



FLUVANNA COUNTY PLANNING COMMISSION

REGULAR MEETING AGENDA

Circuit Courtroom, Fluvanna Courts Building

April 22, 2015, at 7:00 pm

TAB AGENDA ITEMS

1 - CALL TO ORDER, PLEDGE OF ALLEGIANCE

2 - DIRECTOR'S REPORT

3 - PUBLIC COMMENTS #1 (3 minutes each)

4 - APPROVAL OF MINUTES

Minutes of March 25, 2015

5 - PUBLIC HEARINGS

SUP 15:01 – Stubben North America – A request to amend special use permit (SUP 04:25) to allow for “specialty retail sales” by appointment only with respect to 34.501 acres of Tax Map 10, Section A, Parcel 54A. The applicant is proposing to amend condition # 4 by deleting (“Regular (daily or weekly) influx of vendor or meeting traffic on the access road shall not be permitted. The warehouse shall not be used as a display center that is open to regular (daily or weekly visitors.”), and replacing it with “specialty retail sales by appointment only.” The property is zoned A-1 and is located on west side of Wounded Knee Lane approximately ½ mile north west of Route 631 (Troy Road). The property is located in the Palmyra Election District and is within the Rural Residential Planning Area.

6 - PRESENTATIONS

7 - SITE DEVELOPMENT PLANS

8 - SUBDIVISIONS

9 - UNFINISHED BUSINESS

-Comprehensive Plan Discussion

10 - NEW BUSINESS

11 - PUBLIC COMMENTS #2 (3 minutes each)

12 - ADJOURN



Planning/Zoning Administrator Review

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.

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.

**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.



COUNTY OF FLUVANNA

"Responsive & Responsible Government"

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

To: Fluvanna County Planning Commission
From: Jason Stewart, AICP
Date: April 15, 2015
Re: Planning Director's Report

1. Board of Supervisors Actions:

April 1, 2015:

(Approved) MOTION: I move to renew the Bowlesville Agricultural/Forestral District, which consists of 11 parcels totaling 732.76 acres, for an additional 8 year period, expiring on August 1, 2023.

Presentation regarding subdivision requirements.

April 15, 2015:

ZMP 14:05 – (Approved) Lake Monticello Volunteer Fire Dept. - An ordinance to amend the Fluvanna County Zoning Map with respect to 6.134 acres of Tax Map 18, Section A, Parcel 38F to rezone the same from A-1, Agricultural, General to R-4, Residential, Limited. The affected property is located on the west side of South Boston Road (Route 600), approximately 500 feet southwest of its intersection with Slice Road. The property is located in the Cunningham Election District and is within the Rivanna Community Planning Area.

2. Board of Zoning Appeals Actions:

No April meeting.

3. Technical Review Committee:

April 16, 2015:

- I. **SDP 15:05 – Wray Brothers Inc.** - A site development plan request to construct a 9,500 +/- square foot self-storage building addition with respect to 10.25 acres of Tax Map 5, Section 7, Parcel 9B. The property is zoned B-1, Business, General, and is located approximately 800 feet southwest of Richmond Road (Route 250) at the intersection of Better Living Drive and Richmond Road. The property is located in the Columbia Election District and is within the Zion Crossroads Community Planning Area.
- II. **SDP 15:06 – LMOA – New Golf Clubhouse** - A site development plan request to construct a at 9760 SF Clubhouse, a 5600 SF cart barn, and eleven (11) additional parking spaces, with respect to 10.25 acres of Tax Map 18A, Section 4, Parcel 224A. The property

is zoned R-4, Residential, Limited, and is located on Bunker Boulevard approximately 900 feet south of its intersection with Oak Grove Road. The property is located in the Cunningham Election District and is within the Rivanna Community Planning Area.

- III. **SUP 15:02 – Flick Investments Group, LLC** – A request for a Special Use Permit (SUP) to operate an auction house with respect to 4.81 acres of a portion of Tax Map 59, Section A, Parcel 8. The property is zoned I-1 (Industrial, Limited), and is located on the west side of Route 15 (James Madison Highway), at its intersection with Route 695 (Creasy Town Road) approximately 0.23 miles south of Route 713 (Bowles Town Lane). The property is located in the Fork Union Election District and is within the Fork Union Community Planning Area.

- IV. **ZMP 15:02 – Steven L. Peters** - An ordinance to amend the Fluvanna County Zoning Map with respect to 21.5 acres of Tax Map 8, Section A, Parcel A14A to rezone the same from A-1, Agricultural, General to B-1, Business, General. The affected property is located on the northwest corner of the intersection of Thomas Jefferson Parkway (Route 53), and Lake Monticello Road. The property is located in the Palmyra Election District and is within the Rivanna Community Planning Area.

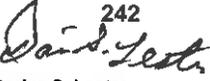


**FLUVANNA COUNTY BUILDING INSPECTIONS
MONTHLY BUILDING INSPECTION REPORT
MARCH 2015**

USE	Mar-14	VALUE	YTD 14	VALUE	Mar-15	VALUE	YTD 15	VALUE	Mar/Diff	VALUE	YTD	VALUE
											PERMITS	
New Homes	4	665,000	12	2,377,536	10	2,066,115	19	3,621,115	6	1,401,115	7	1,243,579
Duplex	0	0	0	0	0	-	0	-	0	-	0	-
Single Family (Attached)	6	750,000	6	750,000	0	-	2	423,000	-6	(750,000)	-4	(327,000)
Adds&Alterations	17	300,992	51	771,181	38	816,705	89	1,348,413	21	515,713	38	577,232
Garages & Carports	0	0	2	141,000	1	12,000	5	77,500	1	12,000	3	(63,500)
Accessory Buildings	2	52,000	2	52,000	2	21,700	4	255,339	0	(30,300)	2	203,339
Single Wide MH	1	16,000	2	48,000	0	-	0	-	-1	(16,000)	-2	(48,000)
Swimming Pools	0	0	0	-	0	-	1	36,500	0	-	1	36,500
Recreational Bldgs	0	0	0	-	0	-	0	-	0	-	0	-
Business Bldgs	0	0	0	-	0	-	0	-	0	-	0	-
Industrial Bldgs	0	0	0	-	0	-	0	-	0	-	0	-
Other Buildings	0	0	0	-	0	-	2	100,000	0	-	2	100,000
TOTALS	30	1,783,992	75	4,139,717	51	2,916,520	122	5,861,867	21	1,132,528	47	1,722,150

FEES	Mar-14	PREV TOT	YTD 14	Mar-15	PREV TOT	YTD 15	DIFFERENCE	DIFFERENCE YTD
Building Permits	\$ 10,040.88	11,815.19	21,856.07	\$ 13,711.09	\$ 15,082.26	\$ 28,793.35	3,670.21	6,937.28
Land Disturb Permits	\$ 2,400.00	3,350.00	5,750.00	\$ 1,425.00	\$ 2,650.00	\$ 4,075.00	(975.00)	(1,675.00)
Zoning Permits/Proffers	\$ 1,800.00	1,250.00	3,050.00	\$ 1,650.00	\$ 2,200.00	\$ 3,850.00	(150.00)	800.00
TOTALS	\$ 14,240.88	16,415.19	30,656.07	\$ 16,786.09	\$ 19,932.26	\$ 36,718.35	\$ 2,545.21	6,062.28

INSPECTIONS	Mar-14	PREVIOUS	YTD 14	Mar-15	PREVIOUS	YTD 15		
	103	284	387	146	242	388	43	1


Darius S. Lester
 Building Official

() represents a negative

Monthly Approval Report March 2015

<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>
Columbia							
	<i>Approved</i>						
<i>Text75:</i>		BSP 15-004	Physical Survey	19	(6) 4	0	
<i>Text75:</i>		SUB 14-025	Minor Subdivision	11	(A) 82	0	
<i>Text75:</i>		SUB 15-006	Family Subdivision	20	(A) 71	2	2
Fork Union							
	<i>Approved</i>						
<i>Text75:</i>		BSP 15-003	Boundary Survey	51	(A) 81	0	
<i>Text75:</i>		SDP 14-011	Communication Tower	53	(A) 56	97.5	
<i>Text75:</i>		SDP 14-012	Communication Tower	59	(A) 65	18	
<i>Text75:</i>		SUB 15-004	Family Subdivision	29	(A) 117A	10.081	
Palmyra							

<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>

<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>
	<i>Approved</i>						
<i>Text75:</i>		ZMP 15-001		4	(A) 97A	6.9	
	<i>PC Approved</i>						
<i>Text75:</i>		SDP 15-002	Medical Office	18	(10) 7A	2.92	

AFD - Agricultural Forestal District
BZA - Board of Zoning Appeals (Variance)
CPA - Comprehensive Plan Amendment
SUB - Subdivisions
ZMP - Zoning Map Proposal (Rezoning)

BSP - Boundary Survey Plat
CCE - Code Compliance Enforcement
SDP - Site Development Plan
SUP - Special Use Permits
ZTA - Zoning Text Amendment

Code Compliance Enforcement Activity Report

ID#	Tax Map Parcels	Reported Against	Type of Violation	Comments	Status	Status Date
Columbia						
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
Fork Union						
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
Palmyra						
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

ID#	Tax Map Parcels	Reported Against	Type of Violation	Comments	Status	Status Date
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

Transmittal Report March 2015

Line Number	Code	Name	ID#	Amount Received
<i>Subdivision & Plat Review</i>				
			BSP15003	\$50.00
			BSP15004	\$50.00
			BSP15005	\$50.00
			Sum:	\$150.00
10000013-318319				
	SIGNPT	Sign Permit		
			SUP15002	\$90.00
			Sum:	\$90.00
10000013-318337				
	SITEPL	Site Plan Review		
			SDP15003	\$500.00
			SDP15004	\$1,100.00
			SDP13009	\$150.00
			SDP15005	\$1,100.00
			Sum:	\$2,850.00
10000013-318341				
		<i>Subdivision & Plat Review</i>		
			SUB14029	\$375.00
			Sum:	\$375.00
10000013-318342				
	SPUSEP	Special Use Permits		
			ZUP15004	\$4,000.00
			ZUP15003	\$4,000.00
			ZUP15002	\$4,000.00
			ZUP15001	\$4,000.00
			SUP15002	\$800.00
			Sum:	\$16,800.00

<i>Line Number</i>	<i>Code</i>	<i>Name</i>	<i>ID#</i>	<i>Amount Received</i>
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Total: \$20,265.00

FLUVANNA COUNTY PLANNING COMMISSION REGULAR MEETING MINUTES

Circuit Court Room--Fluvanna County Courts

March 25th, 2015

7:00 p.m.

MEMBERS PRESENT: Barry Bibb, Chairman
Ed Zimmer, Vice-Chairman
Lewis Johnson
Patricia Eager
Donald Gaines (7:03 p.m.)
Tony O'Brien Board of Supervisors Rep

ALSO PRESENT: Jason Stewart, Planning and Zoning Administrator
Steven Tugwell, Senior Planner
Jay Lindsey, Planner
Deidre Creasy, Senior Program Support Assistant
Frederick Payne, Fluvanna County Attorney

CALL TO ORDER/PLEDGE OF ALLEGIANCE

Barry Bibb, Chairman called the meeting to order at 7:00p.m., after which the Pledge of Allegiance was recited.

PLANNING DIRECTOR'S REPORT (Mr. Stewart)

1. Board of Supervisors Actions:

- **March 4, 2015: Presentation regarding Subdivision Requirements**
- **March 18, 2015:**

ZMP 15:01 (Approved) – Memory Lane Property, LLC - An ordinance to amend the Fluvanna County Zoning Map with respect to 6.9 acres of Tax Map 4, Section A, Parcel 97A to rezone the same from I-1, Industrial, Limited, and I-2, Industrial, General, to I-2, Industrial, General. The affected property is located on the south side of Richmond Road (Route 250), approximately ¼ mile from Route 250 at the end of Memory Lane. The property is located in the Palmyra Election District and is within the Zion Crossroads Community Planning Area.

2. Board of Zoning Appeals Actions:

No March Meeting:

3. Technical Review Committee:

March 19, 2015:

SUP 15:01 – Stubben North America – A request to amend special use permit (SUP 04:25) to allow for “specialty retail sales” by appointment only with respect to 34.501 acres of Tax Map 10, Section A, Parcel 54A. The applicant is proposing to amend condition # 4 by deleting (“Regular (daily or weekly) influx of vendor or meeting traffic on the access road shall not be permitted. The warehouse shall not be used as a display center that is open to regular (daily or weekly) visitors.”) and replacing it with “specialty retail sales by appointment only.” The property is zoned A-1 and is located on west side of Wounded Knee Lane approximately ½ mile north west of Route 631 (Troy Road). The property is located in the Palmyra Election District and is within the Rural Residential Planning Area.

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 public comment section.

APPROVAL OF MINUTES

MOTION: Mr. Zimmer moved to accept the minutes of the February 25, 2015 meeting as submitted in which Mrs. Eager seconded. The motion carried a vote of 4-0-0. **AYES:** Bibb, Eager, Johnson and Zimmer **NAYS:** None. **ABSTAIN:** None

SUBDIVISIONS: None

Mr. Donald Gaines entered the meeting at this point and participated in voting thereafter

Public Hearings:

ZMP 14:05 – Lake Monticello Volunteer Fire Dept. - An ordinance to amend the Fluvanna County Zoning Map with respect to 6.134 acres of Tax Map 18, Section A, Parcel 38F to rezone the same from A-1, Agricultural, General to R-4, Residential, Limited. The affected property is located on the west side of South Boston Road (Route 600), approximately 500 feet southwest of its intersection with Slice Road. The property is located in the Cunningham Election District and is within the Rivanna Community Planning Area.

Senior Planner, Steve Tugwell briefly represented in regards to the rezoning

Eager: Inquired would the fire dept. be able to do what they wanted to do with the current setbacks?

Senior Planner: The setback issue is a byproduct. Anytime there is a zoning line between two adjacent parcels and the applicant is contemplating expansions, it is truly not a good practice to have. The Senior Planner believes the applicant want to remove the line, doing so would remove the setback issues and also continuity of zoning is always a good practice. He also expressed that he believes the basis for the R-4 zoning is because that is what the current firehouse is zoned as.

Eager: Asked if the zoning is not approved and it stays A-1 the Fire Department will not be able to do what they are proposing with the setbacks, correct?

Senior Planner: The setbacks may be an issue. No post sketches have been received with buildings on it but anytime you have different zoning, there are different building setback requirements and it proposes more of an issue then if it was just one zoning with one setback requirement.

Applicant: Lake Monticello Fire Department purchased the 6 acres with the desire to have auxiliary parking because of the number of people at bingo, fire trainings and EMS trainings. Many people have to park on Slice Rd. and then walk in the dark across the road to the building. Secondly, the fire department wants to expand the fire house to add room for emergency vehicles that are currently kept outside in various weather conditions and sleeping quarters from members so response times will be fast. Also advised that the main reason they want to rezone is because the "living quarters" building will be straddling the property line. The applicant also explained that they want to improve lighting and cosmetics of how the property looks. The only entrance will be from the fire house side and the property was purchased because they didn't want to see other business put up there that would force the land to be land locked.

PUBLIC COMMENTS #2

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

- **Clifford A. Shifflett, 8 Slice rd.** – Asked if along the property line are the trees are still going to be a barrier along the bank? What type of lighting is the fire Department putting up? Advised that he supports the Fire and Rescue Departments and just wanted to know if there were going to be any improvements along the bank.

Bibb: Advised that staff can probably answer questions in regards to the improvement

Senior Planner: There are parking lot, landscaping, screening and outdoor lighting requirements.

Clifford Shifflett: Is there are layout of the property?

Senior Planner: Yes, the applicant has a copy and we can provide you with a copy

Payne: Advised that the layout has not yet been developed and that will be the next step.

Senior Planner: A photometric plan will be required if there is any lighting that will have to be submitted with the development review.

Carolyn Shifflett: Will the lights be lit all night long, or automatic?

Senior Planner: The lights are required to be full cut off lighting and it extends only a certain number of lighting around.

- **Marvin Townsend 969 South Boston Rd.** advised that he had a few questions. 1. How can he be expected to comment on what is going to happen with the fire house until they have the information? Secondly, what is the residential limited for? Also advised that he has no issue with the fire department expanding or needing space because he understands that they run over half of the county's calls. He reiterated that he is unsure of how to comment on an issue that he has no information on.

Bibb: Advised that this is a rezoning and the applicant is proposing to expand the fire department for more space to park, vehicles and overnight accommodations for members running calls.

Marvin Townsend: Are the Fire Department building houses or just housing for the fire department?

Bibb: Some uses are proffered out with the R-4 zoning and the proposed plan is just to use it for the Fire Department facilities.

Payne: Explained that the existing property around the parcel is already zoned R-4, However the application has "proffered conditions" that if approved, the applicant will not be able to use it for.

Marvin Townsend: Advised that as long as the proffered conditions cannot be broken he is fine with it.

Payne: Added that the proffered conditions are conditions that the applicant put in.

Chairman Bibb closed the second public comment section for the Planning Commission to have more discussion.

Mrs. Eager: If the fire dept. can't do what they need to do they will have to sell the property. The concern people need to be more concerned with is what would happen to the property if the fire department sold it? She advised that she believed that it was in everyone's best interest to rezone R-4

Bibb: Advised that it is a civic use which can be A-1 or R-4. Also advised that the zoning department does a lot for the location, and the setting is good for Lake Monticello and the high school. He also reiterated that there is a parking issue.

Gaines: Explained that he runs into traffic and parking issues in the area and improvements needs to be made.

Zimmer: Advised that some of the concerns addressed have been met with the proffers and what has not been addressed will be dealt with in the site development plan where there will be an opportunity to address concerns.

Bibb: Advised that it meets the comprehensive plan and is in a growth area. Also explained that he would rather see it as a civic use then some of the other possibilities and that it is an oddly shaped property.

Eager: Asked what are the citizens' concerns about the Cypress?

Applicant: Explained the location of the trees and advised that he will talk to the citizens and address the concerns, but advised that the hill will not be developed. However he has to wait for the engineers final suggestions and the lighting will have timers.

MOTION:

Mr. Gaines moved to recommend approval of ZMP 14:05–Lake Monticello Volunteer Fire Department, in which **Mrs. Eager seconded**. The motion carried **with a vote of 5-0-0**. **AYES: Bibb, Eager, Johnson, Gaines and Zimmer NAYS: None. ABSTAIN: None**

SITE DEVELOPMENT PLANS:

SDP 15:02 – Rivanna Land Development - A site development plan request to construct a 8,900 +/- square foot medical office building with respect to 2.92 acres of Tax Map 18, Section 10, Parcel 7A. The property is zoned B-1, Business, General and is located approximately 220 feet southeast of South Boston Road (Route 600) at the intersection of Abby and Rebecca Roads. The property is located in the Palmyra Election District and is within the Rivanna Community Planning Area.

Senior Planner Steve Tugwell presented and advised the site is behind CVS.

Zimmer: Established with Tugwell that they need approval for the 40% in reference to parking.

Bibb: Got clarification from Tugwell/Shimp that the number of parking spaces requested should be 48
Senior Planner Steve Tugwell continued to present.

Applicant Shimp: Advised that 48 is the correct number and discussed various discussions between VDOT and himself.

Bibb: Advised that he is concerned about the location of the handicap parking and the roadway

Applicant Shimp: Advised a more in depth the plan for the roadway to address Chairman Bibb's concerns

Eager: Asked if Aggies ally is a road?

Applicant Shimp: It is a private road and explained the easement.

Zimmer: Asked were there any efforts to address the questions addressed in the code section in relation to parking?

Payne: Advised relegated parking is not mandatory

Bibb: Asked of anyone had any questions for the applicant? Then opened discussion for the planning commission members

Payne: Ensured that before the Planning Commission approved the SDP, that the planning staff considered and planned to address the concerns stated by the members.

MOTION

Mrs. Eager moved to approve of SDP 15:02–Rivanna Land development, in which **Mr. Gaines seconded**. The motion carried **with a vote of 5-0-0. AYES: Bibb, Eager, Johnson, Gaines and Zimmer NAYS: None. ABSTAIN: None**

PRESENTATIONS: NONE

UNFINISHED BUSINESS: Flood Plain Ordinance

Planner Jay Lindsey Spoke briefly

Stewart: Advised that the Planning Dept. planned to advertise the Flood Plain Ordinance for the April planning commission meeting

Bibb: Advised that he planned to have discussion of the Flood Plain Ordinance at the upcoming work session

Payne: Advised that this is a Federal Matter. In the course of developing the amendments to the resources they need to go over various definitions and the commission to make an amendment and then adopt as amended.

Planner Lindsey: Advised the board that the word variance is not used how it is normally used within the counties definitions

Bibb: Advised that the Public Safety portion of the Comprehensive Plan review will be done at the work session

Planner Lindsey: Advised that he received the information from Cheryl Wilkins and errors are highlighted and they will be corrected.

NEW BUSINESS:

Planner Lindsey presented the 2014 Development activity report

MOTION: Mrs. Eager moved to accept the 2014 Development activity report as submitted in which **Mr. Johnson seconded**. The motion carried a vote of **5-0-0. AYES: Bibb, Eager, Johnson, Gaines and Zimmer NAYS: None. ABSTAIN: None**

ADJOURN

There being no further business, Mr. Bibb adjourned the Planning Commission meeting of March 25th, 2015 at 8:05 p.m.

Minutes recorded by Deidre Creasy, Senior Program Assistant.

Barry A. Bibb, Chairman
Fluvanna County Planning Commission

Memorandum

DATE: April 9, 2015
RE: Planning Commission APO Letter
TO: Jason Stewart
FROM: Deidre Creasy

Please be advised the attached letter went out to the attached list of Adjacent Property Owners for the April 22, 2015 Planning Commission Meeting.



COUNTY OF FLUVANNA

“Responsive & Responsible Government”

P.O. Box 540 Palmyra, VA 22963 (434) 591-1910 FAX (434) 591-1911 www.fluvannacounty.org

NOTICE OF PUBLIC HEARING

April 9, 2015

«Owner»

«Address»

«City_State» «Zip_Code»

TMP# «TMP»

Re: Public Hearing on SUP 15:01

Dear «Owner»:

This letter is to notify you that the Fluvanna County Planning Commission will hold a public hearing on the above referenced item on **Wednesday, April 22, 2015** at **7:00 PM** in the Circuit Court Room at the Fluvanna County Courts Building in Palmyra, VA. The request is described as follows:

SUP 15:01 – Stubben North America – *A request to amend special use permit (SUP 04:25) to allow for “specialty retail sales” by appointment only with respect to 34.501 acres of Tax Map 10, Section A, Parcel 54A. The applicant is proposing to amend condition # 4 by deleting (“Regular (daily or weekly) influx of vendor or meeting traffic on the access road shall not be permitted. The warehouse shall not be used as a display center that is open to regular (daily or weekly visitors.”), and replacing it with “specialty retail sales by appointment only.” The property is zoned A-1 and is located on west side of Wounded Knee Lane approximately ½ mile north west of Route 631 (Troy Road). The property is located in the Palmyra Election District and is within the Rural Residential Planning Area.*

The applicant or applicant’s representative must be present at the Planning Commission meeting. The tentative agenda and staff report will also be available for review by the public in the Fluvanna County Planning and Community Development Department during working hours (8:00 a.m. – 5:00 p.m., Monday through Friday). If you have any questions, please feel free to contact me at 434-591-1910.

Sincerely,

Steven Tugwell
Senior Planner

SUP 15:01 Stubben North America

TMP		Name	Address	City, State	ZIP
5	A	35A Samuel G. Patterson	P.O. Box 999	Troy,Va	22974
10	A	72 WILLOW LAKE FARM LLC	P.O. Box 131	Keswick, Va	22947
10	A	70 Samuel G. Patterson	P.O. Box 999	Troy,Va	22974
10	A	54A CTD CORP	1018 Wounded Knee Ln	Troy,Va	22974
10	24	11 Peter E. Mance Sr.	233 Ironhound Dr.	Troy,Va	22974
10	A	69 Timothy & Deborah Hall	2257 N Boston Rd	Troy,Va	22974
10	A	68 James & Diane Ehrmann	2493 N Boston Rd	Troy,Va	22974



COUNTY OF FLUVANNA

"Responsive & Responsible Government"

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

STAFF REPORT

To: Fluvanna County Planning Commission
Case Number: SUP 15:01
Tax Map: Tax Map 10, Section A, Parcel 54A

From: Steve Tugwell
District: Palmyra
Date: April 22, 2015

General Information: This request is to be heard by the Planning Commission on Wednesday, April 22, 2015 at 7:00 pm in the Circuit Courtroom in the Courts Building.

Owner/Applicant: Stubben North America, Inc.

Representative: Jim Ehrmann

Requested Action: A request to amend SUP 04:25, with respect to 34.501 acres of Tax Map 10, Section A, Parcel 54A, to delete condition #4 and replace it to allow specialty retail sales by appointment only.
(Attachment A)

Location: The affected property is located on west side of Wounded Knee Lane approximately ½ mile north west of Route 631 (Troy Road).
(Attachment B)

Existing Zoning: A-1, Agricultural, General

Existing Land Use: Distribution center for existing equestrian-related products business.

Planning Area: Rural Residential Planning Area

Adjacent Land Use: Adjacent properties are all zoned A-1, Agricultural, General.

Zoning History: SUP 00-02 was approved on June 7, 2000 for equine-related products, an amendment of conditions (SUP 01-05) was approved June 20, 2001, an amendment to conditions (SUP 04-25) was approved on January 19, 2005.

Comprehensive Plan:

Land Use Chapter:

The Comprehensive Plan designates this property as within the Rural Residential Planning Area. According to this chapter, “*Some mixed-use development may be possible at a very small, rural neighborhood scale, but most development is single-family or two-family residential projects with limited commercial uses*”. Additionally, “*structures do not exceed two stories, and residential density is up to one unit every two acres gross (i.e., counting the acreage for the whole parcel), or six units per acre net (i.e., just the developable area, not including the permanent open space).*”

Analysis:

This is a Special Use Permit application to amend the existing conditions of approval associated with SUP 04-25. The applicant is requesting to delete condition #4 and replace it to allow specialty retail sales by appointment only. Condition #4 currently reads as follows: “*Regular (daily or weekly) influx of vendor or meeting traffic on the access road shall not be permitted. The warehouse shall not be used as a display center that is open to regular (daily or weekly) visitors*”. As part of this amendment request, condition #4 would be deleted and replaced with the following: “*Specialty retail sales by appointment only, with hours of operation to be 7 a.m. to 9 p.m. Monday through Sunday. Additionally, “All retail sales traffic shall enter and exit via Wounded Knee Lane only”*”, would be added as a condition. Specialty retail stores is a use permitted by special permit in the A-1 zoning district, and Stubben North America, Inc. is a distributor of equestrian-related products including horse saddles. (Attachment C)

There is an existing building on this property that is approximately 200 x 75 in size, and the applicant is not proposing any new buildings with this amendment. Mr. Ehrmann has stated that he currently employs six (6) full-time people at this distribution center location. (Attachment D)

When evaluating proposed uses for a special use permit, in addition to analyzing the potential adverse impacts of the use, staff utilizes two (2) general guidelines for evaluation as set forth in the zoning ordinance.

First, the proposed use should not tend to change the character and established pattern of the area or community.

The subject property is located within the Rural Residential Planning Area, within close proximity of existing agricultural and residential zoning and uses. The nearest residence is approximately 700 feet away from the existing distribution center building. The existing building is similar in scale and aesthetics to an agricultural accessory or equestrian building that is permitted by-right in the A-1 zoning district.

Second, the proposed use should be compatible with the uses permitted by-right in that zoning district and shall not adversely affect the use/or value of neighboring property.

Specialty retail stores/sales is a use permitted by special use permit in the A-1 zoning district. There is an existing special use permit to allow for the distribution of the equestrian-related

products, and this amendment would allow for retail by appointment only. This business has been operational for approximately 15 years, and is by appearance similar in use to a large horse stable or agricultural building that would be used for farm equipment, or storage.

Sec. 22-1-2 of the zoning ordinance states that the purpose of the zoning ordinance is “to protect against over-crowding of land”. Furthermore, the zoning ordinance states its purpose is to “facilitate the creation of a convenient, attractive and harmonious community” requiring the upkeep of the property, free from debris. The site is well-kept and no additional buildings or expansions are proposed with this amendment. Additionally, the zoning ordinance states its purpose as “encouraging economic development activities”. It may be perceived that the applicant is providing a service to the community by employing several people, and by providing their clients with a specialty product.

Neighborhood Meeting:

With the exception of the applicant, there were no other attendees at the March 18, 2015 neighborhood meeting.

Technical Review Committee:

At the March 19, 2015 Technical Review Committee meeting, The Fire Chief stated that he has no issue with this request;

VDOT did not have any comments regarding this request, as access to the site is via a private access easement;

Planning Staff inquired with regard to;

- a) Whether or not additional buildings or parking is proposed;
- b) The number of employees;
- c) What the hours of operation will be;
- d) By what access customers will enter and exit the property.

(Attachment D)

Conclusion:

The Planning Commission should consider any potential adverse impacts, such as traffic entering and exiting the property, noise, dust, vibration, or visual clutter.

Recommended Conditions:

If approved, Staff recommends the following conditions (in italics) in addition to the existing conditions associated with SUP 04:25:

1. Total amount of floor area for all structures constructed on the parcel identified on County Tax Map 10, Section A, Parcel 54A that are used for the warehousing and distribution of equine related products shall not exceed fifteen thousand five hundred ten (15,510) square feet of interior floor area. No business related structure may be constructed on the parcel identified as Tax Map 10, Section A, Parcel 68.
2. At any one time, no more than fifteen (15) employees shall be permitted to work in the building or buildings constructed on County Tax Map 10 as Parcel 54A for the warehousing and distribution of equine related products.
3. At any one time, no more than fifteen (15) employees who work in the building or buildings constructed pm County Tax Map 10 as Parcel 54A or Parcel 68 shall be permitted to use private access road that connects Parcel 54A to state Route 631.
4. ~~Regular (daily or weekly) influx of vendor or meeting traffic on the access road shall not be permitted. The warehouse shall not be used a display center that is open to regular (daily or weekly) visitors.~~ ***Specialty retail sales by appointment only, with hours of operation to be 7 a.m. to 9 p.m. Monday through Sunday.***
5. Any septic system and drain field will be constructed to commercial standards for up to fifteen (15) persons and must be approved by the Fluvanna County Health Department.
6. All structures on the parcel identified on County Tax Map 10 as Parcel 54A that are utilized for the warehousing and distribution of equine related products shall reflect the architectural style of the existing barn on the parcel.
7. No nighttime internal or external lighting of any kind shall be permitted to remain on between the hours of 8 p.m. and 6:00 a.m. unless employees are present on the premises or emergency conditions exist. There will be no 24-hour security lights of any kind installed on the building and may only be used during the hours otherwise permitted by this condition or during emergency situations, provided that such lights are not directed upward or toward adjacent property owners.
8. All parking for employees and visitors to the existing barn on the parcel identified on County Tax Map 10 as Parcel 54A shall be confined to the northern side of the existing barn.
9. No exterior security system that emits light or noise that can be detected on adjacent properties shall be installed.
10. No more than a total of ten (10) trucks per week shall be permitted to travel to and from the parcel identified on County Tax Map 10 as Parcel 54A to deliver inventory or to pick up shipment of product.
11. Deliveries to and pick-ups of products from the warehousing and distribution operation shall be permitted only between the hours of 8:00 a.m. and 6:00 p.m.
12. The rights granted under the special use permit may only be exercised by one or more of the following persons or entities; Stubben North America, Inc., CTD A.G., Stubben GmbH, a business entity wholly owned by Stubben family, or James J. Ehrmann (the "Potential Owners"). The special use permit may not be transferred, assigned, or otherwise conveyed to a person or entity that is not one pf the Potential Owners.
13. ***Under Sec. 22-17-4 F (2) of the Fluvanna County Code, the Board of Supervisors has the authority to revoke a Special Use Permit if the property owner has substantially breached the conditions of the Special Use Permit.***
14. ***The property shall be maintained in a neat and orderly manner so that the visual appearance from the road and adjacent properties is acceptable to County officials.***

- 15. The Board of Supervisors, or its representative, reserves the right to inspect the business for compliance with these conditions at any time.*
- 16. All retail sales traffic shall enter and exit via Wounded Knee Lane only.*

Suggested Motion:

I move that the Planning Commission recommend approval/denial of SUP 15:01, a request to amend SUP 04:25, with respect to 34.501 acres of Tax Map 10, Section A, Parcel 54A, to delete condition #4 and replace it to allow specialty retail sales by appointment only [if approved] subject to the conditions listed in the staff report.

Attachments:

- A – Application, and APO letter
- B – Aerial Vicinity Map
- C – Existing conditions
- D – sketch plan
- E - TRC comment letter, and email from the Fire Chief.

Copy: Mr. James J. Erhmann., 2493 N. Boston Road, Troy, VA 22974;
File



COMMONWEALTH OF VIRGINIA
COUNTY OF FLUVANNA
Application for Special Use Permit (SUP)

Owner of Record: STUBBEN NORTH AMERICA, INC
E911 Address: 1018 WOUNDED KNEE LANE TROY
Phone: 589-1356 **Fax:** 589-5524
Email: JIM@STUBBENNORTHAMERICA.COM

Applicant of Record: Received
E911 Address: _____
Phone: _____ **Fax:** FEB 27 2015
Email: Planning Dept.

Representative: JIM EHRMANN
E911 Address: 2493 N. BOSTON RD TROY
Phone: 804-240-2173 **Fax:** 434-589-5524
Email: JIM@STUBBENNORTHAMERICA.COM

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: _____

Tax Map and Parcel(s): TAX MAP 10, SECTION A 54A
Acres: 34.501 **Zoning:** A 2

Deed Book Reference: 344 PAGE 356
Deed Restrictions? No Yes (Attach copy)

Request for a SUP in order to: REVISE EXISTING S.U.P. 04:25 AMENDMENT # 4

Proposed use of Property: _____

*Two copies of a plan must be submitted, showing size and location of the lot, dimensions and location of the proposed building, structure or proposed use, and the dimensions and location of the existing structures on the lot.

By signing this application, the undersigned owner/applicant authorizes entry onto the property by County Employees, the Planning Commission, and the board of Supervisors during the normal discharge of their duties in regard to this request and acknowledges that county employees will make regular inspections of the site.

Date: 2/27/15 **Signature of Owner/Applicant:** [Signature]
Subscribed and sworn to before me this 27th **day of** February, **20** 15
Notary Public: Deidre Creasy Davis **Register #** 7618135
My commission expires: 03/31/2018
Certification: Date: _____
Zoning Administrator: _____



All plats must be folded prior to submission to the Planning Department for review. Rolled plats will not be accepted.

OFFICE USE ONLY			
Date Received: <u>02/27/15</u>	Pre-Application Meeting: _____	PH Sign Deposit Received: <u>02/27/2015</u>	Application #: <u>SUP15-001</u>
\$800.00 fee plus mailing costs paid: _____		Mailing Costs: \$20.00 Adjacent Property Owner(APO) after 1st 15, Certified Mail	
Amendment of Condition: \$400.00 fee plus mailing costs paid: _____		<u>Amendment of SUP 04:25 ✓ CASH</u>	
Telecommunications Tower \$1,500.00 fee plus mailing costs paid: _____		\$5,500 w/Consultant Review paid: _____	
Election District: <u>Palmyra</u>	Planning Area: <u>Rural Residential 1</u>		
Planning Commission		Board of Supervisors	
Advertisement Dates: <u>Apr 9th & 16th 2015</u>	Advertisement Dates: <u>May 17th & 24th 2015</u>		
APO Notification: <u>Apr 6th 2015</u>	APO Notification: <u>May 1st 2015</u>		
Date of Hearing: <u>Apr 22nd 2015</u>	Date of Hearing: <u>May 20th 2015</u>		
Decision: _____	Decision: _____		

Describe briefly the **improvements** proposed. State whether new buildings are to be constructed, existing buildings are to be used, or additions made to existing buildings.

SPECIALTY RETAIL SALES BY APPOINTMENT ONLY
EXISTING BUILDING TO BE USED

NECESSITY OF USE: Describe the reason for the requested change.

CHANGING BUSINESS CONDITIONS IN THE EQUINE INDUSTRY

PROTECTION OF ADJOINING PROPERTY: Describe the effects of the proposed use on adjacent property and the surrounding neighborhood. What protection will be offered adjoining property owners?

THE REVISED CONDITIONS ATTACHED HERETO, ADDRESS ANY CONCERNS EXPRESSED BY THE ADJACENT NEIGHBORS

ENHANCEMENT OF COUNTY: Why does the applicant believe that this requested change would be advantageous to the County of Fluvanna? (Please substantiate with facts.)

- AGRICULTURAL ZONED LAND WILL REMAIN UNTOUCHED, WITH NO PARCELING
- COMPETITIVE ADVANTAGE FOR EXISTING BUSINESS WITHIN ITS INDUSTRY
EMPLOYEES WILL CONTINUE TO HAVE A JOB

PLAN: Furnish plot plan showing boundaries and dimensions of property, width of abutting right-of-ways, location and size of buildings on the site, roadways, walks, off-street parking and loading space, landscaping, etc. Architect's sketches showing elevations of proposed buildings and complete plans are desirable and may be required with the application. Remarks:

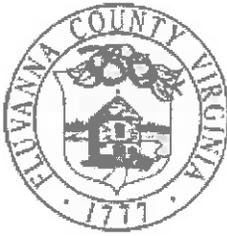
Received

FEB 27 2015

Planning Dept.

FEB 27 2015

Planning Dept.



COMMONWEALTH OF VIRGINIA
COUNTY OF FLUVANNA
Public Hearing Sign Deposit

Name: STUBBEN NORTH AMERICA INC c/o JAMES J. EHRTMANN

Address: 1018 WOUNDED KNEE LANE

City: TROY

State: VA Zip Code: 22974

I hereby certify that the sign issued to me is my responsibility while in my possession. Incidents which cause damage, theft, or destruction of these signs will cause a partial or full forfeiture of this deposit.

[Signature]
Applicant Signature

2/27/15
Date

*Number of signs depends on number of roadways property adjoins.

OFFICE USE ONLY			
Application #: BZA	:	CPA	:
	:	SUP 5 : 001	:
	:	ZMP	:
	:	ZTA	:
\$90 deposit paid per sign*: <u>Paid Cash 02/27/15</u>		Approximate date to be returned: <u>05/21/2015</u>	

Memorandum

DATE: April 9, 2015
RE: Planning Commission APO Letter
TO: Jason Stewart
FROM: Deidre Creasy

Please be advised the attached letter went out to the attached list of Adjacent Property Owners for the April 22, 2015 Planning Commission Meeting.



COUNTY OF FLUVANNA

“Responsive & Responsible Government”

P.O. Box 540 Palmyra, VA 22963 (434) 591-1910 FAX (434) 591-1911 www.fluvannacounty.org

NOTICE OF PUBLIC HEARING

April 9, 2015

«Owner»

«Address»

«City_State» «Zip_Code»

TMP# «TMP»

Re: Public Hearing on SUP 15:01

Dear «Owner»:

This letter is to notify you that the Fluvanna County Planning Commission will hold a public hearing on the above referenced item on **Wednesday, April 22, 2015** at **7:00 PM** in the Circuit Court Room at the Fluvanna County Courts Building in Palmyra, VA. The request is described as follows:

SUP 15:01 – Stubben North America – *A request to amend special use permit (SUP 04:25) to allow for “specialty retail sales” by appointment only with respect to 34.501 acres of Tax Map 10, Section A, Parcel 54A. The applicant is proposing to amend condition # 4 by deleting (“Regular (daily or weekly) influx of vendor or meeting traffic on the access road shall not be permitted. The warehouse shall not be used as a display center that is open to regular (daily or weekly visitors.”), and replacing it with “specialty retail sales by appointment only.” The property is zoned A-1 and is located on west side of Wounded Knee Lane approximately ½ mile north west of Route 631 (Troy Road). The property is located in the Palmyra Election District and is within the Rural Residential Planning Area.*

The applicant or applicant’s representative must be present at the Planning Commission meeting. The tentative agenda and staff report will also be available for review by the public in the Fluvanna County Planning and Community Development Department during working hours (8:00 a.m. – 5:00 p.m., Monday through Friday). If you have any questions, please feel free to contact me at 434-591-1910.

Sincerely,

Steven Tugwell
Senior Planner

SUP 15:01 Stubben North America

TMP		Name	Address	City, State	ZIP
5	A	35A Samuel G. Patterson	P.O. Box 999	Troy, Va	22974
10	A	72 WILLOW LAKE FARM LLC	P.O. Box 131	Keswick, Va	22947
10	A	70 Samuel G. Patterson	P.O. Box 999	Troy, Va	22974
10	A	54A CTD CORP	1018 Wounded Knee Ln	Troy, Va	22974
10	24	11 Peter E. Mance Sr.	233 Ironhound Dr.	Troy, Va	22974
10	A	69 Timothy & Deborah Hall	2257 N Boston Rd	Troy, Va	22974
10	A	68 James & Diane Ehrmann	2493 N Boston Rd	Troy, Va	22974



Scale: 1:18055.954822

Date: 04/17/2015

Printed By:

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).

Received
FEB 27 2015
Planning Dept.

January 20, 2005

Stübben USA, Inc
Mr. Jim Ehrmann
1018 Wounded Knee Lane
Troy, VA 22974

REF: SUP 04:25

Dear Mr. Ehrmann:

Please accept this letter as notification of the action taken on January 19, 2005 by the Board of Supervisors in regards to the request referenced above. The request was **approved** with the following conditions:

1. Total amount of floor area for all structures constructed on the parcel identified on County Tax Map 10, Section A, Parcel 54A that are used for the warehousing and distribution of equine related products shall not exceed *fifteen thousand five hundred ten (15,510) square feet of interior floor area. No business related structure may be constructed on the parcel identified as Tax Map 10, Section A, Parcel 68.*
2. At any one time, no more than fifteen (15) employees shall be permitted to work in the building or buildings constructed on County Tax map 10 as Parcel 54A for the warehousing and distribution of equine related products.
3. At any one time, no more than fifteen (15) employees who work in the building or buildings constructed on County Tax Map 10 as Parcel 54A or Parcel 68 shall be permitted to use private access road that connects Parcel 54A to State Route 631.
4. ~~Regular (daily or weekly) influx of vendor or meeting traffic on the access road shall not be permitted. The warehouse shall not be used as a display center that is open to regular (daily or weekly) visitors.~~ *Specialty retail sales for eqpt. only.*
5. Any septic system and drain field will be constructed to commercial standards for up to fifteen (15) persons and must be approved by the Fluvanna County Health Department.
6. All structures on the parcel identified on County Tax Map 10 as Parcel 54A that are utilized for the warehousing and distribution of equine related products shall reflect the architectural style of the existing barn on the parcel.
7. No nighttime internal or external lighting of any kind shall be permitted to remain on between the hours of 8:00 pm and 6:00 am unless employees are present on the premises or emergency conditions exist. There will be no 24-hour security lights of any kind installed on the building and may only be used during the hours otherwise permitted by this condition or during emergency situations, provided that such lights are not directed upward or toward adjacent property owners.
8. All parking for employees and visitors to the existing barn on the parcel identified on County Tax map 10 as Parcel 54A shall be confined to the northern side of the existing barn.

9. No exterior security system that emits light or noise that can be detected on adjacent properties shall be installed.
10. No more than a total of ten (10) trucks per week shall be permitted to travel to and from the parcel identified on County Tax Map 10 as Parcel 54A to deliver inventory or to pick up shipment of product.
11. Deliveries to and pick-ups of products from the warehousing and distribution operation shall be permitted only between the hours of 8:00 am and 6:00 pm.
12. The rights granted under the special use permit may only be exercised by one or more of the following persons or entities; Stübben North America, Inc., CTD A.G., Stübben GmbH, a business entity wholly owned by the Stübben family, or James J. Ehrmann (the "Potential Owners"). The special use permit may not be transferred, assigned or otherwise conveyed to a person or entity that is not one of the Potential Owners.

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

Sincerely,

Steven Biel
Planning Director

Copy: File

10-02
01-05
04-25

Received
FEB 27 2015
Planning Dept.



COUNTY OF FLUVANNA

"Responsive & Responsible Government"

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

March 25, 2015

Mr. James J. Erhmann
2493 N. Boston Road
Troy, VA 22974

Delivered via email

**Re: TRC comments SUP 15:01 – Stubben North America, Inc.
Tax Map 10-A-54A**

Dear Applicant:

At the March 19, 2015 Technical Review Committee meeting, The Fire Chief stated that he has no issue with this request;

VDOT did not have any comments regarding this request, as access to the site is via a private access easement;

Planning Staff inquired with regard to;

- a) Whether or not additional buildings or parking is proposed;
- b) The number of employees;
- c) What the hours of operation will be;
- d) By what access customers will enter and exit the property.

Please provide any other materials or documentation that is to be included in the Planning Commission packet by **Friday, April 10, 2015**. Submitting revisions by this deadline will place your request on the **April 22, 2015** 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

Steven Tugwell

From: Mike-Kathy Brent <mkbrent7@gmail.com>
Sent: Tuesday, March 17, 2015 9:48 AM
To: Steven Tugwell
Subject: Re: March 19, 2015 TRC agenda

Steve

I'm not going to make Thursday's meeting. I have no issues or questions on this request.

Mike

On Wed, Mar 11, 2015 at 12:11 PM, Steven Tugwell <stugwell@fluvannacounty.org> wrote:

Dear TRC members:

Our March meeting will be held next Thursday, March 19th instead of tomorrow, March 12th because we were waiting on a plot plan from the applicant.

Let me know if you have any questions.

Thanks,

Steve

Steve Tugwell

Senior Planner

Dept. of Planning & Community Development

Fluvanna County, VA

[434-591-1910](tel:434-591-1910)