

FLUVANNA COUNTY PLANNING COMMISSION
REGULAR MEETING MINUTES
Morris Room
September 10, 2019
7:00 pm Regular Meeting

MEMBERS PRESENT: Barry Bibb, Chairman
Ed Zimmer, Vice Chairman
Lewis Johnson
Howard Lagomarsino
Patricia Eager, Board of Supervisors Representative

ALSO PRESENT: Douglas Miles, Community Development Director
Brad Robinson, Senior Planner
Holly Steele, Planner
Fred Payne, County Attorney
Valencia Porter, Senior Program Support Assistant

ABSENT: Gequetta "G" Murray-Key

1. **Open the Regular Meeting:**
At 7:00pm, Chairman Bibb called the Regular Meeting to order, followed by the Pledge of Allegiance and a moment of silence.
2. **Director's Report: Douglas Miles**

Board of Supervisors Actions:

August 21, 2019

SUP 19:06 Green Thumb Landscaping— A request for a special use permit for a landscaping materials supply business, with respect to 1.631 acres of Tax Map 20, Section A, Parcel 8. The property is located on Bybees Church Road (State Route 613), 0.4 miles from the intersection with Barnaby Road (State Route 608). The parcel is zoned A-1 Agricultural, General and located within the Rural Residential Planning Area and the Columbia Election District. **(Approved 5-0)**

SUP 19:07 Howard T. Brown—A request for a special use permit to establish a restaurant and gas station, with a respect to 10733 acres of Tax Map 18, Section 3, Parcel 2. The property is located along Thomas Jefferson Parkway (Route 53), approximately 0.1 miles north of the intersection with Ruritan Lake Road (State Route 619). The parcel is zoned A-1 Agricultural, General and located within the Rural Residential Planning Area and the Cunningham Election District. **(Approved 5-0)**

August 7, 2019

None

Board of Zoning Appeals Actions:

None

Technical Review Committee for July 11, 2019:

SUP 19:06 Green Thumb Landscaping – A request for a special use permit for a landscaping materials supply business, with respect to 1.631 acres of Tax Map 20, Section A, Parcel 8. The property is located on Bybees Church Road (State Route 613), 0.4 miles from the intersection with Barnaby Road (State Route 608). The parcel is zoned A-1 Agricultural, General and located within the Rural Residential Planning Area and the Columbia Election District.

SUP 19:07 Howard T. Brown – A request for a special use permit to establish a restaurant and gas station, with respect to 1.733 acres of Tax Map 18, Section 3, Parcel 2. The property is located along Thomas Jefferson Parkway (Route 53), approximately 0.1 miles north of the intersection with Ruritan Lake Road (State Route 619). The parcel is zoned A-1 Agricultural General and located within the Rural Residential Planning Area and the Cunningham Election District. **(Approved 5-0)**

ZTA 19:02—Fluvanna County Zoning Ordinance—Temporary Signs: An Ordinance to Amend Chapter 22 of The Fluvanna County Code In Sec. 22-15-2(2) And Sec. 22-22-1 Regarding Time Limitations For Certain Temporary Signs **(Approved 5-0)**

September 4, 2019

No Cases

Board of Zoning Appeals Actions:

No Cases

Planning Staff Attendance at Regional Planning Meeting:

August 21—Zion Crossroads Area Plan Kick-Off Meeting was held up at the Louisa County Government Complex with Mrs. Eager, Eric Dahl, Douglas Miles and Brad Robinson attending along with Louisa County Administration and Planning Staff, PDC Planning Staff and Chuck Proctor, VDOT. The group collectively worked towards what the Area Plan boundaries should be along with the proposed US 15 Corridor Study to be prepared by VDOT's traffic consultant.

August 22—VDOT VTrans Funding Charlottesville—Culpeper Regional Workshop was held at Germanna Community College in Culpepper with Douglas Miles and Brad Robinson attending along with other planning and transportation staff members from PDCs and regional localities.

August 30—Central Virginia Regional Housing Partnership Retreat was held at the PDC Office with Mrs. Murray-Key and Douglas Miles attending along with TJ PDC Housing Staff, Housing Partnership members with The Spark Mill consultants conducting the strategic planning retreat.

September 6—TJ PDC Fluvanna County Housing Stakeholder Meeting was held in the Morris Room with Mrs. Booker, Mrs. Murray-Key, Eric Dahl, Kelly Belanger Harris, Kim Mabe, Bryan Rothamel and Douglas Miles attending along with Fluvanna-Louisa Housing Foundation Staff with the PDC Executive Director and Housing Coordinator facilitating the housing discussion.

Monday, September 23—TJ PDC Fluvanna Housing Community Meeting this meeting is being proposed to gain community input from County residents and business owners on Housing types that are needed now and in the future – proposed from 6:00 pm to 7:30 pm in the Morris Room.

NOTE: Planning Staff's on-going work on the Zion Crossroads Area Plan and the Regional Housing and Transportation components will begin to form the new 2020 Comprehensive Plan Amendments and we will work with County Administration, the Commission and the Board.

Planning Re-Certification Training and Planning Staffing Update:

September 26-27 – Virginia Association of Zoning Officials (VAZO) Conference will be held in Portsmouth with Scott Miller, Code Compliance, attending for his CZO re-certification and Brad Robinson attending for his CZA re-certification through Planning and Zoning Training seminars.

September 12—Holly Steele, Planner leaving for the City of Suffolk: Holly Steele has accepted a Planner position with Suffolk Planning and Community Development. Fluvanna County thanks Holly for her service to both Fluvanna County business owners and residents over the past year.

3. **Public Comments:**

No Comments were provided.

4. **Minutes:**

MOTION:	Planning Commission Minutes of August 13, 2019				
MEMBER:	Bibb (Chair)	Zimmer (Vice Chair)	Johnson	Murray-Key	Lagomarsino
ACTION:		Motion	Seconded		
VOTE:	Yes	Yes	Yes	Absent	Yes
RESULT:	Approved 4-0				

5. **PUBLIC HEARINGS:**

ZMP 19:01—Nermin Smajlovic—Brad Robinson, Senior Planner

- 0.957 acres of Tax Map 5, Section 9, Parcel 2
- Ordinance to rezone from A-1, Agricultural, General To B-1, Business, General
- Columbia Election District
- Zion Crossroads Community Planning Area
- Contractor’s storage yard/office building

Conclusion:

- Property located in the Zion Crossroads Community Planning Area;
- If the rezoning is approved, a site plan will need to be submitted prior to any construction or site improvements;
- Planning Commission should consider how this request does (or does not) align with the goals and objectives of the Comprehensive Plan.

Bibb: The site plan entrance will be looked at due to the VDOT regulations?

Brad Robinson, Senior Planner: Correct, during site plan review.

Lagomarsino: Will they have to apply for a special use permit after this?

Robinson: No, the proposed use is allowed by right in the proposed B-1 zoning.

Chairman Bibb opened the Public Hearing.

No comments were provided

Chairman Bibb closed the Public Hearing.

Chairman Bibb opened the Discussion with the Planning Commission.

Johnson: I think this is what we are looking for. More business in the county.

Chairman Bibb called for a motion.

Motion:

I move that the Planning Commission recommend Approval of ZMP 19:01, a request to amend the Fluvanna County Zoning Map with respect to approximately 0.957 acres of Tax Map 5, Section 9, Parcel 2, to rezone the same from A-1, Agricultural, General, to B-1, Business, General.

MOTION:	ZMP 19:01 Nermin Smajlovic—Brad Robinson, Senior Planner				
MEMBER:	Bibb (Chair)	Zimmer (Vice Chair)	Johnson	Murray-Key	Lagomarsino
ACTION:			Motion		Seconded
VOTE:	Yes	Yes	Yes	Absent	Yes
RESULT:	Approved 4-0				

6. **PRESENTATIONS:**

None

7. **SITE DEVELOPMENT PLANS**

SDP 19:11—Village Oaks Clubhouse—Brad Robinson, Senior Planner

- Request for sketch plan approval to construct an 80' x 38' clubhouse and parking area with respect to 21.115 acres of Tax Map 9, Section A, Parcel 14C.
- Parcel is zoned R-3 and is located within the Rivanna Community Planning Area.
- Adjoining parcels are zoned A-1 & B-1.

Conclusion:

- Sketch plan is for clubhouse for Village Oaks
- Appears to meet the requirements of zoning ordinance;
- Final site plan that complies with all aspects of the zoning ordinance must be submitted for final review and approval from all agencies;
- Staff recommends approval of SDP 19:11, subject to the three (3) conditions listed in the staff report

Eager: Is this already approved?

Brad Robinson, Senior Planner: The preliminary plat has been approved. The final plat is currently under review.

Eager: How many lots are there? I thought the pool is to be used only by Village Oaks?

Robinson: Village Oaks only.

Bibb: 125 lots.

Robinson: 125 lots overall, but it is broken down between Phase 1B and 2.

Eager: I'm not sure if eleven parking spaces are enough?

Bibb: Eleven spaces came from another project.

Robinson: The parking count was based only on the portion of the building containing recreation area. Administrative and storage areas were excluded. The proposed parking is considered to be in compliance with the ordinance.

Eager: Would you be able to pull over and park along the grass?

Keith Lancaster (Applicant): Yes, we have sidewalks in front of all the homes. Crosswalks will be connected to the facility. Bicycles are factored in.

Bibb: What if you find out later down the road that eleven spaces aren't enough?

Keith Lancaster: There is more parking not even 300 feet from the building. If this was a public pool then I would say yes, we would need a lot more parking spaces.

Chairman Bibb called for a motion.

Motion:

I move that the Planning Commission recommend Approval SDP 19:11, a sketch plan request an 80' x 38' clubhouse and parking area with respect to 21.115 acres of Tax Map 9, Section A, Parcel 14C, subject to the conditions listed in the staff report.

MOTION:	SDP 19:11 Village Oaks Clubhouse—Brad Robinson, Senior Planner				
MEMBER:	Bibb (Chair)	Zimmer (Vice Chair)	Johnson	Murray-Key	Lagomarsino
ACTION:		Motion	Seconded		
VOTE:	Yes	Yes	Yes	Absent	Yes
RESULT:	Approved 4-0				

8. **SUBDIVISIONS:**

None

9. **UNFINISHED BUSINESS:**

None

10. **NEW BUSINESS:**

None

11. **PUBLIC COMMENTS:**

No Comments were provided.

12. **ADJOURN:**

Chairman Bibb adjourned the Planning Commission meeting of September 10, 2019 at 7:35 pm

Minutes recorded by Valencia Porter, Senior Program Support Assistant.

Barry A. Bibb, Chairman
Fluvanna County Planning Commission

APPROVED