

**FLUVANNA COUNTY PLANNING COMMISSION REGULAR MEETING
MINUTES**

**Circuit Court Room
Fluvanna County Courts**

May 28, 2014

7:00 p.m.

MEMBERS PRESENT: Barry Bibb, Chairman
Patricia Eager, Vice-Chair
Donald Gaines
Lewis Johnson
Ed Zimmer

MEMBERS ABSENT: Tony O'Brien, Board of Supervisors Representative

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

CALL TO ORDER/PLEDGE OF ALLEGIANCE

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

PLANNING DIRECTOR'S REPORT

Mr. Jason Stewart, Planning and Zoning Administrator, gave the monthly report to the Planning Commission.

➤ Board of Supervisors Actions:

- May 7, 2014: None.
- May 21, 2014:
- **Approved SUP 14:01 – Timothy Reese** - A request for a Special Use Permit (SUP) to allow for a landscaping materials supply business with respect to 11.558 acres of Tax Map 4, Section A, Parcel 38. The property is zoned A-1 (Agricultural, General) and is located on the east side of Paynes Mill Road approximately 0.5 miles south of its intersection with Richmond Road (Route 250). The property is located in the Palmyra Election District and is within the Rural Residential Planning Area.

➤ Board of Zoning Appeals Actions:

- *No May Meeting.*

➤ Technical Review Committee:

- May 15, 2014:
- **SDP 14:04 – Grace & Glory Lutheran Church** - A site development plan request to construct a 58x24 picnic shelter and 65 additional parking spaces with respect to 10 acres of Tax Map 30, Section 6, Parcel A1. The property is zoned A-1, Agricultural, General and is located on the southern side of Route 53 (Thomas Jefferson Parkway), approximately 0.63 miles west of Route 15 (James Madison Highway). The property is located in the Fork Union Election District and is within the Palmyra Community Planning Area.
- **SUP 14:03 – Jeffrey Stoneman** - A request for a Special Use Permit (SUP) to allow for a commercial kennel with respect to 2.631 acres of Tax Map 30, Section A, Parcel 84B. The property is zoned A-1 (Agricultural, General) and is located on the southeast side of Route 15 (James Madison Highway), approximately 0.18 miles northeast of Route 53 (Thomas Jefferson Parkway). The property is located in the Fork Union Election District and is within the Palmyra Community Planning Area.
- **SUP 14:04 – Joyce Parr** - A request for a Special Use Permit (SUP) to allow for an educational facility with respect to 6.343 acres of a portion of Tax Map 18A, Section 4, Parcel 13A. The property is zoned B-1 (Business, General) and is located on the north side of Slice Road, approximately 500 feet from its intersection with Route 600 (South Boston Road). The property is located in the Palmyra Election District and is within the Rivanna Community Planning Area.

PUBLIC COMMENTS #1

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

With no one wishing to speak, Chairman Bibb closed Public Comments.

APPROVAL OF MINUTES

MOTION: Mr. Gaines moved to approve the minutes of the April 23, 2014 Planning Commission meeting with changes to reflect the presence of Mr. O'Brien. Ms. Eager seconded. The motion carried with a vote of 5-0-0. AYES: Bibb, Eager, Gaines, Johnson, Zimmer. NAYS: None. ABSTAIN: None.

PRESENTATIONS:

➤ *None*

PUBLIC HEARINGS:

➤ *None*

SITE DEVELOPMENT PLANS:

- **SDP: 14:03—Beulah Baptist Church** Approval of a sketch plan for three (3) phases to construct an 800 seat sanctuary, 10 classrooms, and a 70x80 multi-purpose area with respect to 9.497 acres of Tax Map 23, Section A, Parcel 20.

Mr. Tugwell presented phased-construction site development plan for Beulah Baptist in which plans for an 800-hundred seat sanctuary, 10 classrooms, and a 70x80 multi-purpose area would be built over a period of years. Mr. Tugwell pointed out that the plan is in three phases and appears to meet Zoning Ordinance, and as such staff recommends approval.

Mr. Fred Payne clarified parking requirements for code-required parking and noted that the church is within county-required parameters.

Chairman Bibb forwarded questions from absent member, Mr. O'Brien, inquiring about on-site septic systems and parking. Mr. Tugwell confirmed that the Health Department would be inspecting and making decisions regarding water and septic. With regards to sight-distance for turning into the property, Mr. Tugwell highlighted comments from VDOT, indicating that VDOT has made suggestions for obtaining optimal sight-distance at build-out of phase three.

Chairman Bibb inquired after any further discussion. Hearing no further questions, Chairman Bibb asked if there was a motion.

MOTION:

Mr. Zimmer moved to approve a sketch site plan in three (3) phases to construct an 800 seat sanctuary, 10 classrooms, and a 70x80 multi-purpose area with respect to 9.497 acres of Tax Map 23, Section A, Parcel 20, subject to the conditions listed in the staff report. Ms. Eager seconded and the motion carried with a vote of 5-0-0. AYE: Bibb, Eager, Gaines, Johnson, Zimmer. NAY: None. ABSTAIN: None.

SUBDIVISIONS:

➤ *None*

UNFINISHED BUSINESS:

The Commission continued the discussion of the review of the Comprehensive Plan: Infrastructure. Chairman Bibb indicated that Mr. Wayne Stevens, Director of Public Works, was unable to attend the meeting. Mr. Stewart extended Mr. Stevens' regrets and indicated that Mr. Stevens welcomes comments or questions with regards to his area of experience and expertise. Mr. Lindsey provided a review of the purposes of the Comprehensive Plan, including a review of the Comprehensive Plan Review Timeline, including numerous opportunities for the public to weigh in on the proposed revisions. Mr. Lindsey noted that the revisions to the Comp Plan will be submitted to the Commission in October for final review, for a PC Public Hearing in November, and a Public Hearing at the BOS in December.

Mr. Jason Stewart, County Planner, noted that with the possibility of the Town of Columbia dissolving their Town Charter, the Comprehensive Plan will, of necessity, have to be revised to reflect this change.

Mr. Fred Payne, County Attorney, spoke to the legal ramifications and processes as the Town of Columbia anticipates this change.

Chairman Bibb expressed his concern that the dates advertised for the Comprehensive Plan Information Sessions were determined without the input of the Planning Commission. He pointed out that the Planning Commission is ultimately responsible for the Comprehensive Plan, as mandated by Code, and as such needs to be kept informed of any and all items pertaining to the Planning Commission and Comprehensive Plan.

Mr. Stewart indicated that Staff will attend the upcoming Comprehensive Plan Information Sessions to gather citizen response and report to the Planning Commission.

Mr. Gaines further questioned Mr. Payne about the number of voters needed to abolish the Town of Columbia town charter. Mr. Payne indicated that according to Town of Columbia Mayor Hammond, there are 17 registered voters in the town. Chairman Bibb and Mr. Payne engaged in some discussion about the ramifications of the dissolution, including transfer of any property.

Ms. Eager asked for clarification regarding the timeline for presenting the revisions to the public, Planning Commission, and the Board of Supervisors. Mr. Lindsey affirmed the anticipated timeline. Chairman Bibb and Mr. Gaines noted that this appears to be an aggressive time line; Chairman Bibb indicated that the Planning Commission is, by its own timeline, a few chapters behind where it hoped to be at this time.

Chairman Bibb expressed a hope to have fluid communication with Staff and the Board of Supervisors regarding plans for moving forward in Fluvanna's growth.

Mr. Payne suggested that any comments received from Planning (and non –planning) Staff be included when formulating recommendations to the Board.

Ms. Eager noted that without specific information from Mr. Stevens, moving forward with the Infrastructure chapter is difficult. Mr. Lindsey indicated that gathered comments and questions from the Commission would be communicated to Mr. Stevens, with his comments returning to the Commission.

Ms. Eager indicated that questions of priority are: water sources available or can be acquired to serve Fork Union, Palmyra, and Zion Crossroads and associated sewer service.

Chairman Bibb noted that the Telecommunications Plan has not been updated in several years. He expressed concern regarding the unavailability of broadband internet service in the county.

Mr. Stewart noted that he and Mr. Lindsey attended a conference regarding access to the internet in rural areas and possibilities for Fluvanna.

Ms. Eager asked to return to Palmyra water and sewer needs and noted the discrepancies between what the Comp Plan indicates with regards to access to water and sewer when Fluvanna High School was built. Since that plan did not work out as planned the infrastructure component would need to be reviewed. Mr. Payne reminded the Planning Commission that in all areas it is expected to use the knowledge and expertise that each Commissioner brings to the Commission to review, explore, and interpret the Comprehensive Plan based on that knowledge.

Mr. Lindsey pointed out that one of the goals of the Comp Plan was to not extend water and sewer into Rural Residential and Rural Preservation areas. If the Palmyra CPA is reduced or eliminated, bringing water and sewer into Palmyra is at odds with the Comp Plan. Mr. Payne cautioned viewing options as “either/or” and noted that the one of the largest employers and business in Fluvanna County is seated in Palmyra—Fluvanna County Government. However, reviewing the needs of the area is prudent.

Chairman Bibb indicated a desire to review VDOT’s six year plan in order to more accurately inform the work of the Commission moving forward with the Transportation chapter. Mr. Lindsey noted many of the items in the Transportation chapter were not updated on the last cycle of Comp Plan Review and finds it important to examine the chapter with an eye toward glaring inconsistencies.

Chairman Bibb asked the Commission if there were additional questions for Mr. Stevens, to be forwarded by Planning Staff. Chairman Bibb voiced a desire to be “on the same page” as the Board of Supervisors, so that the work of the Commission supports the work of the Board. Chairman Bibb noted that the next chapter to be discussed is Economic Development; the inclusion of Mr. Bobby Popowicz, Community Planning Director, is desirable for that discussion.

Mr. Stewart put to the Commission the possibility of continuing the discussion at the June 11, 2014 Work Session meeting, indicating that the June regular meeting is a heavily scheduled.

Mr. Stewart indicated that he will ask Mr. Stevens to attend the June 11, 2014 meeting for possible discussion at that meeting. Chairman Bibb tasked Planning Staff with providing the Commission with information regarding VDOT’s six year plan as well as rural access to broadband internet.

Mr. Payne brought to the Commission’s attention comments made at the May 21, 2014 Board of Supervisors meeting regarding citizen comments. Mr. Payne noted that Planning Commission members

are not only entitled to express opinions about a topic, they are obligated to express opinions. Mr. Payne offered the observation that folks do not understand the role of the Planning Commission—the obligation is to share experience and opinions, entitled, but obligated to express opinions. Entitled and obligated to consider the opinions of other Commission members.

NEW BUSINESS:

➤ *None.*

PUBLIC COMMENTS #2

There being no citizens present, the second Public Comments section was not opened.

ADJOURN

There being no further business, Mr. Gaines adjourned the Planning Commission meeting of May 28, 2014 at approximately 8:12 p.m.

Minutes recorded by Kelly Belanger Harris.

Barry A. Bibb, Chairman
Fluvanna County Planning Commission