

**FLUVANNA COUNTY PLANNING COMMISSION  
REGULAR MEETING MINUTES  
Circuit Courtroom  
Fluvanna County Courts  
May 23, 2012  
7:00 p.m.**

MEMBERS PRESENT: James Halstead, Jr., Chairman  
Donald Gaines, Vice-Chairman  
Barry Bibb  
Carolyn Tinsley  
Joe Chesser, Board of Supervisors Representative

MEMBERS ABSENT: Samuel Babbitt

ALSO PRESENT: Frederick Payne, Fluvanna County Attorney  
Steven Tugwell, Senior Planner  
Andrew Pompei, Planner  
Lauren Ryalls, Senior Program Support Assistant

**CALL TO ORDER**

Chairman Halstead called the Planning Commission meeting of May 23, 2012 to order at 7:00 p.m. in the Circuit Court room of the Fluvanna County Courts Building in Palmyra, Virginia. After the meeting was called to order, the Pledge of Allegiance was recited.

**PLANNING DIRECTOR'S REPORT**

Mr. Steven Tugwell, Senior Planner, gave the monthly report to the Planning Commission.

- **Board of Supervisors – May 2, 2012**
  - The Union Mills Agricultural Forestal District was renewed for a ten year period to expire on May 15, 2022.
  
- **Board of Supervisors – May 16, 2012**
  - **CPA 12:01 - Fluvanna County** (Comprehensive Plan Text Amendment)  
**Deferred** until June 20, 2012 meeting to amend the Vision chapter of the Comprehensive Plan, along with any other associated changes to the plan as a result of the additions. The existing text within the Vision chapter will be replaced with new text and illustrations prepared by the Board of Supervisors. The proposed amendment to the Comprehensive Plan adjusts the vision statement in order to better reflect the adopted goals of the Board of Supervisors and elaborate on the meaning of the County's vision statement. The amendment is generally consistent with other chapters of the Comprehensive Plan.
  - **ZMP 12:01 - Southern Land Holdings, LLC** (B-C with Amended Proffer)  
**Approved** (4-0-1) an ordinance to amend the proffer associated with ZMP 01:01 of the Fluvanna County Zoning Map with respect to 1.43 acres of Tax Map 18B, Section 5, Parcel 1 to allow commercial greenhouses to the uses permitted by-right within the B-C, Business, Convenience District. The affected properties are located on the north side of Route 618 (Lake Monticello Road) approximately 1000 feet west of its intersection with Route 600 (South Boston Road). This property is located in the Palmyra (formerly Rivanna) Election District and is within the Rivanna Community Planning Area.
  
- **Board of Zoning Appeals Actions – No May Meeting.**

➤ **Technical Review Committee – May 10, 2012**

○ **SDP 12:09 - Triangle Realtors**

A site development plan request for a 11,200 square foot retail building with respect to 1.59 acres of Tax Map 17, Section 21, Parcel D. The property is zoned B-1, Business, General and is located on the eastern side of Heritage Drive approximately 400 feet east of Turkeysag Trail (Route 1015). The property is located in the Cunningham Election District and is within the Rivanna Community Planning Area.

○ **SUP 12:01 - Clear Signal Towers, LLC (Kidds Store)**

A request for a Special Use Permit (SUP) to allow for a 195-foot wireless communications tower with respect to 331.29 acres of Tax Map 39, Section A, Parcel 34. The property is zoned A-1 (Agricultural, General) and is located on the south side of West River Road (State Route 6) near its intersection with Rolling Road South (Route 620). The property is located in the Fork Union Election District and is within the Rural Preservation Planning Area. The property is part of the Kidds Store Agricultural and Forestal District (AFD).

○ **SUP 12:02 - Clear Signal Towers, LLC (Hardware River)**

A request for a Special Use Permit (SUP) to allow for a 195-foot wireless communications tower with respect to 71.46 acres of Tax Map 48, Section A, Parcel 94. The property is zoned A-1 (Agricultural, General) and is located on the north side of West River Road (State Route 6) 1.3 miles west of its intersection with Hardware Road (Route 646). The property is located in the Cunningham Election District and is within the Rural Residential Planning Area.

○ **SUP 12:03 – Clear Signal Towers, LLC (Weber City)**

A request for a Special Use Permit (SUP) to allow for a 195-foot wireless communications tower with respect to 46.6 acres of Tax Map 59, Section A, Parcel 13B. The property is zoned A-1 (Agricultural, General) and is located on the east side of James Madison Highway (Route 15) 1.2 miles south of its intersection with Winnsville Drive (Route 612). The property is located in the Fork Union Election District and is within the Rural Residential Planning Area.

○ **SUP 12:04 – Clear Signal Towers, LLC (Cohasset)**

A request for a Special Use Permit (SUP) to allow for a 195-foot wireless communications tower with respect to 97.7 acres of Tax Map 50, Section A, Parcel 3. The property is zoned A-1 (Agricultural, General) and is located on the west side of Mountain Hill Road (Route 650) approximately 500 feet south of its intersection with West River Road (State Route 6). The property is located in the Fork Union Election District and is within the Rural Preservation Planning Area.

○ **ZTA 12:01 – Fluvanna County**

(Tree Protection, Landscaping, & Off-Street Parking: Zoning Ordinance)

Amendment of the Fluvanna County Zoning Ordinance to update and strengthen regulations regarding tree protection, landscaping, and off-street parking (Chapter 22, Article 22: *Definitions*; Chapter 22, Article 24: *Tree Protection*; Chapter 22, Article 26: *Off-Street Parking & Loading Spaces*).

○ **ZTA 12:02 – Fluvanna County**

(Landscaping & Similar Improvements: Subdivision Ordinance)

Amendment of the Fluvanna County Subdivision Ordinance to update and strengthen regulations regarding landscaping and similar improvements (Chapter 19, Article 7: *Subdivision Design Standards*; Chapter 19, Article 8: *Required Improvements*).

**PUBLIC COMMENTS #1**

Chairman Halstead opened the floor for the first section of public comments.

With no one wishing to speak, Chairman Halstead closed the first section of public comments.

**APPROVAL OF MINUTES**

A motion by Mr. Bibb and seconded by Mrs. Tinsley to **approve** the April 25, 2012 minutes by a vote of 4-0. AYES: Bibb, Gaines, Halstead, and Tinsley. NAYS: None. ABSENT: Babbitt.

**PUBLIC HEARINGS:**

**ZTA 12:01, Fluvanna County – Zoning Text Amendment** – Amend the Fluvanna County Zoning Ordinance to update and strengthen regulations regarding tree protection, landscaping, and off-street parking (Chapter 22, Article 22: *Definitions*; Chapter 22, Article 24: *Tree Protection*; Chapter 22, Article 26: *Off-Street Parking & Loading Spaces*).

Mr. Andrew Pompei, Planner, presented the Zoning Text Amendment to the Planning Commission.

Chairman Halstead opened the public hearing.

- Debra Kurre, Rivanna District, spoke in support of amending the regulations pertaining to screening.

With no one else wishing to speak, Chairman Halstead closed the public hearing.

The Planning Commission discussed the possibility of adding additional wording requiring road and street signs not be blocked. Mr. Payne stated this was more of a maintenance issue.

**MOTION:**

Mr. Bibb moved to **recommend approval** of ZTA 12:01, a request to amend the Fluvanna County Zoning Ordinance (Article 22: *Definitions*; Article 24: *Tree Protection*; and Article 26: *Off-Street Parking & Loading Spaces*) to update and strengthen regulations regarding tree protection, landscaping, and off-street parking.

Mr. Gaines seconded. The motion carried with a vote of 4-0. AYES: Bibb, Gaines, Halstead, and Tinsley. NAYS: None. ABSENT: Babbitt.

Mr. Chesser stated that the Planning Commission should be more aggressive in getting information out to the public concerning the Zoning Text Amendments.

**ZTA 12:02, Fluvanna County – Subdivision Ordinance Amendment** – Amendment of the Fluvanna County Subdivision Ordinance to update and strengthen regulations regarding landscaping and similar improvements (Chapter 19, Article 7: *Subdivision Design Standards*; Chapter 19, Article 8: *Required Improvements*).

Mr. Andrew Pompei, Planner, presented the Subdivision Ordinance Amendment to the Planning Commission.

Chairman Halstead opened the public hearing.

With no one wishing to speak, Chairman Halstead closed the public hearing.

**MOTION:**

Mr. Gaines moved to **recommend approval** of ZTA 12:02, a request to amend the Fluvanna County Subdivision Ordinance (Article 7: *Subdivision Design Standards* and Article 8: *Required Improvements*) to update and strengthen regulations regarding landscaping and similar improvements.

Mrs. Tinsley seconded. The motion carried with a vote of 4-0. AYES: Bibb, Gaines, Halstead, and Tinsley. NAYS: None. ABSENT: Babbitt.

**PRESENTATIONS:**

*None*

**SITE DEVELOPMENT PLANS:**

**SDP 12:07, Tapscott Brothers Logging** – A site development plan request to construct a 7,200 square foot building addition with respect to 16.065 acres of Tax Map 39, Section A, Parcel 104. The property is zoned B-1, Business, General, District and is located on the northern side of Route 620 (Rolling Road), and State Route 6 (West River Road). The property is located in the Fork Union Election District and is within the Rural Preservation Planning Area.

Mr. Steve Tugwell, Senior Planner, presented the site development plan request to construct a 7,200 square foot building addition with respect to 16.065 acres of Tax Map 39, Section A, Parcel 104 to the Planning Commission.

Mr. Bill Stratton, W. A. Stratton Construction Company, addressed the Planning Commission stating that the primary use would be for tire storage and changing truck tires.

**MOTION:**

Mrs. Tinsley moved to approve SDP 12:07, a sketch site plan to build a 7,200 square foot warehouse addition onto the existing building with respect to 16.065 acres of Tax Map 39, Section A, Parcel 104, subject to the conditions listed in the staff report.

Mr. Bibb seconded. The motion carried with a vote of 4-0. AYES: Bibb, Gaines, Halstead, and Tinsley. NAYS: None. ABSENT: Babbitt.

**SUBDIVISIONS:**

*None*

**UNFINISHED BUSINESS:**

*None*

**NEW BUSINESS:**

The Planning Commission discussed landscaping-related businesses and the Zoning Ordinance and how to strengthen the Zoning Ordinance by providing additional definitions.

The Planning Commission directed staff to discuss this at the upcoming Technical Review Committee meeting on June 12, 2012 to receive public input and invite the Chamber of Commerce. Then provide the comments from the TRC meeting to the Planning Commission at the next meeting on June 27, 2012.

**PUBLIC COMMENTS #2**

Chairman Halstead opened the floor for the second section of public comments.

- Debra Kurre, Rivanna District, wanted clarification on the true definition of rural character.

With no one else wishing to speak, Chairman Halstead closed the second section of public comments.

**ADJOURN**

There being no further business, Chairman Halstead adjourned the Planning Commission meeting of May 23, 2012 at 7:47 p.m.

Minutes recorded by Lauren Ryalls.

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James Halstead, Jr., Chairman  
Fluvanna County Planning Commission