

**FLUVANNA COUNTY PLANNING COMMISSION
REGULAR MEETING MINUTES
Fluvanna County Library, 214 Commons Blvd.
Palmyra, VA 22963
December 8, 2020
7:00 pm (Virtual Meeting)**

MEMBERS PRESENT:

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

STAFF PRESENT:

Eric Dahl, County Administrator
Fred Payne, County Attorney
Mary Anna Twisdale, Finance Director
Major David Wells, Fluvanna County Sheriff's Office
Douglas Miles, Community Development Director
Liz McIver, Financial Management Analyst
Jason Overstreet, Senior Planner
Valencia Porter, Administrative Program Specialist

**Due to health concerns, Mrs. Eager is attending the meeting via phone conference call
-Patricia Eager, (Calling in from 1107 Mechunk Creek Drive)*

1. CALL TO ORDER, THE PLEDGE OF ALLEGIANCE AND A MOMENT OF SILENCE:

At 7:00 pm, Chairman Bibb called the December 8, 2020 regular Meeting to order, followed by the Pledge of Allegiance and a moment of silence.

2. DIRECTOR'S REPORT: Douglas Miles, Community Development Director

November 12, 2020 – TRC Meeting

SUB 20:37 Village Oaks Phase IV Subdivision A Sketch Plan request for a Major Subdivision of twenty-nine (29) lots on 13.65 acres of Tax Map 9, Section 14, Parcels 1, 2, 3, 4, 5 and 6. The property is located along Lake Monticello Road (Route 618) at the intersection with River Run Drive. The property is within the Rivanna Community Planning Area and the Palmyra Election District.

SDP 20:11 Fluvanna Crossroads (Fluvanna Auto) – A Major Site Plan Amendment request for the completion of the parking lot, the lighting and landscaping improvements; and the related Erosion and Sediment Control Plan site improvements and the E&SC measures. The parcel is zoned B-1, General Business and is located along Richmond Road (US Route 250) and near the intersection of Memory Lane and known as Tax Map 4 Section A Parcel 11 and is located within the Zion Crossroads Community Planning Area and the Palmyra Election District.

November 16, 2020 – CARE Task Force Meeting

Eric Dahl, County Administrator he had Jack McClelland from the Thomas Jefferson Health District in Charlottesville to provide a Health Department enforcement update on the existing pump and haul permits and received complaints from area homeowners who had concerns with certain homes.

Central Virginia Regional Housing Partnership – Regional Housing Locator:

The CVA Regional Housing Partnership is launching the “Regional Housing Locator” which will feature For-Sale and For-Lease home listings within the region, along with the resource links by locality, in a one-stop shop format.

The Regional Housing Locator will feature the City of Charlottesville and the Counties of Albemarle, Fluvanna, Greene, Louisa and Nelson on one website that was launched back on Thursday, November 12th by TJ PDC.

Community Development Department Staffing Update:

Jessica Rice, Human Resources Manager; Jason Overstreet, Senior Planner and Douglas Miles, Community Development Director conducted the Planner / GIS Technician position interviews on Tuesday, December 1st and Thursday, December 3rd with eight (8) candidates for the opening.

Due to COVID the interviews were conducted as Zoom interviews and it allowed for less travel time for the candidates to be selected for the job and for a secure and safe environment for all that were involved in the process. The person selected will more than likely start on January 4, 2021 in the Planner / GIS Technician position.

3. PUBLIC COMMENTS # 1:

At 7:03 pm, Chairman Bibb opened the first round of Public Comments with one public speaker:

Renae Chiovaro at 1173 Courthouse Road: She stated that she and all of her neighbors, as their spokesperson (for a scheduled Special Use Permit on January 12, 2021) came up with questions they wanted answered, not tonight, but for the requests. She asked first what needed to be approved by the Planning Commission (the Sketch Plan) and what needed to go forward to the Board of Supervisors (the Special Use Permit) for approval. They would like to know about the County requirements for steep slopes in the vicinity. She also invited the Planning Commission members to visit so both she and Overton McGehee can walk the steep slopes with them. She asked will the Planning Commission members take under consideration their concerns about the limited well water in the vicinity. She stated that they want test wells to be done on the subject property and other property owners planned to test their wells. She and her neighbors felt that the Planning Commission members should not render a final decision until well testing can be performed on the subject property and within the immediate vicinity of their neighborhood.

With no one else coming forward in the room, online, or on the phone line wishing to speak, Chairman Bibb closed the Public Comments period at 7:07 pm.

Vice-Chairman Zimmer arrived at 7:05 pm.

4. **MINUTES:**

MOTION:	Planning Commission Minutes of November 10, 2020				
MEMBER:	Bibb (Chair)	Zimmer (Vice Chair)	Johnson	Murray-Key	Lagomarsino
ACTION:				Seconded	Motion
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0 Approved				

5. **PUBLIC HEARINGS:**

CAPITAL IMPROVEMENT PLAN FY 2021-2026

Department	Rankings	Projects
Parks & Recreation – Aaron Spitzer Amount=\$191,000.00	1 1 1 2 2 1 1	Pleasant Grove Park Spray Ground Pleasant Grove Park Multi-Purpose Shelter Pleasant Grove Park Athletic Field Lighting New Pleasant Grove Park Athletic Fields (Baseball/Softball) Pleasant Grove Park Basketball and Tennis Courts Pleasant Grove Park Multi-Generational Center Pleasant Grove Park Outdoor Swimming Pool and Pool House
Public Works – Calvin Hickman Amount= \$1,623,000.00	2 1 3 2 1 2	Renovate Exterior of Historic Courthouse Equipment Purchase & Replacement Plan Paving Administration-Public Safety Parking Lots HVAC Upgrade-Community Center & Social Services Carysbrook Equipment Storage Shed New Administration / DSS Building and Renovations Social Services Vehicles County Vehicles
Sheriff – Major David Wells Amount= \$362,000.00	1 1	Secure Courthouse Sally Port Replacement Vehicles
Fire & Rescue – John Lye, Chief Lake Monticello Water Rescue Amount= \$1,193,900.00	1 1 Dismissed	Fluvanna Fire and Rescue Apparatus Replacement Fluvanna Fire and Rescue Heart Monitor Replacement Upgrades to Ambulance 45
Schools – Don Stribling Amount=\$2,185,000.00	2 1 1 2 2 2 2 1 1	Technology-2 Carysbrook HVAC Upgrade School Safety Vestibules Paving and Resurfacing FMS Athletic Field Lights (Football, Baseball, and Softball) FMS Annex Bleachers and Floor Abrams Abatement and Remodel School Buses Student Transport / Facilities Vehicles

At 7:10 pm Chairman Bibb opened the Public Hearing. With no one coming forward online or on the phone line wishing to speak, he closed the Public Hearing at 7:11 pm, and asked for comments from the Planning Commissioners, there were no other additional comments on their CIP Plan.

MOTION:	I move that the Planning Commission recommend approval of the FY2022-FY2026 Capital Improvement Plan (CIP) as presented, with a list of funding priorities prepared by Planning Commission members and County staff.				
MEMBER:	Bibb (Chair)	Zimmer (Vice Chair)	Johnson	Murray-Key	Lagomarsino
ACTION:		Motion	Seconded		
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0 Recommended Approval				

6. PRESENTATIONS:

2020 Transportation Projects Update – Douglas Miles, Community Development Director

Mr. Miles reviewed the current progress on the proposed Fluvanna County roundabouts: Route 250 and Troy Road and Thomas Jefferson Parkway (Route 53) and Turkeysag Trail leading into Lake Monticello, as the second, primary access point serving that major County development.

The Route 53 roundabout area contains the 2005 proffered construction of a sidewalk along the east line of Route 53 from the Nahor Village, Age 55+ residential development entrance down to the RIRO entrance to Gate Plaza and with no current connection on the west line of Route 53.

The Colonial Circle Conceptual Master Plan has been submitted for review and approval since the Route 53 and Lake Monticello Road (Route 618) roundabout has been completed and is now open for traffic circulation purposes. This R-3, RPC planned community along with a Special Use Permit was approved in June of 2019 for 325 new units and for 81,000 SF of commercial space.

The 2040 Comprehensive Plan – Transportation Update will begin in January 2021 with Fluvanna County notifying VDOT by official letter requesting their participatory assistance in preparing the road intersections and overall thoroughfare plan analysis for our future road planning purposes.

7. SITE DEVELOPMENT PLANS:

None

8. SUBDIVISIONS:

Village Oaks Phase IV Sketch Plan – Douglas Miles, Community Development Director

The proposed Sketch Plan illustrates site access to Village Oaks Phase IV from Lake Monticello Road through an existing, approved VDOT entrance to the existing Archer Tract. Village Oaks currently contains three (3) entrances onto Lake Monticello Road (Route 618) including River Run Drive designated for emergency access with Phase IV becoming the fourth site entrance.

The R-3, Residential Planned Community (RPC) District intends to permit compact village-style residential development and associated community-mixed uses, open space and creative

design techniques in accordance with the approved master plan. Southern Development is keeping with the approved 2005 Master Plan with the proposed Sketch Plan for the 29 new residential lots and meeting the Planning Department and VDOT entrance requirements.

Keith Lancaster, Southern Development, was present as the applicant’s representative. He did not have any comments and indicated that they were in agreement with the five (5) conditions.

MOTION:	I move that the Planning Commission approve SUB 20-37, Village Oaks – Phase IV Sketch Plan, a request for twenty-nine (29) residential lots on Tax Maps 9 Section 14 Parcels 1-6 and subject to five (5) conditions listed in the staff report.				
MEMBER:	Bibb (Chair)	Zimmer (Vice Chair)	Johnson	Murray-Key	Lagomarsino
ACTION:		Seconded		Motion	
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0 Approved				

9. UNFINISHED BUSINESS:

None

10. NEW BUSINESS:

2040 Comprehensive Plan – Transportation Subcommittee

Mr. Miles introduced the new business item for Chairman Bibb to appoint a new Transportation Subcommittee to be comprised of Two (2) Planning Commissioners and State and County Staff.

Chairman Bibb appointed Major David Wells, FCSO; Police Chief Tony Abbott, LMOA; John Wilson, PE, VDOT – Louisa Residency; Calvin Hickman, Public Works Director and Douglas Miles, Community Development Director. Howard Lagomarsino, Planning Commissioner indicated that he would like to be appointed to this subcommittee to serve along with Chairman Bibb as the other Planning Commissioner with his public safety background.

Ms. Murray-Key: asked is there any room for citizens to serve on the subcommittee?

Chair Bibb: stated he thinks this subcommittee is for those with transportation backgrounds: Lake Monticello Police Department, Fire Department, Fluvanna County Sheriff’s Office and people like that. This is to see how transportation needs to go forward with their expertise.

Mr. Miles: stated the reason why Chief Abbott and Major Wells are now involved is because VDOT staff is consistently asking us when we present information in the Smart Scale process is to identify items that are in our Comp Plan so we have them listed in what we have set out to do. Most importantly, things that I have spoken to Major Wells about is accident and incident reports that the officers collect for the data that they upload into the DMV records. We have had several concerns about the intersection of Ruritan Lake Road and Route 53 and to a lesser extend the Nahor Manor Drive and Route 53 intersection where the existing mulch business is located. This intersection is one we would like to look at realigning for better design purposes.

Vice Chair Zimmer: stated that he agrees with Mrs. Murray-Key with getting citizens involved in the process for better transparency and engagement just like somebody other than Mr. Bibb but someone also who knows the County unless they have some other affiliation with the County. I would suggest someone like Mrs. Staiger and she could get others from the FLDP.

Mr. Miles: stated that our thought process is that once all the staff members along with the two commissioners put together the data and transportation information is that we would also add in some citizens input. Once we have created the core information that we have then we are hoping some of the other FLDP class attendees would express interest or those in the Zions Crossroads Small Area Plan.

11. PUBLIC COMMENTS #2:

At 7:46 pm, Chairman Bibb opened the second round of Public Comments. With no one coming forward online, or on the phone line wishing to speak, Chairman Bibb then closed the Public Comments period at 7:47 pm.

12. ADJOURNMENT:

Chairman Bibb adjourned the Planning Commission meeting of December 8, 2020 at 7:47 pm.

Minutes recorded by Valencia Porter, Administrative Program Specialist.

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