
- C. Accessory research & development and production uses shall not create air pollution, fire or explosion hazard, radiation hazard, electromagnetic radiation or interference, noise, vibration, smoke, dust, odor, heat or glare beyond what is typically associated with an office use.
- D. Accessory research & development and production uses are permitted to the extent that they do not substantially change the visible front or side elevations of



the office building in a manner that is inconsistent with typical appearance of an office building.

- E. Home Occupation offices are excluded from these use standards and may not have accessory uses as listed in Sec. 9.3.17.1.A. Additionally; Home Occupation offices must meet the requirements of Sec. 9.4.3 Home Occupations. [Back to Top](#)

9.3.17.2 Outdoor Storage

- A. Outdoor Storage shall be limited to the rear or side of a building adjacent to other commercially zoned property.
- B. All outdoor storage shall be required to be fully screened by a fence, wall, landscaped berm, or other suitable method as deemed appropriate by the Zoning Administrator.
- C. All outdoor storage shall be required to be located on a paved surface.
- D. Outdoor storage must be located in such a manner as to not impede safe vehicle and pedestrian circulation by blocking travel aisles or pedestrian areas.
- E. Outdoor storage areas cannot exceed eight (8) feet in height.
- F. Outdoor storage areas may not be located in required parking as established by Sec. 11.3 Number of Parking Spaces Required.
- G. A special exception shall be required for outdoor storage when it is intended as the primary use. [Back to Top](#)

9.3.18 Parking Structures (Public or Private)

Such parking facilities shall be used solely for the parking of vehicles in operating condition. No motor vehicle repair work except emergency service shall be permitted in association with such a parking facility. [Back to Top](#)

9.3.19 Personal Service

- A. Personal services include but are not limited to the following: Appliance repair and rental stores; arts and crafts studio or store; barber shop and beauty shop; bicycle repair store; caterer; dressmaker shop; dry-cleaning and/or laundry pickup station; furniture repair and/or restoration; locksmith shop; musical instrument repair shop; office supply store; and photographer's studio; photostat shop; shoe repair shop; tailor shop; travel agency; and watch repair shops.
- B. In the O-1 District, personal service uses that are accessory to office uses shall be located in the same building as the permitted uses and shall not constitute more than 25% of the gross floor area of the building. Personal service uses accessory to office use also include, in addition to uses listed in 9.3.16.A, bank without drive-in facility and eating establishment without drive-in facility. [Back to Top](#)

9.3.21 Recreation Facilities

- A. No building used for or in conjunction with a recreation facility shall be located within fifty (50) feet of any property line except within the Crescent Design District.



- B. All lighting fixtures used to illuminate outdoor areas shall be designed to avoid glare in surrounding areas. The facility shall be lit only during the hours that the facility is open for business, except for necessary security lighting.
- C. A lighting plan shall be submitted to verify that all lighting fixtures are directed onto the site, and will not impact adjacent properties or roadways.
- D. The hours of operation for outdoor recreation facilities shall not exceed 7 a.m. to 11 p.m.
- E. Outdoor recreation facilities shall be located and screened to minimize impact on adjacent properties.
- F. Indoor recreation facilities shall be soundproofed to prevent noise levels from exceeding 55 dB (A) (SLOW meter response) at the property line of any lot containing a residential use.
- G. Within the Crescent Design District all recreation facilities must be completely enclosed within a building. [Back to Top](#)

9.3.22 Research and Development and/or Production

- A. By Right. Research & Development and/or Production uses are permitted by right in accordance with the use standards provided below.
 - 1. All operations, activities and storage shall be conducted within a completely enclosed building, except research requiring solar exposure and uses which by their nature must be conducted outside a building; or as otherwise approved for outdoor storage in accordance with use standards provided in Section 9.3.17.2 Outdoor Storage.
 - 2. The use, storage, and disposal of hazardous materials must all federal, state, and local codes.
 - 3. No vibration, odor, smoke, radiation, particulate matter or other adverse impacts that create significant negative impacts to adjacent land uses shall be detectable at the property boundary.
 - 4. Accessory outdoor storage in the B-2, B-3, B-4 and I-1 Zoning Districts no greater than 250 square feet is permitted by-right subject to the use standards of Sec. 9.3.17.2 Outdoor Storage. Outdoor storage shall not be allowed in the B-1 Zoning District. Outdoor storage greater than 250 square feet in the B-2, B-3, B-4 and I-1 Zoning Districts is permissible with special exception approval per Sec. 3.4.
 - 5. Additional standards where Research & Development, and/or Production uses are located within 250 feet of residentially zoned property:
 - a. No outdoor activity, including loading, unloading, maintenance, truck idling, or related activity shall occur between the hours of 7:00pm and 7:00am.
 - b. Fences, walls, and/or berms shall be used in combination with vegetative screening to interrupt the view of adjacent residential districts. Use of a decorative, opaque fence or wall with a minimum height of six (6) feet, or berms with a minimum height of four (4) feet with hedges, and/or shrubs within the buffer yard can reduce some of the required screening as determined by the Land Development Official. The design



of fences or walls shall avoid long stretches to the point of visual monotony and shall be varied by using changes in height, different material combinations, offset angles, or other types of articulation. An architectural elevation detail of the screening treatment type shall be submitted for review when a fence or wall is utilized and shall demonstrate that attractive visual continuity has been achieved.

- B. Special Exception. Research & Development and/or Production uses shall require special exception approval if the proposed use does not comply with all applicable standards for by-right use as set forth Sec. 9.3.22.A. Research and Development and/or Production. [Back to Top](#)

9.3.23 Schools of Special Instruction

Schools of special instruction shall not be located within four hundred (400) feet of a residential zone unless all such uses are located within a completely enclosed building and the building is adequately soundproofed and constructed so that there will be no noise detrimental to other properties.

9.3.24 Service Stations

- A. Service stations shall not include ancillary uses such as vehicular or tool rental (including moving vans) and shall be limited to the servicing of vehicles and non-automotive accessory retail sales of snacks, convenience foods, and similar products.
- B. Service stations shall not include an outdoor storage area for more than three (3) abandoned, wrecked or inoperable vehicles on the site for more than one week, subject to the limitation that there shall be no dismantling, wrecking, or sale of said vehicles or part(s) thereof.
- C. Outside sales and display areas shall be shown on the plan to be reviewed by the Planning Commission and Town Council.
- D. The parking of commercial vehicles shall be prohibited on the site of a service station. This provision shall not be interpreted as prohibiting the parking of vehicles actively engaged in delivering fuel or other supplies to the service station.
- E. No permit shall be issued for a service station if the entrance or exit for vehicles is:
 - 1. In the same block front within two hundred (200) feet of any school, public playground, hospital, church, or public library; or
 - 2. If such entrance or exit is to be located within twenty (20) feet of an "R" District within the same block front.
 - 3. No permit shall be issued for a service station if any part of any structure, including underground gasoline tanks or service aisles, is located within one hundred (100) feet of any building or grounds of a school, public playground, hospital, church, or public library or any "R" District.
- F. Canopy Height as measured from the finished grade to the lowest point on the canopy fascia should not exceed 14'0". The overall height of canopies shall not exceed 17'3".



- G. Canopy lighting shall be fully recessed in the ceiling of the canopy.
- H. All sides of a building should express consistent architectural detail and character. All site walls, screen walls, garage doors and canopies should be architecturally integrated with the building by using similar materials, color and detailing. [Back to Top](#)

9.3.25 Single-family Attached (Townhouse) Development

In the R-8 district, single-family attached dwelling units shall not be constructed to a greater density than eight (8) dwelling units per net acre. Townhouse development in the R-16 district in excess of eight (8) dwelling units per acre shall comply with the standards of Sec. 9.3.15. [Back to Top](#)

9.3.26 Telecommunication Facilities

All future telecommunications structures, including transmission lines, should be placed underground per the Town's under grounding policy if possible. The following standards have been established to permit the establishment of telecommunications facilities above ground if under grounding is not feasible in a manner that minimizes the visual impact of towers through careful siting, design, and screening; reduces the potential for damage to adjacent properties caused by tower failure or falling ice; and maximizes the use of any transmission towers and structures through the promotion of co-location so as to minimize the need to construct new towers.

The standards of this section shall apply to all telecommunication uses and structures as provided below.

A. Standards Applicable to all Telecommunications Facilities:

1. No commercial advertising or signs shall be allowed on a tower or monopole, including manufacturer's logo or brand name.
2. Signals or lights or illumination shall not be permitted on any antenna, tower or monopole unless required by the Federal Communications Commission, the Federal Aviation Administration, State or Federal authorities, or the Town. When signals or lights are required, shields shall be installed that screen the signals or lights from ground view.
3. The related unmanned equipment structure(s) shall not contain more than seven hundred fifty (750) square feet of total gross floor area on each site. Structures shall not exceed twelve (12) feet in height. If located within the structure upon which the antennas are mounted, they may be located in the areas which are excluded from the determination of net floor area without changing the exclusion of those areas from the calculation of the density of the structure. The structure shall be of a material or color which matches the exterior of the building or structure.
4. Equipment buildings located on the grounds shall meet the minimum yard requirements of the zoning district where located.
5. Satellite and microwave dish antennas shall not exceed one and eight tenths (1.8) meters or six (6) feet in diameter.
6. A security fence at least six (6) foot high shall completely surround the tower (and guy wires if used) and equipment building. It shall be constructed in colors and materials to blend into the immediate surrounding environment.



7. All equipment and facilities from a telecommunications facility site shall be removed within ninety (90) days of cessation of telecommunications use and the site shall be restored as closely as possible to its original condition.
- B. Antennas.** Roof top mounted dipole/whip or panel antennas and related unmanned equipment may be installed in those districts where permitted subject to the minimum standards provided below. Note that these provisions do not apply to antenna installed on utility transmission towers. (See power-mount facilities in C. below):
1. Such antennas and related equipment may exceed the maximum building height limitations, provided the use is in accordance with the development criteria herein.
 2. Dipole or whip antennas shall not exceed twenty (20) feet in height or seven (7) inches in diameter and shall be of a material or color which matches the exterior of the building or structure.
 3. Directional or panel antennas shall not exceed five (5) feet in height or two (2) feet in width and shall be of a material, color, or finish that minimizes the visual impact of the structure and emulates the exterior of the building or structure on which it is mounted.
 4. Equipment structures located on the roof of a building shall not occupy more than twenty-five (25%) percent of the roof area.
 5. Antennas and related unmanned equipment are permitted in any zoning district on buildings and structures owned or controlled by a federal, state, county, or Leesburg Town governmental unit.
 6. Structures upon which an antenna is mounted/co-located, that were not constructed solely or primarily to support antennas, shall not be deemed to be a telecommunications facility per Sec 6409(a) of the Spectrum Act.
- C. Monopoles and Power Mount Facilities.** Monopoles, Power Mount Facilities (antenna mounted on utility transmission towers) and related unmanned equipment may be developed subject to the standards below to the extent permitted by special exception and with Commission Permit in the districts where permitted.
1. The Applicant shall demonstrate to the satisfaction of the Zoning Administrator that there is not an existing alternative structure which will reasonably meet the engineering and service needs of the proposed telecommunications facility.
 2. The height of such monopole shall not exceed one hundred fifty (150) feet, including antennas. Power Mount Facilities may exceed 150 feet in height if the existing transmission tower exceeds 150 feet and the height of the facility is approved as part of the special exception.
 3. All lots where a monopole facility is located shall comply with the required setbacks in the underlying zoning district between the base of the tower, accessory structures and uses, and guy anchors to all property lines as well as the following setback requirements:



- a. The minimum setback between monopoles and all property lines shall be a distance equal to fifty percent (50%) of the height of the tower, or the minimum required setback of the district, whichever is greater.
 - b. Monopoles shall be setback a minimum of 50 feet from any existing or planned right-of-way, and
 - c. Monopoles shall be set back a minimum of 100 feet, or fifty percent (50%) of the tower height, whichever is greater, from the lot line of any adjacent residential use or district.
4. Unless otherwise required by the Federal Communications Commission or the Federal Aviation Administration, monopoles shall be designed to minimize visibility through materials, colors, or other camouflage techniques.
 5. No monopole shall be located within one-half mile of the H-1 Overlay District within the Town.
 6. No monopole shall be located within a PRN or PRC District.
 7. New telecommunications monopoles shall be designed to accommodate at least three (3) providers. The applicant shall identify the conditions under which future co-location by other service providers are permitted. Co-location may be waived if the Town Council determines, based on substantial evidence produced by the applicant at the time of application, that:
 - a. The accommodation would cause the size of the monopole to significantly exceed the size of existing towers in the area resulting in an unnecessary visual impact on the surrounding area; or
 - b. There exists valid technological or physical justification making co-location impossible.
 - c. The Federal Communications Commission (FCC) has issued a written statement that no more licenses for those broadcast frequencies that are eligible to use the monopole will be issued in the foreseeable future.
 8. The monopole shall be designed and constructed to all applicable standards of the American National Standards Institute, ANSI/EIA-222-E manual, as amended. All applications for development of a monopole facility shall verify compliance with these standards.
 9. A soil report compliant with the standards found in Appendix I: Geotechnical Investigations, ANSI/EIA-222-E, as amended, shall be submitted to the Town, sealed by a registered soils engineer, to document and verify the design specifications of the foundation for the monopole, and anchors for guy wires if used.
 10. Monopoles and antenna shall be designed to withstand wind gusts of up to 100 miles per hour.
- D. **Transmission towers.** Transmission Towers (free-standing or guyed lattice-type towers) with related unmanned equipment may be developed in those districts



where permitted when approved by special exception and with Commission Permit and the minimum standards provided below:

1. The Applicant shall demonstrate to the satisfaction of the Zoning Administrator that there is not an existing alternative structure which will reasonably meet the engineering and service of the proposed telecommunications facility.
2. The height of such tower shall not exceed one hundred fifty (150) feet, including antennas.
3. All lots where a transmission tower facility is located shall comply with the required setbacks in the underlying zoning district between the base of the tower, accessory structures and uses, and guy anchors to all property lines as well as the following setback.
 - a. The minimum setback between transmission towers and all property lines shall be a distance equal to fifty percent (50%) of the height of the tower, or the minimum required setback of the district, whichever is greater.
 - b. Transmission towers shall be setback a minimum of fifty (50) feet from any existing or planned right-of-way, and
 - c. Transmission towers shall be set back a minimum of one hundred (100) feet, or fifty percent (50%) of the tower height, whichever is greater, from the lot line of any adjacent residential use or district.
4. No tower shall be located within one-half mile of the boundary of the H-1 Overlay District within the Town.
5. No tower shall be located within a PRN or PRC District.
6. New Transmission Towers shall be designed to accommodate at least three (3) providers. The applicant shall identify the conditions under which future co-location by other service providers are permitted. Co-location may not be required when the Town Council determines based on substantial evidence produced by the applicant that.
 - d. Doing so would cause the size of the tower to significantly exceed the size of existing towers in the area and would create unnecessary visual impact on the surrounding area; or
 - e. No additional need is anticipated for any other potential user in the vicinity; or
 - f. There is valid technological or physical justification as to why co-location is not possible.
 - g. The Federal Communications Commission (FCC) has issued a written statement that no more licenses for those broadcast frequencies that are eligible to use the tower will be issued in the foreseeable future
7. The transmission tower shall be designed and constructed to all applicable standards of the American National Standards Institute, ANSI/EIA-222-E manual, as amended. All applications for development of a transmission tower facility shall verify compliance with these standards.
8. A soil report compliant with the standards found in Appendix I: Geotechnical



Investigations, ANSI/EIA-222-E, as amended, shall be submitted to the Town, sealed by a registered soils engineer, to document and verify the design specifications of the foundation for the transmission tower, and anchors for guy wires if used.

9. Transmission towers and antenna shall be designed to withstand wind gusts of up to one hundred (100) miles per hour.

E. Temporary and Mobile and Land Based Telecommunication Testing Facilities

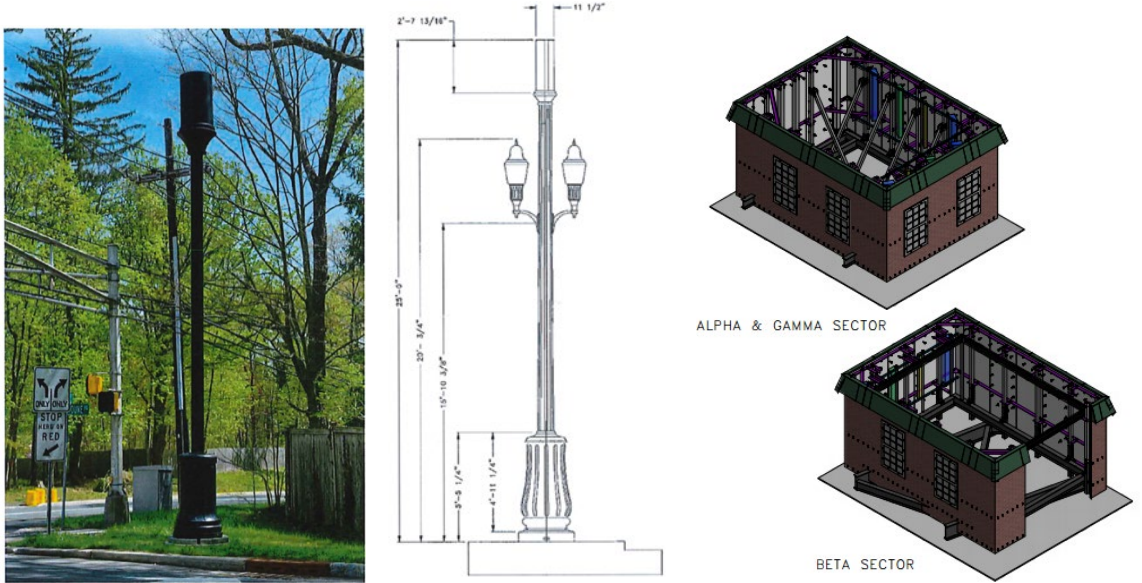
Temporary and Mobile and Land Based Telecommunication Testing Facilities consisting of antennas and related equipment may be permitted in any zoning district subject to the following performance standards:

1. A temporary special permit may be issued by the Zoning Administrator for a period not to exceed six (6) months, provided, however, that the Zoning Administrator may approve an extension for up to an additional six (6) months upon written request by the applicant, submitted prior to the expiration date which documents the need for further testing.
2. Such temporary use must comply with all federal, state and county regulations, including but not limited to regulations by the Federal Aviation Administration, the Federal Communications Commission and the Environmental Protection Agency.
3. The temporary testing equipment for the antenna shall be located either in an existing structure or in a construction trailer or in a "cell on wheels trailer" with a valid zoning permit. No construction trailer shall be located in any required parking space.
4. Any clearing or grading of a site for the installation of the construction trailer or antenna shall be the minimum necessary for the proposed use, but in no event shall the disturbed area, excluding an access road, exceed 5,000 square feet in area. The permit shall include a condition requiring that any disturbed area be restored as close as possible to its original condition.
5. If an existing structure does not provide sufficient height for the antenna, the applicant may erect a temporary pole not to exceed one hundred (100) feet in height.
6. There shall be not more than two (2) vehicles parked on the site at any time. The Zoning Administrator shall require that the use will be appropriately screened from adjacent properties and may require the addition of plantings or the retention of existing vegetation. [Back to Top](#)

- F. Distributed Antenna Systems (DAS) and/or Small Cells.** Distributed Antenna Systems (DAS) and/or Small Cells with related unmanned equipment may be installed on non-residential buildings or structures, existing or replacement of existing utility distribution poles or existing or replacement of existing light standards in those zoning districts where permitted by right with the minimum standards provided below. Failure to meet any one, or more, use standards shall require special exception review and approval in accordance with Section 3.4 Special Exceptions.

Permissible antenna types in a DAS or Small Cell application include: 1.) omnidirectional/whip antennas; 2.) panel antennas; and 3.) antennas enclosed in a cylinder subject to the following minimum use standards:

1. **Local Collector Rights-of-Way:** Utility distribution pole installations, where permitted, shall be limited to the rights-of-way of roads having a Local Collector classification or higher on the Roadway Network Policy Map in the Leesburg Town Plan.
2. **Camouflage:** Every effort shall be made by the applicant to utilize stealth and/or camouflage technologies/techniques on each DAS/Small Cell node and all appurtenant ground-mounted, pole-mounted and/or roof-mounted equipment in order to minimize or eliminate potential visual impacts on surrounding properties. Examples of stealth solutions include, but are not limited to, the following:



In any instance where stealth and/or camouflage technologies cannot be employed, the applicant shall provide evidence satisfactory to the Zoning Administrator justifying why it is impossible to employ such measures.

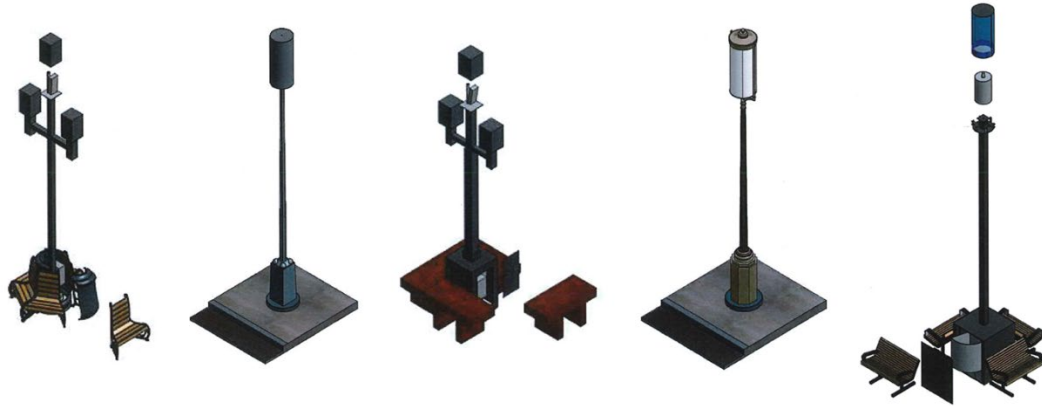
3. **Maximum size and Height for Roof-Mounted Small Cell and/or DAS:**
 - a. Any antennas used in a Small Cell application shall not exceed 60"Hx24"Wx8"D.
 - b. Any DAS node antenna shall not exceed six feet (6') in height or thirty inches (30") in diameter.
 - c. Overall height of any roof-top or building mounted Small Cell or DAS antennas with supports shall not exceed 10 feet in height above the top of parapet for flat-roofed buildings or the roofline of pitched roof buildings unless an acceptable stealth solution is used, and approved by the Zoning Administrator and/or the BAR, when applicable, that is architecturally suitable and effectively camouflages the facility from adjacent properties.

Examples include, but are not limited to, the follow types of stealth solutions:



4. **Maximum Number:** There shall be a maximum of three (3) omnidirectional/whip antennas, or panel antennas, or any number of antennas within a single canister enclosure on any single utility pole or light standard.
5. **Maximum Extension:** Antennas shall be mounted so that the antenna with supporting mount does not extend more than eight and one-half (8 ½) feet above the existing utility pole or light standard or one (1) foot from the utility pole or light standard.
6. **Maximum Replacement Pole Height/Dimeter:** The height of a replacement utility distribution pole or light standard, including antennas, shall not exceed sixty-four (64) feet in height. The dimeter of a replacement utility distribution pole or light standards shall not exceed eighteen (18) inches. The height of the light fixture shall not be higher than the height of the fixture prior to the replacement of the light standard.
7. **Ground-Mounted Equipment:** When appurtenant equipment cabinets are located on the ground in any yard or street right-of-way, the following minimum standards shall apply:
 - a. No ground-mounted equipment associated with any antenna nodes shall be permitted on the property of, or in the right-of-way in front of, a residential use;
 - b. Ground-mounted equipment may be permitted inside of the Route 7/15

Bypass when an acceptable stealth solution is used, and approved by the Zoning Administrator and/or the BAR, when applicable, that is architecturally suitable and effectively camouflages the facility from adjacent properties. Examples include, but are not limited to, the following types of stealth solutions:



Ground-mounted equipment appurtenant to power-mounted facilities on existing electric transmission poles shall be permitted when in accordance with Sec. 9.3.26.A.3 Standards Applicable to all Telecommunications Facilities:

- c. Any ground-mounted equipment cabinet shall not exceed five (5) feet in height or a total of seventy (70) cubic feet in volume, except within the H-1 Overlay where the maximum volume shall be limited to twenty (20) cubic feet;
 - d. Any ground-mounted equipment cabinet shall be located a minimum of ten (10) feet from all lot lines when located outside of a street right-of-way;
 - e. Any ground-mounted equipment cabinet shall be located so as not to obstruct any applicable sight distance and/or visibility standards required by the Town or the Virginia Department of Transportation;
 - f. Any ground-mounted equipment installed within a public right-of-way shall be located so as to provide a minimum of four (4) feet of clearance along the sidewalk in order to maintain adequate pedestrian circulation;
 - g. Any Small Cell and/or DAS equipment installed at ground level internal to a light pole as part of a stealth solution will be considered to be ground-mounted.
8. **Maximum Roof Area:** Roof-mounted antennas or equipment related to DAS/Small Cells shall not occupy more than 25% of the area of the roof.
9. **Lighting Prohibited:** Unless otherwise required by the Federal Communications Commission or the Federal Aviation Administration, no artificial lighting shall be permitted.



10. **Advertising Prohibited:** No advertising of any type may be placed on the facility.
11. **H-1 and H-2 Review Required:** Any Small Cell and/or DAS application proposed in the H-1 or H-2 Overlays shall require a Certificate of Appropriateness from the Board of Architectural Review.
12. **Removal of Abandoned Equipment:** All antennas and related unmanned equipment shall be removed within ninety (90) days after such antenna or related unmanned equipment are no longer in use. [Back to Top](#)

9.3.27 Temporary Commuter Parking Lot

Because this parking facility is an interim use of limited duration which benefits the public the following standards shall apply:

- A. The temporary use may be exempt from otherwise applicable Zoning Ordinance standards to the extent Council determines such exemptions shall have no adverse impact on adjacent properties, except as provided below.
- B. The temporary commuter parking lot shall provide adequate circulation within the site and safe and convenient access onto adjoining streets. The circulation plan shall include stripping, number and location of entrances and travel aisles, provisions for the handicapped and necessary traffic control improvements. Wheel stops must be provided for parking spaces on existing graveled areas.
- C. A plan must be provided which demonstrates safe and adequate lighting in accordance with the requirements of the Design and Construction Standards Manual. [Back to Top](#)

9.3.28 Vehicle Sales or Rental Facilities

- A. Sales rooms, rental offices, or service facilities shall be located within an enclosed building.
- B. The outdoor area devoted to storage, loading, parking and display of goods shall be limited to that area so designated on an approved site plan. Such areas shall not be used for the storage or display of vehicles in inoperable condition as defined in Section 32-147 of the Town Code.
- C. All outdoor areas used for parking, storage, loading display and driveways shall be constructed and maintained with an all-weather dustless surface.
- D. All lighting fixtures used to illuminate outdoor areas shall be designed to avoid glare in surrounding areas. The facility shall be lit only during the hours that the facility is open for business, except for necessary security lighting.
- E. A lighting plan shall be submitted to verify that all lighting fixtures are directed onto the site, and will not impact adjacent properties or roadways. [Back to Top](#)

9.3.29 Vehicle or Equipment Service Facilities

- A. Facilities shall not include an outdoor storage area for any more than four (4) abandoned, wrecked or inoperable vehicles on the site for more than one week, subject to the limitation that there shall be no wrecking, or sale of said vehicles or part(s) thereof. The outdoor areas devoted to storage, loading and/or parking



shall be limited to the area so designated on an approved site plan, and shall be screened from the adjacent properties and roads.

- B. All lighting fixtures used to illuminate outdoor areas shall be designed to avoid glare to the surrounding areas. The facility shall be lit only during the hours that the facility is open for business, except for necessary security lighting.
- C. A lighting plan shall be submitted to verify that all lighting fixtures are directed onto the site, and will not impact adjacent properties or roadways.

9.3.30 Veterinary Hospitals

All such facilities shall be within a completely enclosed building. The building shall be adequately soundproofed and constructed so that there will be no emission of odor or noise detrimental to other properties in the area. [Back to Top](#)

9.3.31 Utility Uses

- A. Utility special exception uses shall not be required to comply with the height requirement set forth for the zoning district in which located. However, alternative height requirements may be established in the conditions under which such a special exception is granted.
- B. In all zoning districts, all equipment, and machinery shall be effectively screened. In residential districts, where buildings are proposed, the form and materials shall be as harmonious as practical with adjacent residential architecture. [Back to Top](#)

9.3.32 Warehouse/Distribution

- A. Warehouse and Distribution uses must have access to a road classified as a minor arterial or higher Town Plan transportation functional classification without having to travel through a residentially zoned district.
- B. Fences, walls, and/or berms shall be used in combination with vegetative screening to interrupt the view of adjacent residentially zoned districts and public roads. Use of a decorative, opaque fence or wall with a minimum height of six (6) feet, or berms with a minimum height of four (4) feet with hedges, and/or shrubs within the buffer yard can reduce some of the required screening as determined by the Land Development Official. The design of fences or walls shall avoid long stretches to the point of visual monotony and shall be varied by using changes in height, different material combinations, offset angles, or other types of articulation. An architectural elevation detail of the screening or treatment type shall be submitted for review when a fence or wall is utilized and shall demonstrate that attractive visual continuity has been achieved. [Back to Top](#)

Article 18 Definitions

18.1.7 Antenna

Any structure or device used to collect or radiate electromagnetic waves, including both directional antennas, such as panels, microwave dishes and satellite dishes, and omnidirectional antennas, such as whips but not including satellite earth stations.

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18.1.14 Bank

Any establishment, including an unmanned bank teller machine(s), wherein the primary occupation is concerned with such State regulated businesses as banking, savings and loans, loan companies and investment companies. Any drive-in automatic teller machine(s) not ancillary to a bank or any bank having a drive-in window(s) or drive-in automatic bank teller machine(s) shall be deemed a drive-in facility as defined herein. [Back to Top](#)

18.1.20 Bowling Alley

In-door facility for the sport of ten-pin or duck-pin bowling, with customary accessory uses such as snack bars. [Back to Top](#)

18.1.20.1 Brewpub

A restaurant that prepares handcrafted beer, and/or other malt beverages, as an accessory use intended for consumption on the premises or sold for consumption off premises in hand-capped or sealed containers in quantities up to one-half barrel (or 15.5 gallons), up to a maximum total of 5,000 barrels (31 gallons/barrel) per year. The area used for brewing, including bottling and kegging, shall not exceed 25 percent of the total floor area of the use. [Back to Top](#)

18.1.27 Car Wash

A structure, or portion thereof, containing facilities for washing motor vehicles by hand or by using production-line, automated or semi-automated methods for washing, whether or not employing a chain conveyor, blower, steam-cleaning or similar mechanical devices.

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18.1.27.1 Cattery

Any place or establishment, located within a fully enclosed structure, in which cats are kept or boarded for a fee. [Back to Top](#)

18.1.29 Child Care Center

An establishment which is licensed or approved to operate as a child care center in the Commonwealth of Virginia by the Virginia Department of Social Services, that enrolls two or more children under the age of 13 in a facility that is not the residence of the provider, or of any of the children in care, or 13 or more children at any location for whose care tuition, fees or other forms of compensation are charged. A child care center may include nursery schools, kindergartens. Other facilities for which the purpose is primarily educational, recreational or medical treatments that are not exempt from licensure by the Virginia Department of Social Services, and child day centers operated by religious institutions exempt from licensure are considered Child Care Centers. [Back to Top](#)

18.1.30 Club

A facility where the principal purpose is for members of associations or organizations, such as but not limited to fraternal organizations, to meet to pursue common goals, interests or activities and usually characterized by certain membership qualifications, payment of fees and dues, regular meetings, and a constitution and by-laws. "Club" shall not include night clubs or other institutions operated as a business. [Back to Top](#)

18.1.32 Commuter Parking Lot

An off-street area surfaced and improved for the parking, on a daily basis but not for the storage of vehicles for twenty-four (24) hours or longer, established in conjunction with mass transit arrangements and carpooling programs. [Back to Top](#)



18.1.33 College or University

An institution of higher education authorized by the State to award associate, baccalaureate or higher degrees, which may include on-site student, faculty, and/or employee housing facilities. For other educational institutions refer to definition of “school.” [Back to Top](#)

18.1.37 Conference Center

A facility to accommodate conventions, large meetings, trade shows and similar events. There may be accommodations for sleeping, eating and recreation as part of the facility.

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18.1.39 Convenience Food Store

Structure which contains less than 5,000 square feet of gross floor area and which is used for the retail sale of food or food and other items generally purchased in small quantities but not including the sale of gasoline. Convenience food store is not designated for on-site consumption of the products purchased on the premises, and characterized by the rapid turnover of customers and high traffic/trip generation. [Back to Top](#)

18.1.40.1 Dance Studio

A commercial establishment where people pay a fee to learn how to dance.

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18.1.43.1 Distributed Antenna Systems (DAS)

A low-power centralized baseband that is pooled across a large number of spatially separate antenna nodes that provides wireless service within a discrete geographic area, or structure, where wireless service is degraded due to geography, foliage or structure interference such nodes are typically located on existing infrastructure such as utility/telephone poles, street lamps or traffic signal poles. Except when deployed in an interior building, i.e., in an iDAS application, stealth or camouflage deployments in faux exterior building additions will not be considered interior antenna deployments. All applicable regulations pertaining to such exterior installations shall apply. [Back To Top](#)

18.1.43 Distribution Facility

An establishment engaged in the receipt of goods, products, cargo and materials, individually or in bulk, the short-term holding or storage of such goods or merchandise, and/or the breaking up into lots or parcels and subsequent shipment off-site of such goods and merchandise. Distribution may be provided to an entity with an identity of interest with the distribution facility or to businesses and individuals unrelated to the distributor. The term “Distribution Facility” shall also include a transshipment facility for the temporary holding, storage and shipment of goods or vehicles. [Back to Top](#)

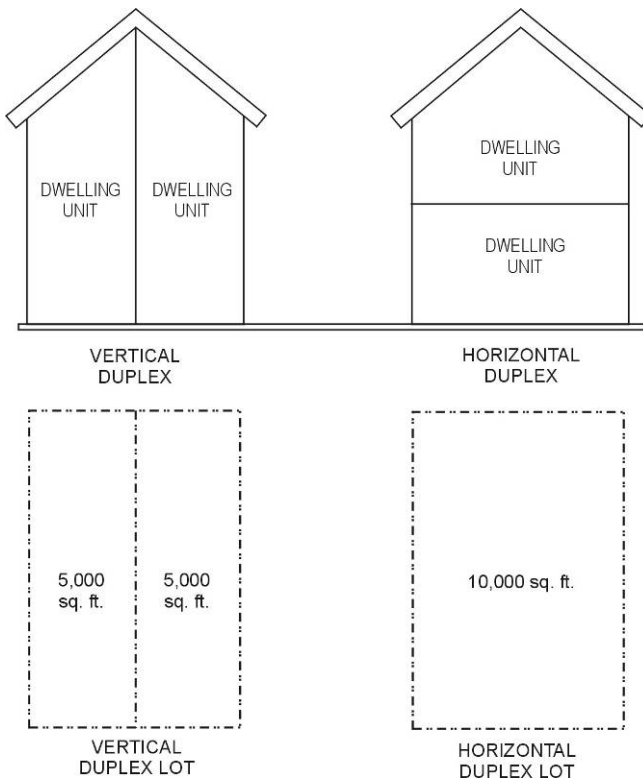
18.1.43.2 Doggy Day Care

The equivalent of a Boarding Establishment as defined in the Code of Virginia §3.2-6500. A commercial establishment other than a public or private animal shelter where companion animals not owned by the proprietor are temporarily sheltered, fed, and watered in exchange for a fee. [Back to Top](#)

18.1.44 Dog Park

A dog park is a contained public area where dog owners may allow their dogs to run off-leash. A dog park must be located on publicly owned or leased land and is not intended as a private commercial use. [Back to Top](#)

Duplex Types



18.1.49 Duplex, Vertical

A building containing two (2) separate dwelling units that are constructed with a common party wall or abutting walls and with each dwelling unit located on its own separate lot.

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18.1.50 Duplex, Horizontal

The use of a single lot for two (2) dwelling units that are contained within a single building.

18.1.55 Eating Establishment, Fast-food

Any establishment which provides as a principal use the preparation and sale of food, frozen desserts, or beverages in a ready-to-consume state for consumption either within the restaurant, within a motor vehicle parked on the premises, or off-premises, and whose design or principal method of operation includes one or more of the following characteristics:

- A. Food, frozen desserts, or beverages are served in edible containers or in paper, plastic or other disposable containers. Eating utensils, if provided, are disposable.
- B. Food, frozen desserts, or beverages are usually served over a general service counter for the customer to carry to a seating facility within the restaurant, to a motor vehicle or off-premises. If consumed on premises, customers generally are expected to clear their own tables and dispose of their trash.



C. Forty-five percent (45%) or more of the gross floor area of the establishment is devoted to food preparation, storage and related activities, which space is not accessible to the general public.

D. Food, frozen desserts, or beverages are served to the occupants of motor vehicles while seated in the car.

A fast food restaurant shall have two classes; with a drive-through facility or without a drive-through facility. [Back to Top](#)

18.1.58 Emergency Care Facility

A facility staffed by medical professionals exclusively for short-term treatment of injury or illness on an out-patient basis. [Back to Top](#)

18.1.59.1 Exercise Studio

A commercial establishment that provides instruction on personal fitness in a classroom style setting. [Back to Top](#)

18.1.64 Fire and/or Rescue Facility

A facility including the storage of fire and/or rescue equipment and chartered by the Town of Leesburg and the Code of Virginia, which provides for the protection of life and property from the hazards of fire or explosions wherever located. For the purposes of this Zoning Ordinance, a fire and/or rescue facility shall not include a burn building. [Back to Top](#)

18.1.69 Funeral Home

A structure used for human funeral services. A funeral home may contain facilities for the preparation of the dead for burial and the storage of caskets and funeral supplies. A funeral home may contain a crematorium as an accessory use when in accordance with the minimum Use Standards provided in Sec. 9.3.6.1 and approved by special exception.

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18.1.77 Heliport

Helicopter landing area with facilities for pick-up and discharge of passengers and cargo, which may include hangars, maintenance areas and other accessory structures. [Back to Top](#)

18.1.80 Home Occupation

A business, profession, occupation or trade conducted for gain or support within a residential building or its accessory buildings by a resident of the dwelling which use is incidental and secondary to the use of the buildings for dwelling purposes and which does not change the residential character of such buildings. (See [Article 9](#) for Home Occupation standards). [Back to Top](#)

18.1.82 Hospital

Facility licensed and accredited by the Commonwealth of Virginia to receive in-patients and render medical and/or surgical care. "Hospital" shall include both general hospitals and institutions in which service is limited to special fields such as cardiac, pediatric, orthopedic, dermatology, chronic disease, and obstetrics. Ancillary facilities such as laboratories, outpatient facilities, rescue squad and training facilities, pharmacies, cafeterias and emergency facilities shall be considered hospital uses as well as a heliport serving the hospital. [Back to Top](#)



18.1.83 Hotel

Any single building or group of dwelling units, combined or separated, containing guest rooms used for the purpose of housing transient guests, each unit of which is provided with its own toilet, washroom and off-street parking facility, and which may include features such as conference rooms, a restaurant or snack bar, or swimming pool or exercise room that would attract clientele other than transient guests. [Back to Top](#)

18.1.84 Industrial, Flex

Any use or establishment consisting of at least two (2) of the following uses: contractors offices and shops; establishments for production, processing, assembly, manufacturing, compounding, preparation, cleaning, servicing, testing, or repair of materials, goods or products; warehousing establishments; wholesale trade establishments; and offices; provided however that non-office use shall utilize at least 65% of the total gross floor area of the site. [Back to Top](#)

18.1.86 Inn

A commercial facility for housing and feeding of transient guests in a building containing no more than fifteen (15) guest rooms without cooking facilities. Commercial use or rental of the property for business meetings, seminars, receptions and similar events or activities shall be permitted. [Back to Top](#)

18.1.88 Kennel

Any place or establishment, in which dogs and other domestic animals are kept, boarded or bred for a fee. [Back to Top](#)

18.1.89 Library

Structure, either publicly or privately owned, used for collection and storage of books, periodicals, and similar materials, and providing facilities for reading, research and/or borrowing of the collected materials. [Back to Top](#)

18.1.101 Lumber and/or Building Material Sales Facility

Structure used for storage and sale of timber, beams, planks, boards and other building materials. [Back to Top](#)

18.1.102 Mailing Service

Retail sales or business service establishment to facilitate the transmittal and receipt of letter, bulk and packaging mail. [Back to Top](#)

18.1.104.1 Microbrewery (Craft Beverage Facility)

A small-scaled facility manufacturing no more than 15,000 barrels of beer per calendar year; or a small-scale distillery, winery, or cidery manufacturing no more than 36,000 gallons; all as licensed in accordance with the Code of Virginia, as amended. These facilities may also include accessory tasting rooms at which the consumption of the beverage manufactured on-site occurs, accessory food sales, and where retail sales of the manufactured product is conducted.

(Code of Virginia §4.1-206, 207, 208, and 213) [Back to Top](#)

18.1.105 Mini-Warehouse Facility

A structure or structures containing separate storage spaces of varying sizes leased or rented on an individual basis. [Back to Top](#)



18.1.108 Monopole

A single, self-supporting pole-type structure, tapering from base to top and supporting a fixture designed to hold one or more antennas. For purpose of this Zoning Ordinance, a monopole shall not be deemed to be a tower. [Back to Top](#)

18.1.110 Multi-Family Dwelling

A building containing three or more dwellings units located on a single lot or parcel of ground where each unit access the outside via a common hallway, stairs or elevators. Such units are located back-t-back, adjacent or stacked on top of each other. Multi-family dwellings shall include apartments, triplex dwellings, and quadruplex dwellings.

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18.1.111 Museum

Facility used for the primary purpose of displaying artifacts, art work, historical documents, photographs, costumes, and other natural or man-made objects. The facility may include accessory meeting rooms and lecture halls. [Back to Top](#)

18.1.119 Nursery

An agricultural/commercial enterprise where plants and accessory products are sold on a retail basis. Twenty-five percent (25%) of the gross sales receipts of the commercial nursery must be derived from plants produced on site; or twenty-five (25%) of the area designated as a commercial nursery shall be dedicated to the cultivation of plants to be sold on-site.

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18.1.121 Office

A use consisting of a building, room or group of rooms used for conducting the executive, management, or administrative affairs of a business, organization, institution, or government entity and/or for the provision of professional services. For the purpose of this Zoning Ordinance, an office use may include accessory research & development or production uses subject to meeting the performance standards specified in Sec. 9.3.17.01 of this Ordinance.

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18.1.127 Outdoor Storage Area

An unroofed area, or a roofed structure enclosed on not more than three sides, for the keeping of any goods, materials, or merchandise in the same place for more than twenty-four (24) hours. This definition shall not apply to the Display of Merchandise as described in Sec. 9.4.6. [Back to Top](#)

18.1.134 Parking Structure, Public

A deck, building, or structure, or part thereof, owned and/or managed by a government or non-profit authority and used for the parking of vehicles, but not for the storage of such vehicles. [Back to Top](#)

18.1.135 Parking Structure, Private

A deck building or structure or part thereof used for the parking of vehicles, but not for the storage of such vehicles, available to the public with or without compensation, or used to accommodate clients, customers or employees. [Back to Top](#)

18.1.139 Pharmacy

An establishment offering medical appliances or prescription medicines to the public; may include retail sales of non-medical goods. [Back to Top](#)



18.1.141 Place of Worship

A structure or part thereof which is intended for organized religious services including but not limited to a church, synagogue, or temple. [Back to Top](#)

18.1.146 United States Postal Service

The public department responsible for the transportation and delivery of the mail: where mail is received, sorted and delivered and where postal materials are sold. [Back to Top](#)

18.1.148 Printing and/or Publication

Facility at which large volumes of printed material are produced on a regular basis, as with a newspaper or magazine. [Back to Top](#)

18.1.150.1 Production

The manufacturing, compounding, processing, packaging, storage, assembly, and/or treatment of finished or semifinished products from previously prepared materials; and accessory offices associated with such uses. Examples of such activities include, but are not limited to: the assembly of furniture, toys, prosthetics, pharmaceuticals, electronic components, and computer software. [Back to Top](#)

18.1.153 Public Utility, Major

Public utility, major shall include the following: electric substations and other distribution centers, electrical generating plants and facilities, sewerage treatment and disposal facilities, storage facilities for natural gas, oil and other petroleum products, supply yards for any public utility, dial centers, repeater stations, water purification facilities, microwave facilities, satellite earth stations, water storage facilities and maintenance facilities incidental to any use set forth above. [Back to Top](#)

18.1.154 Public Utility, Minor

A minor public utility shall include the following: electric transformer, natural gas, water and sewer transmission, collection, distribution and metering devices; and water and sewerage pumping stations. [Back to Top](#)

18.1.156 Recreation Facility

A facility offering or providing recreational activities. A recreational facility may include, but not be limited to a tennis court, racquetball court, basketball court, swimming pool, gymnasium, exercise and weight room facilities. Recreation facilities may offer non-recreational programs for children such as after-school programs, day camps, tutoring, etc. as an accessory use, provided that such program is exempt from licensure by the Virginia Department of Social Services as a child care center as provided by § 63.2-1715 of the code of Virginia. Recreational facilities may operate child care centers as an accessory use provided that they are licensed by the Virginia Department of Social Services as a child care center and Town of Leesburg Zoning Ordinance Sections 9.2, 9.3.4 and Section 3.4 if applicable. [Back to Top](#)

18.1.157 Research & Development

Basic and applied scientific investigations directed toward the discovery, invention, design, or establishment of new products and services and accessory offices associated with such uses. [Back to Top](#)

18.1.158 Retail Center

A group of commercial establishments planned as one entity. [Back to Top](#)



18.1.159 Retail Use

Any use wherein the primary occupation is the sale of merchandise in small quantities, in broken lots or parcels, not in bulk, for use or consumption by the immediate purchaser. For the purpose of this Zoning Ordinance, retail uses shall not be deemed to include automobile-oriented uses, vehicle sale, rental and/or service or convenience retail.

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18.1.162 School, General Education

A parochial or private school giving regular instruction during a normal school year.

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18.1.163 School, Public

An educational institution operated by a duly constituted governmental entity.

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18.1.164 School, Special Instruction

A school primarily devoted to giving instruction in professional, musical, dramatic, artistic, scientific or other special subjects, exclusive of a conventional primary or secondary curriculum and does not require licensure by the State as a Daycare Center use.

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18.1.165 School, Technical

A school which primarily provides instruction to adults in vocational skills. [Back to Top](#)

18.1.168 Services, Personal

Any service wherein the primary occupation is the repair, care of, maintenance or customizing of personal properties that are worn or carried about the person or are a physical component of the person. For the purpose of this Zoning Ordinance, personal service establishments shall include, but need not be limited to, barber shops, beauty parlors, pet grooming establishments, laundering, cleaning and other garment servicing establishments, tailors, dressmaking shops, shoe cleaning or repair shops, and other similar places of business: services, personal do not include dry cleaning plants or laundries solely devoted to cleaning, processing, etc., or linen or diaper service establishments. Uses accessory to office use also include, but are not limited to, (1) Bank without drive-in facility; (2) Office supply store; (3) Newspaper stand; and (4) Eating establishment without drive-in facility. [Back to Top](#)

18.1.169 Service Station

Buildings and premises in which the primary use is the supply and dispensing at retail sales of motor fuels and lubricants. Other vehicle-oriented goods, such as but not limited to, batteries, tires, and other motor vehicle accessories may be sold, and wherein additional mechanical services may be rendered and sales made, but only as accessory and incidental to the primary occupation of dispensing fuels. Uses permissible at a service station shall not include vehicle restoration, body work, straightening of body parts, painting, welding, or other work involving noise, glare, fumes, smoke, or other characteristics to an extent greater than normally found in service stations. Snack foods, tobacco, hot and cold drinks, newspapers and similar convenience goods may be sold as accessory to the principal use. The sale of prepared foods such as sandwiches and cooked foods is permitted as an accessory use to the extent permitted by the special exception or proffered rezoning approved for the service station. Such prepared foods may be consumed by service customers on or off of the premises. Any service station existing prior to April 26, 2016 may add on-site dining as an



accessory use provided there is no building expansion for the use and parking requirements are satisfied. [Back to Top](#)

18.1.171 Single-Family Detached Dwelling

The use of a single lot for a dwelling that is not attached to any other dwelling by any means. [Back to Top](#)

18.1.172 Single-Family Attached (Townhouse) Dwelling

A single-family dwelling in a row of at least three such units in which each unit occupies its own individual lot that meets the minimum lot area requirements of the applicable zoning district, has its own front and rear access to the outside, no unit is located over another unit, and each unit is separated from any other unit by a common party wall. [Back to Top](#)

18.1.184 Telecommunications Use and/or Structure

A use provided by or a structure utilized by a public service utility or commercial public telecommunications service under the jurisdiction of the Virginia State Corporation Commission and/or licensed by the Federal Communications Commission to provide commercial public telecommunications services. A telecommunications structure may include a tower, monopole, and other antenna support structure or equipment buildings. Telecommunications use and/or structure does not include non-commercial applications, such as amateur radio operations. Telecommunications use and/or structure does not include those uses or structures that are accessory to and solely used by an individual business. Telecommunications facilities shall not be considered as a Public Utility for the purpose of use designation and identifying authorized zoning districts. [Back to Top](#)

18.1.185 Temporary Commuter Parking Lot

A Commuter Parking Lot used for two years or less. The use requires a Special Exception. The initial two-year period may be extended for up to two additional years through an additional Special Exception. [Back to Top](#)

18.1.189 Theater, Indoor

A structure designed for the enactment of dramatic performance and/or showing of motion pictures. For the purpose of this Zoning Ordinance, a drive-in motion picture theater and an adult mini-motion picture theater shall be deemed prohibited uses. [Back to Top](#)

18.1.192 Transmission Tower

A lattice-type structure, guyed or self-supporting, used to support antennas. Also called a communication tower or radio tower. [Back to Top](#)

18.1.196 Vehicle Sales and/or Rental Facility

The use of any structure or land area for the display and sale and/or rental of new or used automobiles, trucks, vans, trailers, recreation vehicles or other vehicles and including any warranty repair work and other vehicle services conducted as an accessory use.

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18.1.197 Vehicle and/or Equipment Service Facility

An establishment where the maintenance, servicing, repair or painting of vehicles, heavy equipment or large commercial appliances is conducted. [Back to Top](#)

18.1.198 Veterinary Hospital

A facility where animals or pets are given medical or surgical treatment and the boarding of animals is limited to short-term care incidental to the hospital use. [Back to Top](#)



18.1.199 Warehouse

A structure used for the storage of goods and materials which may also include ancillary wholesale sales not to exceed 25% of the site. [Back to Top](#)