

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

**MEMBERS PRESENT:** Barry Bibb, Chairman  
Ed Zimmer, Vice Chairman  
Lewis Johnson  
Gequetta "G" Murray-Key  
Howard Lagomarsino  
Patricia Eager, Board of Supervisors Representative

**ALSO PRESENT:** Douglas Miles, Community Development Director  
Brad Robinson, Senior Planner  
Jason Overstreet, Planner/GIS Technician  
Fred Payne, County Attorney  
Valencia Porter, Senior Program Support Assistant

**ABSENT:** None

1. **CALL TO ORDER PLEDGE OF ALLEGIANCE, MOMENT OF SILENCE**  
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:**

November 20, 2019

No Cases

December 4, 2019

No Cases

**Board of Zoning Appeals Actions:**

November 19, 2019

**BZA 19:05 – Nermin Smajlovic:** A request for a variance to Fluvanna County Code Sec.22-9-6 of the Zoning Ordinance to allow for the reduction of the minimum yard required from a residential district, from 50 feet to 35.1 feet, for the purpose of constructing a contractor's storage yard with respect to 0.957 acres of Tax Map 5, Section 9, Parcel 2. The subject property is zoned B-1, Business, General and 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. **(Board of Zoning Appeals deferred Variance request for 30 days for VDOT data and Application was Withdrawn by the Applicant to move forward with required setbacks)**

**Technical Review Committee Projects for November 14, 2019:**

- I. **SDP 19:17 Sun Tribe Solar LLC/Carysbrook Elementary** – A site development plan request to construct a solar array with respect to 40.73 acres of Tax Map 42, Section 6, Parcel 1A. The property is zoned A-1, Agricultural, General and is located along James Madison Highway (U.S. Route 15) approximately 0.1 miles north of the intersection with Carysbrook Road (Route 615). The property is located within the Rural Preservation Planning Area and the Fork Union Election District.
- II. **SDP 19:18 Mechanical Building Solutions** – A site development plan request to construct a contractor's storage yard/office building with respect to 0.957 acres of Tax Map 5, Section 9, Parcel 2. The property is zoned B-1, Business, General and 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 located within the Zion Crossroads Community Planning Area and the Columbia Election District.

- III. **SDP 19:19 Village Oaks Townhomes** – A site development plan request to construct 23 townhouse dwellings with respect to 21.115 acres of Tax Map 9, Section A, Parcel 14C. The property is zoned R-3, Residential, Planned Community and is located along Lake Monticello Road (Route 618) approximately 0.1 miles north of Ashlawn Boulevard (Main Gate to Lake Monticello). The property is located within the Rivanna Community Planning Area and the Palmyra Election District.
- IV. **SDP 19:20 Tractor Supply Co.** – A site development plan request to construct a 150' x 125' general retail store with respect to 4.32 acres of Tax Map 18, Section A, Parcel 53. The property is zoned B-1, Business, General and is located along South Boston Road (Route 600) approximately 0.1 miles north of its intersection with Slice Road and Abby Road (Route 1037). The property is located within the Rivanna Community Planning Area and the Palmyra Election District.

**Fluvanna County Staff Attendance at these Fall 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.

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.

October 2019 – National Community Planning Month – Planning for Infrastructure That Benefits All was celebrated by Fluvanna County Staff members, in our infrastructure planning efforts to properly move Fluvanna County forward, along with all of our Thomas Jefferson PDC partners.

October 7th – TJ PDC Complete Census 2020 Count Meeting was attended by Douglas Miles, Bryan Rothamel and Joyce Pace in order to prepare for the 2020 Census in Fluvanna County and throughout the PDC regional jurisdictions. There was a focus on Albemarle County and the City of Charlottesville and the need to accurately count their population for federal funding purposes.

October 17th – Middle James River Training Seminar was held in Scottsville with Douglas Miles attending to better promote Eco-Tourism along the Middle James River with a regional emphasis between Scottsville and Richmond and in support of the Scenic James River designation request.

November 15th – VDOT Land Use Training Seminar was held in Culpeper with Douglas Miles and Scott Miller attending to receive VDOT training on Subdivision Street acceptance and new VDOT intersection designs, such as the Zion Crossroads Direct Diamond Interchange (DDI), as alternatives to VDOT roundabouts at new intersections, to avoid left turn crossing movements.

November 19th – TJ PDC Rural Transportation Technical Committee was held in Charlottesville with Douglas Miles and Brad Robinson attending with the 2019 Thomas Jefferson Area Bicycle and Pedestrian Plan discussed for better implementation purposes in PDC comprehensive plans. Chuck Proctor VDOT discussed the next round of Smartscale for Louisa and Fluvanna County.

Please contact me at [dmiles@fluvannacounty.org](mailto:dmiles@fluvannacounty.org) or 434.591.1910 Ext. 1060 with any questions.

3. **PUBLIC COMMENTS:**  
No Comments were provided

4. **MINUTES:**

<b>MOTION:</b>	<b>Planning Commission Minutes of November 12, 2019</b>				
<b>MEMBER:</b>	Bibb (Chair)	Zimmer (Vice Chair)	Johnson	Murray-Key	Lagomarsino
<b>ACTION:</b>			<b>Motion</b>	<b>Second</b>	<b>Absent</b>
<b>VOTE:</b>	Yes	Yes	Yes	Yes	
<b>RESULT:</b>	<b>Approved 4-0</b>				

5. **PUBLIC HEARINGS:**  
CAPITAL IMPROVEMENT PLAN FY 2019-2025

<b>Projects</b>	<b>Department Rank</b>	<b>PC Rank</b>
<i>Playground Expansion</i>	1	1
<i>Spray Ground Park</i>	1	1
<i>Historic Courthouse Exterior</i>	2	2
<i>Equipment Purchase &amp; Replacement</i>	1	1
<i>Paving Administration-Public Safety Parking Lots</i>	3	3
<i>HVAC Upgrade - Social Services</i>	3	3
<i>Carysbrook Equipment Storage Shed</i>	1	1
<i>Restroom Upgrade at Dog Park</i>	2	2
<i>County Vehicles</i>	1	1
<i>Sheriff Vehicles</i>	1	1
<i>Sallyport at Courthouse</i>	2	1
<i>Vehicle Apparatus - Replacement</i>	1	1
<i>Heart Monitor Replacement</i>	1	1
<i>CPR Assist Devices</i>	1	1
<i>Computer Infrastructure Replacement</i>	1	1
<i>Carysbrook Elementary HVAC upgrade</i>	1	1
<i>School Safety Vestibules</i>	1	1
<i>Paving and Resurfacing</i>	2	2
<i>Generators</i>	2	2
<i>Middle School Annex Floor and Bleachers</i>	2	2
<i>Abrams Academy Abatement and Remodel</i>	2	2
<i>School Buses</i>	1	1
<i>Student Transport/ Facilities Vehicles</i>	1	1

<b>MOTION:</b>	I move that the Planning Commission recommend approval of the FY2021 – FY2025 Capital Improvement Plan (CIP) as presented, with a list of funding priorities prepared by the Planning Commission.				
<b>MEMBER:</b>	Bibb (Chair)	Zimmer (Vice Chair)	Johnson	Murray-Key	Lagomarsino
<b>ACTION:</b>		<b>Motion</b>	<b>Second</b>		<b>Absent</b>
<b>VOTE:</b>	Yes	Yes	Yes	Yes	
<b>RESULT:</b>	<b>Approved 4-0</b>				

Mr. Lagomarsino arrived at 7:13pm

6. **PRESENTATIONS:**

None

7. **SITE DEVELOPMENT PLANS:**

**SDP 19:17—Sun Tribe Solar—Brad Robinson, Senior Planner**

Approval of a sketch plan request to construct a solar array with respect to 40.73 acres of Tax Map 42, Section 6, Parcel 1A.

The affected property is located along James Madison Highway (U.S. Route 15) approximately 0.1 miles north of the intersection with Carysbrook Road (Route 615).

1. Meet all final site plan requirements which include, but are not limited to, providing parking, landscaping, screening and outdoor lighting plans;
2. Meet all VDOT requirements;
3. Meet all required Erosion and Sedimentation Control regulations

<b>MOTION:</b>	I move to approve SDP 19:17, a sketch plan request to construct a solar array with respect to 40.73 acres of Tax Map 42, Section 6, Parcel 1A, subject to the conditions listed in the staff report.				
<b>MEMBER:</b>	Bibb (Chair)	Zimmer (Vice Chair)	Johnson	Murray-Key	Lagomarsino
<b>ACTION:</b>		<b>Second</b>		<b>Motion</b>	
<b>VOTE:</b>	Yes	Yes	Yes	Yes	Yes
<b>RESULT:</b>	<b>Approved 5-0</b>				

**SDP 19:19—Village Oaks Townhomes—Brad Robinson, Senior Planner**

- Request for sketch plan approval to construct 23 townhouse dwellings 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 and B-1.
- Sketch plan is for construction of 23 townhomes;
- 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 19:19, subject to the three (3) conditions listed in the staff report

<b>MOTION:</b>	I move to approve SDP 19:19, a sketch plan request to construct 23 townhouse dwellings with respect to 21.115 acres of Tax Map 9, Section A, Parcel 14C, subject to the conditions listed in the staff report.				
<b>MEMBER:</b>	Bibb (Chair)	Zimmer (Vice Chair)	Johnson	Murray-Key	Lagomarsino
<b>ACTION:</b>				<b>Motion</b>	<b>Second</b>
<b>VOTE:</b>	Yes	Yes	Yes	Yes	Yes
<b>RESULT:</b>	<b>Approved 5-0</b>				

**SDP 19:20—Tractor Supply Co—Douglas Miles, Community Development Director**

- Request for sketch plan approval to construct a 19,097 square foot general retail store with respect to 4.32 acres of Tax Map 18, Section A, Parcel 53;
- Parcel is zoned B-1 and is located within the Rivanna Community Planning Area;
- Adjoining parcels are zoned A-1 and R-3.

- Sketch plan is for construction of a new general retail store;
- 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 19:20, subject to the three (3) conditions listed in the staff report

<b>MOTION:</b>	I move to approve SDP 19:20, a sketch plan request to construct a 19,097 square foot general retail store with respect to 4.32 acres of Tax Map 18, Section A, Parcel 53, subject to the conditions listed in the staff report.				
<b>MEMBER:</b>	Bibb (Chair)	Zimmer (Vice Chair)	Johnson	Murray-Key	Lagomarsino
<b>ACTION:</b>		<b>Seconded</b>	<b>Motion</b>		
<b>VOTE:</b>	Yes	Yes	Yes	Yes	Yes
<b>RESULT:</b>	<b>Approved 5-0</b>				

8. **SUBDIVISIONS:**

None

9. **UNFINISHED BUSINESS:**

None

10. **NEW BUSINESS:**

None

11. **PUBLIC COMMENTS # 2**

No comments were provided

12. **ADJOURN:**

Chairman Bibb adjourned the Planning Commission meeting of December 10, 2019 at 7:40 pm

Minutes recorded by Valencia Porter, Senior Program Support Assistant.

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**Barry A. Bibb, Chairman**  
**Fluvanna County Planning Commission**