

**FLUVANNA COUNTY PLANNING COMMISSION
WORK SESSION AND REGULAR MEETING MINUTES**

Morris Room

October 8, 2019

Work Session 6:00pm

7:00 pm Regular Meeting

MEMBERS PRESENT:

Barry Bibb, Chairman
Ed Zimmer, Vice Chairman
Lewis Johnson
Gequetta "G" Murray-Key

Patricia Eager, Board of Supervisors Representative

ALSO PRESENT:

Douglas Miles, Community Development Director
Brad Robinson, Senior Planner
Fred Payne, County Attorney
Valencia Porter, Senior Program Support Assistant

ABSENT:

Howard Lagomarsino

A. Open the Work Session:

At 6:00pm, Chairman Bibb called the Work Session to order, followed by the Pledge of Allegiance and a moment of silence.

B. Planning Director Comments:

None

C. Public Comments:

None

D. Work Session:

A proposed Capital Improvement Plan (CIP) for fiscal years 2021 through 2025 (FY21-FY25) has been prepared by County Staff (County Administration, Parks & Recreation, Public Works, Sherriff's Office, Fire & Rescue, Schools.) The proposal has been forwarded to the Planning Commission for review, in accordance with Virginia Code §15.2-2239.

Capital Improvements Plan Discussion-FY 2021-25

GOVERNMENTAL

COUNTY CAPITAL DEPRECIATION FUND (Funded at "1 cent" per year)

SCHOOLS CAPITAL DEPRECIATION FUND (Funded at "1 cent" per year)

COMMUNITY SERVICES:

PG Playground Expansion

PG Spray Ground Park

PG Multi-Purpose Shelter

PG Athletic Field Lighting (4Fields)

PG New Baseball/Softball Athletic Fields

PG Basketball and Tennis Courts

PG Fluvanna County Multigenerational Center

PG Outdoor Swimming Pool & Pool House Building.

PUBLIC WORKS:

Historic Courthouse Exterior Renovation

Social Services Vehicles

County Vehicles

Equipment Purchase & Replacement Plan

Paving Administration-Public Safety Parking Lots

HVAC Upgrade-Community Center & Social Services

Carysbrook Equipment Storage Shed

Restroom upgrade of Dog Park

New Administration Building

PUBLIC SAFETY:

Sheriff
Secure Sally port
Sheriff Vehicles
Fire & Rescue
Vehicle Apparatus- Replacement
Heart Monitor Replacement
CPR Assist Devices

SCHOOLS:

School Buses
Computer Instructional Technology & Infrastructure Replacement
Carysbrook Elementary HVAC upgrade
Central & West Central Bathroom Remodeling
Student Transport/Facilities Vehicles
School Safety Vestibules
Paving and Resurfacing
Generators
Middle School Annex Floor and Bleachers
Abrams Academy Abatement and Remodel

MAINTENANCE, REPAIR, & RENOVATION (MMR) PLAN:

COUNTY:

Security upgrade to county offices
Landfill-Convenience Center upgrade
Paint Exterior of the Library, Public Safety Building & Pleasant Grove House
Administrative Building Outfit Basement
Renovate Interior Palmyra Restrooms at Court Square
Paint Exterior Administration & Courts Building
Paint & Repair Exterior at Registrar, Public Works, Commonwealth Attorney's Office
Palmyra Rescue Building MRR (Follow Up)

SCHOOLS:

HVAC, Electrical, Plumbing
Asphalt Pavement Repair, Resurfacing, Markings
Concrete Sidewalks, Steps & Walls Repair & Resurfacing
Fence Repairs & Replacement – (Athletic Facilities)
Building Painting Cycle (SBO, FMS, Abrams, and Central)
Floor Covering Cycle (FMS Office, Library, and CAR Café-Annual)
Custodial Equipment
Sidewalks, Steps & Wall Repair
Safety and Security Infrastructure Cycle

The CIP discussion will continue in the next Work Session meeting on November 12, 2019 at 6:00pm.

Mr. Bibb closed the work session at 7:00pm and opened the regular meeting.

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:

September 18, 2019

ZMP 19:01 Nermin Smajlovic – A request to rezone, from A-1 Agricultural, General to B-1 Business, General, 0.957 acres of Tax Map 5, Section 9, Parcel 2. The property is located along James Madison Highway (U.S. Route 15) approximately 0.4 miles south of the intersection with

Richmond Road (U.S. Route 250). The property is within the Zion Crossroads Community Planning Area and the Columbia Election District. **(Approved 3-0)**

October 2, 2019

No Cases

Board of Zoning Appeals Actions:

No Cases

Technical Review Committee for September 12, 2019:

- **SUP 19:08 Jessica Gahan/K9 Life LLC** – A request for a special use permit to establish a commercial kennel, with respect to 1.27 acres of Tax Map 5, Section A, Parcel 54. The property is located along James Madison Highway (Route 15), approximately 0.3 miles south of the intersection with Richmond Road (Route 250). The parcel is zoned B-1 Business, General and located within the Zion Crossroads Community Planning Area and the Columbia Election District.

Planning Staff Attendance at Regional Planning Meetings:

September 17 – TJ PDC Rural Transportation Technical Committee was held at the PDC Office with Tom Egeland, Chair, Louisa Planning and Douglas Miles, Vice-Chair, Fluvanna Planning working with regional planning staff on transit-oriented design principles that could be applied to rural areas without a defined Main Street; discussion was supported by Chuck Proctor, VDOT and possible options specifically in the Zion Crossroads Area Plan and other localities in PDC.

September 23 – TJ PDC – Fluvanna County Housing Community Meeting was held within the Morris Room with Mrs. Murray-Key, Eric Dahl, Kelly Harris and Douglas Miles in attendance along with the TJ PDC Housing Coordinator and Planning Director facilitating the discussion. Several County residents were in attendance and provided feedback on desired housing types and the potential locations for new housing units ranging from single family to multi-family housing.

September 27 – Rivanna River Basin Fourth Annual Conference was held in Lane Auditorium at the Albemarle County Office Building and attended by Douglas Miles and Roger Black, E&SC Plans Reviewer. Roger Black served on the panel along with the Albemarle, Charlottesville and Greene representatives. The discussion centered on the accomplishments and the short comings based upon stormwater runoff measures with the JPJ Arena area being a regional success story.

NOTE: Planning Staff’s on-going work on the Zion Crossroads Area Plan and on the Regional Housing and Transportation components are now forming the new 2020 Comprehensive Plan text amendments. On October 2 there was a discussion with the Board on the 2011 Parks Plan that was led by Aaron Spitzer, Parks and Recreation Director for potential park improvements.

3. **Public Comments:**
No Comments were provided

4. **Minutes:**

MOTION:	Planning Commission Minutes of September 10, 2019				
MEMBER:	Bibb (Chair)	Zimmer (Vice Chair)	Johnson	Murray-Key	Lagomarsino
ACTION:		Motion	Second		
VOTE:	Yes	Yes	Yes	Abstain	Absent
RESULT:	Approved 3-0-1 Murray-Key abstained since she was absent for last meeting.				

5. **PUBLIC HEARINGS:**

SUP 19:08 Jessica Gahan/K-9 Life LLC—Brad Robinson, Senior Planner

Request for a special use permit to establish a commercial kennel, with respect to 1.27 acres of Tax Map 5, Section A, Parcel 54

- Zion Crossroads Planning Area;
- Proposed use defined as “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”;
- Dog daycare, training, classes and boarding;
- Up to 30 dogs daytime and 22 dogs overnight.

Conclusion:

- Request is to establish a commercial kennel;
- Will utilize existing vacant building;
- Appears to meet all County Code requirements.
- Potential adverse impacts
 - Traffic

Questions:

Eager: Are you going to put up a new fence or leave the current one up?

Jessica Gahan, Applicant: I am taking down the current fence, and will be putting an 8-foot fence there to replace the current one. Where they had a garden, I will be taking that space and expanding that area so it will be an even square all the way around.

Bibb: In the previous TRC meeting, what does it mean when you say you will be placing the dogs in time out?

Jessica Gahan: Yes, that’s correct, meaning at that time I will withdraw the dog from the current situation, which means I will separate them for 30 to 45 seconds. The dogs that I currently take care of, they know how to play without barking. It’s a process of three times, each time they would bark we will remove them from the situation, when finish barking than they would be allowed to play again with others.

Johnson: I think it’s an excellent idea. It’s close to the interstate, Charlottesville, and Richmond for people that go in that direction.

Bibb: So with your residential home, this means that you will be on site all the time?

Jessica Gahan: Yes, I am right next door, along with I will be installing alarms, cameras, with Wi-Fi compatible.

Bibb: Do you have other employees?

Jessica Gahan: Later on I’ll have employees

Eager: I noticed that you said you would be using wood fencing?

Jessica Gahan: Yes, I found out that dogs do not like plywood, which they would be able to see, and smell, they just can’t get out of that.

Public Hearing:

No comments were provided

Motion:

I move that the Planning Commission recommend approval of SUP 19:08, a request to establish a commercial kennel, with respect to 1.27 acres of Tax Map 5, Section A, Parcel 54, subject to the nine (9) conditions listed in the staff report.

MOTION:	SUP 19:08 Jessica Gahan/K-9 Life LLC—Brad Robinson, Senior Planner				
MEMBER:	Bibb (Chair)	Zimmer (Vice Chair)	Johnson	Murray-Key	Lagomarsino
ACTION:			Second	Motion	
VOTE:	Yes	Yes	Yes	Yes	Absent
RESULT:	Approved 4-0				

ZTA 19:03—Sycamore Square Lot 114 Vacation—Douglas Miles, Community Development Director

- On October 2, 2002, the Fluvanna County Board of Supervisors approved rezoning case ZMP 02:01 which included the following proffer:

- A site will be donated to Fluvanna County for a future branch library or additional uses as determined necessary. The site located, as illustrated on the accompanying plat will be no more than 60,000 square feet.
- Board of Supervisors has determined that there is no public necessity for the said dedication.
- Lot 114 is proposed to become part of the Common Area owned by the Sycamore Square Property Owners Association, Inc.

Conclusion:

- Proposed Ordinance of Vacation and Quitclaim Deed will vacate the dedication to public use of Lot 114, Sycamore Square Subdivision, as shown and described by notation on the plat of Sycamore Square Subdivision, recorded in Plat Book 2 page 247.

Public Hearing:

No comments were provided

Motion:

I move that the Planning Commission recommend [approval/denial/deferral] of an Ordinance onto the Board of Supervisors in order to vacate the dedication to public use of a certain Subdivision Plat with respect to Lot 114 of Sycamore Square Subdivision.

MOTION:	ZTA 19:03 Sycamore Square Lot 114 Vacation— Douglas Miles, Community Development Director				
MEMBER:	Bibb (Chair)	Zimmer (Vice Chair)	Johnson	Murray-Key	Lagomarsino
ACTION:		Motion	Seconded		
VOTE:	Yes	Yes	Yes	Nay	Absent
RESULT:	Approved 3-1				

6. **PRESENTATIONS:**

None

7. **SITE DEVELOPMENT PLANS:**

None

8. **SUBDIVISIONS:**

None

9. **UNFINISHED BUSINESS:**

None

10. **NEW BUSINESS:**

None

11. **PUBLIC COMMENTS # 2**

None

12. **ADJOURN:**

Chairman Bibb adjourned the Planning Commission meeting of October 8, 2019 at 7:45 pm

Minutes recorded by Valencia Porter, Senior Program Support Assistant.

Barry A. Bibb, Chairman
Fluvanna County Planning Commission