

AGENDA
FLUVANNA COUNTY PLANNING COMMISSION
Regular Meeting
Circuit Court Room
Fluvanna Courts Building
April 23, 2014 at 7:00pm

1-CALL TO ORDER, PLEDGE OF ALLEGIANCE

2-DIRECTOR'S REPORT

Mr. Jason Stewart, Planning and Zoning Administrator

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3-PUBLIC COMMENTS #1 (3 minutes each)

4-APPROVAL OF MINUTES:

March 26, 2013

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5- PUBLIC HEARINGS:

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SUP 14:01 – Timothy Reese - A request for a Special Use Permit (SUP) to allow for a landscaping materials supply business with respect to 11.558 acres of Tax Map 4, Section A, Parcel 38. The property is zoned A-1 (Agricultural, General) and is located on the east side of Paynes Mill Road approximately 0.5 miles south of its intersection with Richmond Road (Route 250). The property is located in the Palmyra Election District and is within the Rural Residential Planning Area.

6-PRESENTATIONS (normally not to exceed 10-minute limitation)

7-SITE DEVELOPMENT PLANS:

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SDP 14:02 – Campbell Equipment – A site development plan request to construct a 90x36 addition and a 20x64 addition with respect to 1.849 acres of Tax Map 19, Section 11, Parcel 1. The property is zoned B-1, Business, General and is located on the east side of Route 15 (James Madison Highway) at its intersection with Route 613 (Bybees Church Road). The property is located in the Columbia Election District and is within the Rural Residential Planning Area.

8-SUBDIVISIONS:

9-UNFINISHED BUSINESS:

Comprehensive Plan Review Discussion

10-NEW BUSINESS:

11-PUBLIC COMMENT #2 (3 minutes each)

12-ADJOURN

For the Hearing-Impaired – there is a listening device available at the Circuit Court Room upon request. TTY access number is 711 to make arrangements.

For persons with Disabilities – if you have special needs, please call the County Administrator's Office at 591-1910 and relay your request.

Pledge of Allegiance

I pledge allegiance to the flag
of the United States of America
and to the Republic for which it stands,
one nation, under God, indivisible,
with liberty and justice for all.

ORDER

1. It shall be the duty of the Chairman to maintain order and decorum at meetings. The Chairman shall speak to points of order in preference to all other members.
2. In maintaining decorum and propriety of conduct, the Chairman shall not be challenged and no debate shall be allowed until after the Chairman declares that order has been restored. In the event the Commission wishes to debate the matter of the disorder or the bringing of order; the regular business may be suspended by vote of the Commission to discuss the matter.
3. No member or citizen shall be allowed to use abusive language, excessive noise, or in any way incite persons to use such tactics. The Chairman and/or the County Planner shall be the judge of such breaches, however, the Commission may vote to overrule both.
4. When a person engages in such breaches, the Chairman shall order the person's removal from the building, or may order the person to stand silent, or may, if necessary, order the person removed from the County property.

***FLUVANNA COUNTY PLANNING COMMISSION
PUBLIC HEARING RULES OF PROCEDURE***

1. Purpose:
The purpose of a public hearing is to receive testimony from the public on certain resolutions, ordinances or amendments prior to taking action. A hearing is not a dialog or debate. Its express purpose is to receive additional facts, comments and opinion on subject items.
2. Speakers:
Speakers should approach the lectern so they may be visible and audible to the Commission.
Each speaker should clearly state his/her name and address.
All Comments should be directed to Commission.
Each speaker is limited to three minutes and time may not be donated from other audience members.
All questions should be directed to the Chairman. Members of the Commission are not expected to respond to questions, and response to questions shall be made at the Chairman's discretion. Speakers are encouraged to contact staff regarding unresolved concerns or to receive additional information.
Speakers with questions are encouraged to contact County staff prior to the public hearing.
Speakers should be brief and avoid repetition of previously presented comments.
County residents and taxpayers may be given priority in speaking order.
3. Action:
At the conclusion of the public hearing on each item, the Chairman will close the public hearing. The Commission will proceed with its deliberations and will act on or formally postpone action on such item prior to proceeding to other agenda items. Further public comment after the public hearing has been closed generally will not be permitted.



COUNTY OF FLUVANNA

"Responsive & Responsible Government"

P.O. Box 540 Palmyra, VA 22963 (434) 591-1910 FAX (434) 591-1911 www.co.fluvanna.va.us

To: Fluvanna County Planning Commission
From: Jason Stewart, AICP
Date: April 15, 2014
Re: Planning Director's Report

1. Board of Supervisors Actions:

April 2, 2014:

None.

April 16, 2014:

2013 Planning Development Activity Report Presentation.

2. Board of Zoning Appeals Actions:

No April Meeting.

3. Technical Review Committee:

April 17, 2014:

SDP 14:03 – Beulah Baptist Church – A site development plan request in three (3) phases to construct an 800 seat sanctuary, 10 classrooms, and a 70x80 multi-purpose area with respect to 9.497 acres of Tax Map 23, Section A, Parcel 20. The property is zoned A-1, Agricultural, General and is located on the west side of Route 659 (Kents Store Way) approximately 0.30 miles south of its intersection with Route 613 (Perkins Road). The property is located in the Columbia Election District and is within the Rural Preservation Planning Area.

SUP 14:02 - Hotel Street Capital, LLC – A request for a special use permit to allow for major utilities in conjunction with a Master Plan Amendment of rezoning ZMP 09:02 with respect to 222.03 acres of Tax Map 30, Section A, Parcel 110, and 10 acres of Tax Map 10, Section A, Parcel 39C. The property is currently zoned R-3 (Residential, Planned Community) and is located on the western side of State Route 15 (James Madison Highway) at its intersection with State Route 644 (Friendship Road), approximately 0.25 miles north of State Route 661 (Rescue Lane). The property is located within the Palmyra Election District. According to the 2009 Comprehensive Plan, the property is within the Palmyra Community Planning Area.

ZMP 14:01 – **Hotel Street Capital, LLC** – A Master Plan Amendment of rezoning ZMP 09:02 with respect to 222.03 acres of Tax Map 30, Section A, Parcel 110, and 10 acres of Tax Map 19, Section A, Parcel 39C. The affected property is located in the Palmyra Election District on the western side of State Route 15 (James Madison Highway) and Route 644 (Friendship Road) approximately 0.25 miles north of Route 661 (Rescue Lane). The property is located in the Palmyra Election District and is within the Palmyra Community Planning Area.

Pending Meetings Report

<i>Action</i>	<i>Action Date</i>	<i>District</i>	<i>ID#</i>	<i>Applicant Name</i>	<i>Tax Map Parcels</i>	<i>Description</i>	<i>Total Acreage</i>	<i>Number of Lots</i>
<i>Pending PC Meeting</i>								
	4/23/2014	Palmyra	SUP 14-001	Timothy Reese	4 (A)38	SUP for a landscape materials supply business	11.558	
	4/23/2014	Columbia	SDP 14-002	Campbell Equipment	19 (11) 1	Addition to vehicle maintenance shop	1.89	
	5/28/2014	Palmyra	SUP 14-002	Hotel Street Capital, LLC	30 & 19 (A)110 & (A)	major utilities	222	
<i>Pending TRC Meeting</i>								
	4/10/2014	Palmyra	ZMP 14-001	Hotel Street Capital, LLC	30 & 19 (A) 110 & (A)		222	
	4/10/2014	Columbia	SDP 14-003	Beulah Baptist Church	23 (A) 20	ajor site plan--phased construction church grou	7	



**FLUVANNA COUNTY BUILDING INSPECTIONS
MONTHLY BUILDING INSPECTION REPORT
MARCH 2014**

USE	Mar-13	VALUE	YTD 13	VALUE	Mar-14	VALUE	YTD 14	VALUE	Mar/Diff	VALUE	YTD	VALUE
											PERMITS	
New Homes	6	1,319,250	14	2,865,250	4	665,000	12	2,377,536	-2	(654,250)	-2	(487,714)
Duplex	0	0	0	0	0	-	0	-	0	-	0	-
Single Family (Attached)	0	0	0	0	6	750,000	6	750,000	6	750,000	6	750,000
Adds&Alterations	16	136,287	62	642,914	17	300,992	51	771,181	1	164,705	-11	128,267
Garages & Carports	1	35,000	1	35,000	0	-	2	141,000	-1	(35,000)	1	106,000
Accessory Buildings	1	5,800	5	50,400	2	52,000	2	52,000	1	46,200	-3	1,600
Single Wide MH	0	0	0	-	1	16,000	2	48,000	1	16,000	2	48,000
Swimming Pools	0	0	0	-	0	-	0	-	0	-	0	-
Recreational Bldgs	0	0	0	-	0	-	0	-	0	-	0	-
Business Bldgs	0	0	0	-	0	-	0	-	0	-	0	-
Industrial Bldgs	0	0	0	-	0	-	0	-	0	-	0	-
Other Buildings	0	0	0	-	0	-	0	-	0	-	0	-
TOTALS	24	1,496,337	82	3,593,564	30	1,783,992	75	4,139,717	6	287,655	-7	546,153

FEES	Mar-13	PREV TOT	YTD 13	Mar-14	PREV TOT	YTD 14	DIFFERENCE	DIFFERENCE YTD
Building Permits	\$ 7,110.70	12,368.20	19,478.90	\$ 10,040.88	\$ 11,815.19	\$ 21,856.07	2,930.18	2,377.17
Land Disturb Permits	\$ 3,741.25	2,000.00	5,741.25	\$ 2,400.00	\$ 3,350.00	\$ 5,750.00	(1,341.25)	8.75
Zoning Permits/Proffers	\$ 1,350.00	1,650.00	3,000.00	\$ 1,800.00	\$ 1,250.00	\$ 3,050.00	450.00	50.00
TOTALS	\$ 12,201.95	16,018.20	28,220.15	\$ 14,240.88	\$ 16,415.19	\$ 30,656.07	\$ 2,038.93	2,435.92

INSPECTIONS	Mar-13	PREVIOUS	YTD 13	Mar-14	PREVIOUS	YTD 14		
	152	281	433	103	284	387	-49	-46


 Darius S. Lester
 Building Official

() represents a negative

Monthly Approval Report for February 2014

<i>District</i>	<i>Action</i>	<i>ID#</i>	<i>Description</i>	<i>Tax Map</i>	<i>Parcels</i>	<i>Total Acreage</i>	<i>Number of Lots</i>
Columbia							
	<i>Minor Pending</i>						
		SUB 14-006	family subdivision boundary survey	32	(A) 61	3.8	1
Cunningham							
	<i>Approved</i>						
		SUB 14-001	family subdivision	18	(A)2	95.425	2
Fork Union							
	<i>Approved</i>						
		BSP 14-005	Boundary survey	59	(A) 53A	0	
		BSP 14-007	boundary survey	51	(A) 83	0	
	<i>Denied</i>						
		ZMP 13-002	Conditional Rezoning	30	(A)84B	2.631	
Palmyra							
	<i>Approved</i>						
		SDP 14-001	new storage building	8	(A) 30E	5.233	
		ZUP 14-001	antenna modification, new antenna array	10	(19)9	23.17	

AFD - Agricultural Forestal District *BSP - Boundary Survey Plat*
BZA - Board of Zoning Appeals (Variance) *CCE - Code Compliance Enforcement*
CPA - Comprehensive Plan Amendment *SDP - Site Development Plan*
SUB - Subdivisions *SUP - Special Use Permits*
ZMP - Zoning Map Proposal (Rezoning) *ZTA - Zoning Text Amendment*

Planning Department Activity Report

ID#	Description	Applicant Name	Tax Map	Parcels	# of Lots	Status Date	Status	Action
Columbia	Total Number of Lots:		879					
SUB 06-035	Major Subdivision	Wheeler, Don & Lorraine	11	(15)7	7	6/25/2007	PC Approved/Waiting on New Plats	PC Approved
SUB 07-055	Major Subdivision	Sager, Winifred	13	(A)10D	8	10/24/2007	PC Approved/Waiting on New Plats	PC Approved
SUB 07-042	Major Subdivision	Lone Pine	22	(16)1,2,3,R	8	5/15/2008	Final-Sent in Comments/Waiting on Revisions	PC Approved
SUB 07-034	Major Subdivision	Central Meadows, Phase IV	22	(A)10	24	8/27/2008	Preliminary-Sent in Comments/Waiting on Revisions	PC Approved
SUB 07-014	Major Subdivision	WB Properties	43	(A)35A	60	4/25/2007	PC Approved/Waiting on New Plats	PC Approved
SUB 07-012	Major Subdivision	Central Meadows Phase III	21, 22	(A) 29A, 29B, (A) 90B, (3) 1	84	8/27/2008	Preliminary-Sent in Comments/Waiting on Revisions	PC Approved
SUB 06-599	Major Subdivision	Central Meadows LLC, Phase II	22	(A)7,3A (3)2,3	161	8/27/2008	Preliminary-Sent in Comments/Waiting on Revisions	PC Approved
SUB 07-068	Major Subdivision	George, Faye	31	(A)5	26	3/26/2008	On Hold	Deferred Indefinitely
SUB 06-081	Major Subdivision	Rivanna Crossing	20	(A)19	40	1/11/2008	Preliminary-Sent in Comments/Waiting on Revisions	PC Approved
SUB 06-059	Major Subdivision	Central Meadows - Phase I	22	(A)8,37,42,43	161	8/27/2008	Preliminary-Sent in Comments/Waiting on Revisions	PC Approved
SUB 06-006	Major Subdivision	Forest Manor	11	(A)57	9	7/23/2008	Being Reviewed by County Attorney	PC Approved
SUB 05-83B	Major Subdivision	Meadowbrook, Phase III	12	(A)4,5	0	12/5/2006	Preliminary-Approved/Waiting on New Plats	PC Approved
SUB 05-058	Major Subdivision	Barry Meade Homes	21	(A)19,21,23,24,25	253	9/25/2007	Preliminary-Approved/Waiting on New Plats	PC Approved

ID#	Description	Applicant Name	Tax Map	Parcels	# of Lots	Status Date	Status	Action
SUB 13-012	Minor Subdivision	Keith Lancaster	5	(20)1B	2	6/3/2013	Sketch Received/Need to Review	Minor Pending
SDP 05-010	Three Self Storage Units	Chambers, Robert	11	(A)44		9/26/2005	On Hold	PC Approved
SUB 14-006	family subdivision boundary survey	Norman & Ester Proffitt and Kristen Custer	32	(A) 61	1	3/3/2014	Sketch Received/Need to Review	Minor Pending
SUB 06-085	Major Subdivision	Booker, Brad	31	(A)87A,88,89	24	3/3/2011	Preliminary-Sent in Comments/Waiting on Revisions	PC Approved
SDP 14-002	Addition to vehicle maintenance shop	Campbell Equipment	19	(11) 1		4/23/2014	PC	Pending PC Meeting
SUB 08-031	Minor Subdivision	Hunting Creek Farm	21	(A)9	5	1/14/2009	Preliminary-Sent in Comments/Waiting on Revisions	Minor Pending
SDP 14-003	major site plan--phased construction church ground	Beulah Baptist Church	23	(A) 20		3/31/2014	Sketch Received/Need to Review	Pending TRC Meeting
SUP 10-003	Country Inn & Retreat	Kurre, James & Debra/ Jedi LLC.	54	(A)33,33B		1/19/2011	Deferred Indefinitely	Deferred Indefinitely
SUB 08-050	Minor Subdivision/ Boundary Adjustment	Bickley, Lawrence & Gale	33	(A)26A,26C	5	11/3/2008	Preliminary-Sent in Comments/Waiting on Revisions	Minor Pending
SUB 11-017	Minor Subdivision	Tinsley, Anita	43	(4) 1B	1	8/17/2012	On Hold	Minor Pending
Cunningham	Total Number of Lots:	187						
BSP 14-004	boundary survey	VA Dept of Game and Inland Fisheries	16	(A) 33		3/20/2014	Sketch Received/Need to Review	Minor Pending
ZUP 14-003	antenna modification--element replacement	Smartlink LLC--Joseph Biancanello	17	(A) 57D		2/28/2014	Sketch Received/Need to Review	Minor Pending
SDP 08-017	Cemetery	Saint Peter and Paul Catholic Church	18	(A)7		12/7/2012	Closed	PC Approved
SDP 12-014	Major Site Plan - Cell Tower	VFW c/o Bill Hughes	47	(A)10		9/7/2012	Preliminary-Sent in Comments/Waiting on Revisions	Minor Pending
SUB 03-059	Major Subdivision	Meade, Barry - Foxfield	29	(A)103	47	4/11/2006	Preliminary-Approved/Waiting on New Plats	PC Approved

ID#	Description	Applicant Name	Tax Map	Parcels	# of Lots	Status Date	Status	Action
SUB 05-086	Major Subdivision	Antioch Acres	37	(3)3 & (A)58	39	1/23/2006	PC Approved/Waiting on New Plats	PC Approved
SUB 05-107	Major Subdivision	Hardware Landing LLC.	48	(15)5,6,7	44	12/19/2005	PC Approved/Waiting on New Plats	PC Approved
SUB 06-016	Minor Subdivision	White, James	29	(A)53	2	5/10/2006	Preliminary-Approved/Waiting on New Plats	Minor Pending
ZUP 14-002	Antenna modification	SmartLink, LLC--Joseph Biancaniello	18	(A) 41		2/25/2014	Sketch Received/Need to Review	Minor Pending
SUB 08-047	Rural Cluster Subdivision	Piney Mountain - Meade Properties, LLC	29	(24)1-13	51	11/17/2008	PC Approved/Waiting on New Plats	PC Approved
SUB 09-021	Minor Subdivision	Dominion Land and Development Corp.	17	(24)29	2	6/25/2009	On Hold	Minor Pending
SUB 07-058	Family Subdivision	Denby, Rose Marie (Kirby)	53	(A)14	2	9/27/2007	Waiting on Signatures	Minor Pending
Fork Union	Total Number of Lots:	93						
SUB 06-008	Major Subdivision	Rivanna Prospect	41	(A)61C,63&64	51	4/26/2006	PC Approved/Waiting on New Plats	PC Approved
SDP 07-023	125' Telecommunications Tower	Cagle, Hubert G.	52	(1)7		2/27/2008	PC Approved/Waiting on New Plats	PC Approved
SDP 06-003	Shopping Center	Palmyra Associates	30	(A)14		7/8/2008	Final-Sent in Comments/Waiting on Revisions	PC Approved
SUB 08-007	Minor Subdivision	MCL Construction, Inc.	51	(A)88	5	10/28/2009	Preliminary-Approved/Waiting on New Plats	Minor Pending
SUB 05-033	Major Subdivision	Kingsbridge Subdivision	40	(A)34C,34D,34E	28	5/23/2005	PC Approved/Waiting on New Plats	PC Approved
ZUP 14-005	antenna modification	SmartLink, LLC--Joe Biancaniello	52	(1) 7		3/18/2014	Sketch Received/Need to Review	Minor Pending
SUB 06-028	Minor Subdivision	Melvin, Ronald & Joyce	60	(2)2C	4	4/26/2006	Sketch-Sent in Comments/Waiting on Revisions	Minor Pending
SUP 08-002	Cellular Communication Tower	County of Fluvanna	58	(A)8B		6/18/2008	Deferred Indefinitely	Deferred Indefinitely

ID#	Description	Applicant Name	Tax Map	Parcels	# of Lots	Status Date	Status	Action
SUB 06-061	Family Subdivision	Emery, John & Brenda	39	(1)3	2	4/13/2007	Final-Sent in Comments/Waiting on Revisions	Minor Pending
SUB 11-046	Subdivision	Gregory D. Jones	50	(A)33	3	6/11/2013	Sketch-Sent in Comments/Waiting on Revisions	Minor Pending
Palmyra	Total Number of Lots:	116						
ZUP 14-004	antenna modification--element replacement	Smartlink LLC--Joseph Biancaniello	10	(A) 50		2/28/2014	Sketch Received/Need to Review	Minor Pending
SDP 11-011	Construct a 9,600 square foot training center	Central Virginia Electric Cooperative	10	(A)32, 32A		3/14/2012	Approved	PC Approved
BSP 08-016	Easement	B. Properties, II, VA Properties, School Lane Asso	5	(7)9,9C,9B		3/21/2008	Waiting on Signatures	Minor Pending
SUP 14-002	major utilities	Hotel Street Capital, LLC	30 & 19	(A)110 & (A) 39C		4/1/2014	Sketch Received/Need to Review	Pending PC Meeting
SDP 06-009	Construct Landscaping Building	Kenneth Bahr	4	(A)109A		1/24/2007	PC Approved/Waiting on New Plats	PC Approved
SUB 07-060	Major Subdivision	Buck, Frank (Brandywine Run)	4	(2)A	15	11/20/2009	Final-Sent in Comments/Waiting on Revisions	PC Approved
SDP 08-007	Industrial and Office Space	VA Properties, LLC	5	(7)9, 9C, 8		6/25/2008	PC Approved/Waiting on New Plats	PC Approved
SDP 08-012	New Fluvanna County High School	Fluvanna County School Board	29	(A)96		2/12/2009	Conditionally Approved	PC Approved
SDP 10-006	Industrial and Office Space	VA Properties, LLC	5	(7)8		8/25/2010	PC Approved/Waiting on New Plats	PC Approved
ZUP 14-006	antenna modification	New Cingular Wireless PCS, LLC	10	(19) 9		3/26/2014	Sketch Received/Need to Review	Minor Pending
ZMP 14-001		Hotel Street Capital, LLC	30 & 19	(A) 110 & (A) 39C		4/1/2014	Sketch Received/Need to Review	Pending TRC Meeting
SUB 06-001	Major Subdivision	Libbea, Cheryl	18	(A)44	26	2/22/2006	PC Approved/Waiting on New Plats	PC Approved
SUB 05-029	Family Subdivision	Hurley, John & Kathy	12	(A)47	2	9/3/2009	Preliminary-Approved/Waiting on New Plats	Minor Pending

ID#	Description	Applicant Name	Tax Map	Parcels	# of Lots	Status Date	Status	Action
SUB 07-002	Minor Subdivision	Proffitt, Eugene H. Sr.,	4	(A)38	4	3/30/2007	On Hold	Minor Pending
SUB 09-026	Major Subdivision - The points at the Rivanna Reso	Rivanna Woods Golf Club, LP	30	(A)110	7	3/23/2010	Preliminary-Approved/Waiting on New Plats	PC Approved
SUB 05-041	Major Subdivision	Wildwood Farms	19	(13)17-23(4)1A	20	8/17/2006	Preliminary-Sent in Comments/Waiting on Revisions	PC Approved
SUP 14-001	SUP for a landscape materials supply business	Timothy Reese	4	(A)38		4/23/2014	PC	Pending PC Meeting
SUB 05-043	Major Subdivision	Carter	10	(A)51	20	6/28/2005	PC Approved/Waiting on New Plats	PC Approved
SUB 08-017	Family Subdivision	Martens, Kevin & Bambi	3	(A)9A	2	5/16/2008	Final-Sent in Comments/Waiting on Revisions	Minor Pending
SUB 07-041	Minor Subdivision	Virginia Land, LLC	5	(23)3	2	6/26/2007	Sketch-Sent in Comments/Waiting on Revisions	Minor Pending
SUB 07-013	Major Subdivision	Howell, Ross & Elinore	4	(2)A	16	4/25/2007	PC Approved/Waiting on New Plats	PC Approved
SUB 07-016	Family Subdivision	Gooch, Stephen, Felicity	10	(A)63A	2	3/5/2007	Final-Sent in Comments/Waiting on Revisions	Minor Pending
Rivanna	Total Number of Lots:	197						
SUB 06-020	Major Subdivision	Village Oaks	9	(A)13,14C	127	6/3/2008	Waiting on Signatures	PC Approved
SUB 06-034	Major Subdivision	Schiff, Donald	18A	(11)126, 127, 127A	10	3/28/2007	PC Approved/Waiting on New Plats	PC Approved
SUB 07-038	Major Subdivision	Village Oaks Investments (Archer Property)	9	(A)12	6	3/22/2010	Final Received/Need to Review	PC Approved
SUB 07-039	Major Subdivision	Naylor, Curtis (River Oaks)	9	(10)13	22	11/16/2009	Preliminary-Sent in Comments/Waiting on Revisions	PC Approved
SDP 08-004	Improvements to existing entrance	Butler, Bevley & Carolyn	18	(A)10		3/20/2008	Sent to VDOT	Minor Pending
SUB 07-056	Major Subdivision	Stuart Guskind - Rivanna Village	18B	(5)6	32	3/8/2010	Preliminary-Approved/Waiting on New Plats	PC Approved

ID#	Description	Applicant Name	Tax Map	Parcels	# of Lots	Status Date	Status	Action
SDP 05-021	Assisted Living Facility	Lakeside Manor, LP	9	(A)14		9/3/2009	Sketch-Approved/ Waiting on New Plats	PC Approved
Grand Total Number of Lots:		1472						

Code Compliance Enforcement Activity for Director's Report

ID#	Tax Map Parcels	Reported Against	Type of Violation	Status	Status Date
Columbia					
CCE 13-012	33 (9)-1A	Liberty Homes, LLC, Et Al	Trash	Awaiting Action	6/27/2013
CCE 13-011	33 (A)-57	Gail Bruce, Et, Al	Trash	Awaiting Action	6/27/2013
Fork Union					
CCE 12-001	51A (A)22	JWS Enterprises, LLC (James W. Sherrill, Misc.		Pending Court	5/21/2013
Palmyra					
CCE 12-002	3 (A)-31, 32	JWS Enterprises, LLC (James W. Sherrill, Misc.		Pending Court	5/21/2013
CCE 10-013	10 (3)-2B	Eric D. Taylor	SUPs	Awaiting Action	5/8/2012

Transmittal Report March 2014

<i>Line Number</i>	<i>Code</i>	<i>Name</i>	<i>ID#</i>	<i>Amount Received</i>
		<i>Variances</i>		
			ZUP14005	\$4,000.00
			ZUP14006	\$4,000.00
			<i>Sum:</i>	\$8,000.00
10000013-318337				
	<i>SITEPL</i>	<i>Site Plan Review</i>		
			SDP14003	\$1,100.00
			<i>Sum:</i>	\$1,100.00
10000013-318340				
	<i>MISC</i>	<i>Miscellaneous</i>		
			MSC14003	\$155.00
			<i>Sum:</i>	\$155.00
10000013-318341				
		<i>Subdivision & Plat Review</i>		
			SUB11017	\$100.00
	<i>SUBDIV</i>	<i>Subdivision & Plat Review</i>		
			BSP14007	\$50.00
			<i>Sum:</i>	\$150.00
			<i>Total:</i>	\$9,405.00

**FLUVANNA COUNTY PLANNING COMMISSION
REGULAR MEETING MINUTES
Circuit Court Room
Fluvanna County Courts
March 26, 2014
7:00 p.m.**

MEMBERS PRESENT: Donald Gaines
Lewis Johnson
Ed Zimmer

MEMBERS ABSENT: Barry Bibb, Chairman
Patricia Eager, Vice-Chairman
Tony O'Brien, Board of Supervisors Representative

ALSO PRESENT: Frederick Payne, Fluvanna County Attorney
Jason Stewart, Planning and Zoning Administrator
Steven Tugwell, Senior Planner
Jay Lindsey, Planner
Kelly Belanger Harris, Senior Program Support Assistant

CALL TO ORDER

In the absence of Chair Bibb, and Vice-Chair Eager, Mr. Zimmer nominated Mr. Gaines as Acting Chair. Mr. Johnson seconded.

Acting Chair Gaines called the Planning Commission meeting of March 26, 2014 to order at 7:03 p.m. in the Circuit Court Room in Palmyra, Virginia. After the meeting was called to order, the Pledge of Allegiance was recited.

PLANNING DIRECTOR'S REPORT

Mr. Jason Stewart, Planning and Zoning Administrator, gave the monthly report to the Planning Commission.

➤ **Board of Supervisors Actions:**

ZMP 13:02 – Cowboys, LLC – DENIED—An ordinance to amend the Fluvanna County Zoning Map with respect to 2.631 acres of Tax Map 30, Section A, Parcel 84B to rezone the same from A-1, Agricultural, General to B-1, Business, General (conditional). The affected property is located on the southeast side of Route 15 (James Madison Highway), approximately 0.18 miles northeast of Route 53 (Thomas Jefferson Parkway). The property is located in the Fork Union Election District and is within the Palmyra Community Planning Area.

➤ **Board of Zoning Appeals Actions:** *No February Meeting.*

➤ **Technical Review Committee:**

March 20, 2014:

SDP 14:02 – Campbell Equipment – A site development plan request to construct a 90x36 addition and a 20x64 addition with respect to 1.849 acres of Tax Map 19, Section 11, Parcel 1. The property is zoned B-1, Business, General and is located on the east side of Route 15 (James Madison Highway) at its intersection with Route 613 (Bybees Church Road). The property is located in the Columbia Election District and is within the Rural Residential Planning Area.

PUBLIC COMMENTS #1

Mr. Gaines opened the floor for the first section of public comments.

With no one wishing to speak, Mr. Gaines closed the first section of public comments.

APPROVAL OF MINUTES

MOTION:

Mr. Zimmer moved to **approve** the minutes of the February 26, 2014 Planning Commission meeting, with Mr. Johnson seconding. The Motion carried with a vote of 3-0-0. AYES: Gaines, Johnson, Zimmer. NAYS: None. ABSTAIN: None.

PRESENTATIONS:

None

PUBLIC HEARINGS:

None

SITE DEVELOPMENT PLANS:

SDP 14:01 Fluvanna Self Storage

A site development plan request to construct a 3,500 square foot self-storage building addition. The property is zoned B-1, Business, General and is located on the northern side of Route 618 (Lake Monticello Road) approximately 0.70 miles east of Route 53 (Thomas Jefferson Parkway). The property is located in the Palmyra Election District and is within the Rivanna Community Planning Area.

Mr. Steve Tugwell, Senior Planner, presented the site development plan request for a 3,500 square foot self-storage building addition with respect to 5.233 acres of Tax Map 8, Section A, Parcel 30E.

Mr Johnson disclosed that he owns a self-storage facility in Fork Union; while he does not believe it is a conflict of interest, nor is he in competition with Mr. Burns, owner of Fluvanna Self Storage, Mr. Johnson felt it prudent and appropriate to disclose the information. Mr. Payne acknowledged the propriety of the disclosure and agreed that there is no conflict of interest.

MOTION:

Mr. Zimmer moved to **approve** the the site development plan request for a 3,500 square foot self-storage building addition with respect to 5.233 acres of Tax Map 8, Section A, Parcel 30E.

Mr. Johnson seconded. The motion carried with a vote of 3-0-0. AYES: Gaines, Johnson, Zimmer. NAYS: None. ABSTAIN: None.

SUBDIVISIONS:

None

UNFINISHED BUSINESS:

2013 Development Activity Report –Corrections—Mr. Jay Lindsey, Planner, presented the corrections to the 2013 Development Activity Report to the Planning Commission.

MOTION:

Mr. Zimmer moved to **accept** the 2013 Development Activity Report as the Annual Planning Commission Report.

Mr. Johnson seconded. The motion carried with a vote of 3-0-0. AYES: Gaines, Johnson, Zimmer. NAYS: None. ABSTAIN: None.

NEW BUSINESS:

None.

PUBLIC COMMENTS #2

Mr. Gaines opened the floor for the second section of public comments.

With no one wishing to speak, Mr. Gaines closed the second section of public comments.

ADJOURN

There being no further business, Mr. Gaines adjourned the Planning Commission meeting of March 26, 2014 at approximately 7:24 p.m.

Minutes recorded by Kelly Belanger Harris.

Barry A. Bibb, Chairman
Fluvanna County Planning Commission

DRAFT



COUNTY OF FLUVANNA

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STAFF REPORT

To: Fluvanna County Planning Commission
Case Number: SUP 14:01
Tax Map: Tax Map 4, Section A, Parcel 38

From: Steve Tugwell
District: Palmyra
Date: April 23, 2014

General Information: This request is to be heard by the Planning Commission on Wednesday, April 23, 2014 at 7:00 pm in the Circuit Courtroom in the Courts Building.

Owner/Applicant: Eugene H. Proffitt, Sr.

Representative: Timothy Reese

Requested Action: Request for a special use permit to operate a landscaping business with respect to 11.558 acres of Tax Map 4, Section A, Parcel 38. The applicant is proposing to operate a landscaping materials supply business. (Attachment A)

Location: The affected property is located on the east side of Paynes Mill Road approximately 0.5 miles south of its intersection with Richmond Road (Route 250). (Attachment B)

Existing Zoning: A-1, Agricultural, General

Existing Land Use: Unimproved

Planning Area: Rural Residential Planning Area

Adjacent Land Use: Adjacent properties are all zoned A-1, Agricultural, General.

Zoning History: No Previous Zoning Activities.

Comprehensive Plan:

Land Use Chapter:

The Comprehensive Plan designates this property as within the Rural Residential Planning Area. According to this chapter, “*Some mixed-use development may be possible at a very small, rural neighborhood scale, but most development is single-family or two-family residential projects with limited commercial uses*”. Additionally, “*structures do not exceed two stories, and residential density is up to one unit every two acres gross (i.e., counting the acreage for the whole parcel), or six units per acre net (i.e., just the developable area, not including the permanent open space)*.” Mr. Reese plans on building one (1) 50 x 70 single-story building at this site for storage and a business office.

Analysis:

This is a Special Use Permit application to operate a landscaping materials supply business. The Zoning Ordinance defines landscaping materials supply as, “*a business used primarily for the bulk storage and sale of landscaping supplies, such as soil, gravel, potting mix, mulch, sand, stone, and the like, either wholesale or at retail, necessitating the frequent use of heavy equipment. Plants and supplemental items used in planting and landscaping, such as plant containers, yard ornaments, hand tools, and the like, may be sold on-site as secondary or incidental items*”. Landscaping materials supply businesses are permitted by special use permit in the A-1 zoning district, and are subject to an approved site development plan.

The applicant plans on building a 50 x 70, one (1) story storage building at this site, and it will also contain a small business office. There are also plans to possibly build a residence on this property in the future. The parcel is 11.558 acres in area, and appears large enough to accommodate landscaping materials storage, and associated equipment. VDOT has stated that a low-volume commercial entrance will be required for site access off of Paynes Mill Road, along with 360 feet of stopping sight-distance. It appears that their stated proposed uses for the property are consistent with the definition of landscaping materials supply. (Attachment C)

When evaluating proposed uses for a special use permit, in addition to analyzing the potential adverse impacts of the use, staff utilizes two (2) general guidelines for evaluation as set forth in the zoning ordinance.

First, the proposed use should not tend to change the character and established pattern of the area or community.

The subject property is located within the Rural Residential Planning Area, within close proximity of existing agricultural and residential zoning and uses. The nearest residence is approximately ninety (90) feet away from the northern property line, and the applicant is proposing a double-staggered row of trees along this line to provide for screening. The landscaping supply business would operate on more than eleven (11) acres. It does not appear that the landscaping supply business as proposed would change the character and established pattern of the area.

Second, the proposed use should be compatible with the uses permitted by-right in that zoning district and shall not adversely affect the use/or value of neighboring property.

Landscaping materials supply businesses are allowed by SUP in the A-1 district. By-right uses that are similar, in operation or size of structures, to this application may include home occupations, equestrian facilities, farm sales, non-commercial greenhouses, and accessory dwellings. The zoning ordinance allows for one accessory dwelling unit per subject property, similar to locating a garage behind a primary dwelling. In general, small home industries differ from home occupations in that non-family employees can be hired and the business may take up more than 25% of the gross floor area of the dwelling.

Sec. 22-1-2 of the zoning ordinance states that the purpose of the zoning ordinance is “to protect against over-crowding of land”. Furthermore, the zoning ordinance states its purpose is to “facilitate the creation of a convenient, attractive and harmonious community” requiring the upkeep of the property, free from debris. The site will be improved by adding landscaping for screening and buffering of adjoining properties. Additionally, the zoning ordinance states its purpose as “encouraging economic development activities”. The applicants may provide a service to the community by employing several people, and by providing their clients with landscaping materials they would have to drive a further distance to acquire.

Neighborhood Meeting:

There were four (4) attendees including the applicant at the February 12, 2014 Neighborhood meeting.

The attendees had concerns about potential noise levels, visibility of mulch areas, and the frequency of large trucks delivering materials to the property.

Technical Review Committee:

At the February 13, 2014 Technical Review Committee meeting, The Health Department stated that the proposed landscape company will be required to have a system review (\$50.00 fee) before filing an application for a building permit for the proposed building;

VDOT inquired about the size of delivery trucks, and stated that a low-volume commercial entrance, and 360 feet of stopping sight-distance would be required;

The Fire Chief requested that there be a defensible space of 50 feet between the proposed 50 x 70 building and the bulk-material location;

Virginia Electric Cooperative stated concern with overhead power lines, and requested to not allow any buildings underneath their power lines, also the same applies to the proposed stock-piling of materials and storage;

We did not receive written comments from the erosion and sedimentation control inspector. Please contact Roger Black at 591-1935 to inquire as to what may be required.

Planning Staff inquired with regard to;

- a) What type of bulk-materials will be stored;
- b) The number of proposed employees;
- c) Possibility at a later date for a homesite;
- d) A final site development plan showing screening from adjoining properties, all proposed and existing improvements including utility lines and easements, buildings, entrances, location of storage areas, parking, office space, etc. will be required.

(Attachment D)

Conclusion:

The Planning Commission should consider any potential adverse impacts, such as traffic entering and exiting the property, noise, dust, vibration, or visual clutter.

Recommended Conditions:

If approved, Staff recommends the following conditions:

1. Prior to 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. The site must meet all Virginia Department of Transportation requirements.
3. The site must meet the requirements set forth by the Virginia Department of Health.
4. The property shall be maintained in a neat and orderly manner so that the visual appearance from the road and adjacent properties is acceptable to County officials.
5. Hours of operation shall be Monday through Saturday 7:00 a.m. to 6:00 p.m.
6. The Board of Supervisors, or its representative, reserves the right to inspect the business for compliance with these conditions at any time.
7. Any noise generated by the activity on this site shall be limited to the maximum decibel level allowed by Sec. 15.1-9 A. d. of the County Code.
8. All outdoor landscaping supply materials storage areas shall be screened from the view of public roads, rights-of-way, and adjacent properties as required by Sec. 22-24-7 3. iii of the Zoning Ordinance.
9. Under Sec. 22-17-4 F (2) of the Fluvanna County Code, the Board of Supervisors has the authority to revoke a Special Use Permit if the property owner has substantially breached the conditions of the Special Use Permit.

Suggested Motion:

I move that the Planning Commission recommend approval/denial of SUP 14:01, a request to allow for the operation of a landscaping materials supply business with respect to 11.558 acres of Tax Map 4, Section A, Parcel 38, [if approved] subject to the conditions listed in the staff report.

Attachments:

A – Application, letter from the owner, and APO letter

B – Aerial Vicinity Map

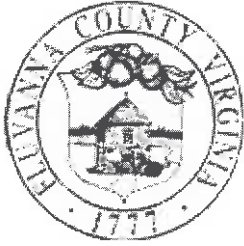
C – sketch plan

D - TRC comment letter, memo from the Health Dept., and email from VDOT

Copy: Mr. Eugene H. Proffitt, Sr., 1321 Paynes Mill Road, Troy, VA 22974;

Mr. Timothy Reese, 589 Jefferson Drive, Palmyra, VA 22963

File



COMMONWEALTH OF VIRGINIA
 COUNTY OF FLUVANNA
 Application for Special Use Permit (SUP)

Received
 JAN 29 2014

Owner of Record: Eugene H. Proffitt, Sr.

E911 Address: 1321 Paynes Mill Road Troy, VA 22974

Phone: 434-296-0443 Fax: _____

Email: gnproffitt@yahoo.com

Representative: Same As Applicant

E911 Address: _____

Phone: _____ Fax: _____

Email: _____

Applicant of Record: Timothy Reese

E911 Address: 589 Jefferson Drive Palmyra, VA 22963

Phone: 434-589-6846 Fax: n/a

Email: tim@bellaterrallc.com

Note: If applicant is anyone other than the owner of record, written authorization by the owner designating the applicant as the authorized agent for all matters concerning the request shall be filed with this application.

Is property in Agricultural Forestal District? No Yes

If Yes, what district: _____

Tax Map and Parcel(s): 4 A 38

Deed Book Reference: DB 249-580

Acreage: 11.558 Zoning: A 1

Deed Restrictions? No Yes (Attach copy)

Request for a SUP in order to: Operate Landscape Contracting Business

Proposed use of Property: Landscape Materials Supply

*Two copies of a plan must be submitted, showing size and location of the lot, dimensions and location of the proposed building, structure or proposed use, and the dimensions and location of the existing structures on the lot.

By signing this application, the undersigned owner/applicant authorizes entry onto the property by County Employees, the Planning Commission, and the board of Supervisors during the normal discharge of their duties in regard to this request and acknowledges that county employees will make regular inspections of the site.

Date: January 28, 2014 Signature of Owner/Applicant: _____

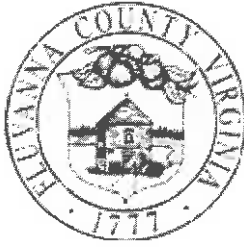
Subscribed and sworn to before me this 29 day of January, 2014 Register # 7509817

My commission expires: 10/31/2015 Notary Public: _____

Certification: Date: _____ Zoning Administrator: _____

All plats must be folded prior to submission to the Planning Department for review. Rolled plats will not be accepted.

OFFICE USE ONLY	
Date Received: <u>1/29/2014</u>	Pre-Application Meeting: <u>1/27/2014</u> PH Sign Deposit Received: _____ Application #: <u>SUP 10410</u>
\$800.00 fee plus mailing costs paid: _____	Mailing Costs: \$20.00 Adjacent Property Owner(APO) after 1st 15/Certified Mail
Amendment of Condition: \$400.00 fee plus mailing costs paid: _____	
Telecommunications Tower \$1,500.00 fee plus mailing costs paid: _____	\$5,500 w/Consultant Review paid: _____
Election District: <u>Palmyra</u>	Planning Area: <u>RR</u>
Public Hearings	
Planning Commission	Board of Supervisors
Advertisement Dates: <u>13 & 20 March 2014</u>	Advertisement Dates: <u>3 & 10 April 2014</u>
APO Notification: _____	APO Notification: _____
Date of Hearing: <u>26 March 2014</u>	Date of Hearing: <u>16 April 2014</u>
Decision: _____	Decision: _____



COMMONWEALTH OF VIRGINIA
COUNTY OF FLUVANNA
Public Hearing Sign Deposit

Name: Timothy Reese

Address: 89 Jefferson Drive

City: Palmyra

State: VA

Zip Code: 22963

I hereby certify that the sign issued to me is my responsibility while in my possession. Incidents which cause damage, theft, or destruction of these signs will cause a partial or full forfeiture of this deposit.

January 28, 2014

Applicant Signature

Date

*Number of signs depends on number of roadways property adjoins.

OFFICE USE ONLY

Application #: **BZA** _____ : _____ **CPA** _____ : _____ **SUP** _____ : _____ **ZMP** _____ : _____ **ZTA** _____ : _____

\$90 deposit paid per sign*:

Approximate date to be returned:

Describe briefly the **improvements** proposed. State whether new buildings are to be constructed, existing buildings are to be used, or additions made to existing buildings.

Within the next 2 years, I plan to build a metal storage/work shop building approximately 50x70 or smaller. Building will be insulated with concrete floor and have space for a small office. There currently exists a well and septic field which I plan to use. I plan to refurbish the existing entrance and install a gravel driveway navigating to the proposed storage building. Screen will be installed along the northern property line. Please reference the provided 18"x24" landscape plan which shows all existing and proposed structures and intended usage areas.

NECESSITY OF USE: Describe the reason for the requested change.

I am request the approval of a Special Use Permit to operate a Landscape Design/Build and Landscape Maintenance Contracting firm which currently exists. I hope to someday live on this property too (please reference landscape plan to see proposed home site). I hope to someday use the property to grow trees and shrubs which will be for the use Bella Terra's landscape jobs. There are no plans for a retail business on this property now or in the future.

PROTECTION OF ADJOINING PROPERTY: Describe the effects of the proposed use on adjacent property and the surrounding neighborhood. What protection will be offered adjoining property owners?

The most exposed property line to what is being proposed is the northern property line. A plan is in place to screen the existing house located north of the property (please reference landscape plan to see proposed screen planting). From Paynes Mill Road, there currently exists a tree line of White Pines which successfully screens the north west corner of this property. All other property lines are screened by large linear footage of existing woods.

ENHANCEMENT OF COUNTY: Why does the applicant believe that this requested change would be advantageous to the County of Fluvanna? (Please substantiate with facts.)

The issuance of this Special Use Permit will give me the ability to keep my business in Fluvanna County. I currently live in Lake Monticello where it is impossible for me to do want I want to do and plan to do. The proximity of this property to 250, I-64, my current customer base, and current vendors is ideal to the future success of my business. We currently have roots in Fluvanna County and enjoy living here. However, denial of this SUP will force my family and me to look at surrounding counties where I can find a situation similar to the one for which I am applying.

PLAN: Furnish plot plan showing boundaries and dimensions of property, width of abutting right-of-ways, location and size of buildings on the site, roadways, walks, off-street parking and loading space, landscaping, etc. Architect's sketches showing elevations of proposed buildings and complete plans are desirable and may be required with the application. Remarks:

Please reference the provided 18"x24", to scale, landscape plan which shows all existing and proposed structures. At this point in the application process, if anything else is desired, I am happy to provide.

January 23, 2014

*Fluvanna County
Special Use Permit Application*

To Whom It May Concern:

*Eugene Proffitt, Sr. Owner of 2100 Paynes Mill Road Troy,
Va. (11.558 Ac.) gives permission to Timothy Reese to apply
for Special Use Permit and for all matters concerning this
request.*



*Eugene Proffitt
1/23/14*

Memorandum

DATE: April 15, 2014

RE: APO'S for **SUP 14:01** Public Hearing Letters

TO: Steve Tugwell, Senior Planner

FROM: Kelly Belanger Harris

Please be advised the attached letter went out to the attached list of Adjacent Property Owners for the **April 23, 2014** Planning Commission meeting.



COUNTY OF FLUVANNA

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NOTICE OF PUBLIC HEARING

April 9, 2014

«First_and_Last_Name»
 «Address»
 «City_State» «ZIP_Code»
 TMP# «TMP»

Re: Public Hearing on SUP 14:01

Dear «First_and_Last_Name»:

This letter is to notify you that the Fluvanna County Planning Commission will hold a public hearing on the above referenced items on **Wednesday, April 23, 2014** at **7:00 PM** in the Circuit Court Room at the Fluvanna County Courts Building in Palmyra, VA. The requests are described as follows:

SUP 14:01 – Timothy Reese - A request for a Special Use Permit (SUP) to allow for a landscaping materials supply business with respect to 11.558 acres of Tax Map 4, Section A, Parcel 38. The property is zoned A-1 (Agricultural, General) and is located on the east side of Paynes Mill Road approximately 0.5 miles south of its intersection with Richmond Road (Route 250). The property is located in the Palmyra Election District and is within the Rural Residential Planning Area.

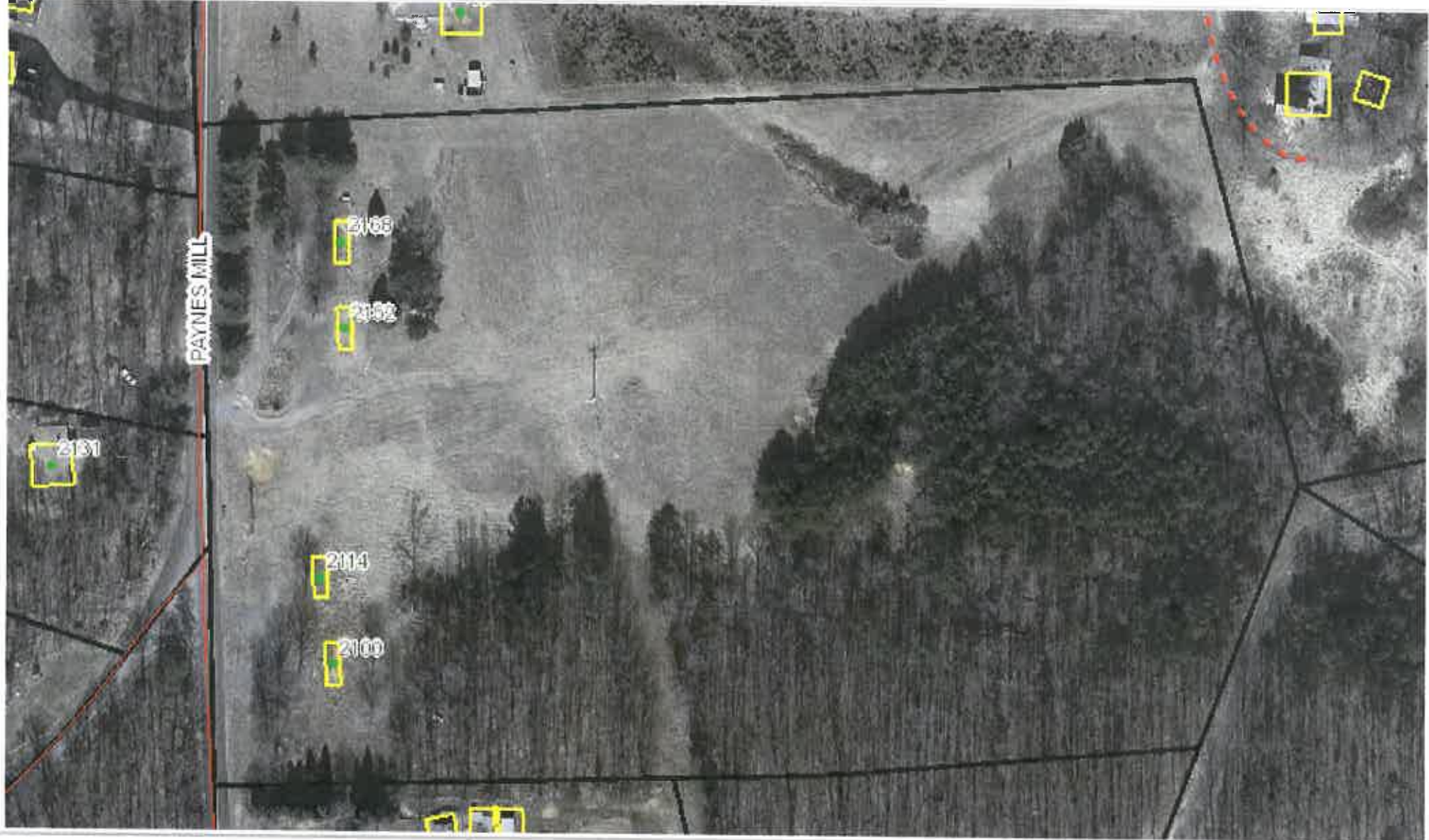
The applicant or applicant’s representative must be present at the Planning Commission meeting. The tentative agenda and staff report will also be available for review by the public in the Fluvanna County Planning and Community Development Department during working hours (8:00 a.m. – 5:00 p.m., Monday through Friday). If you have any questions, please feel free to contact me at 434-591-1910.

Sincerely,

Jason Stewart
 Planning Director

SUP 14:01 Adjacent Property Owners

TMP	First and Last Name	Address	City, State	Zip Code
4 (A) 37C	JAY D & CONSTANCE B WYANT	2266 RICHMOND RD	TROY, VA	22974
3 (18) 2	RONNIE L. MORRIS	2207 PAYNES MILL RD	TROY, VA	22974
4 (A) 38	EUGENE H. PROFFITT, SR.	2168 PAYNES MILL RD	TROY, VA	22974
3 (18) 3	DAVID E. & PAMELA L. GREGORY	2171 PAYNES MILL RD	TROY, VA	22974
3 (18) 4	JANIE B & RICHIE D ESTES	2131 PAYNES MILL RD	TROY, VA	22974
3 (10) 8	ANTOINETTE WELLS, ET AL CO EX	5335 16 TH ST NW	WASHINGTON, D.C.	20011
4 (A) 38A & 4 (A) 38B	ANNA V WALKER & EULA PAYNE	2064 PAYNES MILL RD	TROY, VA	22974

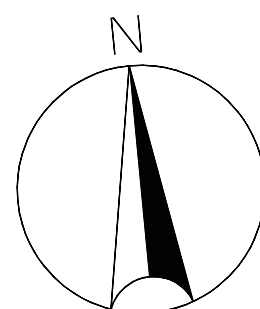
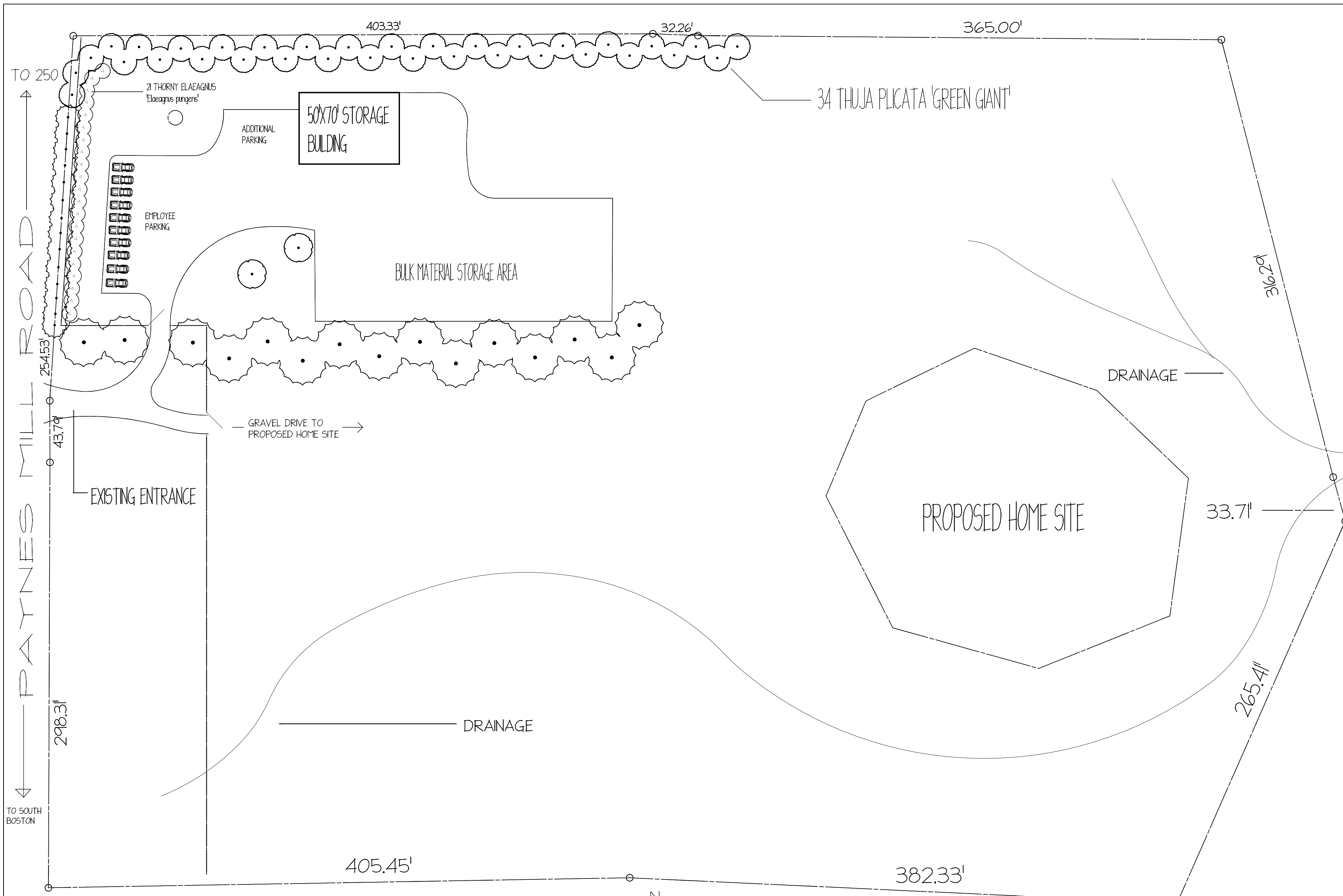


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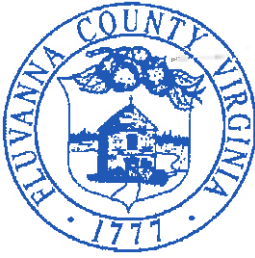
Date: 01/28/2014

Printed By:

Under Virginia State Law, these real estate assessment records are public information. Display of this property information on the internet is specifically authorized by the Code of Virginia §58.1-3122.2(as amended).



BELLA TERRA LANDSCAPES		
200 PAYNES MILL ROAD		
TROY, VA - FLUVANNA COUNTY		
client:	date:	revision:
scale:	MARCH 7, 2014	2
drawn by:	checked by:	drawing #:
TCR	TCR	BTL - 003



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February 25, 2014

Eugene H. Proffitt, Sr.
1321 Paynes Mill Road
Troy, VA 22974

Delivered via email

Re: SUP 14:01 Timothy Reese landscape materials supply
Tax Map: 4, Section A, Parcel 38

Dear Applicant:

The following comments are the result of the Technical Review Committee meeting that was held on Thursday, February 20, 2014. Comments are outlined below:


1. The Health Department stated that the proposed landscape company will be required to have a system review (\$50.00 fee) before filing an application for a building permit for the proposed building;
2. VDOT inquired about the size of delivery trucks, and stated that a low-volume commercial entrance, and 360 feet of stopping sight-distance would be required;
3. The Fire Chief requested that there be a defensible space of 50 feet between the proposed 50 x 70 building and the bulk-material location;
4. Virginia Electric Cooperative stated concern with overhead power lines, and requested to not allow any buildings underneath their power lines, also the same applies to the proposed stock-piling of materials and storage;
5. We did not receive written comments from the erosion and sedimentation control inspector. Please contact Roger Black at 591-1935 to inquire as to what may be required.
6. Planning Staff inquired with regard to;
 - a) What type of bulk-materials will be stored;
 - b) The number of proposed employees;
 - c) Possibility at a later date for a homesite;

- d) A final site development plan showing screening from adjoining properties, all proposed and existing improvements including utility lines and easements, buildings, entrances, location of storage areas, parking, office space, etc. will be required.

Please provide any revised sketch plans and email a PDF version of the plan to stugwell@fluvannacounty.org, along with any other materials or documentation that is to be included in the Planning Commission packet by **Friday, March 7, 2014**. Submitting revisions by this dead line will place your request on the **March 26, 2014** Planning Commission agenda.

If you have any questions or need additional information, please contact me at 434-591-1910.

Sincerely,



Steve Tugwell
Senior Planner
Dept. of Planning & Community Development

cc: Timothy Ræse, 589 Jefferson Drive, Palmyra, VA 22963
File

Steven Tugwell

From: Miller, Charles (VDH) <Charles.Miller@vdh.virginia.gov>
Sent: Wednesday, February 19, 2014 2:36 PM
To: Steven Tugwell
Subject: RE: Rescheduled TRC meeting

Steve,

Mr. Burns will not need anything from us for the new storage bldg.

The proposed landscape company will be required to have a system review (fee \$50.00) before he applies for a building permit for the proposed building.

Thanks,

Charles

From: Steven Tugwell [<mailto:stugwell@fluvannacounty.org>]
Sent: Wednesday, February 12, 2014 11:35 AM
To: Tony O'Brien; Alyson Sappington; Andrea Gaines; Andy Wills; Barry Bibb; Miller, Charles (VDH); Wright, Chuck (DOF); Donald Gaines; Shaunese, Donna; Ed Zimmer; fuac@embarqmail.com; Rice, Gary (VDH); Jason Stewart; Jay Lindsey; Lewis Johnson; Wood, Mark (VDOT); Mike Brent; Patricia Eager; Robert Popowicz; Roger Black; solson@forcvec.com; Wayne Stephens
Cc: Jay Lindsey; Jason Stewart; Kelly Harris; Tim Stanley; Tim Reese (tim@bellaterrallc.com)
Subject: Rescheduled TRC meeting

Dear TRC members:

Due to the anticipated inclement weather, our TRC meeting has been rescheduled to Thursday, February 20, 2014. The meeting is scheduled for 2 p.m. in the Morris Room of the County Administration Building.

If you have any questions, please let me know.

Thanks, and I look forward to seeing you all on the 20th!
 Steve

Steve Tugwell
 Senior Planner
 Dept. of Planning & Community Development
 Fluvanna County, VA
 434-591-1910
stugwell@co.fluvanna.va.us

 please conserve, do not print this e-mail unless necessary

Steven Tugwell

From: Mike-Kathy Brent <mkbrent7@gmail.com>
Sent: Wednesday, February 19, 2014 6:38 PM
To: Steven Tugwell
Subject: TRC Meeting

Steve

I have an important Radio meeting tomorrow at 2:00 PM and won't be at the TRC meeting. My only comment pertains to SUP 14:01. We would like a defensible space of 50' between the 50'X70' building and the Bulk Material location. I'm assuming that mulch will be stored at the location and this would give us space to protect the building should the mulch pile ignite.

Thanks
Mike



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STAFF REPORT

To: Fluvanna County Planning Commission

Case Number: SDP 14:02

Tax Map: Tax Map 19, Section 11, Parcel 1

From: Steve Tugwell

District: Columbia

Date: April 23, 2014

General Information: This item is scheduled to be heard by the Planning Commission on Wednesday, April 23, 2014 at 7:00 p.m. in the Circuit Courtroom in the Courts Building.

Owner: Campbell Equipment

Applicant/Representative: Robert Boucheron

Requested Action: Approval of a sketch plan to construct a 3,240 square foot building addition, and a 1,280 square foot building addition with respect to 1.849 acres of Tax Map 19, Section 11, Parcel 1. (Attachment A)

Location: The subject property is located on the east side of Route 15 (James Madison Highway) at its intersection with Route 613 (Bybees Church Road). (Attachment B)

Existing Zoning: B-1, Business, General

Existing Land Use: Automobile and tire sales and service

Adjacent Land Uses: Adjacent properties are zoned A-1

Comprehensive Plan: Rural Residential

Zoning History: A rezoning (ZMP 77:03), from A-1 to B-1 was approved for this property on October 19, 1977; a site development plan (SDP 93:02) was approved for this site on February 22, 1993, a site development plan (SDP 12:01), was approved for this site on April 2, 2012.

Analysis:

The applicant is requesting sketch plan approval of a site development plan of B-1 property, approximately 1.849 acres in size. According to the submitted plan, the applicant is proposing to construct a 3,240 square foot building addition onto an existing 34 x 36 building to serve as a vehicle maintenance shop, and a 1,280 square foot building addition to be used for tire storage. There is currently a 20 x 12 frame building that will be removed, and the new additions are proposed to replace them. Pursuant to Sec. 22-9-2.1 of the zoning ordinance, automobile sales, and automobile repair service establishments are a by-right use in the B-1 zoning district. There is a fifty (50) foot building setback required from any public right-of-way, and the proposed additions are in compliance with this requirement. (Attachment C)

Parking/Roads

The site is currently accessed from State Route 613 (Bybee Church Road), and Route 15 (James Madison Highway). The existing use is automobile service and sales, which requires three (3) spaces plus two (2) spaces for each service bay, and automobile sales requires one (1) space per 2,000 square feet of display area. There are 17 parking spaces on-site, which satisfies the parking requirement.

Landscaping/Screening

All landscaping should be in compliance with the Fluvanna County Zoning Ordinance. All parking lots of five (5) or more spaces must be screened from view of public roads, rights-of-way, and adjacent properties. Shade trees are required in the parking islands and at the ends of all parking bays.

Signage & Outdoor Lighting

Traffic circulation will be controlled by appropriate signage at the entrance/exit points into the site. Approximate locations of outdoor lighting are shown on the sketch plan, and a lighting plan will be required as part of the final site plan approval. This plan must show that any proposed outdoor lighting is fully shielded and uses full cut-off lighting fixtures.

Stormwater Management

The sketch plan shows the general directions for site stormwater drainage, however an erosion and sediment control plan may be required for review and approval prior to the issuance of any land disturbing permit.

Septic and Water Usage

This site is served by an on-site well and septic system.

Technical Review Committee:

At the March 13, 2014 Technical Review Committee meeting, The Health Department commented that the existing drainfield will be sufficient unless more employees are added, and that there is also a reserve area (may be alternate) if needed for future drainfield repair;

VDOT commented that there are three (3) commercial entrances shown onto Rte. 613. The three (3) entrances should be consolidated into one (1) entrance and in the worst case scenario a maximum of two (2) entrances on Rte. 613 to reduce conflict points and the potential for accidents;

The entrance radii for a passenger car or pickup needs to be a minimum of 24 ft. and the entrance width needs to be at least 24 ft. wide;

Several possible parking lot scenarios should be evaluated and the most efficient parking lot plan selected. Make sure the parking lot layout selected takes into account any locations where there are existing steep grassed areas that would require as retaining wall in order to create additional parking;

There are a number of storage trailers presently located on the site that are not shown on the site plan. Are the contents of any of the existing storage trailers going to be moved into the new buildings (90'x36' Maintenance Shop and 20'x64' Tire Storage) once they are constructed? If so, the removal or relocation of some of the existing storage trailers may create the opportunity for a larger, more efficient parking lot with improved internal circulation between and around the existing and proposed buildings on the site.;

On March 19, 2014 there were two (2) vehicles parked in the southeast corner of the site beside the small building, may want to consider keeping 2 or 3 parking spaces in this corner;

The southwest corner of the site plan at the intersection of Rtes. 15 and 613 has a note stating "Existing Entrance To Be Removed...". The "Existing Entrance" was closed after the site plan for the Campbell Auto Sales was approved several years ago.

The Fire Chief, Central Virginia Electric, and the Jefferson Area Forester all had no comment on this application;

Planning Staff noted that;

The minimum building setback from all right-of-way lines, and agricultural and residentially zoned property is 50 feet;

The parking setback from any public right-of-way is a minimum of 25 feet;

Building heights may be up to 45 feet;

A final site development plan is required.

(Attachment D)

Conclusion:

The submitted sketch plan appears to meet the sketch plan requirements of Section 22-23-8.A of the Fluvanna County Zoning Ordinance. Prior to final approval, a site development plan that meets the requirements of Sections 22-23, 24, 25 and 26 of the Fluvanna County Zoning Ordinance must be submitted for staff review and approval.

Recommended Conditions:

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

Suggested Motion:

I move to approve SDP 14:02, a sketch site plan to construct a 3,240 square foot building addition, and a 1,280 square foot building addition with respect to 1.849 acres of Tax Map 19, Section 11, Parcel 1, subject to the conditions listed in the staff report.

Attachments:

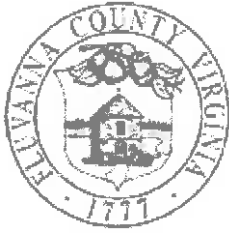
- A – Application
- B – Aerial Vicinity Map
- C – Sketch Site Plan
- D - TRC Comment Letter, and emails from VDOT & Health Dept.

Copy:

Owner: Campbell Equipment, 16640 James Madison Highway , Palmyra, VA 22963

Applicant/Representative: Robert Boucheron, 807 Montrose Avenue, Charlottesville, VA 22902

File



COMMONWEALTH OF VIRGINIA
 COUNTY OF FLUVANNA
 Site Development Application

Owner of Record: Campbell Equipment **Applicant of Record:** Campbell Equipment
 E911 Address: 166640 James Madison Hwy. E911 Address: 166640 James Madison Hwy
 Phone: 434-589-5533 Fax: _____ Phone: 434-589-5533 Fax: _____
 Email: campbellegquipment@comcast.net Email: campbellegquipment@comcast.net
Representative: Robert Boucheron **Note: If applicant is anyone other than the owner of record, written authorization by the owner designating the applicant as the authorized agent for all matters concerning the request shall be filed with this application.**
 E911 Address: 807 Montrose Avenue, Chville 22902 Is property in Agricultural Forestal District? No Yes
 Phone: 434-978-1186 Fax: _____ If Yes, what district: _____
 Email: rboucheron@gmail.com
Tax Map and Parcel(s): 19-(11)-1 **Deed Book Reference:** 446-551, 446-554
Acreeage: 1.849 **Zoning:** B1 **Deed Restrictions?** No Yes (Attach copy)
 Location: Route 15 north of Palmyra
 Description of Property: Tires, vehicle maintenance, auto sales
 Proposed Structure: Addition to vehicle maintenance shop
 Dimensions of Building: 90'x36', 20'x64' Lighting Standards on Site: No Yes
 # of Employees: 8 # of Parking Spaces: 34
 Noise Limitations: _____

I declare that the statements made and information given on this application are true, full and correct to the best of my knowledge and belief. I agree to conform fully to all terms of any certificate or permit which may be issued on account of this application.

James Campbell Applicant Name (Please Print) [Signature] Applicant Signature and Date 2/18/14

OFFICE USE ONLY		
Date Received: <u>2/18/14</u>	Fee Paid: <u>\$1100 ch# 20255</u>	Application #: <u>SDP 14: 001</u>
Election District: <u>Columbia</u>	Planning Area: <u>Rural Residential</u>	Number of Lots: _____
Total Fees Due at Time of Submittal		
Sketch Plan: \$150.00	Minor Plan: \$550.00	Major Plan: \$1,100.00
Additional Fees Due at Time of Review		
Health Department Subdivision Review:	\$250.00 + \$25.00 per lot	Existing System Review \$50.00
Street Sign Installation:	\$200.00 Per Intersection	
Amendment of Plan	\$150.00	
Outdoor Lighting Plan Review*	\$ 50.00	
Landscape Plan Review*	\$ 50.00	
Tree Protection Plan Review*	\$ 50.00	
* If not part of a Site Plan Review		

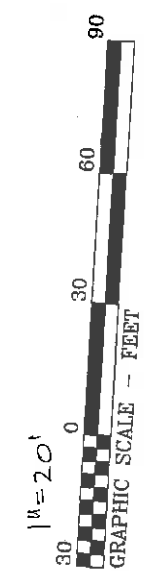
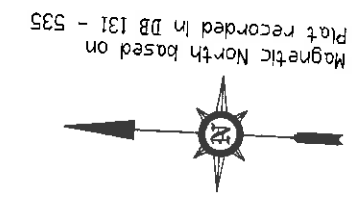
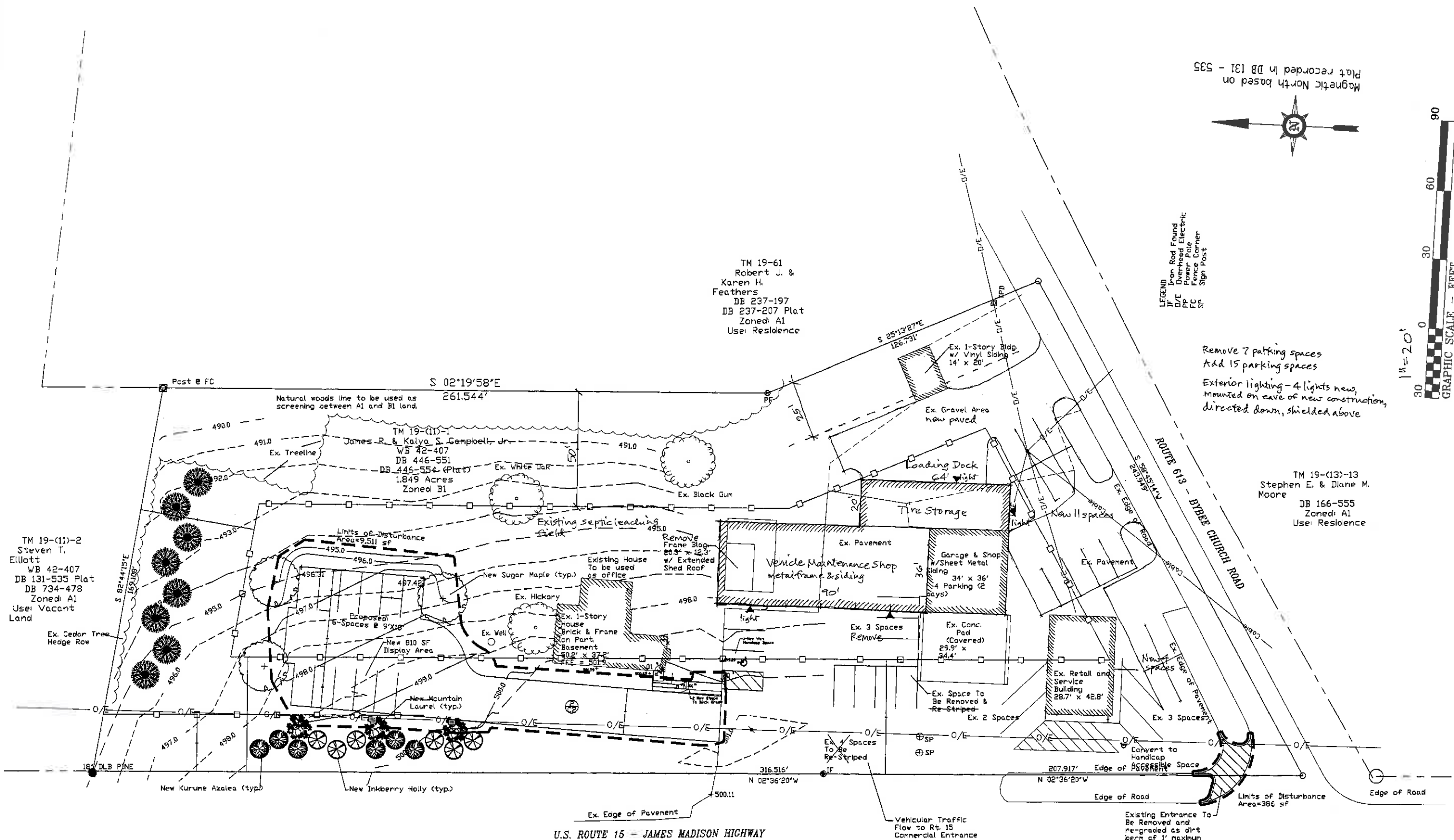


Scale: 1:2256.994353

Date: 04/16/2014

Printed By:

Under Virginia State Law, these real estate assessment records are public information. Display of this property information on the internet is specifically authorized by the Code of Virginia §58.1-3122.2(as amended).



- LEGEND
- IF Iron Road Found
 - D/E Overhead Electric
 - PP Power Pole
 - FC Fence Corner
 - S Sign Post

Remove 7 parking spaces
Add 15 parking spaces
Exterior lighting - 4 lights new,
mounted on eave of new construction,
directed down, shielded above

TM 19-61
Robert J. &
Karen H.
Feathers
DB 237-197
DB 237-207 Plat
Zoned: A1
Use: Residence

TM 19-(13)-13
Stephen E. & Diane M.
Moore
DB 166-555
Zoned: A1
Use: Residence

TM 19-(11)-2
Steven T.
Elliott
WB 42-407
DB 131-535 Plat
DB 734-478
Zoned: A1
Use: Vacant
Land

Received
FEB 18 2014
Planning Dept.

Robert Boucher Architect
807 Montrose Avenue
Charlottesville, VA 22902
434-978-1186
rboucheran@gmail.com

PRINT DATE:
02-12-14
02-16-14

SKETCH SITE PLAN

ADDITION TO VEHICLE MAINTENANCE SHOP
CAMPBELL EQUIPMENT
1666-40 JAMES MADISON HWY
PALMYRA, VA 22963

SK1

Steven Tugwell

From: Wood, Mark (VDOT) <James.Wood@VDOT.virginia.gov>
Sent: Friday, March 21, 2014 4:48 PM
To: Steven Tugwell
Cc: Reed, James M. (VDOT); Wolfrey, Sharon A. (VDOT)
Subject: Campbell Equipment Company (Rte. 15/613)

Steve,

As a follow up to the TRC Meeting yesterday, I am providing the following comments/discussion:

- There are three (3) commercial entrances shown onto Rte. 613. The three (3) entrances should be consolidated into one (1) entrance and in the worst case scenario a maximum of two (2) entrances on Rte. 613 to reduce conflict points and the potential for accidents.
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- The southwest corner of the site plan at the intersection of Rtes. 15 and 613 has a note stating "Existing Entrance To Be Removed...". The "Existing Entrance" was closed after the site plan for the Campbell Auto Sales was approved several years ago.

J. Mark Wood, P.E., L.S.
Area Land Use Engineer
Virginia Department of Transportation
Land Development – South
P.O. Box 1017
11430 James Madison Highway
Troy, VA 22974
Phone: (434) 589-7932
Cell: (540) 223-5240
Fax: (434) 589-3967
Email: Mark.Wood@VDOT.Virginia.gov

Steven Tugwell

From: Miller, Charles (VDH) <Charles.Miller@vdh.virginia.gov>
Sent: Friday, March 14, 2014 11:55 AM
To: Steven Tugwell
Subject: RE: Campbell Equipment

Steve,

I think that the existing drainfield will be sufficient unless he is adding a few more employees. There is also a reserve area (may be alternate) if needed for future drainfield repair.

Thanks,

Charles

From: Steven Tugwell [<mailto:stugwell@fluvannacounty.org>]

Sent: Wednesday, March 12, 2014 8:23 AM

To: Alyson Sappington; Andrea Gaines; Andy Wills; Barry Bibb; Brad Sheffield; Miller, Charles (VDH); Wright, Chuck (DOF); Donald Gaines; Ed Zimmer; fuac@embarqmail.com; Rice, Gary (VDH); Jason Stewart; Jay Lindsey; Lewis Johnson; Lucas Lyons; Wood, Mark (VDOT); Mike Brent; Patricia Eager; Robert Popowicz; Roger Black; solson@forcvec.com; Tony O'Brien; Wayne Stephens

Subject: Campbell Equipment

Dear TRC members:

I'd like to notify you of a correction in the description for our agenda this month.

It should be Campbell equipment, and not Fluvanna self-storage. Sorry for any confusion.

Thanks!

Steve

Steve Tugwell
Senior Planner
Dept. of Planning & Community Development
Fluvanna County, VA
434-591-1910
stugwell@co.fluvanna.va.us

 please conserve, do not print this e-mail unless necessary