

**FLUVANNA COUNTY PLANNING COMMISSION
REGULAR MEETING MINUTES
Circuit Court Room--Fluvanna County Courts
March 23, 2016
7:00 p.m.**

MEMBERS PRESENT: Barry Bibb, Chairman
Ed Zimmer, Vice Chairman
Donald Gaines
Lewis Johnson
Howard Lagomarsino

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

Absent: Tony O'Brien, Board of Supervisors Representative

CALL TO ORDER/PLEDGE OF ALLEGIANCE

Planning and Zoning Administrator, Jason Stewart, called the meeting to order at 7:00 p.m., followed by reciting the Pledge of Allegiance.

PLANNING DIRECTOR'S REPORT (Mr. Stewart)

1. Board of Supervisors Actions:

February 3, 2016:

None.

February 17, 2016:

Approved - SUP 15:10 – St. Peter & Paul Catholic Church - A request for a Special Use Permit (SUP) to allow for an educational facility with respect to a portion of 29 acres of Tax Map 18, Section A, Parcels 7 & 7A. The affected property is located on the west side of Route 53 (Thomas Jefferson Parkway), approximately 1,380 feet northwest of its intersection with Route 600 (South Boston Road). The property is located in the Cunningham Election District and is within the Rivanna Community Planning Area.

2. Board of Zoning Appeals Actions:

No February meeting.

3. Technical Review Committee:

SUP 16:03 – Eric A. Mackinnon – A request for a Special Use Permit (SUP) to operate a small home industry with respect to 2 acres of Tax Map 11, Section 13, Parcel 8. The property is zoned A-1, Agricultural, General, and is located on the west side of Bybees Church Road (Route 613), approximately one-half mile northeast of its intersection with Barnaby Road. The property is located in the Columbia Election District and is within the Rural Residential Planning Area.

4. Board of Supervisors Actions:

March 2, 2016:

None.

March 16, 2016:

None.

5. Board of Zoning Appeals Actions:

No March meeting.

6. Technical Review Committee:

- I. **SUP 16:04 – Raymond Bunch** – A request for a Special Use Permit (SUP) to operate a small home industry with respect to 2.049 acres of Tax Map 27, Section 10, Parcel 4. The property is zoned A-1, Agricultural, General, and is located on the south side of Branch Road (Route 761), approximately one-third of a mile northeast of its intersection with Rolling Road South (Route 620). The property is located in the Cunningham Election District and is within the Rural Preservation Planning Area.
- II. **SDP 16:02 – Central Virginia Electric Cooperative** - A site development plan request to construct a 9,961 +/- square foot office building, and a 10,037 square foot truck bay with respect to 41.815 acres of Tax Map 10, Section A, Parcel 32. The property is zoned B-1, Business, General, and is located on the east side of Salem Church Road (Route 644), approximately ¼ mile south of its intersection with Union Mills Road (Route 616). The property is located in the Columbia Election District and is within the Rural Residential Planning Area.
- III. **SDP 16:03 – Fork Union Military Academy** - A site development plan request to construct new parking facilities, and a new entrance off of Academy Road with respect to a portion of Tax Map 51, Section A, Parcel 117, and Tax Map 51-A-121. The property is zoned B-1, Business, General, and A-1, Agricultural, General and is located at the intersection of Academy Road (Route 652), and James Madison Highway (Route 15) in the Fork Union Election District and is within the Fork Union 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 the first public comment section.

APPROVAL OF MINUTES:

MOTION: Mr. Gaines moved to accept the minutes of the January 20, 2016 meeting as submitted, Mr. Zimmer seconded. The motion carried a vote of 5-0-0. AYES: Bibb, Johnson, Zimmer, Gaines & Lagomarsino NAYS: None. ABSTAIN: None

MOTION: Mr. Gaines moved to accept the minutes of the January 27, 2016 meeting as submitted, Mr. Johnson seconded. The motion carried a vote of 4-0-1. AYES: Bibb, Johnson, Lagomarsino & Gaines NAYS: None. ABSTAIN: Zimmer

PUBLIC HEARINGS:

SUP 16:03– Eric A. Mackinnon – A request for a Special Use Permit (SUP) to operate a small home industry with respect to 2 acres of Tax Map 11, Section 13, Parcel 8. The property is zoned A-1, Agricultural, General, and is located on the west side of Bybees Church Road (Route 613), approximately one-half mile northeast of its intersection with Barnaby Road. The property is located in the Columbia Election District and is within the Rural Residential Planning Area.

Senior Planner Steve Tugwell conducted a brief presentation and addressed the Board.

Chairman Bibb: Gave the applicant a chance to come forward

Applicant: Gave a detailed explanation of the technique Reiki and the properties appearance as it pertains to the Special Use Permit.

Chairman Bibb: Confirmed with Senior Planner Tugwell that all setbacks would be met.

Public Hearing Comments

Chairman Bibb opened the floor for the SUP 16:03 public hearing section of public comments.

With no one wishing to speak Chairman Bibb closed the public hearing section and opened Planning Commission discussion.

Motion:

Mr. Gaines moved to recommend approval of SUP 16:03–Eric A. Mackinnion, in which **Mr. Zimmer seconded**. The motion carried **with a vote of 5-0-0**. **AYES: Bibb, Lagomarsino, Johnson, Gaines and Zimmer NAYS: None. ABSTAIN: None**

PRESENTATIONS:

-TJPDC Transportation Updates: Presented by Wood Hudson, Senior Planner & Nick Morrison, Planner

SITE DEVELOPMENT PLANS:

SDP 16:04 –County of Fluvanna - Approval of a sketch plan to construct a 195’ self-support lattice tower and peripheral ground-equipment with respect to a portion of 196 acres of Tax Map 30, Section A, Parcel 3. The property is zoned A-1, Agricultural, General and is located on the north side of Thomas Jefferson Parkway (Route 53) approximately ¾ miles northwest of its intersection with James Madison Highway (Route 15). The property is located in the Fork Union Election District and is within the Rural Residential Planning Area.

Senior Planner Steve Tugwell conducted a brief presentation and addressed the Board.

Emergency Services Coordinator Cheryl Wilkins gave a brief presentation on proposed & approved sites for towers and radio coverage in the County with a special emphasis on the Sheriff’s Office Tower.

Brief discussion between the emergency services coordinator and the Board in relation to the height of the towers.

Motion:

Mr. Lagomarsino moved to recommend approval of SDP 16:04– County of Fluvanna, in which **Mr. Johnson seconded**. The motion carried **with a vote of 5-0-0**. **AYES: Bibb, Lagomarsino, Johnson, Gaines and Zimmer NAYS: None. ABSTAIN: None**

SUBDIVISIONS: None

UNFINISHED BUSINESS: None

NEW BUSINESS:

Houchens Place- A variation to the sidewalk regulations as required by Sec. 19-8-8 of the subdivision ordinance.

Senior Planner Steve Tugwell conducted a brief presentation and addressed the Board.

Vice Chairman Zimmer confirmed with Senior Planner Tugwell that the single road will be built to VDOT specifications.

Chairman Bibb: Gave the applicant a chance to come forward and explain why a sidewalk is needed.

Applicant: Explained that Houchens Place is an affordable housing community and that grants have been received to help out with the sidewalks and other modifications.

Motion

Mr. Gaines moved to approve **Houchens Place-** A variation to the sidewalk regulations as required by Sec. 19-8-8 of the subdivision ordinance in which **Mr. Zimmer seconded**. The motion carried **with a vote of 4-0-1**. **AYES: Bibb, Johnson, Gaines and Zimmer NAYS: None. ABSTAIN: Lagomarsino**

PUBLIC COMMENTS #2

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

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

ADJOURN

There being no further business, Chairman Bibb adjourned the Planning Commission meeting of March 23, 2016 at 8:12 p.m.

Minutes recorded by Deidre Creasy.

Barry A. Bibb, Chairman
Fluvanna County Planning Commission

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