

FLUVANNA COUNTY PLANNING COMMISSION
REGULAR MEETING MINUTES
Circuit Court Room--Fluvanna County Courts Building
November 14, 2016
7:00 p.m.

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

ALSO PRESENT: Jason Stewart, Director Planning and Zoning
Brad Robinson, Senior Planner
James Newman, Planner
Fred Payne, County Attorney
Stephanie Keuther, Planning Department Senior Support Assistant

Absent: Howard Lagomarsino
Tony O'Brien, Board of Supervisors Representative Absent

Open the Regular Session at 7pm (Mr. Barry Bibb, Chairman)
The Pledge of Allegiance followed by a Moment of Silence.

Director's Report: Mr. Stewart
Board of Supervisors Actions:

November 2, 2016

None

November 16, 2016

None

Board of Zoning Appeals Actions:

None

Mr. Bibb: What's the update for Poppers Ridge? We denied it but the Board of Supervisors approved it and gave them 18 months to start this project which they have not done.

Mr. Stewart: We haven't had any contact with them.

Mr. Bibb: Do we need to take any actions with the board of supervisors? Mr. Stewart, I will double check and get back to you.

Technical Review Committee for November 10, 2016:

- I. **SDP 16:16 Fluvanna Self Storage** - A site development plan request to construct two self-storage buildings, site entrance and travelways on Tax Map 9, Section A, Parcel 9. The property is located on the south side of Lake Monticello Road (State Route 618), approximately ½ mile northwest of its intersection with Ashlawn Boulevard (The Main Gate to Lake Monticello). The property is zoned B-1 Business, General and located within the Palmyra Election District and the Rivanna Community Planning Area. *(Previous submittal in April has been withdrawn).*
- II. **SDP 16:17 Colonial Circle Phase 1** - A site development plan request to construct a 32,500 shopping center on a portion of Tax Map 8, Section A, Parcel A14A. The property is located on the north side of the intersection of Thomas Jefferson Parkway (State Route 53) and Lake Monticello Road (State Route 618). The property is zoned B-1 Business, General and A-1 Agricultural, General and is located within the Palmyra Election District and the Rivanna Community Planning Area.

Public Comments:
None

Approval of Minutes

Minutes of October 26, 2016 meeting:

Motion to approve the minutes of October 26, 2016 as written with the exception of correction to the vice chairman listed as Mr. Johnson to Mr. Zimmer.

Motion to approve by Mr. Johnson seconded by Mr. Gains. **Motion carried a vote of 3-1-1 Approved: Mr. Bibb, Mr. Johnson, and Mr. Gains Abstain: Mr. Zimmer Absent: Mr. Lagomarsino**

Minutes of September 28, 2016 meeting:

Motion to approve the minutes of September 28, 2016 as written with the exception of correction to the vice chairman listed as Mr. Johnson to Mr. Zimmer.

Motion to approve by Mr. Zimmer seconded by Mr. Johnson. **Motion carried a vote of 4-0-1 Approved: Mr. Bibb, Mr. Zimmer, Mr. Johnson, and Mr. Gains Abstain: None Absent: Mr. Lagomarsino**

Public Hearing:

SUP 16:11 Gardenkeepers of Virginia LLC A presentation was conducted by Mr. Newman, County Planner.

A request for a Special Use Permit to authorize a Landscaping Materials Supply use with respect to 4.0 acres of Tax Map 10, Section A, Parcel 33. Landscaping Materials Supply business currently operates on site without special use permit. Applicant is attempting to comply with the law by applying for this Special Use Permit, hence the use of the word 'authorize' in the Requested Action stated above.

Conditions

- 1.) Prior to proposed 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.) Meeting all VDOT and Health Department requirements;
- 3.) Any lighting will not be directed toward adjacent properties and will be limited in nature.
- 4.) All screening shall be maintained in a condition acceptable to the County;
- 5.) Outside storage of materials and machinery shall be screened from the public rights-of-way with either architectural or vegetative screening as approved by the County;
- 6.) Retail business hours of operation shall be limited to: 7AM-6PM, Monday-Sunday. Staff hours of operation may vary beyond this (including setup, cleanup, work on site).
- 7.) The Board of Supervisors, or representative, reserves the right to inspect the business for compliance with these conditions at any time.
- 8.) The use of a greenhouse for commercial purposes shall not be allowed, except if a Special Use Permit for such use is granted. Non-commercial greenhouses are currently allowed by-right in A-1 Zoning.

Mr. Bibb: So this business is already in use? Do we have letters of support? Mr. Newman, Yes

Mr. Johnson Any apposed?

Mr. Newman: No. The fire chief had some concerns so they have mulched in the areas of concerns.

Applicant: Catherine Grey, I'm a gardener I employ 4 people and looking to expand. I'm hoping you will approve this special use permit.

Public comments:

None

Mr. Zimmer recommended approval of SUP 16:11 Gardenkeepers of Virginia LLC, seconded by Mr. Gains. **Motion to approve carried with a vote of 4-0-1 Approved: Mr. Bibb, Mr. Zimmer, Mr. Johnson, and Mr. Gains Abstain: None Absent: Mr. Lagomarsino**

SDP 16:03 Fork Union Military Academy A presentation was conducted by Mr. Newman, County Planner.

A request for approval of a sketch plan for parking, sidewalk, and roadway improvements and additions with respect to 56.42 acres of Tax Map 51, Section A, Parcels 121 and 117. The subject property is located on the east side of James Madison Highway (Route 15), at the terminus of Cedar Bend Drive, approximately 700 feet southeast of the intersection of Richmond Road (Route 250) and James Madison Highway.

According to the submitted plan, the applicant is proposing to construct two (2) asphalt parking lots, several concrete walkways, and the removal of some existing curbs and asphalt. A new roundabout would be installed, connecting Fraley Lane to Fraley Circle as well as to one of the new parking lots. A new road is proposed east of Jacobson Hall, to connect Academy Road to Pettit-Foster Lane. A parking lot will be constructed next to this road. According to the engineering plan dated October 24, 2016, this project includes the construction of 1,000 linear feet of paved roadway, parking, and sidewalk improvements.

This entire site development plan is based on modifying existing roads and sidewalks, and creating new roads, sidewalks, and parking lots. A total of 71 parking spots are proposed for the new parking lots being constructed.

Recommended Conditions:

- 1.) Meeting all final site plan requirements which include, but are not limited to, providing parking and handicap requirements, landscaping, tree protection, and outdoor lighting plans;
- 2.) Meeting all applicable erosion and sedimentation control requirements;
- 3.) Meeting all VDOT requirements.

Mr. Bibb: Did they meet all the fire department comments? Are there weight requirements?

Mr. Newman: Yes, the fire chief and Vdot are satisfied.

Applicant: Scott Burhoe President, This is really about the safety and security for the students. The traffic circle would be pedestrian only. This proposal is less about beautifying and more about safety.

Public Comments

None

Mr. Johnson recommended approval of SDP 16:03 Fork Union Military Academy, seconded by Mr. Zimmer. **A motion to approve carried with a vote of 4-0-1 Approved: Mr. Bibb, Mr. Zimmer, Mr. Johnson, and Mr. Gains Abstain: None Absent: Mr. Lagomasino**

Unfinished Business:

ZMP 16:02 Rivanna Heights A presentation was conducted by Mr. Newman, County Planner.

A request to rezone from A-1, Agricultural General, to R-3, Residential Planned Community, with respect to 13.81 acres of Tax Map 18, Section A, Parcel 10. The property is located on South Boston Road, roughly 1,000 feet south of the intersection of South Boston Road (State Route 600) and Lake Monticello Road (State Route 618). The parcel is within the Rivanna Community Planning Area and the Palmyra Election District.

Applicant, Brian Chambers: At the last planning commission meeting the primary concerns were emergency vehicle access. Our aim is to meet all safety requirements so to avoid emergency congestion.

Mr. Bibb: Thank you; you have addressed all our concerns. What I did discover is people traveling are not obeying the speed limit. I have mention before of the possibility of changing from 45 to 35

Mr. Gains: They won't change or reduce the speed until state or sheriff's office makes an example as a reminder.

Mr. Bibb: Yes, however there going to provide a spot for emergency vehicles to sit at.

Mr. Bibb & Mr. Zimmer: Commend the applicant for addressing all the concerns.

Mr. Zimmer recommended approval of ZMP 16:02 Rivanna Heights, seconded by Mr. Johnson. **A motion to approve carried with a vote of 4-0-1 Approved: Mr. Bibb, Mr. Zimmer, Mr. Johnson, and Mr. Gains Abstain: None Absent: Mr. Lagomarsino**

Continued discussion for CIP

Mr. Bibb: Are there any additional comments other than what we have already discussed?

Mr. Zimmer: (To the fire Official) I noticed you have ranked everything as being a 1 (one).

Fire Official: I rolled over previous items from last year that was pushed back.

Mr. Bibb: I'm ok with the ranking most are from previous years. Are schools painting supplies really a CIP item?

Mr. Dahl: I do think it should be an MRR item.

Mr. Zimmer: At what point does it really matter where it goes on the spreadsheet?

Mr. Bibb: Should we suggest this to the board of supervisors? How do they know how much paint they will need for future years? Is it just a place holder for FY2018?

Mr. Gains: I think the ranking is good. My question is with the signs, will we be able to move these amounts up so were not looking to rank so many items in the CIP.

Mr. Bibb: I suggest making a motion for ranking at a minimum of \$20,000.

Mr. Dahl: We looked back into the budget; \$20,000 has been the standard.

Mr. Dahl: I agree \$20,000 is a low threshold. With your recommendation they may raise the amount.

Mr. Bibb: \$18,000 for a new admin building wouldn't it be more cost effective to pay on over the years? I don't know that we can recommend that amount without it being cost effective.

Mr. Dahl: It's put out there as an estimate because the county does have a lot of older buildings verses renovating it.

Mr. Bibb: It's been talked about a loan over a couple year span of \$750,000 to spend on the treasures office, where the wiring is old and some still is.

That's something that the Board of Supervisors need to have a study about not the Planning Commission we don't know enough about it. We recommend they study this as far as all the repairs versus new. I'm not sure of the ins and outs as far as moving the departments all around.

Mr. Bibb: Do we need to make a note about the technology and admin building, should they be in the regular budget.

Mr. Gains: I disagree I think the technology should be in the CIP.

Mr. Zimmer: There's good for both as far as the Board of Supervisors. They would have more control over the spending.

Mr. Bibb: Note that we have discussed it and were ok with either way.

Are there any other comments from staff? We are now ready to send the ranking system to the Board of Supervisors.

Mr. Stewart: Keep in mind we still have to have a public hearing on these items.

New Business

None

Public Comments

None

Adjourn

Chairman Bibb adjourned the Planning Commission Work Session meeting of November 14, 2016 at 7:49 p.m.

Minutes recorded by Stephanie Keuther

Fluvanna County Planning Commission