

**AGENDA**  
**FLUVANNA COUNTY PLANNING COMMISSION**  
**Regular Meeting**  
**Circuit Court Room**  
**Fluvanna Courts Building**  
**September 25, 2013 at 7:00pm**

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**1-CALL TO ORDER, PLEDGE OF ALLEGIANCE**

**2-DIRECTOR'S REPORT**

**Ms. Allyson Finchum, Planning Director**

**I**

**3-PUBLIC COMMENTS #1 (3 minutes each)**

**4-APPROVAL OF MINUTES:**

**August 28, 2013**

**J**

**5- PUBLIC HEARINGS:**

**6-PRESENTATIONS (normally not to exceed 10-minute limitation)**

**JRWA Waterline: Amendments to Fluvanna County's Comprehensive Plan**

**K**

**7-SITE DEVELOPMENT PLANS:**

**SDP 13:09 – I & J Homebuilders, LLC**

**L**

A major site development plan request to construct an 8,400 square foot building with respect to 14.771 acres of Tax Map 4, Section A, Parcel 99. The property is zoned I-1, Industrial, Limited (Conditional) and is located on the north side of Route 250 (Richmond Road) approximately 0.33 miles east of Route 627 (Zion Road). The property is located in the Columbia Election District and is within the Zion Crossroads Community Planning Area.

**8-SUBDIVISIONS:**

**9-UNFINISHED BUSINESS:**

**10-NEW BUSINESS:**

**11-PUBLIC COMMENT #2 (3 minutes each)**

**12-ADJOURN**

*For the Hearing-Impaired – there is a listening device available at the Circuit Court Room upon request. TTY access number is 711 to make arrangements.*

*For persons with Disabilities – if you have special needs, please call the County Administrator's Office at 591-1910 and relay your request.*

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**Pledge of Allegiance**

I pledge allegiance to the flag  
of the United States of America  
and to the Republic for which it stands,  
one nation, under God, indivisible,  
with liberty and justice for all.

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**ORDER**

1. It shall be the duty of the Chairman to maintain order and decorum at meetings. The Chairman shall speak to points of order in preference to all other members.
2. In maintaining decorum and propriety of conduct, the Chairman shall not be challenged and no debate shall be allowed until after the Chairman declares that order has been restored. In the event the Commission wishes to debate the matter of the disorder or the bringing of order; the regular business may be suspended by vote of the Commission to discuss the matter.
3. No member or citizen shall be allowed to use abusive language, excessive noise, or in any way incite persons to use such tactics. The Chairman and/or the County Planner shall be the judge of such breaches, however, the Commission may vote to overrule both.
4. When a person engages in such breaches, the Chairman shall order the person's removal from the building, or may order the person to stand silent, or may, if necessary, order the person removed from the County property.

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***FLUVANNA COUNTY PLANNING COMMISSION  
PUBLIC HEARING RULES OF PROCEDURE***

1. Purpose:  
The purpose of a public hearing is to receive testimony from the public on certain resolutions, ordinances or amendments prior to taking action. A hearing is not a dialog or debate. Its express purpose is to receive additional facts, comments and opinion on subject items.
2. Speakers:  
Speakers should approach the lectern so they may be visible and audible to the Commission.  
Each speaker should clearly state his/her name and address.  
All Comments should be directed to Commission.  
Each speaker is limited to three minutes and time may not be donated from other audience members.  
All questions should be directed to the Chairman. Members of the Commission are not expected to respond to questions, and response to questions shall be made at the Chairman's discretion. Speakers are encouraged to contact staff regarding unresolved concerns or to receive additional information.  
Speakers with questions are encouraged to contact County staff prior to the public hearing.  
Speakers should be brief and avoid repetition of previously presented comments.  
County residents and taxpayers may be given priority in speaking order.
3. Action:  
At the conclusion of the public hearing on each item, the Chairman will close the public hearing. The Commission will proceed with its deliberations and will act on or formally postpone action on such item prior to proceeding to other agenda items. Further public comment after the public hearing has been closed generally will not be permitted.



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## COUNTY OF FLUVANNA

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*"Responsive & Responsible Government"*

P.O. Box 540 Palmyra, VA 22963 (434) 591-1910 FAX (434) 591-1911 [www.co.fluvanna.va.us](http://www.co.fluvanna.va.us)

To: Fluvanna County Planning Commission  
From: Allyson Finchum, Director of Planning  
Date: September 25, 2013  
Re: Planning Director's Report

1. Board of Supervisors Actions:

September 4, 2013:

*None.*

September 18, 2013:

I. **Potential Amendments to the Fluvanna County Comprehensive Plan/Zoning Ordinances Regarding Extension of Major Utilities**

**Approved (5-0)** to direct the Planning Commission to initiate a Comprehensive Plan Amendment regarding extension of major utilities.

II. **EST 13:01 – Central Meadows, LLC**

**Approved (5-0)** an ordinance to establish a new Conservation Easement with respect to 261.046 acres of Tax Map 22, Section A, Parcel 42, 142.606 acres of Tax Map 22, Section A, Parcel 7, 118.769 acres of Tax Map 22, Section 3, Parcel 2, 104.109 acres of Tax Map 22, Section 3, Parcel 3, and 39.326 acres of Tax Map 22, Section A, Parcel 43. The property is zoned A-1, Agricultural, General and is located to the south of Twin Oaks Lane approximately ½ mile from its intersection with State Route 629 (Deep Creek Road). The property is located in the Columbia Election District and is within the Rural Preservation Planning Area.

2. Board of Zoning Appeals Actions:

*No September Meeting.*

3. Technical Review Committee:

September 12, 2013:

- I. **EST 13:01 – Central Meadows, LLC** – An ordinance to establish a new Conservation Easement with respect to 261.046 acres of Tax Map 22, Section A, Parcel 42, 142.606 acres of Tax Map 22, Section A, Parcel 7, 118.769 acres of Tax Map 22, Section 3, Parcel 2, 104.109 acres of Tax Map 22, Section 3, Parcel 3, and 39.326 acres of Tax Map 22, Section A, Parcel 43. The property is zoned A-1, Agricultural, General and is located to the south of Twin Oaks Lane approximately ½ mile from its intersection with State Route

629 (Deep Creek Road). The property is located in the Columbia Election District and is within the Rural Preservation Planning Area.

- II. **SUP 13:04 – Andrew & Jessica Boyle** - A request for a Special Use Permit (SUP) to allow for a Commercial Kennel with respect to 4.067 acres of Tax Map 4, Section 41, Parcel 3. The property is zoned A-1 (Agricultural, General) and is located on the south side of Richmond Road (Route 250) 0.15 miles east of its intersection with Blue Ridge Turnpike (Route 708). The property is located in the Palmyra Election District and is within the Zion Crossroads Community Planning Area
- III. **SUP 13:05 - Lori L. Roberts** - A request for a Special Use Permit (SUP) to allow for a Commercial Greenhouse with respect to 3.581 acres of Tax Map 29, Section A, Parcel 89. The property is zoned A-1 (Agricultural, General) and is located on the south side of Thomas Jefferson Parkway (State Route 53) approximately 0.60 miles east of its intersection with Ruritan Lake Road (Route 619). The property is located in the Fork Union Election District and is within the Rural Residential Planning Area.
- IV. **SUP 13:06 – Gregory Cox** - A request for a special use permit to allow for an automobile repair service establishment with respect to 10 acres of Tax Map 16, Section 14, Parcel 4. The property is currently zoned A-1 (Agricultural, General) and is located on Rock Lane, approximately 0.60 miles south of its intersection with State Route 619 (Ruritan Lake Road). The property is located in the Cunningham Election District and is within the Rural Residential Planning Area.
- V. **SUP 13:07 – Brad Lee Philip Kennedy** - A request for a special use permit to allow for an automobile repair service establishment with respect to 25.422 acres of Tax Map 29, Section A, Parcel 12. The property is currently zoned A-1 (Agricultural, General) and is located on the west side of State Route 660 (Sclaters Ford Road), approximately 0.25 miles south of State Route 619 (Ruritan Lake Road). The property is located in the Fork Union Election District and is within the Rural Residential Planning Area.



**FLUVANNA COUNTY BUILDING INSPECTIONS  
MONTHLY BUILDING INSPECTION REPORT  
AUGUST 2013**

USE	Aug-12		YTD 12		Aug-13		YTD 13		Aug/Diff	YTD		
	Aug-12	VALUE	YTD 12	VALUE	Aug-13	VALUE	YTD 13	VALUE		VALUE	PERMITS	VALUE
New Homes	8	1,213,024	52	8,573,024	5	1,042,000	50	9,631,483	-3	(171,024)	-2	1,058,459
Duplex	0	0	0	0	0	-	0	-	0	-	0	-
Single Family (Attached)	0	0	4	360,000	0	-	8	1,200,000	0	-	4	840,000
Adds&Alterations	21	341,133	171	2,568,384	26	368,905	172	1,793,177	5	27,772	1	(775,207)
Garages & Carports	2	40,000	10	211,160	0	-	11	316,740	-2	(40,000)	1	105,580
Accessory Buildings	0	0	9	83,500	2	92,000	7	142,400	2	92,000	-2	58,900
Single Wide MH	1	500	1	500	0	-	1	3,000	-1	(500)	0	2,500
Swimming Pools	1	35,000	9	346,181	3	39,600	5	121,600	2	4,600	-4	(224,581)
Recreational Bldgs	0	0	0	-	0	-	0	-	0	-	0	-
Business Bldgs	0	0	2	819,850	0	-	0	-	0	-	-2	(819,850)
Industrial Bldgs	1	58,866	5	1,182,509	0	-	1	50,000	-1	(58,866)	-4	(1,132,509)
Other Buildings	1	120,000	8	620,219	3	56,540	8	553,905	2	(63,460)	0	(66,314)
<b>TOTALS</b>	<b>35</b>	<b>1,808,523</b>	<b>271</b>	<b>14,765,327</b>	<b>39</b>	<b>1,599,045</b>	<b>263</b>	<b>13,812,305</b>	<b>4</b>	<b>(209,478)</b>	<b>-8</b>	<b>(953,022)</b>

FEES	Aug-12	PREV TOT	YTD 12	Aug-13	PREV TOT	YTD 13	DIFFERENCE	DIFFERENCE YTD
Building Permits	\$ 9,981.55	70,817.80	80,799.35	\$ 7,465.04	60,613.88	68,078.92	(2,516.51)	(12,720.43)
Land Disturb Permits	\$ 4,426.25	24,653.75	29,080.00	\$ 1,900.00	16,841.25	18,741.25	(2,526.25)	(10,338.75)
Zoning Permits/Proffers	\$ 2,500.00	34,800.00	37,300.00	\$ 1,150.00	21,750.00	22,900.00	(1,350.00)	(14,400.00)
<b>TOTALS</b>	<b>\$ 16,907.80</b>	<b>130,271.55</b>	<b>147,179.35</b>	<b>\$ 10,515.04</b>	<b>99,205.13</b>	<b>109,720.17</b>	<b>\$ (6,392.76)</b>	<b>(37,459.18)</b>

INSPECTIONS	Aug-12	PREVIOUS	YTD 12	Aug-13	PREVIOUS	YTD 13		
	182	1,056	1,238	155	1,040	1,195	-27	-43

*Darius S. Lester*  
Building Official

( ) represents a negative

# *Monthly Approval Report for August 2013*

<i>District</i>	<i>Action</i>	<i>ID#</i>	<i>Description</i>	<i>Tax Map</i>	<i>Parcels</i>	<i>Total Acreage</i>	<i>Number of Lots</i>
<b>Columbia</b>							
	<i>Approved</i>						
		BSP 13-011	Boundary Survey	32	(A)1	0	
<b>Cunningham</b>							
	<i>Approved</i>						
		BSP 13-013	Easement	37	(A)58	0	
		SDP 13-008	Major Site Plan	17	(21) A	1.24	
		SUB 13-015	Family Subdivision	16	(A)24B	18.381	2
<b>Fork Union</b>							
	<i>Approved</i>						
		BSP 13-012	Phyiscal Survey	53	(A)51	0	
		SDP 13-010	Outdoor Lighting Plan Review	51	(A)70	1.473	
		SUB 13-014	Family Subdivision	40	(A)21	184.964	2

<i>AFD - Agricultural Forestal District</i>	<i>BSP - Boundary Survey Plat</i>
<i>BZA - Board of Zoning Appeals (Variance)</i>	<i>CCE - Code Compliance Enforcement</i>
<i>CPA - Comprehensive Plan Amendment</i>	<i>SDP - Site Development Plan</i>
<i>SUB - Subdivisions</i>	<i>SUP - Special Use Permits</i>
<i>ZMP - Zoning Map Proposal (Rezoning)</i>	<i>ZTA - Zoning Text Amendment</i>

## *Pending Meetings Report*

<i>Action</i>	<i>Action Date</i>	<i>District</i>	<i>ID#</i>	<i>Applicant Name</i>	<i>Tax Map Parcels</i>	<i>Description</i>	<i>Total Acreage</i>	<i>Number of Lots</i>
<i>Pending BOS Meeting</i>								
	10/16/2013	Palmyra	SUP 13-002	Hotel Street Capital, LLC	30 (A)110, 19-A	SUP for major utilities in conjunction with PUD	232.03	
	10/16/2013	Palmyra	ZMP 12-002	Hotel Street Capital, LLC	30, 19 (A)110, (A)3	Rivanna Resort/Walker's Ridge Rezoning	232.03	
	11/20/2013	Palmyra	ZMP 12-003	Sycamore Square, LLC	9 (A)13,14,14	Proffer Amendment	43.733	
<i>Pending PC Meeting</i>								
	10/23/2013	Fork Union	SUP 13-007	Brad Kennedy	29 (A)12	Auto Repair Service Establishment	25.422	
	10/23/2013	Cunningham	SUP 13-006	Gregory Cox	16 (14)4	Auto Repair Service Establishment	10	
	10/23/2013	Fork Union	SUP 13-005	Lori L. Roberts	29 (A)89	Commercial Greenhouse	3.581	
	10/23/2013	Palmyra	SUP 13-004	Andrew & Jess Boyle	4 (41) 3	Commercial Kennel	4.067	
<i>Pending TRC Meeting</i>								
	10/10/2013	Columbia	SUP 13-008	Mary E. Marks	21 (12) 4, 5	Commercial Kennel	26.602	

**Fluvanna County Planning Department**  
Current Planning Projects

<b>Staff Contact</b>	Steve Tugwell (Senior Planner)
<b>Date</b>	September 18, 2013

<b>Project</b>	<b>Status</b>
Conservation Easement (EST 13:01) – Central Meadows, LLC	<ul style="list-style-type: none"> <li>• Scheduled for the Board of Supervisors on September 18, 2013</li> </ul>
Major site development plan (SDP 13:09) for I & J Homebuilders	<ul style="list-style-type: none"> <li>• Scheduled for the Planning Commission on September 25, 2013</li> </ul>
Proffer amendment (ZMP 12:03) for Southern Development	<ul style="list-style-type: none"> <li>• Scheduled for the Board of Supervisors on November 20, 2013</li> </ul>
Walker’s Ridge Planned Unit Development (ZMP 12:02/SUP 13:02)	<ul style="list-style-type: none"> <li>• Scheduled for the Board of Supervisors on October 16, 2013</li> </ul>
Special Use Permit (SUP 13:04) to allow for a Commercial Kennel – Andrew & Jessica Boyle	<ul style="list-style-type: none"> <li>• Scheduled for the Planning Commission on October 23, 2013</li> <li>• Scheduled for the Board of Supervisors on November 20, 2013</li> </ul>
Special Use Permit (SUP 13:05) to allow for a Commercial Greenhouse – Lori L. Roberts	<ul style="list-style-type: none"> <li>• Scheduled for the Planning Commission on October 23, 2013</li> <li>• Scheduled for the Board of Supervisors on November 20, 2013</li> </ul>
Special Use Permit (SUP 13:06) to allow for an Automobile Repair Service Establishment– Gregory Cox	<ul style="list-style-type: none"> <li>• Scheduled for the Planning Commission on October 23, 2013</li> <li>• Scheduled for the Board of Supervisors on November 20, 2013</li> </ul>
Special Use Permit (SUP 13:07) to allow for an Automobile Repair Service Establishment – Brad Lee Philip Kennedy	<ul style="list-style-type: none"> <li>• Scheduled for the Planning Commission on October 23, 2013</li> <li>• Scheduled for the Board of Supervisors on November 20, 2013</li> </ul>
Special Use Permit (SUP 13:08) to allow for a Commercial Kennel – Mary E. Marks	<ul style="list-style-type: none"> <li>• Scheduled for a Neighborhood Meeting on October 9, 2013</li> <li>• Scheduled for the Technical Review Committee on October 10, 2013</li> <li>• Scheduled for the Planning Commission on November 18, 2013</li> <li>• Scheduled for the Board of Supervisors on December 16, 2013</li> </ul>
Various land-use applications under review including setback verification forms, boundary line adjustments, family subdivisions, minor subdivisions, site development plans, and sign permit reviews	<ul style="list-style-type: none"> <li>• on-going</li> </ul>

Assist county citizens, real estate agents, developers, and attorneys with land-use questions, zoning confirmation, and zoning compliance letters	<ul style="list-style-type: none"><li>• on-going</li></ul>
Conduct site visits for compliance with plan submittals and prior approvals	<ul style="list-style-type: none"><li>• on-going</li></ul>
Research, write, prepare, and present staff reports to the Planning Commission and Board of Supervisors	<ul style="list-style-type: none"><li>• on-going</li></ul>

# Code Compliance Enforcement Activity Report

ID#	Tax Map Parcels	Reported Against	Type of Violation	Comments	Status	Status Date
<b>Columbia</b>						
CCE 13-012	33 (9)-1A	Liberty Homes, LLC, Et Al	Trash	Property address is located west of No.3049 Cedar Lane. Complaint is in regards trash, debris and junk. Site inspection 3-05-2013 noted an accumulation of trash and debris that could be providing a habitat for rodents and vermin. 1st letter sent 4-25-2013. Site inspec. 5-30-2013 noted some progress during new house construction. Monitoring continues.	Awaiting Action	6/27/2013
CCE 13-011	33 (A)-57	Gail Bruce, Et, Al	Trash	Complaint is in regards trash, debris and junk. Site inspection 3-05-2013 noted an accumulation of trash and debris that could be providing a habitat for rodents and vermin. 1st letter sent 4-25-2013. Owner advised 5-30-2013 that her tenant is cleaning up the property. Monitoring continues.	Awaiting Action	6/27/2013
<b>Fork Union</b>						
CCE 12-001	51A (A)22	JWS Enterprises, LLC (James W. Sherrill,	Misc.	4985 James Madison Hwy. Site insp. on 12-20-11 and 1-06-12 noted that the property is being used for general storage which is not a use permitted "by right" or "by SUP". 1st letter sent on 1/12/12. 2nd violation 1/31/12. Letter of intent approved by Darren Coffey 2/29/12. 3rd letter sent by hand delivery 4/09/13. Summons issued 4/29/13. 1st hearing 5-21-13. 2nd hearing 9-10-13.	Pending Court	5/21/2013
<b>Palmyra</b>						
CCE 12-002	3 (A)-31, 32	JWS Enterprises, LLC (James W. Sherrill,	Misc.	Behind 1017 Union Mills Road. Regards to "dumping". Site insp. 1/09/12 noted that contractor type materials are being stored on property. 1st letter sent 1/12/12. 2nd letter sent requesting intentions 1/31/12. Letter of intent approved by Darren Coffey 2/29/12. 3rd letter sent by hand delivery 4/09/13. Summons issued 4/29/13. 1st hearing 5-21-13. 2nd hearing 9-10-13.	Pending Court	5/21/2013

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<b>ID#</b>	<b>Tax Map Parcels</b>	<b>Reported Against</b>	<b>Type of Violation</b>	<b>Comments</b>	<b>Status</b>	<b>Status Date</b>
CCE 10-013	10 (3)-2B	Eric D. Taylor	SUPs	Property is at intersection of Union Mills Road and North Boston Road. SDP 10:09 approved 07/26/11. SDP requirements not implemented as of 9-23-11. 2nd letter sent 9/23/11. 3rd letter sent 1/24/12. Site inspec. 2/3/12 noted newly vegetative screening per/approved SDP. Monitoring conitues.	Awaiting Action	5/8/2012

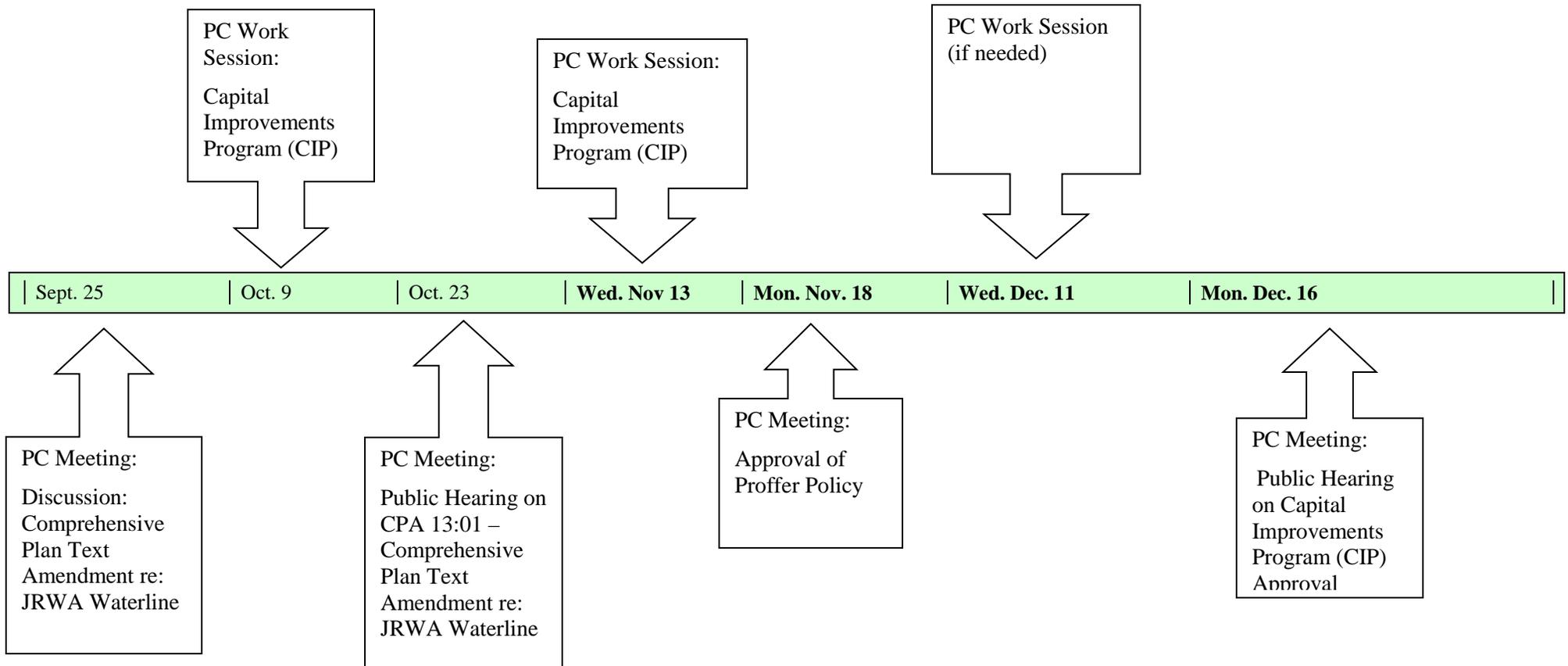
# Planning Commission Text Amendment Timeline

Amended September 2013



## Amendment Discussions for 2014:

- Comprehensive Plan Update
- Hydrogeologic Testing and Fiscal Impact Study
- Phasing of Development
- Central/ Public Sewer and Water for major subdivisions
- Broadband Initiative/ Study



**Fluvanna County Planning Department**  
Long-Range Planning Projects

<b>Staff Contact</b>	Jay Lindsey (Planner)
<b>Date</b>	September 18, 2013

<b>Current/ Complete Projects</b>	<b>Status</b>
Cash Proffers	<ul style="list-style-type: none"> <li>• Continue background research</li> <li>• Associate proffer numbers with CIP projects</li> </ul>
CPA 13-01 – Fluvanna County – Comprehensive Plan Text Amendment – Public Utilities	<ul style="list-style-type: none"> <li>• Research language from other localities’ documents</li> <li>• Assess possible implications for Fluvanna</li> <li>• Present Draft Amendments to Planning Commission</li> <li>• CPA 13-01 Public Hearing scheduled for the Planning Commission on October 23, 2013</li> </ul>
Capital Improvement Plan (CIP)	<ul style="list-style-type: none"> <li>• Identify potential capital projects for upcoming CIP</li> <li>• Prepare estimates for request amounts</li> <li>• Present results to Planning Commission</li> </ul>
Telecommunications – Community Broadband	<ul style="list-style-type: none"> <li>• Research connectivity in other localities</li> <li>• Identify goals and assets</li> <li>• Identify and evaluate potential service providers and service levels</li> </ul>

<b>Upcoming Projects</b>	<b>Status</b>
Development Activity Report	<ul style="list-style-type: none"> <li>• Begin Preparation of 2013 Development Activity Report (DAR)</li> </ul>
Comprehensive Plan Updates	<ul style="list-style-type: none"> <li>• Ongoing</li> </ul>

**FLUVANNA COUNTY PLANNING COMMISSION  
REGULAR MEETING MINUTES  
Circuit Courtroom  
Fluvanna County Courts  
August 28, 2013  
7:00 p.m.**

MEMBERS PRESENT: Barry Bibb, Chairman  
Patricia Eager, Vice-Chairman  
Samuel Babbitt  
Donald Gaines  
Ed Zimmer  
Joe Chesser, Board of Supervisors Representative

ALSO PRESENT: Frederick Payne, Fluvanna County Attorney  
Allyson Finchum, Planning Director  
Steven Tugwell, Senior Planner  
Jay Lindsey, Planner  
Heather Poole, Senior Program Assistant

**CALL TO ORDER**

Chairman Bibb called the Planning Commission meeting of August 28, 2013 to order at 7:00 p.m. in the Circuit Court room of the Fluvanna County Courts Building in Palmyra, Virginia.

**PLANNING DIRECTOR'S REPORT**

Ms. Allyson Finchum, Planning Director, gave the monthly report to the Planning Commission.

- **Board of Supervisors**
  - **August 7, 2013**
    - *None*
- **Board of Zoning Appeals Actions** – *No August Meeting*
- **Technical Review Committee** – *No August Meeting*

**PUBLIC COMMENTS #1**

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

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

**APPROVAL OF MINUTES**

**MOTION:**

Ms. Eager moved to **approve** the July 24, 2013 Planning Commission meeting minutes as presented.

Dr. Babbitt seconded. The motion carried with a vote of 5-0. AYES: Babbitt, Bibb, Eager, Gaines and Zimmer. NAYS: None.

**PUBLIC HEARINGS:**

*None*

**PRESENTATIONS:**

*None*

**SITE DEVELOPMENT PLANS:**

**SDP 13:08 – Tiger Fuel Co.**

A major site development plan amendment request to rebuild the existing canopy, fuel pumps, and parking area with respect to 1.24 acres of Tax Map 17, Section 21, Parcel A. The property is zoned B-1, Business, General and is located on the northern side of Route 53 (Thomas Jefferson Parkway) at its intersection with State Route 1015 (Turkeysag Trail). The property is located in the Cunningham Election District and is within the Rivanna Community Planning Area.

Mr. Steve Tugwell, Senior Planner, presented the major site development plan amendment request to rebuild the existing canopy, fuel pumps, and parking area with respect to 1.24 acres of Tax Map 17, Section 21, Parcel A. Mr. Tugwell stated the applicant, as a part of the application, also requested a sidewalk variance in accordance with Section 22-23-6BB of the Zoning Ordinance.

Planning Commission members discussed on-site traffic and their concern of congestion increasing if the requested expansion occurred.

Mr. Chesser asked if the gas station would close down temporarily during construction. Mr. Miller, the applicant, stated the convenience store would continue to operate, but the gas pumps would shut down for a window of time during construction.

The applicant and engineer clarified the requested extension would add more space between the canopy and the convenience store. The Planning Commission discussed how the added space could improve traffic conditions. Mr. Chesser stated he believed the requested amendment was both positive and negative, noting there being traffic on the other side of the canopy. Chairman Bibb stated he believed the addition of four more pumps would help eliminate traffic because of added accessibility.

**MOTION:**

Ms. Eager moved to **approve** SDP 13:08, a major site development plan amendment request to rebuild the existing canopy, fuel pumps, and parking area with respect to 1.24 acres of Tax Map 17, Section 21, Parcel A.

Mr. Gaines seconded. The motion carried with a vote of 4-1. AYES: Bibb, Eager, Gaines and Zimmer. NAYS: Babbitt.

Further, Ms. Eager moved to recommend approval of the sidewalk variance in accordance with Section 22-23-6BB of the Zoning Ordinance.

Mr. Gaines seconded. The motion carried with a vote of 4-1. AYES: Babbitt, Bibb, Eager and Gaines. NAYS: Zimmer.

**SDP 13:09 – I & J Homebuilders, LLC**

A major site development plan request to construct two (2) 7,200 square foot buildings with respect to 14.771 acres of Tax Map 4, Section A, Parcel 99. The property is zoned I-1, Industrial, Limited (Conditional) and is located on the north side of Route 250 (Richmond Road) approximately 0.33 miles east of Route 627 (Zion Road). The property is located in the Columbia Election District and is within the Zion Crossroads Community Planning Area.

Mr. Steve Tugwell, Senior Planner, presented the major site development plan request to construct two (2) 7,200 square foot buildings with respect to 14.771 acres of Tax Map 4, Section A, Parcel 99. Mr. Tugwell informed the Planning Commission that the applicant wished to shift their office area.

Mr. Frederick Payne, County Attorney, recommended that, because there was a change from the applicant's original plan submitted, the Planning Commission should defer to make certain all changes were reflected in the application.

**MOTION:**

Dr. Babbitt moved to **defer** SDP 13:09, a major site development plan request to construct two (2) 7,200 square foot buildings with respect to 14.771 acres of Tax Map 4, Section A, Parcel 99, for the September 25, 2013 Planning Commission meeting.

Mr. Gaines seconded. The motion carried with a vote of 5-0. AYES: Babbitt, Bibb, Eager, Gaines and Zimmer. NAYES: None.

**SUBDIVISIONS:**

*None*

**UNFINISHED BUSINESS:**

*None*

**NEW BUSINESS:**

**Discussion of an Amendment to the Fluvanna County Comprehensive Plan Regarding Extension of Public Utilities**

Mr. Jay Lindsey, Comprehensive Planner, discussed the possibility of Fluvanna County allowing Louisa County to run a raw water line from Columbia to Ferncliff. Mr. Lindsey clarified there was no action being taken on this matter, but that he wanted to hold a preliminary discussion with the Planning Commission before presenting the issue to the Board of Supervisors at the September 4, 2013 meeting.

Mr. Lindsey reviewed relevant state legislation and discussed the nature of the proposed project. Mr. Lindsey also discussed the Fluvanna County's Comprehensive Plan and Zoning Ordinance in relation to the proposed raw water line.

The Planning Commission discussed estimated costs, future water storage facilities, among other issues regarding the potential raw water line.

**PUBLIC COMMENTS #2**

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

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

**ADJOURN**

There being no further business, Chairman Bibb adjourned the Planning Commission meeting of August 28, 2013 at 8:23 p.m.

Minutes recorded by Heather Poole.

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Barry A. Bibb, Chairman  
Fluvanna County Planning Commission

DRAFT

# **JRWA Waterline: Amendments to Fluvanna County's Comprehensive Plan**

**Planning Commission  
Staff Presentation and Discussion –  
Jay Lindsey, Planner  
September 25, 2013**

**Fluvanna County  
Dept. of Planning & Community Development**



*"Responsive & Responsible Government"*

# Background

- On 9/18/2013 the Board of Supervisors moved to direct the Planning Commission to prepare amendments to the Comprehensive Plan which would make a JRWA water pipeline consistent with the Comprehensive Plan.
- The Board did not move to direct the Planning Commission to prepare amendments to the Zoning Ordinance which would eliminate the requirement of a Special Use Permit for Major Utilities in A-1 Zoning districts.
- The water pipeline agreement between Louisa and Fluvanna requires that all amendments to the Comprehensive Plan be completed and approved by November 30, 2013. The following dates reflect this deadline:
  - Planning Commission Public Hearing: October 23, 2013
  - Board of Supervisors Public Hearing: November 20, 2013

# The Need for an Amendment

- VA Code requires that new features (inc. utilities) be included;
- The feature's approximate location, character, and extent must be found to be in accord.

# Amendments to the Comprehensive Plan

Fluvanna County

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- Insert a map and description of the project under the “Water Systems” subheading of the *Infrastructure* section of the Comprehensive Plan (page 104); *and*
- Change *Goal 2, Strategy 8* in the *Land Use* section of the Comprehensive Plan (page 64) to read, “Discourage potable water and centralized sewer utilities in the rural preservation area.”

# Amendments to the Comprehensive Plan, Continued

“Water Systems,” *Infrastructure*, p. 104

*Fluvanna’s 2013 agreement with Louisa County, through the jointly-held James River Water Authority (created under the Virginia Water and Waste Authorities Act), will result in a pipeline which draws water from the James River near Columbia on Fluvanna’s southern boundary for transmittal to Louisa County on Fluvanna’s northern boundary. The water line will closely follow the existing right-of-way of the Colonial Gas Line.*

*Fluvanna County may, at future points, connect to the raw water line with “T” connections for distribution of water to the Community Planning Areas (the CPAs). However, any water transmitted through Fluvanna’s rural preservation districts should be raw, non-potable water, which can be treated for consumption at the CPAs. This measure ensures that rural preservation areas will not be subject to the development pressures associated with access to potable water.*

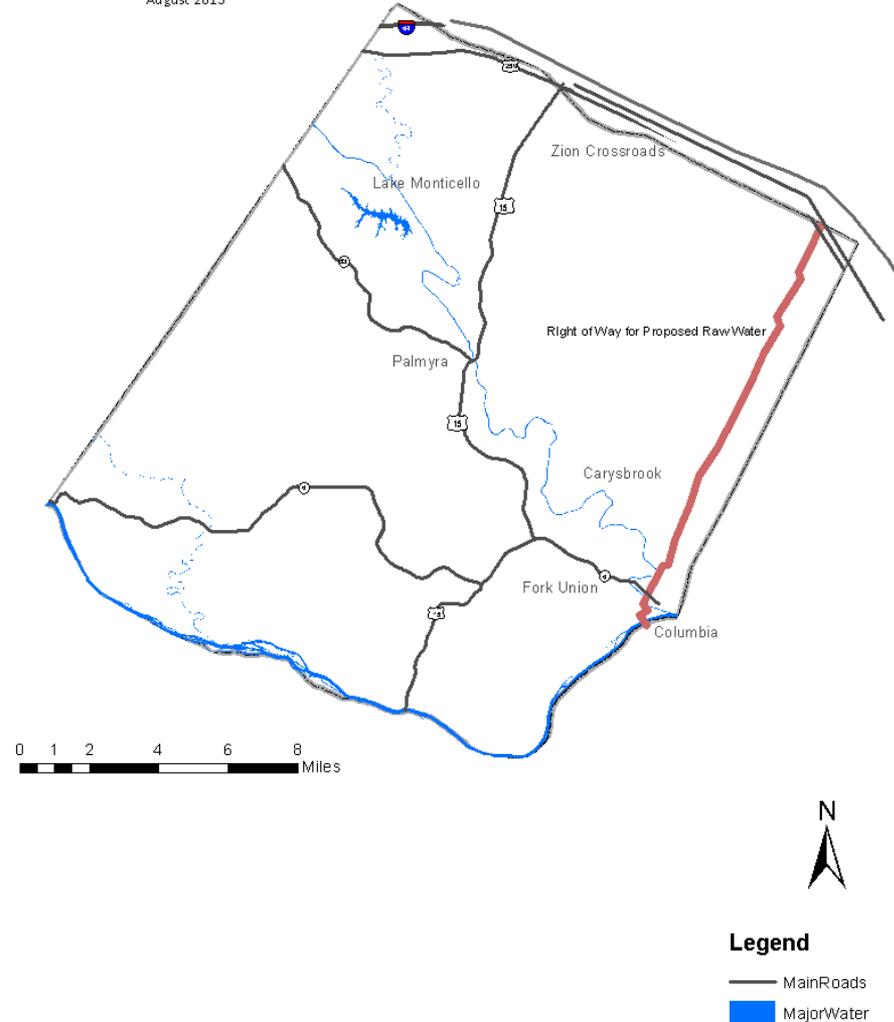
# Amendments to the Comprehensive Plan, Continued

Fluvanna County

Fluvanna County  
Proposed Raw Water Right-of-Way  
August 2013

## Proposed Infrastructure Map

Map of the project under the “Water Systems” subheading in the *Infrastructure* section of the Comprehensive Plan (page 104)



# Amendments to the Comprehensive Plan, Continued

Fluvanna County

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*Land Use, Course of Action, Goal 2, Implementation Strategy 8:*

8. Discourage ~~centralized water~~ *potable water* and *centralized* sewer utilities in the rural preservation area.



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# COUNTY OF FLUVANNA

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P.O. Box 540 Palmyra, VA 22963 (434) 591-1910 FAX (434) 591-1911 [www.co.fluvanna.va.us](http://www.co.fluvanna.va.us)

## STAFF REPORT

**To:** Fluvanna County Planning Commission

**Case Number:** SDP 13:09

**Tax Map:** Tax Map 4, Section A, Parcel 99

**From:** Steve Tugwell

**District:** Columbia

**Date:** September 25, 2013

**General Information:** This item is scheduled to be heard by the Planning Commission on Wednesday, September 25, 2013 at 7:00 p.m. in the Circuit Courtroom in the Courts Building.

**Owner:** Serenity Partners, LLC

**Applicant/Representative:** I & J Home Builders, LLC

**Requested Action:** Approval of a sketch plan to construct an 8,400 square foot building with respect to 14.771 acres of Tax Map 4, Section A, Parcel 99. (Attachment A)

**Location:** The subject property is located on the north side of Route 250 (Richmond Road) approximately 0.33 miles east of Route 627 (Zion Road). (Attachment B)

**Existing Zoning:** I-1, Industrial, Limited (conditional) (Attachment C)

**Existing Land Use:** vacant parcel

**Adjacent Land Uses:** Adjacent properties are zoned A-1, Agricultural, General

**Comprehensive Plan:** Zion Crossroads Community Planning Area

**Zoning History:** A rezoning (ZMP 08-04), from A-1 to I-1 with proffered conditions, was approved for this property by the Board of Supervisors on September 17, 2008. (Attachment D)

## **Analysis:**

The applicant is requesting sketch plan approval to construct an 8,400 square foot building, which will contain 480 square feet of office space. The applicant has stated the building will be used for truck storage and maintenance in conjunction with his existing refuse receptacle business. This parcel was rezoned from A-1 (Agricultural, General), to I-1 (Industrial, Limited) with proffers on September 17, 2008. Per the approved proffers, a landscaping buffer is required along the entire frontage of the property on Zion Road (Route 627), as well as along the eastern boundary adjacent to the Bourne and Wills properties. Additionally, building facades fronting on Richmond Road (Route 250), and Zion Road (Route 627) will “*incorporate finishing materials such as brick, stucco, split-faced block, etc.*”, in accordance with the approved proffers.

This parcel is zoned I-1 (Industrial, Limited), with approved proffers. The proffers exclude certain types of uses of this property that are typically allowed in the I-1 zoning district, but do not exclude warehouses, or using warehouses for storage or office space in conjunction with a business. This site is located within the Zion Crossroads Community Planning Area, and adjoining parcels are zoned A-1. As adjacent parcels contain single-family residences, it appears that proffers were written with consideration to the neighbors in regard to screening, lighting, and building materials.

### *Parking/Roads*

The site is proposed to be accessed from Richmond Road (Route 250). The revised sketch plan is showing one (1) point of access from Route 250, as VDOT previously commented that two (2) points of access would not be allowed. Additionally, proffer # 3 states that “*we hereby withdraw any and all plans to access this property from Zion Road (Route 627) as previously shown on the preliminary plat*”.

Additionally, pursuant to Section 22-23-6 BB of the Zoning Ordinance, the applicant has requested a variation to the sidewalk regulations by the Planning Commission for the reasons they have stated in their request letter. Adjacent properties are zoned A-1 (Agricultural, General), and there is a posted speed limit of 55 miles per hour. Therefore, a waiver from sidewalk requirements at this location may be appropriate. (Attachment E)

### *Landscaping/Screening*

All landscaping should be in compliance with the Fluvanna County Zoning Ordinance. Proffers have addressed landscaping buffer requirements along Richmond Road (Route 250), and Zion Road (Route 627). In addition to that, the final site development plan shall be in compliance with Article 24 of the zoning ordinance (Landscaping and Tree Protection).

### *Signage & Outdoor Lighting*

Traffic circulation should be controlled by appropriate directional signage at the entrance/exit point into the site. Proffer # 6 states “*we propose to follow dark sky exterior lighting as provided in Fluvanna County site plan requirements*”. As five (5) parking spaces are shown on the plan, full-cutoff lighting is required. Any new signage is subject the regulations as prescribed in Article 15 of the Zoning Ordinance, and shall require a separate application for a sign permit.

### *Stormwater Management*

An erosion and sediment control plan would be required for review and approval prior to the issuance of any land disturbing permit.

### *Septic and Water Usage*

Water and sewer service will be provided on-site.

### **Technical Review Committee:**

1. At the July 11, 2013 Technical Review Committee meeting, the Health Department commented that the buildings must have a private water and sewage system, and that it is their understanding that a soils report and proposal will be completed and will be reviewed by the Health Dept. when submitted by the applicant;
2. The Fire Chief asked what the proposed two buildings will be used for, and if any hazardous materials will be stored inside the buildings;
3. Central Virginia Electric Cooperative stated their concerns were that no buildings, wells, or drain-fields are to be constructed within 20 feet of either side of the overhead distribution lines that run through the property;
4. The E & S inspector commented that an approved erosion and sedimentation control and stormwater plan and land disturbing permit will be required prior to any land disturbing activity on site;
5. VDOT commented that there will not be two entrances at the proposed location, that this is a primary roadway which requires under the new access management standards possible spacing requirements, may generate a turn lane/taper, widening of the pavement, etc., also a site plan is needed and line of sight issues may arise due to the proposed landscaping plan. Additionally, a 150 foot turn lane will be required, due to the traffic on Route 250 generated by the site and the square footage of the two proposed buildings;

Planning Staff asked what the proposed uses for the buildings will be, and the uses will have a bearing on the number of required parking spaces, and that if five (5) or more parking spaces is required, then site full-cutoff site lighting will also be required, the building setback from Route 250 is 200 feet and not 100 feet as the sketch plan shows,

any lights installed on the buildings are required to be full-cutoff lighting and a photometric plan will be required, landscaping will be required per the approved proffers; the site will have to be developed in accordance with the approved proffers; Per Sec. 22-9-10, sidewalks that comply with the most recent VDOT specifications shall be required on both sides of all roadways, public and private, **(a variation to the sidewalk requirements may be granted by the Planning Commission for projects where);**

- a) VDOT prohibits the construction of sidewalks;
- b) The physical conditions on the lot or adjoining lots, including but not limited to, existing structure and parking areas, existing utility easements, environmental features, or the size and shape of the lot, make it impossible or unfeasible to provide the required sidewalks;
- c) The application of the before mentioned requirements would not further the goals of the Comprehensive Plan or otherwise serve the greater public's health, safety, and welfare.

If a variation from the Planning Commission is desired, then a written request addressed to the Planning Commission identifying one or more of the reasons above should be submitted to the Planning Department along with the sketch plan revision to be forwarded with the staff report

(Attachment F)

**Conclusion:**

The submitted sketch plan appears to meet the sketch plan requirements of Section 22-23-8.A of the Fluvanna County Zoning Ordinance. Prior to final approval, a site development plan that meets the requirements of Sections 22-23, 24, 25 and 26 of the Fluvanna County Zoning Ordinance must be submitted for staff review and approval.

**Recommended Conditions:**

- 1. Meeting all final site plan requirements which include, but are not limited to, providing parking, landscaping, tree protection, directional signage, and outdoor lighting plans when and where applicable;
- 2. Meeting all public agency requirements including but not limited to Health Department and VDOT requirements;
- 3. Meeting all Erosion and sedimentation control requirements;
- 4. The site shall be developed in compliance with the proffers approved with the rezoning of this property (ZMP 08:04), which was approved on September 17, 2008.

**Suggested Motion:**

I move to approve SDP 13:09, a sketch plan to construct an 8,400 square foot building with respect to 14.771 acres of Tax Map 4, Section A, Parcel 99, subject to the conditions listed in the staff report.

Further, I move to approve/deny the request to the variation of the sidewalk regulations of Section 22-23-6 BB of the Zoning Ordinance.

**Attachments:**

A – Application and sketch plan

B – Aerial Vicinity Map

C – Zoning Map

D – Rezoning ZMP 08:04 approval letter with proffers

E - Applicant's request for a variation to the sidewalk regulations as required by Sec. 22-23-6 BB.

F – Planning staff comment letter, applicant's response to TRC comments, emails from the TRC members

Copy:

Owner: Serenity Partners, LLC

Applicant/Representative: I & J Home Builders, LLC, 21708 James Madison Highway, Troy, VA 22974

File



COMMONWEALTH OF VIRGINIA  
 COUNTY OF FLUVANNA  
 Site Development Application

Received  
 SEP 19 2013  
 Fluvanna County

**Owner of Record:** Serenity Partners, LLC **Applicant of Record:** I and J Home Builders  
 E911 Address: Troy, VA E911 Address: 21708 James Madison Hwy. Troy, VA  
 Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Phone: 591-1100 Fax: \_\_\_\_\_  
 Email: \_\_\_\_\_ Email: ijackson2272@gamil.com

**Representative:** Stanley Land Surveys, PLC  
 E911 Address: P.O. Box 154 Palmyra, VA 22963  
 Phone: 589-8395 Fax: 589-6327  
 Email: tim@stanleylandsurveys.com

**Tax Map and Parcel(s):** ~~Tm 4-99~~ 4(A) 99 **Deed Book Reference:** 769-273  
**Acreage:** 14.771 ✓ **Zoning:** 1-1 ✓ **Deed Restrictions?**  No  Yes (Attach copy)  
 Location: Between route 250 and 627 3.0+/- miles from Zion cross roads

Note: If applicant is anyone other than the owner of record, written authorization by the owner designating the applicant as the authorized agent for all matters concerning the request shall be filed with this application.

Is property in Agricultural Forestal District?  No  Yes  
 If Yes, what district: \_\_\_\_\_

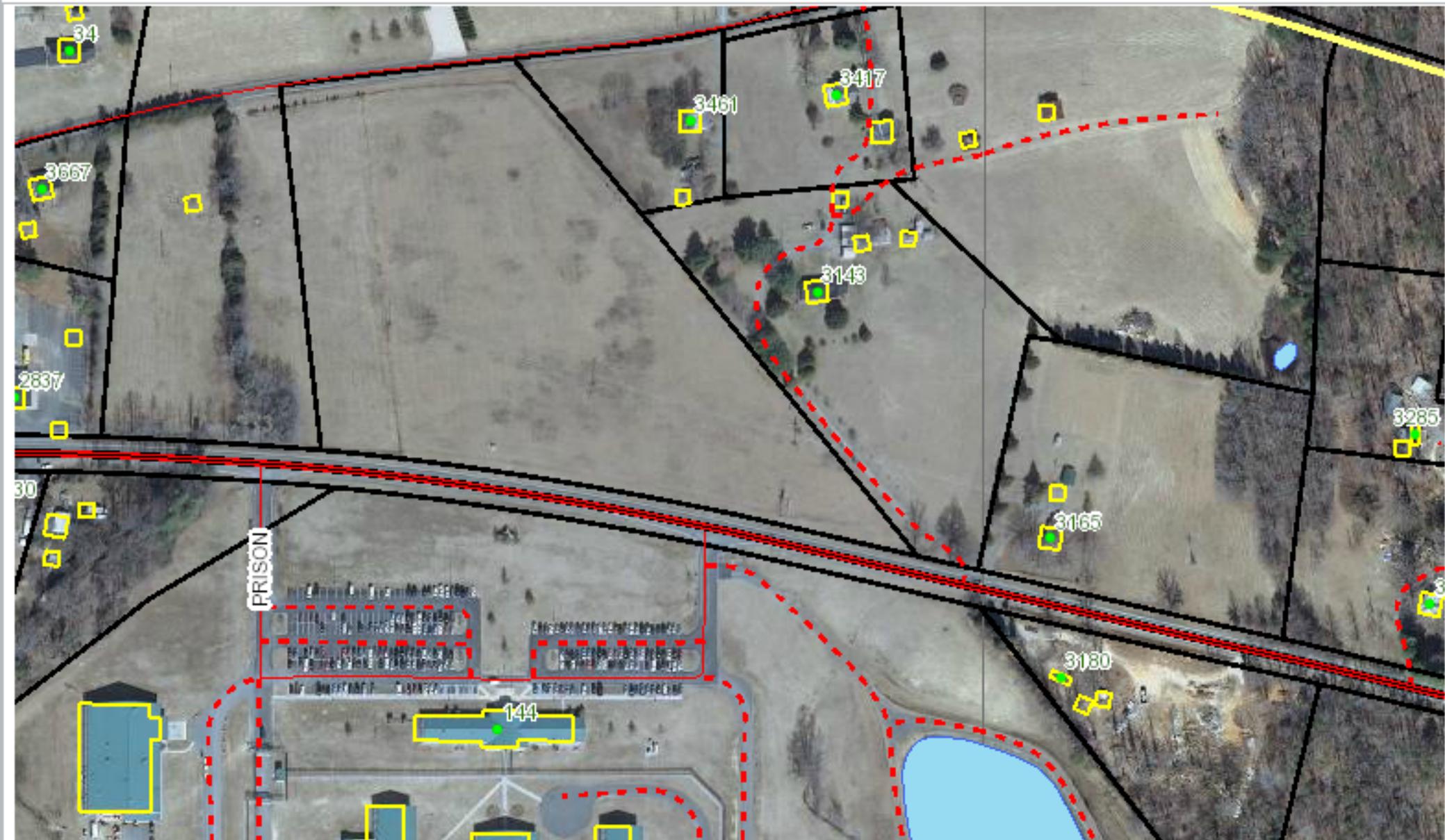
Description of Property: 14.77 acres on north side of 250  
 Proposed Structure: metal building For Corporate HQ, secure facility for vehicles, and equipment  
 Dimensions of Building: 70'x120' Lighting Standards on Site:  No  Yes  
 # of Employees: 3 # of Parking Spaces: 5  
 Noise Limitations: \_\_\_\_\_

I declare that the statements made and information given on this application are true, full and correct to the best of my knowledge and belief. I agree to conform fully to all terms of any certificate or permit which may be issued on account of this application.

Applicant Name (Please Print) Tom Schlegel Applicant Signature and Date [Signature] 9-16-2013

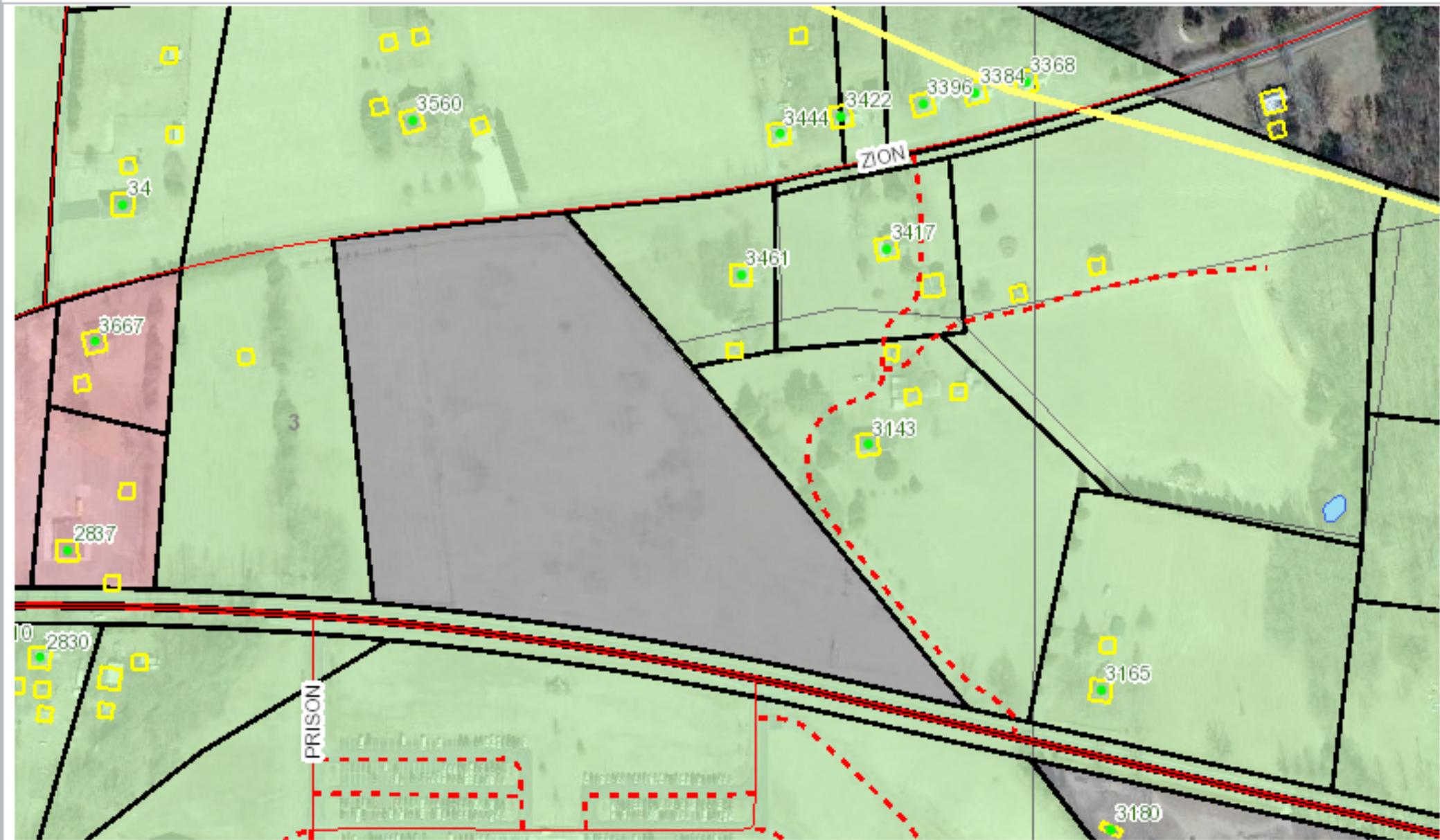
OFFICE USE ONLY		
Date Received: <u>9-19-13</u>	Fee Paid: <input checked="" type="checkbox"/> <u>7/1/2013</u>	Application #: <u>SDP13 : 09</u>
Election District: <u>Columbia</u>	Planning Area: <u>Zion Crossroads</u>	Number of Lots: _____
<b>Total Fees Due at Time of Submittal:</b>		
Sketch Plan: \$150.00	Minor Plan: \$550.00	Major Plan: <u>\$1,100.00</u>
<b>Additional Fees Due at Time of Review</b>		
Health Department Subdivision Review:	\$250.00 + \$25.00 per lot	Existing System Review \$50.00
Street Sign Installation:	\$200.00 Per Intersection	
Amendment of Plan	\$150.00	
Outdoor Lighting Plan Review*	\$ 50.00	
Landscape Plan Review*	\$ 50.00	
Tree Protection Plan Review*	\$ 50.00	
* If not part of a Site Plan Review		





Scale: 1:4513.988705	Date: 09/19/2013	Printed By:
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Under Virginia State Law, these real estate assessment records are public information. Display of this property information on the internet is specifically authorized by the Code of Virginia §58.1-3122.2(as amended).



Scale: 1:4513.988705	Date: 09/19/2013	Printed By:
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## COUNTY OF FLUVANNA

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P.O. Box 540 Palmyra, VA 22963 (434) 591-1910 FAX (434) 591-1911 www.co.fluvanna.va.us

September 19, 2008

Tracey Cosner  
4796 Three Chopt Road  
Troy, VA 22974

**REF: ZMP 08:04**

Dear Ms. Cosner:

Please accept this letter as notification of the action taken on September 17, 2008 by the Board of Supervisors with regard to the request referenced above. Your request to amend the Fluvanna County Zoning Map with respect to approximately 14.771 acres of Tax Map 4, Section A, Parcels 99, to rezone the same from A-1, Agricultural, General to I-1, Industrial, Limited, was **approved** with the following eight (8) proffers:

1. The following uses permitted by-right in the I-1 zoning district have been proffered out:
  - a. Monumental Stone Works;
  - b. Feed Mill;
  - c. Refabrication and overhaul of pipes and fittings; wholesale merchandising of commercial piping and fittings; and attendant storage related hereto.
  - d. Storing, blending and packaging of ingredients for lawn and garden productions for agricultural purposes and certain industrial uses.
2. All landscaping along the Route 250 corridor shall meet the requirements of VDOT and Fluvanna County;
3. We hereby withdraw any and all plans to access this property from Zion Road (Rt. 627) as previously shown on the preliminary site plan;
4. We further propose to establish a landscaping buffer along the entire frontage of the property on Zion Road (Rt. 627) as well as along the eastern boundary adjacent to the Bourne and Wills properties;
5. We propose that all building facades fronting onto Richmond highway (Rt. 250) and Zion Road (Rt. 627) will incorporate finishing materials such as brick, stucco, split-faced block, etc.;
6. We propose to follow "dark sky" exterior lighting as provided in Fluvanna county site plan requirements.
7. We propose to follow Sec. 19-7-7, Article 7 of the Subdivision Design Standards which states: The proposed development shall be designed to minimize the impact of noise, glare and pollution on adjoining property and protect the surrounding lands from the same.
8. In addition, we offer to proffer out of the list of permitted uses under I-1 by Special Use Permit the following uses:

- a. Wood yard with chipper
- b. Solid waste material recovery facility

If I can be of any further assistance, please feel free to contact me.

Sincerely,

Darren Coffey  
Planning Director

CC: Serenity Partners, 151 Starlite Park, Troy, VA 22974  
William Anderson, 3 Ponderosa Lane, Palmyra, VA 22974  
File



21708 JAMES MADISON HWY, TROY, VA 22974  
 PHONE (434) 591-1100 FAX (434) 591-1133

Attention: Steve Tugwell

Senior Planner, Dept. of Planning & Community Development, County of Fluvanna

**Re: SUP 13:09 Two (2) 7,200 square foot metal buildings major site plan Tax Map: 4, Section A, Parcel 99**

Dear Steve,

This is a request for a variation to the sidewalk requirements in Section 22-9-10 of the Fluvanna County Ordinance.

Constructing a sidewalk along Route 250, opposite the woman's prison, would not serve the greater public's health, safety, and welfare for the following reasons:

- 1.) The sidewalk would end on the side of Route 250 with nowhere for pedestrians to exit.
- 2.) The speed and volume of traffic on Route 250 would be hazardous for pedestrians.

Please feel to contact me for additional information.

Regards,

A handwritten signature in black ink, appearing to read "Ian Jackson". The signature is written over the printed name "Ian Jackson" which is located below it.

Ian Jackson



## COUNTY OF FLUVANNA

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P.O. Box 540 Palmyra, VA 22963 (434) 591-1910 FAX (434) 591-1911 www.co.fluvanna.va.us

July 19, 2013

I & J Home Builders, LLC  
21708 James Madison Highway  
Troy, VA 22974

Delivered via mail

**Re: SUP 13:09 Two (2) 7,200 square foot metal buildings major site plan**  
**Tax Map: 4, Section A, Parcel 99**

Dear Applicant:

The following comments are the result of the Technical Review Committee meeting. Comments are outlined below:

1. The Health Department commented that the buildings must have a private water and sewage system, and that it is their understanding that a soils report and proposal will be completed and will be reviewed by the Health Dept. when submitted by the applicant;
2. The Fire Chief asked what the proposed two buildings will be used for, and if any hazardous materials will be stored inside the buildings;
3. Central Virginia Electric Cooperative stated their concerns were that no buildings, wells, or drain-fields are to be constructed within 20 feet of either side of the overhead distribution lines that run through the property;
4. The E & S inspector commented that an approved erosion and sedimentation control and stormwater plan and land disturbing permit will be required prior to any land disturbing activity on site;
5. VDOT commented that there will not be two entrances at the proposed location, that this is a primary roadway which requires under the new access management standards possible spacing requirements, may generate a turn lane/taper, widening of the pavement, etc., also a site plan is needed and line of sight issues may arise due to the proposed landscaping plan. Additionally, a 150 foot turn lane will be required, due to the traffic on Route 250 generated by the site and the square footage of the two proposed buildings;

Planning Staff asked what the proposed uses for the buildings will be, and the uses will have a bearing on the number of required parking spaces, and that if five (5) or more parking spaces is required, then site full-cutoff site lighting will also be required, the

storage of vehicles related to the business,  
& repair

building setback from Route 250 is 200 feet and not 100 feet as the sketch plan shows, any lights installed on the buildings are required to be full-cutoff lighting and a photometric plan will be required, landscaping will be required per the approved proffers; the site will have to be developed in accordance with the approved proffers; Per Sec. 22-9-10, sidewalks that comply with the most recent VDOT specifications shall be required on both sides of all roadways, public and private, **(a variation to the sidewalk requirements may be granted by the Planning Commission for projects where);**

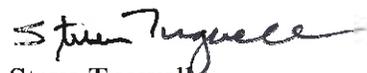
- a) VDOT prohibits the construction of sidewalks;
- b) The physical conditions on the lot or adjoining lots, including but not limited to, existing structure and parking areas, existing utility easements, environmental features, or the size and shape of the lot, make it impossible or unfeasible to provide the required sidewalks;
- c) The application of the before mentioned requirements would not further the goals of the Comprehensive Plan or otherwise serve the greater public's health, safety, and welfare.

If a variation from the Planning Commission is desired, then a written request addressed to the Planning Commission identifying one or more of the reasons above should be submitted to the Planning Department along with the sketch plan revision to be forwarded with the staff report

Please provide a minimum of 3 11"x 17" copies of the revised sketch plans and email a PDF version of the plan to [stugwell@fluvannacounty.org](mailto:stugwell@fluvannacounty.org), along with any other materials or documentation that is to be included in the Planning Commission packet by **Friday, July 26, 2013**. Submitting revisions by this deadline will place your request on the **August 28, 2013** Planning Commission agenda.

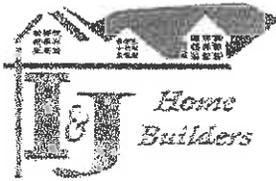
If you have any questions or need additional information, please contact me at 434-591-1910.

Sincerely,



Steve Tugwell  
Senior Planner  
Dept. of Planning & Community Development

cc: File



21708 JAMES MADISON HWY, TROY, VA 22974  
PHONE (434) 591-1100 FAX (434) 591-1133

Attention: Steve Tugwell

Senior Planner, Dept. of Planning & Community Development, County of Fluvanna

**Re: SUP 13:09 Two (2) 7,200 square foot metal buildings major site plan Tax Map: 4, Section A, Parcel 99**

Dear Steve,

In response to your comments in your letter dated the 19<sup>th</sup> of July, 2013, we wish to clarify the following:

- 1.) We have requested an AOSE to test the soils and lay out a drain field and to submit his findings to the health department for a permit. To date the soils have been favorable and the report will be submitted shortly.
- 2.) The proposed two buildings will be used for parking and maintenance of the owner's vehicles. Also there will be no hazardous materials stored inside the buildings.
- 3.) As noted.
- 4.) We have instructed our engineer to design an erosion, sedimentation control, and land disturbance plan.
- 5.) As noted, according to VDOT, there will only be one entrance on the property and our engineer is designing the entrance and liaising with VDOT on the exact location. The erosion, sediment, and land disturbance plan along with the entrance plan will be submitted to the county as soon as we have it.
- 6.) In regard to parking spaces; the only people that would require parking spaces would be the owner, a driver, and the secretary. There vehicles will be parked indoors. Full-cutoff site lighting will not be required.
- 7.) A 100 foot setback is the correct setback.
- 8.) We find no necessity to have a side walk and we don't think VDOT would approve of it.

As soon as we have the above plans we will resubmit them for approval.

Regards,

Ian Jackson

## Steven Tugwell

---

**From:** Goodale, James E. (VDOT) <James.Goodale@VDOT.virginia.gov>  
**Sent:** Tuesday, July 16, 2013 2:01 PM  
**To:** Steven Tugwell  
**Cc:** Wood, Mark (VDOT)  
**Subject:** TRC comments for the July meeting

### SDP 13:08 – Tiger Fuel Company

Although private the addition of two fuel pumps could generate more traffic therefore an entrance analysis study needs to be conducted.

### SDP 13:09 – I&J Homebuilders, LLC

There will not be two entrances at the proposed location. This is a primary roadway which requires under the new access management standards possible spacing requirements, may generate a turn lane/taper, widening of the pavement, etc., also a site plan is needed and line of sight issues may arise due to the proposed landscaping plan. After all this is said and done a 150' right turn lane will be required. This is because of the traffic on Route 250 and the traffic generated by the site and the square footage of the two proposed buildings.

James E. Goodale  
Permits & Subdivision Specialist Sr.  
Culpeper District - Zion Crossroads  
P.O. Box 1017  
Troy, VA. 22974  
Phone 434.589.2358 Fax 434.589.3967

## Steven Tugwell

---

**From:** Steve Olson <solson@MyCVEC.com>  
**Sent:** Friday, July 12, 2013 10:34 AM  
**To:** Steven Tugwell; Goodale, James E. (VDOT); Mike Brent  
**Subject:** RE: TRC comments

Steve,

Tiger Fuel. CVEC has no comments or concerns.

Site plan on 250 across from the Prison. CVEC's concerns and comments were that no buildings, wells, or drain-fields are to be constructed within 20' of either side of the overhead distribution lines that run through the property.

Steven C. Olson  
Field Engineering Supervisor  
P. O. Box 247  
Lovingston, VA 22949  
800.367.2832, Ext. 1450  
Direct: 434.263.2631  
[www.mycvec.com](http://www.mycvec.com)



**Central Virginia Electric Cooperative**  
HONEST · FAIR · RESPONSIBLE

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**From:** Steven Tugwell [<mailto:stugwell@fluvannacounty.org>]  
**Sent:** Friday, July 12, 2013 8:53 AM  
**To:** Goodale, James E. (VDOT); Mike Brent; Steve Olson  
**Subject:** TRC comments  
**Importance:** High

Hi all,

Could you please write your TRC comments from yesterday's meeting and email them to me? The 2 items were the site plan on 250 across from the women's prison, and the Tiger Fuels site plan at Turkeysag and 53.

Thanks!  
Steve

**Steve Tugwell**  
Senior Planner  
Dept. of Planning & Community Development  
Fluvanna County, VA  
434-591-1910  
[stugwell@co.fluvanna.va.us](mailto:stugwell@co.fluvanna.va.us)

 please conserve, do not print this e-mail unless necessary

## Steven Tugwell

---

**From:** Miller, Charles (VDH) <Charles.Miller@vdh.virginia.gov>  
**Sent:** Thursday, July 11, 2013 10:25 AM  
**To:** Steven Tugwell  
**Subject:** TRC Meeting

Steve,

To confirm our conversation of yesterday regarding the items on the TRC schedule:

1 – The Tiger Fuel business will be on the LM sewage facility, I'm sure.

2 – I&J Homebuilders proposal for the two buildings at Rts. 250 & 627 must have a private water & sewage system. I spoke with Mr. Jackson about this yesterday. He informed me that he would have a soil study and proposal done next week. When he submits that, I will review and forward

Comments to you.

Thanks,  
Charles

## Steven Tugwell

---

**From:** Mike-Kathy Brent <mkbrent7@gmail.com>  
**Sent:** Thursday, July 04, 2013 4:32 PM  
**To:** Steven Tugwell  
**Subject:** Re: July 11, 2013 TRC agenda

Steve

I will be out of town next Thursday but I have no comments on the two items. I do have a question on the I & J request and that's what the two buildings will be used for and if any Haz. Mat. materials will be stored inside?

Thanks  
Mike

On Wed, Jul 3, 2013 at 3:17 PM, Steven Tugwell <[stugwell@fluvannacounty.org](mailto:stugwell@fluvannacounty.org)> wrote:

Dear TRC members:

Attached is the agenda for our July 11, 2013 TRC meeting. The meeting is scheduled for 2pm in the Morris Room of the County Administration Building.

Please let me know if you have any questions or comments, and I look forward to seeing you at the meeting!

Thanks,

Steve

**Steve Tugwell**

**Senior Planner**

**Dept. of Planning & Community Development**

## Steven Tugwell

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**From:** Wright, Chuck (DOF) <chuck.wright@dof.virginia.gov>  
**Sent:** Monday, July 08, 2013 9:55 AM  
**To:** Steven Tugwell  
**Subject:** RE: July 11, 2013 TRC agenda

Steve

I will have no comments on either of these. Thanks.

Chuck Wright  
Forester  
Jefferson Work Area  
2010 Sandy Hook Road  
Goochland, VA 23063  
Office: 804-556-4145  
Cell: 804-912-0248  
Email: [chuck.wright@dof.virginia.gov](mailto:chuck.wright@dof.virginia.gov)  
Web: [www.dof.virginia.gov](http://www.dof.virginia.gov)

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**From:** Steven Tugwell [<mailto:stugwell@fluvannacounty.org>]  
**Sent:** Wednesday, July 03, 2013 3:17 PM  
**To:** Allyson Finchum; Alyson Sappington; Andrea Gaines; Andy Wills; Barry Bibb; Miller, Charles (VDH); Wright, Chuck (DOF); Donald Gaines; Shaunesey, Donna; Ed Zimmer; [fuac@embarqmail.com](mailto:fuac@embarqmail.com); Rice, Gary (VDH); Goodale, James E. (VDOT); Heather Poole; Jay Lindsey; Joe Chesser; Mike Brent; Patricia Eager; Robert Popowicz; Roger Black; Sam Babbitt; [solson@forcvec.com](mailto:solson@forcvec.com); Wayne Stephens  
**Cc:** [ianjackson7@embarqmail.com](mailto:ianjackson7@embarqmail.com); Tim Stanley; Gordon Sutton ([suttong@tigerfuel.com](mailto:suttong@tigerfuel.com)); [tmiller@meridianwbe.com](mailto:tmiller@meridianwbe.com)  
**Subject:** July 11, 2013 TRC agenda

Dear TRC members:

Attached is the agenda for our July 11, 2013 TRC meeting. The meeting is scheduled for 2pm in the Morris Room of the County Administration Building.

Please let me know if you have any questions or comments, and I look forward to seeing you at the meeting!

Thanks,  
Steve

Steve Tugwell  
Senior Planner  
Dept. of Planning & Community Development  
Fluvanna County, VA  
434-591-1910  
[stugwell@co.fluvanna.va.us](mailto:stugwell@co.fluvanna.va.us)

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## Steven Tugwell

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**From:** Roger Black  
**Sent:** Friday, July 19, 2013 8:57 AM  
**To:** Steven Tugwell  
**Subject:** RE: 7 11 2013 TRC comments?

Steve,

SDP 13:08 Tiger Fuel

If more than 10,000 square feet would be disturbed during the execution of this plan, an approved E & S Control/Stormwater Plan and Land Disturbing Permit will be required prior to any land disturbing activity on site.

SDP 13:09 I & J

An approved E & S Control/Stormwater Plan and Land Disturbing Permit will be required prior to any land disturbing activity on site.

Thanks,  
Roger

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**From:** Steven Tugwell  
**Sent:** Thursday, July 18, 2013 12:06 PM  
**To:** Roger Black  
**Subject:** 7 11 2013 TRC comments?

Roger,

I'm writing my TRC comment letter. Do you have any comments for either one of these applications?

Thanks!  
Steve

**Steve Tugwell**  
**Senior Planner**  
**Dept. of Planning & Community Development**  
**Fluvanna County, VA**  
**434-591-1910**  
[stugwell@co.fluvanna.va.us](mailto:stugwell@co.fluvanna.va.us)

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