



FLUVANNA COUNTY BOARD OF SUPERVISORS
REGULAR MEETING AGENDA

Circuit Courtroom, Fluvanna Courts Building
November 20, 2013, 7:00 pm

TAB AGENDA ITEMS

1 - CALL TO ORDER, PLEDGE OF ALLEGIANCE, MOMENT OF SILENCE

SPECIAL PRESENTATION – Recognition of Modesto Farm of Fluvanna County

2 - COUNTY ADMINISTRATOR’S REPORT

3 - PUBLIC COMMENTS #1 (5 minutes each)

4 - PUBLIC HEARING

- K ZMP 12:03/ Sycamore Square, LLC, Proffer Amendment – Mr. Steve Tugwell, Senior Planner
 - L SUP 13:04/ Andrew & Jess Boyle, Commercial Kennel – Mr. Steve Tugwell, Senior Planner
 - M SUP 13:05/ Lori L. Roberts, Commercial Greenhouse – Mr. Steve Tugwell, Senior Planner
 - Mc SUP 13:06/ Gregory Cox, Auto Repair Service Establishment – Mr. Steve Tugwell, Senior Planner
 - N SUP 13:07/ Brad Kennedy, Auto Repair Service Establishment – Mr. Steve Tugwell, Senior Planner
 - O CPA 13:01/ Fluvanna County, Amend Infrastructure and Land Use Chapter – Mr. Jay Lindsey, Planner
-

5 - ACTION MATTERS

- P James River Water Authority (JRWA) Funding Request – Steven M. Nichols, County Administrator
-

6 - PRESENTATIONS (normally not to exceed 10 minutes each)

None

7 - CONSENT AGENDA

- Q Minutes of November 6, 2013 – Mary Weaver, Clerk to the Board
 - R Accounts Payable (deferred from Nov 6, 2013 meeting) – Barbara Horlacher, Finance Director
 - S Appointment of Acting Planning and Zoning Administrator – Gail Parrish, Human Resource Manager
-

8 - UNFINISHED BUSINESS

None

9 - NEW BUSINESS

10 - PUBLIC COMMENTS #2 (5 minutes each)

11 - CLOSED MEETING

TBD

12 – ADJOURN

County 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 Board wishes to debate the matter of the disorder or the bringing of order; the regular business may be suspended by vote of the Board 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 Administrator shall be the judge of such breaches, however, the Board 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.

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 dialogue 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 Board.
 - Each speaker should clearly state his/her name and address.
 - All comments should be directed to the Board.
 - All questions should be directed to the Chairman. Members of the Board 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 call County staff prior to the public hearing.
 - Speakers should be brief and avoid repetition of previously presented comments.
3. ACTION
 - At the conclusion of the public hearing on each item, the Chairman will close the public hearing.
 - The Board will proceed with its deliberation 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.



RESOLUTION

For Recognizing An Outstanding Conservation Farm
Offered on November 06, 2013

In recognition of Modesto Farm of Fluvanna County for their outstanding farm conservation management practices,

BE IT KNOWN Among All Within the County of Fluvanna,

That the Thomas Jefferson Soil and Water Conservation District serves this community through programs and activities that enhance water quality of our surface and ground waters; while conserving and protecting our natural resources.

That in cooperation with the Virginia Department of Conservation and Recreation, farmers who demonstrate outstanding management practices which conserve our precious natural resources are selected and recognized through the Clean Water Farm Award Program.

That the Thomas Jefferson SWCD has selected Modesto Farm as the Clean Water Farm Award Program recipient of the County of Fluvanna for 2012.

That Modesto Farm demonstrates a commitment to the conservation of the natural resources on their farm through:

- Fencing cattle out of all 23,000 linear feet of streams on site
- Installing eight alternative water sources for the cattle
- Establishing a rotational grazing management system throughout 19 paddocks.
- Creating 10.6 acres of CREP buffers established wildlife habitat corridors throughout the farm. Mast-producing trees have been left along field edges, and persimmon trees have even been left in the middle of many of the fields.
- The six greenhouses on the farm are open to the public and have been featured on PBS's *Virginia Home Grown*. Modesto farm start most of their plants from seed, and insect control is accomplished using carnivorous plants and other natural methods. They have used the greenhouses as an educational tool, having local school groups out to discuss plant and animal life cycles to expand their SOL studies.

BE IT RESOLVED by County of Fluvanna Supervisors, that Modesto Farm of Fluvanna County is hereby commended or their commitment to protecting and enhancing waters that flow beyond farm boundaries and for the conservation ethic demonstrate through the farm management practices.

Endorsed this Sixth day of November, 2013

A handwritten signature in black ink, appearing to read "Shaun V. Kenney", is written over a horizontal line.

Shaun V. Kenney, Chairman
Fluvanna County Board of Supervisors

Modesto Farms LLC – George, Claudia, and Eugene Goin
2012 James River Basin Award Nomination

Modesto Farm is located near Kidds Store in the gently rolling foothills Fluvanna County, Virginia, about nine miles east of the historic town of Scottsville. The farm consists of roughly 180 acres of pasture and 130 acres of forest. The drainages flow to Shepherds Creek, which flows to the Hardware River and ultimately to the James River. The farm is owned and operated by George and Claudia Goin, along with one of their sons, Eugene. The Goins are true land stewards, interested in conserving and enhancing their natural resources while also ensuring clean water for those downstream in the James River Watershed.

Modesto has been in Claudia's family since the Civil War era. Her great-grandfather, Eugene N. Wood, was a circuit judge in Fluvanna County and married Mary Browning, who lived on what was part of the farm. They took over the farm in 1893. Eugene and Mary named the farm "Modesto" after an Indian word meaning "place of many springs." The farm then passed to Eugene's oldest daughter, Elvira Wood, who married Eugene L. Seay, Sr., in 1926. Claudia's father and mother, Eugene L. Seay, Jr., and Helen Seay purchased the farm from Eugene, Sr., in 1974. It was at this time that George and Claudia began farming Modesto. Eugene Seay, Jr., was an agricultural extension agent in Cumberland for about 25 years and "practiced what he preached" at Modesto. George and Claudia officially took over the farm in 1989.

Throughout the years, the farm has grown and reincorporated portions from different members of the family. In an age where land tends to be broken apart and subdivided, Modesto is a rare example of a farm that has expanded and withstood the test of time.

The farm has also reinvented itself over the years. Claudia's grandfather, Eugene Sr., ran a dairy at one point, and planted grain throughout the neighborhood to supply his herd. He also raised sheep and feeder pigs. Claudia's father, Eugene Jr., raised polled Hereford cattle and feeder pigs. Today, all cropland on Modesto has been converted to permanent grass, thereby keeping tons of sediment out of the James River every year, and George, Claudia, and Eugene manage a cow-calf operation of up to 70 brood cows. In addition, George and Claudia established "Modesto Farms Greenhouse" when George retired in 2002.

"Place of many springs" is a very suitable name for the farm, as there are fourteen separate springs or streams on Modesto. Of the approximately 23,000 feet of streambank on the property, the Goins' cattle have access to none. Over 13,000 feet of fence have been installed for the purpose of stream exclusion, and many other fences also serve to exclude streams. There are three hardened stream crossings to safely move their cattle across streams when necessary. The Goins have installed eight alternative water sources, several of which are spring-fed troughs in more remote areas of the farm.

The Goins typically have plenty of forage available for their livestock thanks to their rotational grazing management. The Goins recently installed over a half-mile of additional permanent cross-fencing and split their existing paddocks approximately in half, establishing about 19 paddocks. This, along with an appropriate stocking rate, allows the Goins to maximize their grazing and minimize feeding. The Goins

produce all of their own hay on the farm, and allow their hay fields to stockpile for winter grazing. The Goins typically only have to feed hay for a brief period around February. The Goins diligently soils test every 2-3 years and fertilize their hay fields accordingly to replace the nutrients that they have taken. In addition, they frost-seed legumes to restore nitrogen naturally and enhance grassland diversity.

Unlike most farms, where fescue fields provide little wildlife habitat, Modesto is full of habitat thanks to the Goins. Their 10.6 acres of CREP buffers - as well as many other riparian areas that have been excluded - have created wildlife habitat corridors throughout the farm. Mast-producing trees have been left along field edges, and persimmon trees have even been left in the middle of many of the fields. As a former employee for the Virginia Department of Game and Inland Fisheries, George takes pride in the wildlife habitat that has been created on Modesto.

The Goins have six greenhouses on the farm, and the greenhouses are open to the public and have been featured on PBS's *Virginia Home Grown*. The Goins start most of their plants from seed, and insect control is accomplished using carnivorous plants and other natural methods. The Goins have used the greenhouses as an educational tool, having local school groups out to discuss plant and animal life cycles to expand their SOL studies. The Goins also participated in the spring "Visit Your Local Farmers" tour, which was sponsored by the Charlottesville Market Central. The greenhouses make the farm highly visible to the public, so a Clean Water Farm Award sign would be a great way to showcase good conservation and increase the awareness of conservation programs in a county with little historical participation in conservation programs.

As fourth- and fifth-generation farmers of Modesto, the Goins manage their land as responsibly as possible to ensure that it will remain viable long into the future. The Goins have set a great precedent in the James River Watershed. Rest assured that the water leaving Modesto Farm is clean, and this will not change in the near future.

BOARD OF SUPERVISORS AGENDA ITEM

Meeting Date: November 20, 2013

SUBJECT:	ZMP 12:03 – Sycamore Square, LLC & Ballif Investments, LLC request to amend proffer # 8 from original rezoning case ZMP 04:02.
MOTION(s):	I move that the Board of Supervisors approve/deny/defer ZMP 12:03, a request to amend proffer number eight (8) of ZMP 04:02 with respect to Tax Map 9, Section A, Parcels 13, 14, and 14C.
STAFF CONTACT:	Steve Tugwell, Senior Planner
RECOMMENDATION:	At its meeting on July 24, 2013, the Planning Commission recommended approval of ZMP 12:03 with a vote of (5-0).
TIMING:	Action requested at current meeting.
DISCUSSION:	Request to amend proffer # 8 associated with rezoning case ZMP 04:02 to Tax Map 9, Section A, Parcels 13, 14, and 14C.
FISCAL IMPLICATIONS:	-
POLICY IMPLICATIONS:	<p>Regarding ZMP 12:03, The Board of Supervisors may:</p> <ul style="list-style-type: none"> • Approve this request, allowing amendment of proffer # 8; OR • Deny this request, preventing amendment of proffer # 8; OR • Defer this request and make a final decision at a later date; and
LEGISLATIVE HISTORY:	<p>Review of a proposed rezoning request in accordance with Chapter 22, Article 17 of the Fluvanna County Code (Zoning Ordinance: Conditional rezoning)</p> <p>Application was received on December 28, 2012</p> <p>Planning Commission reviewed the request on July 24, 2013</p>
ENCLOSURES:	Staff Report (with accompanying attachments)



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 Board of Supervisors

Case Number: ZMP 12:03

Tax Map: Tax Map 9-A-13, 14, 14C

From: Steve Tugwell

District: Rivanna

Date: November 20, 2013

General Information: This request is to be heard by the Board of Supervisors on Wednesday, November 20, 2013 at 7:00 pm in the Circuit Courtroom in the Courts Building.

Owner: Sycamore Square, LLC & Ballif Investments, LLC

Applicant/Representative: Charlie Armstrong – Southern Development

Requested Action: To amend proffer number 8 of the proffers associated with rezoning case # ZMP 04:02 with respect to Tax Map 9, Section A, Parcels 13, 14, and 14C. (Attachment A)

Location: The properties are located on the north and east side of Route 618 (Lake Monticello Road), across from the main gate at Lake Monticello and Crofton Plaza. (Attachment B)

Existing Zoning: R-3, Residential, Planned Community

Proposed Zoning: R-3, Residential, mixed use amendment of proffer # 8

Existing Land Use: Property is currently vacant.

Adjacent Land Use: Residential and commercial to the south and west, and agricultural to the north and east.

Comprehensive Plan: This parcel is located within the Rivanna Community Planning Area.

Zoning History: This property was approved for rezoning from A-1, Agricultural, General to R-3, Residential, (ZMP 04:02) by the Board of Supervisors on February 16, 2005, with the following eighteen (18) proffers; An application to amend two (2) proffers associated with ZMP 04:02 was denied by the Board of Supervisors on October 20, 2010. (Attachment C)

Proposed Proffer (Revision to proffer # 8):

8. *The development will meet, at a minimum, the federal standards for age-restricted housing as defined in the Fair Housing Amendments Act of 1988 and Housing for Older Persons Actions 1995: Final Rule. The following requirements shall apply:*
 1. *The housing shall be intended and designed for persons aged 55 and older;*
 2. *At least 80 percent of the occupied units shall be occupied by at least one (1) person who is 55 years of age or older;*
 3. *The development shall publish and adhere to policies and procedures that demonstrate its intent to operate as housing for persons 55 years of age or older. This shall be recorded as a covenant and restriction for the community; and*
 4. *The development shall also comply with rules issued by HUD for the verification of occupancy.*

~~The residential development shall be restricted (in ownership, rental, lease, etc.) to individuals of age 55 and above. This shall be recorded as a covenant and restriction for the community.~~

(Attachment D)

Existing Proffers:

1. Access to the property from Route 618 shall be limited to three (3) locations (including River Run Drive). Furthermore, River Run Drive shall be limited (by design) to emergency vehicles only.
2. Between River Run Drive and the proposed entrance across from the main gate at Lake Monticello, there shall be a minimum building setback will be 125 feet, measured from the proposed Right-of-Way, as shown on the approved Preliminary Master Plan dated December 29, 2004 (revised). Every effort shall be made to preserve the existing vegetative buffer that exists in this setback.
3. The proposed Assisted Living Facility shall have a parking setback of not less than 50 feet as measured from the Route 618 R.O.W., as shown on the approved Master Plan for development. This setback area shall be landscaped in general accord with Section 22-24-1 (Landscape Plan – General provisions for landscaping) with some latitude for discretionary approval by the Fluvanna County Director of Planning.
4. Between the proposed entrance across from the main gate of Lake Monticello and the eastern property line, there shall be a 50-foot building setback. Every effort shall be made to preserve the existing tree vegetation within this setback for screening purposes.
5. Along River Run Drive, there shall be a minimum building setback of 80 feet, as measured from the property line of Tax Map 9-(A)-13, as shown on the approved Master Plan for development. Every effort shall be made to preserve the existing vegetation buffer that exists in this setback.
6. Along the northern property line, there shall be a 75-foot building setback, extending from River Run Drive in an easterly direction for 1,400 feet and including the proposed community center.

Every effort shall be made to preserve 50 feet of existing tree vegetation for screening in this setback.

7. Pedestrian trails, with minimal disturbance, shall be allowed in all buffers, setbacks, and preservation areas.

8. The residential development shall be restricted (in ownership, rental, lease, etc.) to individuals of age 55 and above. This shall be recorded as a covenant and restriction for the community.

9. There shall be a Community Center, with minimum size of 5,000 square feet to serve the development and any appropriate community uses.

10. The commercial component of the Master Plan shall not total more than 40,000 square feet of gross floor area, and shall be composed entirely of community retail and service uses, such as medical offices, dental offices, markets, bookstores, dry cleaners, coffee shops, cafes, florists, etc.

11. Construction will not begin until public water and sewer is available.

12. Public water shall provide adequate pressure.

13. On-site stormwater management shall be designed in consultation with the Thomas Jefferson Soil and Water Conservation District utilizing low impact development techniques and water quality best management practices.

14. The following improvements shall be constructed at the entrance across from the Main Gate to Lake Monticello: A conventional intersection with a left turn lane into Lake Monticello and right and left turn lanes into Lake Monticello shall be constructed to VDOT standards and specifications. The primary purpose of this entrance is to serve the assisted living component of Monticello Village, therefore the right and left turn lanes into Lake Monticello shall be constructed prior to issuance of the first residential certificate of occupancy in the Monticello Village community (the length of turn lanes shall be determined by VDOT during the Site Plan stage of Monticello Village).

15. The following improvements shall be constructed at the entrance across from Crofton Plaza. A conventional intersection with a left turn lane into Crofton Plaza and right and left turn lanes into Monticello Village, or a roundabout, shall be constructed prior to issuance of the first residential certificate of occupancy in the Monticello Village community.

16. All improvements referenced in items 14 and 15 above are planned to utilize existing VDOT right-of-way or right-of-way dedicated by Southern Development, per the plan titled "proposed improvements to Route 618" and dated 1/14/2005 prepared by Rivanna Engineering. The estimated cost of such improvements is \$685,000.00. In the event a roundabout is desired, additional right-of-way may be necessary. Southern Development cannot guarantee the successful acquisition of, or funding for, any additional right-of-way beyond what is shown in the above referenced plan.

17. A complete copy of a comprehensive traffic analysis of the Lake Monticello Area of Fluvanna County has been provided to Fluvanna County Staff and VDOT. This study was conducted by Wilber Smith & Associates in January 2005, at a cost of \$15,000.

18. Southern Development will provide an additional \$5,000 cash proffer directly to VDOT, for future traffic improvement design in the Lake Monticello Area. Payment shall occur in conjunction with the first residential building permit.

Neighborhood Meeting:

No citizens or adjacent property owners were present at the January 9, 2013 Neighborhood meeting to provide any comments or discussion.

Technical Review Committee:

At the January 10, 2013 Technical Review Committee (TRC) meeting, the following comments were received:

The Fire Department asked if this proposal would change the location of the existing fire hydrants, and the applicant responded no, they will remain in the same location as approved;

The Health Dept. commented that plans will need to be submitted to the Virginia Dept. of Health along with supporting documentation for Department review and approval from the Office of Drinking Water and the VDH Division of Engineers.

(Attachment E)

Planning Commission:

The Planning Commission considered this request at their July 24, 2013 meeting. The Planning Commission discussed the proposed amendment to proffer # 8. There was discussion with regard to the enforcement of the residential units, and Mr. Payne expressed concern over staff's responsibility for interpreting the proffer. In particular, the part that read, "The residential development shall be restricted (in ownership, rental, lease, etc.) to individuals of age 55 and above". The Planning Commission voted to recommend approval of the proffer amendment by a vote of 5-0.

Comprehensive Plan

Land Use Chapter

The Comprehensive Plan designates this property as within the Rivanna Community Planning Area. According to this chapter, growth in the Rivanna Community Planning area should be a mixture of uses and residential dwelling types that serve a variety of incomes. While the proposed amendment to proffer number eight (8) would potentially increase the mixture of housing types for a variety of age groups in the area, it would also restrict the opportunity to provide some alternatives to the existing single-family detached dwellings that predominantly exist in the area, specifically to homeowners fifty-five (55) years of age or older. This change would mean a reduction in available housing to this demographic.

Community Design Chapter

The Community Design chapter of the Comprehensive Plan calls for both neighborhood residential and neighborhood mixed-use development in the Rivanna Community Planning Area. Development in areas around the gates of Lake Monticello should be in the form of neighborhood-mixed use, with growth beyond these areas in the form of neighborhood residential. The Lake Monticello Community Plan was developed by Fluvanna County and the Thomas Jefferson Planning District Commission with ideas generated at various subsequent public workshops, as well as follow-up meetings with a steering committee. Participants identified key strategies and projects to improve the quality of life for residents inside and outside of Lake Monticello, and agreed upon several priorities, including “to increase traffic safety and improve flow at key intersections”; also, “to provide housing choices for a variety of age groups and income levels, appropriate to the area”. One recommendation was to improve traffic safety, and this section of the Comprehensive Plan goes on to state, “large volumes of traffic on small country roads can lead to safety problems. Improving intersections, paving shoulders, and adding features for pedestrians, bicycles, and slow-moving vehicles in congested areas can alleviate traffic and promote safety. This may be particularly important as the county’s population continues to grow. Roundabouts, if properly designed, can improve pedestrian access and safety over typical signalized intersections”. Staff and nearby residents already feel traffic is a localized area of concern.

Housing Chapter

One of the goals of the Housing Chapter is “to provide a variety of well-planned housing choices.” Currently, the Rivanna Community Planning Area is characterized primarily by single-family detached dwellings. The proposed proffer amendments would arguably make a variety of housing more available to different age groups, but at the same time the amendment would make the same variety of housing less available to persons age fifty-five (55) or greater, which may not be consistent with the intent of the originally approved proffers.

Analysis:

The applicant is proposing to amend proffer number eight (8), one of the 18 approved proffers associated with the original rezoning case number ZMP 04:02. Existing proffer number eight (8) states that, “*The residential development shall be restricted (in ownership, rental, lease, etc.) to individuals of age 55 and above. This shall be recorded as a covenant and restriction for the community*”. The applicant has proposed changing proffer number eight (8) to state, “*The development will meet, at a minimum, the federal standards for age-restricted housing as defined in the Fair Housing Amendments Act of 1988 and Housing for Older Persons Action 1995: The following requirements shall apply:*

1. *The housing shall be intended and designed for persons age 55 and older;*
2. *At least 80 percent of the occupied units shall be occupied by at least one person who is 55 years of age or older;*
3. *The development shall publish and adhere to policies and procedures that demonstrate its intent to operate as housing for persons 55 years of age or older. This shall be recorded as a covenant and restriction for the community; and*
4. *The development shall also comply with rules issued by HUD for the verification of occupancy.*

The applicant has stated in the revised proffer, and to staff, that their reasoning for the change is to comply with the Housing for Older Persons act of 1995, and the Virginia Fair Housing Law, however, this revision represents a fundamental change to the level of housing provided to certain age groups. This revision may be considered more permissive than the original proffer and appeals to a much wider market of homeowners, representing a fundamental change to the intent of the original proffer, and the character of the community. Alternatively, the applicant has stated that modifying proffer number eight (8) is consistent with the proffer policy of other Virginia localities. Furthermore if the proffer amendment is successful, it will allow construction to begin soon thereafter by increasing unit marketability.

(Attachment E)

Conclusion:

It appears this proffer amendment request would change the level of housing provided to certain age groups that the originally approved proffers were specifically designed to include. The applicant has stated that one reason to revise proffer number eight (8) is to comply with the Housing for Older Persons act of 1995, and the Virginia Fair Housing Law, but the existing proffer as written, exceeds these requirements, which was the intent of the original application. The proposed revision to proffer number eight (8) may likely reduce the number of units available in this community to persons aged fifty-five (55) or older.

When reviewing this proffer amendment request, the Board of Supervisors should take into consideration how this request does or does not meet the intent of the Comprehensive Plan, and the intent of the originally approved project (ZMP 04:02).

Suggested Motion:

I move that the Board of Supervisors approve/deny ZMP 12:03, a request to amend proffer number eight (8) of ZMP 04:02 with respect to Tax Map 9, Section A, Parcels 13, 14, and 14C.

Attachments:

- A – Application, sketch plan and APO letter
- B – Aerial Vicinity Map
- C - Rezoning case number ZMP 04:02 approval letter with existing proffers
- D– Applicant proposed proffer statement – revised proffer # 8
- E - TRC Comment letter including email from the Health Department
- F – Proposed Ordinance
- G – Applicant’s request to defer

Copy:

Owner: Sycamore Square, LLC & Ballif Investments, LLC, 170 S. Pantops Drive, Charlottesville, VA 22911
Applicant/Representative: Charlie Armstrong, 170 S. Pantops Drive, Charlottesville, VA 22911
File

Reset Form

Print Form



COMMONWEALTH OF VIRGINIA
COUNTY OF FLUVANNA
Application for Rezoning

Received
DEC 28 2012
Fluvanna County

Owner of Record: Sycamore Square, LLC & Ballif Investments, LI Applicant of Record: Same

E911 Address: 170 S Pantops Dr, Charlottesville, VA 22911 E911 Address: _____

Phone: 434-245-0894 Fax: 434-245-0895 Phone: _____ Fax: _____

Email: carmstrong@southern-development.com Email: _____

Representative: Charlie Armstrong

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.

E911 Address: same

Phone: _____ Fax: _____

Email: _____

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

Tax Map and Parcel(s): 9 A 13, 9 A 14, and 9 A 14C, Deed Book Reference: 711-66 & 720-955

Acreage: 44 Zoning: R3 with proffers Deed Restrictions? No Yes (Attach copy)

Location of Parcel: Village Oaks, Across from the Main Gate of Lake Monticello

Requested Zoning: R3 with proffers Proposed use of Property: Mixed use age-restricted community

Affidavit to Accompany Petition for Rezoning

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.
I/We, being duly sworn, depose and say that we are Owner/Contract Owner of the property involved in this application and that we have familiarized ourselves with the rules and regulations of the Zoning Ordinance with respect to preparing and filing this application, and that the foregoing statements and answers herein contained and the information on the attached map to the best of our ability present the argument on behalf of the application herewith requested and that the statements and information above referred to are in all respects true and correct to the best of our knowledge.

Date: 12/27/12 Signature of Owner/Applicant: _____

Subscribed and sworn to before me this 27th day of December, 2012 Register # 298946

My commission expires: 7-31-2016 Notary Public: Laura Navarrete

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>12/28/12</u>	Pre-Application Meeting: _____ PH Sign Deposit Received: <u>CK# 1102</u> Application #: <u>ZMP 12:003</u>
\$1,000 plus \$50 for per acre plus mailing costs fee paid: Mailing Costs: \$20.00 Adjacent Property Owner(APO) after 1st 15, Certified	
Proffer or Master Plan Amendment: <u>\$750.00</u> plus mailing costs <u>CK#2075</u>	
Election District: <u>Palmyra</u>	Planning Area: <u>Bivanna CPA</u>
Public Hearings:	
Planning Commission	Board of Supervisors
Advertisement Dates: <u>2/14/12 + 2/21/12</u>	Advertisement Dates: <u>3/7/12 + 3/14/12</u>
APO Notification: <u>2/13/12</u>	APO Notification: <u>3/6/12</u>
Date of Hearing: <u>2/27/12</u>	Date of Hearing: <u>3/20/12</u>
Decision: _____	Decision: _____

December 21, 2012

Steve Tugwell
Fluvanna County
PO Box 540
Palmyra, VA 22963

Received
DEC 28 2012
Fluvanna County

Re: Village Oaks Proffer Amendment

Dear Steve,

Enclosed please find a request to amend Proffer #8 for the Village Oaks community in Fluvanna County. Two years ago we applied to modify this proffer and one other proffer at Village Oaks. There was significant community opposition to modifying the other proffer, #15, which pertained to road improvements. But there was little opposition to modifying this proffer, #8, pertaining to the age restriction on the community.

Since we last visited this issue two years have passed. The economy has improved and Village Oaks is poised to start construction immediately if this proffer can be amended. As currently written, the project is not sufficiently marketable at this point to begin construction.

We all want to keep Fluvanna's seniors in Fluvanna. They are a tremendous asset to the county's social fabric and seniors make an enormous positive impact on the county tax base. Currently there are limited options in Fluvanna for housing designed with seniors in mind. Design for seniors, or "Universal Design" as it is more commonly called, is not something that should be done as an afterthought—it needs to be designed into the home and the community from day one. Things like stairs, narrow doors, and ill-designed kitchens and baths are very difficult to retrofit. Village Oaks will provide what seniors need and is something seniors currently have difficulty finding in Fluvanna.

As currently written, the age restriction for Village Oaks is so constraining that it requires that all owners and occupants in Village Oaks must be 55 years old or better. An adult child would not be able to move back in with mom and dad. Grandparents would not be allowed to be custodians of their grandchild. A 54 year old could not inherit her parents' home in the event of their death. There are numerous other examples of how the restriction is problematic. You can imagine how this creates a marketability issue.

The proffer amendment we propose will allow up to 20% (1 in 5) of the homes in Village Oaks to be primarily occupied by people 54 or younger. This creates enough flexibility that we won't run into the problems listed above. The Homeowners Association will enforce the restriction in accordance with rules promulgated by the Department of Housing and Urban Development (HUD). This would open up the possibility of some school-age children in Village Oaks, but our experience demonstrates that when housing is designed for seniors, seniors are the predominant buyer.

This month we broke ground on a new community in Albemarle called Dunlora Forest. Dunlora Forest includes 60 homes designed for seniors. Dunlora Forest is not age-restricted. There is no restriction whatsoever on who may live there. But because the homes are *designed* for seniors, that is who is buying them. Of the 10 contracts for new homes that we have already received, all 10 are people over 55 years old. None have children living with them.

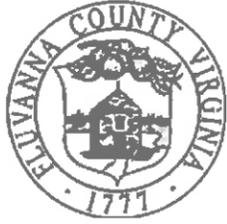
Spotsylvania County has adopted an age-restricted proffer policy upon which we would like to model our new proffer. 80% age-restricted is the policy in Spotsylvania, and is also in line with HUD guidelines and fair housing law.

We feel that the value of getting Village Oaks started, including road improvements to Rte 618, a new commercial area, and a community for Fluvanna's seniors to find what they need right here in Fluvanna is tremendous. With this proffer amendment we can start immediately. Financing has been secured, builders are lined up, and the market is ready for these new homes.

On the next page are the current proffer and the proposed new proffer language.

Reset Form

Print Form



COMMONWEALTH OF VIRGINIA
COUNTY OF FLUVANNA
Public Hearing Sign Deposit

Received
DEC 28 2012
Fluvanna County

Name: Sycamore Square LLC
Address: 170 S Pantops Dr
City: Charlottesville
State: VA Zip Code: 22911

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.


Applicant Signature _____ Date 12/20/12

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

OFFICE USE ONLY

Application #: BZA _____ : CPA _____ : SUP _____ : ZMP 12:003 ZTA _____ :

\$90 deposit paid per sign*: CK# 1102 Approximate date to be returned: April 2013

Memorandum

DATE: November 6, 2013
RE: APO'S for **ZMP 12:03** Public Hearing
TO: Allyson Finchum
FROM: Heather Poole

Please be advised the attached letter went out to the attached list of Adjacent Property Owners for the **November 20, 2013** Board of Supervisors meeting.



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

NOTICE OF PUBLIC HEARING

November 6, 2013

«Title» «First_Name» «Last_Name»
«Company_Name»
«Address_Line_1»
«City», «State» «ZIP_Code»
TMP# «TMP_»

Re: Public Hearing on ZMP 12:03

Dear «Title» «Last_Name»«Company_Name»:

This letter is to notify you that the Fluvanna County Board of Supervisors will hold a public hearing on the above referenced item on **Wednesday, November 20, 2013** at **7:00 PM** in the Circuit Court Room at the Fluvanna County Courts Building in Palmyra, VA. The request is described as follows:

ZMP 12:03 – Southern Development - *An ordinance to amend (1) proffer associated with ZMP 04:02 of Fluvanna County Zoning Map with respect to 44± acres of Tax Map 9, Section A, Parcels 13, 14, & 14C, zoned R-3, Residential, Planned Community, District. The affected property is located at the southeast corner of Route 618 (Lake Monticello Road) and River Run Drive. The property is located in the Palmyra Election District and is within the Rivanna Community 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,

Steve Tugwell
Senior Planner

ZMP 12-03 Adjacent Property Owners

TMP#	Owner	Address	City, State	Zip Code
9 (A) 14	Balliff Investments, LLC	170 South Pantops Drive	Charlottesville, VA	22902
18A (1) 247	Donald S. Batten	P.O. Box 116	Charlottesville, VA	22902
9 (A) 14B	Crofton Group, Inc.	105 Crofton Pl Suite 7	Palmyra, VA	22963
18A (1) 246	Timothy M. Currier	861 Jefferson Drive East	Palmyra, VA	22963
18A (2) 3	Gabrielle Ford	29 Glen Burnie Road	Palmyra, VA	22963
9 (A) 11C	Larry Herring	2542 Thomas Jefferson Parkway	Palmyra, VA	22963
9 (A) 11A	Timothy J. Hoffman	2496 Lake Monticello Road	Palmyra, VA	22963
18A (1) 250	Jeffrey Ciucias & Patricia hook	6 Colonial Drive	Palmyra, VA	22963
18A (1) 176	Christopher J. Kennedy	851 Jefferson Drive East	Palmyra, VA	22963
18A (1) 179	Lake Monticello Home Owner Association	855 Jefferson Drive East	Palmyra, VA	22963
9 (12) 157	Dale Ludwig	8 Oak Grove Road	Palmyra, VA	22963
18A (1) 177	Jill May	853 Jefferson Drive East	Palmyra, VA	22963
18A (2) 32	Betty J. Meyer	27 Glen Burnie Road	Palmyra, VA	22963
9 (A) 14D	Monticello Country Corporation	2704 Lake Monticello Road	Palmyra, VA	22963
9 (10) 1	Carol A. Newman	187 River Run Drive	Palmyra, VA	22963
9 (A) 14A	Stanley C. Nordlund	1694 Tidale Road	Louisa, VA	23093
18A (1) 249	Randall C. Pitts	867 Jefferon Drive East	Palmyra, VA	22963
9 (A) 11D, 9 (A) 11E	Gregory W. Roberts	2448 Lake Monticello Road	Palmyra, VA	22963
18A (1) 248	David L. Shanklin	865 Jefferson Drive East	Palmyra, VA	22963
9 (A) 13, 1 (A) 14C, 9 (12)				
156	Sycamore Square, LLC	170 South Pantops Drive	Charlottesville, VA	22911
9 (A) 12	Village Oak Investments, LLC	170 South Pantops Drive	Charlottesville, VA	22911



Scale: 1:9027.977411

Date: 07/17/2013

Printed By:

February 17, 2005

Southern Development
170 South Pantops Drive
Charlottesville, VA 22911

REF: ZMP 04:02

Dear Southern Development:

Please accept this letter as notification of the action taken on February 16, 2005 by the Board of Supervisors in regards to the request referenced above. Your request was **approved** with the following eighteen (18) proffers:

1. Access to the property from Route 618 shall be limited to three (3) locations (including River Run Drive). Furthermore, River Run Drive shall be limited (by design) to emergency vehicles only.
2. Between River Run Drive and the proposed entrance across from the main gate at Lake Monticello, there shall be a minimum building setback will be 125 feet, measured from the proposed Right-of-Way, as shown on the approved Preliminary Master Plan dated December 29, 2004 (revised). Every effort shall be made to preserve the existing vegetative buffer that exists in this setback.
3. The proposed Assisted Living Facility shall have a parking setback of not less than 50 feet as measured from the Route 618 R.O.W., as shown on the approved Master Plan for development. This setback area shall be landscaped in general accord with Section 22-24-1 (Landscape Plan – General provisions for landscaping) with some latitude for discretionary approval by the Fluvanna County Director of Planning.
4. Between the proposed entrance across from the main gate of Lake Monticello and the eastern property line, there shall be a 50-foot building setback. Every effort shall be made to preserve the existing tree vegetation within this setback for screening purposes.
5. Along River Run Drive, there shall be a minimum building setback of 80 feet, as measured from the property line of Tax Map 9-(A)-13, as shown on the approved Master Plan for development. Every effort shall be made to preserve the existing vegetation buffer that exists in this setback.
6. Along the northern property line, there shall be a 75-foot building setback, extending from River Run Drive in an easterly direction for 1,400 feet and including the proposed community center. Every effort shall be made to preserve 50 feet of existing tree vegetation for screening in this setback.

7. Pedestrian trails, with minimal disturbance, shall be allowed in all buffers, setbacks, and preservation areas.
8. The residential development shall be restricted (in ownership, rental, lease, etc.) to individuals of age 55 and above. This shall be recorded as a covenant and restriction for the community.
9. There shall be a Community Center, with minimum size of 5,000 square feet to serve the development and any appropriate community uses.
10. The commercial component of the Master Plan shall not total more than 40,000 square feet of gross floor area, and shall be composed entirely of community retail and service uses, such as medical offices, dental offices, markets, bookstores, dry cleaners, coffee shops, cafes, florists, etc.
11. Construction will not begin until public water and sewer is available.
12. Public water shall provide adequate pressure.
13. On-site stormwater management shall be designed in consultation with the Thomas Jefferson Soil and Water Conservation District utilizing low impact development techniques and water quality best management practices.
14. The following improvements shall be constructed at the entrance across from the Main Gate to Lake Monticello: A conventional intersection with a left turn lane into Lake Monticello and right and left turn lanes into Lake Monticello shall be constructed to VDOT standards and specifications. The primary purpose of this entrance is to serve the assisted living component of Monticello Village, therefore the right and left turn lanes into Lake Monticello shall be constructed prior to issuance of the first residential certificate of occupancy in the Monticello Village community (the length of turn lanes shall be determined by VDOT during the Site Plan stage of Monticello Village).
15. The following improvements shall be constructed at the entrance across from Crofton Plaza: A conventional intersection with a left turn lane into Crofton Plaza and right and left turn lanes into Monticello Village, or a roundabout, shall be constructed prior to issuance of the first residential certificate of occupancy in the Monticello Village community.
16. All improvements referenced in items 14 and 15 above are planned to utilize existing VDOT right-of-way or right-of-way dedicated by Southern Development, per the plan titled "proposed improvements to Route 618" and dated 1/14/2005 prepared by Rivanna Engineering. The estimated cost of such improvements is \$685,000.00 In the event a roundabout is desired, additional right-of-way may be necessary. Southern Development cannot guarantee the successful acquisition of, or funding for, any additional right-of-way beyond what is shown in the above referenced plan.
17. A complete copy of a comprehensive traffic analysis of the Lake Monticello Area of Fluvanna County has been provided to Fluvanna County Staff and VDOT. This study was conducted by Wilber Smith & Associates in January 2005, at a cost of \$15,000.
18. Southern Development will provide an additional \$5,000 cash proffer directly to VDOT, for future traffic improvement design in the Lake Monticello Area. Payment shall occur in conjunction with the first residential building permit.

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

Sincerely,

Steven Biel
Planning Director

Copy: Kelly Strickland, Rivanna Engineering, 1350 Stony Point Road, Charlottesville, VA 22901
File



July 25, 2013

Steve Tugwell
Fluvanna County
PO Box 540
Palmyra, VA 22963

Re: Village Oaks Proffer Amendment

Dear Steve,

At the Planning Commission Public Hearing last night we modified the wording of our proposed proffer amendment by adding a second sentence to Proffer 8.3. With this modification the PC unanimously recommended approval. Below is the language the PC voted on to be forwarded to the Board of Supervisors.

New Proffer #8

The development will meet, at a minimum, the federal standards for age-restricted housing as defined in the Fair Housing Amendments Act of 1988 and Housing for Older Persons Action 1995: Final Rule. The following requirements shall apply:

- 1. The housing shall be intended and designed for persons age 55 and older;*
- 2. At least 80 percent of the occupied units shall be occupied by at least one person who is 55 years of age or older;*
- 3. The development shall publish and adhere to policies and procedures that demonstrate its intent to operate as housing for persons 55 years of age or older. This shall be recorded as a covenant and restriction for the community; and*
- 4. The development shall also comply with rules issued by HUD for the verification of occupancy.*

Thank you very much.

Sincerely,

A handwritten signature in dark ink, appearing to read 'Charlie Armstrong', is written over a light blue horizontal line.

Charlie Armstrong



COUNTY OF FLUVANNA

"Responsive & Responsible Government"

January 11, 2013

Southern Development
170 South Pantops Drive
Charlottesville, VA 22911

Delivered via Fax: 434-245-0895

**Re: ZMP 12:03 – TMP 9-A-13, 14, 14C
TRC Comments**

Dear Applicants:

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

1. The Fire Department asked if this proposal would change the location of the existing fire hydrants, and the applicant responded no, they will remain in the same location as approved;
2. The Health Dept. commented that plans will need to be submitted to the Virginia Dept. of Health along with supporting documentation for Department review and approval from the Office of Drinking Water and the VDH Division of Engineers.

Please provide a minimum of 3 paper copies of the revised sketch plans along with 1 PDF email and any other materials or documentation that is to be included in the Planning Commission packet by **Friday, January 25, 2013**. Submitting revisions by this deadline will place your request on the **February 27, 2013** Planning Commission agenda.

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

Sincerely,

Steve Tugwell
Planner
Dept. of Planning & Community Development

Steven Tugwell

From: Rice, Gary (VDH) <Gary.Rice@vdh.virginia.gov>
Sent: Monday, January 14, 2013 1:24 PM
To: Steven Tugwell

ZMP 12:03 – Southern Development

Developer now intends to develop / install both Drinking Water supply and On-site Sewage Disposal system. Plans will have to be submitted to VDH along with supporting documentation for Department review and approval from Office of Drinking Water and the VDH Division of Engineers.

An Ordinance To Amend The Fluvanna County Zoning Map, With Respect To Tax Map 9-A-13, 14, 14C, To Amend The Proffers Associated With The Ordinance Approving ZMP 04:02, A Conditional Rezoning Affecting The Same Parcels.

(ZMP 12:03)

BE IT ORDAINED BY THE FLUVANNA BOARD OF SUPERVISORS, pursuant to Virginia Code Section 15.2-2285, that the Fluvanna County Zoning Map be, and it is hereby, amended, as follows:

That Tax Map 9, Section A, Parcels 13, 14 and 14C be and is hereby, conditionally rezoned from R-3, Residential, Planned Community to R-3, Residential, Planned Community, subject to amended proffer #8 as set out in the application dated December 28, 2012, and which is attached hereto.

1. Access to the property from Route 618 shall be limited to three (3) locations (including River Run Drive). Furthermore, River Run Drive shall be limited (by design) to emergency vehicles only.
2. Between River Run Drive and the proposed entrance across from the main gate at Lake Monticello, there shall be a minimum building setback will be 125 feet, measured from the proposed Right-of-Way, as shown on the approved Preliminary Master Plan dated December 29, 2004 (revised). Every effort shall be made to preserve the existing vegetative buffer that exists in this setback.
3. The proposed Assisted Living Facility shall have a parking setback of not less than 50 feet as measured from the Route 618 R.O.W., as shown on the approved Master Plan for development. This setback area shall be landscaped in general accord with Section 22-24-1 (Landscape Plan – General provisions for landscaping) with some latitude for discretionary approval by the Fluvanna County Director of Planning.
4. Between the proposed entrance across from the main gate of Lake Monticello and the eastern property line, there shall be a 50-foot building setback. Every effort shall be made to preserve the existing tree vegetation within this setback for screening purposes.
5. Along River Run Drive, there shall be a minimum building setback of 80 feet, as measured from the property line of Tax Map 9-(A)-13, as shown on the approved Master Plan for development. Every effort shall be made to preserve the existing vegetation buffer that exists in this setback.
6. Along the northern property line, there shall be a 75-foot building setback, extending from River Run Drive in an easterly direction for 1,400 feet and

including the proposed community center. Every effort shall be made to preserve 50 feet of existing tree vegetation for screening in this setback.

7. Pedestrian trails, with minimal disturbance, shall be allowed in all buffers, setbacks, and preservation areas.
8. *The development will meet, at a minimum, the federal standards for age-restricted housing as defined in the Fair Housing Amendments Act of 1988 and Housing for Older Persons Action 1995: Final Rule: The following requirements shall apply:*
 1. *The housing shall be intended and designed for persons age 55 and older;*
 2. *At least 80 percent of the occupied units shall be occupied by at least one person who is 55 years of age or older;*
 3. *The development shall publish and adhere to policies and procedures that demonstrate its intent to operate as housing for persons 55 years of age or older. This shall be recorded as a covenant and restriction for the community; and*
 4. *The development shall also comply with rules issued by HUD for the verification of occupancy.*

~~The residential development shall be restricted (in ownership, rental, lease, etc.) to individuals of age 55 and above. This shall be recorded as a covenant and restriction for the community.~~

9. There shall be a Community Center, with minimum size of 5,000 square feet to serve the development and any appropriate community uses.
10. The commercial component of the Master Plan shall not total more than 40,000 square feet of gross floor area, and shall be composed entirely of community retail and service uses, such as medical offices, dental offices, markets, bookstores, dry cleaners, coffee shops, cafes, florists, etc.
11. Construction will not begin until public water and sewer is available.
12. Public water shall provide adequate pressure.
13. On-site stormwater management shall be designed in consultation with the Thomas Jefferson Soil and Water Conservation District utilizing low impact development techniques and water quality best management practices.
14. The following improvements shall be constructed at the entrance across from the Main Gate to Lake Monticello: A conventional intersection with a left turn lane into Lake Monticello and right and left turn lanes into Lake Monticello shall be constructed to VDOT standards and specifications. The primary purpose of this entrance is to serve the assisted living component of

Monticello Village, therefore the right and left turn lanes into Lake Monticello shall be constructed prior to issuance of the first residential certificate of occupancy in the Monticello Village community (the length of turn lanes shall be determined by VDOT during the Site Plan stage of Monticello Village).

15. The following improvements shall be constructed at the entrance across from Crofton Plaza. A conventional intersection with a left turn lane into Crofton Plaza and right and left turn lanes into Monticello Village, or a roundabout, shall be constructed prior to issuance of the first residential certificate of occupancy in the Monticello Village community
16. All improvements referenced in items 14 and 15 above are planned to utilize existing VDOT right-of-way or right-of-way dedicated by Southern Development, per the plan titled “proposed improvements to Route 618” and dated 1/14/2005 prepared by Rivanna Engineering. The estimated cost of such improvements is \$685,000.00. In the event a roundabout is desired, additional right-of-way may be necessary. Southern Development cannot guarantee the successful acquisition of, or funding for, any additional right-of-way beyond what is shown in the above referenced plan.
17. A complete copy of a comprehensive traffic analysis of the Lake Monticello Area of Fluvanna County has been provided to Fluvanna County Staff and VDOT. This study was conducted by Wilber Smith & Associates in January 2005, at a cost of \$15,000.
18. Southern Development will provide an additional \$5,000 cash proffer directly to VDOT, for future traffic improvement design in the Lake Monticello Area. Payment shall occur in conjunction with the first residential building permit.

Steven Tugwell

From: Charlie Armstrong <carmstrong@southern-development.com>
Sent: Friday, August 09, 2013 10:08 AM
To: Steven Tugwell
Cc: Keith Lancaster
Subject: RE: deferral

Yes, we would like to extend the deferral to November 20th. Thanks.

From: Steven Tugwell [<mailto:stugwell@fluvannacounty.org>]
Sent: Friday, August 09, 2013 9:42 AM
To: Charlie Armstrong
Subject: deferral

Hi Charlie,

Just wanted you to know that the Board decided to extend the Walker's Ridge deferral from September 18th to their October 16th meeting. Do you want to extend your deferral to November 20th?

Thanks,
Steve

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

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

BOARD OF SUPERVISORS AGENDA ITEM

Meeting Date: November 20, 2013

SUBJECT:	SUP 13:04 – Andrew & Jessica Boyle (Commercial Kennel)
MOTION(s):	I move that the Board of Supervisors approve/deny SUP 13:04, a special use permit request to allow for a Commercial Kennel pursuant to Fluvanna County Code Section 22-4-2.2 with respect to 4.067 acres of Tax Map 4, Section 41, Parcel 3, (if approved) subject to the conditions listed in the staff report.
STAFF CONTACT:	Steve Tugwell (Senior Planner)
RECOMMENDATION:	Approve or deny this request.
TIMING:	Immediate decision requested at current meeting.
DISCUSSION:	This item is a request for a Special Use Permit (SUP) to allow for a Commercial Kennel to be located on Tax Map 4, Section 41, Parcel 3 (4.067 acres). The subject property is located on the south side of Richmond Road (Route 250) approximately 570 feet west of its intersection with Oliver Creek Road (Route 676).
FISCAL IMPLICATIONS:	-
POLICY IMPLICATIONS:	The Board of Supervisors may: <ul style="list-style-type: none">• Approve this request, allowing the Commercial Kennel; OR• Deny this request, preventing the Commercial Kennel; OR• Defer this request and make a final decision at a later date.
LEGISLATIVE HISTORY:	Review of a proposed Commercial Kennel in accordance with Chapter 22, Article 4 of the Fluvanna County Code (Zoning Ordinance: <i>Uses permitted by special use permit only</i>). Application was received on August 23, 2013 Planning Commission reviewed the request on October 23, 2013.
ENCLOSURES:	Staff Report (with Accompanying Attachments)



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 Board of Supervisors
Case Number: SUP 13:04
Tax Map: Tax Map 4, Section 41, Parcel 3

From: Steve Tugwell
District: Palmyra
Date: November 20, 2013

General Information: This request is to be heard by the Board of Supervisors on Wednesday, November 20, 2013 at 7:00 pm in the Circuit Court Room in the Courts Building.

Owner/Applicant: Andrew and Jessica Boyle

Representative: Andrew and Jessica Boyle

Requested Action: Request for a special use permit to allow for a commercial kennel with respect to 4.067 +/- acres of Tax Map 4, Section 41, Parcel 3. The applicant is proposing to operate a commercial kennel. (Attachment A)

Location: The affected property is located in the Palmyra District on the south side of Richmond Road (Route 250) approximately 570 feet west of its intersection with Oliver Creek Road (Route 676) and 473 feet east of Blue Ridge Drive (Route 708). (Attachment B)

Existing Zoning: A-1, Agricultural, General

Planning Area: Zion Crossroads Community Planning Area

Existing Land Use: The parcel is approximately four (4.067) acres in size with a primary residence and two accessory structures (2). (Attachment C)

Adjacent Land Use: The surrounding area is zoned A-1, Agricultural, General.

Zoning History: The subject property was originally part of a larger lot that was subdivided in 1990 to its current four (4) acres.

Neighborhood Meeting:

With the exception of the applicants, there were no other attendees present for this item at the September 11, 2013 Neighborhood meeting.

Technical Review Committee:

At the September 12, 2013 Technical Review Committee meeting:

- The Fire Chief notified Planning Staff that no Fire Department issues are related to this application;
- Patricia Eager, representing the Planning Commission, advised the applicants to expect public comments regarding the potential for noise generated by the kennel;
- VDOT stated that a VDOT Land Use Permit for a Low-Volume Commercial Entrance is required – meaning that the existing entrance will need to be widened to 12 feet, the entrance radii onto Route 250 (Richmond Road) must be at least 20 feet, and that some of the cedar limbs to the west are overhanging into the line of sight and need to be trimmed to ensure that the minimum 495 feet of sight distance is available; and
- Fluvanna County’s Director of Public Works recommends that a condition of approval be placed with this SUP to require that the kennel pay all applicable fees and connect to the public water and/ or sewer systems at such time as public water and sewer lines of sufficient capacity are in place adjacent to the parcel on which the kennel will be located.

Planning Commission:

The Planning Commission discussed this request at their October 23, 2013 meeting. The Planning Commission discussed this request, and added two (2) additional conditions with regard to noise attenuation standards and a cap of not more than 20 total dog runs. After no speakers during the public hearing, the Commission voted unanimously to **approve this SUP request 4-0-1**.

Comprehensive Plan:

VISION 2009

The vision for Fluvanna County is based on key goals such as “preserving the rural character, promote economic development and protect individual property rights”. Protecting and preserving the rural character is essential as was expressed by Fluvanna citizens throughout the comprehensive planning process (see Appendix A in the Comprehensive Plan under the “2006 Planning Issues Survey”).

Analysis:

The applicant is proposing to operate a commercial kennel. The County’s definition of a *commercial kennel* is “*a place designed and used to house, board, breed, handle, or otherwise keep or care for dogs, cats, or other household pets for the specific intent of sale or in return for compensation*”.

The location of the proposed kennel is a four (4) acre parcel situated between Oliver Creek Road and Blue Ridge Drive, on Route 250 (Richmond Road). The applicant's primary residence is also on the property, and will allow for 24 hour staffing of the kennel facility. The initial kennel is proposed to be 18 by 24 feet in size, and have nine (9) six by four foot kennels and a bathtub. According to the applicant, concerns about potential noise generated by the kennel will be addressed and *"special consideration has been taken to help mitigate the noise levels. The building and property are surrounded by moderate levels of vegetation which will help reduce noise. Noise exposure will be further mitigated through the use of landscaping and fencing to deflect sound away from the neighbors. Inside the kennel building, soundproof insulation will be used on the walls and ceilings. The individual kennels will have privacy barriers between each kennel to help reduce the stress on the dogs and thereby reduce barking."* The proposed kennel would employ Mr. & Mrs. Boyle, and no outside employees would be required. (Attachment E).

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 proposed location for the commercial kennel is a four (4) acre parcel situated between Oliver Creek Road and Blue Ridge Drive, facing onto Route 250 (Richmond Road). Route 250 is a heavily traveled east-west corridor, and its traffic-generated noise levels may make potential noise levels generated by the kennel negligible. The parcel is bordered by vegetation and the kennel structure is at least 300 feet from any buildings on neighboring parcels. According to the application, steps have been taken to insulate the potential noise levels that could be generated by the kennel by sound-proofing the individual kennels, fencing, and landscaping.

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.

Small home industries and commercial kennels are allowed by SUP in the A-1 zoning district. By-right uses that are similar, in operation or size of structures, to this application may include home occupations, equestrian facilities, farm sales, non-commercial greenhouses, and accessory dwellings.

Sec. 22-1-2 of the zoning ordinance states that the purpose of the zoning ordinance is "to protect against over crowding of land". Generally, a commercial kennel is considered an intensive use, however given the size and location of this property, this proposal may be less impactful to neighboring properties. The applicant is applying to provide a service to the community by bringing a full-service commercial kennel to the area.

Conclusion:

The Board of Supervisors may want to 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: (Conditions 7 & 8 were added at the Planning Commission meeting on October 23rd).

1. Prior to development of the site, a site development plan that meets the requirements of the Fluvanna County Zoning Ordinance, must be submitted for review and approval.
2. The site must meet all Virginia Department of Transportation requirements.
3. The site must meet the requirements set forth by the Virginia Department of Health.
4. 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.
5. The Board of Supervisors, or its representative, reserves the right to inspect the business for compliance with these conditions at any time.
6. 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.
7. *Nine dog runs with possible expansion to provide a total of not more than 20 runs within a new building that would contain no more than 600 square feet.*
8. *Noise attenuation measures including insulation, wooden fencing, etc. satisfactory to the Zoning Administrator to be provided prior to issuance of Certificate of Occupancy.*

Suggested Motion:

I move that the Board of Supervisors **approve/deny** SUP 13:04, [if approved], with respect to 4.067 acres of Tax Map 4, Section 41, Parcel 3, with the conditions as described in the staff report.

Attachments:

A – Application & APO Letter

B – Sketch Plan and Aerial Map

C - Zoning Map

D – TRC Memos from the Health Dept. and Email from VDOT

E – Business Plan and kennel sketch

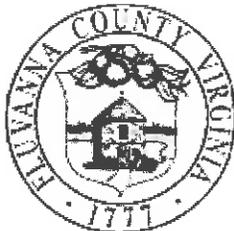
Copy:

Applicant – Andrew and Jessica Boyle, 2425 Olive Street Philadelphia, PA 19130

File

Reset Form

Print Form



COMMONWEALTH OF VIRGINIA
COUNTY OF FLUVANNA

Application for Special Use Permit (SUP)

Received
AUG 23 2013

Fluvanna County

Owner of Record: Sean & Lorie Hackney

Applicant of Record: Andrew & Jess Boyle

E911 Address: 3800 Richmond Rd Troy, VA 22974

E911 Address: 2425 Olive St, Philadelphia PA 19130

Phone: 434-242-5484 Fax:

Phone: 610-304-4846 Fax:

Email: horseface1@aol.com

Email: ajboyle31@gmail.com

Representative:

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.

E911 Address:

Is property in Agricultural Forestal District? No Yes

Phone: Fax:

If Yes, what district:

Email:

Tax Map and Parcel(s): 4 (41) 3

Deed Book Reference: 511-1

Acreage: 4.067 Zoning: A-1

Deed Restrictions? No Yes (Attach copy)

Request for a SUP in order to: Build/operate kennel

Proposed use of Property: Residence/Commerical Kennel

*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: 8/23/13 Signature of Owner/Applicant: *[Signature]*
 Subscribed and sworn to before me this 23rd day of August, 2013 Register # 347136
 My commission expires: 31 January 2016 Notary Public: *[Signature]*
 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: 8/23/13	Pre-Application Meeting: 8/9/13 PH Sign Deposit Received: <input checked="" type="checkbox"/> \$90.00 Application #: SUP 13 : 004
\$800.00 fee plus mailing costs paid: <input checked="" type="checkbox"/> \$800.00	Mailing Costs: \$20.00 Adjacent Property Owner(APO) after 1st 15, Certified Mail
Amendment of Condition: \$400.00 fee plus mailing costs paid:	(N/A)
Telecommunications Tower \$1,500.00 fee plus mailing costs paid:	\$5,500 w/Consultant Review paid:
Election District: Palmyra	Planning Area: Zion CPA
Public Hearings	
Planning Commission	Board of Supervisors
Advertisement Dates: October 10 & 17, 2013	Advertisement Dates: November 7th & 14th
APO Notification: October 9, 2013	APO Notification: November 6th
Date of Hearing: October 23, 2013	Date of Hearing: November 20th, 2013
Decision:	Decision:

Sean and Lorie Hackney
3800 Richmond Rd.
Troy, VA 22974

August 21, 2013

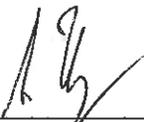
Subject: Authorization for Special Use Permit Application



To Whom it May Concern:

We, Sean and Lorie Hackney, authorize Andrew and Jessica Boyle to apply for a Special Use Permit through the County of Fluvanna for our property located at 3800 Richmond Road.

We certify that we are currently the owners of this property.



Sean Hackney

(Date) 8/25/13



Lorie Hackney

(Date) 8-25-13

Reset Form

Print Form



COMMONWEALTH OF VIRGINIA
COUNTY OF FLUVANNA
Public Hearing Sign Deposit

Name: Andrew & Jess Boyle

Address: 2425 Olive St

City: Philadelphia

State: PA

Zip Code: 19130

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.

Andrew & Jess Boyle
Applicant Signature

6/22/13
Date

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

OFFICE USE ONLY

Application #: BZA : CPA : SUP 13 : 004 ZMP : ZTA :

\$90 deposit paid per sign*: \$90.00

Approximate date to be returned: 11/21/13

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.

Applicant requests permission to operate a commercial kennel on the property located at 3800 Richmond Rd. The property is approximately 4 acres, zoned A-1, with a residential home and workshop currently on the property. Applicant wishes to renovate the workshop and turn it into a kennel building, and in the future construct a second kennel building of approximately 600 square feet on the property.

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

In accordance with Section 22-4.2.2 of the Code of the County of Fluvanna, commercial kennel facilities are permitted in areas zoned A-1 only upon approval of a special use permit. As such, applicant seeks approval of special use permit in order to operate a new commercial kennel business on the property.

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?

Adjacent property owners will be most concerned regarding the noise coming from a commercial kennel due to barking dogs. Special consideration has been taken to help mitigate the noise levels. The initial kennel building will only be 18'X24' and will house 9 runs. The property and the building are surrounded by moderate levels of vegetation which will help reduce noise. The noise exposure will be further mitigated through use of landscaping and fencing to deflect the sound away from the neighbors. Inside the kennel building, soundproof insulation will be used on the walls and ceilings. The individual kennels will have privacy barriers between each kennel to help reduce the stress on the dogs and thereby reduce barking.

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

Fluvanna County is a growing; however, there are not many commercial kennels in the county. This results in residents traveling to other counties to seek this service. Our home-based, family-oriented kennel will accomodate growth and development of the county while preserving the character of the property. Opening our kennel will bring a needed service to Fluvanna County and help to keep business within the county.

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:

See attached site plan, plat, and business plan.

Memorandum

DATE: November 6, 2013
RE: APO'S for **SUP 13:04** Public Hearing
TO: Allyson Finchum
FROM: Heather Poole

Please be advised the attached letter went out to the attached list of Adjacent Property Owners for the **November 20, 2013** Board of Supervisors 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

November 6, 2013

«Title» «First_Name» «Last_Name»
«Company_Name»
«Address_Line_1»
«City», «State» «ZIP_Code»
TMP# «TMP_»

Re: Public Hearing on SUP 13:04

Dear «Title» «Last_Name»«Company_Name»:

This letter is to notify you that the Fluvanna County Board of Supervisors will hold a public hearing on the above referenced item on **Wednesday, November 20, 2013** 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 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*

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,

Steve Tugwell
Senior Planner

SUP 13-04 Adjacent Property Owners

TMP#	Owner	Address	City, State	Zip Code
4 41 3	Hackney, Sean C & Lorie M	3800 Richmond Rd	TROY, VA	22974
4 A 118	Sechler, Paul J & Laura D	3740 Richmond Rd	TROY, VA	22974
4 A 118D	Stodgel, Alexander H.	3878 Richmond Rd	TROY, VA	22974
4 A 118F	Stodgel, Alexander H.	3878 Richmond Rd	TROY, VA	22974
4 A 119	Stodgel, Alexander H.	3878 Richmond Rd	TROY, VA	22974
4 41 4	Chrismer, David T & Tracy S	2649 Oliver Creek Rd	TROY, VA	22974
4 41 5	Schifflett, Carole A	28 Prospect Lane	TROY, VA	22974
APPLICANT/REPRESENTATIVE	Boyle, Andrew & Jess	2425 Olive St	PHILADELPHIA, PA	19130

Received
AUG 23 2013
Fluvanna County

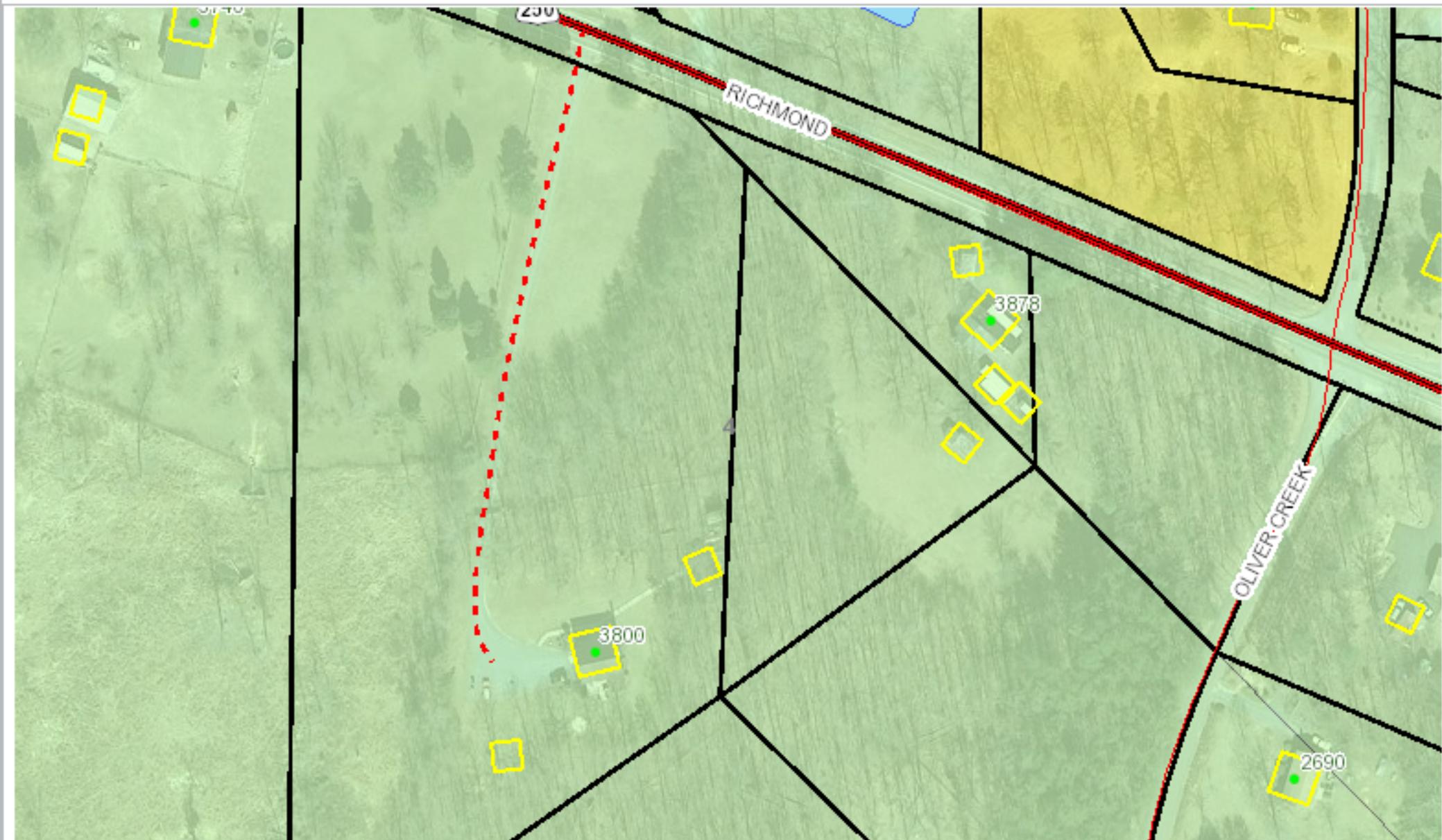


Aerial view from Google maps





SUP 13:04 Commercial Kennel



Scale: 1:2256.994353

Date: 10/15/2013

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).



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

September 26, 2013

Andrew & Jessica Boyle
2425 Olive Street
Philadelphia, PA 19130

Delivered via email

Re: SUP 13:04 Commercial Kennel
Tax Map: Tax Map 4-41-3

Dear Applicant:

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

1. The Fire Chief notified planning that they have no Fire Dept. related issues with this application;
2. Ms. Eager, Planning Commission representative, advised the applicant's to expect public comments with regard to the potential noise the kennel could generate;
3. The Virginia Department of Transportation stated that a VDOT Land Use Permit for a Low-Volume Commercial Entrance is required, the existing entrance will have to be widened to 12 ft. wide and 20 ft. minimum entrance radii are required where the entrance ties into Rte. 250, some of the cedar limbs to the left (west) are overhanging into the line of sight and need to be trimmed to ensure that the minimum 495 ft. of sight distance is available;
4. The Fluvanna County Director of Public Works recommends that a condition of approval be placed with this SUP to require that the kennel pay all applicable fees and connect to the public water and/or sewer systems at such time as public water/sewer line(s) of sufficient capacity are in place adjacent to the parcel on which the kennel is to be located.

Please provide any modifications to your sketch plan, or any materials that you would like to include in the information going to the Planning Commission to stugwell@fluvannacounty.org, to be included in the Planning Commission packet by **Monday, October 7, 2013**. Submitting revisions by this deadline will place your request on the **October 23, 2013** Planning Commission agenda.

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

Sincerely,

A handwritten signature in black ink that reads "Steve Tugwell". The signature is written in a cursive style with a large, sweeping initial "S".

Steve Tugwell

Senior Planner

Dept. of Planning & Community Development

cc: File

Steven Tugwell

From: Mike-Kathy Brent <mkbrent7@gmail.com>
Sent: Thursday, September 05, 2013 5:50 PM
To: Steven Tugwell
Cc: Allyson Finchum; Alyson Sappington; Andrea Gaines; Andy Wills; Barry Bibb; charles.miller@vdh.virginia.gov; chuck.wright@dof.virginia.gov; Donald Gaines; Donna Shaunesey; Ed Zimmer; fuac@embarqmail.com; gary.rice@vdh.virginia.gov; Heather Poole; Jay Lindsey; Joe Chesser; Mark Wood; Patricia Eager; Robert Popowicz; Roger Black; Sam Babbitt; solson@forcvec.com; Wayne Stephens
Subject: Re: September 12, 2013 TRC agenda

Steve

I will be out of town on Thursday and will not be able to attend. I do not have any fire dept. related issues with the six applications.

On Thu, Sep 5, 2013 at 10:14 AM, Steven Tugwell <stugwell@fluvannacounty.org> wrote:

Dear TRC members:

We have a heavy agenda this month with 5 items! Please email me your questions or comments if you cannot attend the meeting.

I look forward to seeing everyone at the meeting next Thursday!

Steve

Steve Tugwell

Senior Planner

Dept. of Planning & Community Development

Steven Tugwell

From: Wayne Stephens
Sent: Thursday, September 05, 2013 8:21 PM
To: Steven Tugwell
Cc: Allyson Finchum
Subject: Re: September 12, 2013 TRC agenda

Steve,

I have no comments or concerns, from a Public Works perspective, regarding any of the applications on the agenda for the September 12 TRC meeting.

I do, however, have one public utilities-related recommendation on one of the Special Use Permit applications: I recommend that a condition be placed on the SUP for the proposed kennel to be located in the Zion Crossroads Development Area, to require that the facility pay all applicable fees and connect to the public water and/or sewer systems at such time as public water/sewer line(s) of sufficient capacity are in place adjacent to the parcel on which the kennel is to be located.

Since that is the extent of my concerns, unless you think my presence at the TRC is necessary, I will not plan on attending. Please let me know if you have any questions or need additional information.

Thank you.

J. Wayne Stephens
Director of Public Works
Fluvanna County Virginia

wstephens@fluvannacounty.org

On Sep 5, 2013, at 10:15 AM, "Steven Tugwell" <stugwell@fluvannacounty.org> wrote:

>
>
> Dear TRC members:
>
> We have a heavy agenda this month with 5 items! Please email me your questions or comments if you cannot attend the meeting.
>
> I look forward to seeing everyone at the meeting next Thursday!
> 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>>

Steven Tugwell

From: Wood, Mark (VDOT) <James.Wood@VDOT.virginia.gov>
Sent: Thursday, September 12, 2013 1:15 PM
To: Steven Tugwell
Cc: Goodale, James E. (VDOT); Wolfrey, Sharon A. (VDOT)
Subject: Technical Review Committee 9/13/2013 (VDOT Comments)

Steve,

I'll see you at the 2:00 p.m. meeting this afternoon, here are my comments:

- **EST 13:01 – Central Meadows, LLC : Conservation Easement 665.856 acres, TMP 22-A-43 (39.326 acres) For Rte. 659, VDOT records show a 30 ft. R/W from Rte. 250 at Ferncliff to Rte. 601 at Kents Store. Plat shows property line along centerline of Rte. 659, Line "L2" as 80.45 ft. (30 ft. prescriptive easement, 15 ft. each side of centerline) and Arc Length "C1" as 137.95 ft. (20 ft. of fee simple Right of Way). VDOT RECOMMENDATION: Dedication of 25 ft. of fee simple Right of Way from centerline along the entire road frontage of TMP 22-A-43 and an additional 15 ft. wide drainage/slope easement behind the fee simple Right of Way.**
- **SUP 13:04 – Andrew & Jessica Boyle (Sean & Lori Hackney): SUP for a Commercial Kennel, Rte. 250, 3800 Richmond Road . Speed limit is 55 mph, 495 ft. of stopping sight distance is required for a VDOT Low Volume Commercial Entrance, minimum 12 ft. wide and 20 ft. radii, note that the existing entrance is only 9 ft. wide. VDOT REQUIREMENTS: : VDOT Land Use Permit for a Low Volume Commercial Entrance. The existing entrance will have to be widened to 12 ft. wide and 20 ft. minimum entrance radii are required where the entrance ties into Rte. 250. Some of the cedar limbs to the left (west) are overhanging into the line of sight and need to be trimmed to ensure that the minimum 495 ft. of sight distance is available.**
- **SUP 13:05 – Lori L. Roberts: SUP for a Commercial Greenhouse, Rte. 53, 2611 Thomas Jefferson Parkway. Speed limit is 45 mph, 360 ft. of stopping sight distance is required for a VDOT Low Volume Commercial Entrance, minimum 12 ft. wide and 20 ft. radii, the existing entrance is wide enough, however, the entrance radii will have to be widened. VDOT REQUIREMENTS: VDOT Land Use Permit for a Low Volume Commercial Entrance. The existing entrance radii will have to be increased to meet the 20 ft. minimum where the entrance ties into Rte. 53.**
- **SUP 13:06 – Gregory Cox: SUP for an Automobile Repair Service, Rte. 619, Ruritan Lake Road. Speed limit 45 mph, 360 ft. of stopping sight distance required for a VDOT Low Volume Commercial Entrance, minimum 12 ft. wide and minimum 20 ft. radii, the existing entrance geometry meets the Low Volume Commercial Entrance requirements. VDOT REQUIREMENTS: VDOT Land Use Permit for a Low Volume Commercial Entrance. There are some overhanging limbs and a sapling to the left that need to be removed to ensure that the minimum 360 ft. of sight distance is available. A sight easement to the left (west) is required to protect the line of sight, does Rock Lane have an existing deeded sight easement where it connects to Rte. 619?**
- **SUP 13:07 – Brad Kennedy: SUP for an Automobile Repair Service, Rte. 660, Schlatters Ford Road. Speed limit is 45 mph, 360 ft. of stopping sight distance required for a VDOT Low Volume Commercial Entrance, minimum 12 ft. wide and minimum 20 ft. radii, the existing entrance geometry meets Low Volume Commercial Entrance requirements. VDOT REQUIREMENTS: VDOT Land Use Permit for a Low Volume Commercial Entrance. There are overhanging limbs and brush in the existing recorded sight distance easement to the right of the entrance that will have to be removed to ensure that the minimum 360 ft. of sight distance is available.**

J. Mark Wood, P.E., L.S.
Area Land Use Engineer
Virginia Department of Transportation
Land Development – South



COMMONWEALTH of VIRGINIA

IN COOPERATION WITH
STATE DEPARTMENT OF HEALTH

FLUVANNA COUNTY HEALTH DEPARTMENT
PALMYRA, VIRGINIA 22963

PH #: (434) 591-1960
FAX #: (434) 591-1961

To: Steve Tugwell, Senior Planner
From: Charles Miller, EHS
Re: 9/12/13, TRC Meeting
Date: September 11, 2013

Central Meadows, LLC – Ordinance to establish a new conservation Easement for Tax Map, 22-A-42, 22-A-7, 22-3-2, 22-3-3 and Tax Map 22-A-43. No environmental impact noted.

Andrew & Jessica Boyle – Special Use Permit for Kennel. Please note that the property is located on Rt. 250 (Richmond Road) not James Madison Highway as indicated on the agenda. Based on health department records, the existing and proposed kennels appear to be located on the primary and/or reserve drainfield locations. It is recommended that the property owners contact a private soil consultant to determine if these areas will be disturbed. The application did not indicate how the animal waste would be disposed. Animal waste cannot be added to the existing drainfield. Another area of concern is the creek on the property, it is important that the 50' septic setback be maintained. A copy of the existing septic permit and a list of private consultants have been attached.

Lori L. Roberts – Commercial Greenhouse. Proposal does not appear to have an impact on existing septic system or well.

Gregory Cox – Automobile repair service establishment. When the health department permit was issued for this property in 2002 the garage had not been built. A site plan was submitted to the health department with the TRC review request. Owner needs to beware of primary and reserve drainfield locations. Care should be taken not to drive over existing septic system and the reserve site should remain undisturbed.

Brad Kennedy – Automobile repair service establishment. There is no record on file with the health department regarding the 40' x 80' building on this 25 acre lot. According to 13-10 of the County Zoning Ordinance and the building inspector's office, rest room facilities will needed to comply with Uniform Statewide Building Code. The health department only designs septic systems to service private homes, a private consultant would need to design the drainfield.

Onsite Soil Evaluators

Piedmont Soil Consulting, LLC
6030 Haleys Mill Road
Mark Acors
540-895-9200
acors.soil@gmail.com

Steve Gooch
703 Oliver Creek Road
Troy, VA 22974
434-531-0487
spgooch.geologist@gmail.com

Blue Ridge Soil Consulting
P. O. Box 418
Ruckersville, VA 22968
Tom Hogge
434-985-2780

Afton Soil consulting
222 Sycamore Lane
Afton, VA 22920
Jeff Loth
540-456-6087
jeff.loth@yahoo.com

Roger Nelson
568 Mayo Creek Road
Winginia, VA 24599
434-263-6915

Sewage Disposal System Construction Permit

Commonwealth of Virginia
 Department of Health
 FLUVANNA CO. Health Department



Health Department
 Identification Number: 132-91-0148
 Map Reference: 4(15)-118(3)

General Information

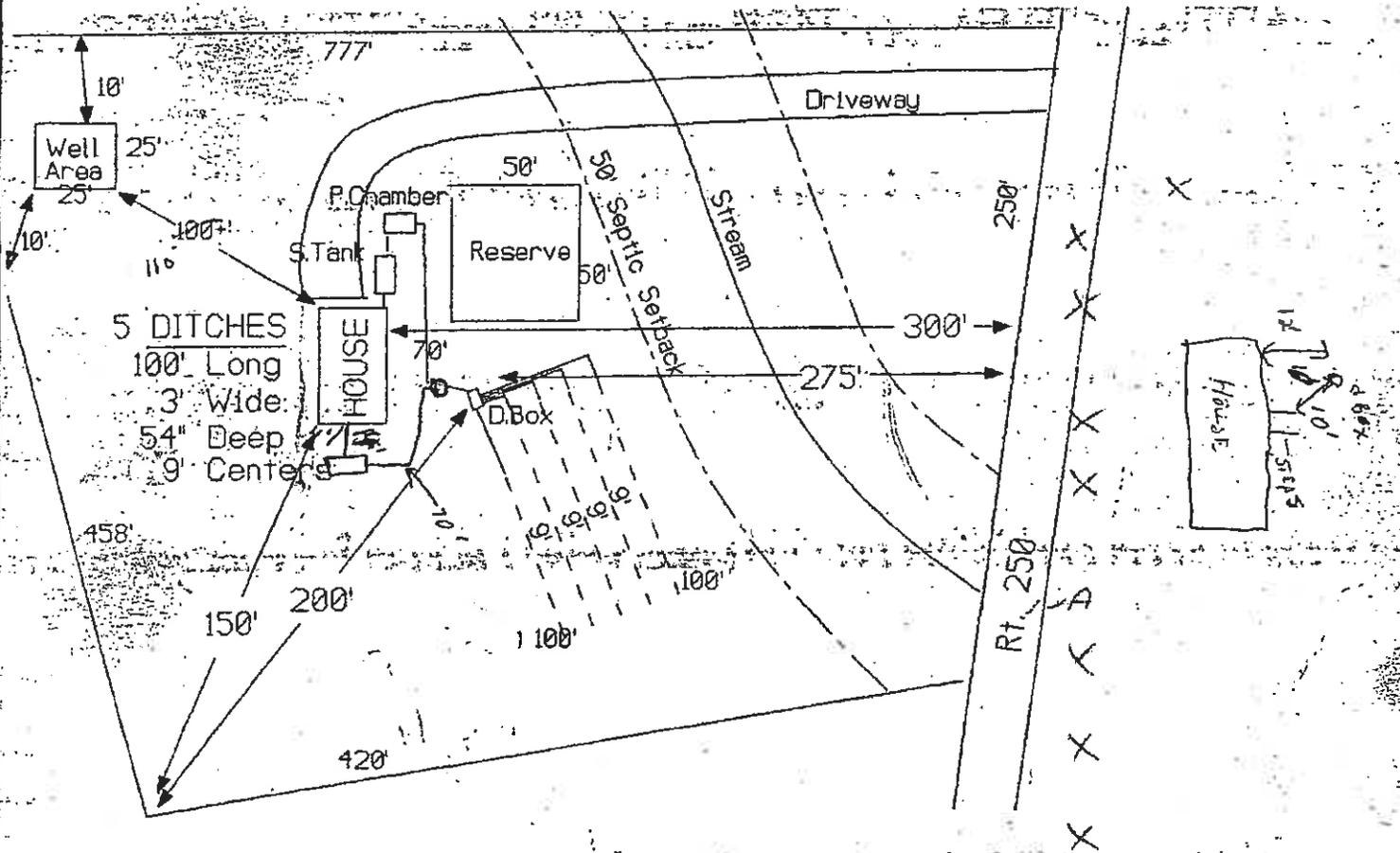
New Repair Expanded Conditional FHA VA Case No. _____
 Based on the application for a sewage disposal system construction permit filed in accordance with Section 3.13.01, a construction permit is hereby issued to:
 Owner: RANDY & CINDY CROWDER Telephone: 804-979-8795
 Address: ROUTE 1 BOX 915, TROY, VA 22974
 For a Type: 1 Sewage disposal system which is to be constructed on/at _____
S RT 250 .1 M W OF 6761
 Subdivision: _____ Section/Block: _____ Lot: 3
 Actual or estimated water use: 450 gpd

DESIGN	NOTE: INSPECTION RESULTS
Water supply, existing: (describe) _____ To be installed: class <u>IIIC</u> cased <u>20 FT.</u> grouted <u>20 FT.</u>	Water supply location: Satisfactory yes <input checked="" type="checkbox"/> no <input type="checkbox"/> comments _____ G. W. 2 Received: yes <input type="checkbox"/> no <input checked="" type="checkbox"/> not applicable <input type="checkbox"/>
Building sewer: <u>4</u> I.D. PVC 40, or equivalent. Slope 1.25" per 10' (minimum). <input type="checkbox"/> Other _____	Building sewer: yes <input checked="" type="checkbox"/> no <input type="checkbox"/> comments: Satisfactory
Septic tank: Capacity <u>900</u> gals. (minimum). <input type="checkbox"/> Other _____	Pre-treatment unit: yes <input checked="" type="checkbox"/> no <input type="checkbox"/> comments: Satisfactory
Inlet-outlet structure: PVC 40, 4" tees or equivalent. <input type="checkbox"/> Other _____	Inlet-outlet structure: yes <input checked="" type="checkbox"/> no <input type="checkbox"/> comments: Satisfactory <u>NA</u>
Pump and pump station: No <input checked="" type="checkbox"/> Yes <input type="checkbox"/> describe and show design. if yes: _____	Pump & pump station: yes <input type="checkbox"/> no <input type="checkbox"/> comments: Satisfactory <u>NA</u>
Gravity mains: <u>3"</u> or larger I.D. minimum <u>6"</u> fall per 100', 1500 lb. crush strength or equivalent. <input type="checkbox"/> Other _____	Conveyance method: yes <input checked="" type="checkbox"/> no <input type="checkbox"/> comments: Satisfactory
Distribution box: Precast concrete with <u>6</u> ports. <input type="checkbox"/> Other _____	Distribution box: yes <input checked="" type="checkbox"/> no <input type="checkbox"/> comments: Satisfactory
Header lines: Material: 4" I.D. 1500 lb. crush strength plastic or equivalent from distribution box to 2' into absorption trench. Slope 2" minimum. <input type="checkbox"/> Other _____	Header lines: yes <input checked="" type="checkbox"/> no <input type="checkbox"/> comments: Satisfactory
Percolation lines: Gravity 4" plastic 1000 lb. per foot bearing load or equivalent, slope 2" 4" (min. max.) per 100'. <input type="checkbox"/> Other _____	Percolation lines: yes <input checked="" type="checkbox"/> no <input type="checkbox"/> comments: Satisfactory
Absorption trenches: Square ft. required <u>1500</u> ; depth from ground surface to bottom of trench <u>54"</u> ; aggregate size <u>.5-1.5"</u> Trench bottom slope <u>2-4"/100 FT</u> center to center spacing <u>9</u> ; trench width <u>3.0</u> Depth of aggregate <u>13"</u> Trench length <u>100'</u> ; Number of trenches <u>5</u>	Absorption trenches: yes <input checked="" type="checkbox"/> no <input type="checkbox"/> comments: Satisfactory
Date: <u>10-21-91</u> Inspected and approved by: <u>De. Ed. B. ...</u> Sanitarian	

Schematic drawing of sewage disposal system and topographic features:

Show the lot lines of the building lot and building site, sketch of property showing any topographic features which may impact on the design of the system, all existing and/or proposed structures including sewage disposal systems and wells within 100 feet of sewage disposal system and reserve area. The schematic drawing of the sewage disposal system shall show sewer lines, pretreatment unit, pump station, conveyance system, and subsurface soil absorption system, reserve area, etc. When a nonpublic drinking water supply is to be located on the same lot show all sources of pollution within 100 feet.

The information required above has been drawn on the attached copy of the sketch submitted with the application. Attach additional sheets as necessary to illustrate the design.



The sewage disposal system is to be constructed as specified by the permit or attached plans and specifications.

This sewage disposal system construction permit is null and void if (a) conditions are changed from those shown on the application (b) conditions are changed from those shown on the construction permit.

No part of any installation shall be covered or used until inspected, corrections made if necessary, and approved, by the local health department or unless expressly authorized by the local health dept. Any part of any installation which has been covered prior to approval shall be uncovered, if necessary, upon the direction of the Department.

Date: 8/29/91 Issued by: [Signature] Sanitarian

This Construction Permit Valid until 2/29/96

Date: _____ Reviewed by: _____ Supervisory Sanitarian

If FHA or VA financing

Reviewed by Date _____ Date _____ Supervisory Sanitarian Regional Sanitarian

C.H.S. 2023 Revised 6/84

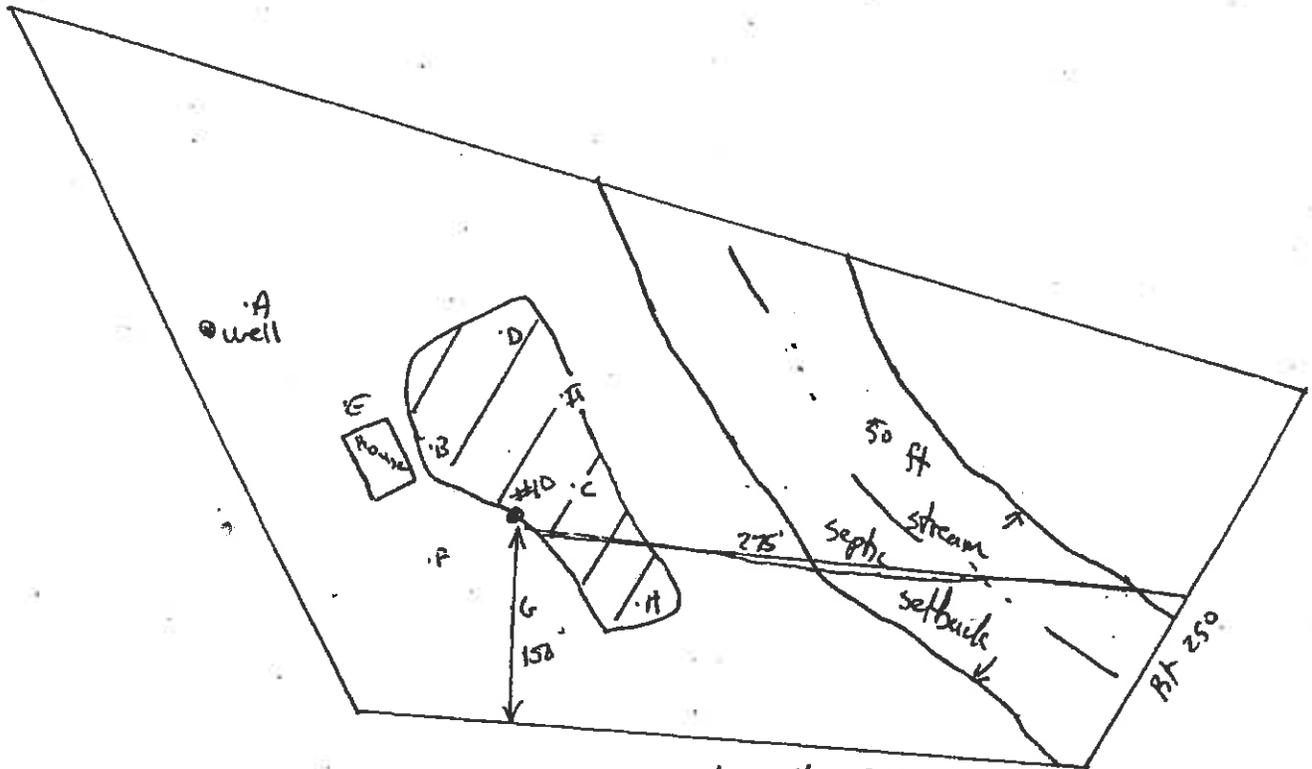
II-2A FILE COPY

E. O. GOOCH & ASSOCIATES
 Consulting Geologists and Engineers
 Soil Profile

Subdivision Constance L. Fender Property

Location

Lot No. 3



Scale 1" = 100'

- Potential drainfield site

Hole	Slope	Depth (inches)	Material Description
A	7%	0-6	Topsoil
		6-30	Yellow-brown silty clay
		30-48	Yellow-red mottled silty clay loam with gray mottling below 36 inches
B	5%	0-6	Topsoil
		6-42	Red silty clay loam
		42-60	Yellow-red silty clay loam
C	6%	0-6	Topsoil
		6-30	Red silty clay loam
		30-60	Red-brown clay loam

Sadie's Stay & Play, LLC

Business Plan

8/1/2013

Andrew and Jessica Boyle
Troy, VA

Received

AUG 23 2013

Fluvanna County



TABLE OF CONTENTS

1.0	Executive Summary	3
2.0	Business Description & Vision	3
2.1	Mission Statement	3
2.2	Principal Members	3
2.3	Company Vision.....	3
2.4	Goals & Objectives	4
3.0	Market Research	4
3.1	Industry	4
3.2	Customers	4
3.3	Competitors.....	4
3.4	Competitive Advantage.....	5
4.0	Description of Products and Services.....	5
4.1	Product or Service	5
4.2	Pricing Structure.....	6
5.0	Organization & Management.....	6
6.0	Marketing and Sales Strategy.....	6
6.1	Growth Strategy	6
6.2	Communication	7
7.0	Financial Management.....	7

1.0 Executive Summary

In traditional dog boarding facilities, dogs remain in small enclosures for the majority of the day, taken for a quick walk only a few times each day. Unable to get the required amount of exercise each day, these dogs will typically exhibit signs of stress or anxiety such as excessive barking and gnawing.

Sadie's Stay & Play, LLC is a different kind of dog boarding facility. We will utilize multiple fenced-in fields for dogs to socialize with one another or play one on one with the owners. These dogs will spend the majority of the day outside exercising with a couple of nap times throughout the day. Since the dogs will be able to expend a significant amount of energy during the day, they will not show the typical signs of stress and anxiety but will instead exhibit positive behaviors to enable them to have a less stressful stay.

Andrew and Jess are both lifelong animal lovers. Andrew spent his high school years working at a pet shop, and grew up with dogs, birds, gerbils, and fish. Jess spent her childhood working with horses, caring for dogs and cats at a kennel, and had a variety of pets including cats, birds, gerbils, and a guinea pig. Since meeting, they have adopted two cats and a dog, and fostered several litters of cats and kittens.

Andrew graduated from Bloomsburg University with a degree in Marketing. Since he has graduated, he has spent the past 8 years working in the commercial insurance field as an underwriter for large insurance carriers. Jess graduated from University of Delaware with a degree in Nutrition and then obtained a Master of Public Health from Drexel University. She has spent the past couple years working as a clinical writer for a non-profit company. Andrew and Jess are looking to pursue their real passion, which is caring for animals.

2.0 Business Description & Vision

2.1 Mission Statement

To provide a safe, fun, and loving home away from home environment, with a focus on exercise and socialization, to ensure that dogs have a happy, anxiety-free stay and their owners can be worry free.

2.2 Principal Members

This business is owned and operated by Andrew and Jessica Boyle.

2.3 Company Vision

Five years from now, our business will be a well-known, reliable place for Fluvanna County residents to board their dog while on vacation. We will have strong relationships with each of our customers, both human and canine. Our clients will view our boarding operation as a worry-free second home for their dogs.

2.4 Goals & Objectives

Our goal is to be a different kind of boarding facility that primarily focuses on outside play, exercise and socialization which will help reduce anxiety and stress that normally accompanies dogs at typical boarding operations.

3.0 Market Research

3.1 Industry

Pet owners spent \$53 billion on their pets in 2012, \$4 billion of which was spent on grooming and boarding services. The pet industry has shown to be resistant to recession. An estimated 36.5% of households own a dog, for a total of 78.2 million dogs owned. Pets are considered family members in 6 out of 10 households. Many couples marry later in life and many delay starting a family due to financial restrictions, a focus on careers, or a desire to have a more flexible lifestyle. Many of these couples opt to bring a dog into their home. The development of high-end pet products and luxury services indicates how much people are willing to spend on their dogs.

3.2 Customers

Our customers are those pet owners that go on vacation and spend the entire time worrying about how their dog is doing. They feel guilty leaving their dog in a traditional kennel, where dogs are known to be unhappy locked up in a cage surrounded by other unhappy, barking dogs. They can't afford a full-time pet sitter, and having someone stop by each day is not enough. Our customers believe there should be a better alternative for the care of their dog.

Our target market includes dog owners with an income greater than \$50,000, who have at least one dog and live within a 20 mile radius. In particular, we are targeting clients who vacation regularly such as active retirees and young families.

3.3 Competitors

Our competitors include traditional dog kennels, pet sitters, and veterinary clinics with boarding. The competitors located in a 20 mile radius, excluding those located in the city of Charlottesville, include the following:

- **Cross Roads Animal Hospital** (3 miles Northeast)
This animal hospital offers dog boarding to current clients at a rate of \$17.50 per day, with a capacity of 15 dogs at one time. Dogs are walked three times per day every day except Sunday when they are not open for business and a kennel attendant cares for the dogs twice a day. A complimentary bath and nail trim are given to dogs staying 7 consecutive nights. Additionally, dogs requiring veterinary treatment can have this done during their stay.
- **Animal Acres at Mangham Manor** (8 miles Northwest)
Mangham Manor is a wool and mohair farm that offers dog boarding. They advertise as a kennel alternative and their services include "stick throwing, creek swimming, and country air." They require dogs be house broken and not chew on furniture.

- **Country Paws** (9 miles South)
This kennel received zoning approval for a 20-dog kennel, grooming salon, and retail store in November of 2012. The business is registered, but there is no information about it online.
- **Hugs & Kisses/Blair's Babies** (13 miles NW)
The services offered are only boarding and daycare. They are able to accommodate 4 to 5 dogs for overnight boarding and the day camp can accommodate up to 10 dogs. Day camp is only on Tuesdays (for big dogs) and Wednesdays (small/medium dogs). There is a bus that can pick up the dogs. This is not a typical kennel as there are no kennel runs or cages. Dogs will sleep on beds. There is 4 acres of land that is fenced in for the dogs to play during the day. There is pond on the premise for the dogs to swim in. Services are geared towards very friendly, well-behaved dogs. Rates vary by weight and range from \$15 day/dog for up to 25lbs to \$25 day/dog for 75lbs. Check in is 9am and check out is 6pm.
- **Fork Union Animal Clinic** (17 miles South)
This animal clinic offers dog boarding and grooming. Their services will mimic that of other veterinary practices offering limited boarding and grooming services. Dogs will typically be walked a couple times a day but will remain in their kennels for the majority of the day.

There are other boarding facilities in the area but these facilities rely solely on word of mouth advertising and will not have websites or other print advertising. Other competitors will include in-home pet sitting services through sites such as care.com and sittercity.com. Services offered vary between picking up the dog and taking the dog to their own home to watch, dropping by a couple times a day to walk the dog with the dog remaining at their client's home, to a person staying at the clients home day and night to watch the dog.

3.4 Competitive Advantage

Compared to a traditional kennel, our boarding facility minimizes stress and maximizes fun. We aim to provide a boarding experience that is more like a vacation for dogs. Our expansive property with fenced-in play areas allows plenty of space for dogs to safely run around and burn off all of their excess energy. Dogs will spend most of their time outside, socializing with well-matched playmates or socializing one on one with the owners for those dogs which would prefer to play on their own. Our family-based operation allows for tons of personalized care and familiarity. Each time dogs come to visit, they will be greeted with the same faces. Because our business is also our home, we are always there.

4.0 Description of Products and Services

4.1 Product or Service

By nature, dogs are high energy. This energy is released either in a positive or negative way. Dogs can release their energy in a positive manner through exercise and socialization, or through negative outlets such as excessive barking, gnawing, and anxious tendencies. These negative outlets are often found in traditional kennels.

Our business provides dog boarding that goes above and beyond the services provided by a traditional kennel. We focus on outdoor play and socialization, with dogs spending a majority of the day outdoors in fenced-in fields with well-matched playmates and constant supervision. We will be interacting with the dogs on a regular basis to ensure ample human interaction, as well as to facilitate continuous play.

Dogs are treated like members of our own family. Each morning, dogs will be let out for a quick morning potty break before breakfast. After breakfast, dogs will be rotated out into the outdoor play areas while their runs are cleaned. Dogs will be brought inside for a mid-afternoon nap, and then spend the rest of the afternoon outside playing until dinner. Following dinner, dogs will have an early evening potty break before turning in for the night.

There is an outdoor kennel building that houses up to 10 dogs, and in-home runs for smaller or older dogs that may feel more comfortable in a home setting. Each dog has its own 4'x6' run, a raised bed, and as many blankets as needed to ensure comfort. There is a bathtub in the kennel building for dogs who roll in the mud, or whose owners request they have a bath upon departure. The kennel will have soundproof insulation to help minimize the barking noise to areas outside of the building. The fencing in the fields will be 6' in height to help keep the dogs playing in the field versus running loose around the property. The perimeter of the property will be a 6ft privacy fence to help minimize the noise disturbance to the neighbors and provide a second layer of protection for any dogs which might escape the field areas.

Our house is just a few hundred feet from the kennel building, ensuring safety of the dogs throughout the night. Additionally, the closest vet is just 3 miles away in case of emergency.

4.2 Pricing Structure

As our business provides more attention and care than a standard kennel, our boarding rates will be justifiably higher. Our rates are \$25 per night for our standard kennel (4X6 run with raised bed), and \$30 per night for our in-home kennel. We will also offer baths for a price of \$15 per dog.

5.0 Organization & Management

The business will be owned and operated by a husband and wife team: Andrew and Jessica Boyle. The responsibilities of the day to day operations will be handled by both owners. The goal of the business is to maintain a family-oriented atmosphere which we believe we can achieve being a family run business. Each owner will be involved in interacting with clients and their dogs as well as cleaning the boarding facilities and interacting with the dogs on a daily basis.

6.0 Marketing and Sales Strategy

6.1 Growth Strategy

We plan to start small, averaging 5 to 10 dogs per week, and then expanding to 25 to 30 dogs at peak capacity. As we expand the business we may look to hire part-time staff to clean and care for the dogs.

We will also aim to form collaborations with other dog business services such as professional trainers and groomers. Future plans also include setting up a retail shop online including dog clothing and accessories, crafts, and other dog-related products.

6.2 Communication

We will communicate with our customers in-person, on the phone, and via email. We will have an email address and phone number on our website, and customers will be able to schedule via email or phone.

Our initial marketing will consist of delivering flyers to neighbors within a 15 mile radius, handing out flyers at the local businesses. Additionally, we will form a relationship with the local vet and animal rescue organizations. We will advertise locally, at local restaurants, golf courses, and shops, and in the local newspapers. Word of mouth will also be an important factor in the growing of our company. We will make contacts in the community who have access to our clientele and can promote our business.

We will create a website that will include basic information about ourselves, our facilities, and our services. The website will include photos of the kennel areas as well as the fields. Once we have clients, we will include photos of the dogs. We will also develop a blog that clients can access, with updates on the activities each week and pictures of the dogs currently staying at the kennel.

Advertising will also take place through social media including Facebook, Twitter, and Pinterest. Each of these social media sites will include photos of the dogs currently staying at the kennel, so that clients can check on their dogs while away. We will also include content of interest to dog owners, such as articles on dog care, homemade pet treats, and dog humor.

7.0 Financial Management

Available upon request.

Received

AUG 20 2013

Fluvanna County

18'-0"

61in.

28in.

18' x 24' Kennel

24'-0"

Kennel 1
4' x 6'
24 sq. ft.

Kennel 2
4' x 6'
24 sq. ft.

Kennel 3
4' x 6'
24 sq. ft.

Kennel 4
4' x 6'
24 sq. ft.

Kennel 5
4' x 6'
24 sq. ft.

Storage
10 sq. ft.

61in.

Kennel 9
6' x 4'
24 sq. ft.

Bath Tub
27 sq. ft.

Kennel 6
6' x 4'
24 sq. ft.

Kennel 8
6' x 4'
24 sq. ft.

Kennel 7
6' x 4'
24 sq. ft.

88in.

53in.

58in.

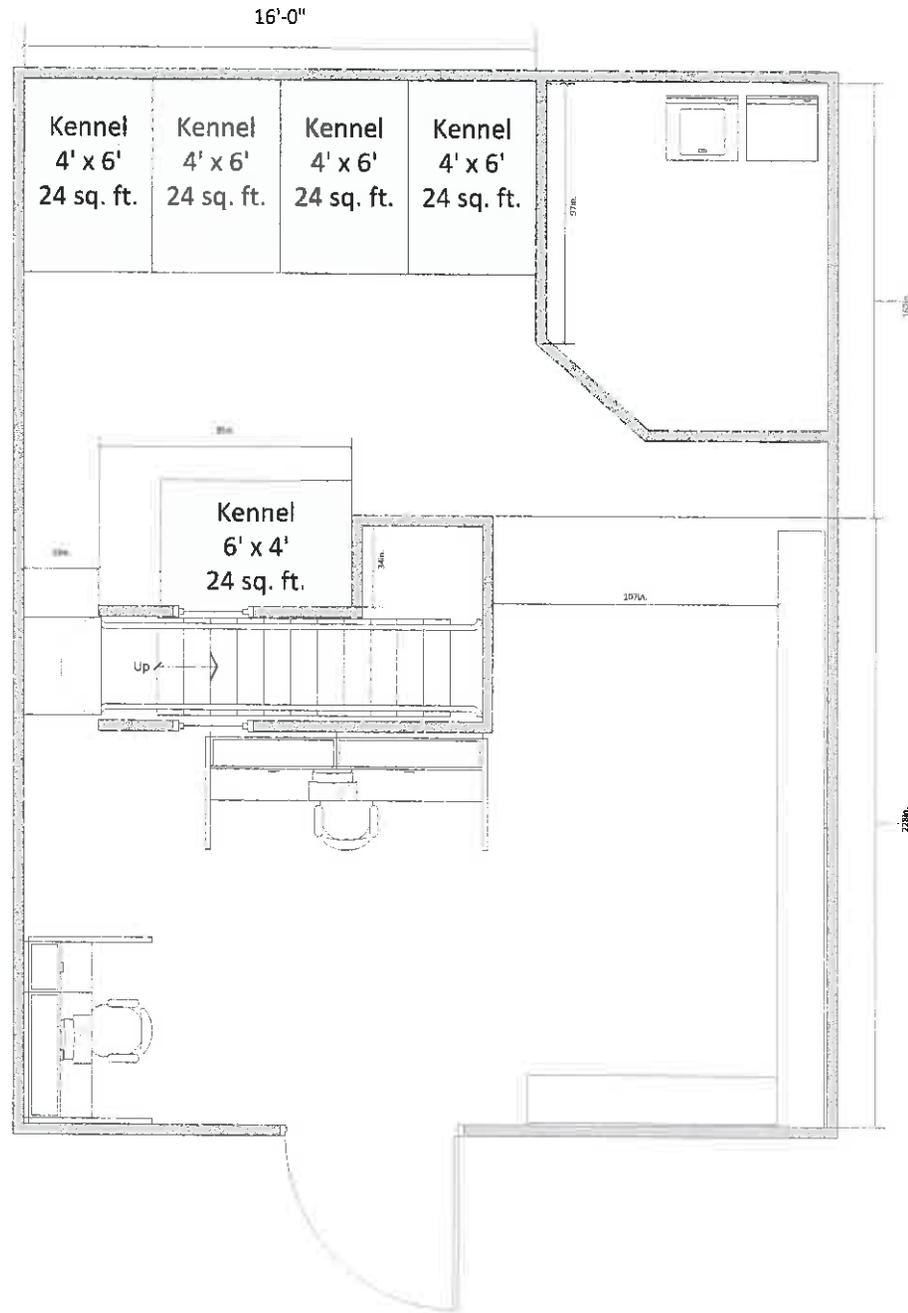
53in.

Basement Area

Received

4/17/2013

Fluvanna County



BOARD OF SUPERVISORS AGENDA ITEM

Meeting Date: November 20, 2013

SUBJECT:	SUP 13:05 – Lori L. Roberts Commercial Greenhouse & Florist
MOTION(s):	I move that the Board of Supervisors approve/deny SUP 13:05, [if approved], with respect to 3.581 acres of Tax Map 29, Section A, Parcel 89, with the conditions as described in the staff report.
STAFF CONTACT:	Steve Tugwell, Senior Planner
RECOMMENDATION:	Approve or deny this request.
TIMING:	Immediate decision requested at current meeting.
DISCUSSION:	Request for a special use permit to allow for a Commercial Greenhouse & Florist with respect to 3.581 acres of Tax Map 29, Section A, Parcel 89.
FISCAL IMPLICATIONS:	-
POLICY IMPLICATIONS:	<p>The Board of Supervisors may:</p> <ul style="list-style-type: none"> • Approve this request, allowing the Commercial Greenhouse & Florist; OR • Deny this request, preventing the Commercial Greenhouse & Florist; OR • Defer this request and make a final decision at a later date.
LEGISLATIVE HISTORY:	<p>Review of a proposed Commercial Greenhouse & Florist in accordance with Chapter 22, Article 4 of the Fluvanna County Code (Zoning Ordinance: Uses permitted by special use permit only).</p> <p>Application was received on August 30, 2013</p> <p>Planning Commission reviewed the request on October 23, 2013</p>
ENCLOSURES:	Staff Report (with accompanying attachments)



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 Board of Supervisors
Case Number: SUP 13:05
Tax Map: Tax Map 29, Section A, Parcel 89

From: Steve Tugwell
District: Fork Union
Date: November 20, 2013

General Information: This request is to be heard by the Board of Supervisors on Wednesday, November 20, 2013 at 7:00 pm in the Circuit Courtroom in the Courts Building.

Owner/Applicant: Lori L. Roberts

Representative: Lori L. Roberts

Requested Action: Request for a special use permit to operate a commercial greenhouse and florist with respect to 3.581 acres of Tax Map 29, Section A, Parcel 89. The applicant is proposing to operate a commercial greenhouse and florist. (Attachment A)

Location: The affected property is located on the eastern side of State Route 15 (James Madison Highway) approximately 500 feet south of its intersection with State Route 250 (Richmond Road) (Attachment B)

Existing Zoning: A-1, Agricultural, General

Existing Land Use: Single-family dwelling and accessory buildings

Planning Area: Rural Residential

Adjacent Land Use: Adjacent properties are all zoned A-1, Agricultural (Attachment C)

Zoning History: No Previous Zoning Activities.

Analysis:

This is a Special Use Permit application to operate a commercial greenhouse and florist. The Zoning Ordinance defines commercial greenhouse as, *“a facility employing a glass, plastic, or similar enclosure for the cultivation of plants, in which plants are offered for sale to the public, either at wholesale or at retail. Supplemental items used in planting and landscaping, such as mulch, topsoil plant containers, yard ornaments, hand tools, and the like, may be sold on-site as secondary or incidental items. Such a use is not characterized by frequent heavy equipment operation, other than the occasional delivery or shipment of product”*.

Ms. Roberts currently operates the florist next to Papa John’s pizza off of Heritage Drive. Ms. Roberts has a residence on more than 3 acres, and she would like to relocate her florist business there. As there is not a separate distinction for “florist” identified in the A-1 zoning section of the ordinance, the zoning administrator determined that a florist is a use covered in the definition of “commercial greenhouse”. An existing 36 x 36 horse barn is planned to house the florist, and a separate 10 x 36 building will facilitate the greenhouse. The greenhouse will be used to raise flowers and indoor plants, and the flowers will be part of their existing florist delivery business. The application states that *“handmade gifts such as birdhouses, metal arts, etc.”* will also be on display for sale. (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. The nearest residence is approximately 300 feet away, and the site has a good amount of existing vegetation that may be retained as a buffer to screen from adjacent parcels. The commercial greenhouse and florist would operate on several acres, and make use of an existing building that was formerly used as a horse barn. It does not appear that the commercial greenhouse and florist as proposed would change the character and established pattern of the area.

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.

Commercial greenhouses are allowed by SUP in the A-1 district. By-right uses that are similar, in operation or size of structures, to this application may include home occupations, equestrian facilities, farm sales, non-commercial greenhouses, and accessory dwellings. The zoning ordinance allows for one accessory dwelling unit per subject property, similar to locating the garage behind the primary dwelling. In general, small home industries differ from home occupations in that non-family employees can be hired and the business may take up more than 25% of the gross floor area of the dwelling.

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. This site has already been improved tremendously since Ms. Roberts purchased it in 2012. Additionally, the zoning ordinance states its purpose as “encouraging economic development activities”. The applicants may provide a service to the community by employing several people, and by providing their clients with florist and greenhouse services they would have to travel a much further distance to acquire.

Neighborhood Meeting:

There was one (1) attendee with the exception of the applicant at the September 11, 2013 Neighborhood meeting.

Technical Review Committee:

At the September 12, 2013 Technical Review Committee meeting, The Fire Department stated via email that they have no issues with this application;

The Health Department stated that this proposal does not appear to have an impact on the existing septic system or well;

Mr. Wood with the Virginia Department of Transportation stated that a VDOT land-use permit for a low-volume commercial entrance is required, and that the existing entrance radii will have to be increased to meet the 20 foot minimum where the entrance ties into Route 53;

The E&S inspector asked how large the greenhouse would be. (Attachment E)

Planning Commission:

At their meeting on October 23, 2013, the Planning Commission voted unanimously to approve this SUP request 5-0.

Conclusion:

The Board of Supervisors may want to 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:

1. Prior to development of the site, a site development plan that meets the requirements of the Fluvanna County Zoning Ordinance, must be submitted for review and approval.
2. The site must meet all Virginia Department of Transportation requirements.
3. The site must meet the requirements set forth by the Virginia Department of Health.
4. 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.

5. Hours of operation shall be between 8:00 am and 6:00 pm Monday through Saturday.
6. The Board of Supervisors, or its representative, reserves the right to inspect the business for compliance with these conditions at any time.
7. All outdoor storage of materials shall be screened from the view of public roads, rights-of-way, and adjacent properties as required by Sec. 22-24-7 3. iii of the Zoning Ordinance.
8. 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.

Suggested Motion:

I move that the Board of Supervisors [**approve/deny**] SUP 13:05, with respect to 3.581 acres of Tax Map 29, Section A, Parcel 89, [if approved] subject to the conditions listed in the staff report.

Attachments:

A – Application, sketch plan, and APO letter

B – Aerial Vicinity Map

C – Zoning map

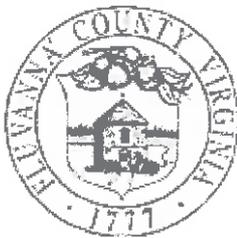
D – Site with proposed additions

E - TRC comment letter, memo from the Health Dept., and email from VDOT

Copy: File

Received

AUG 30 2013



COMMONWEALTH OF VIRGINIA
COUNTY OF FLUVANNA

Application for Special Use Permit (SUP) Fluvanna County

Owner of Record: Lori L. Roberts Applicant of Record: Same

E911 Address: 2611 Thomas Jefferson Pkwy E911 Address: _____
Palmyra, VA 22963

Phone: 434-960-6362 Fax: _____ Phone: _____ Fax: _____

Email: palmyra.florist@aol.com Email: _____

Representative: Same

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.

E911 Address: _____

Phone: _____ Fax: _____

Email: _____

Is property in Agricultural Forestal District? No Yes

If Yes, what district: _____

Tax Map and Parcel(s): 29-A-89 ✓ Deed Book Reference: 865-161

Acreage: 3.581 ✓ Zoning: A-1 ✓ Deed Restrictions? No Yes (Attach copy)

Request for a SUP in order to: open florist/greenhouse Proposed use of Property: Same

*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: 8-30-13 Signature of Owner/Applicant: Lori L. Roberts

Subscribed and sworn to before me this 30 day of August, 20 13 Register # 347136

My commission expires: 31 January 2016 Notary Public: Wendy Weaver

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>8/30/13</u> Pre-Application Meeting:	PH Sign Deposit Received: <u>\$90.00</u> Application #: <u>SUP 13 : 005</u>
\$800.00 fee plus mailing costs paid: <u>\$800.00</u>	Mailing Costs: \$20.00 Adjacent Property Owner (APO) after 1st 15, Certified Mail
Amendment of Condition: \$400.00 fee plus mailing costs paid:	<u>N/A</u>
Telecommunications Tower \$1,500.00 fee plus mailing costs paid:	\$5,500 w/Consultant Review paid:
Election District: <u>Fork Union</u>	Planning Area: <u>Rural Residential</u>
Public Hearings	
Planning Commission	Board of Supervisors
Advertisement Dates: <u>October 10th & 17th, 2013</u>	Advertisement Dates: <u>Nov 7th & 14th, 2013</u>
APO Notification: <u>October 9th</u>	APO Notification: <u>Nov 6th</u>
Date of Hearing: <u>October 23, 2013</u>	Date of Hearing: <u>Nov 20th, 2013</u>
Decision:	Decision:

Fluvanna County Department of Planning & Community Development * Box 540 * Palmyra, VA 22963 * (434)591-1910 * Fax (434)591-1911

This form is available on the Fluvanna County website: www.fluvannacounty.org



COMMONWEALTH OF VIRGINIA
COUNTY OF FLUVANNA
Public Hearing Sign Deposit

Name: Lori Roberts
Address: 2611 Thomas Jefferson Pkwy
City: Palmyra
State: VA Zip Code: 22963

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.

Lori Roberts 8-12-13
Applicant Signature Date

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

OFFICE USE ONLY

Application #: BZA _____ : CPA _____ : SUP _____ : ZMP _____ : ZTA _____ :

\$90 deposit paid per sign*:

Approximate date to be returned:

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.

Existing building will be used. ~~The~~ 36x36 horse barn with finished room above. The only additions will be floor, doors and windows on the bottom floor.

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

We want to operate a greenhouse approx. 10 x 36 to raise flowers and indoor plants. We will also grow cut flowers ~~and~~ ^{to} sell and deliver just like a florist would. We will have hand-made gifts such as bird houses, metal art etc.

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?

We will have very little traffic, our florist now, beside Papa John's, only has approx. 5 walk-ins a day. We mostly deliver. There will be no noise, bad smells, or any disturbance. Hours of operation will be Monday-Saturday 8am - 6pm - We may have as many as 2 deliveries per week, which come in a ^{small} van ^{due} to normal business hours.

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

I think most all small businesses are great for the county. It will keep our residents buying local. We will be located between an apple orchard and Lazy S which is also a commercial greenhouse to raise vegetables.

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:

This barn was already here when I purchased the property in 2012.

Memorandum

DATE: November 6, 2013
RE: APO'S for **SUP 13:05** Public Hearing
TO: Allyson Finchum
FROM: Heather Poole

Please be advised the attached letter went out to the attached list of Adjacent Property Owners for the **November 20, 2013** Board of Supervisors 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

November 6, 2013

«Title» «First_Name» «Last_Name»
«Company_Name»
«Address_Line_1»
«City», «State» «ZIP_Code»
TMP# «TMP_»

Re: Public Hearing on SUP 13:05

Dear «Title» «Last_Name»«Company_Name»:

This letter is to notify you that the Fluvanna County Board of Supervisors will hold a public hearing on the above referenced item on **Wednesday, November 20, 2013** 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 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.*

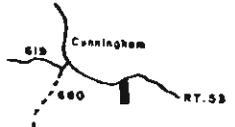
The applicant or applicant’s representative must be present at the Board of Supervisors meeting. The tentative agenda and staff report will also be available for review by the public in the Fluvanna County Planning and Community Development Department during working hours (8:00 a.m. – 5:00 p.m., Monday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

Sincerely,

Steve Tugwell
Senior Planner

SUP 13-05 Adjacent Property Owners

TMP#	Owner	Address	City, State	Zip Code
29 4 5	Nespeco, David James	2650 Thomas Jefferson Pkwy	PALMYRA, VA	22963
29 4 6	Martin, Rodney E & Carrie	2618 Thomas Jefferson Pkwy	PALMYRA, VA	22963
29 A 89A	Forsberg, Ronald W & Ava B	2671 Thomas Jefferson Pkwy	PALMYRA, VA	22963
29 A 88A	Dean, Jessica C & Kidd, Jessica L	2589 Thomas Jefferson Pkwy	PALMYRA, VA	22963
29 A 88	Fick, Thomas V Et Al	2153 Thomas Jefferson Pkwy	PALMYRA, VA	22963
29 A 85	Sclater, Daniel W Et Al	4212 Skipfare Ct	PRINCE WILLIAM, VA	22192
29 A 87	Sclater, Daniel W Et Al	4212 Skipfare Ct	PRINCE WILLIAM, VA	22192
29 A 89 (APPLICANT/REPRESENTATIVE)	Roberts, Lori L	2611 Thomas Jefferson Pkwy	PALMYRA, VA	22963



NOTE: 25' from center line is dedicated to public use.

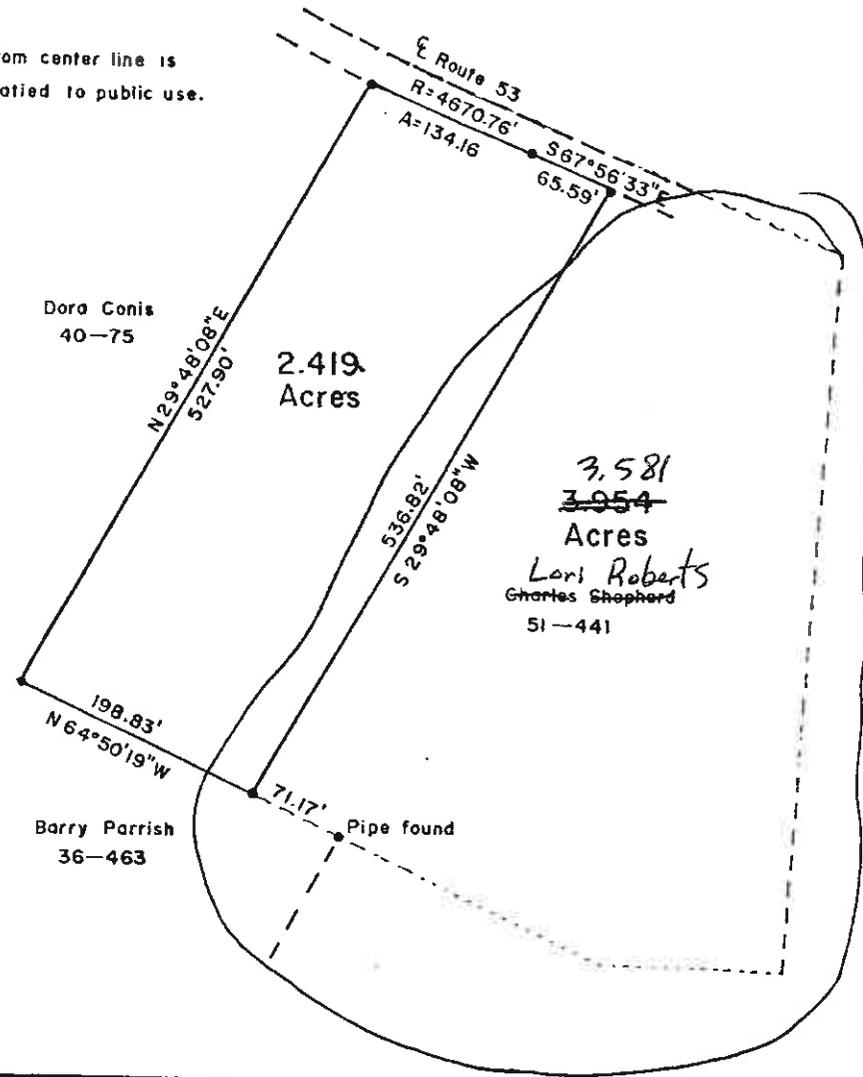
113 269

Roll Elms
 COUNTY ADMINISTRATOR DATE
 10-3-75
 BY AUTHORITY OF SECTION 3 OF THE
 FLUVANNA COUNTY SUBDIVISION ORDINANCE

A PLAT SHOWING A PORTION OF TAX MAP 29 PARCEL 89
THE CHARLES H. SHEPHERD PROP.

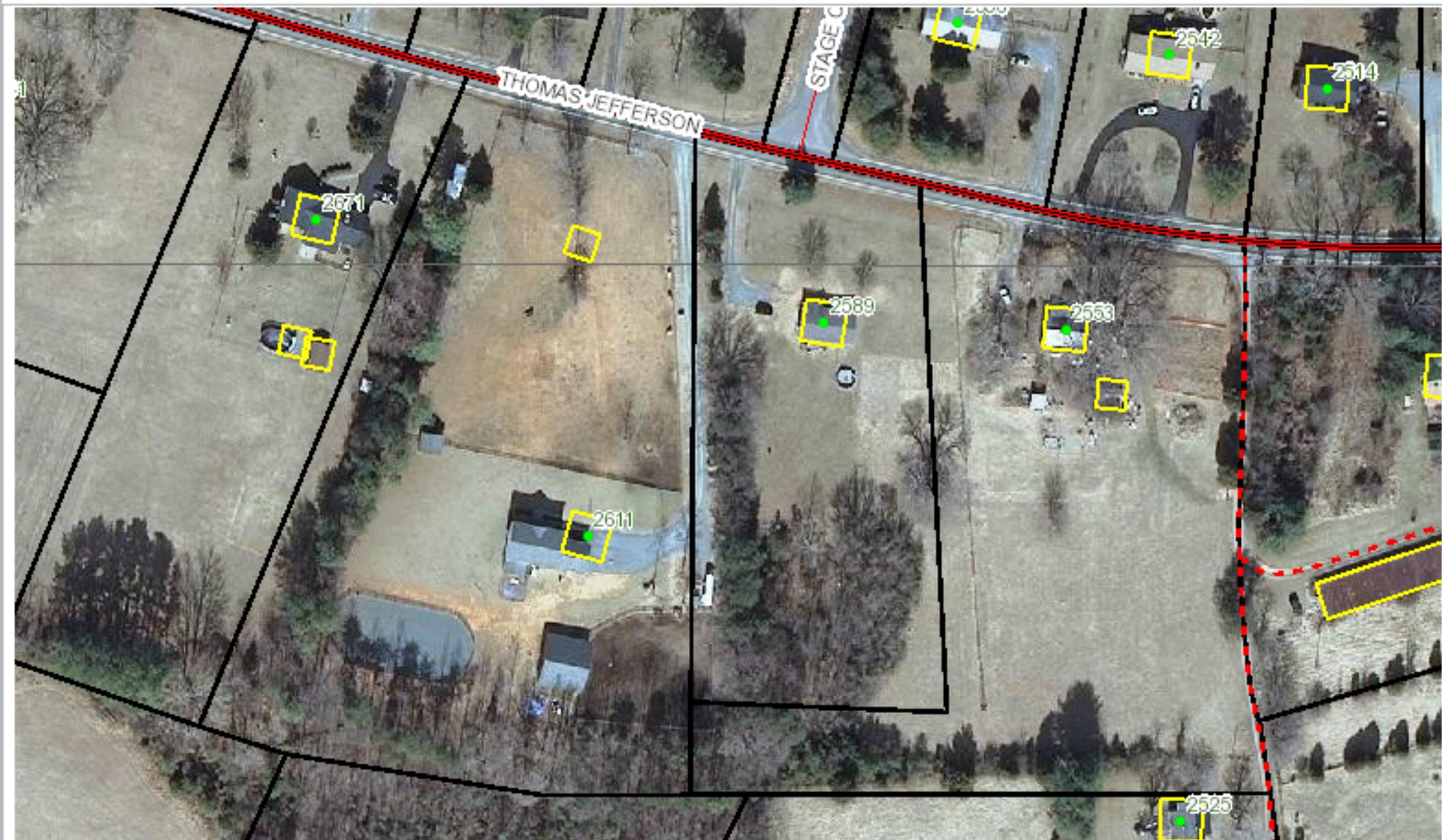
CUNNINGHAM DISTRICT, FLUVANNA COUNTY, VIRGINIA
 SCALE 1 INCH = 1100 FEET
 SEPTEMBER 30, 1975

ROBERT L. LUM
 LAND PLANNING & SURVEYING
 PALMYRA, VIRGINIA



3.581
~~3.954~~
 Acres
 Lori Roberts
 Charles Shepherd
 51-441

VIRGINIA. In the Clerk's Office of the Circuit Court of Fluvanna County
 October 16, 1975

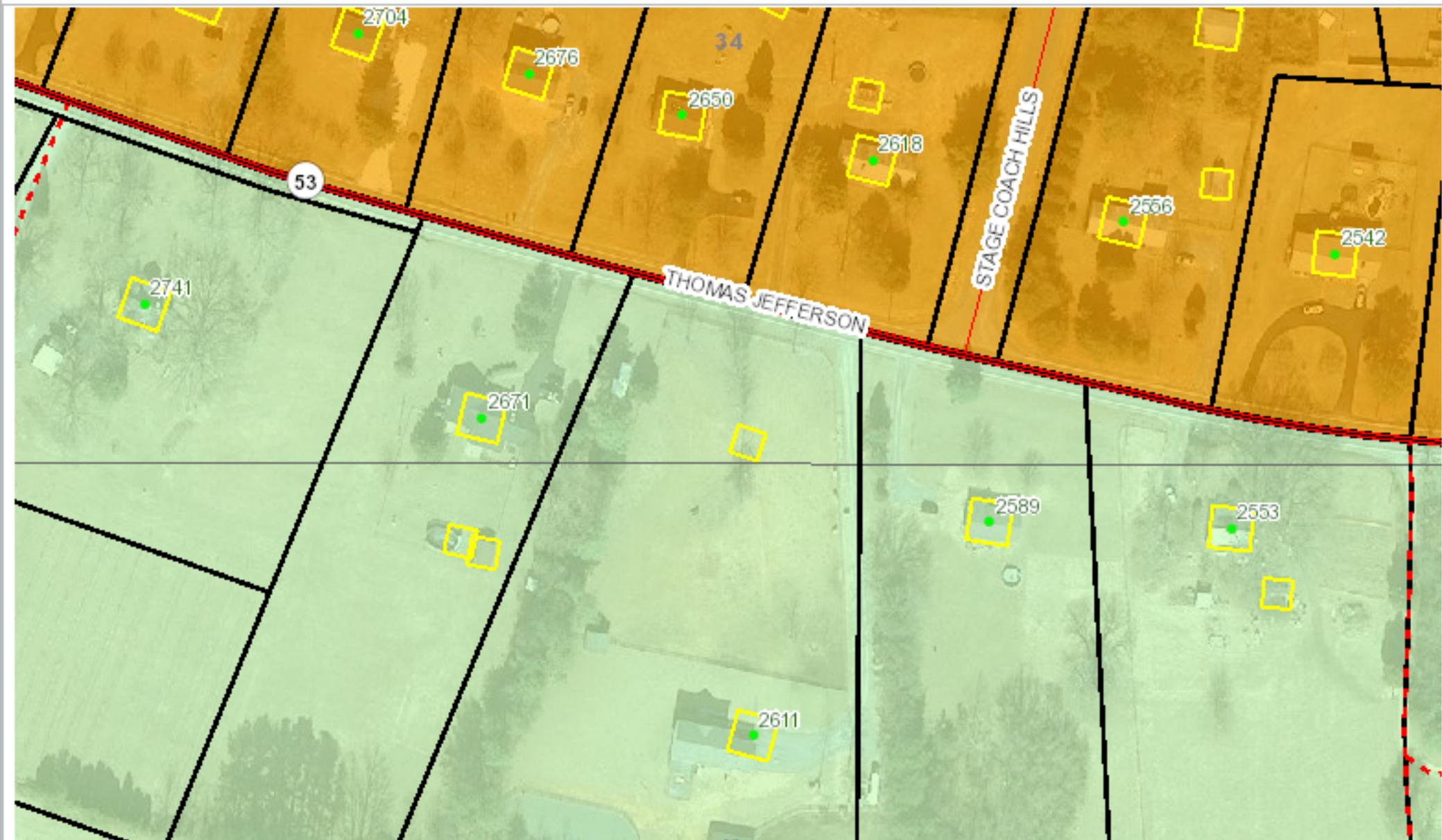


Scale: 1:2256.994353

Date: 10/15/2013

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).



Scale: 1:2256.994353

Date: 10/15/2013

Printed By:

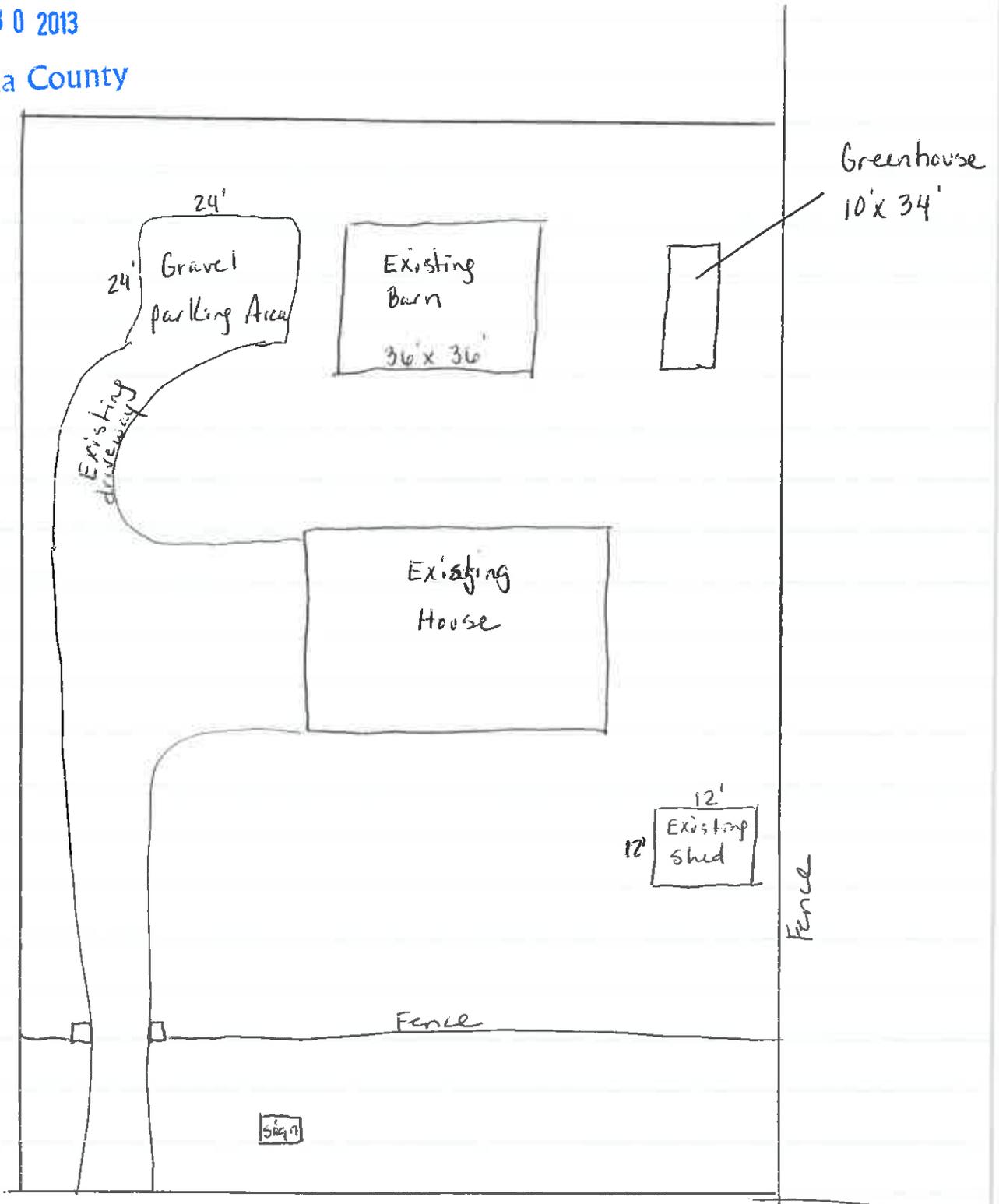
Under Virginia State Law, these real estate assessment records are public information. Display of this property information on the internet is specifically authorized by the Code of Virginia §58.1-3122.2(as amended).

Additions - make parking Area, put up Greenhouse
install 4x6 wooden sign near road

Received

AUG 30 2013

Fluvanna County



Thomas Jefferson Pkwy



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

September 30, 2013

Lori L. Roberts
2611 Thomas Jefferson Parkway
Palmyra, VA 22963

Delivered via email

Re: SUP 13:05 Commercial greenhouse/florist
Tax Map: Tax Map 29-A-89

Dear Applicant:

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

1. The Fire Chief notified planning that they have no Fire Dept. related issues with this application;
2. The Virginia Department of Transportation stated that a VDOT Land Use Permit for a Low-Volume Commercial Entrance is required, and that the existing entrance radii will have to be increased to meet the 20 ft. minimum where the entrance ties into Rte. 53;
3. The Fluvanna County Erosion and Sediment Inspector asked how large the greenhouse will be.

Please provide any modifications to your sketch plan, or any materials that you would like to include in the information going to the Planning Commission to stugwell@fluvannacounty.org, to be included in the Planning Commission packet by **Monday, October 7, 2013**. Submitting revisions by this deadline will place your request on the **October 23, 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



COMMONWEALTH of VIRGINIA

IN COOPERATION WITH
STATE DEPARTMENT OF HEALTH

FLUVANNA COUNTY HEALTH DEPARTMENT
PALMYRA, VIRGINIA 22963

PH #: (434) 591-1960
FAX #: (434) 591-1961

To: Steve Tugwell, Senior Planner
From: Charles Miller, EHS
Re: 9/12/13, TRC Meeting
Date: September 11, 2013

Central Meadows, LLC – Ordinance to establish a new conservation Easement for Tax Map, 22-A-42, 22-A-7, 22-3-2, 22-3-3 and Tax Map 22-A-43. No environmental impact noted.

Andrew & Jessica Boyle – Special Use Permit for Kennel. Please note that the property is located on Rt. 250 (Richmond Road) not James Madison Highway as indicated on the agenda. Based on health department records, the existing and proposed kennels appear to be located on the primary and/or reserve drainfield locations. It is recommended that the property owners contact a private soil consultant to determine if these areas will be disturbed. The application did not indicate how the animal waste would be disposed. Animal waste cannot be added to the existing drainfield. Another area of concern is the creek on the property, it is important that the 50' septic setback be maintained. A copy of the existing septic permit and a list of private consultants have been attached.

Lori L. Roberts – Commercial Greenhouse. Proposal does not appear to have an impact on existing septic system or well.

Gregory Cox – Automobile repair service establishment. When the health department permit was issued for this property in 2002 the garage had not been built. A site plan was submitted to the health department with the TRC review request. Owner needs to beware of primary and reserve drainfield locations. Care should be taken not to drive over existing septic system and the reserve site should remain undisturbed.

Brad Kennedy – Automobile repair service establishment. There is no record on file with the health department regarding the 40' x 80' building on this 25 acre lot. According to 13-10 of the County Zoning Ordinance and the building inspector's office, rest room facilities will needed to comply with Uniform Statewide Building Code. The health department only designs septic systems to service private homes, a private consultant would need to design the drainfield.

Steven Tugwell

From: Mike-Kathy Brent <mkbrent7@gmail.com>
Sent: Thursday, September 05, 2013 5:50 PM
To: Steven Tugwell
Cc: Allyson Finchum; Alyson Sappington; Andrea Gaines; Andy Wills; Barry Bibb; charles.miller@vdh.virginia.gov; chuck.wright@dof.virginia.gov; Donald Gaines; Donna Shaunesey; Ed Zimmer; fuac@embarqmail.com; gary.rice@vdh.virginia.gov; Heather Poole; Jay Lindsey; Joe Chesser; Mark Wood; Patricia Eager; Robert Popowicz; Roger Black; Sam Babbitt; solson@forcvec.com; Wayne Stephens
Subject: Re: September 12, 2013 TRC agenda

Steve

I will be out of town on Thursday and will not be able to attend. I do not have any fire dept. related issues with the six applications.

On Thu, Sep 5, 2013 at 10:14 AM, Steven Tugwell <stugwell@fluvannacounty.org> wrote:

Dear TRC members:

We have a heavy agenda this month with 5 items! Please email me your questions or comments if you cannot attend the meeting.

I look forward to seeing everyone at the meeting next Thursday!

Steve

Steve Tugwell

Senior Planner

Dept. of Planning & Community Development

Steven Tugwell

From: Wood, Mark (VDOT) <James.Wood@VDOT.virginia.gov>
Sent: Thursday, September 12, 2013 1:15 PM
To: Steven Tugwell
Cc: Goodale, James E. (VDOT); Wolfrey, Sharon A. (VDOT)
Subject: Technical Review Committee 9/13/2013 (VDOT Comments)

Steve,

I'll see you at the 2:00 p.m. meeting this afternoon, here are my comments:

- **EST 13:01 – Central Meadows, LLC : Conservation Easement 665.856 acres, TMP 22-A-43 (39.326 acres) For Rte. 659, VDOT records show a 30 ft. R/W from Rte. 250 at Ferncliff to Rte. 601 at Kents Store. Plat shows property line along centerline of Rte. 659, Line "L2" as 80.45 ft. (30 ft. prescriptive easement, 15 ft. each side of centerline) and Arc Length "C1" as 137.95 ft. (20 ft. of fee simple Right of Way). VDOT RECOMMENDATION: Dedication of 25 ft. of fee simple Right of Way from centerline along the entire road frontage of TMP 22-A-43 and an additional 15 ft. wide drainage/slope easement behind the fee simple Right of Way.**
- **SUP 13:04 – Andrew & Jessica Boyle (Sean & Lori Hackney): SUP for a Commercial Kennel, Rte. 250, 3800 Richmond Road . Speed limit is 55 mph, 495 ft. of stopping sight distance is required for a VDOT Low Volume Commercial Entrance, minimum 12 ft. wide and 20 ft. radii, note that the existing entrance is only 9 ft. wide. VDOT REQUIREMENTS: : VDOT Land Use Permit for a Low Volume Commercial Entrance. The existing entrance will have to be widened to 12 ft. wide and 20 ft. minimum entrance radii are required where the entrance ties into Rte. 250. Some of the cedar limbs to the left (west) are overhanging into the line of sight and need to be trimmed to ensure that the minimum 495 ft. of sight distance is available.**
- **SUP 13:05 – Lori L. Roberts: SUP for a Commercial Greenhouse, Rte. 53, 2611 Thomas Jefferson Parkway. Speed limit is 45 mph, 360 ft. of stopping sight distance is required for a VDOT Low Volume Commercial Entrance, minimum 12 ft. wide and 20 ft. radii, the existing entrance is wide enough, however, the entrance radii will have to be widened. VDOT REQUIREMENTS: VDOT Land Use Permit for a Low Volume Commercial Entrance. The existing entrance radii will have to be increased to meet the 20 ft. minimum where the entrance ties into Rte. 53.**
- **SUP 13:06 – Gregory Cox: SUP for an Automobile Repair Service, Rte. 619, Ruritan Lake Road. Speed limit 45 mph, 360 ft. of stopping sight distance required for a VDOT Low Volume Commercial Entrance, minimum 12 ft. wide and minimum 20 ft. radii, the existing entrance geometry meets the Low Volume Commercial Entrance requirements. VDOT REQUIREMENTS: VDOT Land Use Permit for a Low Volume Commercial Entrance. There are some overhanging limbs and a sapling to the left that need to be removed to ensure that the minimum 360 ft. of sight distance is available. A sight easement to the left (west) is required to protect the line of sight, does Rock Lane have an existing deeded sight easement where it connects to Rte. 619?**
- **SUP 13:07 – Brad Kennedy: SUP for an Automobile Repair Service, Rte. 660, Schlatters Ford Road. Speed limit is 45 mph, 360 ft. of stopping sight distance required for a VDOT Low Volume Commercial Entrance, minimum 12 ft. wide and minimum 20 ft. radii, the existing entrance geometry meets Low Volume Commercial Entrance requirements. VDOT REQUIREMENTS: VDOT Land Use Permit for a Low Volume Commercial Entrance. There are overhanging limbs and brush in the existing recorded sight distance easement to the right of the entrance that will have to be removed to ensure that the minimum 360 ft. of sight distance is available.**

J. Mark Wood, P.E., L.S.
Area Land Use Engineer
Virginia Department of Transportation
Land Development – South

BOARD OF SUPERVISORS AGENDA ITEM

Meeting Date: November 20, 2013

SUBJECT:	SUP 13:06 – Gregory W. Cox Automotive Repair Service Establishment
MOTION(s):	I move that the Board of Supervisors approve/deny SUP 13:06, [if approved], with respect to 10 acres of Tax Map 16, Section 14, Parcel 4, with the conditions as described in the staff report.
STAFF CONTACT:	Steve Tugwell, Senior Planner
RECOMMENDATION:	Approve or deny this request.
TIMING:	Immediate decision requested at current meeting.
DISCUSSION:	Request for a special use permit to allow for an automotive repair service establishment with respect to 10 acres of Tax Map 16, Section 14, Parcel 4.
FISCAL IMPLICATIONS:	-
POLICY IMPLICATIONS:	<p>The Board of Supervisors may:</p> <ul style="list-style-type: none"> • Approve this request, allowing the automotive repair service establishment; OR • Deny this request, preventing the automotive repair service establishment; OR • Defer this request and make a final decision at a later date.
LEGISLATIVE HISTORY:	<p>Review of a proposed automotive repair service establishment in accordance with Chapter 22, Article 4 of the Fluvanna County Code (Zoning Ordinance: Uses permitted by special use permit only).</p> <p>Application was received on September 3, 2013</p> <p>Planning Commission reviewed the request on October 23, 2013</p>
ENCLOSURES:	Staff Report (with accompanying attachments)



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 Board of Supervisors
Case Number: SUP 13:06
Tax Map: Tax Map 16, Section 14, Parcel 4

From: Steve Tugwell
District: Cunningham
Date: November 20, 2013

General Information: This request is to be heard by the Board of Supervisors on Wednesday, November 20, 2013 at 7:00 pm in the Circuit Court Room in the Courts Building.

Owner/Applicant: Gregory W. Cox

Representative: Gregory W. Cox

Requested Action: Request for special use permit to allow for an automotive repair service establishment with respect to 10 acres of Tax Map 16, Section 14, Parcel 4. (Attachment A)

Location: The affected 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). (Attachment B)

Existing Zoning: A-1, Agricultural, General (Attachment C)

Planning Area: Rural Residential Planning Area

Existing Land Use: Single-family dwelling and accessory building

Adjacent Land Use: The surrounding area is zoned A-1, Agricultural, General.

Zoning History: None

Analysis:

This is a Special Use Permit application request to operate an automotive repair service establishment. The Zoning Ordinance defines automotive repair service establishments as, “*a facility for the general repair, rebuilding, or reconditioning of engines, motor vehicles, or trailers, or providing collision services, including body, frame, or fender repair, and overall painting.*”

Mr. Cox has stated in his application that he intends on using the existing 31 x 28 detached accessory building for his automotive repair operation, and no additional buildings would be required. All automotive repair service activities will be conducted within the existing building. According to the sketch plan provided by the applicant, the building is in compliance with the required building setbacks for accessory structures. Additionally, Mr. Cox has inquired with Building Inspections with regard to their requirements for bringing the garage into commercial code compliance, and plans on obtaining a commercial building permit if this Special Use Permit is approved.

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, on a large ten-acre lot surrounded by several other large lots of 10 acres or greater. Single-family dwellings on large lots are consistent with the established pattern in the A-1 zoning district, and the Rural Residential Planning Area. The automotive repair establishment would make use of an existing detached garage, a by-right accessory use within the A-1 zoning district. All repair work would be done inside the garage, thus not creating a commercial atmosphere for the community. There may be one (1) occasional part-time employee as necessitated by volume of work.

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.

Automotive repair service establishments are allowed by SUP in the A-1 zoning district. By-right uses that are similar, in operation or size of structures, to this application may include home occupations, equestrian facilities, farm sales, non-commercial greenhouses, and accessory dwellings. The nearest residence is approximately 800 feet away, and the site has a substantial amount of existing vegetation that may be retained as a buffer to screen on-site materials from adjacent parcels. The zoning ordinance allows for one accessory dwelling unit per property, similar to location of the existing garage on this parcel.

Neighborhood Meeting:

With the exception of the applicant, there were no attendees at the September 11, 2013 neighborhood meeting present for this item.

Technical Review Committee:

At the September 12, 2013 Technical Review Committee meeting The Fire Chief notified planning that they have no Fire Dept. related issues with this application;

The Virginia Department of Transportation stated that a VDOT Land Use Permit for a Low-Volume Commercial Entrance. There are some overhanging limbs and a sapling to the left that need to be removed to ensure that the minimum 360 ft. of sight distance is available. A sight easement to the left (west) is required to protect the line of sight, and asked if Rock Lane have an existing deeded sight easement where it connects to Rte. 619?

(Attachment D)

Planning Commission:

At their meeting on October 23, 2013, the Planning Commission voted unanimously to approve this SUP request 5-0.

Conclusion:

The Board of Supervisors may want to consider any potential adverse impacts, such as traffic entering and exiting the property, noise, or potential visual impacts to adjacent properties.

Recommended Conditions

If approved, Staff recommends the following conditions:

1. Prior to development of the site, a site development plan that meets the requirements of the Fluvanna County Zoning Ordinance, must be submitted for review and approval.
2. The site must meet all Virginia Department of Transportation requirements.
3. The site must meet the requirements set forth by the Virginia Department of Health.
4. Not more than five (5) vehicles waiting for service shall be stored on the property outside of normal business hours.
5. All activity related to this automotive repair service establishment shall be confined to within the 31x28 detached building.
6. The hours of operation shall be from 7 a.m. to 5 p.m. Monday – Saturday.
7. All noise generated by this activity shall be limited to maximum daytime level of 60 dB at the property line.
8. Used motor oil, coolants, discarded automotive parts and tires shall be recycled or disposed of in accordance with State and local laws.

9. 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.
10. The Board of Supervisors, or representative, reserves the right to inspect the business for compliance with these conditions at any time.
11. 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.

Suggested Motion:

I move that the Board of Supervisors [**approve/deny**] SUP 13:06, with respect to 10 acres of Tax Map 16, Section 14, Parcel 4, [if approved] subject to the conditions listed in the staff report.

Attachments:

- A – Application, sketch plan, & APO Letter
- B – Aerial Vicinity Map
- C – Zoning map
- D – TRC Comment Letter, and emails from VDOT and the Health Dept.

Copy:
Applicant – Greg Cox, 984 Rock Lane, Scottsville, VA 24590
File

Received

SEP 03 2013



COMMONWEALTH OF VIRGINIA
COUNTY OF FLUVANNA

Application for Special Use Permit (SUP) **Fluvanna County**

Owner of Record: GREG COX Applicant of Record: SAME

E911 Address: 984 ROCK LANE, SCOTTSVILLE, VA 24590 E911 Address: _____

Phone: 434-589-1611 Fax: _____ Phone: _____ Fax: _____

Email: ROCK LANE AUTO @ GMAIL . COM Email: _____

Representative: SAME **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.**

E911 Address: _____

Phone: _____ Fax: _____ Is property in Agricultural Forestal District? No Yes

Email: _____ If Yes, what district: _____

Tax Map and Parcel(s): 16-1A-4 Deed Book Reference: _____

Acreage: √10.0 Zoning: A1 Deed Restrictions? No Yes (Attach copy)

Request for a SUP in order to: Auto Repair Facility 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: 9-3-13 Signature of Owner/Applicant: Gregory W. Cox

Subscribed and sworn to before me this 3 day of September, 2013 Register _____

My commission expires: 10/31/2015 Notary Public: [Signature]

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>9/13/13</u> Pre-Application Meeting: _____	PH Sign Deposit Received: <u>\$90.00</u> Application #: <u>SUP 13 : 0010</u>
\$800.00 fee plus mailing costs paid: <u>\$800.00</u> ✓	Mailing Costs: \$20.00 Adjacent Property Owner (APO) after 1st 15, Certified Mail
Amendment of Condition: \$400.00 fee plus mailing costs paid: _____	→ <u>N/A</u>
Telecommunications Tower \$1,500.00 fee plus mailing costs paid: _____	\$5,500 w/Consultant Review paid: _____
Election District: <u>Cunningham District</u>	Planning Area: <u>Rural Residential</u>
Public Hearings	
Planning Commission	Board of Supervisors
Advertisement Dates: <u>October 10th & 17th, 2013</u>	Advertisement Dates: <u>November 7th & 14th, 2013</u>
APO Notification: <u>October 9th, 2013</u>	APO Notification: <u>November 6th</u>
Date of Hearing: <u>October 23, 2013</u>	Date of Hearing: <u>November 20, 2013</u>
Decision: _____	Decision: _____

Fluvanna County Department of Planning & Community Development * Box 540 * Palmyra, VA 22963 * (434)591-1910 * Fax (434)591-1911

This form is available on the Fluvanna County website: www.fluvannacounty.org



COMMONWEALTH OF VIRGINIA
COUNTY OF FLUVANNA
Public Hearing Sign Deposit

Received
 SEP 03 2013
 Fluvanna County

Name: GREG W. COX
 Address: 984 ROCK LANE
 City: SCOTTSDILLE
 State: VA Zip Code: 24590

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.

Gregory W. Cox 8-30-13
 Applicant Signature Date

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

OFFICE USE ONLY	
Application #: BZA _____ : CPA _____ : SUP <u>13</u> : <u>06</u> ZMP _____ : ZTA _____ :	
\$90 deposit paid per sign* <u>\$90.00</u>	Approximate date to be returned: <u>November 21</u>

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.

Plan to use existing building. There are no additional improvements needed. Building dimensions are 31ft wide and 28 ft. Deep.

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

want to open an Automotive repair facility. In order to do this I need a special use permit that is required by the county

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?

There will not be any effect on 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.)

By having an automotive repair facility I can keep tax money in Fluvanna, Also I will be purchasing gas, hardware & part's in the county help other business owner's

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:

[Empty box for plan details and remarks]

Memorandum

DATE: November 6, 2013
RE: APO'S for **SUP 13:06** Public Hearing
TO: Allyson Finchum
FROM: Heather Poole

Please be advised the attached letter went out to the attached list of Adjacent Property Owners for the **November 20, 2013** Board of Supervisors 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

November 6, 2013

«Title» «First_Name» «Last_Name»
«Company_Name»
«Address_Line_1»
«City», «State» «ZIP_Code»
TMP# «TMP_»

Re: Public Hearing on SUP 13:06

Dear «Title» «Last_Name»«Company_Name»:

This letter is to notify you that the Fluvanna County Board of Supervisors will hold a public hearing on the above referenced item on **Wednesday, November 20, 2013** 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 13:06 – Gregory Cox - *A request for a Special Use Permit (SUP) 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.*

The applicant or applicant's representative must be present at the Board of Supervisors 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,

Steve Tugwell
Senior Planner

SUP 13-06 Adjacent Property Owners

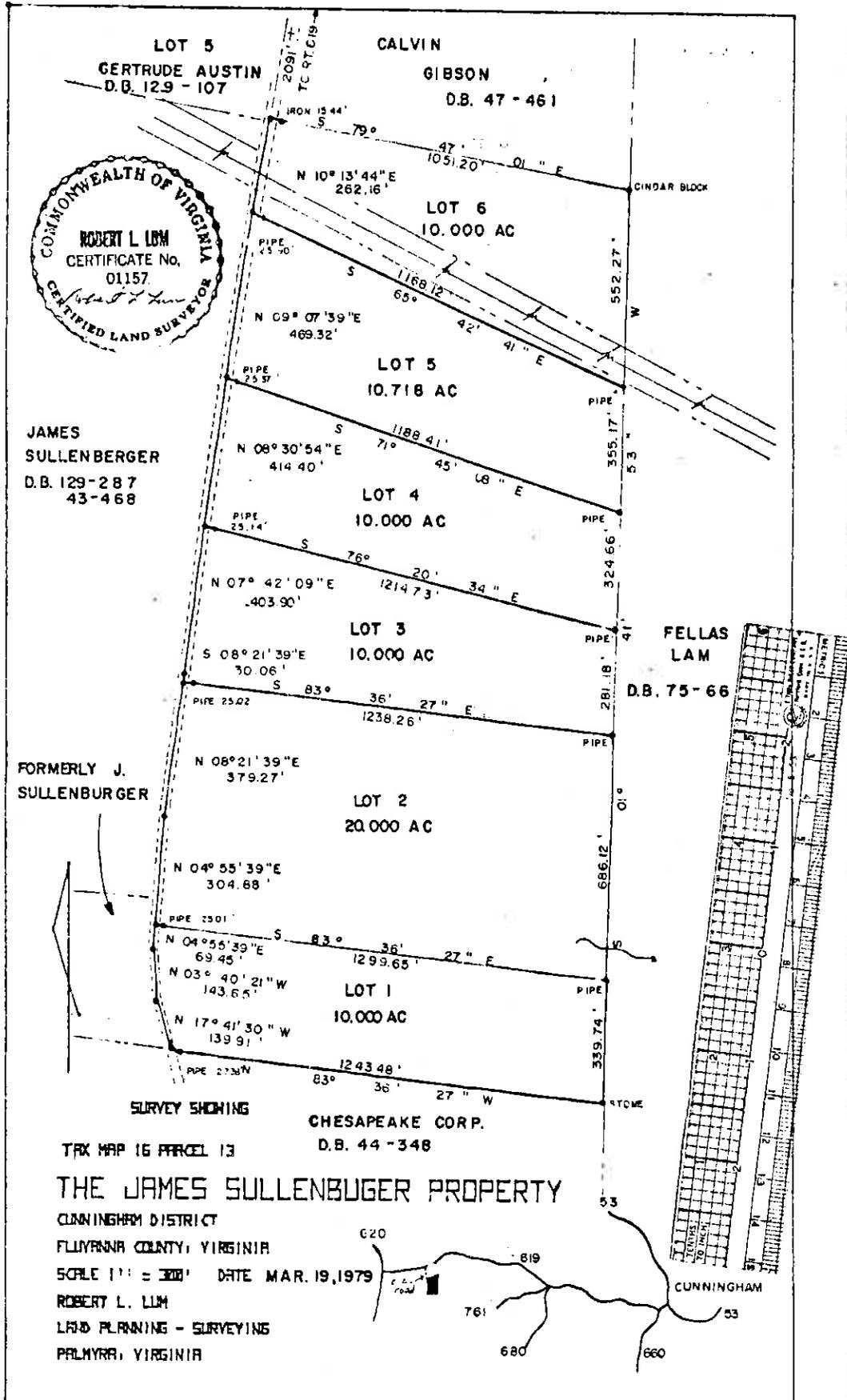
TMP#	Owner	Address	City, State	Zip Code
16 14 5	Yancey, Donald E & Jeanette	452 Stagecoach Hills Rd	PALMYRA, VA	22963
16 A 13	Hellinger, Raymond B	1841 Ruritan Lake Rd	SCOTTSVILLE, VA	24590
16 A 23	Mouser, Isabel W	495 Deepwood Farm Dr	SCOTTSVILLE, VA	24590
16 14 3	Pippin, Roy H	1020 Thomas Jefferson Hwy	CHARLOTTESVILLE, VA	22902
16 14 4 (APPLICANT/REPRESENTATIVE)	Cox, Gregory & Ann P	984 Rock Lane	SCOTTSVILLE, VA	24590

Received

SEP 03 2013

Fluvanna County

134 452



THIS IS TO CERTIFY THAT ON SEPTEMBER 23, 2002, I MADE AN ACCURATE SURVEY OF THE PREMISES SHOWN HEREON AND THAT THERE ARE NO EASEMENTS OR ENCROACHMENTS VISIBLE ON THE GROUND OTHER THAN THOSE SHOWN HEREON.

THE PROPERTY SHOWN HEREON FALLS WITHIN ZONE "C" AS SHOWN ON THE DEPARTMENT OF H.U.D. FLOOD HAZARD MAP.

Robert L. Lum

NO TITLE REPORT FURNISHED
HOUSE NUMBER NOT POSTED

LEGEND

PF Iron Pipe Found
Tel Ped Telephone Pedestal
ET Electric Transformer

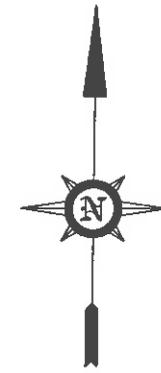
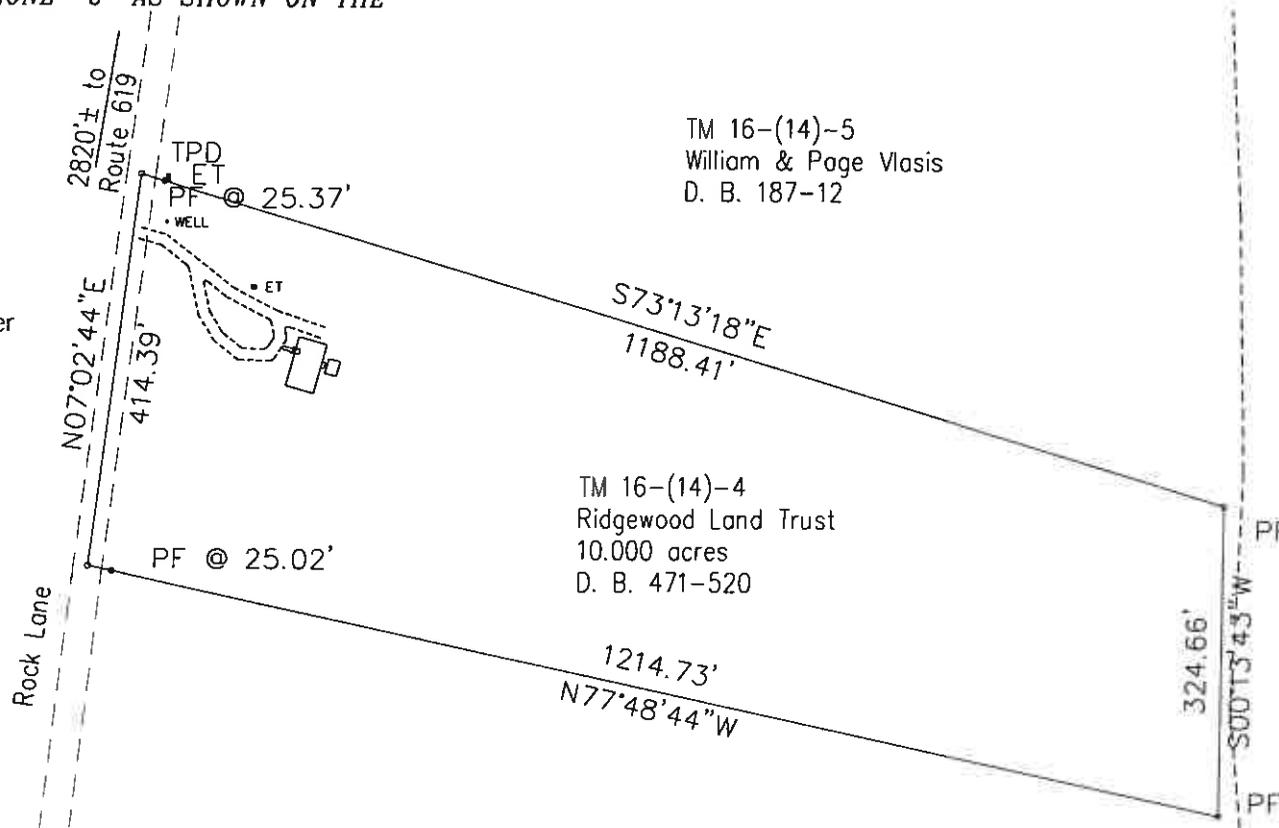
TM 16-13
Raymond B. Hellinger
W. B. 34-29

TM 16-(14)-5
William & Page Vlasis
D. B. 187-12

TM 16-(14)-4
Ridgewood Land Trust
10.000 acres
D. B. 471-520

TM 16-23
Robert & Isobel Mouser
D. B. 303-41

TM 16-(14)-3
Roy H. Pippin
D. B. 374-44



Magnetic North based on
Plat recorded in DB 134 - 659

PLAT SHOWING PHYSICAL SURVEY OF
TAX MAP 16 PARCEL (14)-4

THE RIDGEWOOD LAND TRUST PROPERTY

CUNNINGHAM DISTRICT, FLUVANNA COUNTY, VIRGINIA

SCALE: 1" = 200' DATE: SEPTEMBER 23, 2002

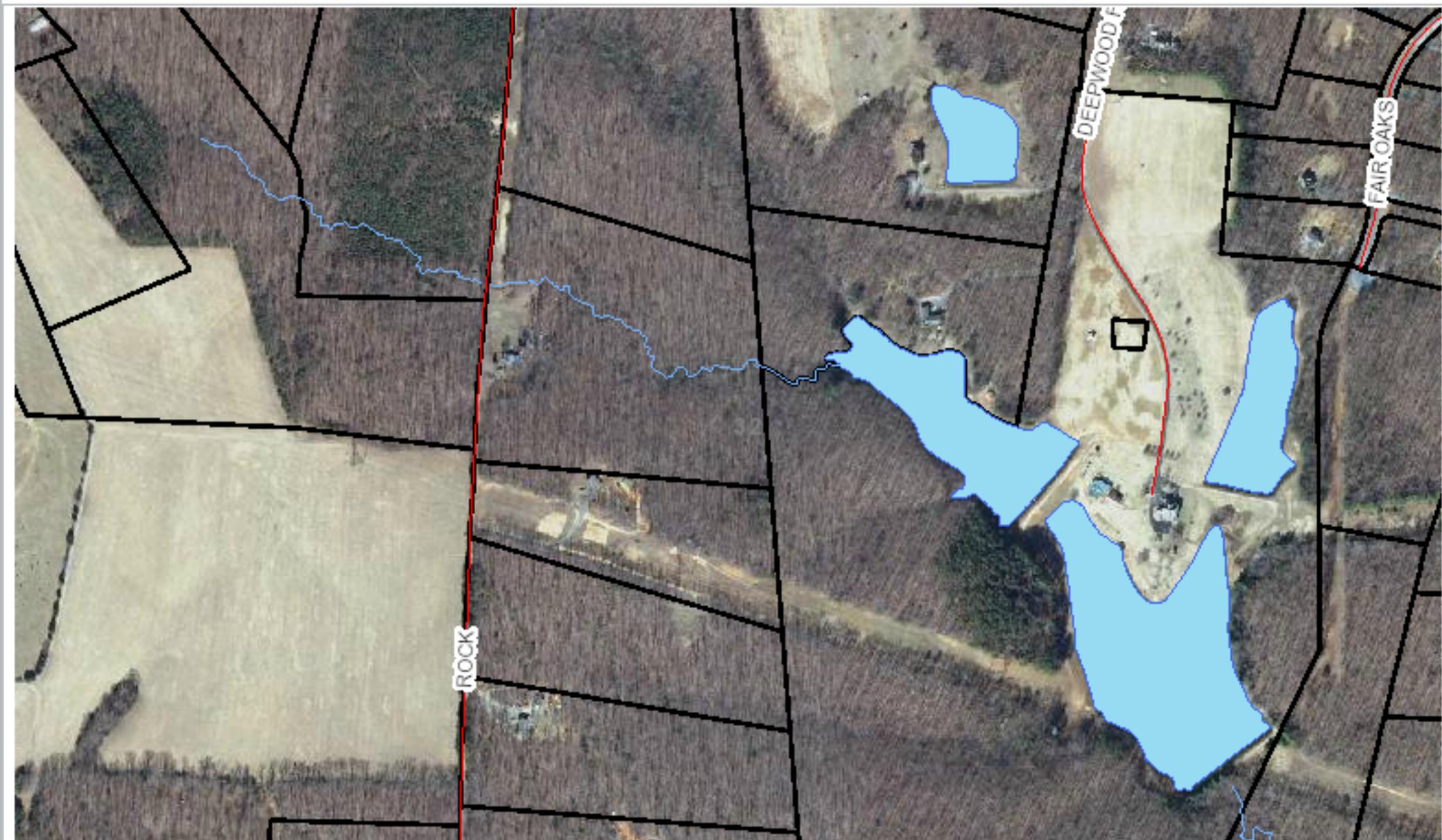
161404.dwg

LUM'S LAND SURVEYS, INC.

P.O. BOX 154, PALMYRA, VA. 22963-0154

PHONE: (434) 589-8395



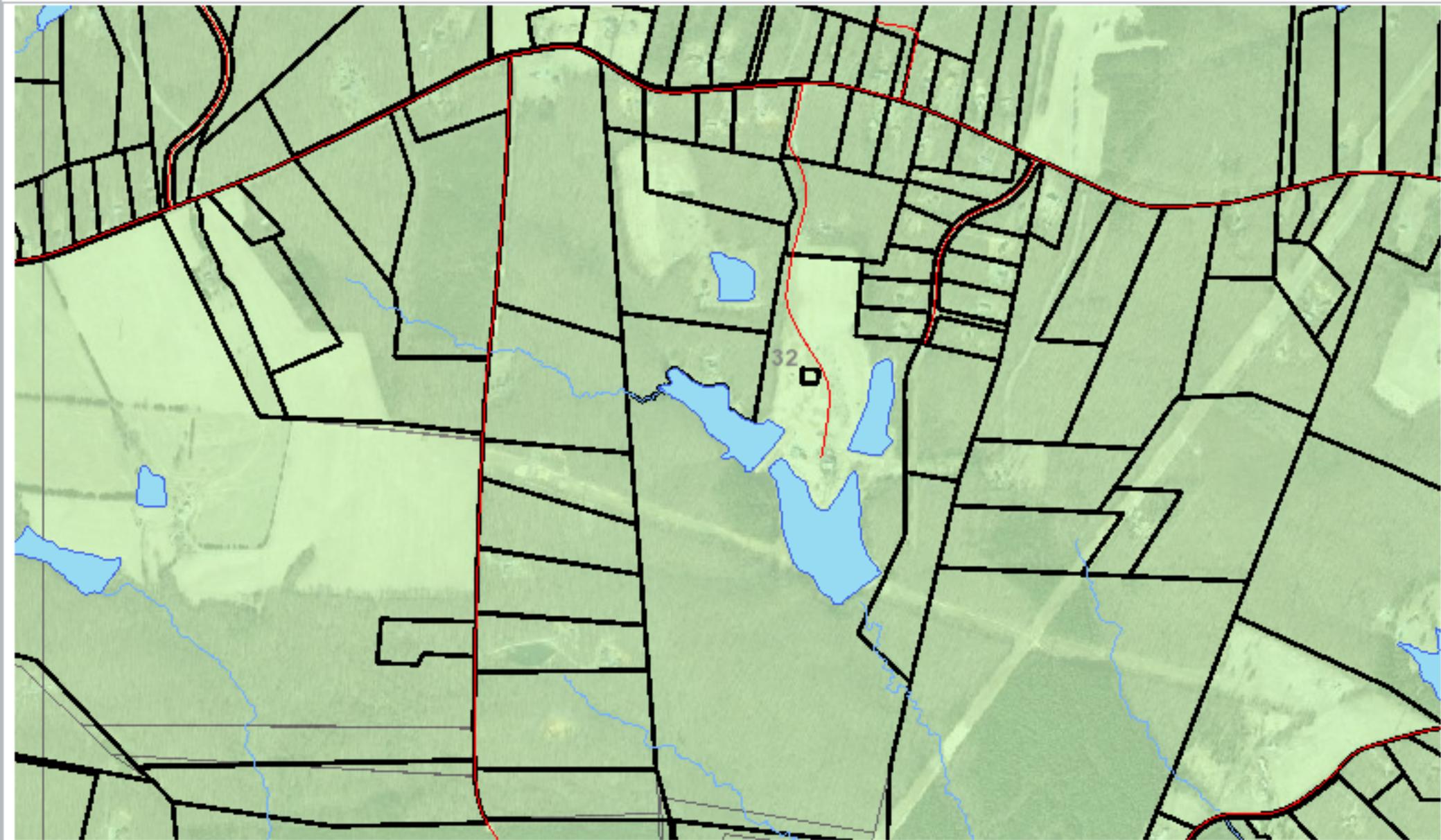


Scale: 1:9027.977411

Date: 10/16/2013

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).



Scale: 1:18055.954822

Date: 10/16/2013

Printed By:



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

September 30, 2013

Gregory W. Cox
984 Rock Lane
Scottsville, VA 24590

Delivered via email

Re: SUP 13:06 Automotive Repair Shop
Tax Map: Tax Map 16-14-4

Dear Applicant:

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

1. The Fire Chief notified planning that they have no Fire Dept. related issues with this application;
2. The Virginia Department of Transportation stated that a VDOT Land Use Permit for a Low-Volume Commercial Entrance. There are some overhanging limbs and a sapling to the left that need to be removed to ensure that the minimum 360 ft. of sight distance is available. A sight easement to the left (west) is required to protect the line of sight, and asked if Rock Lane have an existing deeded sight easement where it connects to Rte. 619?

Please provide any modifications to your sketch plan, or any materials that you would like to include in the information going to the Planning Commission to stugwell@fluvannacounty.org, to be included in the Planning Commission packet by **Monday, October 7, 2013**. Submitting revisions by this deadline will place your request on the **October 23, 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

Steven Tugwell

From: Mike-Kathy Brent <mkbrent7@gmail.com>
Sent: Thursday, September 05, 2013 5:50 PM
To: Steven Tugwell
Cc: Allyson Finchum; Alyson Sappington; Andrea Gaines; Andy Wills; Barry Bibb; charles.miller@vdh.virginia.gov; chuck.wright@dof.virginia.gov; Donald Gaines; Donna Shaunesey; Ed Zimmer; fuac@embarqmail.com; gary.rice@vdh.virginia.gov; Heather Poole; Jay Lindsey; Joe Chesser; Mark Wood; Patricia Eager; Robert Popowicz; Roger Black; Sam Babbitt; solson@forcvec.com; Wayne Stephens
Subject: Re: September 12, 2013 TRC agenda

Steve

I will be out of town on Thursday and will not be able to attend. I do not have any fire dept. related issues with the six applications.

On Thu, Sep 5, 2013 at 10:14 AM, Steven Tugwell <stugwell@fluvannacounty.org> wrote:

Dear TRC members:

We have a heavy agenda this month with 5 items! Please email me your questions or comments if you cannot attend the meeting.

I look forward to seeing everyone at the meeting next Thursday!

Steve

Steve Tugwell

Senior Planner

Dept. of Planning & Community Development



COMMONWEALTH of VIRGINIA

IN COOPERATION WITH
STATE DEPARTMENT OF HEALTH

FLUVANNA COUNTY HEALTH DEPARTMENT
PALMYRA, VIRGINIA 22963

PH #: (434) 591-1960
FAX #: (434) 591-1961

To: Steve Tugwell, Senior Planner
From: Charles Miller, EHS
Re: 9/12/13, TRC Meeting
Date: September 11, 2013

Central Meadows, LLC – Ordinance to establish a new conservation Easement for Tax Map, 22-A-42, 22-A-7, 22-3-2, 22-3-3 and Tax Map 22-A-43. No environmental impact noted.

Andrew & Jessica Boyle – Special Use Permit for Kennel. Please note that the property is located on Rt. 250 (Richmond Road) not James Madison Highway as indicated on the agenda. Based on health department records, the existing and proposed kennels appear to be located on the primary and/or reserve drainfield locations. It is recommended that the property owners contact a private soil consultant to determine if these areas will be disturbed. The application did not indicate how the animal waste would be disposed. Animal waste cannot be added to the existing drainfield. Another area of concern is the creek on the property, it is important that the 50' septic setback be maintained. A copy of the existing septic permit and a list of private consultants have been attached.

Lori L. Roberts – Commercial Greenhouse. Proposal does not appear to have an impact on existing septic system or well.

Gregory Cox – Automobile repair service establishment. When the health department permit was issued for this property in 2002 the garage had not been built. A site plan was submitted to the health department with the TRC review request. Owner needs to beware of primary and reserve drainfield locations. Care should be taken not to drive over existing septic system and the reserve site should remain undisturbed.

Brad Kennedy – Automobile repair service establishment. There is no record on file with the health department regarding the 40' x 80' building on this 25 acre lot. According to 13-10 of the County Zoning Ordinance and the building inspector's office, rest room facilities will needed to comply with Uniform Statewide Building Code. The health department only designs septic systems to service private homes, a private consultant would need to design the drainfield.

Steven Tugwell

From: Wood, Mark (VDOT) <James.Wood@VDOT.virginia.gov>
Sent: Thursday, September 12, 2013 1:15 PM
To: Steven Tugwell
Cc: Goodale, James E. (VDOT); Wolfrey, Sharon A. (VDOT)
Subject: Technical Review Committee 9/13/2013 (VDOT Comments)

Steve,

I'll see you at the 2:00 p.m. meeting this afternoon, here are my comments:

- **EST 13:01 – Central Meadows, LLC : Conservation Easement 665.856 acres, TMP 22-A-43 (39.326 acres) For Rte. 659, VDOT records show a 30 ft. R/W from Rte. 250 at Ferncliff to Rte. 601 at Kents Store. Plat shows property line along centerline of Rte. 659, Line "L2" as 80.45 ft. (30 ft. prescriptive easement, 15 ft. each side of centerline) and Arc Length "C1" as 137.95 ft. (20 ft. of fee simple Right of Way). VDOT RECOMMENDATION:** Dedication of 25 ft. of fee simple Right of Way from centerline along the entire road frontage of TMP 22-A-43 and an additional 15 ft. wide drainage/slope easement behind the fee simple Right of Way.
- **SUP 13:04 – Andrew & Jessica Boyle (Sean & Lori Hackney): SUP for a Commercial Kennel, Rte. 250, 3800 Richmond Road .** Speed limit is 55 mph, 495 ft. of stopping sight distance is required for a VDOT Low Volume Commercial Entrance, minimum 12 ft. wide and 20 ft. radii, note that the existing entrance is only 9 ft. wide. **VDOT REQUIREMENTS:** : VDOT Land Use Permit for a Low Volume Commercial Entrance. The existing entrance will have to be widened to 12 ft. wide and 20 ft. minimum entrance radii are required where the entrance ties into Rte. 250. Some of the cedar limbs to the left (west) are overhanging into the line of sight and need to be trimmed to ensure that the minimum 495 ft. of sight distance is available.
- **SUP 13:05 – Lori L. Roberts: SUP for a Commercial Greenhouse, Rte. 53, 2611 Thomas Jefferson Parkway.** Speed limit is 45 mph, 360 ft. of stopping sight distance is required for a VDOT Low Volume Commercial Entrance, minimum 12 ft. wide and 20 ft. radii, the existing entrance is wide enough, however, the entrance radii will have to be widened. **VDOT REQUIREMENTS:** VDOT Land Use Permit for a Low Volume Commercial Entrance. The existing entrance radii will have to be increased to meet the 20 ft. minimum where the entrance ties into Rte. 53.
- **SUP 13:06 – Gregory Cox: SUP for an Automobile Repair Service, Rte. 619, Ruritan Lake Road.** Speed limit 45 mph, 360 ft. of stopping sight distance required for a VDOT Low Volume Commercial Entrance, minimum 12 ft. wide and minimum 20 ft. radii, the existing entrance geometry meets the Low Volume Commercial Entrance requirements. **VDOT REQUIREMENTS:** VDOT Land Use Permit for a Low Volume Commercial Entrance. There are some overhanging limbs and a sapling to the left that need to be removed to ensure that the minimum 360 ft. of sight distance is available. A sight easement to the left (west) is required to protect the line of sight, does Rock Lane have an existing deeded sight easement where it connects to Rte. 619?
- **SUP 13:07 – Brad Kennedy: SUP for an Automobile Repair Service, Rte. 660, Schlaters Ford Road.** Speed limit is 45 mph, 360 ft. of stopping sight distance required for a VDOT Low Volume Commercial Entrance, minimum 12 ft. wide and minimum 20 ft. radii, the existing entrance geometry meets Low Volume Commercial Entrance requirements. **VDOT REQUIREMENTS:** VDOT Land Use Permit for a Low Volume Commercial Entrance. There are overhanging limbs and brush in the existing recorded sight distance easement to the right of the entrance that will have to be removed to ensure that the minimum 360 ft. of sight distance is available.

J. Mark Wood, P.E., L.S.
Area Land Use Engineer
Virginia Department of Transportation
Land Development – South

BOARD OF SUPERVISORS AGENDA ITEM

Meeting Date: November 20, 2013

SUBJECT:	SUP 13:07 – Brad Kennedy Automotive Repair Service Establishment
MOTION(s):	I move that the Board of Supervisors approve/deny SUP 13:07, [if approved], with respect to 25.422 acres of Tax Map 29, Section A, Parcel 12, with the conditions as described in the staff report.
STAFF CONTACT:	Steve Tugwell, Senior Planner
RECOMMENDATION:	Approve or deny this request.
TIMING:	Immediate decision requested at current meeting.
DISCUSSION:	Request for a special use permit to allow for an automotive repair service establishment with respect to 25.422 acres of Tax Map 29, Section A, Parcel 12.
FISCAL IMPLICATIONS:	-
POLICY IMPLICATIONS:	The Board of Supervisors may: <ul style="list-style-type: none"> • Approve this request, allowing the automotive repair service establishment; OR • Deny this request, preventing the automotive repair service establishment; OR • Defer this request and make a final decision at a later date.
LEGISLATIVE HISTORY:	Review of a proposed automotive repair service establishment in accordance with Chapter 22, Article 4 of the Fluvanna County Code (Zoning Ordinance: Uses permitted by special use permit only). Application was received on September 3, 2013 Planning Commission reviewed the request on October 23, 2013
ENCLOSURES:	Staff Report (with accompanying attachments)



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 Board of Supervisors
Case Number: SUP 13:07
Tax Map: Tax Map 29, Section A, Parcel 12

From: Steve Tugwell
District: Fork Union
Date: November 20, 2013

General Information: This request is to be heard by the Board of Supervisors on Wednesday, November 20, 2013 at 7:00 pm in the Circuit Court Room in the Courts Building.

Owner/Applicant: Brad Lee Philip Kennedy

Representative: Brad Lee Philip Kennedy

Requested Action: Request for special use permit to allow for an automotive repair service establishment with respect to 25.422 acres of Tax Map 29, Section A, Parcel 12. (Attachment A)

Location: The affected property is located on the western side of State Route 660 (Sclaters Ford Road), approximately 975 feet south of State Route 619 (Ruritan Lake Road). (Attachment B)

Existing Zoning: A-1, Agricultural, General (Attachment C)

Planning Area: Rural Residential Planning Area

Existing Land Use: Single-family dwelling

Adjacent Land Use: The surrounding area is zoned A-1, Agricultural, General.

Zoning History: None

Analysis:

This is a Special Use Permit application request to operate an automotive repair service establishment. The Zoning Ordinance defines automotive repair service establishments as, “*a facility for the general repair, rebuilding, or reconditioning of engines, motor vehicles, or trailers, or providing collision services, including body, frame, or fender repair, and overall painting.*”

Mr. Kennedy has stated in his application that he intends to continue using the existing 80 x 40 structure for his automotive repair operation, and no additional buildings would be required. All automotive repair service activities will be conducted within the building. According to the sketch plan provided by the applicant, the building is in compliance with the required building setbacks for accessory structures.

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, on a large ten-acre lot surrounded by several other large lots of 10 acres or greater. Single-family dwellings on large lots are consistent with the established pattern in the A-1 zoning district, and the Rural Residential Planning Area. The automotive repair establishment would make use of an existing detached garage, a by-right accessory use within the A-1 zoning district. All repair work would be done inside the garage, thus not creating a commercial atmosphere for the community. There may be one (1) occasional part-time employee as necessitated by volume of work.

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.

Automotive repair service establishments are allowed by SUP in the A-1 zoning district. By-right uses that are similar, in operation or size of structures, to this application may include home occupations, equestrian facilities, farm sales, non-commercial greenhouses, and accessory dwellings. The nearest residence is approximately 750 feet away, and the site has a substantial amount of existing vegetation that may be retained as a buffer to screen on-site materials from adjacent parcels. The zoning ordinance allows for one accessory dwelling unit per property, similar to location of the existing garage on this parcel.

Neighborhood Meeting:

With the exception of the applicant, there was one attendee at the September 11th, 2013 neighborhood meeting. No public comments were offered. (Attachment D)

Technical Review Committee:

At the September 12th, 2013 Technical Review Committee meeting, The Fire Chief notified planning that they have no Fire Dept. related issues with this application;

The Virginia Department of Transportation stated that a VDOT Land Use Permit for a Low-Volume Commercial Entrance. There are overhanging limbs and brush in the existing recorded sight distance easement to the right of the entrance that will have to be removed to ensure that the minimum 360 ft. of sight distance is available. (Attachment E)

Planning Commission:

At their meeting on October 23, 2013, the Planning Commission voted unanimously to approve this SUP request 5-0.

Conclusion:

The Board of Supervisors may want to consider any potential adverse impacts, such as traffic entering and exiting the property, noise, or potential visual impacts to adjacent properties.

Recommended Conditions

If approved, Staff recommends the following conditions:

1. Prior to development of the site, a site development plan that meets the requirements of the Fluvanna County Zoning Ordinance, must be submitted for review and approval.
2. The site must meet all Virginia Department of Transportation requirements.
3. The site must meet the requirements set forth by the Virginia Department of Health.
4. All activity related to this automotive repair service establishment shall be confined to within the 80x40 detached garage.
5. The hours of operation shall be from 7 a.m. to 5 p.m. Monday – Saturday.
6. All noise generated by this activity shall be limited to maximum daytime level of 60 dB at the property line.
7. Used motor oil, coolants, discarded automotive parts and tires shall be recycled or disposed of in accordance with State and local laws.
8. 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.
9. The Board of Supervisors, or representative, reserves the right to inspect the business for compliance with these conditions at any time.
10. 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.

Suggested Motion:

I move that the Board of Supervisors [**approve/deny**] SUP 13:07, with respect to 25.422 acres of Tax Map 29, Section A, Parcel 12, [if approved] subject to the conditions listed in the staff report.

Attachments:

A – Application, sketch plan, & APO Letter

B – Aerial Vicinity Map

C – Zoning map

D – Neighborhood meeting sign-in sheet

E - TRC Comment Letter, and emails from VDOT and the Health Dept.

Copy:

Applicant – Brad Lee Philip Kennedy, 5394 Ruritan Lake Road, Palmyra, VA 24590

File



COMMONWEALTH OF VIRGINIA
COUNTY OF FLUVANNA

Application for Special Use Permit (SUP) Fluvanna County

Owner of Record: Brad Kennedy Applicant of Record: same

E911 Address: 5394 Ruritan Lake Rd. Palmyra, VA 22963 E911 Address: _____

Phone: (434) 531-4008 Fax: _____ Phone: _____ Fax: _____

Email: bradsauto@comcast.net Email: _____

Representative: same

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.

E911 Address: _____

Phone: _____ Fax: _____

Email: _____

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

Tax Map and Parcel(s): 29 A 12 Deed Book Reference: _____

Acres: 25.422 Zoning: A-1 Deed Restrictions? No Yes (Attach copy)

Request for a SUP in order to: Operate Automotive Repair Business Proposed use of Property: Automotive Repair

*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.

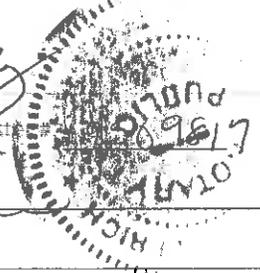
By signing this application, the undersigned owner/applicant authorizes entry onto the property by County Employees, the Planning Commission, and the board of Supervisors during the normal discharge of their duties in regard to this request and acknowledges that county employees will make regular inspections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

Date: 9-3-2013 Signature of Owner/Applicant: Brad Kennedy

Subscribed and sworn to before me this 3 day of September, 2013 Registrar: [Signature]

My commission expires: 10/31/2015 Notary Public: [Signature]

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>9/3/13</u> Pre-Application Meeting: _____	PH Sign Deposit Received: <u>\$90.00</u> ✓ Application #: <u>SUP13-07</u>
\$800.00 fee plus mailing costs paid: <u>\$800.00</u> ✓	Mailing Costs: \$20.00 Adjacent Property Owner (APO) after 1st 15, Certified Mail
Amendment of Condition: \$400.00 fee plus mailing costs paid: _____	<u>N/A</u>
Telecommunications Tower \$1,500.00 fee plus mailing costs paid: _____	\$5,500 w/Consultant Review paid: _____
Election District: <u>Fork Union</u>	Planning Area: <u>Rural Residential</u>
Public Hearings	
Planning Commission	Board of Supervisors
Advertisement Dates: <u>October 10th & 17th</u>	Advertisement Dates: <u>Nov 7th & 14th, 2013</u>
APO Notification: <u>October 9th</u>	APO Notification: <u>Nov 6th</u>
Date of Hearing: <u>October 23, 2013</u>	Date of Hearing: <u>Nov 20th</u>
Decision: _____	Decision: _____

Fluvanna County, Department of Planning & Community Development, 2011-2012, PO Box 14, Palmyra, VA 22962-0014, (434) 531-1011, Fax: (434) 531-1011



COMMONWEALTH OF VIRGINIA
COUNTY OF FLUVANNA
Public Hearing Sign Deposit

Received
SEP 03 2013
Fluvanna County

Name: Brad Kennedy
Address: 5394 Ruritan Lake Rd.
City: Palmyra
State: VA Zip Code: 22963

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.

CBK. Kennedy 9-1-2013
Applicant Signature Date

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

OFFICE USE ONLY	
Application #: BZA _____ : CPA _____ : SUP 13 : 007 ZMP _____ : ZTA _____ :	
\$90 deposit paid per sign*: \$90.00 ✓	Approximate date to be returned: 11/21/13

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.

No improvements are needed. The current structure on property is being used for business.

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

I was notified by county representative that in order to continue operating my auto repair business on my agricultural property I needed to acquire a special use permit.

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?

There are no effects to adjacent property or neighborhood. The building is located in the middle of property with no sight line to main roads or neighboring houses. It is also surrounded by forest land.

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

The requested change would allow me to continue to serve a customer base that I have built over the last 10 years.

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:

Memorandum

DATE: November 6, 2013
RE: APO'S for **SUP 13:07** Public Hearing
TO: Allyson Finchum
FROM: Heather Poole

Please be advised the attached letter went out to the attached list of Adjacent Property Owners for the **November 20, 2013** Board of Supervisors 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

November 6, 2013

«Title» «First_Name» «Last_Name»
«Company_Name»
«Address_Line_1»
«City», «State» «ZIP_Code»
TMP# «TMP_»

Re: Public Hearing on SUP 13:07

Dear «Title» «Last_Name»«Company_Name»:

This letter is to notify you that the Fluvanna County Board of Supervisors will hold a public hearing on the above referenced item on **Wednesday, November 20, 2013** 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 13:07 – Brad Lee Philip Kennedy - *A request for a Special Use Permit (SUP) 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.*

The applicant or applicant’s representative must be present at the Board of Supervisors 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,

Steve Tugwell
Senior Planner

SUP 13-07 Adjacent Property Owners

TMP#	Owner	Address	City, State	Zip Code
29 A 17	Campbell, Beauford & Kelly G	2732 Sclaters Ford Rd	PALMYRA, VA	22963
29 15 1	Powell, Michael W Et Al	2667 Sclaters Ford Rd	PALMYRA, VA	22963
29 15 2	Honaker, Sandra K	2721 Sclaters Ford Rd	PALMYRA, VA	22963
29 A 3	Parrish, Mary Ann H Le Et Als	5190 Ruritan Lake Rd	PALMYRA, VA	22963
29 A 11	Parrish, Albert W Et Ux	PO Box 85	PALMYRA, VA	22963
29 A 1	Turner, John E Le Et Al	4514 Ruritan Lake Rd	PALMYRA, VA	22963
29 21 11	Osteen, Douglas Wayne Et Al	20419 James Madison Hwy	TROY, VA	22974
29 A 12 (APPLICANT/REPRESENTATIVE)	Kennedy, Brad Lee Philip	5394 Ruritan Lake Rd	PALMYRA, VA	22963

A PLAT SHOWING A BOUNDARY SURVEY AND LINE ADJUSTMENT

OF TAX MAP SECTION 29, PARCELS (A) - 11 AND 12

THE PAUL BRAGG PROPERTY

CUNNINGHAM DISTRICT, FLUVANNA COUNTY, VIRGINIA

DATE: 27 FEBRUARY 2002 SCALE: 1" = 200'

GREGORY D. HOSAFLOOK, P.C.
PROFESSIONAL LAND SURVEYOR
446 KENTS STORE ROAD
KENTS STORE, VIRGINIA 23084

*Approved
G. D. Hosaflook
3-1-02*

REFERENCES TO CAPTIONED PROPERTY
TMS 29-(A)-11 - DB 49 - 80, DB 35 - 413
plot
TMS 29-(A)-12 - DB 49 - 80, DB 36 - 495
plot

LINE	BEARING & DISTANCE
1	S 28°18'29" E 50.00'
2	S 33°01'36" W 83.23'
3	S 31°11'57" W 108.10'
4	S 28°20'45" W 47.52'

ALBERT WADE PARRISH
JOAN GAIL PARRISH
& SANDRA ANN PARRISH
DB 312 - 841
DB 256 - 399 plot
TMS 29-(A)-3

JOHN E. & MYRTLE
E. TURNER
DB 3 - 415
DB 3 - 416 plot
DB 6-05-249 plot
TMS 29-(A)-1

22.201 ACRES
(TOTAL)

(17.201 Acres)
Portion of TMS 29-(A)-12

25.422 ACRES
RESIDUE

PAUL BRAGG
DB 49 - 80
DB 36 - 495 plot
Portion of TMS 29-(A)-12

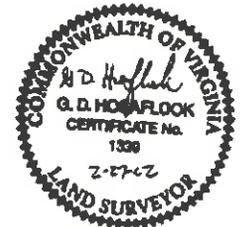
DOUGLAS WAYNE
OSTEEN & KAREN S.
HARDING
DB 259 - 814
DB 259 - 807 plot
PB 1 - 164 plot
TMS 29-(12)-11

MICHAEL W. POWELL
& PEGGY D. MARSHALL
DB 349 - 89
DB 162 - 316 plot

SANDRA K. HONAKER
DB 359 - 199
DB 162 - 316 plot
TMS 29-(15)-2

*This line is to be marked and
TMS 29-(A)-11 is to become a part
of a Total of 22.201 Acres.*

Sight Easement Req'd.
No Trees, crops or shrubs
to be planted in sight ex-
emption, except low flower-
ing variety.



Marfilan per Gregory D. Hosaflook, P.C. Survey 31 Aug. 1992

Δ	R	T	L	C
1113°56'28"	1407.39'	172.07'	342.44'	S 49°46'27" E 341.60'
2126°51'56"	215.99'	51.59'	101.24'	S 56°14'11" E 100.36'
3113°39'20"	331.31'	39.67'	78.96'	S 26°11'56" W 78.78'
4101°49'39"	4805.85'	73.46'	146.91'	S 32°06'46" W 146.90'
5102°52'42"	4181.75'	105.06'	210.07'	S 30°30'05" W 210.06'
610°42'59"	4181.75'	26.14'	52.28'	S 28°42'14" W 52.27'
7113°09'22"	871.86'	100.54'	200.20'	S 34°55'26" W 199.76'

JOB NO. F 663 - 02

110202

DB, 464 PG. 172



Google earth



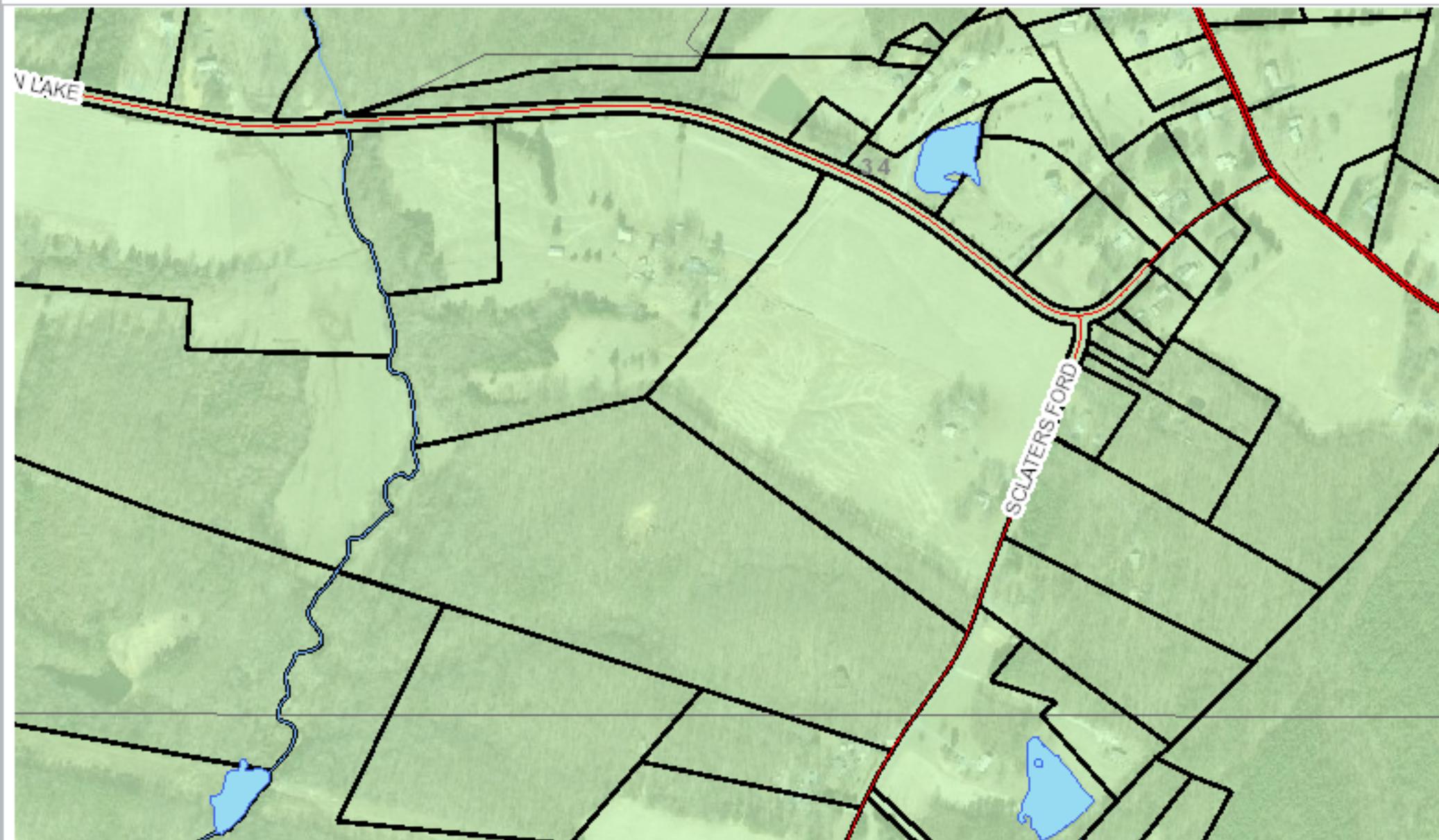
Received
SEP 03 2013
Fluvanna County



Scale: 1:9027.977411

Date: 10/16/2013

Printed By:



Scale: 1:9027.977411

Date: 10/16/2013

Printed By:

September 11, 2013 Neighborhood Meeting

SIGN IN SHEET FOR:

- I. **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.

Please Print Your Name & Address:

1. Shelton Ward Park
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____
11. _____
12. _____
13. _____
14. _____
15. _____
16. _____



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

September 30, 2013

Brad Kennedy
5394 Ruritan Lake Road
Palmyra, VA 22963

Delivered via email

Re: SUP 13:07 Automotive Repair Shop
Tax Map: Tax Map 29-A-12

Dear Applicant:

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

1. The Fire Chief notified planning that they have no Fire Dept. related issues with this application;
2. The Virginia Department of Transportation stated that a VDOT Land Use Permit for a Low-Volume Commercial Entrance. There are overhanging limbs and brush in the existing recorded sight distance easement to the right of the entrance that will have to be removed to ensure that the minimum 360 ft. of sight distance is available.

Please provide any modifications to your sketch plan, or any materials that you would like to include in the information going to the Planning Commission to stugwell@fluvannacounty.org, to be included in the Planning Commission packet by **Monday, October 7, 2013**. Submitting revisions by this deadline will place your request on the **October 23, 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



COMMONWEALTH of VIRGINIA

IN COOPERATION WITH
STATE DEPARTMENT OF HEALTH

FLUVANNA COUNTY HEALTH DEPARTMENT
PALMYRA, VIRGINIA 22963

PH #: (434) 591-1960
FAX #: (434) 591-1961

To: Steve Tugwell, Senior Planner
From: Charles Miller, EHS
Re: 9/12/13, TRC Meeting
Date: September 11, 2013

Central Meadows, LLC – Ordinance to establish a new conservation Easement for Tax Map, 22-A-42, 22-A-7, 22-3-2, 22-3-3 and Tax Map 22-A-43. No environmental impact noted.

Andrew & Jessica Boyle – Special Use Permit for Kennel. Please note that the property is located on Rt. 250 (Richmond Road) not James Madison Highway as indicated on the agenda. Based on health department records, the existing and proposed kennels appear to be located on the primary and/or reserve drainfield locations. It is recommended that the property owners contact a private soil consultant to determine if these areas will be disturbed. The application did not indicate how the animal waste would be disposed. Animal waste cannot be added to the existing drainfield. Another area of concern is the creek on the property, it is important that the 50' septic setback be maintained. A copy of the existing septic permit and a list of private consultants have been attached.

Lori L. Roberts – Commercial Greenhouse. Proposal does not appear to have an impact on existing septic system or well.

Gregory Cox – Automobile repair service establishment. When the health department permit was issued for this property in 2002 the garage had not been built. A site plan was submitted to the health department with the TRC review request. Owner needs to beware of primary and reserve drainfield locations. Care should be taken not to drive over existing septic system and the reserve site should remain undisturbed.

Brad Kennedy – Automobile repair service establishment. There is no record on file with the health department regarding the 40' x 80' building on this 25 acre lot. According to 13-10 of the County Zoning Ordinance and the building inspector's office, rest room facilities will needed to comply with Uniform Statewide Building Code. The health department only designs septic systems to service private homes, a private consultant would need to design the drainfield.

Steven Tugwell

From: Mike-Kathy Brent <mkbrent7@gmail.com>
Sent: Thursday, September 05, 2013 5:50 PM
To: Steven Tugwell
Cc: Allyson Finchum; Alyson Sappington; Andrea Gaines; Andy Wills; Barry Bibb; charles.miller@vdh.virginia.gov; chuck.wright@dof.virginia.gov; Donald Gaines; Donna Shaunese; Ed Zimmer; fuac@embarqmail.com; gary.rice@vdh.virginia.gov; Heather Poole; Jay Lindsey; Joe Chesser; Mark Wood; Patricia Eager; Robert Popowicz; Roger Black; Sam Babbitt; solson@forvec.com; Wayne Stephens
Subject: Re: September 12, 2013 TRC agenda

Steve

I will be out of town on Thursday and will not be able to attend. I do not have any fire dept. related issues with the six applications.

On Thu, Sep 5, 2013 at 10:14 AM, Steven Tugwell <stugwell@fluvannacounty.org> wrote:

Dear TRC members:

We have a heavy agenda this month with 5 items! Please email me your questions or comments if you cannot attend the meeting.

I look forward to seeing everyone at the meeting next Thursday!

Steve

Steve Tugwell

Senior Planner

Dept. of Planning & Community Development

Steven Tugwell

From: Wood, Mark (VDOT) <James.Wood@VDOT.virginia.gov>
Sent: Thursday, September 12, 2013 1:15 PM
To: Steven Tugwell
Cc: Goodale, James E. (VDOT); Wolfrey, Sharon A. (VDOT)
Subject: Technical Review Committee 9/13/2013 (VDOT Comments)

Steve,

I'll see you at the 2:00 p.m. meeting this afternoon, here are my comments:

- **EST 13:01 – Central Meadows, LLC : Conservation Easement 665.856 acres, TMP 22-A-43 (39.326 acres) For Rte. 659, VDOT records show a 30 ft. R/W from Rte. 250 at Ferncliff to Rte. 601 at Kents Store. Plat shows property line along centerline of Rte. 659, Line "L2" as 80.45 ft. (30 ft. prescriptive easement, 15 ft. each side of centerline) and Arc Length "C1" as 137.95 ft. (20 ft. of fee simple Right of Way). VDOT RECOMMENDATION: Dedication of 25 ft. of fee simple Right of Way from centerline along the entire road frontage of TMP 22-A-43 and an additional 15 ft. wide drainage/slope easement behind the fee simple Right of Way.**
- **SUP 13:04 – Andrew & Jessica Boyle (Sean & Lori Hackney): SUP for a Commercial Kennel, Rte. 250, 3800 Richmond Road . Speed limit is 55 mph, 495 ft. of stopping sight distance is required for a VDOT Low Volume Commercial Entrance, minimum 12 ft. wide and 20 ft. radii, note that the existing entrance is only 9 ft. wide. VDOT REQUIREMENTS: : VDOT Land Use Permit for a Low Volume Commercial Entrance. The existing entrance will have to be widened to 12 ft. wide and 20 ft. minimum entrance radii are required where the entrance ties into Rte. 250. Some of the cedar limbs to the left (west) are overhanging into the line of sight and need to be trimmed to ensure that the minimum 495 ft. of sight distance is available.**
- **SUP 13:05 – Lori L. Roberts: SUP for a Commercial Greenhouse, Rte. 53, 2611 Thomas Jefferson Parkway. Speed limit is 45 mph, 360 ft. of stopping sight distance is required for a VDOT Low Volume Commercial Entrance, minimum 12 ft. wide and 20 ft. radii, the existing entrance is wide enough, however, the entrance radii will have to be widened. VDOT REQUIREMENTS: VDOT Land Use Permit for a Low Volume Commercial Entrance. The existing entrance radii will have to be increased to meet the 20 ft. minimum where the entrance ties into Rte. 53.**
- **SUP 13:06 – Gregory Cox: SUP for an Automobile Repair Service, Rte. 619, Ruritan Lake Road. Speed limit 45 mph, 360 ft. of stopping sight distance required for a VDOT Low Volume Commercial Entrance, minimum 12 ft. wide and minimum 20 ft. radii, the existing entrance geometry meets the Low Volume Commercial Entrance requirements. VDOT REQUIREMENTS: VDOT Land Use Permit for a Low Volume Commercial Entrance. There are some overhanging limbs and a sapling to the left that need to be removed to ensure that the minimum 360 ft. of sight distance is available. A sight easement to the left (west) is required to protect the line of sight, does Rock Lane have an existing deeded sight easement where it connects to Rte. 619?**
- **SUP 13:07 – Brad Kennedy: SUP for an Automobile Repair Service, Rte. 660, Schlatters Ford Road. Speed limit is 45 mph, 360 ft. of stopping sight distance required for a VDOT Low Volume Commercial Entrance, minimum 12 ft. wide and minimum 20 ft. radii, the existing entrance geometry meets Low Volume Commercial Entrance requirements. VDOT REQUIREMENTS: VDOT Land Use Permit for a Low Volume Commercial Entrance. There are overhanging limbs and brush in the existing recorded sight distance easement to the right of the entrance that will have to be removed to ensure that the minimum 360 ft. of sight distance is available.**

J. Mark Wood, P.E., L.S.
Area Land Use Engineer
Virginia Department of Transportation
Land Development – South



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 Board of Supervisors
Case Number: CPA 13:01

From: Jay M. Lindsey
Date: November 20, 2013

General Information: This request is to be heard by the Board of Supervisors on Wednesday, November 20, 2013 at 7:00 pm in the Circuit Courtroom in the Fluvanna County Courts Building.

Applicant/Representative: Fluvanna County Board of Supervisors

Requested Action: A request for a Comprehensive Plan Amendment to revise the *Infrastructure* chapter to reflect the location, extent, and nature of new infrastructure features; and the *Land Use* chapter to limit the types of infrastructure connections encouraged in Rural Preservation Areas.

Location: Not Applicable

Zoning History: Not Applicable

Board of Supervisors

At its September 18, 2013 meeting, the Board of Supervisors approved an Inter-jurisdictional Agreement regarding the James River Water Pipeline: "An Agreement between Louisa County, Virginia, Fluvanna County, Virginia, the Louisa County Water Authority, and the James River Water Authority regarding the James River Water Pipeline subject to revision of Section 1.1(b)i to provide for Louisa to fund, design, and construct a T-connection along the Louisa pipeline for the benefit of Fluvanna (Vote 3-2)." At its October 2, 2013 meeting, the Board of Supervisors approved "An Agreement between Louisa County, Virginia, Fluvanna County, Virginia, the Louisa County Water Authority, and the James River Water Authority regarding the James River Water Pipeline (Vote 3-1)."

At its September 18, 2013 meeting, the Board of Supervisors directed the Planning Commission to initiate a Comprehensive Plan Amendment regarding extension of major utilities (Vote: 5-0). On October 2, 2013, the Board of Supervisors ratified the resolution initiating a Comprehensive Plan Amendment to amend the Infrastructure and Land Use chapters of the Comprehensive Plan, along with any other associated changes to the plan as a result of the additions; and to schedule a public hearing on October 23, 2013 to receive public input prior to formal Planning Commission consideration and recommendation to the Board of Supervisors (Vote: 4-0).

Planning Commission:

At its October 23, 2013 meeting, the Planning Commission held a Public Hearing to receive public input and have a discussion on the Comprehensive Plan Amendment (13:01), and make a recommendation to the Board of Supervisors.

Two citizens spoke during the Public Hearing:

- Both expressed concerns that there had been no public hearing prior to the approval of the Inter-jurisdictional Agreement which necessitated the Comprehensive Plan Amendment.
- The speakers asked if the agreement would give Louisa County inappropriate influence on Fluvanna's future land use decisions, and may have other unforeseen impacts, such as harming historic preservation and environmental protection efforts.
- The speakers also wondered if the language of the Comprehensive Plan Amendment was strong enough to truly prevent future development in the rural preservation areas of the county. County attorney Fred Payne explained that a comprehensive plan is merely a guiding document and therefore cannot prohibit activities; it can only serve as a guide as to what land use decisions are desirable. In response to these citizen concerns, however, staff has altered the language of the Comprehensive Plan Amendment to better reflect that the Comprehensive Plan does not prevent activities but rather informs decision-makers of the county's intended land use patterns.

During the Planning Commission's discussion of the proposed amendment, several members shared concerns, which are included below:

- The Planning Commission echoed citizens' questions as to whether connections would likely occur in the rural preservation areas, and if this was contrary to elements of the Comprehensive Plan.
- The Planning Commission asked if the pipeline would have been better sited along Route 15, thereby passing more closely to the Fork Union and Palmyra CPAs.
- The Planning Commission questioned the use of the term "potable" in the Comprehensive Plan Amendment.
- The Planning Commission desired an opportunity to provide input earlier in the decision-making process.

The Planning Commission voted 4-1 to approve the recommendation to the Board of Supervisors (Dr. Babbit voted against).

Analysis:

The Comprehensive Plan is a guide to future growth and development in Fluvanna County. It describes the county's goals and vision for the next twenty years, and includes strategies that may be used to achieve that vision. State law requires every locality to adopt a comprehensive plan (VA Code § 15.2-2223). The current Comprehensive Plan was adopted on March 18, 2009, after several months of public input.

As § 15.2-2232 of Virginia State Code requires a locality's comprehensive plan to include the location, character, and extent of new features (including utilities), the Board of Supervisors

directed the Planning Commission to initiate a Comprehensive Plan Amendment to amend the *Infrastructure* and *Land Use* chapter of the Comprehensive Plan, along with any other associated changes to the plan as a result of the revisions; and to schedule a public hearing on October 23, 2013 to receive public input prior to formal Planning Commission consideration and recommendation to the Board of Supervisors.

The Comprehensive Plan may, at the discretion of the Board of Supervisors, be amended (VA Code § 15.2-2229). The *Plan Process and Implementation* section of the Comprehensive Plan describes the criteria that should be considered when determining the appropriateness of a proposed amendment (page 250). For a Comprehensive Plan amendment application to be accepted, one or more of the following criteria should be met:

1. The request must be a creative idea or concept that will benefit the community and that was unforeseen during the planning process for the comprehensive plan;
2. The subject property or concept was misinterpreted or overlooked in the comprehensive plan;
3. Conditions have changed substantially since the last comprehensive plan update, necessitating a change (e.g. changes in surrounding land use or economic conditions);
4. An undue hardship exists that substantially limits the use of the subject property; and/or
5. The amendment will effectively aid in the implementation of other goals of the comprehensive plan or the community vision.

Comprehensive Plan amendments should be carefully considered by the Board of Supervisors. These amendments should be based upon established goals and sound planning principles. Occasional revision is essential if the plan is to continue to serve as a reliable guide for community growth; however, excessive amendment of the plan undermines and limits its effectiveness. Since its adoption in 2009, the Board of Supervisors has approved four amendments to the current Comprehensive Plan (Table 1).

Table 1: Approved Amendments to the Current Comprehensive Plan

Applicant Name	Description	Date Approved
Steven L. Peters	Addition of Tax Map 8-A-A14A to the Rivanna Community Planning Area	January 20, 2010
Fluvanna County	Addition of the Financial Sustainability Chapter	February 17, 2010
Fluvanna County	Revisions to the Urban Development Area (UDA) and Telecommunications sections of the Comprehensive Plan.	November 16, 2011
Fluvanna County	Amendments to the <i>Vision</i> section of the Comprehensive Plan.	June 20, 2012

Due to a change in the county’s future infrastructure, it may be appropriate to amend the Comprehensive Plan (see Criteria 1, 3, and 5 above). Only two of the five current Board members (Ms. Booker and Mr. Weaver) were on the Board of Supervisors at the time of the plan’s adoption.

Per state requirements, the Comprehensive Plan must be reviewed at least once every five (5) years (VA Code § 15.2-2230). The next in-depth review of the Comprehensive Plan will begin in 2013 and be complete by early 2014.

Relationship to the Other Chapters of the Comprehensive Plan

The Comprehensive Plan is divided into thirteen interrelated subject areas. Below is an explanation of how the proposed amendments affect these subject areas, and how they are consistent with rest of the Comprehensive Plan (Table 2):

Table 2: Summary of Proposed Amendment & Comparison with Other Chapters of the Comprehensive Plan

Subject Area	Summary of Proposed Amendment	Comparison with Other Chapters of the Comprehensive Plan
Natural Environment	Water and sewer systems should have a minimal impact on water quality, and the protection of the Rivanna River should remain a priority.	The proposed amendment is generally consistent with the <i>Natural Environment</i> chapter.
Land Use	Growth is directed to existing development areas, and the rural character of much of the county should be retained. Development areas should have adequate infrastructure, both public and private.	The proposed amendment will allow the addition of infrastructure to the county’s eastern edge to be generally consistent with the <i>Land Use</i> chapter. The amendment will also, as called for by the <i>Land Use</i> chapter, help provide needed infrastructure to the county’s growth areas.
Community Design	The proposed amendment does not significantly affect community design.	The proposed amendment has little effect on the concepts presented in the <i>Community Design</i> chapter.
Infrastructure	The amendment describes the location, nature, and extent of the proposed infrastructure addition. It also allows for future connections to the infrastructure, but encourages the limitation of such connections	The proposed amendment is generally consistent with the <i>Infrastructure</i> chapter.

	to the provision of service to the Community Planning Areas (CPAs).	
--	---	--

Subject Area	Summary of Proposed Amendment	Comparison with Other Chapters of the Comprehensive Plan
Transportation	The proposed amendment does not significantly affect transportation.	The proposed amendment is generally consistent with the <i>Transportation chapter</i> .
Economic Development	Fluvanna County will be better positioned for economic development due to increases in capacity resulting from the area's improved infrastructure.	The proposed amendment strengthens the <i>Economic Development</i> chapter by increasing overall county capacity.
Historic Preservation	The proposed amendment does not significantly affect historic preservation.	The proposed amendment does not significantly affect historic preservation.
Parks & Recreation	Pleasant Grove is developed as a destination for tourism, recreation, hiking, fishing, and other outdoor events. A trail system will connect Pleasant Grove with Palmyra and Lake Monticello.	The proposed amendment is generally consistent with the <i>Parks & Recreation</i> chapter.
Housing	Residential development will be directed to the community planning areas, where there is adequate infrastructure capable of handling new growth.	The proposed amendment is generally consistent with the <i>Housing chapter</i> .
Human Services	The proposed amendment does not directly address human services.	The proposed amendment is generally consistent with the Human Services chapter.
Education	The proposed amendment leaves open the possibility of infrastructure service to future schools, even if they are located outside of the CPAs.	The proposed amendment is generally consistent with the Education chapter.
Public Safety	The proposed amendment will have little effect on Public Safety.	The proposed amendment is generally consistent with the Public Safety chapter.

Financial Sustainability	The proposed amendment does not significantly address issues of financial sustainability, but by continuing to focus growth to the CPAs and by providing infrastructure which can act as an economic driver, the amendment may result in a positive outcome for the county's efforts at financial sustainability.	The proposed amendment is generally consistent with the Financial Sustainability chapter.

The proposed amendment is generally consistent with the rest of the Comprehensive Plan. The amendment makes the Comprehensive Plan and the county's future infrastructure consistent with one another. The *Infrastructure* and *Land Use* chapters heavily influence the social, physical, and economic character of the county as a whole, so changes to them should be well thought-out and account for future needs and unforeseen consequences.

Conclusion

The Board of Supervisors should consider whether or not the proposed amendment is appropriate, based on the criteria described within the Comprehensive Plan itself. Any amendment should build upon sound planning practices and the community's established goals. The proposed amendments to the *Land Use* and *Infrastructure* chapters of the Comprehensive Plan are generally consistent with current County policies, as well as the rest of the Comprehensive Plan. Overall, the amendments do not introduce new concepts, but describe the addition of infrastructure in a way which will not disrupt current land use patterns.

Suggested Motion

I move that the Board of Supervisors approve/deny adoption of the attached amendments for CPA 13:01, a request to amend two (2) chapters of the Fluvanna County Comprehensive Plan to reflect the location, extent, and nature of the James River Water Authority water pipeline called for by an Interjurisdictional Agreement between Fluvanna and Louisa Counties.

Attachments

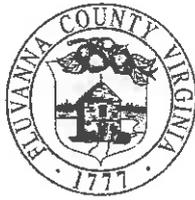
A: Application

B: Board Initiation

C: Proposed Amendments and Map

D: Current *Land Use* Chapter

E: Current *Infrastructure* Chapter



PLANNING COMMISSION
County of Fluvanna
Palmyra, Virginia

RESOLUTION
Comprehensive Plan Amendment – Infrastructure & Land Use Chapter
Amendments

At a regular monthly meeting of the Fluvanna County Board of Supervisors held on Wednesday, September 18, 2013, in Palmyra, Virginia, the following action was taken:

<u>Present</u>	<u>Vote</u>
Shaun V. Kenney, Chairman	YEA
Robert Ullenbruch, Vice-Chairman	YEA
Donald W. Weaver	YEA
Mozell H. Booker	YEA
Joseph C. Chesser	YEA

On a motion by Mrs. Booker, seconded by Mr. Chesser, and voted in the affirmative (5-0), the following resolution was adopted:

WHEREAS, the Fluvanna County Board of Supervisors approved and adopted the Comprehensive Plan on March 18, 2009; and,

WHEREAS, the Board of Supervisors adopted an Interjurisdictional Agreement regarding the James River Water Pipeline: “an agreement between Louisa County, Virginia, Fluvanna County, Virginia, the Louisa County Water Authority, and the James River Water Authority regarding the James River water pipeline” at their September 18, 2013 meeting; and,

WHEREAS, § 15.2-2232 of Virginia State Code states a locality’s comprehensive plan shall control the general or approximate location, character and extent of each feature shown on the plan; and,

WHEREAS, an amendment to the Comprehensive Plan is considered by the Planning Commission with the adoption of a resolution of intent to amend the Comprehensive Plan;

NOW, THEREFORE, BE IT RESOLVED that the Fluvanna County Board of Supervisors directs staff to initiate a Comprehensive Plan Amendment to amend the *Infrastructure and Land Use* chapter of the Comprehensive Plan, along with any other associated changes to the plan as a result of the revisions; and to schedule a public hearing on October 23, 2013 to receive public input prior to formal Planning Commission consideration and recommendation to the Board of Supervisors.



 Shaun V. Kenney, Chairman



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

PROPOSED RAW WATER PIPELINE

Summary of Proposed Amendments to the Fluvanna County Comprehensive Plan
October 2013

Existing and Proposed Language within Comprehensive Plan

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

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

8. Discourage public and central potable water and sewer connections to residential, commercial, and industrial uses in the rural preservation area.

Infrastructure, Water Systems

~~The county has one large, private, central water system and several smaller systems. The county's largest water system serves the Lake Monticello community, where over 40 percent of Fluvanna's population resides. This private water system is owned by Aqua Virginia and draws from the Rivanna River. The maximum daily withdrawal rate for the plant is 2.5 million gallons per day (mgd) with an annual withdrawal of 400 million gallons (which equates to a 1.1 mgd average withdrawal rate). River flows in the Rivanna are usually adequate, but also highly variable and occasionally subject to periods of severe drought. During such low-water periods, in-stream flow may be restricted by natural conditions and the demands of upstream localities and industrial users.~~

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.

Other systems include the Fork Union Sanitary District, the Central Elementary/Fluvanna County High School system, and privately owned systems operating in Palmyra and Columbia. All of these systems draw from public wells. The remainder of the county residents draw their water from private sources such as wells or springs.

The Fork Union Sanitary District provides water through twenty-six miles of pipe to roughly 425 customers, including residences, small businesses, Dominion's Bremono Bluff power plant, the Fork Union Military Academy, Carysbrook, and the Fluvanna County Middle School. The district's service area includes Bremono Bluff, Fork Union, Thessalonia, Cloverdale, West Bottom, and portions of Carysbrook. In 2007, the system enhanced its volume and pressure by replacing two ground-level standpipe storage tanks with two elevated storage tanks. While this increased pressure was a positive step for the system, it highlighted the fact that the remaining infrastructure was aging. The sanitary district is preparing to review the connection fees. A typical residential connection fee was \$1,050 in 2008. For larger users, the fee is based on the actual cost to the district.

Present and long-term water needs are an issue in the county. There is much concern that the water table might not be able to adequately support existing and future wells. The county is in the design phase of a project that will bring water from the James River to provide additional capacity to the Fork Union, Palmyra, Rivanna, and Zion Crossroads areas. The county has a Memorandum of Understanding with Louisa County to share in the cost of construction of the water system and to share the available water supply equally. The existing well-based municipal systems have water tanks and pipes installed that could be integrated into a larger public water system. Reservoirs, which could also provide passive recreation opportunities, may also be considered as a means to serve the county with water. The county will develop a water supply plan in accordance with state requirements, and that plan will help the county design its public water infrastructure over the next fifty years.

Proposed Infrastructure Map

James River Water Authority Water Pipeline

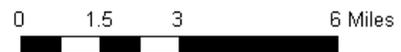


Legend

- Main Roads
- JRWA Water Pipeline
- Water

2009 Planning Areas

- Community Planning Areas
- Rural Preservation
- Rural Residential
- Town Boundaries



LAND USE

Mapping Out the Future

VISION

Pastoral, diverse, innovative, and friendly are just a few of the terms used to describe Fluvanna County. The implementation of growth areas, or community planning areas, has enabled the county to direct new development into these communities, which have the infrastructure needed for population growth and sustainable development. The success of the growth-area plan has allowed for more effective conservation of the identified rural preservation areas by slowing and carefully controlling development in these areas. The preservation of much of the county's historic and environmental resources is the key to the continuing rural character that Fluvanna is known for, both regionally and nationally.

Fluvanna is centrally located within the state and is home to much of the region's workforce. Both the state and national capitals are within a one- or two-hour drive, respectively. Taxes are low, particularly compared to similar counties within the region. The combination of a high quality of life and proximity to major economic and transportation centers makes Fluvanna a highly desirable place to live and work. These growth pressures have been handled through the concept of sustainable and well-planned community planning areas that house over 70 percent of all new development. Less than a quarter of the county is carefully identified for growth within a community planning area. Each community planning area has its own character and history, and the development strategies within each area are reflective of that community's values and character.



Figure LU-1, Mixed-Use Community

A primary key to Fluvanna's success in high-quality planning and development is in its effective implementation of its vision and goals through specific strategies. Each strategy helps to implement a key element of the vision by addressing an identified goal. An example of such coordinated planning is the types of development within the community planning areas. It is not enough for an rezoning applicant to simply apply for an upzoning because a property is within a community planning area. Each application is carefully considered by the county to see if the proposed development is well planned and thought out, particularly within the context of the surrounding community. Rezoning applications that do not effectively address the community's vision and values, as well as all anticipated adverse impacts from the project, are not approved. Successful applicants

meet with the community and county officials well in advance of application submittal so that they can design the best possible projects. This process benefits their projects as well as the existing community, and results in quality development that improves the overall quality of life within the county.

This balanced approach to development has led to first-class economic development that has diversified the county's tax base, allowed the population to increase at sustainable levels, minimized the impact on existing infrastructure, and accounted for the typical impacts associated with development such as stormwater runoff, traffic, public safety, schools, and water and sewer capacity, among other issues. The careful planning and placement of development has also led to a diverse mixed-use and mixed-income community that emphasizes the affordability of its housing stock as well as the importance of creating neighborhoods that are connected and interactive with one another, as opposed to separate subdivisions that have no connection with their surroundings.



Figure LU-2, Green Infrastructure

A principal element in ensuring integrated development is the placement and utilization of open space. The effective use of green infrastructure within and between developments can provide needed buffers. Trails and parks that unite communities also provide a sense of place within the neighborhood, strengthening the overall rural character of the county. Trails and parks are common within the community planning areas and serve to tie each individual neighborhood together within the larger community. The recreational opportunities that these green amenities provide also enhance the overall health and livability of the citizenry, and have a positive impact on public safety. The extensive provision and use of parks and open space is a critical part of a well-designed community.

Land-use policies are the primary issue in local government with regard to growth and development. The way a community chooses to grow, or not grow, directly impacts the tax base, and therefore, the taxes paid by existing citizens. Responsible land-use policies will result in fiscally self-sustaining development that will have a positive impact on taxpayers. Growth models should show a healthy, balanced mixture of business and residential uses that provide a net gain to the community.

In the central Piedmont area of Virginia, the debate is not about whether to grow or not to grow—the area is too attractive to newcomers, both economically and environmentally—but rather how we should grow. Fluvanna has chosen to channel its growth, and manage it in such a way that it strengthens and diversifies the overall community, and protects those areas identified for preservation. Change is inevitable, but how a community changes depends on how closely it adheres to its vision, goals, and strategies for making the vision a reality.

EXISTING CONDITIONS

Where land is developed is a prime concern because of the long-reaching impact it has on the community. This chapter is an important guide on how to balance economic growth with quality of life.

This chapter, in conjunction with chapter 3, “Community Design,” should reflect the community’s desires and expectations for where, how, and what type of growth should be permitted, as well as those areas that should be preserved. Some of the challenges ahead are determining where growth is appropriate, given the rural nature of the county, existing and future traffic patterns, and the relationship to current and future infrastructure.

This chapter can be used to:

- Assist in identifying where to install infrastructure and public facilities;
- Serve as a guide for evaluating proposed developments;
- Establish the framework necessary to develop regulatory policies that will promote the desired land-use development patterns;
- Assist federal, state, and local agencies in coordinating their work, such as planning for future road and infrastructure needs; and
- Reflect the land-use opportunities and needs identified in other Comprehensive Plan chapters.

Land-Use Patterns

Fluvanna County is a rural community with a few small manufacturing firms and a desire for a sustainable and agriculturally friendly economy. Development has generally occurred in areas close to primary road networks and community services. The county has retained a sense of rural character, despite continued growth. Development has been dispersed throughout the county and in the small communities of Fork Union, BreMO Bluff, Palmyra, and Lake Monticello, along with the towns of Columbia and Scottsville. Other smaller communities are associated with rural stores that existed throughout the county.

Lake Monticello, established in the early 1970s, was the county’s primary residential growth area through the end of the twentieth century. While Lake Monticello houses approximately 40 percent of the county’s population, no traditional urban center has developed there.

Commercial and industrial development have seen changes as well. As the county’s population has grown, so has the need for goods and services. Commercial and industrial growth has been centered around Lake Monticello and Zion Crossroads. These areas are ideally situated to attract more development, especially if current trends continue.

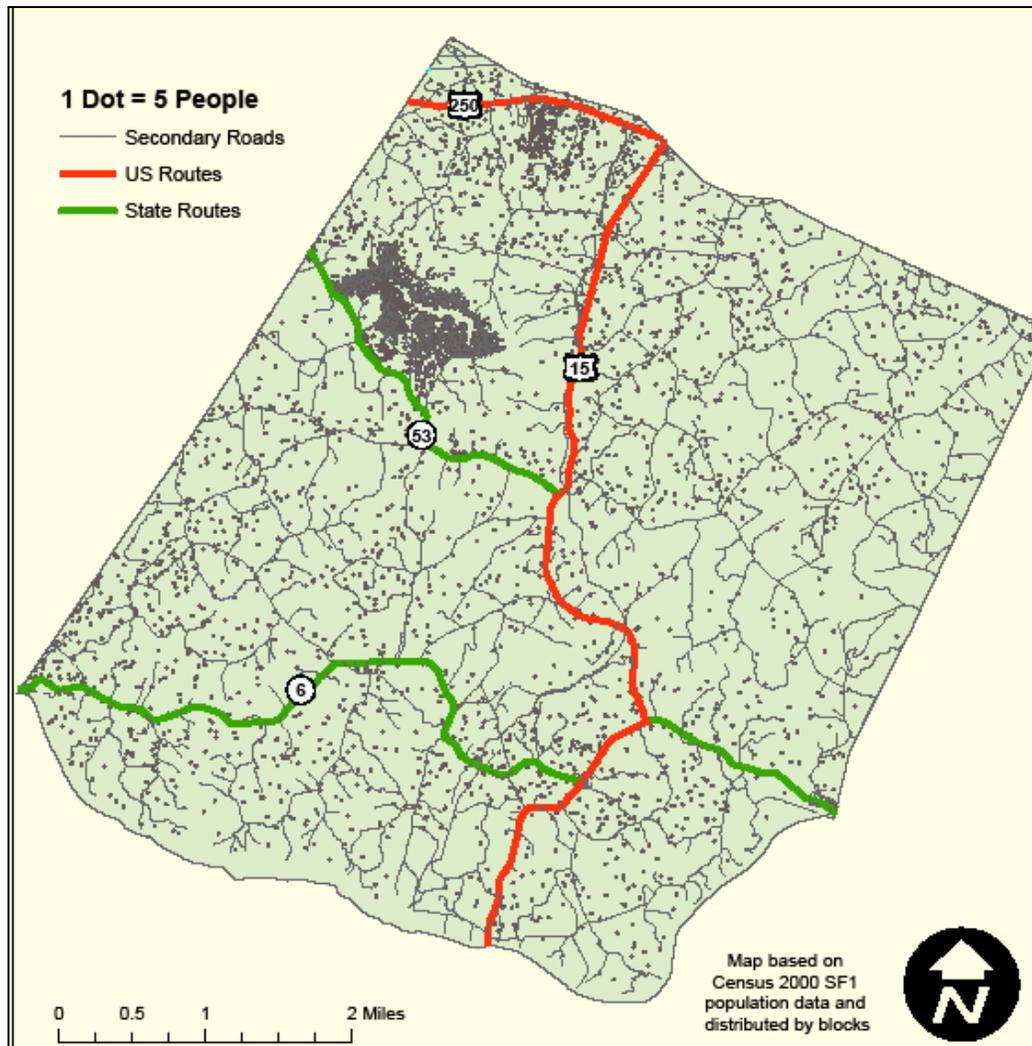


Figure LU-3, Population Density

Development around Lake Monticello has primarily been strip commercial development that generally serves the needs of the local population. However, Zion Crossroads is becoming the new center of industry and commerce for the county. Its location in relation to existing and proposed infrastructure, an interstate interchange, and the intersection of Routes 250 and 15 makes it a logical choice for business development. Additionally, rapid commercial development on the Louisa County side of Zion Crossroads will likely bring even more development to Fluvanna County. The Northwest Fluvanna / Southwest Louisa Multimodal Corridor Study, developed in conjunction with the Thomas Jefferson Planning District Commission, projects that there will be 28,000 additional jobs in the area by 2050.

To further enhance development opportunities in the Zion Crossroads area, the counties of Fluvanna and Louisa have joined together to ensure that the infrastructure needs of the area are met. A joint pipeline from the James River is in the planning stages. Additionally, Louisa County may be able to extend waste treatment lines into the area as well, although more waste treatment capacity will ultimately be needed.

Recent Trends

Increased growth has brought increased pressure to develop agricultural and forested lands. In 2007, 66 percent, or 121,366 acres, of the county was in land-use assessment status, down from 71 percent in 2003. Of the 121,366 acres, farmland accounted for 25.6 percent of that total, 74.2 percent was forested, and less than 1 percent was open space.¹

In response to requests from landowners, the Board of Supervisors approved fifteen agricultural and forestal districts in 1999 and 2000. As of 2008, twenty districts, totaling 20,806 acres, had been established in Fluvanna County. Two of the districts were renewed in 2007 through 2015, with eleven more coming up for renewal within the next two years.

Fluvanna County Agricultural and Forestal Districts

District Name	Planning Areas	Approval Date	Review Period	Review Date	Total Acreage
Riverside	Rural preservation	8/7/2002	10 years	August 2012	600.53
Union Mills	Rural preservation	5/15/2002	10 years	May 2012	324.752
Adams Creek	Rural residential	5/16/2001	10 years	May 2011	557.674
Bremo Recess	Rural preservation	1/17/2001	10 years	January 2011	359.67
Lower Bremo	Rural preservation	1/17/2001	10 years	January 2011	800.377
Shores-Hardware	Rural preservation	1/17/2001	10 years	January 2011	1,239.81
Dobby Creek	Rural residential	1/17/2001	10 years	January 2011	393.16
Shepherds	Rural preservation	11/15/2000	10 years	November 2010	703.99
Upper Bremo	Rural preservation	9/20/2000	10 years	September 2010	1,851.78
Stage Junction	Rural preservation	6/7/2000	10 years	June 2010	819.454
Poorhouse	Rural residential	1/19/2000	10 years	January 2010	615.315
Kidds Store	Rural preservation & Route 6/Antioch primary residential	12/15/1999	10 years	December 2009	2,116.75
North 640	Rural preservation	11/17/1999	10 years	November 2009	2,575.13
Cunningham Acres	Rural residential & Lake Monticello primary residential	11/17/1999	10 years	November 2009	517.068
Glenarvon Farm	Rural preservation	11/17/1999	10 years	November 2009	1,524.78
Bourne Tract	Rural preservation	8/4/1999	8 years	August 2015	271.657
Granite Hills	Rural preservation	8/4/1999	10 years	August 2009	911.035
Byrd Creek	Rural preservation	7/21/1999	10 years	July 2009	1,920.10
Carysbrook	Rural preservation	7/21/1999	10 years	July 2009	1,736.95
Bowlesville	Rural preservation	3/17/1999	8 years	March 2015	1,069.01
Total acreage					20,806.30
Percent of total county acreage in ag/forestal districts					11.4%

Figure LU-4, Ag/Forestal District Information

¹ Fluvanna County Commissioner of Revenue.

In 2004, the Board of Supervisors adopted residential cluster development regulations. Cluster development became mandatory in the A-1 district and an alternative development style in other residential districts. For A-1 clusters a minimum of 75 percent open space is required, but this open space can be configured in a variety of ways and with a diverse number of uses. Cluster developments in the R-1, R-2, and R-4 zoning districts are required to preserve no less than 50 percent of the site as permanent open space, while the R-3 district requires 25 percent.

Additionally, in 2006 the board adopted a county conservation easement program. The first two conservation easements to be held by Fluvanna County were approved in 2007 for a total of 208 acres. As of 2008, 9,710 acres were under conservation easements in Fluvanna County. Most of these easements are held by state agencies such as the Department of Historic Resources, the Department of Conservation and Recreation, and the Virginia Outdoors Foundation.

Future Trends

Population

According to the Weldon Cooper Center, Fluvanna's population grew 28 percent in between 2000 and 2006, from 20,047 to an estimated 25,668 people. The projected population for 2010 is 28,971, which is a growth rate of 43 percent over the decade. In the decade between 2010 and 2020, at current population estimates, a total of 37,433 residents are anticipated, a 30 percent increase.² Growth is anticipated to stay at around 26 percent from 2020 to 2030, for a projected population of 47,010 persons.

Fluvanna County Population Projections

Year	Population
2030	47,010
2020	37,433
2010	28,971

Source: Virginia Employment Commission

Figure LU-5, Population Projections

These population figures will continue to change over the years and decades based on economic conditions and regional and national migration patterns. The overall point of these growth projections is that they are high rates of growth, particularly relative to other parts of the country, and this pattern is anticipated to continue over at least the next two decades.

² Virginia Employment Commission Community profile.

Pattern of Development

Fluvanna's growth rate and pattern of development create significant challenges to managing growth in a way that maintains the rural character of the county. With Lake Monticello nearing build-out, an increasing number of homes have been built elsewhere in the county. Between 2004 and 2007 only 15 percent of new homes built in the county were within Lake Monticello proper; 26 percent were within approximately one mile of the Lake, and 59 percent were built elsewhere in the county.³

A trend analysis developed as part of the Northwest Fluvanna / Southwest Louisa Multimodal Corridor Study shows that based on current projections, the study area will have approximately 18,000 homes by the year 2050. If the current development patterns persist, it is projected that approximately 10,630 acres of land in the Northwest Corridor study area would be developed (fig. LU-6).

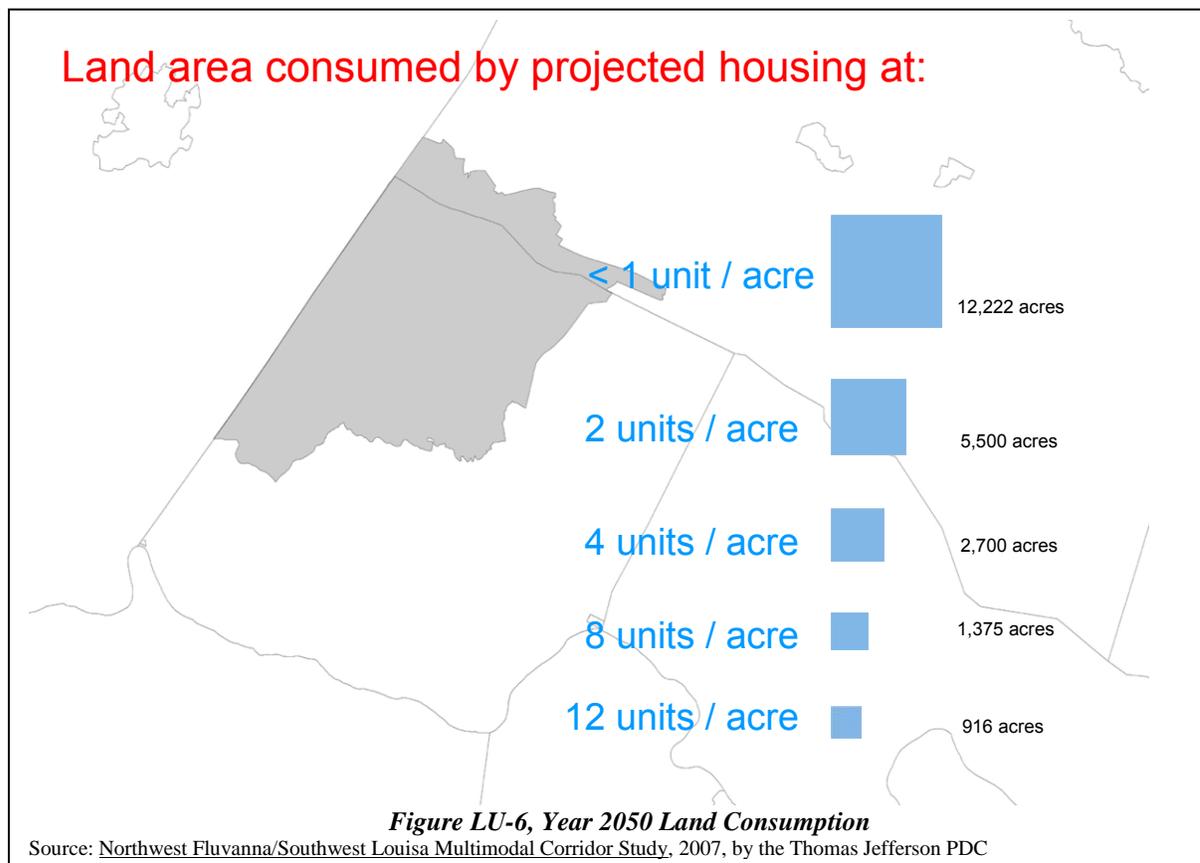


Figure LU-6 is significant in that it proportionally shows the amount of acreage that could be developed at various density levels, given the same number of overall housing units. Therefore, assuming that 18,000 homes are coming to the study area, then the policy question becomes, Should they go on 10,000 acres, 5,000 acres, or less? The trade-off between density, total number of homes, and land conservation is the primary land-use issue for the county.

³ Fluvanna County Building Inspections Dept.

A primary agent of sprawl development is often the sporadic rezoning of properties throughout a locality. Spot zoning is the reclassifying of one or more tracts of land primarily for the private interests of one or more landowners instead of furthering the welfare of the entire community as part of an overall zoning plan. There must be valid reasons for any zoning amendment that are substantially related to the public welfare and necessity. It is not sufficient that an applicant merely show that there is no neighborhood objection to the requested amendment. Three questions may be asked as a litmus test for spot zoning:

- (1) Is the proposed change contrary to the established land-use pattern?
- (2) Is the proposed land-use change in conformance with the Comprehensive Plan?
- (3) Would the proposal create an isolated zoning district unrelated to similar districts?

Zoning applications for residential, commercial, or industrial development should be well planned and integrated with the future vision of that area. Critical items include buffers and screening between incompatible uses, connectivity and walkability, adequate infrastructure, sustainable and attractive design, and other factors that will mitigate any adverse impacts, and result in a fiscally responsible and value-added development for the community. Applications that do not address a project's external costs to the community and provide a clear fiscal benefit to the county will not be favorably received. This decision is subjective, and completely within the purview of the Board of Supervisors; however, this plan will be used as a reference in evaluating all such discretionary projects.

Future Land-Use Tools

In addition to the county's land-use assessment policy, ag/forestal districts, conservation easements, and cluster development regulations, as well as the land-use concepts that will be discussed below, additional policies and programs should be considered both to help implement the Zion Crossroads urban development area and the community planning areas, but also to achieve the county's rural preservation vision.

Innovative transfer of development rights (TDR) and purchase of development rights (PDR) programs should be seriously examined to encourage a transfer of density from the designated rural preservation or rural residential areas to the Zion Crossroads urban development area. These programs are allowed under state law, but have yet to be fully, or widely, implemented in a Virginia community. County funding of a TDR program may not be needed, but should be examined for its potential impact on such a program. A PDR program, at least initially, would need to be funded by the county.

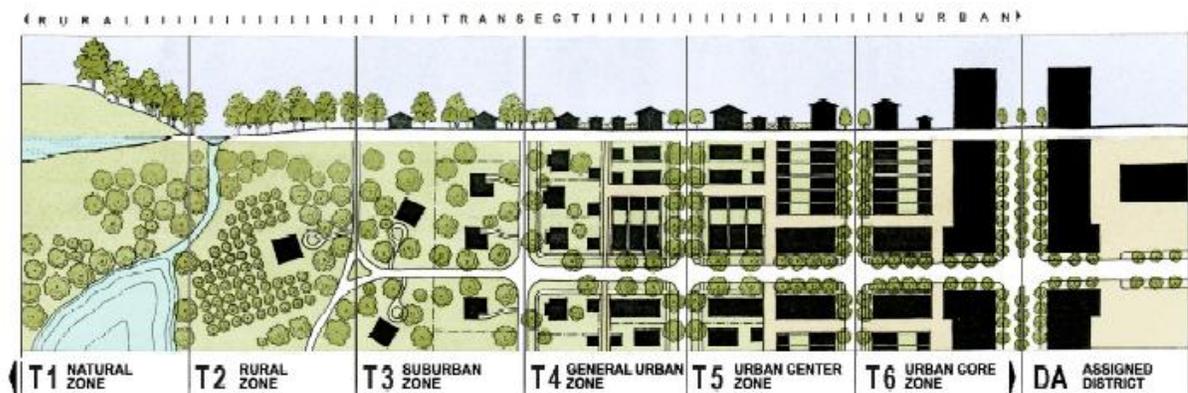
Utilities, specifically sewerage systems, need to be carefully controlled and regulated. Both centralized and decentralized systems have serious long-term maintenance challenges that need to be proactively addressed by the county in close coordination with the Virginia Department of Health. These regulations and controls are designed not to control land use but rather to assist in the implementation of the prescribed land-use plan in a sustainable and environmentally responsible manner.

Design Elements and Standards

The design elements and standards described in this section set the stage for how development should occur and what type of development should be permitted. The *transect concept* sets a framework for how development density and level of activity should be configured along an urban-to-rural continuum. *Traditional neighborhood development* describes what type of development should be permitted. *Community elements* set forth the standards for development along the transect continuum.

The Transect Concept

A transect is the continuum of zones from the town or city business district core outward through a high-density, mixed-use city center; a general-use area, including multifamily housing; an edge area of single-family housing and schools; and finally reserves of green space. Figure LU-7 shows how the areas can work together.



Source: Duany Plater-Zyberk & Company

Figure LU-7, Transect Concept

The transect focuses growth in more concentrated urban centers, thereby allowing for the preservation of rural land. The transect is also a device for planning walkable neighborhoods, in which pedestrians can travel comfortably from one destination to another within about a quarter-mile walk.

Within the transect concept, traditional neighborhood development (TND) captures the function and form of development.

Traditional Neighborhood Development (TND)

The TND model, also frequently interchanged with the terms *new urbanism* or *neotraditional development*, offers a blueprint for the greater community based on traditional community development patterns that were prevalent prior to the enormous expansion of the car-dominated suburbs in the post–World War II era. In other words, what is old is new again—and the traditional model worked well.

Function is the basic building block in traditional neighborhood developments. The emphasis is on human-scale design sized for easy walking distance, town and neighborhood centers, public spaces, civic uses, and other features that foster a sense of community. This type of development is also characterized by an interconnected network of narrow streets. Narrow street widths, on-street parking, street trees, and other features are intended to slow local traffic and create a safe, attractive environment for pedestrians, in addition to cars. Transit and bicycle travel are also accommodated. The grid pattern of streets includes collectors and arterials, but also provides a variety of routes for local traffic.

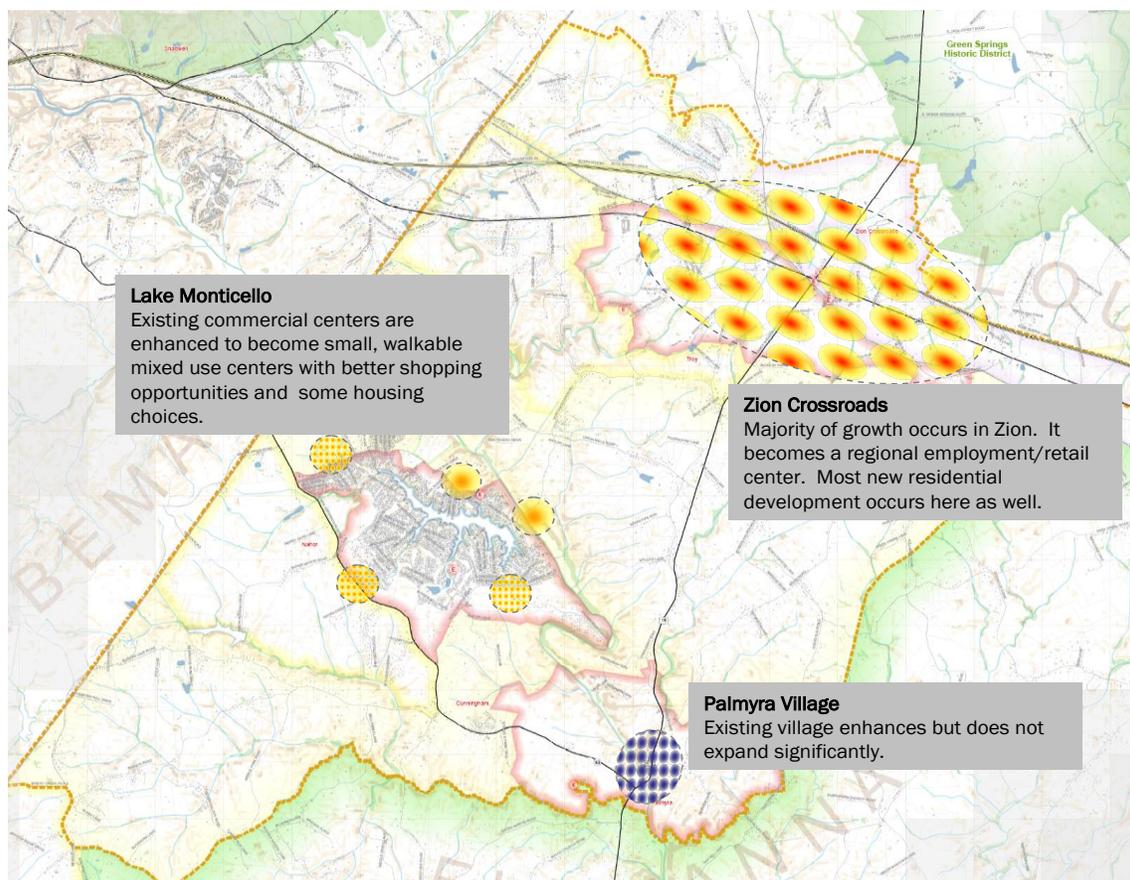


Figure LU-8, Preferred Development Scenario

Community Elements

The Northwest Fluvanna / Southwest Louisa Multimodal Corridor Study identifies a preferred development scenario for Fluvanna County that focuses growth within and around existing centers using a model of walkable mixed-use centers. The study provides specific descriptions for each of the seven community elements.

- Most new growth occurs at Zion Crossroads, which develops into a large regional mixed-use center featuring employment centers as well as a diverse mix of retail opportunities and housing options.
- The current retail centers surrounding Lake Monticello, in the Rivanna community planning area, develop into neighborhood mixed-use centers with smaller-scale retail opportunities and housing options.
- Growth in the courthouse area of Palmyra should be scaled to match that of the surrounding village, with new neighborhood mixed-use developing near Pleasant Grove.
- Fork Union should continue to develop as a village in the core area near Fork Union Military Academy, surrounded by residential neighborhoods.
- Finally, developments occurring in rural areas should be limited to rural housing clusters and limited residential development with a large open-space component.

Regional Centers

Regional Mixed-Use Center

The regional mixed-use center is a focal point for the larger region and reinforces this through its scale of development and rich range of land uses. Regional mixed-use development is characterized by a higher intensity and mixture of land uses than surrounding areas. Larger-scale commercial uses, such as big-box stores, are situated along the main arterial roadway, with slower-speed streets and smaller block sizes pulled off of the busy arterial.



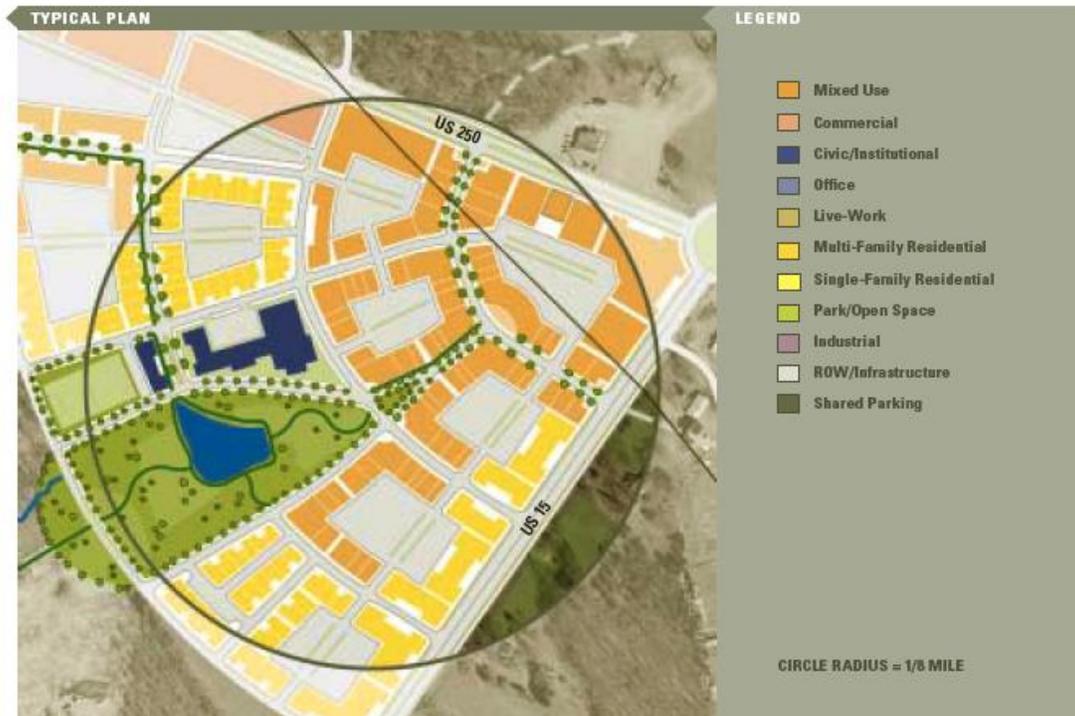
Figure LU-9, Walkable Streetscape

Regional Employment Center

The regional employment center is predominately devoted to employment uses, but still maintains a small mixed-use component to serve employees and surrounding residents. In the Zion Crossroads area, it will play an integral part in the vitality of the mixed-use center. Employment uses may include professional office space, research facilities, storefront offices, and warehouse and light industrial uses. Office uses are recommended at the core, while warehousing and light industry are appropriate at the periphery. It is important to link larger single-use areas with adjacent mixed-use development. Live-work units are recommended to maximize the residential capacity of regional

employment centers. Although some uses may require large block sizes, smaller block sizes should be maintained wherever possible.

Compact blocks oriented around a mixed-use main street define the core of the regional center. This main street must provide a comfortable pedestrian environment between small shops, stores, and offices. Higher-density residential areas are encouraged within close walking distance to the main street.



Proposed regional mixed-use center at the southwest corner at the intersection of US 250 and US 15 in Zion Crossroads.

Figure LU-10, Regional Mixed-Use Center

Street Types

The regional center is focused on a pedestrian-friendly main street providing wide sidewalks, shade trees, and safe crosswalks. When larger-scale commercial roads pass through regional mixed-use and employment centers, the cross section should be scaled to balance vehicular traffic with the presence of pedestrians. Large commercial uses may front onto the commercial street, with smaller retail uses lining the main street and surrounding streets set back from the higher-speed commercial street.

Connectivity and Block Size

Because of the building density and desire for walkability, small block sizes are appropriate in the regional center. In certain cases, block sizes for commercial, office, or light industrial uses must be expanded to accommodate larger retail stores, or office and light industrial campuses, without disrupting the overall block network. Buildings should line the perimeter of blocks, with the center of the block being used for surface parking and courtyards. The tight street network provides many routes for pedestrians, connects parking lots, and joins the residential and mixed-use areas.

Building Height and Frontage

The tallest buildings making up the main street should provide a sense of spatial enclosure, creating an “urban room” for pedestrians. Setbacks should be minimized, with no setback along primary streets, particularly those with retail uses. Residential uses toward the edge may have lower building heights and small setbacks.



Figure LU-11, Regional Streetscape

Parking

On-street parking is encouraged along both commercial and residential streets. Surface parking should be placed to the rear of buildings, shielded from the sidewalk and Main Street setting. As density increases over time, structured parking may become a feasible option.

Mix of Uses

The regional mixed-use center has the largest diversity of uses, combining retail and office in close connection to residential and other varied uses. This mixed-use quality is important for creating a vibrant Main Street core and an energized streetscape for residents, patrons, and workers.

The regional employment center is primarily composed of office uses and related services. Despite this focus, the employment center should incorporate a fair degree of mixed-use elements, including restaurants, retail, and some multifamily residential. This mixed-use quality is important for the establishment of a desirable workplace, and its relationship to surrounding development.



Figure LU-12, Regional Employment Center

Density

The regional center is a high-density community element. Large parking areas should be minimized in order to optimize the potential density of the center. Residential uses are primarily multifamily, taking form as apartments and townhouses. Larger uses, such as large-footprint commercial, office, and light industrial, should be placed toward the edge of the development area.

Integration of Open Spaces

Due to its development intensity, the regional center has limited opportunities for open space. A town square is the most appropriate type of open space for the mixed-use center, and is encouraged to establish a public civic space at the core of the downtown area. Pocket parks are the most appropriate type of open space in employment centers, and can be distributed throughout the area to serve various functions. Greenways may provide connections to downtown and from surrounding areas.

Neighborhood Mixed-Use

The neighborhood mixed-use community element incorporates multiple uses into a walkable, pedestrian-friendly environment with compact block sizes. Ideally, neighborhood mixed-use areas will

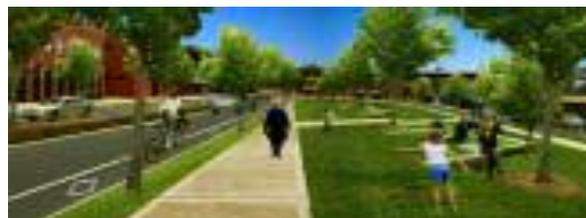


Figure LU-13, Pedestrian-oriented Streetscape

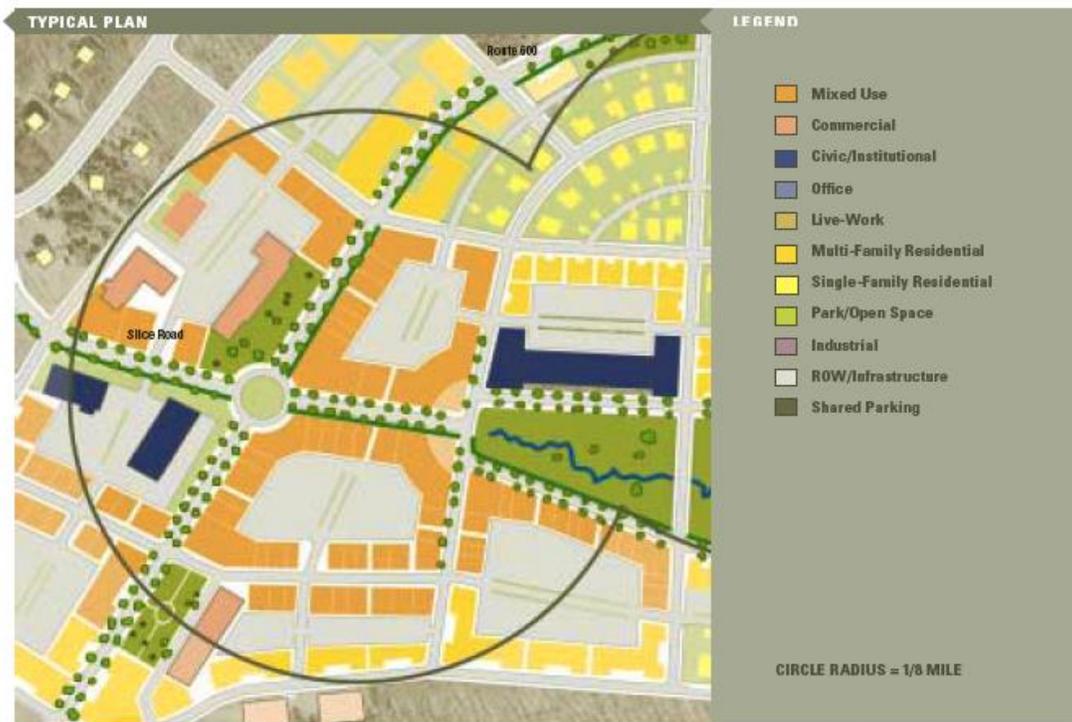
include a mix of retail and office uses at the center, with connected residential uses at the edge. A centralized public space is encouraged to establish the identity of the center as a focal point and important civic space in the community.

Street Types

Commercial areas within neighborhood mixed-use elements should incorporate Main Street standards. As land use turns to residential, neighborhood streets should be incorporated. When larger, high-speed roads enter the pedestrian-oriented core of a neighborhood mixed-use element, the cross section should shift into a commercial street, to balance vehicular and pedestrian needs.

Connectivity and Block Size

Because of the building density, small block sizes are appropriate for the neighborhood mixed-use element. Block sizes for commercial uses must expand to accommodate large retail stores without disrupting the overall block network. Where there are smaller-scale storefronts, office uses, and residential, the block size should be minimized.



Potential neighborhood mixed use center at the intersection of Route 600 and Slice Road in Lake Monticello.

Figure LU-14, Neighborhood Mixed-Use

Building Height and Frontage

The tallest buildings making up the neighborhood mixed-use element should be concentrated around Main Street to provide a sense of spatial enclosure, creating an “urban room” for pedestrians. Setbacks should be minimized, with no setback along areas serving as Main Street.

Parking

On-street parking is encouraged along both commercial and residential streets. Surface parking should be placed to the rear of buildings, shielded from the sidewalk and Main Street setting. Large surface parking lots should be placed within the interior of blocks and arranged to maximize sharing between multiple uses.

Mix of Uses

Although the neighborhood mixed-use element has a retail bias, a diverse integration of uses, including storefront retail, office, civic, and residential, is recommended. This mixed-use quality is important to the vibrancy of the center, creating an energized streetscape for residents, patrons, and workers.

Density

The neighborhood mixed-use element combines higher-density retail and residential uses. Large parking areas should be minimized in order to optimize the potential density of the center. Most residential uses should be multi-family, with single-family residences only appropriate at the edges as a transition into neighborhood residential areas.

Integration of Open Spaces

Due to its development intensity, the neighborhood mixed-use element allows limited opportunities for open space. A town square or pocket park is the most appropriate type of open space and is encouraged to establish a public civic space at the core. Greenways may connect between the center and peripheral areas. Recreational parks may be integrated at the edge of the commercial area to serve the community at large.

Neighborhood Residential

Neighborhood residential areas should provide a range of residential housing types and lot sizes. Generally, this includes a balance of single-family residences and some multifamily housing. A central neighborhood park is an excellent asset for a neighborhood center, and is strongly encouraged.

Connections should be made to surrounding neighborhoods and commercial centers wherever possible. Where roadway connections are not feasible, greenway connections are recommended. Neighborhood residential centers typically border higher-density neighborhood mixed-use areas. In some cases, some small commercial and institutional uses may be incorporated into the neighborhood residential community element.

Street Types

Neighborhood streets are the primary street type within the neighborhood residential element. Because of the residential character of these centers, commercial streets are limited.

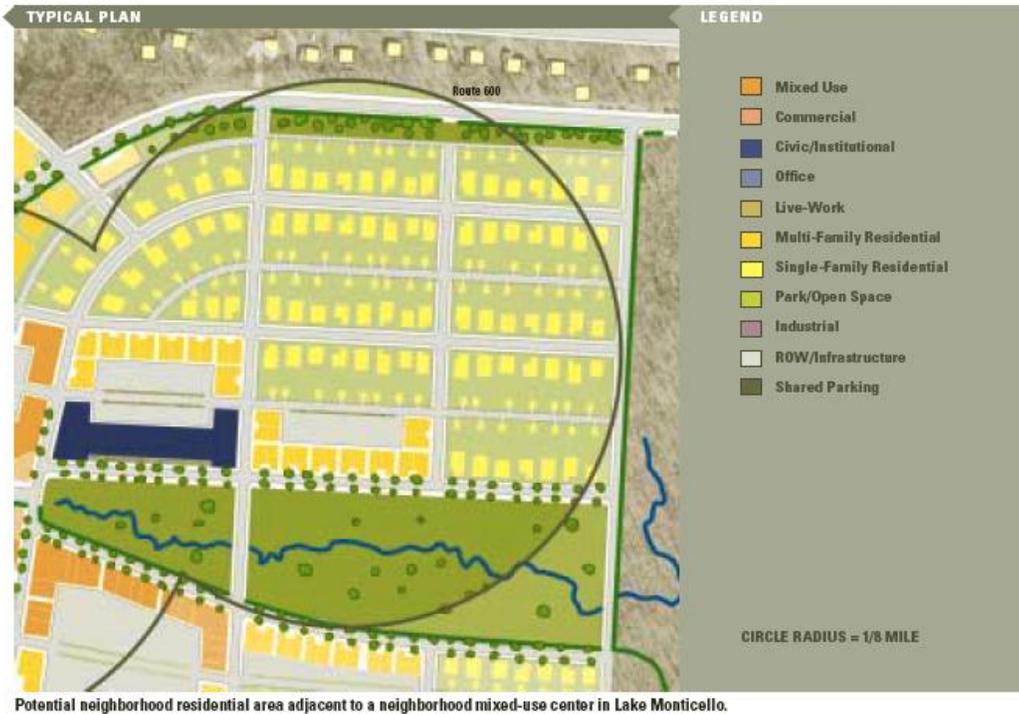


Figure LU-15, Neighborhood Residential

Connectivity and Block Size

Block size should relate to the lot size and density of residences. Higher-density blocks allow for smaller block sizes, where lower-density areas may have larger-scale blocks. Connectivity with adjacent land uses, primarily nearby neighborhoods, is encouraged. Where street connections are not feasible, greenways are recommended.

Building Height and Frontage

The majority of buildings in neighborhood residential areas are residences. As such, buildings have a reduced scale and greater setbacks in comparison to regional centers and neighborhood mixed use. Shorter setbacks are recommended for higher-density residential blocks.



Figure LU-16, Residential Streetscape

Parking

On-street parking is suggested in higher-density residential areas. Where block sizes are bigger, on-street parking may fully give way to residential driveways and garages. Where

garages are present, it is important to set them to the side and rear of the residence, so that they do not dominate the residential frontage.

Mix of Uses

While predominately single-family residential, neighborhood residential areas should incorporate some degree of mixed use, primarily in the way of multifamily residential. Storefront retail and office may be integrated at a residential scale.

Density

The neighborhood residential element is primarily composed of single-family residences. Residential development should strive to maintain a reasonable density (e.g., less than quarter-acre lots), freeing green space to be retained as a shared amenity.

Integration of Open Spaces

Ideally, the neighborhood residential element can incorporate a shared green space at its core. Neighborhood parks may vary in scale, but are intended to serve local residents as recreational and gathering space. If possible, greenway trails should be integrated to link the neighborhood to surrounding neighborhoods and open spaces.

Village

Villages are characterized by a small, mixed-use core surrounded by residential uses. An essential component of villages is their strong connection to surrounding natural features and open spaces. Despite their small scale and limited density, villages typically have a generous amount of mixed use, often in the form of a major civic use. Outside of a small mixed-use center, villages are generally characterized by single-family residential uses. By focusing development around the center, a green buffer may be created at the perimeter of the village, closely integrating open spaces with the developed area.

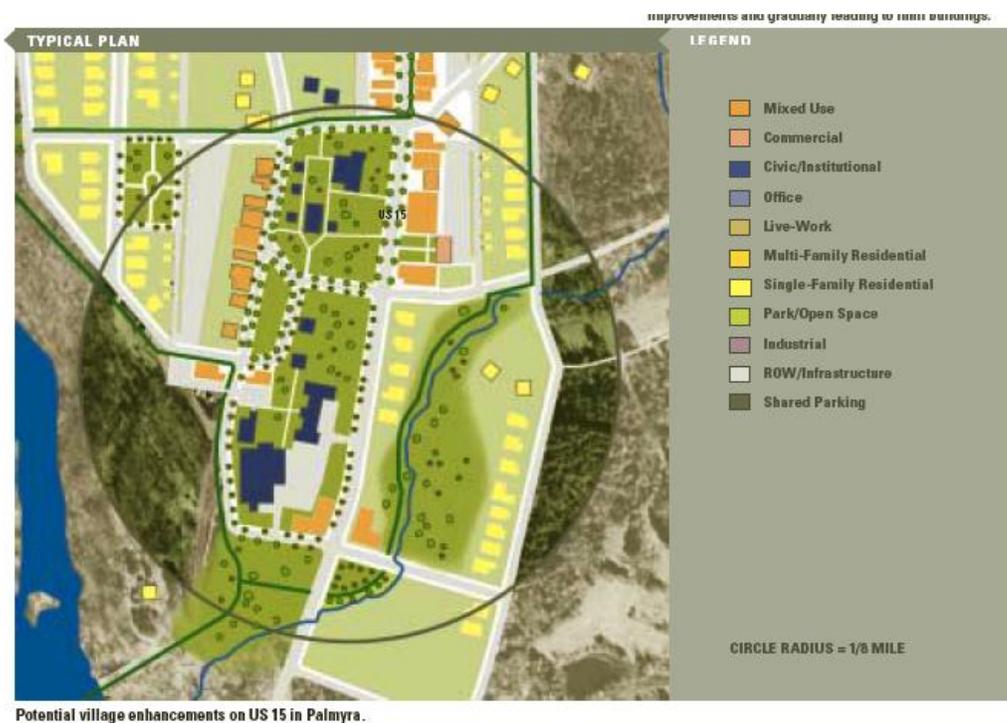


Figure LU-17, Village Element

Street Types

Main streets and neighborhood streets are the primary street types within villages. When higher-speed roads approach the walkable core of a village, the street section should shift into a commercial street to better balance vehicular and pedestrian needs.

Connectivity and Block Size

The mixed-use village core should have small block sizes to accommodate a limited, but dense, collection of small retail uses. Residential block size should relate to the lot size and density of residences. Higher-density blocks allow for smaller block sizes, where lower-density areas may have larger-scale blocks.



Figure LU-18, Neighborhood Street

Building Height and Frontage

The majority of buildings in villages are residential. As such, buildings have a reduced scale and greater setbacks in comparison to downtown and commercial centers. Due to the varying rural quality of villages, setback requirements should remain flexible.

Parking

On-street parking is suggested in higher-density residential areas. Where block sizes are bigger, on-street parking may fully give way to residential driveways and garages. Where garages are present, it is important to set them to the side and rear of the residence, so that they do not dominate the residential frontage.

Mix of Uses

While predominately single-family residential, villages should incorporate mixed use at their core, including small-scale storefront retail and office. Multifamily residential may also be integrated at the core and within surrounding blocks.

Density

The village element combines a range of uses and densities. In general, development should strive to maintain a reasonably high density, in turn freeing green space for community use or for use as a natural buffer.

Integration of Open Spaces

Villages provide a great opportunity for open-space preservation, typically at the periphery surrounding the developed area. Neighborhood parks are recommended at the core. If possible, greenway trails may be integrated to link villages with surrounding neighborhoods and open spaces.

Rural Clusters

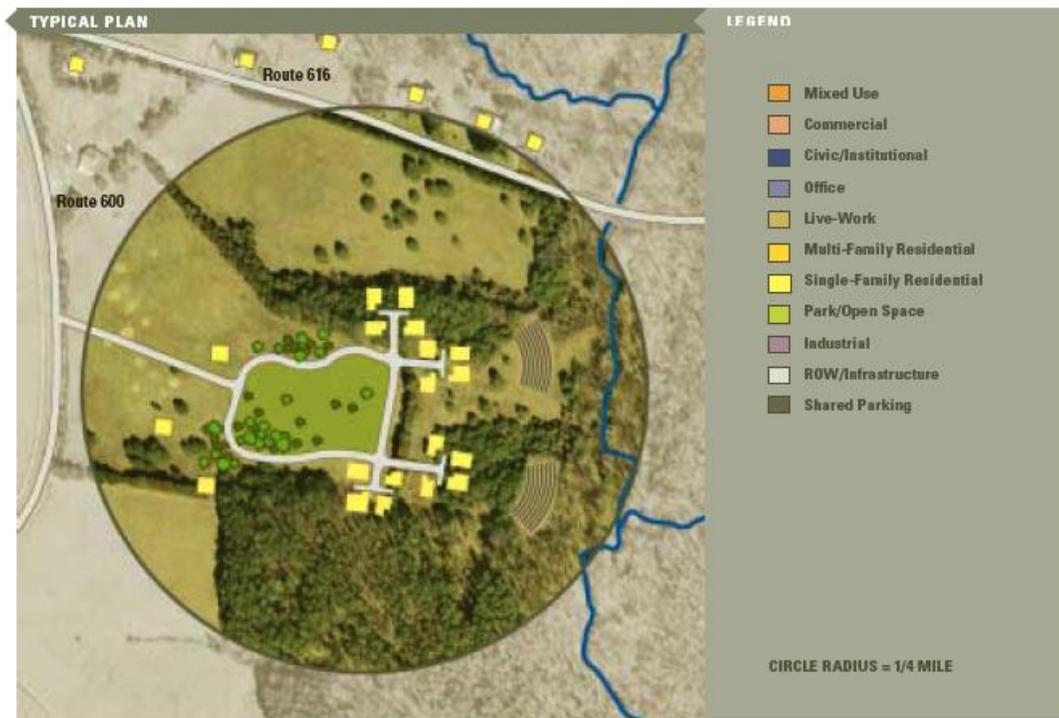
Rural clusters are small-scale residential areas surrounded by farmland, preservation zones, or otherwise environmentally sensitive land. Although they are small in scale, rural neighborhoods should strive to maintain density within the cluster similar to that of the neighborhood residential community element. This will maximize preserved land through the clustering of homes on small lots. Rural cluster planning must be sensitive to existing natural features, agricultural land, and viewsheds when positioning development. Rural clusters are predominantly single-family residential, but may incorporate limited multifamily residential, small-scale retail, and farm uses.

Street Types

Within their developed area, rural clusters primarily use neighborhood streets and are connected to other places in the region by rural roads. Because of the rural character of these centers, streets do not require curbs and gutters or fixed sidewalks. Off-road paths are often a more appropriate pedestrian facility than formal sidewalks.

Connectivity and Block Size

When a rural cluster takes a compact form, block sizes should remain relatively small. However, some situations do not allow for typical defined blocks, in which case no maximum block size is applicable. In such situations, it is still important to maintain a connected street network.



Potential rural cluster near the intersection of Routes 600 and 616.

Figure LU-19, Rural Clusters

Building Height and Frontage

The majority of buildings in rural clusters are residential. As such, buildings have a reduced scale and greater setbacks in comparison to those in neighborhood settings. Setback requirements should remain flexible, due to the varying rural quality of rural areas.

Parking

In a rural setting, formal on-street parking is rarely required or appropriate. For residential parking, it is important to set garages to the side and rear of the residence, so that they do not dominate the residential frontage.

Mix of Uses

While predominantly single-family residential, rural clusters may incorporate a limited multifamily residential component, typically positioned at the center of the developed area.

Density

The rural cluster element concentrates development in a compact area, leaving the remaining land for preservation and common use. In general, development should strive to maintain a reasonable (e.g., not more than five units per acre) net density (i.e., within the non-open-space portion of a development), in order to optimize the opportunity for preservation.

Integration of Open Spaces

Rural clusters provide a great opportunity for open-space preservation, typically at the periphery surrounding the developed area. Open space should be clustered in such a way as to maximize large areas of open space whenever possible. Neighborhood parks are recommended at the core. If possible, greenway trails may be integrated to link rural neighborhoods with surrounding neighborhoods and open spaces.

Rural Preservation

Development in the rural preservation areas should consist of farmland, preservation zones, or otherwise environmentally sensitive land with scattered housing.

Street Types

This area is characterized by rural roads that connect farmland to markets. Because of the rural character of this area, curbs and gutters or fixed sidewalks are not appropriate. Where stormwater management is needed, it should be managed with grass swales.



Figure LU-20, Open Space

Connectivity and Block Size

Farms and scattered housing are connected to main roads by informal private drives. Because the housing is dispersed, there is no block size requirement.

Building Height and Frontage

The majorities of buildings in the preservation area are residential and farm use. Building types should be limited to single-family residential and agricultural uses, with the height of structures varying with use. Setback requirements should remain flexible, due to the varying rural quality of this area.

Parking

In a rural setting, formal on-street parking is rarely required or appropriate.

Mix of Uses

The rural preservation area consists primarily of open space and agricultural and forestry uses with scattered single-family residential.

Density

In general, development should strive to maintain a very low density (e.g., less than one unit every five acres), in order to maximize the opportunity for continued preservation of farms and open space.

Integration of Open Spaces

Development in the rural preservation area should maximize open space. Open space should be clustered in such a way as to maximize large areas of open space whenever possible. If possible, greenway trails may be integrated to link rural neighborhoods with surrounding neighborhoods and open spaces.

Community Element Standards

Figure LU-21 provides a development matrix on the seven community elements that provide suggested development standards. These standards should be used as a general guide for development proposals such as planned unit development projects, but it should be recognized that each project will have unique characteristics, and will not always adhere to the standards recommended in the matrix.

COMMUNITY ELEMENT MATRIX						
urban ←						→ rural
						
Regional Mixed Use	Regional Employment	Neighborhood Mixed Use	Neighborhood Residential	Village	Rural Cluster	Rural Preservation
Street Types						
Commercial street Main street Neighborhood street	Commercial street Main street Neighborhood street	Commercial street Main street Neighborhood street	Neighborhood street	Commercial street Neighborhood street Rural road	Neighborhood street Rural road	Rural road
Block Size						
400–800 ft.	400–800 ft.	300–600 ft.	200–600 ft.	200–600 ft.	200 ft.–varies	Varies
Building Height						
2–6 stories	2–6 stories	2–4 stories	1–3 stories	1–3 stories	1–2 stories	1–2 stories
Frontage						
Commercial storefront	Commercial storefront	Storefront Porch	Storefront Porch Residential yard	Storefront Porch Residential yard	Porch Residential yard	Porch Residential yard Open space
Parking						
Structured On-street Surface	On-street Surface	On-street Surface Residential	On-street Surface Residential	On-street Surface Residential	Residential	Residential Unstructured
Mix of Uses						
Large commercial (25–40%) Storefront retail (25–40%) Civic (10–25%) Office (10–25%) Restaurant (10–25%) Multifamily residential (5–20%)	Office (25–75%) Health/medical (10–25%) Light industrial (10–25%) Storefront retail (5–20%) Multifamily residential (5–20%)	Storefront retail (25–75%) Civic (10–25%) Office (10–25%) Restaurant (10–25%) Multifamily residential (10–35%) Single-family residential (5–20%)	Single-family residential (25–75%) Multifamily residential (25–50%) Limited retail (10–25%)	Storefront retail (10–25%) Civic (10–25%) Office (10–25%) Restaurant (5–20%) Multifamily residential (25–50%) Single-family residential (25–75%)	Single-family residential (50–100%) Multifamily residential (25–50%) Limited retail (10–25%)	Single-family residential (10%) Country stores (5%)
Density						
Commercial FAR: 2.0 Residential DUA: 10–15	Commercial FAR: 2.0 Residential DUA: 10–15	Commercial FAR: 1.0 Residential DUA: 8–10	Commercial FAR: 0.5 Residential DUA: 4–8	Commercial FAR: 0.75 Residential DUA: 4–6	Commercial FAR: 0.5 Residential DUA: 2–6 (net)	Commercial FAR: 0.1 Residential DUA: 0.5–0.1
Open Space						
Town square Pocket park	Pocket park	Town square Pocket park Neighborhood park	Neighborhood park Recreational park	Neighborhood park Recreational park Passive open space	Neighborhood park Recreational park Passive open space	Recreational park Agriculture and forest land Passive open space

Figure LU-21, Community Element Matrix

Urban Development Areas

In 2007, the Virginia General Assembly passed, and revised in 2010, Urban Development Area legislation (*Virginia Code 15.2-2223.1*), requiring high-growth counties like Fluvanna to create Urban Development Areas (UDAs) of sufficient size and density to accommodate future growth. Such areas should be developed in accordance with the principles of traditional neighborhood design. This legislation presents Fluvanna County with an opportunity to strengthen its existing designation of Community Planning Areas as places to concentrate future growth and economic development, while preserving the rural heritage of other parts of the County. This section details the designation of a single Urban Development Area for Fluvanna, located within the Zion Crossroads Community Planning Area.

As defined by this legislation, a UDA is an area, designated by a locality, that is appropriate for higher-density development due to its proximity to transportation facilities, the availability of a public or community water and sewer system, or proximity to a city, town, or other developed area. The UDA must be large enough to meet the projected demand for residential and commercial growth for the next ten to twenty years.

Additionally, Urban Development Areas should incorporate the principles of traditional neighborhood design, and should be appropriate for densities of at least:

- Four single family residences per acre,
- Six townhouses per acre, or
- Twelve apartments or condominium units per acre; and
- A floor area ratio of at least 0.4 for commercial development.

The Benefits of UDAs

The purpose of Virginia's urban development areas legislation is to improve the future efficiency of state-funded road building and maintenance. The suburban sprawl that has resulted from large-lot development and separation of uses in typical suburban developments has brought about increased traffic and the financial burden of maintaining a rapidly expanding road network.

The benefits of compactness and traditional neighborhood design can address some of the transportation effects of suburban sprawl. By locating residences or businesses closer together, these new uses can be connected to existing roads with shorter new road segments constructed and maintained at lower cost. By combining commercial and residential uses in the same community, TND communities require much shorter trips to access daily needs. The pedestrian focus of TND communities also means that some trips can be made by walking, removing some vehicle trips from roads.

UDA development can help the County reach its comprehensive plan goals for the County and the Zion Crossroads area. By allowing more intense development in appropriate areas, the County has the opportunity to preserve its rural and agricultural landscape by reducing development pressures on these sensitive areas. Compact development can also mean shorter infrastructure connections for public water and sewer

utilities, reduced need for school busing, and improved response times for police and fire services.

UDA Demographic Projections

The size of the Urban Development Area must adhere to the definitions and requirements of Section 15.2-2223.1 of the Code of Virginia. The objective of the legislation is that the UDA be sized based on the Virginia Employment Commission's projections of Fluvanna's future population growth over the next 10 to 20 years.

The legislation defines the UDA as a place for developing single family homes, attached homes like town houses and duplexes, multifamily homes like apartments or condominiums, and commercial or office uses, and specifies target densities for these uses. The UDA densities are to be applied only to developable acreage, that is, an area for active development that is exclusive of existing parks, road rights-of-way, railroads, utilities, and other public facilities.

URBAN DEVELOPMENT AREA DENSITIES

- *UDA Single Family Detached Residential:* *4 units/acre*
- *UDA Attached Residential:* *6 units/acre*
- *UDA Multifamily Residential:* *12 units/acre*
- *UDA Commercial and Office Employment:* *0.40 FAR*
- *A proportional mix of the above densities*

Using population projections and a likely mix of the above stated densities, it is possible to project the land area necessary to accommodate future growth in a Traditional Neighborhood Development pattern. By applying population projections to rural and suburban densities approximating Fluvanna's existing development, it is also possible to project the land area that would be necessary to accommodate future growth at existing densities.

As of 2010, Fluvanna County had 25,691 residents. The Virginia Employment Commission has projected that Fluvanna's population will increase to 37,433 by the year 2020, and to 47,010 by the year 2030. As a result, the Zion Crossroads UDA should be planned to accommodate between 11,742 and 21,319 new residents over the next 10 to 20 years.

At existing rural and suburban densities 11,041 to 25,186 acres of new development would be needed to accommodate projected growth. The same growth could be accommodated by Traditional Neighborhood Development of between 711 and 1708 acres.

UDA Location

The County's Urban Development Area should be located to take advantage of major roads and areas of development that already exist. In general, the UDA legislation states that UDAs should be located based on:

- *Proximity to existing transportation facilities,*
- *Availability of public water and sewer systems, and*
- *Proximity to towns or other areas of existing development.*

By encouraging more intense new development near areas of existing facilities and development, the County has the opportunity to protect the agricultural and rural lands that are one of the County's great assets from suburban sprawl development. The plan also recognizes that one strategy to protect these assets is to focus potential future development in the most advantageous areas, thereby saving farmland from being developed, and creating villages as important centers of community and commerce. This strategy is very much in line with the intent and community development principles of Urban Development Areas; to encourage village-like development in select areas, while preserving the natural and agricultural character of outlying areas.

Zion Crossroads

One urban development area is envisioned in this plan, referred to as the Zion Crossroads Urban Development Area. This location was chosen because it correlates with the Zion Crossroads community planning area and the intersection of two existing major transportation networks—U.S. Routes 250 and 15.

The Zion Crossroads urban development area is designed to take advantage of the high volume of traffic generated by its position in close proximity to an interstate interchange, and with the intersection of Routes 250 and 15. In the near term, much of the traffic in the area will be generated from outside the County, until residential growth expands in the area. As stated previously, an important key to the success of the Zion Crossroads UDA is working with Louisa County to ensure that growth in both counties is managed well.

The designated UDA encompasses a total of 1890 acres. Within this area are a significant number of roads and other public facilities, as well as established and stable uses, which cannot be considered developable. Therefore, the actual developable acreage of the designated UDA is somewhat reduced, and falls within the projected 711 to 1708 developable acres needed to accommodate 10 to 20 years of projected future growth. As a result, the above analysis supports the designated Zion Crossroads UDA.

It is important to note that the provision of additional infrastructure, particularly water, is needed to allow for more intense development in Zion Crossroads. Other necessary infrastructure such as sewer, roads, stormwater systems, and telecommunications should be substantially provided by developments or other private enterprises.

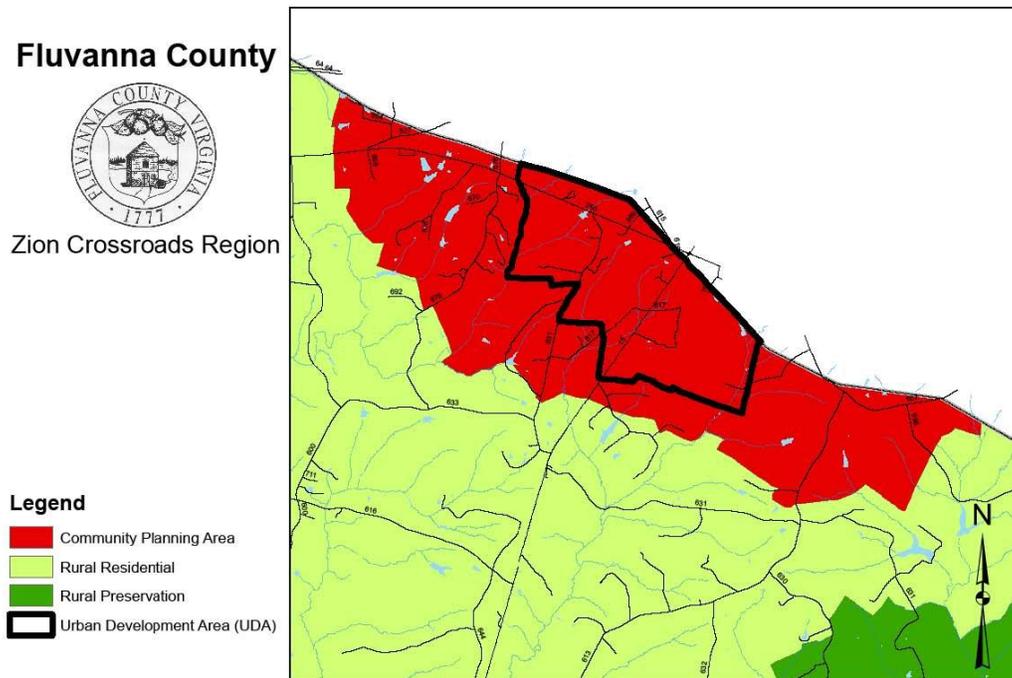


Figure LU-22, Zion Crossroads Urban Development Area

Traditional Neighborhood Design

Development within Urban Development Areas should be based on the principles and features of Traditional Neighborhood Design (TND) in order to achieve transportation and other benefits over typical suburban development. Sometimes also called new urbanism, or neo-traditional design, the features of TND include:

- pedestrian-friendly road design,
- interconnection of new local streets with existing local streets and roads,
- connectivity of road and pedestrian networks,
- preservation of natural areas,
- mixed-use neighborhoods, including a mix of housing types,
- reduction of front and side yard building setbacks, and
- reduction of street widths and turning radii at subdivision intersections.

The purpose of these TND features is to bring commercial and residential uses closer together, and to increase the transportation efficiency of new development. While typical suburban development separates the places where people live, work, and shop into separate areas, TND development mixes uses so that trips between them are shorter. By focusing on a connected pattern of streets, rather than suburban cul-de-sacs, and by providing sidewalks and other pedestrian amenities, some trips may even be accomplished by walking or biking rather than driving.

These TND features support the overall land use goals for the Zion Crossroads UDA and Community Planning Area, by encouraging a village-scaled center at Zion Crossroads as a place for economic development. The Comprehensive Plan chapter on *Community Design* further illustrates these TND principles.

Community Planning Areas

The 2000 Comprehensive Plan established four land-use designations to further guide development—community planning, primary residential, rural residential, and rural preservation. These areas are a series of unique geographies with distinct attributes. Five areas—Lake Monticello (Rivanna), Palmyra, Zion Crossroads, Fork Union, and Columbia—were designated as community planning areas. Areas outside the community planning areas—the primary residential, rural residential, and rural preservation areas—completed the continuum from the more dense community areas to less dense residential development to the more rural and natural areas. Since 2000, Lake Monticello (Rivanna), Palmyra, Zion Crossroads, and Fork Union have had community plans developed to further refine how those areas should grow.

The preference for the dispersion of new development within these land use classifications is:

- 70 percent in community planning and primary residential areas;
- 20 percent in rural residential areas; and
- 10 percent in rural preservation area.

To date, a review of actual building permits issued since 2001 shows that 67 percent of these permits were issued in the community planning and primary residential areas. However, only 30 percent of approved subdivisions between 2000 and 2006 were in the community and primary residential areas; 20 percent were in rural residential areas, and 49 percent in rural preservation areas. Obviously, this trend is the reverse of the desired development pattern, with the most development occurring in the areas intended for the lowest density and most preservation of open space. The future development of approved subdivisions could provide significant challenges to the preservation of rural character.

The 2009 Comprehensive Plan retains the same goals for development distribution among the land use designations. Primary residential areas are now included as part of each community planning area, in the form of the neighborhood residential community element, to better define the edges of each of those areas, and to prevent suburban sprawl into the rural residential and rural preservation areas. A new community planning area is also proposed to better define and direct development in the Scottsville portion of the county. These changes are intended to strengthen the land-use vision of the county, more effectively implement the community planning areas, and better buffer the rural residential and rural preservation areas.

Fluvanna County

2029 Future Land Use Map

Not to Scale

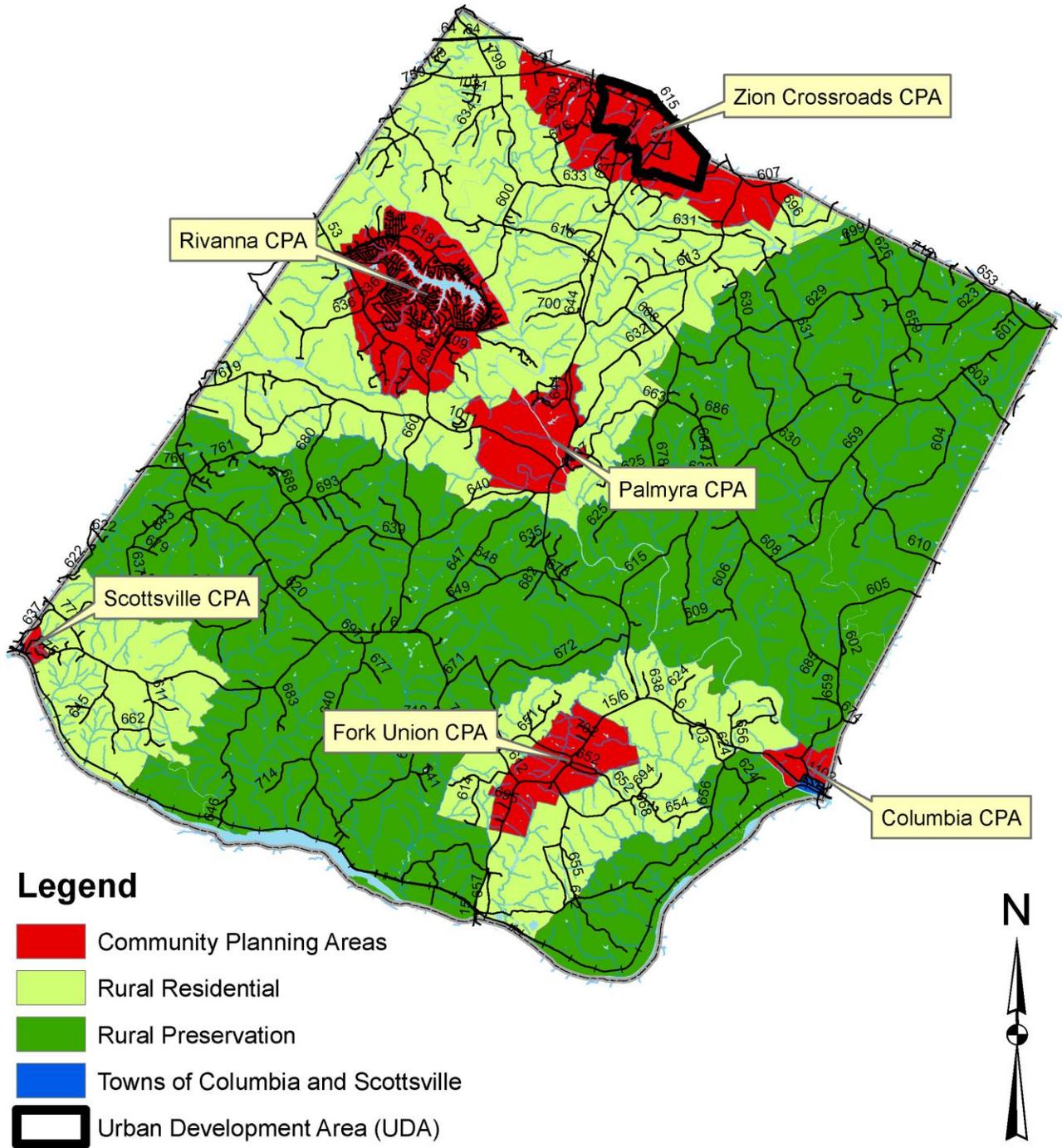


Figure LU-23, 2029 Future Land Use Map

Zion Crossroads

This area is the county's primary regional economic development area and is targeted as a regional employment center and for primarily mixed-use, mixed-income development that will also help develop the infrastructure needed for such development, as well as diversifying the county's tax base.

Commercial and neighborhood streets make up the primary transportation network, along with sidewalks, trails, and bicycle lanes. Other open space consists of green infrastructure such as streams, storm channels, and small pocket parks or town squares.

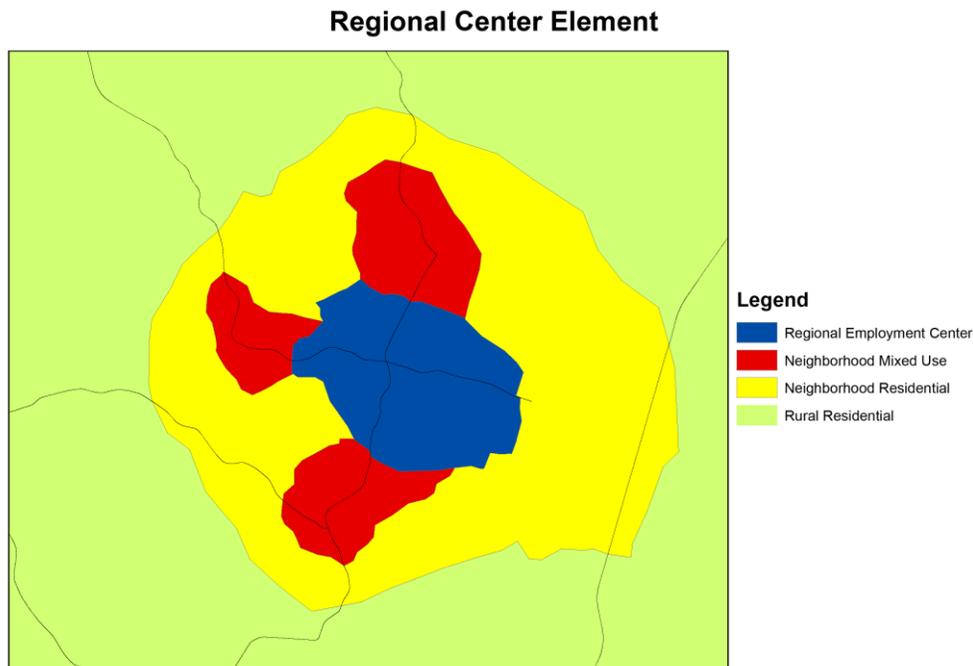


Figure LU-24, Regional Center Element

Large, medium, and small commercial businesses, along with office, civic, and multifamily residential uses, combine to form a neotraditional development or series of interconnected developments. Commercial and office structures do not exceed six stories, and residential density is up to ten dwelling units per acre (10 du/ac). Density may be increased with incentives such as open space, affordable housing, or transfer of development rights, depending on the zoning district standards.

Rivanna

Home to approximately half of the county's residents in the Lake Monticello community, this community planning area lies adjacent to the municipal services of the Palmyra area, but also has the significant private infrastructure of the Lake community. The area is traditionally neighborhood residential, with primarily single-family detached dwellings. Surrounding growth should be a mixture of uses and residential dwelling types that serve a variety of incomes. Neighborhood mixed-use is needed to help offset the volume of single-family residential development already in this community. Additional services and infrastructure are needed to accommodate more growth.

Neighborhood Residential Element

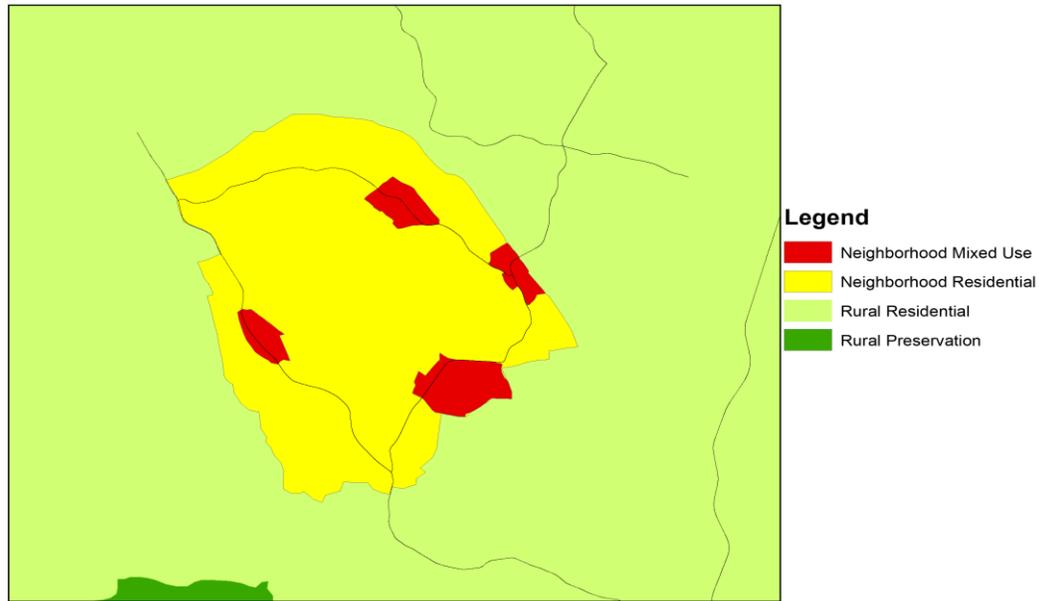


Figure LU-25, Neighborhood Residential Element

Commercial and neighborhood streets, along with rural roads, make up the transportation network, along with sidewalks, trails, and bicycle lanes in the newly developed areas. Open space includes access to Pleasant Grove, neighborhood parks, and greenways.

Medium and small commercial businesses, along with office, civic, and residential uses, combine to form a series of neotraditional developments that are interconnected with surrounding development. Commercial and office structures do not exceed four stories, and residential density is up to six dwelling units per acre (6 du/ac). Density may be increased with incentives such as open space, affordable housing, or transfer of development rights, depending on the zoning district standards.

Palmyra

This historic village area is the county seat, and has a regional park, the future county high school campus, a library, a public safety center, and other municipal services. The area should remain a village, and surrounding growth should be a mixture of uses and residential dwelling types that serve a variety of incomes.

Commercial and neighborhood streets, along with rural roads, make up the transportation network, along with sidewalks, trails, and bicycle lanes. Open space includes Pleasant Grove, neighborhood parks, and greenways, along with the town square.

A mixture of medium and small commercial businesses combines with office, civic and residential uses to form a villagelike neotraditional development or series of interconnected developments. Commercial and office structures do not exceed three stories, and residential density is up to four dwelling units per acre (4 du/ac). Density may be increased with incentives such as open space, affordable housing, or transfer of development rights, depending on the zoning district standards.

Neighborhood Mixed-Use Element

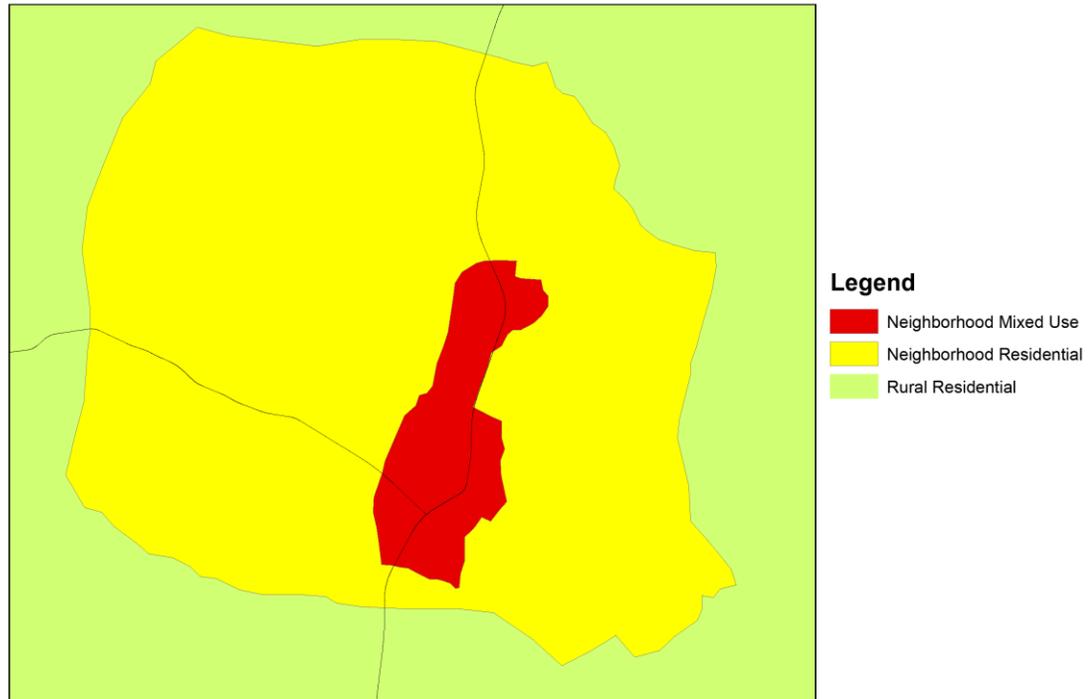


Figure LU-26, Neighborhood Mixed-Use Element

Fork Union

Similar to Palmyra, this historic village area is home to the Fork Union Military Academy and has access to some of the academy's recreational amenities and open space. The area should remain a village, and surrounding growth should be a mixture of uses and residential dwelling types that serve a variety of incomes.

Commercial and neighborhood streets, along with rural roads, make up the transportation network, along with sidewalks, trails, and bicycle lanes. Neighborhood parks and greenways are an integral part of new development.

A mixture of smaller-scale commercial businesses along with office, civic, and residential uses form a villagelike neotraditional development or series of interconnected developments. Neighborhood residential development is also appropriate within the community planning area. Commercial and office structures do not exceed three stories, and residential density is up to four dwelling units per acre (4 du/ac). Density may be increased with incentives such as open space, affordable housing, or transfer of development rights, depending on the zoning district standards.

Columbia

This area lies mostly within a floodplain and needs to be comprehensively revitalized either as a village or neighborhood mixed-use project. There are potentially beautiful views of the Rivanna and James Rivers, but development within the floodplain would have to be either elevated or carefully placed and constructed. In the future, the rail line could be used for commuter transportation to Richmond, as well as increased freight. This historic town relied heavily on the rivers for commerce, but now they would make it an excellent heritage and ecotourism destination, with the rail line serving as a commerce and commuter lifeline.

Neighborhood streets with a main street, along with rural roads such as Route 6, comprise the transportation network. Sidewalks, trails, and bicycle lanes are needed. The floodplain in this area lends itself to an extensive park, greenway, and trail network with significant possibilities.

Village Element

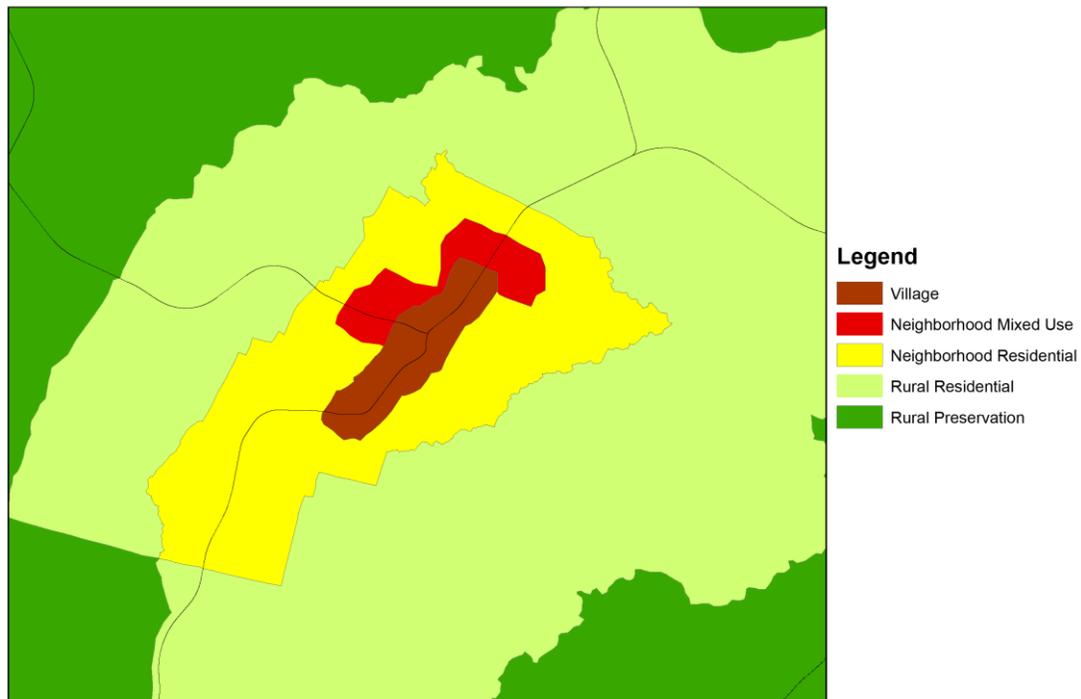


Figure LU-27, Village Element

A mixture of smaller-scale commercial businesses combined with office and residential uses form a villagelike neotraditional development or series of interconnected developments. Commercial and office structures do not exceed four stories, and residential density is up to six dwelling units per acre (6 du/ac). Density may be increased with incentives such as open space, affordable housing, or transfer of development rights, depending on the zoning district standards.

Scottsville

The county's newest community planning area, Scottsville is also an historic town that lends itself to well-planned neighborhood mixed-use development with some limited neighborhood residential on the periphery. All development should enhance the character of the area and reinforce the villagelike atmosphere of the town.

Neighborhood streets, along with rural roads such as Route 6, comprise the transportation network. Sidewalks, trails, and bicycle lanes are needed. The rail line also could be used for commuter transportation to Charlottesville and Richmond, as well as increased freight.

A mixture of smaller-scale commercial businesses combine with office and residential uses to form a villagelike neotraditional development or series of interconnected developments. Commercial and office structures do not exceed two stories, and residential density is up to four dwelling units per acre (4 du/ac). Density may be increased with incentives such as open space, affordable housing, or transfer of development rights, depending on the zoning district standards.

Rural Areas

Maintaining the rural character of the county is the primary principle and vision that drives this plan, as expressed by Fluvanna citizens throughout the planning process (see appendix A, "2006 Planning Issues Survey"). Exactly what *rural character* means, and how to implement or preserve it, are largely defined by the individual, and opinions vary sharply. However, two land-use designations were identified in the 2000 Comprehensive Plan, as mentioned previously, and are explained in this plan as well—rural residential and rural preservation.

Rural Residential

Rural residential areas are closely linked to the rural cluster community element and generally surround the six identified growth areas, or community planning areas. Rural residential areas are intended to conserve open space by clustering development, or developing on larger lots. Regardless of the type of development, the project should achieve the goal of preserving as much open space, and thus rural character, as possible. The open space should be strategically located to preserve viewsheds from roads and existing developments, and to be used by the residents of the planned community. Open spaces in subdivisions should be available to the community, be available for rural uses such as farming, wildlife, and recreation, and minimize or exclude utilities such as wells and septic fields or reserve areas.

Streets are neighborhood streets within developments, or rural roads. Commercial and multifamily developments are limited, neighborhood-oriented, and smaller in scale. Multiuse trails should connect rural cluster developments wherever possible. Provisions should also be made for future connections.

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. 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), whichever is most restrictive. There are no density incentives outside of the cluster development concept in the rural residential areas. Larger subdivisions should be located within identified community planning areas and should be discouraged in the rural residential areas.

Rural Preservation

The rural preservation areas are intended to be the least developed areas of the county. They are directly correlated with the rural preservation community element. Large parks, agricultural and forestal districts, working farms, and passive open spaces should comprise most of the land use, with very low-density residential development (e.g., less than one unit every five acres). The open space should be strategically located to preserve viewsheds from roads and existing developments, and to be used by the residents of the planned community. Open spaces in subdivisions should be available to the community, be available for rural uses such as farming, wildlife, and recreation, and minimize or exclude utilities such as wells and septic fields or reserve areas.

Large subdivisions in the rural preservation areas should be discouraged. Rural roads, two-story structures, single-family dwellings, home occupations, and country stores are examples of the most intense developments that should generally occur.

The Relationship between Community Elements, the Urban Development Area, and the Community Planning Areas

Each community element correlates to a community planning area (or land use designation) and the urban development area, as shown in figure LU-28. The community elements may be appropriate in different configurations within each community planning area and the urban development area, as shown below and discussed previously.

Community Element	Community Planning Area	Urban Development Area
Regional mixed use	Zion Crossroads	Zion Crossroads
Regional employment		
Neighborhood mixed use	Columbia, Fork Union, Palmyra, Rivanna (Lake Monticello), Scottsville, Zion Crossroads	Zion Crossroads
Neighborhood residential	Columbia, Fork Union, Palmyra, Rivanna, Scottsville, Zion Crossroads	
Village	Columbia, Fork Union, Palmyra, Scottsville	
Rural cluster	Rural residential Rural preservation	
Rural preservation	Rural preservation	

Figure LU-28, Land-Use Relationships

In practice, the specific recommendations for each type of community element should guide the design of a development depending on its location, both in terms of the specific community planning area as well as the precise location within a planning area. The Comprehensive Plan lays out the framework and basic parameters of each land-use designation, including the community planning areas and urban development area, in the context of the various community elements.

COURSE OF ACTION

The county's land-use vision cannot be realized without achieving the following goals by implementing the recommended strategies. However, these strategies are in no way intended to bind the policies of the Board of Supervisors, but should be used as a guide to help form and adopt the major policies and fiscal decisions of the county. Not all future projects or policies can be foreseen in the formulation of any plan, which is why the plan should be amended as needed to help support policies of the county that are not initially included in the plan.

Goal 1: To effectively implement the Comprehensive Plan land-use strategies and the Future Land Use Map.

Implementation Strategies

1. Establish a portion of the Zion Crossroads Community Planning Area as the county's designated urban development area on the Future Land Use Map.
2. Create a planned unit development (PUD) zoning district to allow for the efficient implementation of the seven community planning elements in the context of traditional neighborhood development (TND) within the urban development area and each of the community planning areas.
3. Amend the current R-3 zoning district to allow for TND, and other neotraditional planning concepts, within the community planning areas as appropriate.
4. Revise the county's zoning and subdivision ordinances so those land-use tools are consistent with the Comprehensive Plan's goals and strategies.
5. Develop new zoning and subdivision regulations that will further the desired growth patterns and property uses, as well as help to protect the rural preservation area (e.g., subdivisions with density of less than one unit per five acres, new zoning districts for rural areas to encourage a variety of housing types and rural mixture of uses, and so on).
6. Construct a public water line to the county's urban development and community planning areas as feasible, and require development projects to provide any necessary infrastructure such as waste treatment facilities, telecommunication services, road improvements, and stormwater facilities for healthy, viable community planning areas.

Goal 2: To enable well-planned, coordinated, and sustainable development to occur throughout the county.

Implementation Strategies

1. Amend the subdivision ordinance to require that new developments provide easements for connection to future developments, including utilities, transportation, and recreation/open space.
2. Establish a utility service district(s) for water and sewer infrastructure in appropriate community planning areas to encourage development in areas where public services are provided.
3. Require new development within service districts to install necessary infrastructure for the project to county standards and for potential public ownership and operation.
4. Employ fiscal impact modeling and studies to evaluate future land-use changes prior to rezoning approvals. Appropriate planning/phasing of development to match the service/infrastructure availability and capacity should also be established.
5. Develop either a cash proffer ordinance, impact fee ordinance, level-of-services standards, or all three, in accordance with state code, to fairly assess the fiscal impact of development on public services and infrastructure.
6. Examine the merit of collecting cash proffers or impact fees with the approval of the final plat as opposed to the building permit application process.
7. Ensure that both centralized and decentralized sewerage systems, and other utility infrastructure as needed, at a minimum, are in compliance with all state and local laws and regulations in order to facilitate sustainable and environmentally responsible development.
8. Discourage centralized water and sewer utilities in the rural preservation area.

Goal 3: To promote infill development in existing communities.

Implementation Strategies

1. Develop village-style regulations in keeping with traditional development patterns to ensure that new development is consistent with existing design and development patterns in the community.
2. Ensure adequate infrastructure is constructed or upgraded to support development in existing communities.

Goal 4: To develop a transfer of development rights (TDR) or purchase of development rights (PDR) program.

Implementation Strategies

1. Enact TDR or PDR regulations to provide incentives for property owners to preserve land in identified areas (e.g., the rural preservation and rural residential areas) by providing enough development right value to make them marketable (e.g., one dwelling unit/two acres depending on soils, etc.).
2. Seek special legislation from the Virginia General Assembly to allow the same TDR banking rights recently granted to Albemarle County.
3. Create density bonuses for identified receiving areas to provide economic incentives for developers to purchase and transfer development rights (e.g., base density in the Zion Crossroads urban development area could be 10 units/acre with a density bonus of up to 15 du/ac with TDRs).
4. Establish a PDR policy that allows the county to purchase development rights for property that has been identified as being in the public interest to preserve.

Goal 5: To actively preserve and promote open space.

Implementation Strategies

1. Promote the county's conservation easement program, along with other open-space preservation alternatives (e.g., Virginia Outdoors Foundation).
2. Require open-space preservation in major cluster developments, as well as other major subdivisions, including commercial and industrial projects.
3. Require new development to include trails, parks, or other open space that will be either publicly or privately owned and directly serve the farming or wildlife and recreational needs of the project, with consideration given to surrounding areas.
4. Evaluate the use of open space for utilities (e.g., septic fields, reserve areas, wells, and so on).
5. Evaluate the long-term viability of a development's dedicated open space as a private, individual lot that is restricted from further division.
6. Require the location of a subdivision's open space to further the rural character of the area in terms of viewshed from the public roadway and existing surrounding development, and require open space to be designed for maximum connectivity to other open spaces of either existing or potential future adjacent developments, and to act as buffers to existing agricultural activities.

INFRASTRUCTURE

Building Blocks of the Community

VISION

The strength of a house lies in the quality of its foundation, and so it is with a community's infrastructure. The least recognized component of a development's infrastructure is the land on which it is built. This "green infrastructure" is a vital component of all development, and the underlying foundation of all land-use and community design policies in Fluvanna County. The county's vibrant open-space network, including parks, greenways, trails, farms, forests, and other contiguous open spaces, is a tribute to this development philosophy. Green infrastructure includes stormwater management and other development techniques that are sustainable and environmentally responsible, and are a fundamental component of well-planned development that respects the physical environment.

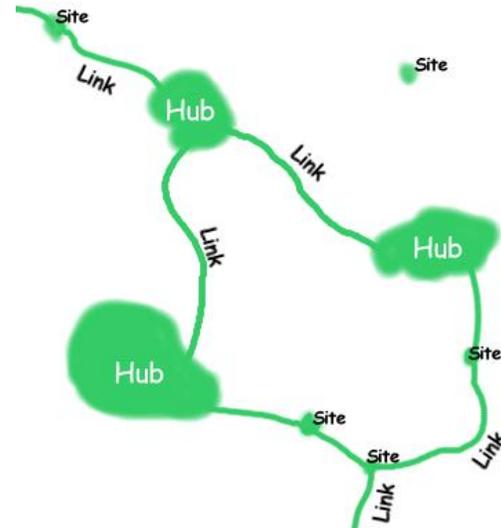


Figure I-1, Green Infrastructure

Fluvanna has a vibrant infrastructure in both environmental and traditional terms. Water, sewer, transportation, telecommunications, stormwater, and open space are an integral part of each community planning area as a result of a strong and continuing partnership between the county and the development community. Developers provide the necessary infrastructure for their projects in exchange for increased density within the community planning areas of the county. A diverse mixture of uses and incomes within projects, along with the provision of green and traditional infrastructure, provide a positive economic benefit for Fluvanna's taxpayers. Infrastructure improvements are capital-intensive, requiring significant funding—not only for the initial development but also for its continual maintenance and operation. It is becoming increasingly difficult for communities to find adequate fiscal resources to pay for new or improved facilities, as well as maintaining existing facilities. To provide facilities in a fiscally responsible and equitable manner, comprehensive planning is vital to ensure the highest benefit is provided to the citizens in exchange for the cost of providing these services.

Sustainable and vibrant infrastructure is the result of careful planning, design, and implementation primarily by the development community, and with input and direction from the county and other government agencies. Renewable sources of energy generation are encouraged and supported. As such, all infrastructure design is done in accordance with the best available technologies and environmental practices.

The county's capital improvement program (CIP) serves as the major financial planning guide for expenditures toward capital facilities and equipment. It guides development of large-scale projects for which costs exceed the amount normally available in the annual budgeting process, such as water and sewer, or government buildings. The CIP helps to ensure that major projects, considered together, are within the fiscal reach of the county. The county continually reexamines the way it does business, uses cost/benefit analyses to evaluate proposed spending projects, and strives to achieve maximum efficiency and cost savings in its operations.

Water and sewer infrastructure is critical to the long-term viability of communities in terms of cost-effectiveness and efficiency. These systems are carefully managed, and are accomplished in close cooperation with both the county and state, with particular attention to future operation and maintenance needs. Central systems are bonded if privately operated and maintained, and carefully regulated by state agencies. Consideration is given to the public operation of these systems, at least above a certain threshold as established by the county, and particularly in the community planning areas. The primary water source for the county's urban development area (UDA) is the James River water line, which is operated by a public utility authority.

Transportation infrastructure will continue to be the responsibility more of localities than of the state. Given this reality, the burden for this infrastructure shifts, in large part, to the development community for both the creation of new roads and the maintenance of existing roads, as correlated with the projected impact of the traffic each project will generate. Alternative transportation infrastructure and systems such as greenways, trails, bicycle lanes, sidewalks, and transit systems are a vital part of a healthy and diverse transportation system. Alternative transportation infrastructure through walkable, mixed-use, mixed-income communities holistically addresses the needs of the citizenry within a small area.

The green infrastructure model effectively addresses stormwater issues from cost to sustainability, thereby ensuring quality and reduced quantity of stormwater runoff. Regional stormwater controls are placed throughout the county in cooperation with major developments and individual landowners along critical drainage areas. The county also strictly enforces its own stormwater management ordinance.

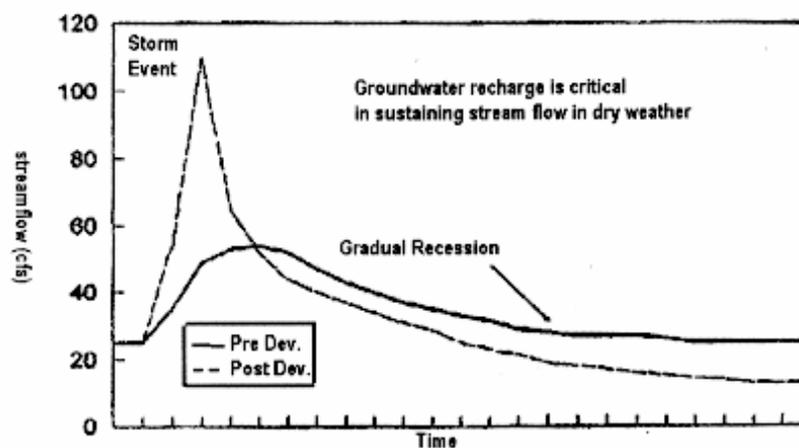


Figure I-2, Pre vs. Post Development Stormwater Runoff

Telecommunications is critical infrastructure for any modern community for daily living, as well as economic development. These systems are deployed and redeployed throughout the county so that broadband, wireless, and emergency communications needs are met. Along with all other infrastructure, this deployment is done in a responsible manner that will minimize the proliferation of towers and the impact to the county's viewshed. This balance of fewer towers (taller) or less visibility (more locations) continues to be evaluated by citizens, and as new technology continues to emerge.

Fluvanna's house is solid because its foundation is well built. Infrastructure is developed in cooperation with citizens and stakeholders, and is well financed and maintained. The county continues to seek innovative partnerships and fiscally responsible and environmentally sustainable policies. Excellent, holistic infrastructure is a critical component of successful land use, community design, and economic development policies.

EXISTING CONDITIONS

Fluvanna has experienced rapid residential growth over the past decade. In fact, Fluvanna was the second-fastest-growing county in the state in 1999, and is expected to remain among the fastest-growing Virginia communities. This level of growth is accompanied by increasing demands for services and infrastructure. Lake Monticello, Fluvanna's 4,200-home subdivision, has its own water and sewer infrastructure. As Lake Monticello nears its building capacity, the county's growth has slowed to what is comparable to the mid- to late 1970s. Fluvanna and Louisa counties are planning to provide water to the Zion Crossroads area and the Route 250 corridor. This new infrastructure will direct development to community planning areas (primarily the UDA), and is also paramount to rural conservation.

Green Infrastructure

The county considers green infrastructure to be the effective and efficient utilization of the land upon which a development is proposed or built. The sensitive development of the land is critical to the sustainability of a project and its value to the community. Preservation of wetlands, wildlife corridors, and other sensitive habitats and environments not only lessens a project's environmental impact but also benefits the final development product. Subdivisions with open spaces such as greenways and parks are much more attractive and bring a higher market value than those developments without such amenities. Green infrastructure creates integrated neighborhoods and communities as opposed to isolated developments and subdivisions.

What is green infrastructure?

- “An interconnected network of green spaces that conserves natural ecosystem values and functions and provides associated benefits to human populations.”
- Open space with a purpose!
- Like “gray infrastructure” (roads, utilities, and so on), green infrastructure provides a community foundation.

What does a green infrastructure system look like?

- **Hubs**—large patches of preserved land that anchor the system
- **Links**—corridors that connect the system together and provide a way for animals, seeds, and/or people to get from one hub to another
- **Sites**—smaller areas of some significance that may not be connected

What can we do with green infrastructure?

- Protect water quality
- Provide recreation areas
- Conserve critical elements of native ecosystems
- Provide large habitat areas and corridors for wildlife and seeds to move between
- Allow for a more consistent water supply
- Enhance community appearance
- Protect working lands with ecological value

Other environmental techniques that are synonymous with green infrastructure include low-impact development (LID) and other stormwater management systems (e.g., rain gardens, green roofs, rain barrels, cisterns), alternative energy sources (e.g., geothermal, wind, and solar), porous pavement, and an increasing number of others. The Rivanna River Basin Commission promotes a number of these stormwater best management practices, particularly LID development. All of these techniques can be used in both residential and commercial/industrial development, and should either be strongly encouraged or required.

Energy Efficiency

In addition to green infrastructure, there is a growing “green government” movement that is promoting sustainability through energy efficiency. There are numerous reasons why increasing energy efficiency makes sense from environmental to economic considerations, particularly with the increasing rise in energy costs.

Economic development is a major reason cited for “going green.” As new technologies and services evolve, there is an opportunity for investment in job training programs and locating new businesses. As much as 30 percent of the energy consumed in commercial buildings, including government, is used inefficiently or unnecessarily. By diversifying the economic base of the county and reducing direct energy costs, energy efficiency can save taxpayer dollars, create jobs, and improve the overall health of the local economy.

Environmental conservation is another primary reason to become more energy efficient. Energy use in commercial buildings and industrial facilities creates over 50 percent of all U.S. carbon dioxide emissions. Recycling and using renewable resources conserve natural resources, and promoting growth in the community planning areas helps to preserve farmland, wildlife habitats, and future recreational and environmental amenities. Water quality is another major benefit to conserving natural resources. Reducing urban sprawl, using porous paving materials, using green infrastructure as natural stormwater buffers and filters, and maintaining healthy vegetative buffers around waterways all will help to protect our surface and groundwater resources (www.greencounties.org).

Local Government Facilities

Just as it is important to take care of one’s home first, any effective and efficient local government is going to also manage its own facilities well. This requires planning and budgeting for periodic renovations, major capital repairs, asset replacement (vehicles, HVAC systems, and so on), and new facilities. Many of these items can be planned for well in advance, but maintaining existing infrastructure and facilities also requires rapid response to unexpected needs such as premature equipment or structure failure.



Figure I-3, Fluvanna Courthouse

School, park, and public safety improvements are detailed in chapters 8, “Education,” 11, “Parks and Recreation,” and 12, “Public Safety.” Other than the high school and the James River water line, Fluvanna’s largest capital improvement is the renovation of the existing building in Carysbrook to serve as the new Human Services Building. Administrative building renovations are also needed, including the Health Department and Old Palmyra Firehouse areas. Modern management software, primarily for finances and human resources, is a critical information technology need. Palmyra sewer plant expansion, vehicles, an emergency location generator, and electronic poll books for the registrar are also planned in future years.

Water Systems

The county has one large, private, central water system and several smaller systems. The largest water system serves the Lake Monticello community, where over 40 percent of Fluvanna's population resides. This private water system is owned by Aqua Virginia and draws from the Rivanna River. The maximum daily withdrawal rate for the plant is 2.5 million gallons per day (mgd) with an annual withdrawal of 400 million gallons (which equates to a 1.1 mgd average withdrawal rate). River flows in the Rivanna are usually adequate, but also highly variable and occasionally subject to periods of severe drought. During such low-water periods, in-stream flow may be restricted by natural conditions and the demands of upstream localities and industrial users.

Other systems include the Fork Union Sanitary District, the Central Elementary/Fluvanna County High School system, and privately owned systems operating in Palmyra and Columbia. All of these systems draw from public wells. The remainder of the county residents draw their water from private sources such as wells or springs.

The Fork Union Sanitary District provides water through twenty-six miles of pipe to roughly 425 customers, including residences, small businesses, Dominion's Bremono Bluff power plant, the Fork Union Military Academy, Carysbrook, and the Fluvanna County Middle School. The district's service area includes Bremono Bluff, Fork Union, Thessalonia, Cloverdale, West Bottom, and portions of Carysbrook. In 2007, the system enhanced its volume and pressure by replacing two ground-level standpipe storage tanks with two elevated storage tanks. While this increased pressure was a positive step for the system, it highlighted the fact that the remaining infrastructure was aging. The sanitary district is preparing to review the connection fees. A typical residential connection fee was \$1,050 in 2008. For larger users, the fee is based on the actual cost to the district.

Present and long-term water needs are an issue in the county. There is much concern that the water table might not be able to adequately support existing and future wells. The county is in the design phase of a project that will bring water from the James River to provide additional capacity to the Fork Union, Palmyra, Rivanna, and Zion Crossroads areas. The county has a Memorandum of Understanding with Louisa County to share in the cost of construction of the water system and to share the available water supply equally. The existing well-based municipal systems have water tanks and pipes installed that could be integrated into a larger public water system. Reservoirs, which could also provide passive recreation opportunities, may also be considered as a means to serve the county with water. The county will develop a water supply plan in accordance with state requirements, and that plan will help the county design its public water infrastructure over the next fifty years.

Fluvanna County

Proposed James River Waterline

Not to Scale

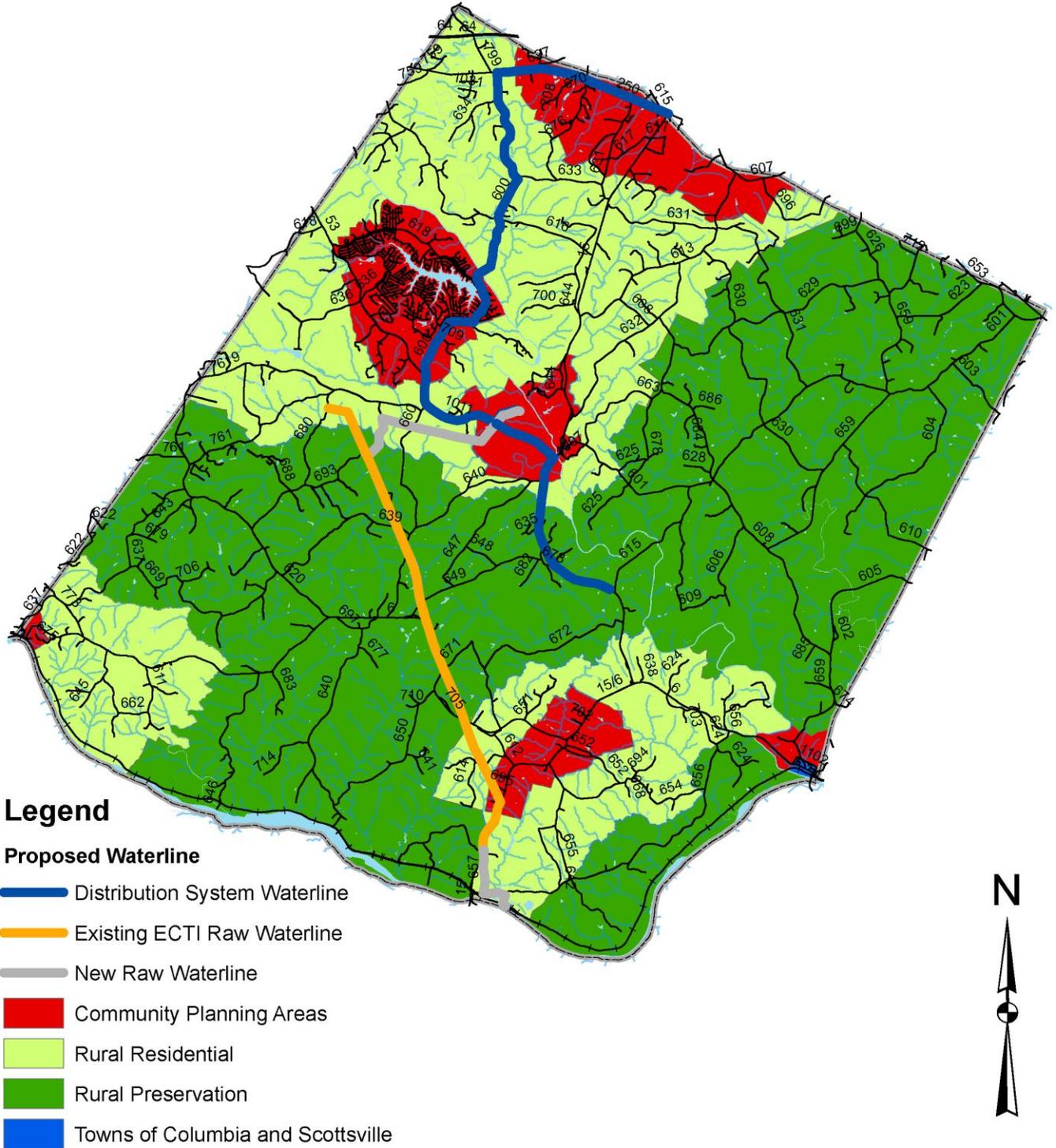


Figure I-4, Proposed James River Water Line

Sewer Systems

The primary resources available to provide sewage collection and treatment in the area are the activated sludge treatment plants serving Lake Monticello and the package plant in the Palmyra area. Lake Monticello is presently permitted for 600,000 gallons per day (gpd) with space and preliminary designs to expand to at least 3.75 million gallons per day (mgd). The package plant in Palmyra has a permitted capacity of 150,000 gpd. It is currently constructed with a capacity to treat 40,000 gpd. According to the Department of Environmental Quality (DEQ), there are no permitting problems with the effluent amount discharged into the Rivanna River from the Lake Monticello treatment plant, as long as standards for industrial waste treatment are met.

In support of economic development at the Zion Crossroads area, and with the James River water feed coming online, sewer is the logical next step. Additional sewerage capacity will be needed in this area for both Fluvanna and Louisa counties. Private, mixed-use development is expected to provide or significantly contribute a package plant that may ultimately be publicly owned and operated. The location of this facility will depend on the exact nature of the proposed development for the Zion Crossroads area, as well as its location within the area.

The 2000 Comprehensive Plan stated, “The new courthouse and future development at Pleasant Grove will require sewer infrastructure and may provide the impetus for a limited [sewer] system”; that has proven to be the case. The new Palmyra sewage treatment facility is publicly owned. This plant will initially serve a small service area within the Palmyra community planning area. The connection fees for the sewer plant are based on “equivalent residential units” (ERUs). A single-family home is considered a single ERU and is assumed to have a monthly flow of 4,500 gallons. If a business has more flow than this each month, then it is considered to have more than one ERU. The cost to connect to the system for each ERU is \$4,500 for the availability fee (to cover the cost of the plant and other infrastructure), and \$2,000 for the connection fee. Therefore each ERU costs \$6,500 to connect.

Development outside the Lake Monticello community and the new Palmyra service area utilizes septic tanks and drain fields for sewer needs. Some citizens have expressed concern about possible contamination of wells by septic fields. New state regulations regarding alternative wastewater treatment systems become effective in 2009. The regulations will require that the owners of developments with alternative sewer systems have a licensed plant operator or operators, and maintenance agreements detailing how owners will run, operate, and maintain the systems.

Pipelines

Natural Gas

Williams operates several pipelines throughout the country, including the 10,500 miles of the Transco pipeline system that traverses the country from Houston to New York City, including its northern route through the western part of Fluvanna County. The Transco pipeline system is a major provider of natural gas to the northeastern and southeastern states. Its compressor stations help move gas from the Gulf Coast to twelve southeastern and Atlantic seaboard states, including major metropolitan areas in New York, New Jersey, and Pennsylvania (http://www.williams.com/gas_pipeline).



Figure I-5, Transco Pipeline

Liquid Petroleum

Colonial Pipeline Company is an interstate common carrier of refined petroleum products in over 5,500 miles of pipeline. Colonial has two lines—a 32-inch and a 36-inch line—that cross the southern and eastern parts of the country from Houston to New York City, including Virginia destinations such as Roanoke and Norfolk. These lines pass through the eastern part of Fluvanna County and carry multiple petroleum products, including diesel, gasoline, and kerosene, simultaneously and under pressure, flowing at the rate of 13 million gallons per day. The pipeline supplies 20 percent of the country's petroleum and 70 percent of the state's.

Aerial patrol is the only practical method of inspecting thousands of miles of right-of-way. Aerial surveillance allows company pilots to effectively inspect the pipeline rights-of-way and adjacent surface conditions. Aerial inspection, which is necessary for the safe operation of the pipeline and to ensure public safety of the easements, can succeed only if the surface of the rights-of-way can be observed from the air. Trees and large shrubs, which obstruct the pilot's vision, prevent effective inspection of the rights-of-way. Tree roots also pose a danger to the coatings that protect pipelines from corrosion, and trees can hinder repair crew access to the pipelines. For these reasons, it is essential that Colonial regularly clear its rights-of-way corridors. The federal government requires that easements be inspected twenty-six times a year, but Colonial inspects its lines weekly, weather permitting (<http://www.colpipe.com>).

Excavators and homeowners should use the one-call system before starting any digging project such as fences, landscaping, storage buildings, foundations, swimming pools, ground clearing, deep plowing, or laying underground pipe or wiring. By taking the time to call, contractors can prevent disruption of service, accidents, injuries, and possibly death. Call Miss Utility at 811 or 1-800-552-7001 (<http://www.missutilityofvirginia.com>) at least forty hours in advance of digging.

Colonial Pipeline recommends a minimum setback for all structures of seventy-five feet from the edge of its easement.

Solid Waste



Figure I-6, Recycling Container

As a result of the state-mandated closing of the Fluvanna County landfill on December 31, 2007, alternative waste disposal methods have been implemented, including a convenience center at the former landfill site for residential waste and an agreement with Allied Waste for collection of commercial trash from haulers at their site on Route 250.

The county conducts a comprehensive set of monitoring tests on groundwater to determine whether the former landfill is the source of any contamination deriving from the solid waste in the

closed landfill. This testing will continue for at least the next thirty years. If any contamination is found to be leaving the site, an appropriate corrective action plan will be developed and implemented.

As figure I-7 shows, the preponderance of municipal solid waste is from the commercial sector. The county had a recycling rate in 2007 of 37 percent, well above the state requirement of 25 percent.

Despite current conditions that have slowed growth in the county, future growth will bring with it more solid waste. Since the expected growth is predominantly residential, the types of waste related to development and operation of residential communities should be expected.

With increased land development, vegetative waste from land clearing will increase, and as forests are converted to yards, annual vegetative material will also increase. Land clearing debris may be burned on-site with a permit issued by the Department of Environmental Quality.

2007 Recycling and Solid Waste Disposed in Fluvanna County	
Primary Recyclable Materials (PRMs)	Fluvanna (tons)
Paper	324.6
Metal	107.9
Plastic	27.2
Glass	718.5
Commingled	809.8
Yard waste (composted or mulched)	0.0
Waste wood (chipped or mulched)	6,713.7
Textiles	0.0
Tires	7.5
Used oil	21.7
Used oil filters	0.0
Used antifreeze	0.4
Batteries	7.2
Electronics	0.0
Inoperative motor vehicles	0.0
Other—cooking oil and grease, sludge compost	0.0
TOTAL PRMs	8,739
Solid Waste (reused)	
Crushed concrete	0
Clothing, etc.	0
Flooring, joists, and other wood	0
Housing material	0
Freecycle	0
TOTAL SOLID WASTE REUSED	0
Municipal Solid Waste Disposed	
Household	3,686
Commercial	10,971
Institutional	88
Other (nonindustrial)	0
TOTAL MSW DISPOSED	14,745
Base Recycling Rate	37.2

Figure I-7, Recycling and Solid Waste Data

Construction and demolition debris will also increase as a result of land development. Methods for managing larger volumes of inert waste, including brick, rock, and lumber, will be necessary. To this end a facility is scheduled to open next to the Allied Waste facility on Route 250 that will target recycling of construction and demolition debris. This type of recycling lends itself to moving toward green building in the county. One of the many items that help to make a building LEED (Leadership in Energy and Environmental Design)-certified is the recycling of waste from the building site. Having such a facility makes LEED building more likely in the county.

Communication Infrastructure

The rapidly changing area of technology and communications, particularly regarding public safety radio, wireless, and broadband communications systems, requires a greater level of technical expertise than the county can provide internally. The county is developing a comprehensive communications strategy that will maximize current and future investments in infrastructure and its placement.

Public Safety Communications

The existing public safety communications system is in need of a substantial upgrade or replacement. A number of factors have contributed to this circumstance. The county is currently operating four frequencies (two for law enforcement and two for fire and rescue) on a wide-band VHF system. The system has an inadequate coverage area that appears to be degrading. There is a single transmitting site, and three receiver sites. In some areas at the farthest points from the transmit site, there is little or no communication capability (including wireless). This is an obviously dangerous situation that the county is committed to alleviating.

The county commissioned a study in 2000 that includes detailed propagation maps and demonstrated that the county's options are clear: (1) joining the Charlottesville/Albemarle 800 MHz system, (2) using a stand-alone 800 MHz system, (3) using a UHF simulcast trunked system, or (4) using a VHF simulcast trunked system.

The purpose of the communications master plan that deals with this aspect of communications is to detail and rate each upgrade option based on factors such as ability to meet or exceed system expectations, cost, and ongoing maintenance.

Wireless Communication

Fluvanna County is receiving an ever-growing number of applications for wireless towers. The Board of Supervisors is increasingly concerned with its limited ability to fully evaluate these applications in terms of appropriate location, necessary height, and other site considerations. The county will require a more comprehensive application and offer ways to more thoroughly evaluate these requests.

In 2010, the County hired a consultant to conduct an independent review of each tower application submitted to the county. Detailed tower application reviews that reference the Comprehensive Plan, the zoning ordinance, and the communications master plan gives the Planning Commission and Board of Supervisors a consistent basis upon which to consider these requests.

The purpose of the *Wireless Telecommunications Facilities Master Plan*, and associated ordinance amendments, is to establish general guidelines for the siting of wireless telecommunications towers, antenna, ground equipment, and related accessory structures. Policies and recommendations should minimize the impacts of wireless communication facilities on surrounding areas by establishing standards for location, structural integrity, and compatibility; encourage the location and colocation of wireless communication equipment on existing structures; accommodate the growing need and demand for wireless communication services; encourage coordination between communication providers; establish consistent and balanced legal language governing wireless communications facilities that take into consideration the Comprehensive Plan and communications master plan; and maintain compliance with applicable laws, including but not limited to the 1996 Telecommunications Act.

The Telecommunications Master Plan was adopted as a policy by the Board in September 2011, along with zoning ordinance amendments regulating telecommunications facilities.

The following excerpts are the more pertinent sections of the Master Plan from a policy perspective:

The County provided CityScape a list of thirteen (13) County-owned properties as potential locations for new wireless telecommunications infrastructure. CityScape went to each property and reviewed the following site development criteria for each location: lot size; accessibility; existing and adjacent land uses; proximity to existing towers; and potential use of the land for new telecommunications infrastructure. All thirteen (13) locations identified were found acceptable for potential future infrastructure. Providing lease space to the wireless telecommunications industry on these properties could gross the County millions of dollars over the next twenty years.

Location	Suggested Height	Suggested Type of Telecommunication Facility
Pleasant Grove Road	>200'	Light Stanchion
Palmyra Fire House	≤199'	Monopole
Kent Store Fire House	>200'	Monopole
Central Elementary School	>200'	Light Stanchion or no pole
Carysbrook Complex	≤199'	Light stanchion
Columbia Elementary School	≤199'	Light Stanchion
Fluvanna County Solid Waste Convenience Center	≤199'	Monopole
Omohundro Water Tank	≤199'	Attachment
Future Fork Union Fire House	≤199'	Monopole, Slick Stick, or Flag Pole
Weber City Water Tank	≤199'	Attachment
Weber City/Melton Property	≤199'	Monopole
Bremo Bluff Property	>200'	Faux Fire Tower
Bottom Road Property	>200'	Painted Monopole

Hierarchy recommendation A Siting Hierarchy is a zoning tool to encourage the use of existing antenna support structures, and the use of publicly owned property for future telecommunications infrastructure. Providing a Siting Alternative Hierarchy is one way to encourage the use of existing facilities and county-owned properties as locations for new wireless telecommunications infrastructure. Adding the hierarchy of preferable infrastructure options also addresses the visual and locational preferences of future network installations. The draft siting hierarchy below is based on the feedback received from the attendees at the public meetings.

Siting hierarchy. Siting of a new antenna array or new TASF shall be in accordance with the preferred siting hierarchy in the order outlined below. All siting options are preferred to be located on publicly-owned property, as identified in the County's Telecommunications Master Plan, as a first option. The location of antenna array or other facilities on non publicly-owned property is acceptable as a secondary option within each category.

- (1) Concealed attached antenna
- (2) Colocation; antenna modification; combined antenna(s) on existing TASF
- (3) Colocation or new TASF in utility right-of-way
- (4) Non-concealed attached antenna
- (5) Replacement of existing TASF
- (6) Mitigation of existing TASF
- (7) Concealed freestanding TASF
- (8) Non-concealed freestanding TASF
 - (a) Monopole
 - (b) Lattice
 - (c) Guyed

Rural Broadband

While investigating options that may lead to a greater investment in infrastructure for public safety and wireless communications, the county would like to have a plan in place for the provision of rural broadband throughout the underserved areas of the county. This service is intended to serve three functions:

- Provide high-speed internet service at a reasonable cost for Fluvanna County residents.
- Provide high-speed internet service at a reasonable cost for Fluvanna County businesses.
- Provide for county-wide use of law enforcement mobile data terminals through this system solely, or a combination of this system and the wireless or public safety communication system if feasible.

Additionally, as part of any capital project that requires “opening the ground,” conduit for future fiber or other high-tech infrastructure should be placed in the ground for future use, particularly along corridors and between community planning areas and public services.

Television

Cable television service is not available in most areas of the county, although satellite networks have narrowed the cable service gap over the past decade. Dish Network and DirectTV are the two satellite television providers in the area.

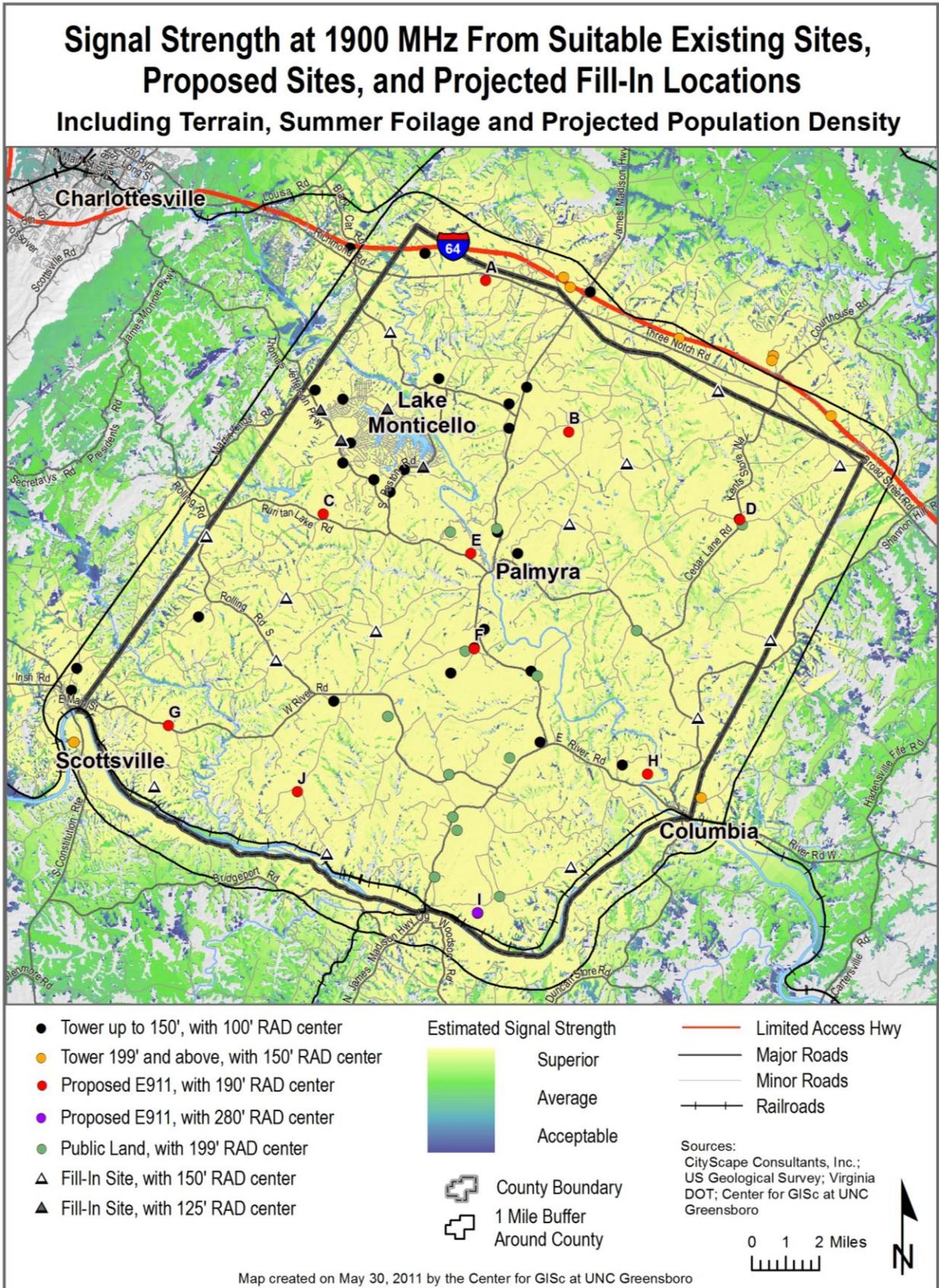


Figure I-8, Map of Wireless Communication Facilities

COURSE OF ACTION

A viable, fiscally responsible, and environmentally sustainable infrastructure is contingent on implementing the following goals and strategies.

Goal 1: To protect the county’s natural and historic resources and critical wildlife habitats by the effective utilization of green infrastructure in all development projects.

Implementation Strategies

1. Work with developers to minimize the impact of development by preserving wildlife corridors, wetlands, and other sensitive areas through the creation of greenways, trails, parks, and other open spaces.
2. Partner with developers to receive land dedications, as appropriate, to be owned and operated by the county as public parks and greenways.
3. Require that open-space dedications that are to be privately maintained are adequately protected and may not be further developed as part of the associated project, or without further public or legal discussion and formal action.
4. Encourage and support renewable energy generation (windmills, solar panels, biofuel production, and so on) by allowing such facilities in the zoning ordinance.
5. Build new and remodeled county buildings to an established energy efficiency standard such as Energy Star or LEED (Leadership in Energy and Environmental Design).

Goal 2: To develop a comprehensive public water system to serve the county’s community planning areas.

Implementation Strategies

1. Design and construct a water line from the James River to the Zion Crossroads UDA in cooperation with Louisa County.
2. Establish a water service authority to serve Louisa and Fluvanna counties to provide adequate water supply, primarily for the Zion Crossroads UDA.
3. Allocate a portion of the James River water line to serve the Rivanna, Palmyra, and Fork Union community planning areas.
4. Complete the state-mandated water supply plan in order to identify sources for the county’s long-term water needs, particularly for each of its community planning areas.

5. Provide additional water resources for the Columbia community planning area as part of a large, comprehensive, well-planned mixed-use development project (or projects) to revitalize the area.
6. Establish a unified structure for the operation of public water utilities.
7. Consider requiring a hydrogeological study to determine groundwater capacity for development that proposes to use wells to serve the project.
8. Discourage connections to, or extensions of, the public water line into the rural residential and rural preservation planning areas.
9. Construct water storage facilities to increase both the volume and pressurization of water for emergency conditions such as extended power outages, drought, floods, and other natural disasters.

Goal 3: To provide central sewer to the community planning areas.

Implementation Strategies

1. Provide central sewer service in the Zion Crossroads UDA in partnership with both Louisa County and private developers.
2. Extend the collection line of the Palmyra sewer system to connect the infrastructure on Pleasant Grove to the sewer plant. This should include the proposed high school that is planned to be built on the western side of Pleasant Grove.
3. Expand the 40,000-gallons-per-day public sewer system for the Palmyra community planning area as needed.
4. Work with the private sector to develop a public sewer system to serve the Fork Union community planning area to enable future growth in this area, and to assist current residents with their aging (and increasingly failing) septic systems.
5. Work with development projects in all community planning areas for the provision of central sewer whether publicly or privately owned and operated.
6. Utilize the unified structure for the operation of public water utilities for public sewer as well.

Goal 4: To regulate private utilities, whether centralized or decentralized.**Implementation Strategies**

1. Require development to determine future septic suitability and groundwater resources for the proposed project, and its potential impact on surrounding wells.
2. Develop enforceable maintenance requirements for alternative sewer systems to ensure their proper and continued operation and maintenance.
3. Discourage the use of new septic systems within community planning areas and require the connection to central sewer as existing systems fail.
4. Revise zoning and subdivision regulations to ensure proper maintenance of all permitted wastewater systems, both centralized and decentralized.
5. Discourage the use of central sewer in the rural preservation areas and carefully limit its use in the rural residential areas to primarily cluster developments.

Goal 5: To maintain a comprehensive, long-range solid waste management program.**Implementation Strategies**

1. Continue the annual collection of household hazardous waste and publicize the importance of the program.
2. Establish a yard waste composting program on a regional basis in partnership with other public or private entities.
3. Continue a countywide education program on the advantages of waste reduction, recycling, and reuse, as well as the continued use of the recycling center at the county landfill site.
4. Examine the feasibility of establishing recycling and refuse collection sites throughout the county.

Goal 6: To facilitate the deployment of a comprehensive communications network that ensures the reliability of public safety, wireless, and broadband services.

Implementation Strategies

1. Adopt a comprehensive telecommunications master plan that establishes location criteria that reflects the priorities and goals of the county's residents and stakeholders.
2. Increase access to high-speed broadband for residences and businesses throughout the county.
3. Give priority for towers on publicly owned land, as appropriate, including sites owned by the Fork Union Sanitary District, among others.
4. Install conduit in the ground for future fiber-optic lines or other high-tech cable uses whenever and wherever the installation of other utility lines, particularly main lines that connect community planning areas and major businesses and public facilities, is under way.

Goal 7: To evaluate private developments and public investments, such as capital improvement projects, within a fiscal framework as approved by the Board of Supervisors.

Implementation Strategies

1. Provide a fiscal impact statement, including an examination of alternative solutions and their costs and benefits, for all capital improvements over \$100,000.
2. Analyze capital project costs, including the debt service over the life of the loan period to accurately project the financial (tax) impact.
3. Amend the Comprehensive Plan as needed to include all projects that are projected in the capital improvement program (CIP).
4. Adopt a system of cash proffers, impact fees, level-of-service standards, or some combination thereof, and collect at the earliest possible time while allowing for feasible implementation of the project.

BOARD OF SUPERVISORS AGENDA ITEM

Meeting Date: November 20, 2013

SUBJECT:	Funding Request to Support James River Water Authority (JRWA) Administrative and Engineering Costs
MOTION(s):	I move the Board of Supervisors approve funding for the James River Water Authority (JRWA) in the amount of \$25,000.00 to cover initial legal, administrative, and engineering costs, with such funds to be transferred from FY14 BOS Contingency.
STAFF CONTACT:	Steven M. Nichols, County Administrator
RECOMMENDATION:	Approve.
TIMING:	Routine
DISCUSSION:	<p>An Interjurisdictional Agreement was recently executed between Fluvanna County, Louisa County, the Louisa County Water Authority (LCWA), and the James River Water Authority (JRWA) with respect to design, construction, and operation of the James River Water Pipeline.</p> <p>Initial funding is required for the JRWA to cover expected legal and engineering firm costs necessary to have the DEQ Withdrawal permit updated and moved from Bremono Bluff to Columbia.</p> <p>Louisa County will also provide funding to the JRWA in the amount of \$25,000 to support these initial administrative and operational requirements.</p>
FISCAL IMPLICATIONS:	Funding required to execute the initial, basic provisions of the Interjurisdictional Agreement.
POLICY IMPLICATIONS:	
LEGISLATIVE HISTORY:	<p>JRWA established by Fluvanna County and Louisa County in 2009.</p> <p>Some preliminary engineering review and design work was accomplished at that time, but was not followed through to completion.</p>
ENCLOSURES:	

**BOARD OF DIRECTORS
JAMES RIVER WATER AUTHORITY
RESOLUTION**

At a regular meeting of the Board of Directors of the James River Water Authority held in the Spring Creek Sports Club, 181 Clubhouse Way, Zion Crossroads, Virginia, at 10:30 a.m. on the 5th day of November 2013, at which the following members were present, the following resolution was adopted by a majority of all members of the Board of Directors, the vote being recorded in the minutes of the meeting as shown below:

<u>PRESENT</u>	<u>VOTE</u>
Goodman B. Duke	Yes
D. D. Watson.....	Yes
Joe Chesser.....	Yes
Erick Gomez	Yes
Robert C. Dubé	Yes
Steven M. Nichols.....	Yes

On the motion of Mr. Watson, seconded by Mr. Gomez, which carried by a vote of 6-0, the following resolution was adopted:

**A RESOLUTION REQUESTING A \$25,000 APPROPRIATION FROM
FLUVANNA AND LOUISA COUNTIES FOR THE JAMES RIVER WATER
AUTHORITY**

WHEREAS, there is a need for funding to allow application to the Virginia Department of Environmental Quality (DEQ) for a water withdrawal permit from the James River near the Town of Columbia; and

WHEREAS, the estimated costs of the permit and associated engineering will be approximately \$50,000.00; and

WHEREAS, Louisa and Fluvanna Counties are to contribute equally regarding the costs of the Authority.

NOW, THEREFORE BE IT RESOLVED, on this 5th day of November 2013, that the James River Water Authority Board of Directors hereby requests a \$25,000 appropriation from both the County of Fluvanna and the County of Louisa for costs associated with the water withdrawal permit from DEQ and engineering services.

A Copy, teste:

Goodman B. Duke, Chairman
Board of Directors
James River Water Authority

BOARD OF SUPERVISORS AGENDA ITEM

Meeting Date: November 20, 2013

SUBJECT:	Adoption of the Fluvanna County Board of Supervisors regular meeting minutes.
MOTION(s):	I move the regular meeting minutes of the Fluvanna County Board of Supervisors for Wednesday, November 06, 2013 be adopted.
STAFF CONTACT:	Mary L. Weaver, Clerk to the Board of Supervisors
RECOMMENDATION:	Approval
TIMING:	Routine
DISCUSSION:	None
FISCAL IMPLICATIONS:	N/A
POLICY IMPLICATIONS:	N/A
LEGISLATIVE HISTORY:	None
ENCLOSURES:	Draft minutes for November 06, 2013

**FLUVANNA COUNTY BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
Circuit Court Room
November 06, 2013, 2:00 pm, Regular Meeting**

MEMBERS PRESENT: Shaun V. Kenney, Chairman
Bob Ullenbruch, Vice-Chairman
Joe Chesser
Donald W. Weaver
Mozell H. Booker

ALSO PRESENT: Steven M. Nichols, County Administrator
Fred Payne, County Attorney
Mary Weaver, Clerk to the Board of Supervisors

CALL TO ORDER/PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE

Chairman Kenney called the meeting of Wednesday, November 06, 2013, to order at 2:00 p.m., in the Circuit Courtroom in Palmyra, Virginia; and the Pledge of Allegiance was recited, after which, Chairman Kenney called for a moment of silence.

COUNTY ADMINISTRATOR'S REPORT

Mr. Nichols reported on the following topics:

- Happy Birthday to Mrs. Booker on November 8, 2013.
- U-12 Football League has finished their first season. Mr. Aaron Spitzer from Parks and Recreation has done a great job supporting this league.
- New signage has been put up around Palmyra to guide visitors to the various government offices.
- Mr. Scott Miller, Code Enforcement, and Roger Black, Building Inspections, located two important benchmark 'monuments' at the closed landfill site that are required to be maintained throughout the 30 year closure plan.
- A bridge was built behind the Library by the Boy Scouts as an Eagle Scout Project. The bridge will be used by hikers, bikers and horseback riders.
- FCPR's Halloween events held on October 25-26th were a great success.
- Pleasant Grove Park Trail Work Day, October 19th had 8 volunteers come out and help construct two diversion channels behind the library.
- Mother and Son Halloween Dance on October 19th had 28 participants.
- EMS Mutual Aid Agreement with Louisa was reinstated on November 4, 2013 by the Louisa BOS.
- 2013 Seminole Fall Classic – Youth Lacrosse Tournament will be held Sunday, November 10, 2013 at the Fluvanna County High School and Pleasant Grove.
- Library Book Sale, November 7-10th with Patron Day on Saturday, November 9th, and Bargain Days November 11-16th.
- Fork Union Sanitary District (FUSD) Area Town Hall Meeting will be held on December 12th, 7:00pm at the Fork Union Community Center.
- JRWA funding request is pending.
- Additional funding request coming November 20 for the Pleasant Grove House.
- VACo Conference is November 10–12th. Mrs. Booker and Mr. Nichols will be attending.
- Mrs. Allyson Finchum, Planning Director, has accepted a job with Louisa and November 12, 2013 will be her last day.

Board **directed staff** to research hiring a part-time deputy for the Town of Columbia and report back at the November 20, 2013, meeting.

PUBLIC COMMENTS #1

Chairman Kenney opened the floor for the first round of public comments.

- Mr. John Gooch, Palmyra District – thanked Mr. Kenney and Mr. Chesser for their service on the Board and also addressed the Board in regards to a non-profit Community Energy Conservation Program for low-income families to assist them in weatherizing their home and saving on their energy bill.

With no one else wishing to speak, Chairman Kenney closed the first round of public comments.

PUBLIC HEARING

None.

ACTION MATTERS

Adoption of the Draft 2014 Thomas Jefferson Planning District Legislative Program – Mr. David Blount, TJPDC Legislative Liaison, reviewed with the Board the six priority positions; Public Education Funding, State Mandates & Funding Obligations, Transportation Funding & Devolution, Chesapeake TMDL, Land Use & Growth Management and Comprehensive Services Act along with other modifications to the program. Mr. Blount reminded the Board of the Legislative Forum that will be held on Tuesday, December 3, 2013 at the Water Street Center focusing on the Affordable Care Act at 6:00 pm.

MOTION:

Mr. Chesser moved to adopt the 2014 Draft Thomas Jefferson Planning District (TJPD) Legislative Program with amendments, understanding that additional, suggested revisions to the draft may be incorporated into the final version. Mr. Ullenbruch seconded. The motion carried, with a vote of 5-0. AYES: Kenney, Booker, Ullenbruch, Chesser and Weaver. NAYS: None. ABSENT: None.

Capital Reserve Maintenance Fund Request – Bus Cameras – Ms. Gena Keller, FCPS Superintendent, addressed this request to replace the bus cameras. Mr. Ullenbruch addressed his concerns in regards to privacy and use of film from the cameras.

MOTION:

Mr. Chesser moved the Board of Supervisors approve a Capital Reserve Maintenance Fund Request to purchase and install 20 bus monitoring cameras with GPS and video enhanced software on the FCPS buses at a price of \$25,500. Mr. Ullenbruch seconded. The motion carried, with a vote of 5-0. AYES: Kenney, Booker, Chesser, Ullenbruch and Weaver. NAYS: None. ABSENT: None.

Appointment to the Agricultural/Forestral Advisory Committee

MOTION:

Mr. Chesser moved to appoint Ed Zimmer to the Agricultural/Forestral Advisory Committee, At-Large Position, with a term to begin immediately and to terminate June 30, 2016, subject to Mr. Payne, County Attorney, checking the statute to make sure it is lawful. Mr. Ullenbruch seconded. The motion carried, with a vote of 5-0. AYES: Kenney, Booker, Chesser, Ullenbruch and Weaver. NAYS: None. ABSENT: None.

FY14 Pay Plan – Ms. Gail Parrish, Human Resources Manager, reviewed this request for adjustments to the FY14 Pay Plan. Two positions will fall below the new pay plan and will be addressed at budget time. Two title changes for Parks and Recreation were also requested.

MOTION:

Mrs. Booker moved to adopt and approve the Fluvanna County FY14 Pay Plan, including the FY14 Pay Band Salary Schedule and the FY14 Schematic List of Classes. Mr. Ullenbruch seconded. The motion carried, with a vote of 5-0. AYES: Kenney, Booker, Chesser, Weaver and Ullenbruch. NAYS: None. ABSENT: None.

Mr. Payne, County Attorney, informed the Board that there were no statutory requirement for the Planning Commission and the County Code requirements for the Agricultural Forestal members and there is no prohibition.

PRESENTATIONS

Program of All Inclusive Care for the Elderly (PACE) – Betty Sharp, Out Reach Manager, Blue Ridge PACE, reviewed with the Board an informational presentation on a nationally recognized alternative to home health care. This program will provide support for a variety of needs to the elderly all in one place.

Schools Update and Preliminary Budget Planning – Ms. Gena Keller, FCPS Superintendent, reviewed with the Board the schools' four strategic priorities, Solution Focused Project Teams, projected school enrollment, school performance and future efforts. Ms. Keller also discussed the current budget status and the focus on the FY 15 budget - Salary Scales, Health Insurance, VRS, Staffing Needs and ADM. FY14 funding requirements based on current projected ADM is approximately \$300,000 less than what is appropriated. This figure will fluctuate; the final report will go in March 1, 2014.

The Board discussed the process of projecting the ADM.

CONSENT AGENDA

The Accounts Payable Report was deferred to the November 20, 2013 meeting. The following items were approved under the consent agenda:

MOTION:

Mr. Weaver moved to approve the consent agenda, which consisted of:

- Minutes from October 16, 2013 as presented.
- Resolution/Recognizing an Outstanding Conservation Farm (Modesto Farm).
- Rural Rustic Road Resolutions/ Route 621-Lantre Lane, Route 687-Radicel Circle and Route 675-Canal Street.
- Open Space Renewal Application/Ms. Susan Harvey Dawson

Mr. Ullenbruch seconded. The motion carried, with a vote of 5-0. AYES: Kenney, Booker, Chesser, Ullenbruch and Weaver. NAYS: None. ABSENT: None.

UNFINISHED BUSINESS

Central Meadows Conservation Easement – Mr. Fred Payne, County Attorney, requested guidance on the construction of residences on the property. He questioned the Board on their intent of the program, inquiring whether they aim to limit residential parcels to not more than 100 acres or to maintain status quo. The Board discussed and concurred to permit one residence per parcel.

NEW BUSINESS

None

PUBLIC COMMENTS #2

Chairman Kenney opened the floor for the second round of public comments.

With no one wishing to speak, Chairman Kenney closed the second round of public comments.

Mrs. Booker mentioned that the PACE program may eventually have satellite programs available.

CLOSED SESSION

None

ADJOURN

MOTION:

At 4:47 p.m., Mr. Weaver moved to adjourn the meeting of Wednesday, November 06, 2013. Mr. Chesser seconded. The motion carried, with a vote of 5-0. AYES: Kenney, Booker, Chesser, Ullenbruch and Weaver. NAYS: None. ABSENT: None.

ATTEST:

FLUVANNA COUNTY BOARD OF SUPERVISORS

Mary L. Weaver, Clerk

Shaun V. Kenney, Chairman

DRAFT



RESOLUTION

For Recognizing An Outstanding Conservation Farm Offered on November 06, 2013

In recognition of Modesto Farm of Fluvanna County for their outstanding farm conservation management practices,

BE IT KNOWN Among All Within the County of Fluvanna,

That the Thomas Jefferson Soil and Water Conservation District serves this community through programs and activities that enhance water quality of our surface and ground waters; while conserving and protecting our natural resources.

That in cooperation with the Virginia Department of Conservation and Recreation, farmers who demonstrate outstanding management practices which conserve our precious natural resources are selected and recognized through the Clean Water Farm Award Program.

That the Thomas Jefferson SWCD has selected Modesto Farm as the Clean Water Farm Award Program recipient of the County of Fluvanna for 2012.

That Modesto Farm demonstrates a commitment to the conservation of the natural resources on their farm through:

- Fencing cattle out of all 23,000 linear feet of streams on site
- Installing eight alternative water sources for the cattle
- Establishing a rotational grazing management system throughout 19 paddocks.
- Creating 10.6 acres of CREP buffers established wildlife habitat corridors throughout the farm. Mast-producing trees have been left along field edges, and persimmon trees have even been left in the middle of many of the fields.
- The six greenhouses on the farm are open to the public and have been featured on PBS's *Virginia Home Grown*. Modesto farm start most of their plants from seed, and insect control is accomplished using carnivorous plants and other natural methods. They have used the greenhouses as an educational tool, having local school groups out to discuss plant and animal life cycles to expand their SOL studies.

BE IT RESOLVED by County of Fluvanna Supervisors, that Modesto Farm of Fluvanna County is hereby commended or their commitment to protecting and enhancing waters that flow beyond farm boundaries and for the conservation ethic demonstrate through the farm management practices.

Endorsed this Sixth day of November, 2013

Shaun V. Kenney, Chairman
Fluvanna County Board of Supervisors

FLUVANNA COUNTY, VIRGINIA

**BOARD OF SUPERVISORS
RURAL RUSTIC ROAD PROJECT
ROUTE 675, CANAL STREET**

The Board of Supervisors of Fluvanna County, in regular meeting on the 6th day of November, 2013, adopted the following:

RESOLUTION

WHEREAS, Section 33.1-70.1 of the *Code of Virginia*, permits the hard surfacing of certain unpaved roads deemed to qualify for designation as a Rural Rustic Road; and

WHEREAS, any such road must be located in a low-density development area and have no more than 1,500 vehicles per day; and

WHEREAS, the Board of Supervisors of Fluvanna County, Virginia desires to consider whether Route 675 Canal Street, From: Route 6 W River Road To: End of State Maintenance should be designated a Rural Rustic Road; and

WHEREAS, the Board is unaware of pending development that will significantly affect the existing traffic on this road; and

WHEREAS, the Board believes that this road should be so designated due to its qualifying characteristics; and

WHEREAS, this road is in the Board’s six-year plan for improvements to the secondary system of state highways.

NOW, THEREFORE, BE IT RESOLVED, the Board hereby designates this road a Rural Rustic Road, and requests that the Residency Administrator for the Virginia Department of Transportation concur in this designation.

BE IT FURTHER RESOLVED, the Board requests that this road be hard surfaced and, to the fullest extent prudent, be improved within the existing right-of-way and ditch-lines to preserve as much as possible the adjacent trees, vegetation, side slopes, and rural rustic character along the road in their current state.

BE IT FURTHER RESOLVED, that a certified copy of this resolution be forwarded to the Virginia Department of Transportation Residency Administrator.

Recorded Vote 5-0
Moved By: Weaver
Seconded By: Ullenbruch
Yeas: 5
Nays: 0

A Copy Teste:

Signed _____
Printed Name Shaun Kenney
Title Board of Supervisors, Chairman

**FLUVANNA COUNTY, VIRGINIA
BOARD OF SUPERVISORS
RURAL RUSTIC ROAD PROJECT
ROUTE 621, LANTRE LANE**

The Board of Supervisors of Fluvanna County, in regular meeting on the 6th day of November, 2013, adopted the following:

RESOLUTION

WHEREAS, Section 33.1-70.1 of the *Code of Virginia*, permits the hard surfacing of certain unpaved roads deemed to qualify for designation as a **Rural Rustic Road**; and

WHEREAS, any such road must be located in a low-density development area and have no more than 1,500 vehicles per day; and

WHEREAS, the Board of Supervisors of Fluvanna County, Virginia desires to consider whether Route 621 Lantre Lane, From: Route 611 Paynes Landing Road To: End of State Maintenance should be designated a Rural Rustic Road; and

WHEREAS, the Board is unaware of pending development that will significantly affect the existing traffic on this road; and

WHEREAS, the Board believes that this road should be so designated due to its qualifying characteristics; and

WHEREAS, this road is in the Board’s six-year plan for improvements to the secondary system of state highways.

NOW, THEREFORE, BE IT RESOLVED, the Board hereby designates this road a Rural Rustic Road, and requests that the Residency Administrator for the Virginia Department of Transportation concur in this designation.

BE IT FURTHER RESOLVED, the Board requests that this road be hard surfaced and, to the fullest extent prudent, be improved within the existing right-of-way and ditch-lines to preserve as much as possible the adjacent trees, vegetation, side slopes, and rural rustic character along the road in their current state.

BE IT FURTHER RESOLVED, that a certified copy of this resolution be forwarded to the Virginia Department of Transportation Residency Administrator.

Recorded Vote 5-0
Moved By: Weaver
Seconded By: Ullenbruch
Yeas: 5
Nays: 0

A Copy Teste:

Signed _____
Printed Name Shaun Kenney
Title Board of Supervisors, Chairman

**FLUVANNA COUNTY, VIRGINIA
BOARD OF SUPERVISORS
RURAL RUSTIC ROAD PROJECT
ROUTE 687, RADICEL CIRCLE**

The Board of Supervisors of Fluvanna County, in regular meeting on the 6th day of November, 2013, adopted the following:

RESOLUTION

WHEREAS, Section 33.1-70.1 of the *Code of Virginia*, permits the hard surfacing of certain unpaved roads deemed to qualify for designation as a **Rural Rustic Road**; and

WHEREAS, any such road must be located in a low-density development area and have no more than 1,500 vehicles per day; and

WHEREAS, the Board of Supervisors of Fluvanna County, Virginia desires to consider whether Route 687 Radicel Circle, From: Route 646 Hardware Road To: Route 646 Hardware Road should be designated a Rural Rustic Road; and

WHEREAS, the Board is unaware of pending development that will significantly affect the existing traffic on this road; and

WHEREAS, the Board believes that this road should be so designated due to its qualifying characteristics; and

WHEREAS, this road is in the Board’s six-year plan for improvements to the secondary system of state highways.

NOW, THEREFORE, BE IT RESOLVED, the Board hereby designates this road a Rural Rustic Road, and requests that the Residency Administrator for the Virginia Department of Transportation concur in this designation.

BE IT FURTHER RESOLVED, the Board requests that this road be hard surfaced and, to the fullest extent prudent, be improved within the existing right-of-way and ditch-lines to preserve as much as possible the adjacent trees, vegetation, side slopes, and rural rustic character along the road in their current state.

BE IT FURTHER RESOLVED, that a certified copy of this resolution be forwarded to the Virginia Department of Transportation Residency Administrator.

Recorded Vote 5-0
Moved By: Weaver
Seconded By: Ullenbruch
Yeas: 5
Nays: 0

A Copy Teste:

Signed _____
Printed Name Shaun Kenney
Title Board of Supervisors, Chairman



COUNTY OF FLUVANNA

"Responsive & Responsible Government"

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

MEMORANDUM

Date: November 6, 2013
From: Department of Finance
To: Board of Supervisors
Subject: Accounts Payable Report September 26, 2013 through October 25, 2013

1. Staff recommends that the Board of Supervisors ratify the expenditures in the attached report and summarized below.

CATEGORY	AMOUNT
General	\$526,012.49
Community Programs	
Federal Grants	
State/Local Grants	
Capital Improvements	\$539,347.77
Debt Service	
Sewer	4,603.50
Fork Union Sanitary District	\$10,418.01
Total Expenditures by Fund	\$1,080,381.77
Payroll	642,754.00
Total Payables & Payroll	1,723,135.77

MOTION

I move the Accounts Payable and Payroll be ratified for the period September 26, 2013 through October 25, 2013 in the amount of \$1,723,135.77.

Enclosures: AP Report

	A	B	C	D	F	G	H	I	J	K
1										
2	County of Fluvanna			From Date: 9/26/2013						
3	Accounts Payable List			To Date: 10/25/2013						
4										
6	Vendor Name	Charge To	Description	Invoice Number	Invoice Date	Check Date	Check Amount			
7	<u>Fund # - 100 GENERAL FUND</u>									
8	GENERAL FUND									
9	FIRST FINANCIAL ADMINISTRATORS,	CLEARING ACCOUNT-	Payroll Run 1 - Warrant 092713	000000021653	9/26/2013	10/10/2013	7,801.52			
10	HERBERT L BESKIN, TRUSTEE	CLEARING ACCOUNT-	Payroll Run 1 - Warrant 091313	000000021288	9/12/2013	10/10/2013	430.00			
11	MINNESOTA LIFE INS. CO	CLEARING ACCOUNT-	Payroll Run 1 - Warrant 091313	000000021290	9/12/2013	10/10/2013	139.20			
12	NEW YORK LIFE INSURANCE CO	CLEARING ACCOUNT-	Payroll Run 1 - Warrant 091313	000000021285	9/12/2013	10/10/2013	517.34			
13	NY LIFE INSURANCE & ANNUITY CORP	CLEARING ACCOUNT-	Payroll Run 1 - Warrant 091313	000000021287	9/12/2013	10/10/2013	90.00			
14	UNITED STATES TREASURY	CLEARING ACCOUNT-	Payroll Run 1 - Warrant 091313	000000021292	9/12/2013	10/10/2013	1,119.07			
15	VIRGINIA CREDIT UNION	CLEARING ACCOUNT-	Payroll Run 1 - Warrant 091313	000000021286	9/12/2013	10/10/2013	300.00			
16	VRS	CLEARING ACCOUNT-	VRS CHECK	AUGUST 30, 2013	8/30/2013	9/27/2013	183,053.06			
17							Total:	193,450.19		
18										
19	CHARGES FOR SERVICES									
20	KATE SKOVIRA	RECREATION PROGRAM FEES REFUND		VN3332	10/1/2013	10/7/2013	23.00			
21							Total:	23.00		
22										
23	BOARD OF SUPERVISORS									
24	BANK OF AMERICA	CONVENTION AND	MONTHLY STATEMENT	WEAVERF M 09032013	9/30/2013	10/18/2013	225.00			
25	BANK OF AMERICA	PRINTING AND BINDING	MONTHLY STATEMENT	NICHOLS 09302013	9/30/2013	10/18/2013	105.73			
26	E.W. THOMAS	SUBSISTENCE & LODGING	MEETING SNACKS	EWT100413	10/4/2013	10/18/2013	22.68			
27	MATTHEW BENDER & CO INC	DUES OR ASSOCIATION	SUBSCRIPTION	5051363X	9/25/2013	10/18/2013	130.10			
28	NACO	DUES OR ASSOCIATION	MEMBERSHIP DUES	92765	10/1/2013	10/18/2013	460.00			
29	PARK PALAIS, LLC.	PROFESSIONAL SERVICES	PROFESSIONAL SERVICE	21188	10/1/2013	10/18/2013	3,650.41			
30	ROBINSON FARMER & COX	PROFESSIONAL SERVICES	COST ALLOCATION	09012013 FY2012	9/1/2013	10/3/2013	3,500.00			
31	THOMAS JEFFERSON PLANNING	PROFESSIONAL SERVICES	ROI STUDY	09182013	9/18/2013	10/3/2013	2,625.58			
32	VERIZON WIRELESS	TELECOMMUNICATIONS	CELL PHONES	9711816330 0930213	9/30/2013	10/4/2013	120.03			
33							Total:	10,839.53		
34										
35	COUNTY ADMINISTRATOR									
36	BANK OF AMERICA	CONVENTION AND	MONTHLY STATEMENT	WEAVERF M 09032013	9/30/2013	10/18/2013	75.00			
37	CENTURYLINK	TELECOMMUNICATIONS		309762613 09162013	10/3/2013	10/4/2013	22.49			
38	FEDEX	POSTAL SERVICES	SHIPPING	241072663	9/24/2013	10/3/2013	32.41			
39	GOVERNMENT OUTREACH	PROFESSIONAL SERVICES	ANNUAL MAINTENANCE	13089	9/12/2013	10/3/2013	3,996.00			
40	KODIAK, LLC.	LEASE/RENT	SHREDDING	43864	10/15/2013	10/18/2013	50.00			
41	SHENANDOAH VALLEY WATER	LEASE/RENT	WATER	J3464300-13	10/1/2013	10/18/2013	11.50			
42	SHENANDOAH VALLEY WATER	OFFICE SUPPLIES	WATER	J3464300-13	10/1/2013	10/18/2013	83.30			
43	STAPLES CONTRACT & COMMERCIAL,	OFFICE SUPPLIES	OFFICE SUPPLIES	8027257667	10/5/2013	10/18/2013	26.45			
44	VA INFORMATION TECHNOLOGIES	TELECOMMUNICATIONS	LONG DISTANCE	T6264143	9/27/2013	10/18/2013	43.38			
45							Total:	4,340.53		
46										
47	COUNTY ATTORNEY									
48	PAYNE & HODOUS, LLP.	PROFESSIONAL SERVICES	PROFESSIONAL SERVICE	99056	9/30/2013	10/18/2013	14,125.73			
49							Total:	14,125.73		



	A	B	C	D	F	G	H	I	J	K	
1											
2	County of Fluvanna			From Date: 9/26/2013							
3	Accounts Payable List			To Date: 10/25/2013							
4											
6	Vendor Name	Charge To	Description	Invoice Number	Invoice Date	Check Date	Check Amount				
50											
51	COMMISSIONER OF THE REVENUE										
52	BANK OF AMERICA	OFFICE SUPPLIES	MONTHLY STATEMENT	SHERIDAN 0930	9/30/2013	10/18/2013	45.21				
53	BANK OF AMERICA	POSTAL SERVICES	MONTHLY STATEMENT	SHERIDAN 0930	9/30/2013	10/18/2013	44.00				
54	BANK OF AMERICA	SUBSISTENCE & LODGING	MONTHLY STATEMENT	SHERIDAN 0930	9/30/2013	10/18/2013	493.12				
55	BANK OF AMERICA	VEHICLE FUEL	MONTHLY STATEMENT	SHERIDAN 0930	9/30/2013	10/18/2013	44.95				
56	CENTURYLINK	TELECOMMUNICATIONS		309762613 09162013	10/3/2013	10/4/2013	18.74				
57	COMMISSIONERS OF THE REVENUE	DUES OR ASSOCIATION	ASSOCIATION DUE	1	10/2/2013	10/18/2013	25.00				
58	KODIAK, LLC.	PROFESSIONAL SERVICES	SHREDDING	43864	10/15/2013	10/18/2013	15.00				
59	PITNEY BOWES INC	OFFICE SUPPLIES	EQUIPMENT	5502294378	9/10/2013	10/3/2013	56.62				
60	PITNEY BOWES	LEASE/RENT	EQUIPMENT	1015396SP13	9/13/2013	10/3/2013	597.00				
61	RICHMOND BLUEPRINT & SUPP	PRINTING AND BINDING	PRINTING/BINDING LEDGERS	81457	9/11/2013	10/18/2013	174.23				
62	SHENANDOAH VALLEY WATER	OFFICE SUPPLIES	WATER	J4232210-13	10/1/2013	10/18/2013	20.10				
63	STAPLES CONTRACT & COMMERCIAL,	OFFICE SUPPLIES	OFFICE SUPPLIES	8027257667	10/5/2013	10/18/2013	67.12				
64	STONEWALL TECHNOLOGIES	PROFESSIONAL SERVICES	VAMANET MEMBERSHIP FEE	8051	9/30/2013	10/18/2013	300.00				
65	VA INFORMATION TECHNOLOGIES	TELECOMMUNICATIONS	LONG DISTANCE	T6264143	9/27/2013	10/18/2013	41.77				
66							Total:	\$1,942.86			
67											
68	REASSESSMENT										
69	EVERETT M HANNAH	PROFESSIONAL SERVICES	BOE HOURS	09132013	9/19/2013	10/3/2013	30.00				
70	JOANN RAWLS	PROFESSIONAL SERVICES	BOE HOURS	09252013	9/25/2013	10/3/2013	215.55				
71	JOSEPH P. RONAN	PROFESSIONAL SERVICES	BOE HOURS	09252013	9/25/2013	10/3/2013	30.00				
72							Total:	\$275.55			
73											
74	TREASURER										
75	BUSINESS DATA OF VA, INC.	PROFESSIONAL SERVICES	CONSULTING	20130310	9/9/2013	10/3/2013	1,650.00				
76	CENTURYLINK	TELECOMMUNICATIONS		309762613 09162013	10/3/2013	10/4/2013	22.49				
77	FLUVANNA REVIEW	ADVERTISING	AD	2013F376	9/12/2013	10/3/2013	60.00				
78	KODIAK, LLC.	LEASE/RENT	SHREDDING	43864	10/15/2013	10/18/2013	15.00				
79	MECHUMS RIVER SECURITY	MAINTENANCE CONTRACTS	MONITORING SECURITY SYSTEM	011794	9/30/2013	10/18/2013	60.00				
80	QUILL	OFFICE SUPPLIES	SUPPLIEES	5604851	9/12/2013	10/3/2013	153.98				
81	SHENANDOAH VALLEY WATER	LEASE/RENT	WATER	J3464500-13	10/1/2013	10/18/2013	28.00				
82	VA INFORMATION TECHNOLOGIES	TELECOMMUNICATIONS	LONG DISTANCE	T6264143	9/27/2013	10/18/2013	37.90				
83	VERIZON WIRELESS	TELECOMMUNICATIONS	CELL PHONES	9711816330 0930213	9/30/2013	10/4/2013	49.67				
84							Total:	\$2,077.04			
85											
86	INFORMATION TECHNOLOGY										
87	BAI MUNICIPAL SOFTWARE	ADP SERVICES	MAINTENANCE	WATS2014321	10/1/2013	10/18/2013	7,470.00				
88	BANK OF AMERICA	ADP SERVICES	MONTHLY STATEMENT	MCMAHON 09302013	9/30/2013	10/18/2013	1,117.79				
89	BANK OF AMERICA	BOOKS/PUBLICATIONS	MONTHLY STATEMENT	MCMAHON 09302013	9/30/2013	10/18/2013	573.75				
90	CENTURYLINK	TELECOMMUNICATIONS		309762613 09162013	10/3/2013	10/4/2013	3.75				
91	CONTERRA ULTRA BROADBAND	TELECOMMUNICATIONS	NETWORK	003318	7/19/2013	10/3/2013	1,000.00				
92	QUANTUM CORPORATION	ADP SERVICES	EQUIPMENT	60084669	10/13/2013	10/18/2013	1,600.00				



	A	B	C	D	F	G	H	I	J	K
1										
2	County of Fluvanna			From Date: 9/26/2013						
3	Accounts Payable List			To Date: 10/25/2013						
4										
6	Vendor Name	Charge To	Description	Invoice Number	Invoice Date	Check Date			Check Amount	
93	VA INFORMATION TECHNOLOGIES	TELECOMMUNICATIONS	LONG DISTANCE	T6264143	9/27/2013	10/18/2013			42.58	
94	VERIZON WIRELESS	TELECOMMUNICATIONS	CELL PHONES	9711816330 0930213	9/30/2013	10/4/2013			99.34	
95									Total:	\$11,907.21
96										
97	FINANCE									
98	BANK OF AMERICA	CONVENTION AND	MONTHLY STATEMENT	HORLACHER 09302013	9/30/2013	10/18/2013			225.00	
99	CENTURYLINK	TELECOMMUNICATIONS		309762613 09162013	10/3/2013	10/4/2013			14.99	
100	STAPLES CONTRACT & COMMERCIAL,	OFFICE SUPPLIES	OFFICE SUPPLIES	8027257667	10/5/2013	10/18/2013			105.87	
101	VA INFORMATION TECHNOLOGIES	TELECOMMUNICATIONS	LONG DISTANCE	T6264143	9/27/2013	10/18/2013			49.70	
102									Total:	\$395.56
103										
104	REGISTRAR/ELECTORAL BOARD									
105	AUTOMATED OFFICE SYSTEMS	LEASE/RENT	MONTHLY BILLING	060977	9/30/2013	10/18/2013			155.00	
106	BANK OF AMERICA	POSTAL SERVICES	MONTHLY STATEMENT	PACE 09302013	9/30/2013	10/18/2013			56.29	
107	DALY COMPUTERS, INC.	CONTRACT SERVICES	EQUIPMENT	PS10964999	9/24/2013	10/3/2013			3,560.00	
108	FLUVANNA REVIEW	ADVERTISING	AD	2013F3650	9/5/2013	10/3/2013			60.00	
109	SHENANDOAH VALLEY WATER	OFFICE SUPPLIES	WATER	J4031010-13	10/1/2013	10/18/2013			19.74	
110	VA INFORMATION TECHNOLOGIES	TELECOMMUNICATIONS	LONG DISTANCE	T6264143	9/27/2013	10/18/2013			46.50	
111	VALLEY BUSINESS FORMS II	OFFICE SUPPLIES	SUPPLIES	20260	9/4/2013	10/7/2013			89.85	
112	VERIZON WIRELESS	TELECOMMUNICATIONS	CELL PHONES	9711816330 0930213	9/30/2013	10/4/2013			49.67	
113									Total:	\$4,037.05
114										
115	HUMAN RESOURCES									
116	BANK OF AMERICA	EMPLOYEE RECOGNITION	MONTHLY STATEMENT	WEAVERF M 09032013	9/30/2013	10/18/2013			(240.66)	
117	IN STITCHES	EMPLOYEE RECOGNITION	MURAL FRAMES	FLUCO20130923	9/23/2013	10/18/2013			24.95	
118	VIRGINIA BUSINESS SYSTEMS	LEASE/RENT	COPIER LEASE - HUMAN RESOURCES	14246250	9/23/2013	10/3/2013			44.80	
119									Total:	(\$170.91)
120										
121	GENERAL DISTRICT COURT									
122	CENTURYLINK	TELECOMMUNICATIONS	PHONE	SEPTEMBER 2013	9/16/2013	10/4/2013			222.51	
123	VA INFORMATION TECHNOLOGIES	TELECOMMUNICATIONS	LONG DISTANCE	T6264143	9/27/2013	10/18/2013			40.89	
124	VIRGINIA BUSINESS SYSTEMS	MAINTENANCE CONTRACTS	EQUIPMENT	14198274	9/10/2013	10/3/2013			167.69	
125	VIRGINIA WATERS, INC.	MAINTENANCE CONTRACTS	WATER	17350 09302013	9/30/2013	10/18/2013			26.50	
126									Total:	\$457.59
127										
128	COURT SERVICE UNIT									
129	CENTURYLINK	TELECOMMUNICATIONS		309762613 09162013	10/3/2013	10/4/2013			14.99	
130	SHENANDOAH VALLEY WATER	FURNITURE & FIXTURES	EQUIPMENT	5790520 814	8/14/2013	10/3/2013			5.00	
131	VA INFORMATION TECHNOLOGIES	TELECOMMUNICATIONS	LONG DISTANCE	T6264143	9/27/2013	10/18/2013			37.48	
132									Total:	\$57.47
133										
134	CLERK OF THE CIRCUIT COURT									
135	CENTURYLINK	TELECOMMUNICATIONS		309762613 09162013	10/3/2013	10/4/2013			29.99	



	A	B	C	D	F	G	H	I	J	K	
1											
2	County of Fluvanna			From Date: 9/26/2013							
3	Accounts Payable List			To Date: 10/25/2013							
4											
6	Vendor Name	Charge To	Description	Invoice Number	Invoice Date	Check Date	Check Amount				
136	CHARLOTTESVILLE OFFICE MACHINE	OFFICE SUPPLIES	SUPPLIES	668720	10/7/2013	10/18/2013	95.00				
137	FLUVANNA CO CIRCUIT COURT	CONTRACT SERVICES	BANK CHARGES	09092013	9/9/2013	10/3/2013	254.34				
138	LOGAN SYSTEMS, INC.	PROFESSIONAL SERVICES	PROFESSIONAL SERVICE	44688	9/15/2013	10/3/2013	5,083.34				
139	QUILL	OFFICE SUPPLIES	SUPPLIES	5377446	9/4/2013	10/3/2013	599.11				
140	SHENANDOAH VALLEY WATER	OFFICE SUPPLIES	WATER	I284350013	9/1/2013	10/3/2013	130.30				
141	TREASURER OF VIRGINIA	EDP EQUIPMENT	COMPUTER/SOFTWARE	14FLUPC0002	9/13/2013	10/3/2013	1,400.00				
142	VA INFORMATION TECHNOLOGIES	TELECOMMUNICATIONS	LONG DISTANCE	T6264143	9/27/2013	10/18/2013	52.45				
143							Total:	\$7,644.53			
144											
145	CIRCUIT COURT JUDGE										
146	CENTURYLINK	TELECOMMUNICATIONS		309762613 09162013	10/3/2013	10/4/2013	11.25				
147	QUILL	OFFICE SUPPLIES	SUPPLIES	5966134	9/26/2013	10/18/2013	49.91				
148	TREASURER OF VIRGINIA	DUES OR ASSOCIATION	ANNUAL MAINTENANCE	14-065C-VJS	10/10/2013	10/18/2013	650.00				
149	TREASURER OF VIRGINIA	PROFESSIONAL SERVICES	JURY QUESTIONNAIRES	14065CJMS	9/23/2013	10/3/2013	2,260.00				
150	VA INFORMATION TECHNOLOGIES	TELECOMMUNICATIONS	LONG DISTANCE	T6264143	9/27/2013	10/18/2013	34.30				
151							Total:	\$3,005.46			
152											
153	COMMONWEALTH ATTY										
154	BANK OF AMERICA	OFFICE SUPPLIES	MONTHLY STATEMENT	HAISLIP 093020013	9/30/2013	10/18/2013	34.92				
155	CENTURYLINK	TELECOMMUNICATIONS		309762613 09162013	10/3/2013	10/4/2013	14.99				
156	JEFF HAISLIP	CONVENTION AND	MILEAGE REIMBURSEMENT	09/25/2013	9/25/2013	10/3/2013	62.72				
157	SHENANDOAH VALLEY WATER	CONTRACT SERVICES	WATER	J3547800-13	10/1/2013	10/18/2013	31.00				
158	STAPLES CONTRACT & COMMERCIAL,	OFFICE SUPPLIES	OFFICE SUPPLIES	8027257668	10/5/2013	10/18/2013	352.06				
159	VA INFORMATION TECHNOLOGIES	TELECOMMUNICATIONS	LONG DISTANCE	T6264143	9/27/2013	10/18/2013	54.71				
160	VERIZON WIRELESS	TELECOMMUNICATIONS	CELL PHONES	9711816330 0930213	9/30/2013	10/4/2013	49.67				
161							Total:	\$600.07			
162											
163	SHERIFF										
164	ANDERSON TIRE COMPANY	BLDGS EQUIP REP & MAINT	TIRES	IN00176494	10/4/2013	10/18/2013	540.88				
165	AT&T 286-3642	TELECOMMUNICATIONS	PHONE	286-3642 0906	9/6/2013	10/3/2013	98.05				
166	BANK OF AMERICA	POLICE SUPPLIES	MONTHLY STATEMENT	RENSCH 09302013	9/30/2013	10/18/2013	30.00				
167	BANK OF AMERICA	SUBSISTENCE & LODGING	MONTHLY STATEMENT	WASHINGTON	9/30/2013	10/18/2013	1,079.98				
168	CANON SOLUTIONS AMERICA, INC.	MAINTENANCE CONTRACTS	EQUIPMENT	4010884767	10/1/2013	10/18/2013	16.34				
169	CENTRAL BATTERY SPECIALIST	POLICE SUPPLIES	BATTERIES	24406	9/20/2013	10/3/2013	154.15				
170	CENTURYLINK	TELECOMMUNICATIONS		309762613 09162013	10/3/2013	10/4/2013	1,357.73				
171	CHARLOTTESVILLE AUTO PARTS	VEHICLE/POWER EQUIP	PARTS	868473	9/25/2013	10/3/2013	795.04				
172	CLEAR COMMUNICATIONS AND	BLDGS EQUIP REP & MAINT	SERVICE EQUIPMENT	97438	8/14/2013	10/3/2013	103.62				
173	COBB TECHNOLOGIES	LEASE/RENT	EQUIPMENT	503446	9/17/2013	10/3/2013	220.00				
174	DEPT OF VA STATE POLICE	OTHER OPERATING SUPPLIES	CREASY BACKGROUND	A2018 374910	9/1/2013	10/3/2013	37.00				
175	DONNA'S NEEDLEWORK & CRAFT	UNIFORM/WEARING APPAREL	UNIFORMS ALTERATION	442328	9/16/2013	10/3/2013	16.00				
176	EVIDENT CRIME SCENE PRODUCTS	POLICE SUPPLIES	SUPPLIES	80151A	9/19/2013	10/3/2013	71.00				
177	FEDEX	POSTAL SERVICES	SHIPPING SERVICES	2-425-71567	10/8/2013	10/18/2013	40.07				
178	GALLS	POLICE SUPPLIES	UNIFORMS	1077490	10/5/2013	10/18/2013	921.00				



	A	B	C	D	F	G	H	I	J	K
1										
2	County of Fluvanna				From Date: 9/26/2013					
3	Accounts Payable List				To Date: 10/25/2013					
4										
6	Vendor Name	Charge To	Description	Invoice Number	Invoice Date	Check Date	Check Amount			
179	GALLS	UNIFORM/WEARING APPAREL	UNIFORMS	1035376	9/24/2013	10/3/2013	1,120.85			
180	GE CAPITAL	LEASE/RENT	EQUIPMENT	59479412	9/18/2013	10/3/2013	77.73			
181	HAPPY TAILS	AGRICULTURAL SUPPLIES	FOOD	215	9/30/2013	10/18/2013	147.56			
182	INKLINGS SCREEN PRINTING	UNIFORM/WEARING APPAREL	SUPPLIES	5117	9/24/2013	10/3/2013	56.86			
183	KODIAK, LLC.	OTHER OPERATING SUPPLIES	SHREDDING	43864	10/15/2013	10/18/2013	35.00			
184	MAC'S SERVICE CENTER	BLDGS EQUIP REP & MAINT	VEHICLE MAINT	0013483	10/2/2013	10/18/2013	19.95			
185	MANSFIELD OIL COMPANY OF	VEHICLE FUEL	GAS	61810	9/15/2013	10/3/2013	818.84			
186	MICHAEL GRANDSTAFF	MILEAGE ALLOWANCES	REIMBURSEMENT	MG1	9/19/2013	10/3/2013	84.18			
187	JESSE ELLIS	SUBSISTENCE & LODGING	MILEAGE	JE1	10/10/2013	10/18/2013	79.66			
188	SEAN PETERSON	VEHICLE FUEL	GAS REIMBURSEMENT	SP1	9/18/2013	10/3/2013	25.02			
189	PERFORMANCE SIGNS	BLDGS EQUIP REP & MAINT	STRIPING PACKAGE	8038	9/20/2013	10/3/2013	1,564.00			
190	PETROLEUM TRADERS CORP	VEHICLE FUEL	GAS	JULY 2013	7/31/2013	10/4/2013	6,363.07			
191	PSYCHOLOGICAL HEALTH ROANOKE	PROFESSIONAL SERVICES	SERVICE	96101	9/30/2013	10/18/2013	85.00			
192	SHENANDOAH VALLEY WATER	LEASE/RENT	WATER	J382271013	10/1/2013	10/18/2013	11.00			
193	SOUTHEAST ENERGY INC	VEHICLE FUEL	SUPPLIES	0105905IN	10/1/2013	10/3/2013	299.40			
194	SOUTHERN POLICE EQUIPMENT	UNIFORM/WEARING APPAREL	EQUIPMENT	170428	10/4/2013	10/18/2013	219.09			
195	STAPLES CONTRACT & COMMERCIAL,	OFFICE SUPPLIES	OFFICE SUPPLIES	8027257667	10/5/2013	10/18/2013	311.52			
196	TOWN GUN SHOP, INC.	POLICE SUPPLIES	SUPPLIES	R77461	9/18/2013	10/3/2013	167.62			
197	VA INFORMATION TECHNOLOGIES	TELECOMMUNICATIONS	LONG DISTANCE	T6264143	9/27/2013	10/18/2013	518.76			
198	VALLEY OFFICE MACHINES, INC.	MAINTENANCE CONTRACTS	SERVICE	1310070054	10/7/2013	10/18/2013	56.50			
199	VIRGINIA DEPT. OF MOTOR VEHICLES	POLICE SUPPLIES	TAGS	13273645	10/8/2013	10/18/2013	95.00			
200	VIRGINIA EMPLOYMENT COMMISSION	FULL-TIME SALARIES &	UNEMPLOYMENT	1890042	10/04/13	10/4/2013	2,157.52			
201	WEST RIVER AUTO	BLDGS EQUIP REP & MAINT	OIL CHANGE	30308	9/25/2013	10/18/2013	232.20			
202							Total:	\$20,027.19		
203										
204	E911									
205	BEN R. THOMAS	MAINTENANCE CONTRACTS	AFER HOURS SUPPORT	30965	9/24/2013	10/3/2013	1,750.00			
206	CENTURYLINK	TELECOMMUNICATIONS		309762613	09162013	10/3/2013	9,616.01			
207	CLEAR COMMUNICATIONS AND	BLDGS EQUIP VEHICLE	CONTRACT	96640	5/17/2013	10/3/2013	1,089.29			
208	CLEAR COMMUNICATIONS AND	MAINTENANCE CONTRACTS	RENEW MAINTENANCE CONTRACT	96492	5/8/2013	10/3/2013	16,130.00			
209	COBB TECHNOLOGIES	LEASE/RENT	EQUIPMENT	503446	9/17/2013	10/3/2013	220.00			
210	ER COMMUNICATIONS LLC	TELECOMMUNICATIONS	EQUIPMENT	9747	8/28/2013	10/18/2013	113.50			
211	JOEL A. ZELINSKY	E911 REPLACEMENT ROAD	ADDRESS PLATES	1801	9/24/2013	10/3/2013	375.20			
212	MSAG DATA CONSULTANTS, INC.	MSAG SERVICES	ADDRESS MAINTENANCE	C311701	9/30/2013	10/18/2013	147.00			
213	WILLIAM BOISSEAU	SUBSISTENCE & LODGING	MILEAGE	WB1	10/16/2013	10/18/2013	137.86			
214	VA INFORMATION TECHNOLOGIES	TELECOMMUNICATIONS	LONG DISTANCE	T6264143	9/27/2013	10/18/2013	29.99			
215	VIRGINIA APCO	SUBSISTENCE & LODGING	MEMBERSHIP	2013005	9/23/2013	10/7/2013	420.00			
216							Total:	\$30,028.85		
217										
218	CORRECTION AND DETENTION									
219	COUNTY OF ALBEMARLE, VIRGINIA	BRJDC DEBT PAYMENT	2ND QUARTER BILLING	FY2014-00000280	10/4/2013	10/18/2013	24,295.75			
220	COUNTY OF ALBEMARLE, VIRGINIA	CONFINEMENT - BRJDC	JUVELINE DETENTION	FY20140000320	9/30/2013	10/18/2013	12,356.52			
221	E.W. THOMAS	FOOD SUPPLIES	INMATE MEALS	EWT1-3	10/3/13	10/3/2013	10.56			



	A	B	C	D	F	G	H	I	J	K
1										
2	County of Fluvanna			From Date: 9/26/2013						
3	Accounts Payable List			To Date: 10/25/2013						
4										
6	Vendor Name	Charge To	Description	Invoice Number	Invoice Date	Check Date			Check Amount	
222							Total:			\$36,662.83
223										
224	BUILDING INSPECTIONS									
225	CENTURYLINK	TELECOMMUNICATIONS		309762613 09162013	10/3/2013	10/4/2013			14.99	
226	PETROLEUM TRADERS CORP	VEHICLE FUEL	GAS	JULY 2013	7/31/2013	10/4/2013			397.82	
227	TREASURER OF VIRGINIA	SURCHARGE	PERMIT FEES	LV201401	10/1/2013	10/18/2013			684.34	
228	VA INFORMATION TECHNOLOGIES	TELECOMMUNICATIONS	LONG DISTANCE	T6264143	9/27/2013	10/18/2013			32.78	
229	VERIZON WIRELESS	TELECOMMUNICATIONS	CELL PHONES	9711816330 0930213	9/30/2013	10/4/2013			49.67	
230							Total:			\$1,179.60
231										
232	EMERGENCY MANAGEMENT									
233	MANSFIELD OIL COMPANY OF	VEHICLE FUEL	GAS	61810	9/15/2013	10/3/2013			257.32	
234	STAPLES CONTRACT & COMMERCIAL,	OFFICE SUPPLIES	OFFICE SUPPLIES	8027257667	10/5/2013	10/18/2013			183.79	
235							Total:			\$441.11
236										
237	ANIMAL CONTROL									
238	FLUVANNA SPCA	CONTRACT SERVICES	CONTRACT SERVICES	112013	9/30/2013	10/3/2013			10,704.58	
239	DUSTIN ELLIOTT	SUBSISTENCE & LODGING	REIMBURSEMENT	10012013	10/1/2013	10/3/2013			249.05	
240	VERIZON WIRELESS	TELECOMMUNICATIONS	CELL PHONES	9711816330 0930213	9/30/2013	10/4/2013			121.54	
241							Total:			\$11,075.17
242										
243	LITTER									
244	ALLIED WASTE SERVICE 410	PROFESSIONAL SERVICES	TRASH	534120	9/30/2013	10/18/2013			7,095.57	
245							Total:			\$7,095.57
246										
247	FACILITIES									
248	ARBORISTRY ASSOCIATES, INC.	PROFESSIONAL SERVICES	Tree Maintenance - Historic Co	17805	8/22/2013	10/3/2013			4,315.00	
249	BANK OF AMERICA	CONVENTION AND	MONTHLY STATEMENT	SHAW 09302013	9/30/2013	10/18/2013			226.97	
250	BANK OF AMERICA	GENERAL MATERIALS AND	MONTHLY STATEMENT	SHAW 09302013	9/30/2013	10/18/2013			417.00	
251	BANK OF AMERICA	SUBSISTENCE & LODGING	MONTHLY STATEMENT	STEPHENS 09302013	9/30/2013	10/18/2013			402.37	
252	BLUE RIDGE BUILDERS SUPPLY, INC.	GENERAL MATERIALS AND	SUPPLIES	1310-406324	9/30/2013	10/18/2013			100.85	
253	BROWN MOTOR PARTS, INC.	VEHICLES REP & MAINT	SERVICE	46035	9/30/2013	10/18/2013			95.85	
254	BROWN'S LOCK & SAFE	BLDGS EQUIP REP & MAINT	LOCK	000206212	10/4/2013	10/18/2013			203.00	
255	CAMPBELL EQUIPMENT, INC.	VEHICLES REP & MAINT	TIRES	10082013	10/8/2013	10/18/2013			349.96	
256	CAPITAL TRISTATE	GENERAL MATERIALS AND	SUPPLIES	S016999858001	9/26/2013	10/3/2013			665.17	
257	CARROT-TOP INDUSTRIES, INC.	GENERAL MATERIALS AND	SUPPLIES	C11339760	10/10/2013	10/18/2013			102.11	
258	CENTURYLINK	TELECOMMUNICATIONS		309762613 09162013	10/3/2013	10/4/2013			14.99	
259	CHARLES EDWARD GARRISON, II	BLDGS EQUIP REP & MAINT	PAINT SOLAT BLDG	682250	9/1/2013	10/3/2013			595.00	
260	CII SERVICE	BLDGS EQUIP REP & MAINT	SERVICE	3850,3801,3894	8/22/2013	10/3/2013			2,117.36	
261	CINTAS	LAUNDRY AND DRY CLEANING	UNIFOMRS	394490406	9/19/2013	10/3/2013			422.40	
262	COMMONWEALTH BUILDING	GENERAL MATERIALS AND	SUPPLIES	510712300	9/25/2013	10/3/2013			49.78	
263	COMMONWEALTH DISTRIBUTION, LLC.	JANITORIAL SUPPLIES	SUPPLIES	36299	9/30/2013	10/3/2013			248.60	
264	E.W. THOMAS	GENERAL MATERIALS AND	SUPPLIES	EWT10032013	10/3/2013	10/18/2013			62.86	



	A	B	C	D	F	G	H	I	J	K	
1											
2	County of Fluvanna			From Date: 9/26/2013							
3	Accounts Payable List			To Date: 10/25/2013							
4											
6	Vendor Name	Charge To	Description	Invoice Number	Invoice Date	Check Date	Check Amount				
265	E.W. THOMAS	SUBSISTENCE & LODGING	SUPPLIES	EWT10032013	10/3/2013	10/18/2013	61.41				
266	FERGUSON ENTERPRISES, INC	GENERAL MATERIALS AND	SUPPLIES	1989132	9/30/2013	10/18/2013	34.31				
267	GARY OSTEEEN PLUMBING	BLDGS EQUIP REP & MAINT	REPAIR LINE	09242013	9/24/2013	10/3/2013	1,032.00				
268	GROUT & CARPET WIZARDS, INC.	BLDGS EQUIP REP & MAINT	STRIP & WAX SHERIFF FLOORS	1830	9/24/2013	10/3/2013	2,400.00				
269	H&M UPHOLSTERY	VEHICLES REP & MAINT	INSERT DRIVERS SEAT HEADLINERS	0925	9/25/2013	10/3/2013	275.00				
270	JONES AUTOMOTIVE/ALL STAR AUTO	VEHICLES REP & MAINT	SERVICE	64369	9/19/2013	10/3/2013	3,153.79				
271	LANE TECHNOLOGY, INC.	BLDGS EQUIP REP & MAINT	CAULKING, INSTALL WATER REPELLANT	1876	9/18/2013	10/3/2013	2,850.00				
272	LOWE'S	GENERAL MATERIALS AND	SUPPLIES	09252013	9/25/2013	10/18/2013	670.67				
273	LOWE'S	VEHICLES REP & MAINT	SUPPLIES	09252013	9/25/2013	10/18/2013	190.55				
274	PETER S. WELCH	PROFESSIONAL SERVICES	SIGNS	3	10/3/2013	10/18/2013	215.00				
275	PETROLEUM TRADERS CORP	VEHICLE FUEL	GAS	JULY 2013	7/31/2013	10/4/2013	1,545.94				
276	POLLARD ENVIRONMENTAL, LLC.	BLDGS EQUIP REP & MAINT	FEES	15884	9/27/2013	10/3/2013	546.00				
277	RAFALLY ELECTRICAL CONTRACTORS,	BLDGS EQUIP REP & MAINT	ELECTRICAL SERVICE	5612	10/8/2013	10/18/2013	2,138.50				
278	RITTENHOUSE EXCAVATING, LLC.	BLDGS EQUIP REP & MAINT	HAULING, GRADING	43	8/8/2013	10/3/2013	1,005.00				
279	SHENANDOAH VALLEY WATER	CONTRACT SERVICES	WATER	J380711013	10/1/2013	10/18/2013	41.25				
280	TECHNIRAIN LIGHTING AND	BLDGS EQUIP REP & MAINT	REPAIR WORK	111	9/24/2013	10/18/2013	176.40				
281	TROY G. MILLER	BLDGS EQUIP REP & MAINT	SERVICE BLDGS	433	9/27/2013	10/3/2013	1,580.00				
282	VA INFORMATION TECHNOLOGIES	TELECOMMUNICATIONS	LONG DISTANCE	T6264143	9/27/2013	10/18/2013	36.00				
283	VEOLIA ENVIRONMENTAL NORTH	BLDGS EQUIP REP & MAINT	SUPPLIES	323736080	10/3/2013	10/18/2013	74.50				
284	VERIZON WIRELESS	TELECOMMUNICATIONS	CELL PHONES	9711816330 0930213	9/30/2013	10/4/2013	84.97				
285							Total:	\$28,500.56			
286											
287	GENERAL SERVICES										
288	ABC EXTINGUISHERS, LLC.	MAINTENANCE CONTRACTS	ANNUAL MAINTENANCE	ABC5728	10/1/2013	10/18/2013	610.71				
289	ALLIED WASTE SERVICE 410	MAINTENANCE CONTRACTS	TRASH	534337	9/30/2013	10/18/2013	982.19				
290	AQUA VIRGINIA, INC.	WATER SERVICES	WATER BILL	09072537 10/09/13	10/10/2013	10/18/2013	321.04				
291	BOSLEY CROWTHER	LEASE/RENT	LEASE PAYMENT	11012013	10/4/2013	10/18/2013	2,000.00				
292	CENTRAL VA ELECTRIC COOP	ELECTRICAL SERVICES	ELECTRIC	275906001 0930	9/30/2013	10/18/2013	4,704.73				
293	CENTRAL VA ELECTRIC COOP	STREET LIGHTS	MONTHLY STATEMENT	85473-001 10/5/13	10/5/2013	10/18/2013	79.51				
294	CENTURYLINK 589-8525	TELECOMMUNICATIONS	PAYPHONE	A275045	9/25/2013	10/3/2013	50.00				
295	CENTURYLINK	TELECOMMUNICATIONS		309762613 09162013	10/3/2013	10/4/2013	1,000.36				
296	CII SERVICE	MAINTENANCE CONTRACTS	SERVICE	3850,3801,3894	8/22/2013	10/3/2013	2,437.00				
297	CONTAINER RENTALS, LLC.	MAINTENANCE CONTRACTS	TRASH BIN	127146	9/25/2013	10/3/2013	1,774.39				
298	DIEBOLD, INC.	MAINTENANCE CONTRACTS	FIRE ALARM CONTROL SYSTEM	50909B10	9/14/2013	10/3/2013	1,191.67				
299	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	ELECTRIC	SEPTEMBER 2013	10/2/2013	10/4/2013	11,984.18				
300	DOMINION VIRGINIA POWER	STREET LIGHTS	ELECTRIC	SEPTEMBER 2013	10/2/2013	10/4/2013	464.81				
301	FORK UNION SANITARY DISTRICT	WATER SERVICES	WATER	09232013	9/23/2013	10/3/2013	127.87				
302	INTRASTATE PEST	MAINTENANCE CONTRACTS	PEST CONTROL	102013	10/8/2013	10/18/2013	290.00				
303	THE BLOSSMAN COMPANIES, INC.	HEATING SERVICES	TANK	10012013	10/1/2013	10/18/2013	418.48				
304	THYSSENKRUPP ELEVATOR	MAINTENANCE CONTRACTS	MAINTENANCE	757301	10/1/2013	10/18/2013	1,279.42				
305	TIGER FUEL COMPANY	HEATING SERVICES	HEATING OIL	961810	10/10/2013	10/18/2013	3,426.73				
306	TREASURER, FLUVANNA CO	SEWER SERVICES	MONTHLY STATEMENT	11653 9/30/13	9/30/2013	10/18/2013	169.45				
307							Total:	\$33,312.54			



	A	B	C	D	F	G	H	I	J	K
1										
2	County of Fluvanna			From Date: 9/26/2013						
3	Accounts Payable List			To Date: 10/25/2013						
4										
6	Vendor Name	Charge To	Description	Invoice Number	Invoice Date	Check Date	Check Amount			
308										
309	PUBLIC WORKS									
310	PETROLEUM TRADERS CORP	VEHICLE FUEL	GAS	JULY 2013	7/31/2013	10/4/2013	334.87			
311	STAPLES CONTRACT & COMMERCIAL,	OFFICE SUPPLIES	OFFICE SUPPLIES	8027257667	10/5/2013	10/18/2013	5.71			
312	VERIZON WIRELESS	TELECOMMUNICATIONS	CELL PHONES	9711816330 0930213	9/30/2013	10/4/2013	117.88			
313							Total:	458.46		
314										
315	CONVENIENCE CENTER									
316	BFI - FLUVANNA TRANSFER STATION	CONTRACT SERVICES	TRASH REMOVAL	5410	9/15/2013	10/3/2013	4,923.79			
317	CAMPBELL EQUIPMENT, INC.	BLDGS EQUIP VEHICLE	TIRE DISPOSAL	09262013	9/26/2013	10/3/2013	100.00			
318	CAROLINA SOFTWARE	BLDGS EQUIP VEHICLE	SUPPORT AND MAINTENANCE	52645	10/1/2013	10/18/2013	250.00			
319	CENTURYLINK	TELECOMMUNICATIONS	PHONE	SEPTEMBER 2013	9/16/2013	10/4/2013	58.10			
320	MO-JOHNS, INC.	LEASE/RENT	PORTABLE TOILET	63923	9/30/2013	10/18/2013	60.00			
321	PETROLEUM TRADERS CORP	VEHICLE FUEL	GAS	JULY 2013	7/31/2013	10/4/2013	76.88			
322	SHENANDOAH VALLEY WATER	OTHER OPERATING SUPPLIES	WATER	J2484250013	10/1/2013	10/18/2013	20.00			
323	VA INFORMATION TECHNOLOGIES	TELECOMMUNICATIONS	LONG DISTANCE	T6264143	9/27/2013	10/18/2013	2.42			
324	VERIZON WIRELESS	TELECOMMUNICATIONS	CELL PHONES	9711816330 0930213	9/30/2013	10/4/2013	31.57			
325							Total:	5,522.76		
326										
327	LANDFILL POST CLOSURE									
328	JOYCE ENGINEERING INC	PROFESSIONAL SERVICES	PROFESSIONAL SERVICE	02019901	7/10/2013	10/3/2013	2,805.00			
329							Total:	2,805.00		
330										
331	HEALTH									
332	CENTURYLINK	TELECOMMUNICATIONS		309762613 09162013	10/3/2013	10/4/2013	160.72			
333							Total:	160.72		
334										
335	VJCCCA									
336	JEFFREY C. FRACHER, PH.D	PROFESSIONAL SERVICES	RE-EVALUATION	09112013	9/11/2013	10/3/2013	500.00			
337							Total:	500.00		
338										
339	CSA									
340	BANK OF AMERICA	CONVENTION AND	MONTHLY STATEMENT	MEYERS 09302013	9/30/2013	10/18/2013	75.00			
341	CENTURYLINK	TELECOMMUNICATIONS		309762613 09162013	10/3/2013	10/4/2013	7.50			
342	VIRGINIA BUSINESS SYSTEMS	LEASE/RENT	COPIER LEASE - CSA	14233031	9/19/2013	10/3/2013	44.80			
343							Total:	127.30		
344										
345	CSA PURCHASE OF SERVICES									
346	A. JAMES ANDERSON, P.H.D	COMM SVCS		P09030647654	9/30/2013	10/18/2013	1,050.00			
347	CHARLOTTESVILLE CITY SCHOOLS	COMM SVCS		P08030644149	8/31/2013	10/18/2013	131.20			
348	DEPAUL COMMUNITY RESOURCES	COMM SVCS		P09030641356	9/30/2013	10/18/2013	1,560.00			
349	DEPAUL COMMUNITY RESOURCES	POS MANDATED FFOP		P08030630562	8/31/2013	10/3/2013	124.62			
350	DISCOVERY SCHOOL	RES. CONG. CARE		P08000739763	8/31/2013	10/3/2013	19,944.00			



	A	B	C	D	F	G	H	I	J	K
1										
2	County of Fluvanna				From Date: 9/26/2013					
3	Accounts Payable List				To Date: 10/25/2013					
4										
6	Vendor Name	Charge To	Description	Invoice Number	Invoice Date	Check Date	Check Amount			
351		POS MANDATED FFOP		P11030641267	11/30/2013	10/18/2013	644.00			
352	ELK HILL	EDUC SVCS CONG CARE		P09000742261	9/30/2013	10/18/2013	3,000.00			
353	ELK HILL	POS MANDATED SPED-		P09000741848	9/30/2013	10/18/2013	3,000.00			
354	FAMILY PRESERVATION SERV.	COMM SVCS		P08030641051	8/31/2013	10/3/2013	9,152.50			
355	FLUVANNA DEPARTMENT OF SOCIAL	COMM SVCS		P09030647057	9/25/2013	10/3/2013	1,450.00			
356	GRAFTON INTERGRATED HEALTH	EDUC SVCS CONG CARE		P08000740658	8/31/2013	10/3/2013	12,285.00			
357	GRAFTON INTERGRATED HEALTH	RES. CONG. CARE		P08000740767	8/31/2013	10/3/2013	10,249.20			
358	INTERCEPT YOUTH SERVICE	POS MAND FC LIC RES CONG		P07030645661	7/1/2013	10/3/2013	1,050.00			
359		POS MANDATED FFOP		P11030630169	11/30/2013	10/18/2013	644.00			
360	LEARY EDUCATIONAL FOUNDATION,	POS MAND FC LIC RES CONG		P09030631066	9/30/2013	10/18/2013	732.51			
361		COMM SVCS		P09030644255	9/30/2013	10/18/2013	525.00			
362	ORKIN	COMM SVCS		P11030637053	11/30/2013	10/18/2013	65.00			
363	PEOPLE PLACES, INC.	COMM SVCS		P09030635960	9/30/2013	10/18/2013	412.50			
364	PEOPLE PLACES, INC.	TFC LIC. RES CONG CARE		P09030636172	9/30/2013	10/18/2013	4,348.80			
365	PIEDMONT FAMILY YMCA	COMM SVCS		P08030645950	8/23/2013	10/18/2013	230.00			
366	POPLAR SPRINGS HOSPITAL	EDUC SVCS CONG CARE		P09030640462	9/30/2013	10/18/2013	2,400.00			
367		COMM SVCS		P09000745059	9/30/2013	10/18/2013	250.00			
368	REGION TEN	COMM SVCS		P08030644656	8/31/2013	10/3/2013	135.00			
369		COMM SVCS		P09000745557	9/30/2013	10/18/2013	1,400.00			
370		POS MANDATED FFOP		P11030631468	11/30/2013	10/18/2013	644.00			
371	UNIVERSITY OF VIRGINIA MEDICAL	COMM SVCS		P08030641151	8/2/2013	10/18/2013	37.15			
372	UNIVERSITY OF VIRGINIA PHYSICIANS	COMM SVCS		P08030641852	8/8/2013	10/18/2013	15.27			
373							Total:	\$75,479.75		
374										
375	PARKS & RECREATION									
376	ALINA ACKENBOM	PROFESSIONAL SERVICES	TENNIS	8	10/1/2013	10/7/2013	87.50			
377	BANK OF AMERICA	CONVENTION AND	MONTHLY STATEMENT	SMITH 09302013	9/30/2013	10/18/2013	472.22			
378	BANK OF AMERICA	RECREATIONAL SUPPLIES	MONTHLY STATEMENT	RICHARDSON	9/30/2013	10/18/2013	252.70			
379	BONNIE SNODDY	PROFESSIONAL SERVICES	KARATE	10	10/1/2013	10/7/2013	583.10			
380	BSN SPORTS, INC.	RECREATIONAL SUPPLIES	JERSY	95561528	9/13/2013	10/7/2013	200.00			
381	C2 INK, INCORPORATED	RECREATIONAL SUPPLIES	PRINTING	9353	10/3/2013	10/18/2013	460.00			
382	CAVS YOUTH SPORTS CLUB	PROFESSIONAL SERVICES	REFEREE	3336	10/6/2013	10/18/2013	640.00			
383	CENTURYLINK	TELECOMMUNICATIONS	PHONE	SEPTEMBER 2013	9/16/2013	10/4/2013	487.44			
384	DEVI PETERSON	PROFESSIONAL SERVICES	YOGA	9 10012013	10/1/2013	10/7/2013	217.70			
385	DJ RICK HAGGARD ENTERTAINMENT	RECREATIONAL SUPPLIES	MOTHER AND SON DANCE ENTERTAINMENT	1913	10/8/2013	10/18/2013	300.00			
386	E.W. THOMAS	RECREATIONAL SUPPLIES	SUPPLIES	3334	10/4/2013	10/18/2013	4.99			
387	HACKET ENTERPRISES, INC.	SITE IMPROVEMENTS	WHITE OAK	09/30/2013	9/30/2013	10/18/2013	300.00			
388	HEALTH NUTZ	PROFESSIONAL SERVICES	WATER AEROBICS CLASS	189	10/15/2013	10/18/2013	178.50			
389	HEATHER ANTONACCI	PROFESSIONAL SERVICES	HORSEBACK RIDING INSTRUCTOR	12	10/15/2013	10/18/2013	192.50			
390	IMAGE DESIGNERS, INC.	RECREATIONAL SUPPLIES	SUPPLIES	053594A	9/30/2013	10/7/2013	130.50			
391	ITAC, INC.	SITE IMPROVEMENTS	BASEBALL FIELD SPREAD	1973	10/7/2013	10/18/2013	3,200.00			
392	LUCK STONE	SITE IMPROVEMENTS	Infield Mix - Pleasant Grove	IV-100078127	9/30/2013	10/18/2013	1,147.50			
393	MO-JOHNS, INC.	CONTRACT SERVICES	PORTABLE TOILETS	3338	10/11/2013	10/18/2013	340.00			



	A	B	C	D	F	G	H	I	J	K
1										
2	County of Fluvanna			From Date: 9/26/2013						
3	Accounts Payable List			To Date: 10/25/2013						
4										
6	Vendor Name	Charge To	Description	Invoice Number	Invoice Date	Check Date	Check Amount			
394	PETROLEUM TRADERS CORP	VEHICLE FUEL	GAS	JULY 2013	7/31/2013	10/4/2013	598.80			
395	POSTMASTER	POSTAL SERVICES	STAMPS	VN3331	9/27/2013	10/7/2013	230.00			
396	PROTECT YOUTH SPORTS	PROFESSIONAL SERVICES	BACKGROUND CHECK	238520	10/1/2013	10/7/2013	31.80			
397	S & S WORLDWIDE, INC.	RECREATIONAL SUPPLIES	FOOTBALL SUPPLIES	7871909	9/26/2013	10/18/2013	86.94			
398	SHENANDOAH VALLEY WATER	CONTRACT SERVICES	WATER	j3442800-13	10/1/2013	10/18/2013	58.25			
399	STAPLES CONTRACT & COMMERCIAL,	OFFICE SUPPLIES	OFFICE SUPPLIES	8027257667	10/5/2013	10/18/2013	37.83			
400	VERIZON WIRELESS	TELECOMMUNICATIONS	CELL PHONES	9711816330 0930213	9/30/2013	10/4/2013	79.94			
401	VICKIE WALKER	PROFESSIONAL SERVICES	INSTRUCTOR SERVICE	11	10/15/2013	10/18/2013	147.00			
402	VIRGINIA BUSINESS SYSTEMS	LEASE/RENT	COPIER LEASE - PARKS & REC.	14303119	10/4/2013	10/18/2013	336.12			
403	VIRGINIA RECREATION & PARK	CONVENTION AND	CLASSES & TRAINING	VN3333	10/1/2013	10/7/2013	565.00			
404							Total:	\$11,366.33		
405										
406	LIBRARY									
407	BANK OF AMERICA	UNIFORM/WEARING APPAREL	MONTHLY STATEMENT	HOFFMAN 09302013	9/30/2013	10/18/2013	69.11			
408	CENTURYLINK	TELECOMMUNICATIONS	PHONE	SEPTEMBER 2013	9/16/2013	10/4/2013	1,073.20			
409	CHILDREN'S PLUS, INC.	BOOKS/PUBLICATIONS	SUPPLIES	94976	9/12/2013	10/3/2013	114.74			
410	COLLABORATIVE SUMMER LIBRARY	OFFICE SUPPLIES	MEMBERSHIP	1900	10/5/2013	10/18/2013	12.50			
411	DEMCO	OFFICE SUPPLIES	BOOKS	5094852	9/30/2013	10/18/2013	194.93			
412	MICROMARKETING LLC	BOOKS/PUBLICATIONS	BOOKS	496604	9/16/2013	10/3/2013	1,299.32			
413	SHENANDOAH VALLEY WATER	LEASE/RENT	WATER	1532901013	9/1/2013	10/3/2013	10.00			
414	SHENANDOAH VALLEY WATER	MAINTENANCE CONTRACTS	WATER	1532901013	9/1/2013	10/3/2013	43.15			
415	STAPLES CONTRACT & COMMERCIAL	OFFICE SUPPLIES	SUPPLIES	7000844242	9/27/2013	10/3/2013	155.57			
416	THE LIBRARY CORPORATION	MAINTENANCE CONTRACTS	STATION SUPPORT	201320096	9/24/2013	10/18/2013	384.00			
417							Total:	\$3,356.52		
418										
419	COUNTY PLANNER									
420	AMERICAN PLANNING ASSOCIATION	DUES OR ASSOCIATION	MEMBERSHIP	231026-1355	9/20/2013	10/18/2013	200.00			
421	BANK OF AMERICA	CONVENTION AND	MONTHLY STATENT	FINCHUM 09302013	9/30/2013	10/18/2013	195.00			
422	BANK OF AMERICA	OFFICE SUPPLIES	MONTHLY STATENT	FINCHUM 09302013	9/30/2013	10/18/2013	1.77			
423	BANK OF AMERICA	SUBSISTENCE & LODGING	MONTHLY STATENT	FINCHUM 09302013	9/30/2013	10/18/2013	252.17			
424	CENTURYLINK	TELECOMMUNICATIONS		309762613 09162013	10/3/2013	10/4/2013	18.74			
425	FLUVANNA REVIEW	ADVERTISING	ADS	10804	9/26/2013	10/3/2013	90.00			
426	MANSFIELD OIL COMPANY OF	VEHICLE FUEL	GAS	021566 0830	9/30/2013	10/18/2013	76.92			
427	STAPLES CONTRACT & COMMERCIAL,	OFFICE SUPPLIES	OFFICE SUPPLIES	8027257667	10/5/2013	10/18/2013	222.18			
428	TIMMONS GROUP	CONTRACT SERVICES	PROFESSIONAL SERVICES	156227	10/8/2013	10/18/2013	600.00			
429	VA INFORMATION TECHNOLOGIES	TELECOMMUNICATIONS	LONG DISTANCE	T6264143	9/27/2013	10/18/2013	43.57			
430	VERIZON WIRELESS	TELECOMMUNICATIONS	CELL PHONES	9711816330 0930213	9/30/2013	10/4/2013	99.34			
431							Total:	\$1,799.69		
432										
433	PLANNING COMMISSION									
434	FLUVANNA REVIEW	ADVERTISING	WORK SESSION AD	2013F40-24	10/3/2013	10/18/2013	190.00			
435							Total:	\$190.00		
436										



	A	B	C	D	F	G	H	I	J	K
1										
2	County of Fluvanna				From Date: 9/26/2013					
3	Accounts Payable List				To Date: 10/25/2013					
4										
6	Vendor Name	Charge To	Description	Invoice Number	Invoice Date	Check Date	Check Amount			
437	ECONOMIC DEVELOPMENT									
438	BANK OF AMERICA	CONVENTION AND	MONTHLY STATEMENT	POPOWICZ 9302013	9/30/2013	10/18/2013	325.00			
439	BANK OF AMERICA	SUBSISTENCE & LODGING	MONTHLY STATEMENT	POPOWICZ 9302013	9/30/2013	10/18/2013	409.90			
440	CENTURYLINK	TELECOMMUNICATIONS		309762613 09162013	10/3/2013	10/4/2013	3.75			
441	VERIZON WIRELESS	TELECOMMUNICATIONS	CELL PHONES	9711816330 0930213	9/30/2013	10/4/2013	49.67			
442								Total:		\$788.32
443										
444	VA COOPERATIVE EXTENSION									
445	CENTURYLINK	TELECOMMUNICATIONS		309762613 09162013	10/3/2013	10/4/2013	18.74			
446	JOHN THOMPSON	CONVENTION AND	REIMBURSMENT	08162013	8/16/2013	10/3/2013	62.42			
447	VA INFORMATION TECHNOLOGIES	TELECOMMUNICATIONS	LONG DISTANCE	T6264143	9/27/2013	10/18/2013	44.60			
448								Total:		\$125.76
449										
450								100 GENERAL FUND	Fund Total:	\$526,012.49
451	<u>Fund # - 302 CAPITAL IMPROVEMENT</u>									
452	IT CAPITAL PROJECT									
453	TYLER TECHNOLOGIES	CONTRACT SERVICES	IMPLEMENTATION SERVICES	04595339	9/10/2013	10/3/2013	4,937.81			
454								Total:		\$4,937.81
455										
456	PUBLIC SAFETY CAPITAL PROJ									
457	HALEY OF FARMVILLE	VEHICLE	2014 Dodge Chargers PPV	F14255	10/14/2013	10/18/2013	44,170.00			
458	SHEEHY AUTO STORES	VEHICLE	2014 FORD POLICE INTERCEPTOR U	87675	9/25/2013	10/3/2013	104,732.00			
459								Total:		\$148,902.00
460										
461	FACILITIES CAP PROJ									
462	JAMES RIVER AIR CONDITIONING	CONTRACT SERVICES	HVAC Replacement - Carysbrook	j27034	9/27/2013	10/18/2013	3,100.00			
463								Total:		\$3,100.00
464										
465	SCHOOL TRANSPORT CAP PROJ									
466	SONNY MERRMAN INC	VEHICLE	BUSSES	15426	9/30/2013	10/18/2013	339,100.00			
467								Total:		\$339,100.00
468										
469	SCHOOL OPS & MAINT CAP PROJ									
470	BOWMAN CONSULTING	CONTRACT SERVICES	WASTEWATER UPGRADE	163094	8/31/2013	10/3/2013	1,265.61			
471	SHENANDOAH TOWER SERVICE, LTD.	CONTRACT SERVICES	ANTENNA,RADIO	2115459+	9/12/2013	10/3/2013	700.00			
472								Total:		\$1,965.61
473										
474	SCHOOL TECH CAP PROJ									
475	SYCOM	CONTRACT SERVICES	UPGRADE	AT16188	8/31/2013	10/3/2013	37,233.00			
476								Total:		\$37,233.00
477										
478	PARKS & RECREATION CAP PROJ									
479	LAND PLANNING & DESIGN	PROFESSIONAL SERVICES	PGHOUSE OLD PO#52758	80113019	9/18/2013	10/3/2013	4,109.35			



	A	B	C	D	F	G	H	I	J	K	
1											
2	County of Fluvanna			From Date: 9/26/2013							
3	Accounts Payable List			To Date: 10/25/2013							
4											
6	Vendor Name	Charge To	Description	Invoice Number	Invoice Date	Check Date	Check Amount				
480							Total:	\$4,109.35			
481											
482							302 CAPITAL IMPROVEMENT	Fund Total:	\$539,347.77		
483	Fund # - 502 SEWER										
484	UTILITY OPERATIONAL EXPENSES										
485	CENTURYLINK	TELECOMMUNICATIONS	PHONE	SEPTEMBER 2013	9/16/2013	10/4/2013	85.92				
486	CINTAS	LAUNDRY AND DRY CLEANING	UNIFOMRS	394490406	9/19/2013	10/3/2013	36.90				
487	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	ELECTRIC	SEPTEMBER 2013	10/2/2013	10/4/2013	822.96				
488	ENVIROCOMPLIANCE LAB	CONTRACT SERVICES	TESTING	R3902571	9/27/2013	10/3/2013	110.00				
489	JONES AUTOMOTIVE/ALL STAR AUTO	GENERAL MATERIALS AND	SUPPLIES	1297 0930	9/30/2013	10/18/2013	161.28				
490	LOWE'S	GENERAL MATERIALS AND	SUPPLIES	09252013	9/25/2013	10/18/2013	171.44				
491	O.A.S.I.S.	CONTRACT SERVICES	SUPERVISION	22136	9/30/2013	10/18/2013	775.00				
492	SYDNOR HYDRO, INC.	BLDGS EQUIP VEHICLE	EQUALIZATION BASIN	29109	10/10/2013	10/18/2013	2,440.00				
493							Total:	\$4,603.50			
494											
495							502 SEWER	Fund Total:	\$4,603.50		
496	Fund # - 505 FORK UNION SANITARY DISTRICT										
497	FORK UNION SANITARY DISTRICT										
498	USDA RURAL DEVELOPMENT	RDA BOND PAYABLE	FUSD DEBT SERVICE PAYMENT	093013	9/30/2013	9/30/2013	2,286.28				
499							Total:	\$2,286.28			
500											
501	FUSD OPERATIONAL EXPENSES										
502	ALLIED WASTE SERVICE 410	CONTRACT SERVICES	TRASH	53241	9/15/2013	10/3/2013	77.00				
503	BANK OF AMERICA	PURCHASE OF SERVICES	MONTHLY STATEMENT	THOMAS 09302013	9/30/2013	10/18/2013	111.00				
504	CENTURYLINK	TELECOMMUNICATIONS	PHONE	SEPTEMBER 2013	9/16/2013	10/4/2013	170.53				
505	CINTAS	LAUNDRY AND DRY CLEANING	UNIFOMRS	394490406	9/19/2013	10/3/2013	191.15				
506	DOMINION VIRGINIA POWER	ELECTRICAL SERVICES	ELECTRIC	SEPTEMBER 2013	10/2/2013	10/4/2013	2,962.88				
507	E.W. OWEN	LEASE/RENT	RENT	10012013	9/30/2013	10/3/2013	150.00				
508	FERGUSON ENTERPRISES, INC	GENERAL MATERIALS AND	SUPPLIES	1992043	9/20/2013	10/18/2013	894.30				
509	JONES AUTOMOTIVE/ALL STAR AUTO	VEHICLE/POWER EQUIP	SUPPLIES	1297 0930	9/30/2013	10/18/2013	52.52				
510	MO-JOHNS, INC.	PURCHASE OF SERVICES	PORTABLE TOILET	64026	9/30/2013	10/18/2013	60.00				
511	PETROLEUM TRADERS CORP	VEHICLE FUEL	GAS	JULY 2013	7/31/2013	10/4/2013	623.30				
512	SCHNEIDER LABRATORIES INC	PURCHASE OF SERVICES	TESTING	920661	9/24/2013	10/3/2013	30.00				
513	USDA RURAL DEVELOPMENT	REDEMPTION OF INTEREST	FUSD DEBT SERVICE PAYMENT	093013	9/30/2013	9/30/2013	2,673.72				
514	VA INFORMATION TECHNOLOGIES	TELECOMMUNICATIONS	LONG DISTANCE	T6264143	9/27/2013	10/18/2013	2.97				
515	VERIZON WIRELESS	TELECOMMUNICATIONS	CELL PHONES	9711816330 0930213	9/30/2013	10/4/2013	132.36				
516							Total:	\$8,131.73			
517											
518							505 FORK UNION SANITARY DISTRICT	Fund Total:	\$10,418.01		
519							Total Expenditures by Fund:	\$1,080,381.77			



BOARD OF SUPERVISORS AGENDA ITEM

Meeting Date: November 20, 2013

SUBJECT:	Appointment of Acting Planning and Zoning Administrator
MOTION(s):	I move the Board of Supervisors appoint William Steven Tugwell as Acting Planning and Zoning Administrator with an additional 10% Acting pay each pay period until the Planning and Zoning Administrator is hired and begins work.
STAFF CONTACT:	Gail Parrish, Human Services Manager
RECOMMENDATION:	Approve
TIMING:	Effective November 17, 2013 until new Planning and Zoning Administrator is hired and begins work.
DISCUSSION:	Recommend appointing William Steven Tugwell, Fluvanna's Senior Planner, to be the Acting Planning and Zoning Administrator with a 10% increase of current pay during for performing the additional duties and responsibilities until a new Planning and Zoning Administrator is hired and begins work.
FISCAL IMPLICATIONS:	No increased costs. Less cost than budgeted amount for permanent position.
POLICY IMPLICATIONS:	none
LEGISLATIVE HISTORY:	N/A
ENCLOSURES:	N/A



COUNTY OF FLUVANNA

"Responsive & Responsible Government"

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

MEMORANDUM

TO: Board of Supervisors
FROM: Eric Dahl, Management Analyst
SUBJECT: FY14 Contingency Balance
DATE: November 13, 2013

The balance for the BOS Contingency line for FY14 is as follows:

Board of Supervisors Contingency:

Beginning Budget:	\$100,000.00
LESS: U12 Youth Football 6.19.13	-\$19,965.00
Available:	\$80,035.00

Total Available Budget: Board of Supervisors Contingency Line

\$80,035.00



COUNTY OF FLUVANNA

"Responsive & Responsible Government"

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

MEMORANDUM

TO: Board of Supervisors
FROM: Eric Dahl, Management Analyst
SUBJECT: FY14 Capital Reserve Balance
DATE: November 13, 2013

The balance for the Capital Reserve for County and Schools in FY14 is as follows:

County Capital Reserve:

FY14 Beginning Budget:	\$171,575.00
Available:	\$171,575.00

Schools Capital Reserve:

FY14 Beginning Budget:	\$200,580.00
LESS: Abrams building datacenter infrastructure and generator 07.03.13	-\$40,000.00
LESS: Central Elementary intercom and phone system split 07.03.13	-\$8,500.00
LESS: School Bus Monitoring Cameras with GPS and Video Software 11.06.13	-\$25,500.00
Available:	\$126,580.00