



FLUVANNA COUNTY PLANNING COMMISSION
WORK SESSION AND REGULAR MEETING AGENDA

Circuit Courtroom, Fluvanna Courts Building

December 12, 2016

6:00 PM (Courthouse)

7:00 PM (Courthouse)

TAB AGENDA ITEMS

WORK SESSION

A – CALL TO ORDER, PLEDGE OF ALLEGIANCE

B – PLANNING DIRECTOR COMMENTS

C – WORK SESSION

Columbia Zoning Discussion

D– ADJOURN

REGULAR MEETING

1 – CALL TO ORDER, PLEDGE OF ALLEGIANCE, MOMENT OF SILENCE

2 – DIRECTOR’S REPORT

3 – PUBLIC COMMENTS #1 (3 minutes each)

4 – MINUTES

Minutes of November 14, 2016

5 – PUBLIC HEARING

None

6 – PRESENTATIONS

Meeting Dates Realignment Proposal

7 – SITE DEVELOPMENT PLANS

SDP 16:16 Fluvanna Self Storage – Brad Robinson, Senior Planner

SDP 16:17 Colonial Circle Phase 1 – Brad Robinson, Senior Planner

8 – SUBDIVISIONS

None

9 – UNFINISHED BUSINESS

None

10 – NEW BUSINESS

Discussion of Family Subdivision Requirements

11 – PUBLIC COMMENTS #2 (3 minutes each)

12 – ADJOURN

Fluvanna County...The heart of central Virginia and your gateway to the future!

*For the Hearing-Impaired – Listening device available in the Board of Supervisors Room upon request. TTY access number is 711 to make arrangements.
For Persons with Disabilities – if you have special needs, please contact the County Administrator’s Office at 591-1910.*



Planning/Zoning Administrator Review

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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 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.

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 dialogue 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 the Commission.
 - 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 call County staff prior to the public hearing.
 - Speakers should be brief and avoid repetition of previously presented comments.
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 deliberation 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.

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COUNTY OF FLUVANNA

"Responsive & Responsible Government"

132 Main Street
P.O. Box 540
Palmyra, VA 22963
(434) 591-1910
Fax (434) 591-1911
www.fluvannacounty.org

To: Fluvanna County Planning Commission
From: Jason Stewart, AICP
Date: December 12, 2016
Re: Planning Director's Report

Board of Supervisors Actions:

December 7, 2016

None

December 20, 2016

- I. **SUP 16:11 – Gardenkeepers of Virginia, LLC**– A request for a Special Use Permit to authorize a Landscape Materials Supply use with respect to 4.0 acres of Tax Map 10, Section A, Parcel 33. The property is located on James Madison Highway (State Route 15), approximately 400 ft south of the intersection of Union Mills Road (State Road 616) and James Madison Highway. The parcel is zoned A-1 Agricultural, General. The parcel is within the Rural Residential Community Planning Area and the Columbia Election District.

Board of Zoning Appeals Actions:

None

Technical Review Committee for December 8, 2016:

- I. **ZMP 16:07 Foster Fuels Rezoning**- A request to rezone, from I-1 Industrial, Limited to I-2 Industrial, General, 1.53 acres of Tax Map 5, Section 23, Parcel 8. The property is located in the Zion Crossroads Industrial Park between Industrial Way and Troy Road (State Route 631), approximately 0.46 miles south of the intersection of Richmond Road (U.S. Route 250). The parcel is within the Zion Crossroads Community Planning Area and the Columbia Election District.
- II. **SUP 16:12 Foster Fuels Propane Tank**- A request for a special use permit to install a petroleum distribution facility, with respect to 1.53 acres of Tax Map 5, Section 23, Parcel 8. The property is located in the Zion Crossroads Industrial Park between Industrial Way and Troy Road (State Route 631), approximately 0.46 miles south of the

intersection of Richmond Road (U.S. Route 250). The parcel is zoned I-1 and within the Zion Crossroads Community Planning Area and the Columbia Election District.

- III. **SDP 16:08 Southern Development Dental Office-** A request for sketch plan approval for a Dental Office, with respect to 3.25 acres of tax map 17A, Section 1, Parcel E. The office is to be located in an existing vacant building which is 26.7' x 81.7', approximately 2,160 sq ft, and one-story in height. The property is located in Nahor Village, at the intersection of Nahor Manor Road (State Rt. 636) and Thomas Jefferson Parkway (State Route 53). The parcel is zoned R-3 Residential Planned Community, and is within the Rivanna Community Planning Area and Cunningham Election District.

- IV. **ZMP 16:06 Roy Simmons Industrial Rezoning-** A request to rezone, from A-1 Agricultural, Limited to I-2 Industrial, General, 10.5 acres of Tax Map 4, Section A, Parcel 109. The property is located in the Zion Crossroads Industrial Park, approximately 1,400 ft west of the intersection of Richmond Road (Route 250) and Blue Ridge Dr. (State Route 708). The parcel is within the Zion Crossroads Community Planning Area and the Palmyra Election District.

FLUVANNA COUNTY PLANNING COMMISSION
WORK SESSION MEETING MINUTES
Circuit Court Room--Fluvanna County Courts Building
November 14, 2016
6:00 p.m.

MEMBERS PRESENT: Barry Bibb, Chairman
Ed Zimmer, Vice Chairman
Donald Gaines
Lewis Johnson

ALSO PRESENT: Jason Stewart, Director Planning and Zoning
Brad Robinson, Senior Planner
James Newman, Planner
Fred Payne, County Attorney
Stephanie Keuther, Senior Support Assistant

Absent: Howard Lagomarsino
Tony O'Brien, Board of Supervisors Representative

Open the Work Session: (Mr. Barry Bibb, Chairman)
Pledge of Allegiance followed by a Moment of Silence.

Director Comments: None

Mr. Stewart: Mr. Newman will be presenting sign ordinances from other neighboring localities and comparing them.

Mr. Newman: We have been provided the 2016 business quorum, the business community has said the business sign and temporary sign ordinance is not helpful to them.

It was recommended that we increase tier development and to have different sign regulation for different locations. It was also mentioned to have seasonal brief activity.

Mr. Stewart: Does anyone recall why the six feet high restriction was put in place?

Mr. Bibb: Are you recommending a 8ft restriction?

Mr. Newman: Talks in depth about the sign heights and requirements of other localities.

Mr. Bibb: Are there any suggestions about the sign regulation heights?

Mr. Payne: Signs seem to be uniquely subjective to competition. Signs serve two purposes they show what's being advertised, and whoever owns the sign or wants to get to it. However you have to protect against traffic hazards. Trying to see a small sign while driving for example on Route 15 would be a traffic hazard. Signs need to be big enough to serve the purpose but not to over power. Other places have bigger commercial spaces, we don't have that. You need to determine what's useful. We distinguish on the bases of the content. Whatever you decide they will have to conform to it.

Mr. Bibb: Like the monument signs, you have a park with 7 to 8 businesses where there larger yet they continue to get smaller and smaller.

Mr. Payne: Signs do need to be legible.

Mr. Bibb: Do we have any violations currently? I know I have seen some. They may have been grandfathered in.

Mr. Stewart: We could do some type of overlay. We really don't know until we know what type of business is going in there.

Mr. Bibb: When you have a monument sign it tends to be much neater.

Mr. Payne: Rather than any particular number look at what solves the problem.

Mr. Zimmer: These businesses feel it's too much. We need to take in to account this perception

Mr. Bibb: Looking at the sheet Louisa appears to be double our requirements. We're trying to balance between businesses and the community.

Mr. Payne: A good way to approach may be through the speed limits.

Mr. Bibb: Looking for the sign and trying to turn into the turning lanes is what makes it hard. I would suggest the planning department look into whether we need to change minutely, in the middle or a lot and then run these by Mr. Payne due to the ordinances.

Mr. Zimmer: I agree. Different areas need different restrictions.

Mr. Gains: We at least need to be up to the Louisa guidelines.

Mr. Johnson: We still need consistency within the county so businesses don't feel were being unfair.

Mr. Stewart: We can get a more in depth look into Louisa.

Mr. Gains: If we did an overlay how would that work?

Mr. Payne: If you did do that you should have specific basis.

Mr. Bibb: I would like yall to examine the other localities more closely.

Mr. Stewart: We will come back with some other options.

Adjourn

Chairman Bibb adjourned the Planning Commission Work Session meeting of November, 2016 at 6:50p.m.

Minutes recorded by Stephanie Keuther, Senior Program Support Assistant.

Barry A. Bibb, Chairman
Fluvanna County Planning Commission

FLUVANNA COUNTY PLANNING COMMISSION
REGULAR MEETING MINUTES
Circuit Court Room--Fluvanna County Courts Building
November 14, 2016
7:00 p.m.

MEMBERS PRESENT: Barry Bibb, Chairman
Ed Zimmer, Vice Chairman
Donald Gaines
Lewis Johnson

ALSO PRESENT: Jason Stewart, Director Planning and Zoning
Brad Robinson, Senior Planner
James Newman, Planner
Fred Payne, County Attorney
Stephanie Keuther, Planning Department Senior Support Assistant

Absent: Howard Lagomarsino
Tony O'Brien, Board of Supervisors Representative Absent

Open the Regular Session at 7pm (Mr. Barry Bibb, Chairman)
The Pledge of Allegiance followed by a Moment of Silence.

Director's Report: Mr. Stewart
Board of Supervisors Actions:

November 2, 2016

None

November 16, 2016

None

Board of Zoning Appeals Actions:

None

Mr. Bibb: What's the update for Poppers Ridge? We denied it but the Board of Supervisors approved it and gave them 18 months to start this project which they have not done.

Mr. Stewart: We haven't had any contact with them.

Mr. Bibb: Do we need to take any actions with the board of supervisors? Mr. Stewart, I will double check and get back to you.

Technical Review Committee for November 10, 2016:

- I. **SDP 16:16 Fluvanna Self Storage** - A site development plan request to construct two self-storage buildings, site entrance and travelways on Tax Map 9, Section A, Parcel 9. The property is located on the south side of Lake Monticello Road (State Route 618), approximately ½ mile northwest of its intersection with Ashlawn Boulevard (The Main Gate to Lake Monticello). The property is zoned B-1 Business, General and located within the Palmyra Election District and the Rivanna Community Planning Area. *(Previous submittal in April has been withdrawn).*

- II. **SDP 16:17 Colonial Circle Phase 1** - A site development plan request to construct a 32,500 shopping center on a portion of Tax Map 8, Section A, Parcel A14A. The property is located on the north side of the intersection of Thomas Jefferson Parkway (State Route 53) and Lake Monticello Road (State Route 618). The property is zoned B-1 Business, General and A-1 Agricultural, General and is located within the Palmyra Election District and the Rivanna Community Planning Area.

Public Comments:

None

Approval of Minutes

Minutes of October 26, 2016 meeting:

Motion to approve the minutes of October 26, 2016 as written with the exception of correction to the vice chairman listed as Mr. Johnson to Mr. Zimmer.

Motion to approve by Mr. Johnson seconded by Mr. Gains. **Motion carried a vote of 3-1-1 Approved: Mr. Bibb, Mr. Johnson, and Mr. Gains Abstain: Mr. Zimmer Absent: Mr. Lagomarsino**

Minutes of September 28, 2016 meeting:

Motion to approve the minutes of September 28, 2016 as written with the exception of correction to the vice chairman listed as Mr. Johnson to Mr. Zimmer.

Motion to approve by Mr. Zimmer seconded by Mr. Johnson. **Motion carried a vote of 4-0-1 Approved: Mr. Bibb, Mr. Zimmer, Mr. Johnson, and Mr. Gains Abstain: None Absent: Mr. Lagomarsino**

Public Hearing:

SUP 16:11 Gardenkeepers of Virginia LLC A presentation was conducted by Mr. Newman, County Planner.

A request for a Special Use Permit to authorize a Landscaping Materials Supply use with respect to 4.0 acres of Tax Map 10, Section A, Parcel 33. Landscaping Materials Supply business currently operates on site without special use permit. Applicant is attempting to comply with the law by applying for this Special Use Permit, hence the use of the word 'authorize' in the Requested Action stated above.

Conditions

- 1.) Prior to proposed 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.) Meeting all VDOT and Health Department requirements;
- 3.) Any lighting will not be directed toward adjacent properties and will be limited in nature.
- 4.) All screening shall be maintained in a condition acceptable to the County;
- 5.) Outside storage of materials and machinery shall be screened from the public rights-of-way with either architectural or vegetative screening as approved by the County;

- 6.) Retail business hours of operation shall be limited to: 7AM-6PM, Monday-Sunday. Staff hours of operation may vary beyond this (including setup, cleanup, work on site).
- 7.) The Board of Supervisors, or representative, reserves the right to inspect the business for compliance with these conditions at any time.
- 8.) The use of a greenhouse for commercial purposes shall not be allowed, except if a Special Use Permit for such use is granted. Non-commercial greenhouses are currently allowed by-right in A-1 Zoning.

Mr. Bibb: So this business is already in use? Do we have letters of support? Mr. Newman, Yes

Mr. Johnson Any apposed?

Mr. Newman: No. The fire chief had some concerns so they have mulched in the areas of concerns.

Applicant: Catherine Grey, I'm a gardener I employ 4 people and looking to expand. I'm hoping you will approve this special use permit.

Public comments:

None

Mr. Zimmer recommended approval of SUP 16:11 Gardenkeepers of Virginia LLC, seconded by Mr. Gains. **Motion to approve carried with a vote of 4-0-1 Approved: Mr. Bibb, Mr. Zimmer, Mr. Johnson, and Mr. Gains Abstain: None Absent: Mr. Lagomarsino**

SDP 16:03 Fork Union Military Academy A presentation was conducted by Mr. Newman, County Planner.

A request for approval of a sketch plan for parking, sidewalk, and roadway improvements and additions with respect to 56.42 acres of Tax Map 51, Section A, Parcels 121 and 117. The subject property is located on the east side of James Madison Highway (Route 15), at the terminus of Cedar Bend Drive, approximately 700 feet southeast of the intersection of Richmond Road (Route 250) and James Madison Highway.

According to the submitted plan, the applicant is proposing to construct two (2) asphalt parking lots, several concrete walkways, and the removal of some existing curbs and asphalt. A new roundabout would be installed, connecting Fraley Lane to Fraley Circle as well as to one of the new parking lots. A new road is proposed east of Jacobson Hall, to connect Academy Road to Pettit-Foster Lane. A parking lot will be constructed next to this road. According to the engineering plan dated October 24, 2016, this project includes the construction of 1,000 linear feet of paved roadway, parking, and sidewalk improvements.

This entire site development plan is based on modifying existing roads and sidewalks, and creating new roads, sidewalks, and parking lots. A total of 71 parking spots are proposed for the new parking lots being constructed.

Recommended Conditions:

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

Mr. Bibb: Did they meet all the fire department comments? Are there weight requirements?

Mr. Newman: Yes, the fire chief and Vdot are satisfied.

Applicant: Scott Burhoe President, This is really about the safety and security for the students. The traffic circle would be pedestrian only. This proposal is less about beautifying and more about safety.

Public Comments

None

Mr. Johnson recommended approval of SDP 16:03 Fork Union Military Academy, seconded by Mr. Zimmer. **A motion to approve carried with a vote of 4-0-1 Approved: Mr. Bibb, Mr. Zimmer, Mr. Johnson, and Mr. Gains Abstain: None Absent: Mr. Lagomasino**

Unfinished Business:

ZMP 16:02 Rivanna Heights A presentation was conducted by Mr. Newman, County Planner. A request to rezone from A-1, Agricultural General, to R-3, Residential Planned Community, with respect to 13.81 acres of Tax Map 18, Section A, Parcel 10. The property is located on South Boston Road, roughly 1,000 feet south of the intersection of South Boston Road (State Route 600) and Lake Monticello Road (State Route 618). The parcel is within the Rivanna Community Planning Area and the Palmyra Election District.

Applicant, Brian Chambers: At the last planning commission meeting the primary concerns were emergency vehicle access. Our aim is to meet all safety requirements so to avoid emergency congestion.

Mr. Bibb: Thank you; you have addressed all our concerns. What I did discover is people traveling are not obeying the speed limit. I have mention before of the possibility of changing from 45 to 35

Mr. Gains: They won't change or reduce the speed until state or sheriff's office makes an example as a reminder.

Mr. Bibb: Yes, however there going to provide a spot for emergency vehicles to sit at.

Mr. Bibb & Mr. Zimmer: Commend the applicant for addressing all the concerns.

Mr. Zimmer recommended approval of ZMP 16:02 Rivanna Heights, seconded by Mr. Johnson. **A motion to approve carried with a vote of 4-0-1 Approved: Mr. Bibb, Mr. Zimmer, Mr. Johnson, and Mr. Gains Abstain: None Absent: Mr. Lagomarsino**

Continued discussion for CIP

Mr. Bibb: Are there any additional comments other than what we have already discussed?

Mr. Zimmer: (To the fire Official) I noticed you have ranked everything as being a 1 (one).

Fire Official: I rolled over previous items from last year that was pushed back.

Mr. Bibb: I'm ok with the ranking most are from previous years. Are schools painting supplies really a CIP item?

Mr. Dahl: I do think it should be an MRR item.

Mr. Zimmer: At what point does it really matter where it goes on the spreadsheet?

Mr. Bibb: Should we suggest this to the board of supervisors? How do they know how much paint they will need for future years? Is it just a place holder for FY2018?

Mr. Gains: I think the ranking is good. My question is with the signs, will we be able to move these amounts up so were not looking to rank so many items in the CIP.

Mr. Bibb: I suggest making a motion for ranking at a minimum of \$20,000.

Mr. Dahl: We looked back into the budget; \$20,000 has been the standard.

Mr. Dahl: I agree \$20,000 is a low threshold. With your recommendation they may raise the amount.

Mr. Bibb: \$18,000 for a new admin building wouldn't it be more cost effective to pay on over the years? I don't know that we can recommend that amount without it being cost effective.

Mr. Dahl: It's put out there as an estimate because the county does have a lot of older buildings versus renovating it.

Mr. Bibb: It's been talked about a loan over a couple year span of \$750,000 to spend on the treasures office, where the wiring is old and some still is.

That's something that the Board of Supervisors need to have a study about not the Planning Commission we don't know enough about it. We recommend they study this as far as all the repairs versus new. I'm not sure of the ins and outs as far as moving the departments all around.

Mr. Bibb: Do we need to make a note about the technology and admin building, should they be in the regular budget.

Mr. Gains: I disagree I think the technology should be in the CIP.

Mr. Zimmer: There's good for both as far as the Board of Supervisors. They would have more control over the spending.

Mr. Bibb: Note that we have discussed it and were ok with either way.

Are there any other comments from staff? We are now ready to send the ranking system to the Board of Supervisors.

Mr. Stewart: Keep in mind we still have to have a public hearing on these items.

New Business

None

Public Comments

None

Adjourn

Chairman Bibb adjourned the Planning Commission Work Session meeting of November 14, 2016 at 7:49 p.m.

Minutes recorded by Stephanie Keuther

Barry A. Bibb, Chairman
Fluvanna County Planning Commission

Transmittal Report November 2016

<i>Line Number</i>	<i>Code</i>	<i>Name</i>	<i>ID#</i>	<i>Amount Received</i>
	<i>SUBDIV</i>	<i>Subdivision & Plat Review</i>		
			BSP16010	\$50.00
			Sum:	\$50.00
10000013-318316				
		<i>Rezoning</i>		
			ZMP16006	\$1,528.00
			Sum:	\$1,528.00
10000013-318319				
	<i>SIGNPT</i>	<i>Sign Permit</i>		
			MSC16009	\$155.00
			ZMP16006	\$90.00
			Sum:	\$245.00
10000013-318333				
	<i>CEASF</i>	<i>Conservation Easement</i>		
			EST16001	\$750.00
			Sum:	\$750.00
10000013-318337				
	<i>SITEPL</i>	<i>Site Plan Review</i>		
			SDP16016	\$150.00
			Sum:	\$150.00
10000013-318341				
	<i>SUBDIV</i>	<i>Subdivision & Plat Review</i>		
			SUB16031	\$100.00
			SUB16032	\$225.00
			SUB16033	\$100.00
			SUB16034	\$225.00
			Sum:	\$650.00
10000013-318342				

<i>Line Number</i>	<i>Code</i>	<i>Name</i>	<i>ID#</i>	<i>Amount Received</i>
	<i>SPUSEP</i>	<i>Special Use Permits</i>		
			ZUP16014	\$200.00
			SUP 04-022	\$200.00
			Sum:	\$400.00
			Total:	\$3,773.00

BUILDING INSPECTIONS MONTHLY REPORT

County of Fluvanna

Building Official:	Period:
Florin Moldovan	Nov-2016

Category	Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTAL
BUILDING PERMITS ISSUED														
NEW - Single Family Detached	2014	7	1	4	6	9	16	5	12	6	8	4	9	87
	2015	4	5	10	9	12	12	14	13	2	4	7	3	95
	2016	11	11	8	15	9	18	6	5	9	2	6		100
NEW - Single Family Attached	2014	0	0	6	0	0	0	0	0	0	0	2	0	8
	2015	2	0	0	0	0	0	0	2	0	0	0	0	4
	2016	0	0	0	0	0	0	0	0	0	0	2		2
NEW - Mobil Homes	2014	0	1	1	0	0	1	1	0	1	0	0	0	5
	2015	0	0	0	0	1	1	0	2	0	0	0	0	4
	2016	0	1	0	0	0	0	0	1	0	0	0		2
Additions and Alterations	2014	22	12	17	29	31	28	18	28	31	36	25	25	302
	2015	21	30	38	28	21	30	22	25	23	27	35	18	318
	2016	13	10	31	27	29	29	15	32	31	28	27		272
Accessory Buildings	2014	2	0	2	0	4	1	3	5	1	2	2	1	23
	2015	4	4	3	4	1	0	0	2	6	0	0	3	27
	2016	3	4	4	6	2	2	1	2	1	3	3		31
Swimming Pools	2014	0	0	0	1	0	0	0	0	0	0	0	1	2
	2015	0	0	0	0	0	0	0	1	1	0	0	0	2
	2016	0	0	0	0	0	1	1	0	0	1	1		4
Commercial/Industrial Bldgs	2014	0	0	0	0	0	2	1	0	0	0	0	1	4
	2015	1	0	0	0	0	0	2	0	0	1	1	1	6
	2016	0	0	2	2	0	0	1	0	1	1	1		8
Land Disturbing Permits	2014	8	1	10	4	8	16	3	10	5	9	6	10	90
	2015	6	5	9	10	10	12	15	16	3	5	10	5	106
	2016	12	11	8	14	10	17	7	6	11	3	9		108
TOTAL PERMITS	2014	39	14	30	36	44	48	28	45	39	46	33	37	431
	2015	32	39	51	41	35	43	38	45	32	32	43	25	456
	2016	27	26	45	50	40	50	24	40	42	35	40	0	419
BUILDING VALUES FOR PERMITS ISSUED														
TOTAL BUILDING VALUES	2014	1,902,399	453,326	1,783,992	2,540,111	2,570,600	3,119,333	1,724,192	2,586,705	1,353,471	1,922,260	1,461,680	2,563,409	\$ 23,981,478
	2015	1,384,631	1,560,716	2,916,520	3,567,237	2,999,918	4,280,357	5,272,378	3,107,731	2,625,563	2,203,913	1,931,893	6,252,403	\$ 38,103,260
	2016	1,817,981	2,555,455	5,552,458	3,711,821	2,447,891	5,181,921	3,611,179	1,817,783	3,089,971	1,889,279	2,028,590	0	\$ 33,704,329
INSPECTIONS COMPLETED														
TOTAL INSPECTIONS	2014	135	149	103	180	113	168	173	148	155	167	112	162	1765
	2015	105	137	146	214	113	232	193	181	208	206	149	149	2033
	2016	116	91	153	157	155	214	249	230	197	181	184		1927
FEES COLLECTED														
Building Permits	2014	\$9,160	\$2,655	\$10,041	\$11,601	\$11,808	\$18,950	\$6,913	\$12,848	\$8,080	\$11,602	\$9,740	\$11,568	\$ 124,965
	2015	\$6,731	\$8,351	\$13,711	\$16,037	\$13,508	\$16,628	\$14,931	\$18,895	\$10,411	\$8,558	\$10,381	\$9,575	\$ 147,717
	2016	\$11,850	\$11,954	\$11,576	\$14,889	\$8,447	\$18,588	\$12,947	\$7,537	\$11,285	\$12,548	\$8,361		\$ 129,980
Land Disturbing Permits	2014	\$2,125	\$1,225	\$2,400	\$2,300	\$1,310	\$8,500	\$2,739	\$2,850	\$625	\$2,839	\$2,450	\$2,850	\$ 32,213
	2015	\$1,775	\$875	\$1,425	\$3,425	\$1,750	\$1,850	\$2,325	\$3,338	\$1,085	\$2,819	\$10,450	\$2,298	\$ 33,414
	2016	\$3,200	\$2,575	\$1,700	\$1,950	\$2,250	\$2,200	\$4,020	\$875	\$28,074	\$2,000	\$1,450		\$ 50,294
Zoning Permits/Proffers	2014	\$1,000	\$250	\$1,800	\$1,100	\$14,200	\$2,400	\$1,050	\$19,900	\$1,400	\$1,350	\$950	\$1,700	\$ 47,100
	2015	\$1,200	\$1,000	\$1,650	\$2,600	\$1,500	\$1,850	\$1,850	\$2,400	\$1,650	\$1,050	\$900	\$850	\$ 18,500
	2016	\$1,150	\$1,250	\$1,800	\$2,450	\$1,650	\$2,700	\$1,150	\$1,150	\$1,900	\$800	\$1,600		\$ 17,600
TOTAL FEES	2014	\$ 12,285	\$ 4,130	\$ 14,241	\$ 15,001	\$ 27,318	\$ 29,850	\$ 10,702	\$ 35,598	\$ 10,105	\$ 15,790	\$ 13,140	\$ 16,118	\$ 204,278
	2015	\$ 9,706	\$ 10,226	\$ 16,786	\$ 22,062	\$ 16,758	\$ 20,328	\$ 19,106	\$ 24,632	\$ 13,146	\$ 12,427	\$ 21,731	\$ 12,722	\$ 199,631
	2016	\$ 16,200	\$ 15,779	\$ 15,076	\$ 19,289	\$ 12,347	\$ 23,488	\$ 18,117	\$ 9,562	\$ 41,258	\$ 15,348	\$ 11,411	\$ -	\$ 197,874



County of Fluvanna

Realignment of Regular Meeting Days Proposal

Public Meetings, Public Hearings,
and Required Advertising

December 7, 2016

CURRENT MEETING SCHEDULE						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

MONTH # 1

CURRENT WEDNESDAY MEETINGS						
1 st - BOARD OF SUPERVISORS						
2 nd - SCHOOL BOARD						
3 rd - BOARD OF SUPERVISORS						
4 th - PLANNING COMMISSION						
Applicant Submissions						

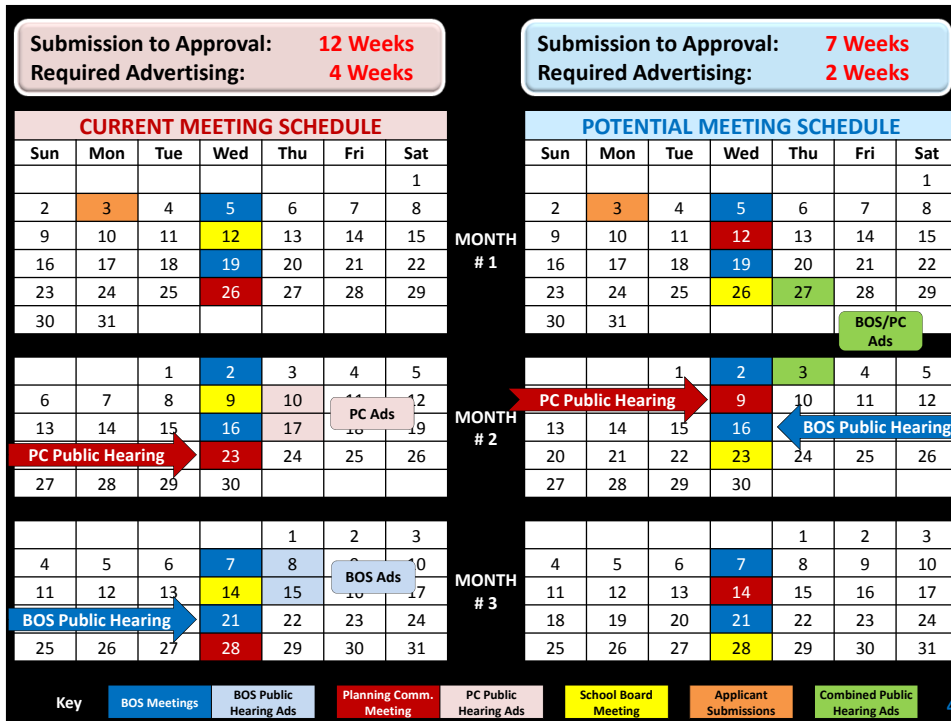
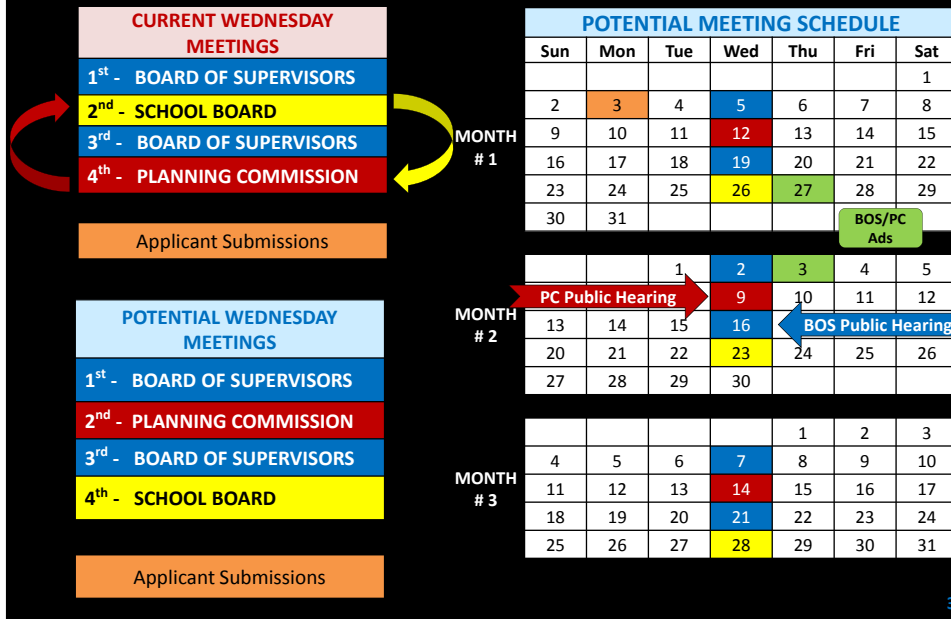
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
PC Public Hearing			23	24	25	26
27	28	29	30			

MONTH # 2

				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
BOS Public Hearing			21	22	23	24
25	26	27	28	29	30	31

MONTH # 3

What if we reverse the School Board and Planning Commission Wednesday meetings?





Changing regular meeting schedules can:

- Streamline processing of Planning and Zoning applications for citizens and businesses
 - Most from 12 wks down to 7 wks approval timeline
- Reduce “waiting”
- Increase efficiency
- Save a little County money
- No impact on FY18 Budget Calendar

DAY	DATE	DESCRIPTION	TIME/LOCATION	Su	M	T	W	Th	F	Sa
Jan-2017										
Wed	Jan 4	BOS Regular Meeting	4:00 pm; Circuit Court		1	2	3	4	5	6
Wed	Jan 18	BOS Work Session	4:00 pm; Circuit Court		8	9	10	11	12	13
		BOS Regular Meeting	7:00 pm; Circuit Court		15	16	17	18	19	20
	Jan 23-27	BOS 2-on-2 Budget Briefs	TBD, Morris Room		22	23	24	25	26	27
					28	29	30			
Feb-2017										
Wed	Feb 1	BOS Regular Meeting & County Admin FY18 Budget Presentation	4:00 pm; Circuit Court		1	2	3	4		
Wed	Feb 1	School Board Work Session - Superintendent's Budget	5:30 pm; School Board		5	6	7	8	9	10
Wed	Feb 8	School Board Meeting - Public Hearing and Budget Adoption	6:30 pm; School Board		12	13	14	15	16	17
Wed	Feb 8	BOS Budget Work Session - Constitutional Officer Presentations	7:00 pm; Morris Room		19	20	21	22	23	24
Wed	Feb 15	BOS Budget Work Session - CPS FY18 Adopted Budget Presentations	4:00 pm; Circuit Court		16	17	18			
Wed	Feb 22	BOS Regular Meeting	7:00 pm; Circuit Court							
Wed	Feb 22	BOS Budget Work Session - Agency Presentations	7:00 pm; Morris Room							
Mar-2017										
Wed	Mar 1	BOS Regular Meeting - Set maximum Tax Rate for Advertising	4:00 pm; Circuit Court		1	2	3	4		
Wed	Mar 8	BOS Budget Work Session - Non Profit Presentations	7:00 pm; Circuit Court		5	6	7	8	9	10
Wed	Mar 8	BOS Budget Work Session - TBD (As Needed)	7:00 pm; Morris Room		12	13	14	15	16	17
Thu	Mar 9	Begin Proposed CY17 Tax Rate Advertising			19	20	21	22	23	24
Wed	Mar 15	BOS Budget Work Session - TBD (As Needed)	4:00 pm; Circuit Court		26	27	28	29	30	31
Wed	Mar 22	BOS Regular Meeting - Set Proposed FY18 Budget for Advertising	7:00 pm; Circuit Court							
Wed	Mar 22	BOS Budget Work Session - TBD (As Needed)	7:00 pm; Morris Room							
Thu	Mar 23	Begin Proposed FY18 Budget Advertising								
Apr-2017										
Wed	Apr 5	BOS Regular Meeting - Fiscal Year 2018 Budget	4:00 pm; Circuit Court							1
Wed	Apr 12	BOS Public Hearing - Calendar Year 2017 Tax Rate	7:00 pm; Circuit Court		2	3	4	5	6	7
Wed	Apr 19	BOS Regular Meeting	7:00 pm; Circuit Court		9	10	11	12	13	14
Wed	Apr 19	Adopt FY18 Budget and CY17 Tax Rate (if not approved on April 12th)	7:00 pm; Circuit Court		16	17	18	19	20	21
					23	24	25	26	27	28
					29	30				

Ordinance Public Hearing Ads

Zoning Public Hearing Ads

5



Realign Budget Calendar?

DAY	DATE	DESCRIPTION	TIME/LOCATION	Su	M	T	W	Th	F	Sa
-----	------	-------------	---------------	----	---	---	---	----	---	----

Apr-2017										
CURRENT	Wed	Apr 5	BOS Regular Meeting	4:00 pm; Circuit Court						1
			BOS Public Hearing - Fiscal Year 2018 Budget	7:00 pm; Circuit Court	2	3	4	5	6	7
	Wed	Apr 12	BOS Public Hearing - Calendar Year 2017 Tax Rate	7:00 pm; Circuit Court	9	10	11	12	13	14
	Wed	Apr 19	BOS Regular Meeting	7:00 pm; Circuit Court	16	17	18	19	20	21
		Adopt FY18 Budget and CY17 Tax Rate (if not approved on April 12th)		23	24	25	26	27	28	29
				30						

Apr-2017										
OPTION	Wed	Apr 5	BOS Regular Meeting	4:00 pm; Circuit Court						1
			BOS Public Hearing - Fiscal Year 2018 Budget	7:00 pm; Circuit Court	2	3	4	5	6	7
			BOS Public Hearing - Calendar Year 2017 Tax Rate	7:00 pm; Circuit Court	9	10	11	12	13	14
	Wed	Apr 12	BOS Meeting - Adopt FY18 Budget and CY17 Tax Rate	7:00 pm; Circuit Court	16	17	18	19	20	21
Wed	Apr 19	BOS Regular Meeting	7:00 pm; Circuit Court	23	24	25	26	27	28	29
		Adopt FY18 Budget and CY17 Tax Rate (if not approved on April 12th)		30						

6



COUNTY OF FLUVANNA

"Responsive & Responsible Government"

132 Main Street
P.O. Box 540
Palmyra, VA 22963
(434) 591-1910
Fax (434) 591-1911
www.fluvannacounty.org

STAFF REPORT

To: Fluvanna County Planning Commission
Case Number: SDP 16:16
Tax Map: Tax Map 9, Section A, Parcel 9

From: Brad Robinson
District: Rivanna
Date: December 12, 2016

General Information: This item is scheduled to be heard by the Planning Commission on Monday, December 12, 2016 at 7:00 p.m. in the Circuit Courtroom in the Courts Building.

Applicant/Owner: Fluvanna Self Storage Corp

Representative: Justin Shimp/Shimp Engineering

Requested Action: Approval of a sketch plan request to construct two self-storage buildings with respect to 13.4 acres of Tax Map 9, Section A, Parcel 9. (Attachment A)

Location: The affected property is located on the south side of Lake Monticello Road (State Route 618), approximately ½ mile west of the intersection of Lake Monticello Road and Ashlawn Boulevard (The Main Gate to Lake Monticello) (Attachment B)

Existing Zoning: B-1, Business, General (conditional)

Existing Land Use: Vacant/wooded

Adjacent Land Uses: Adjacent properties are zoned B-C, R-4 and A-1

Comprehensive Plan: Rivanna (Lake Monticello) Community Planning Area

Zoning History: This property was rezoned from A-1 to B-1 (conditional) on February 17, 2016 (ZMP 15:06).

A previous sketch plan (SDP 16:05) for this same property was reviewed and approved by the Planning Commission on May 25, 2016 by a vote of 5-0-0. This sketch plan requested approval to construct thirteen (13) self-storage buildings of various sizes for a total of 49,200 square feet. A variation from the sidewalk requirement of the B-1 district was also approved with this sketch plan request by a vote of 5-0-0.

Analysis:

The applicant is requesting sketch plan approval to construct two self-storage buildings for lease and totaling 11,000 square feet on property zoned B-1 and 13.4 acres in size. In accordance with Sec. 22-9-2.1 of the Fluvanna County Zoning Ordinance, self-storage facilities are permitted by right.

According to the submitted sketch plan, the applicant is proposing to construct one 200' x 25' storage building (5,000 sq. ft.) and one 200' x 30' storage building (6,000 sq. ft.) along with drive aisles for access. In accordance with Sec. 22-9-6 of the zoning ordinance, the sketch plan is in compliance with the minimum building setback requirement of 50' from adjoining agriculturally and residentially zoned parcels, and the 25' parking setback requirement.

There has been some indication from the applicant that the submitted sketch plan will be an extension or additional phase of the previously approved sketch plan. Staff notes there are some differences/discrepancies between the two proposals – most notably, the entrance to the property is shown in different locations. Additionally, the area to be developed on the current sketch plan appears to conflict with the area on the approved sketch plan. Both sketch plans together would result in a total of fifteen (15) storage buildings instead of thirteen buildings, and a total of 60,200 square feet. The Planning Commission may want to request more information from the applicant on these issues.

(Attachment C)

Exception to not construct a sidewalk:

Per Sec. 22-23-6(6) of the Zoning Ordinance, an exception to not install sidewalks along the parcel's road-frontage on Lake Monticello Road is needed from the Planning Commission. The applicant has requested that the previously approved exception request serve as the approval for this current submittal.

Parking/Roads

The site will be accessed from Lake Monticello Road (State Route 618) by way of a standard low volume commercial entrance. The approved sketch plan proposed the entrance along the eastern property line while the submitted sketch plan proposes the entrance towards the western property line.

No parking spaces are proposed with this project. The off-street parking regulations in Article 26 of the Zoning Ordinance do not list a requirement for self-storage facilities.

Landscaping/Screening

All landscaping should be in compliance with the Fluvanna County Zoning Ordinance. The property is currently wooded and undeveloped. The sketch plan proposes to remove trees only

around the portion of the property to be developed with the storage buildings and drive aisles. No parking area with five (5) spaces or more is proposed.

Outdoor Lighting

Approximate locations of any proposed outdoor lighting have not been shown on the sketch plan, but will be required on the final site plan in accordance with Sec. 22-23-6(Q). of the Zoning Ordinance. All outdoor lighting must be fully shielded and utilize full cut-off lighting fixtures per Sec. 22-25-5.

Stormwater Management

An erosion and sediment control plan would also be required for review and approval prior to the issuance of any land disturbing permit.

Technical Review Committee:

The following comments were generated from the November 10, 2016 Technical Review Committee meeting:

1. Planning Staff asked whether there would be any future phases of this project. The applicant stated there possibly would, up the hill towards the road.
2. Fire Chief was satisfied and had no comments.
3. Building Official had no comments.
4. Erosion and Sediment Control had no comments.
5. Health Dept. stated a proposed well is shown. Will this be an agricultural well only? If the well is connected to any of the buildings, a drainfield will be required or connection to public sewer.
6. VDOT: Official comments have not been received at the date of this report. VDOT did not express any objections or concerns with the proposed project at the TRC meeting.

Conclusion:

With the exception of providing for sidewalks as required by Sec. 22-23-6(6), 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 23-26 of the Fluvanna County Zoning Ordinance must be submitted for staff review and approval. The Planning Commission may want to request more information from the applicant on discrepancies between the previously approved sketch plan and the current submittal.

Recommended Conditions:

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

Suggested Motion:

I move to approve SDP 16:16, a sketch plan request to construct two self-storage buildings with respect to 13.4 acres of Tax Map 9, Section A, Parcel 9, subject to the conditions listed in the staff report.

Attachments:

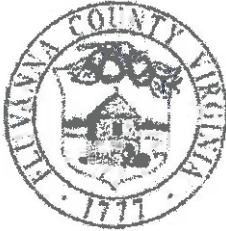
- A – Application
- B – Aerial Vicinity Map
- C – Site sketch plan
- D – SDP 16:05 staff report and sketch plan
- E – Email correspondence

Copy:

Applicant/Owner: Fluvanna Self Storage, 21 Burns Plaza, Palmyra, VA 22963- via email to Carlos@storefss.com

Representative: Shimp Engineering, 201 E Main St Suite M, Charlottesville, VA 22902, via email to Justin Shimp Justin@Shimp-Engineering.com

File



COMMONWEALTH OF VIRGINIA COUNTY OF FLUVANNA Site Development Application

Owner of Record: Fluvanna Self Storage **Applicant of Record:** Same as Owner
E911 Address: 21 Burns Plaza Palmyra, VA 22963 **E911 Address:** _____
Phone: 434-906-3552 **Fax:** _____ **Phone:** _____ **Fax:** _____
Email: Carlos@storefss.com **Email:** _____

Representative: Shimp Engineering PC - Justin Shimp
E911 Address: 201 E Main St Suite M Charlottesville VA 22902
Phone: 434-227-5140 **Fax:** _____
Email: Justin@shimp-engineering.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): Tax Map 9(A) Parcel 9 **Deed Book Reference:** 957/853
Acreage: 13.4 **Zoning:** B-1 Business **Deed Restrictions?** No Yes (Attach copy)

Location: South side of Lake Monticello Road (SR 618), 1,000 FT west of River Run Drive

Description of Property: vacant wooded lot
Proposed Structure: two (2) self-storage buildings, site entrance, and travelways
Dimensions of Building: 11,000 SF **Lighting Standards on Site:** No Yes
of Employees: none **# of Parking Spaces:** none
Noise Limitations: none

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.

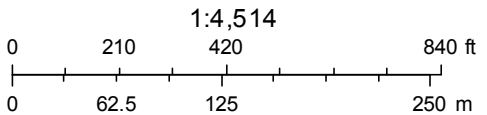
Carlos Burns Carlos Burns 11/1/16
 Applicant Name (Please Print) Applicant Signature and Date

OFFICE USE ONLY		
Date Received: <u>11-1-16</u>	Fee Paid: <u>\$ 150.00</u>	Application #: <u>SDP 16 : 016</u>
Election District: _____	Planning Area: _____	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		

SDP 16:16 Aerial Map



December 8, 2016



Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community

SKETCH PLAN FOR FLUVANNA SELF STORAGE TAX MAP 9 SECTION A PARCEL 9 FLUVANNA COUNTY, VIRGINIA

LEGEND		
EXIST	NEW	DESCRIPTION
	x 12" TC	TOP OF CURB ELEVATION
	x 12"	SPOT ELEVATION
	x 12" TW	TOP OF WALL ELEVATION
	x 12" BW	BOTTOM OF WALL ELEVATION
		BENCHMARK
		STORM SEWER
		ROOF DRAIN
		SEWER LINE
		WATER LINE
		GAS LINE
		OVERHEAD ELECTRIC WIRE
		UNDERGROUND ELECTRIC
		OVERHEAD TELEPHONE LINE
		UNDERGROUND TELEPHONE LINE
		DRAIN INLET (DI)
		STORM/SANITARY MANHOLE
		PLUG
		WATER VALVE & BOX
		FIRE HYDRANT
		WATER METER
		LIGHT POLE
		UTILITY POLE
		PROPERTY LINE
		ADJACENT PROPERTY LINE
		VACATED PROPERTY LINE
		BUILDING SETBACK
		PARKING SETBACK
		SANITARY EASEMENT
		GRADING EASEMENT
		DRAINAGE EASEMENT
		UTILITY EASEMENT
		WATER EASEMENT
		ACCESS EASEMENT
		STORM DRAINAGE EASEMENT
		TREE LINE
		FENCE
		STREAM
	12	INTERVAL CONTOUR
	00	INDEX CONTOUR
	CG-2	STANDARD 6" CURB
	CG-6	COMBINATION 6" CURB & GUTTER
		CONCRETE PAVEMENT / SIDEWALK
		RIPRAP
		ASPHALT
		GRASS
		EC-2 MATTING
		EC-3 MATTING
		WETLAND
		PARKING COUNT
		CROSSWALK
		HANDICAP ACCESSIBLE AISLE
		CG-12
		HANDICAP PARKING

NOTE:
1. THE SIZE OF THE SYMBOLS MAY VARY FROM WHAT IS SHOWN.

VICINITY MAP SCALE: 1"=500'

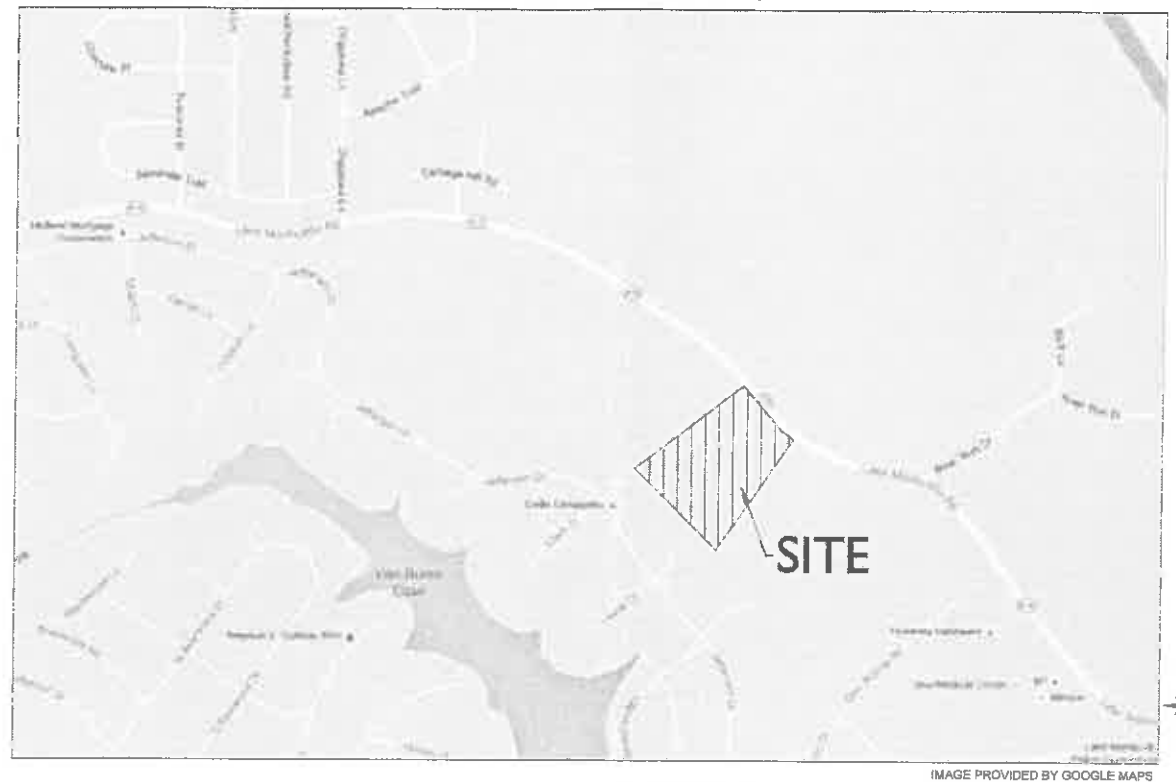


IMAGE PROVIDED BY GOOGLE MAPS

APPROVALS:

Department of Planning and Zoning	_____	Date
Virginia Department of Health	_____	Date
Virginia Department of Transportation	_____	Date

SHEET INDEX

- SHEET C1 - COVER SHEET
- SHEET C2 - EXISTING CONDITIONS & DEMOLITION PLAN
- SHEET C3 - SITE, GRADING, & UTILITY PLAN
- SHEET C4 - LANDSCAPING PLAN
- SHEET C5 - SITE & UTILITY DETAILS

GENERAL NOTES

1. THE INFORMATION AND DATA SHOWN OR INDICATED WITH RESPECT TO THE EXISTING UNDERGROUND UTILITIES AT OR CONTIGUOUS TO THE SITE ARE BASED ON INFORMATION AND DATA FURNISHED TO THE OWNER AND ENGINEER BY THE OWNERS OF SUCH UNDERGROUND FACILITIES OR OTHERS. THE OWNER OR ENGINEER SHALL NOT BE RESPONSIBLE FOR THE ACCURACY OR COMPLETENESS OF SUCH INFORMATION OR DATA. THE CONTRACTOR SHALL HAVE FULL RESPONSIBILITY FOR CONFIRMING THE ACCURACY OF THE DATA, FOR LOCATING ALL UNDERGROUND UTILITIES, FOR COORDINATION OF THE WORK WITH OWNERS OF SUCH UNDERGROUND UTILITIES DURING CONSTRUCTION, FOR THE SAFETY AND PROTECTION THEREOF AND REPAIRING ANY DAMAGE THEREOF RESULTING FROM THE WORK. ALL OF THESE CONDITIONS SHALL BE MET AT NO ADDITIONAL COST TO THE OWNER. THE CONTRACTOR SHALL CONTACT "MISS UTILITIES" OF VIRGINIA AT 1-800-552-7001 PRIOR TO THE START OF WORK.
2. WHEN WORKING ADJACENT TO EXISTING STRUCTURES, POLES, ETC., THE CONTRACTOR SHALL USE WHATEVER METHODS THAT ARE NECESSARY TO PROTECT STRUCTURES FROM DAMAGE. REPLACEMENT OF DAMAGED STRUCTURES SHALL BE AT THE CONTRACTOR'S EXPENSE.
3. THE CONTRACTOR SHALL BE RESPONSIBLE FOR PROTECTING ALL EXISTING SITE STRUCTURES FROM DAMAGE AND COORDINATING WORK SO THAT THE OWNER CAN MAKE NECESSARY ARRANGEMENTS TO MODIFY/PROTECT EXISTING STRUCTURES FROM DAMAGES.
4. THE CONTRACTOR SHALL BE RESPONSIBLE FOR NOTIFYING ALL UTILITY OWNERS, ADJACENT LAND OWNERS WHOSE PROPERTY MAY BE IMPACTED AND THE VIRGINIA DEPARTMENT OF TRANSPORTATION PRIOR TO COMPLETING ANY OFF-SITE WORK.
5. CONTRACTOR SHALL NOTIFY AND COORDINATE ALL WORK INVOLVING EXISTING UTILITIES WITH UTILITY OWNERS, AT LEAST 72 HOURS PRIOR TO THE START OF CONSTRUCTION.
6. CONTRACTOR SHALL IMMEDIATELY REPORT ANY DISCREPANCIES BETWEEN EXISTING CONDITIONS AND CONTRACT DOCUMENTS TO THE OWNER AND ENGINEER.
7. CONTRACTOR SHALL SUBMIT FOR THE APPROVAL OF THE OWNER SUBMITTALS OF ALL SPECIFIED MATERIALS LISTED IN THE PLANS, TO INCLUDE SHOP DRAWINGS, MANUFACTURER'S SPECIFICATIONS AND LABORATORY REPORTS. THE OWNER'S APPROVAL OF SUBMITTALS WILL BE GENERAL AND WILL NOT RELIEVE THE CONTRACTOR FROM THE RESPONSIBILITY OF ADHERENCE TO THE CONTRACT AND FOR ANY ERROR THAT MAY EXIST.

OWNER / DEVELOPER

Fluvanna Self Storage Corporation
21 Burns Plaza
Palmyra, VA 22963

ZONING

B-1 Business

LEGAL REFERENCE

TM 9 Section A Parcel 9
DE 496-641

BENCHMARK

Iron and Cap on South Side of Water St.
Elevation = 454.50
Datum: NAVD83

SOURCE OF BOUNDARY & TOPO

Boundary and topographic information from a current field survey on 02/11/16 by Stanley Land Surveys, P.L.C. 106 Crofton Plaza #B Palmyra, VA 22963

BUILDING HEIGHT

Building Structures Have a Maximum Height of 35'
Proposed Structures Have a Height of 11'

SETBACKS

Parking Setback: 25'
Building Setback: 50'

EXISTING USE

Vacant Lot

PROPOSED USE

2 Self Storage Units For Lease
11,000 SF Total Storage Space

LAND USE SCHEDULE

EXISTING	Area	%
Open space	560,530 SF	100.0%
Total	560,530 SF (12.67 Ac.)	

PROPOSED	Area	%
Building	11,000 SF	1.9%
Pavement	2,634 SF	0.5%
Gravel	19,615 SF	3.5%
Impervious area	33,249 SF	5.9%
Open spaces	527,281 SF	94.1%
Total	560,530 SF	(12.67 Ac.)

LAND DISTURBANCE

1.43 acres of total land disturbance is proposed with this plan.

SIGNS

All street and parking signs shall conform with the MUTCD Guidelines. No sign shall be erected, altered, refaced or relocated unless a sign permit has been approved by the Fluvanna County Zoning Administrator. Contractor shall provide stop signs as shown on plan.

LIGHTING

Wall mount fixtures are shown on the site plan (sheet C3)

FLOOD ZONE

According to the FEMA Flood Insurance Rate Map, effective date May 16, 2008 (Community Panel 51065C0062C), this property does not lie within a Zone A 100-year flood plain.

WATER & SANITARY SERVICES

Water service to be provided by a proposed private well. No sanitary drainfield is proposed with this development.

ELECTRIC / TELEPHONE / CABLE TV

All new service lines for electricity, telephone and cable TV are to be installed underground in the specified utility conduits. Care is to be taken to assure their location does not conflict with any other aspects of the proposed site plan.

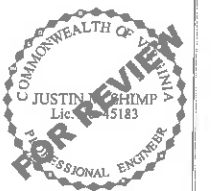
PARKING SCHEDULE

Required Parking: None
Provided Parking: None

ITE TRIP GENERATION

Per ITE Trip Generation Manual, 9th Edition.
Trip generation code 151, the expected daily trip generation is 27 trips per day.

SHIMP ENGINEERING, P.C.
 ENGINEERING - LAND PLANNING - PROJECT MANAGEMENT
 PHONE: (540) 227-5140
 201 E MAIN ST, SUITE M
 CHARLOTTESVILLE, VA 22802
 JUSTIN@SHIMP-ENGINEERING.COM



Rev #	Date	Description

SKETCH PLAN FOR
Fluvanna Self Storage
 FLUVANNA COUNTY, VIRGINIA

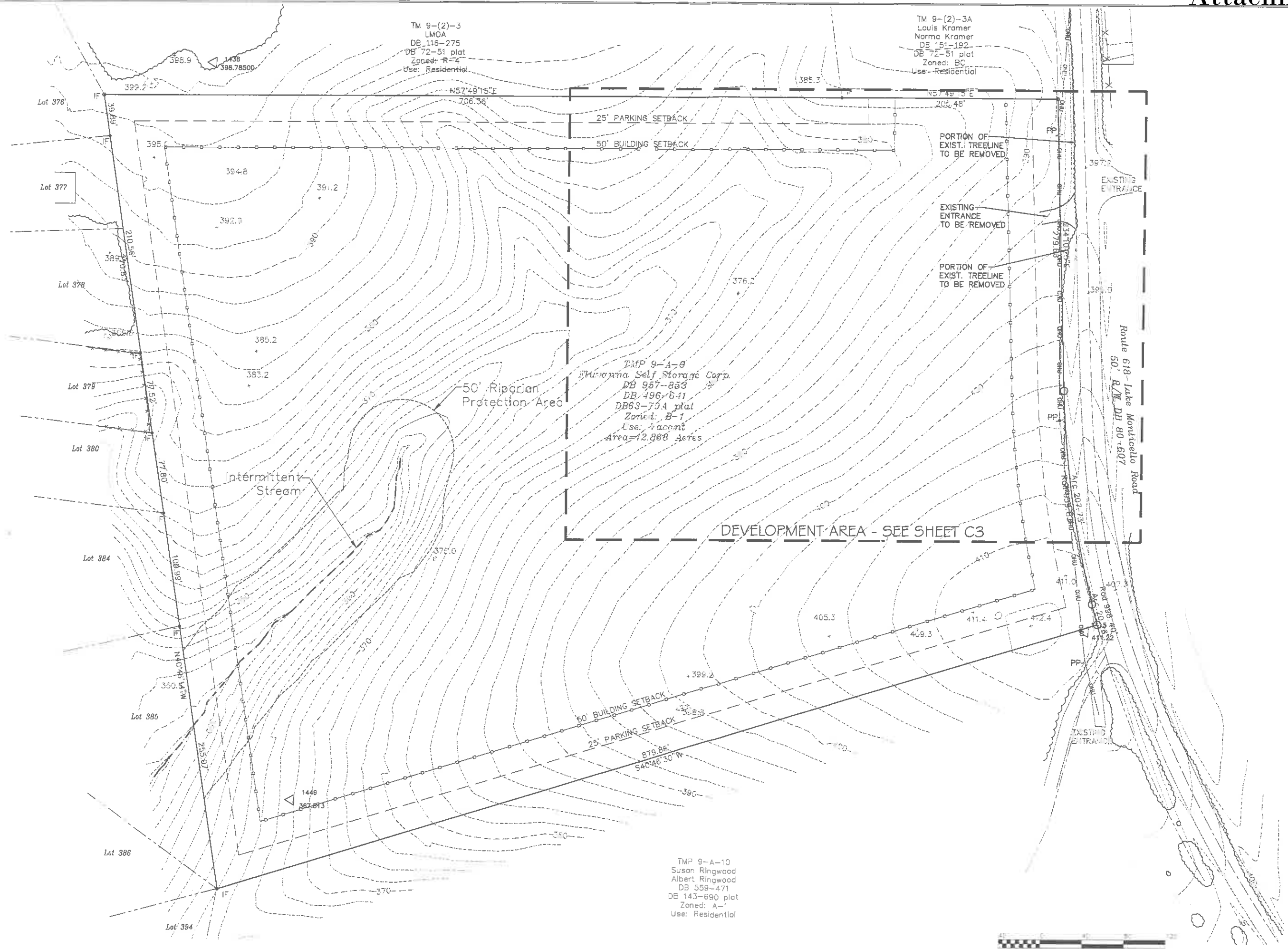
Date	11/01/2016
Scale	N/A
Sheet No.	C1 OF 5
File No.	15.043

TM 9-(2)-3
LMOA
DB 116-275
DB 72-51 plat
Zoned: R-4
Use: Residential

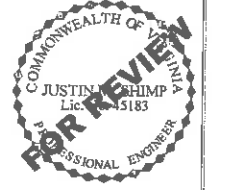
TM 9-(2)-3A
Louis Kramer
Norma Kramer
DB 15-192
DB 72-51 plat
Zoned: BC
Use: Residential

TMP 9-A-9
Fluvanna Self Storage Corp.
DB 957-853
DB 496-641
DB 63-70A plat
Zoned: B-1
Use: Vacant
Area=12.888 Acres

TMP 9-A-10
Susan Ringwood
Albert Ringwood
DB 559-471
DB 143-690 plat
Zoned: A-1
Use: Residential



SHIMP ENGINEERING, P.C.
ENGINEERING - LAND PLANNING - PROJECT MANAGEMENT
201 E MAIN ST. SUITE N
CHARLOTTEVILLE, VA 22802
PHONE: (434) 227-5140
JUSTIN@SHIMP-ENGINEERING.COM

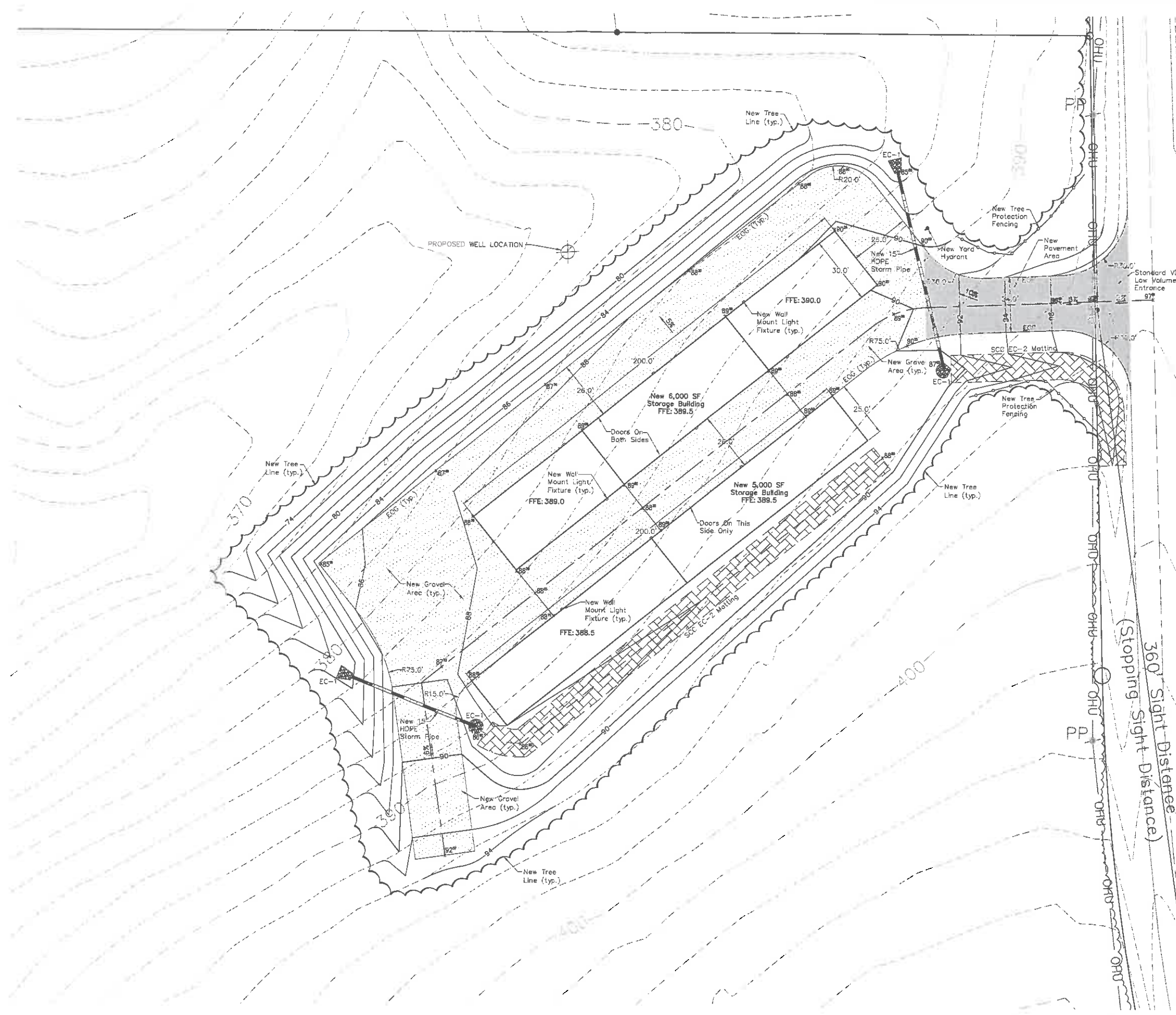


EXISTING CONDITIONS

Rev #	Date	Description

SKETCH PLAN FOR
Fluvanna Self Storage
FLUVANNA COUNTY, VIRGINIA

Date: 11/01/2016
Scale: 1" = 40'
Sheet No: C2 OF 5
File No: 15.043



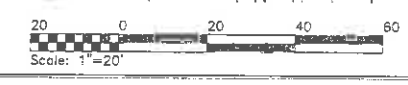
SHIMP ENGINEERING, P.C.
 ENGINEERING - LAND PLANNING - PROJECT MANAGEMENT
 PHONE: (434) 297-8140
 201 E. MAIN ST., SUITE M
 CHARLOTTEVILLE, VA 22902
 JUSTIN@SHIMP-ENGINEERING.COM



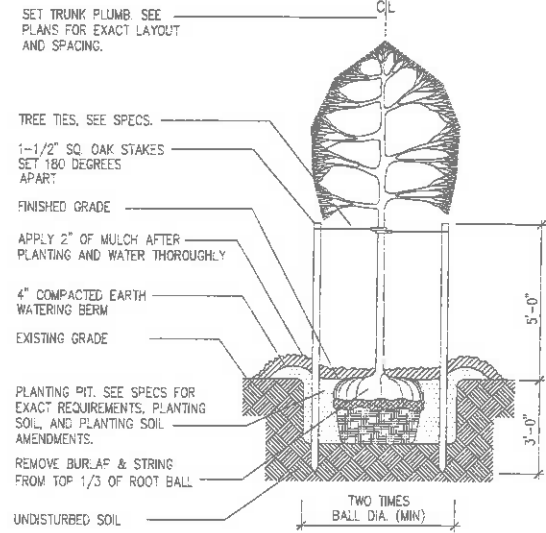
SKETCH PLAN FOR
Fluvanna Self Storage
 FLUVANNA COUNTY, VIRGINIA

Rev	Date	Description

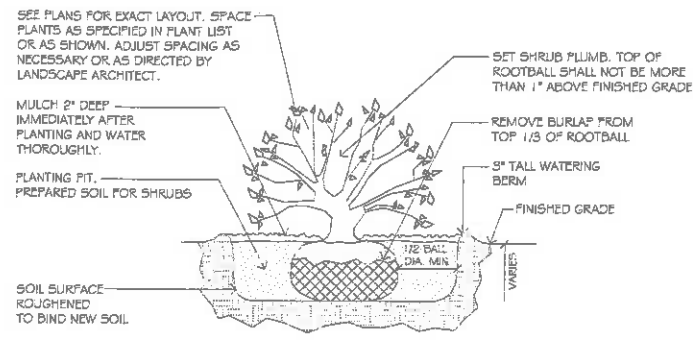
DATE: 11/01/2016
 SCALE: 1" = 20'
 SHEET NO.: C3 OF 5
 FILE NO.: 15.043



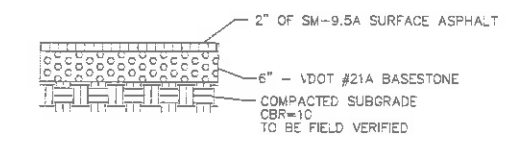
Route 618 - Lake Monticello Road
 50' R/W DB 80-607
 360' Sight Distance
 (Stopping Sight Distance)



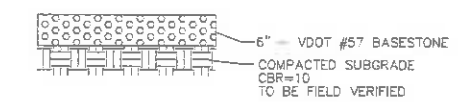
1 TREE PLANTING DETAIL
C5 Not To Scale



2 SHRUB PLANTING DETAIL
C5 Not To Scale



3 Pavement Area Section
C5 Not To Scale



4 Gravel Area Section
C5 Not To Scale

SLIM18 RAB LIGHTING

Color Sample

4' Diameter by 18" height (H) outdoor
Candela rated at 110000
Semi-circular beam with 180 degree beam spread
100,000 lumens
110V AC

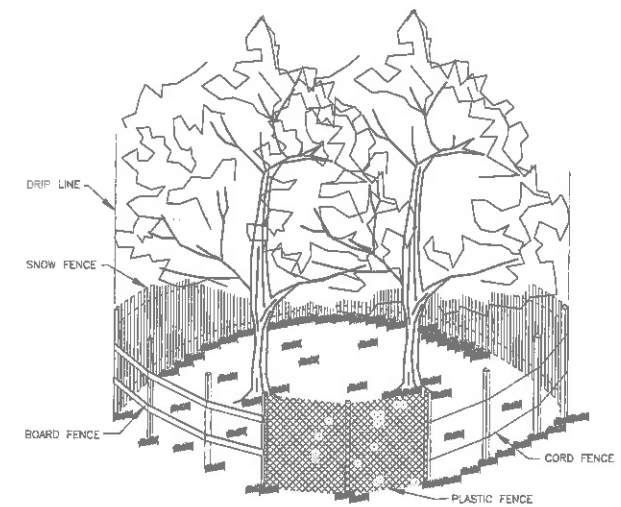
Color	Beam Angle	Beam Diameter	Beam Length	Beam Width
White	150°	10.5"	10.5"	10.5"
Blue	150°	10.5"	10.5"	10.5"
Green	150°	10.5"	10.5"	10.5"
Red	150°	10.5"	10.5"	10.5"
Yellow	150°	10.5"	10.5"	10.5"
Orange	150°	10.5"	10.5"	10.5"

Technical Specifications:

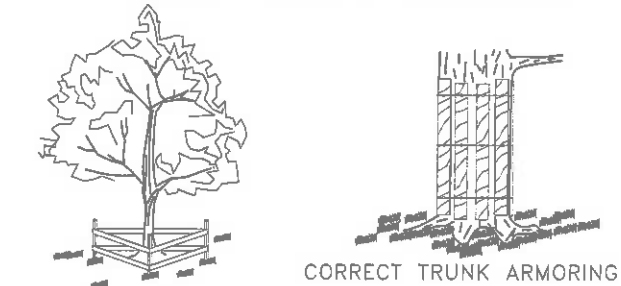
Material: Die-cast aluminum
Finish: Powder coated
Weight: 15 lbs
Dimensions: 4' Dia. x 18" H

Installation: Mount to a flat surface. Use provided mounting hardware. Mounting hardware is not included. Mounting hardware is available separately.

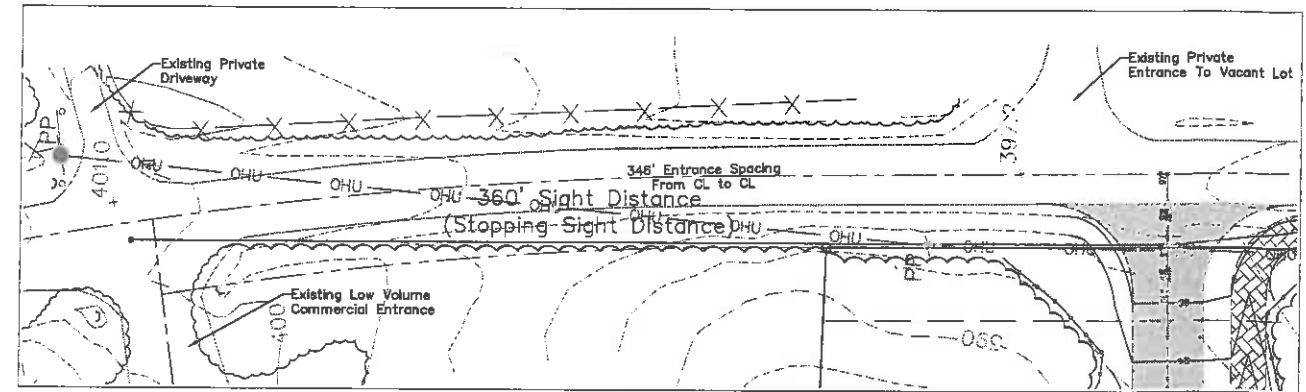
Notes: For use in wet locations, use weatherproofing. Do not use in areas where high voltage or high temperature is present. Do not use in areas where high humidity is present. Do not use in areas where high salt content is present. Do not use in areas where high sulfur dioxide is present. Do not use in areas where high ozone is present. Do not use in areas where high carbon monoxide is present. Do not use in areas where high carbon dioxide is present. Do not use in areas where high nitrogen dioxide is present. Do not use in areas where high sulfur dioxide is present. Do not use in areas where high carbon monoxide is present. Do not use in areas where high carbon dioxide is present. Do not use in areas where high nitrogen dioxide is present.



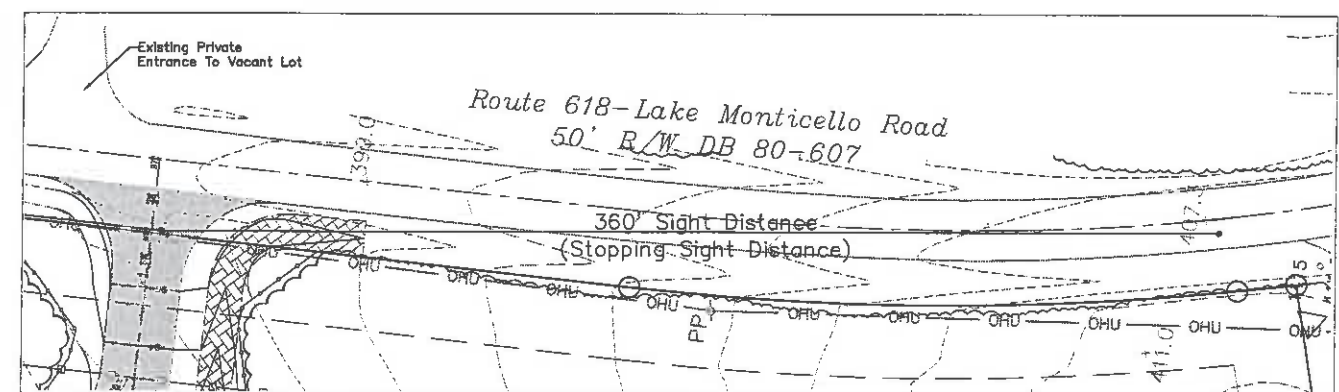
CORRECT METHODS OF TREE FENCING



5 Tree Protection Fencing Detail
C5 Not To Scale



6 LEFT SIGHT DISTANCE LINE DETAIL
C5 Scale: 1"=30'



7 RIGHT SIGHT DISTANCE LINE DETAIL
C5 Scale: 1"=30'

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PHONE: (540) 227-9141
FAX: (540) 227-9142
WWW.SHIMPEngineering.com

COMMONWEALTH OF VIRGINIA
JUSTIN L. SHIMP
Lic. No. 5183
PROFESSIONAL ENGINEER

SITE PLAN & UTILITY DETAILS

Rev. #	Date	Description

SKETCH PLAN FOR
Fluvanna Self Storage
FLUVANNA COUNTY, VIRGINIA

Date	11/01/2016
Scale	N / A
Sheet No.	C5 OF 5
File No.	15.043



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

STAFF REPORT

To: Fluvanna County Planning Commission
Case Number: SDP 16:05
Tax Map: Tax Map 9, Section A, Parcel 9

From: James Newman
District: Palmyra
Date: May 25, 2016

General Information: Request for sketch plan approval to construct a series of self-storage buildings of various dimensions, built in two phases, with additional phased development for commercial use, with respect to 12.86 acres of Tax Map 9, Section A, Parcel 9.

Owner: Fluvanna Self Storage Corporation

Applicant/Representative: Applicant is Carlos Burns, Representative is Kelly Strickland

Requested Action: Approval of a sketch plan for a three phase project to construct storage facilities and commercial space, in regard to 12.86 acres of Tax Map 9, Section A, Parcel 9 (Attachment A)

Location: The subject property is located on the south side of Lake Monticello Road (State Route 618), roughly 3,000 feet west of the intersection of Lake Monticello Road and Ashlawn Boulevard.

Existing Zoning: B-1, Business, General

Existing Land Use: Forest

Adjacent Land Uses: Adjacent properties are zoned A-1, BC, and R4

Comprehensive Plan: Rivanna Community Planning Area

Zoning History: ZMP 15:06 The Gardner Trust, rezoning from A1 to B1. This was approved 3-0-1 by the Planning Commission on January 27, 2015, and the Board of Supervisors 5-0-0 on February 17, 2016.

Analysis:

The applicant is requesting sketch plan approval of a site development plan of B-1 property, approximately 12.86 acres in size. According to the submitted plan, the applicant is proposing to construct in three phases. The first two phases will be for storage buildings of various dimensions, while the third phase will be for commercial development along Lake Monticello Road (State Route 618).

In Phase I, construction will commence on 13 storage facility buildings approximately 30ft wide, 10ft high, and 200ft long (these are maximum length/width/height figures. Actual dimensions are listed on the sketch plan).

In the future, Phase II would include more development of storage facility buildings. All development must meet code requirements.

In the future, Phase III would include commercial development fronting on Lake Monticello Road (State Route 618). All development must meet code requirements.

An adjacent parcel is zoned A-1, which requires the proposed buildings to be setback a minimum of fifty (50) feet from the property line. According to the sketch plan, this requirement has been met.

(Attachment C)

Parking/Roads

Applicant does not have any designated parking. There will be no office on site and therefore no need for employee or visitor parking. Any storage facility users will be on site temporarily for loading/unloading.

The applicant is also requesting a variance from sidewalks requirements. That sidewalk requirement be waived, per code section 22-23-6.6.A, which states:

“In the B-1, B-C, I-1, and I-2 zoning districts, sidewalks that comply with the most recent VDOT specifications shall be required on both sides of all roadways, public and private.

(A) A variation to the sidewalk regulations may be granted by the Planning Commission for projects where:

- 1) The Virginia Department of Transportation prohibits the construction of sidewalks;
- 2) The physical conditions on the lot or adjoining lots, including but not limited to, existing structure and parking areas, existing utility easements, environmental features, or the size and shape of the lot, make it impossible or unfeasible to provide the required sidewalks;
- 3) The application of the aforementioned requirements would not further the goals of the Comprehensive Plan or otherwise serve the greater public’s health, safety, and welfare.”-Code page 463.

(Attachment D)

Landscaping/Screening

All landscaping must be in compliance with the Fluvanna County Zoning Ordinance.

Signage & Outdoor Lighting

Traffic circulation must be controlled by appropriate signage at the entrance/exit points into the site. Approximate locations of any proposed outdoor lighting must be shown, 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

As part of the final site development plan process, an erosion and sediment control plan will be required for review and approval.

Septic and Water Usage

There are restroom facilities planned for the site, so no septic system has been installed. There is a proposed well on site to allow for water for cleaning the buildings. When water and sewer hook ups are required for Phase III, the applicant proposes to connect to Aqua Virginia water and sewer systems.

Technical Review Committee: March 10, 2016 (Attachment E)

The following comment came from the Technical Review Committee meeting on March 10, 2016:

1. Department of Forestry had no comment.
2. Environmental Health Department wrote that “*A proposed well site was shown on the site sketch plan but I did not see a designated septic area. If they plan not to connect to public water and sewer, they must employ a private AOSE to do the necessary field evaluation and submit a permit with appropriate application to the Fluvanna Health Dept. for approval.*” (via email to James Newman, 4/8/16 from Charles Miller). Applicant responded that there would be no septic on site for Phase 1 or 2 of the project, and that the proposed well is just for cleaning buildings. Phase 3 expansion would result in connections to Aqua’s water and sewer systems to service commercial uses.
3. Planning wanted to know the dimensions of the structures: was told maximum will be 30ft long, 10ft high, and 200ft long. Planning Department was told that there would be no parking spaces on site and that users of the site are not meant to park, merely to load/unload. Planning Department was informed that the applicant requests a variance from sidewalks. Applicant was told that a request in writing is necessary.
4. Erosion and Sediment Control Inspector noted that the proposed storm water retention basin was poorly situated as stormwater facilities are not permitted in live streams. Basins parallel to stream would be acceptable. There was discussion on moving the entrance road from the west side of the property to the east side

5. VDOT has reviewed the sketch plan for the proposed Fluvanna Self Storage. The storage units are not dimensioned, please provide the combined total square feet of all storage units at full build out. Also, provide the dimensions of the proposed entrance width and entrance radii. If a gate is installed to control access to the site, make sure that it is set back far enough from the Rte. 618 that vehicles entering the site do not block traffic on the state road. The 360 ft. of Stopping Sight Distance shown on the plan is adequate for a Low Volume Commercial Entrance (maximum 50 vehicles per day) based on a posted speed limit of 45 mph. It appears that the sight line to the west may require a sight distance easement from the adjoining property. If an sight easement is required, in addition to the sight triangle, designate the entire area 5 ft. beyond and parallel to the sight triangle as part of the sight easement. Make sure that any signs, landscaping, etc. along Rte. 618 does obstruct or impair the required 360 ft. of Stopping Sight Distance for a Low Volume Entrance. If traffic volumes are to exceed 50 vehicles per day at this site, a Commercial Entrance is required with a minimum of 500 ft. of Intersection Sight Distance.

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.

The applicants desire to obtain a variance from sidewalk requirements

Recommended Conditions:

1. All phases of development must meet final site plan requirements which include, but are not limited to, providing parking (excepting Phases I and II, provided no permanent parking occurs within these Phases), 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 Motions:

I move to approve//deny/defer SDP 16:05, a sketch plan for a three phase project to construct storage facilities and commercial space, in regard to 12.86 acres of Tax Map 9, Section A, Parcel 9, subject to the three (3) conditions listed in the staff report.

I move to approve/deny/defer a sidewalk waiver to SDP 16:05, a sketch plan for a three phase project to construct storage facilities and commercial space, in regard to 12.86 acres of Tax Map 9, Section A, Parcel 9, pursuant to County Code Section 22-23-6.6.A

Attachments:

- A – Application
- B – Aerial Vicinity Map
- C – Sketch Site Plan
- D – Sidewalk waiver request
- E - TRC Comment Letter

Copy:

Owner of record: Carlos Burns at carlos@storefss.com

Applicant of Record: Kelly Strickland at Kelly@shimp-engineering.com

File

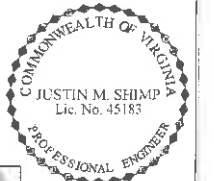
Parcel Summary:

Tax Map 9 Section A Parcel 9
 Owner: Fluvanna Self Storage Corporation
 21 Burns Plaza
 Palmyra, VA 22963
 Developer: Fluvanna Self Storage Corporation
 21 Burns Plaza
 Palmyra, VA 22963
 Exist. Use: Vacant Parcel
 Proposed Use: Self Storage Facility
 Zoned: B-1
 Required Parking: None

Notes:

- Boundary information provided by Stanley Land Surveys, PLC.
- Topography shown provided by Bell Land Surveys LLC

SHIMP ENGINEERING, P.C.
 ENGINEERING - LAND PLANNING - PROJECT MANAGEMENT
 201 E MAIN ST, SUITE 14
 CHARLOTTEVILLE, VA 22802
 PHONE: (434) 227-5140
 JUSTIN@SHIMP-ENGINEERING.COM



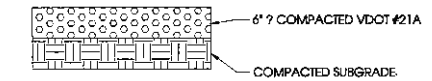
VICINITY MAP SCALE: 1"=1,000'



IMAGE PROVIDED BY GOOGLE MAPS

OVERVIEW / EXISTING CONDITIONS

REV	DATE	DESCRIPTION
Rev 1	04-28-2016	TECHNICAL REVIEW COMMENTS

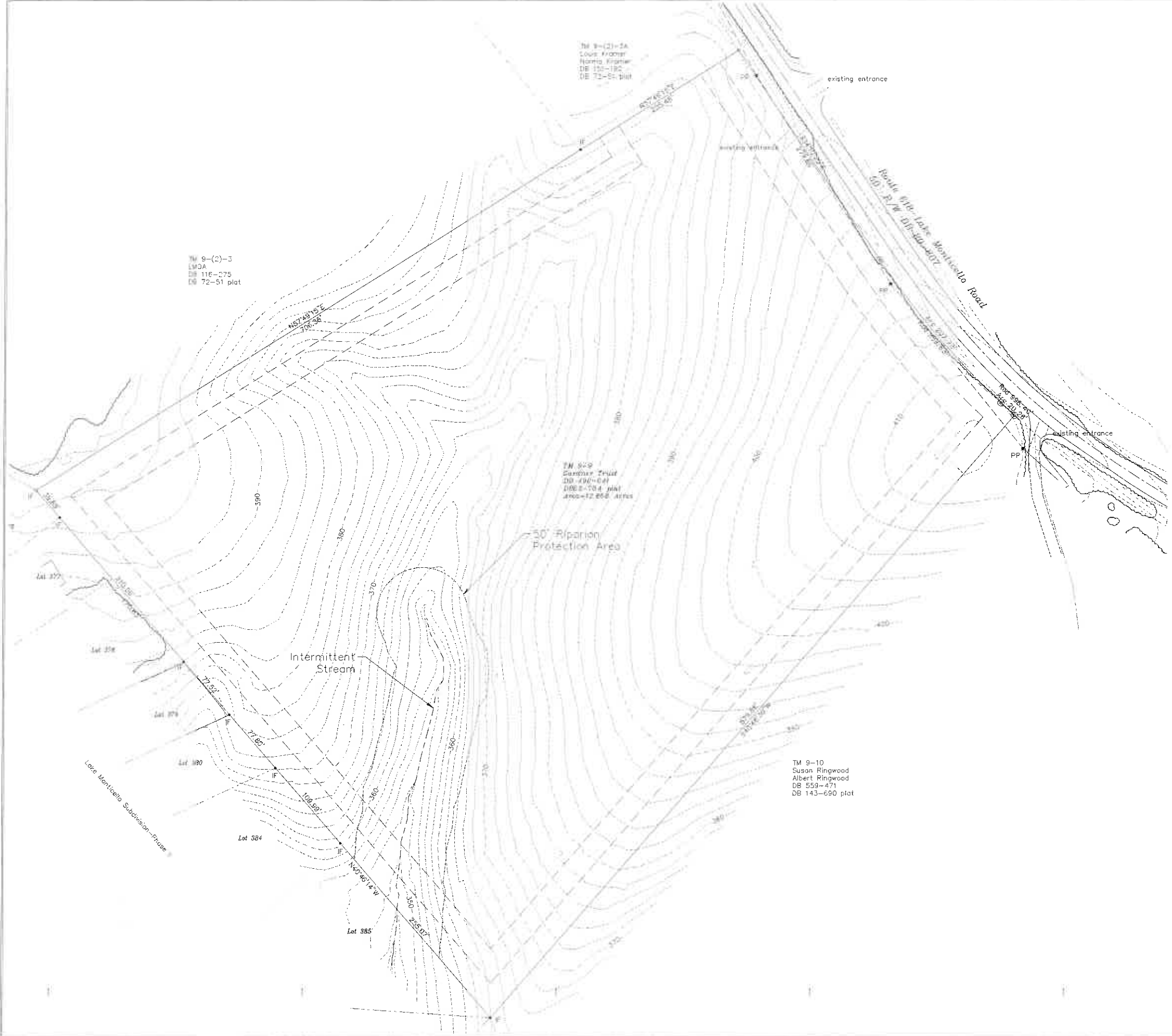


1 TYPICAL STORAGE AREA SURFACING DETAIL
 C1 Not To Scale

SKETCH PLAN FOR

Fluvanna Self Storage
 FLUVANNA COUNTY, VIRGINIA

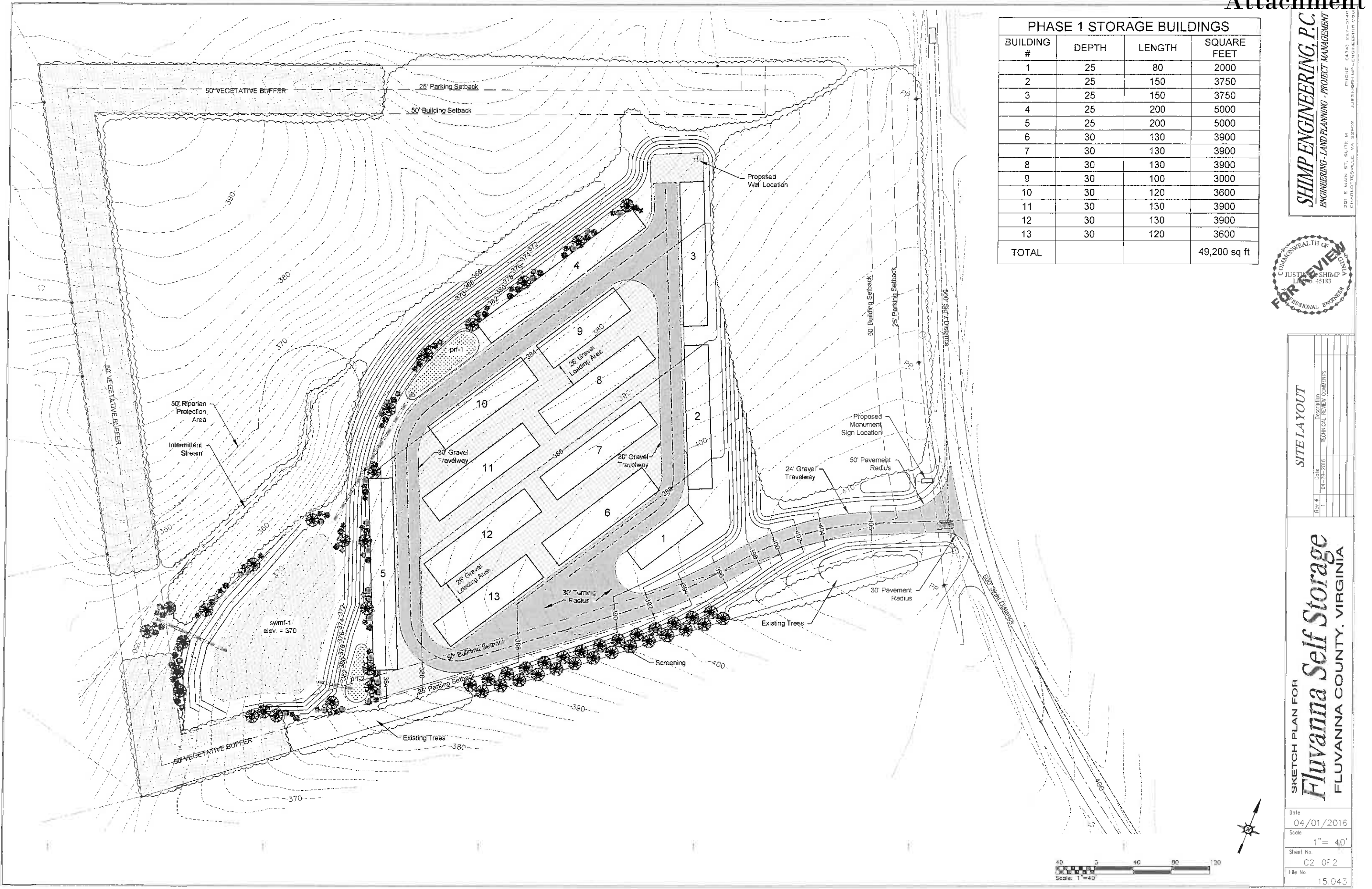
Date	04/01/2016
Scale	1" = 50'
Sheet No.	C1 OF 2
File No.	15.043



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 ENGINEERING - LAND PLANNING - PROJECT MANAGEMENT
 201 E MAIN ST, SUITE M
 CHARLOTTEVILLE, VA 22902
 PHONE: (434) 227-5140
 JUSTICE@SHIMP-ENGINEERING.COM



PHASE 1 STORAGE BUILDINGS			
BUILDING #	DEPTH	LENGTH	SQUARE FEET
1	25	80	2000
2	25	150	3750
3	25	150	3750
4	25	200	5000
5	25	200	5000
6	30	130	3900
7	30	130	3900
8	30	130	3900
9	30	100	3000
10	30	120	3600
11	30	130	3900
12	30	130	3900
13	30	120	3600
TOTAL			49,200 sq ft



SITE LAYOUT

Rev #	Date	Description
1	04-29-2016	TECHNICAL REVIEW COMMENTS

SKETCH PLAN FOR
Fluvanna Self Storage
 FLUVANNA COUNTY, VIRGINIA

Date	04/01/2016
Scale	1" = 40'
Sheet No.	C2 OF 2
File No.	15.043

From: [carlos](#)
To: [Brad Robinson](#)
Subject: RE: FW: Fluvanna Self Storage site plans
Date: Thursday, December 08, 2016 11:36:02 AM

Brad,

After speaking with you and Justin I believe I need to clarify my previous email. I don't wish to completely withdraw STP 16:05 and replace it with STP 16:16. I want to only withdraw the detailed plans we were working with Roger on. At a later date we may still build on the rear area, but for now we have decided to build Self storage space on the front of the property and someday build the retail on the property we recently purchased . Submission STP 16:16 is an additional sketch plan for the near term use of the front of the property . We want to maintain all of the approvals associated with STP 16:05. Please let me know if you have any questions .

Thanks
Carlos

Sent from my Verizon, Samsung Galaxy smartphone

----- Original message -----

From: Brad Robinson <brobinson@fluvannacounty.org>
Date: 12/7/16 12:43 PM (GMT-05:00)
To: Carlos Burns <carlos@storefss.com>, Carlos P Burns <carlospburns@gmail.com>
Subject: FW: Fluvanna Self Storage site plans

[Brad Robinson, CZA, Senior Planner](#)

[Fluvanna County Planning Department](#)

From: Carlos Burns [<mailto:carlos@storefss.com>]
Sent: Thursday, November 03, 2016 10:29 AM
To: Brad Robinson; Jason Stewart; Justin Shimp, P.E.; Carlos P Burns
Subject: Re: Fluvanna Self Storage site plans

Brad,

Given recent events, we have decided to go a different direction on our property map number 9 A 9. Please withdraw our previous site plan STP 16:05 and replace it

with STP 16:16. Please let me know if you have any questions.

Thanks,

Carlos

On 11/2/2016 3:16 PM, Brad Robinson wrote:

Good afternoon Mr. Shimp:

I called and left a voicemail with you earlier this afternoon – feel free to respond back by phone or email.

Yesterday November 1st we received a site plan submittal for Fluvanna Self Storage and it has been assigned project number SDP 16:16.

Earlier this year the Planning Commission reviewed and approved a sketch plan for this same property (see attached). The next step in the process after this occurred was to file a final site plan which had not been submitted yet.

Is there any background information on why this project has been submitted as a new project? What is the intention for the existing approved sketch plan?

I would appreciate a response ASAP being that the TRC meeting is scheduled for next Thursday, November 8th.

Sincerely,

Brad Robinson, CZA, Senior Planner

[Fluvanna County Planning Department](#)

132 Main Street

P.O. Box 540

Palmyra, VA 22963

Ph: (434) 591-1910 ext 1061

brobinson@fluvannacounty.org

--

Carlos A Burns



*21 Burns Plaza
Palmyra , VA 22963
434-589-1321 (Office)
434-906-3552 (Cell)
carlos@StoreFSS.com*



COUNTY OF FLUVANNA

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STAFF REPORT

To: Fluvanna County Planning Commission
Case Number: SDP 16:17
Tax Map: Tax Map 8, Section A, Parcel A14A

From: Brad Robinson
District: Palmyra
Date: December 12, 2016

- General Information:** This item is scheduled to be heard by the Planning Commission on Monday, December 12, 2016 at 7:00 p.m. in the Circuit Courtroom in the Courts Building.
- Applicant/Owner:** Steven L. & Codie C. Peters
- Representative:** Justin Shimp/Shimp Engineering
- Requested Action:** Approval of a sketch plan request to construct a 32,500 square foot shopping center on a 21.5-acre portion of Tax Map 8, Section A, Parcel A14A. (Attachment A)
- Location:** The affected property is located on the north side of the intersection of Thomas Jefferson Parkway (State Route 53) and Lake Monticello Road (State Route 618). (Attachment B)
- Existing Zoning:** B-1, Business, General and A-1, Agricultural, General
- Existing Land Use:** Vacant/wooded
- Adjacent Land Uses:** Adjacent properties are zoned A-1 and R-4.
- Comprehensive Plan:** Rivanna (Lake Monticello) Community Planning Area
- Zoning History:** A portion of this property was rezoned from A-1 to B-1 (conditional) on October 21, 2015 (ZMP 15:02).

Analysis:

The applicant is requesting sketch plan approval to construct phase 1 of a commercial shopping center to be known as “Colonial Circle” that will contain six buildings totaling 32,500 square feet on a 21.5-acre portion of property zoned B-1. The buildings would include a bank (financial institution), car wash, convenience store (gas station), pharmacy and retail stores. In accordance with Sec. 22-9-2.1 of the Fluvanna County Zoning Ordinance, all of the aforementioned uses are permitted by right.

A minimum building setback of 50’ from adjoining agriculturally zoned parcels and a 25’ parking setback is required per Sec. 22-9-6 of the Zoning Ordinance. The sketch plan is in compliance with these requirements.

(Attachment C)

Parking/Roads

Based on the submitted sketch plan, this development will be accessed from both Lake Monticello Road (State Route 618) and Thomas Jefferson Parkway (State Route 53) by way of five (5) entrances, three of them right-in/right-out.

The intersection of Lake Monticello Road and Thomas Jefferson Parkway is proposed to become a roundabout in the future as the result of a successful application in 2015 requesting state funding. VDOT has indicated construction is planned for 2018 or 2019. The development of this project will have to be coordinated with construction of the roundabout.

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. In accordance with Sec. 22-11-3 (b) of the Zoning Ordinance, screening from adjacent business, residential and agricultural districts shall be required.

Signage & Outdoor Lighting

No details as to proposed signs are available at this time. A separate sign permit will have to be filed and approved for any permanent signs.

Approximate locations of outdoor parking lot lighting have not been shown on the sketch plan, but will be required on the final site plan in accordance with Sec. 22-23-6(Q). of the Zoning Ordinance. All site lighting must be fully shielded and use full cut-off fixtures, in accordance with Sec. 22-25-5.

Stormwater Management

An erosion and sediment control plan would also be required for review and approval prior to the issuance of any land disturbing permit.

Technical Review Committee:

The following comments were generated from the November 10, 2016 Technical Review Committee meeting:

1. Planning Staff had no comments.
2. Fire Chief wanted to know if the project would be served by Aqua Water. He would like to see the project contain a couple hydrants and for travelways to be at least 18 feet in width. The applicant stated the travelways will be at least 24 feet in width.
3. Building Official had no comments.
4. Erosion and Sediment Control had no comments.
5. Health Dept. had no comments since the proposal states water and sewer will be provided by Aqua Virginia.
6. VDOT: Official comments have not been received at the date of this report. VDOT did not express any objections or concerns with the proposed project at the TRC meeting.

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 meeting the requirements of Sections 23-26 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 VDOT requirements;
3. Meet all required Erosion and Sedimentation Control regulations.

Suggested Motion:

I move to approve SDP 16:17, a sketch plan request to construct a commercial shopping center on a 21.5-acre portion of Tax Map 8, Section A, Parcel A14A, subject to the conditions listed in the staff report.

Attachments:

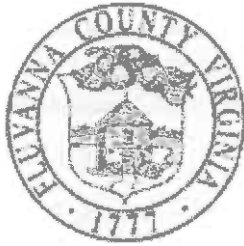
- A – Application
- B – Aerial Vicinity Map
- C – Site sketch plan

Copy:

Applicant/Owner: Steven L. & Codie C. Peters, 2390 Auburn Hill Farm, Charlottesville VA 22902

Representative: Shimp Engineering, 201 E Main St Suite M, Charlottesville, VA 22902, via email to Justin Shimp Justin@Shimp-Engineering.com

File



COMMONWEALTH OF VIRGINIA
 COUNTY OF FLUVANNA
 Site Development Application

Owner of Record: Peters, Steven L & Codie C Applicant of Record: Same as Owner

E911 Address: 2390 Auburn Hill Frm Charlottesville VA 22902 E911 Address: _____

Phone: _____ Fax: _____ Phone: _____ Fax: _____

Email: _____ Email: _____

Representative: Shimp Engineering PC - Justin Shimp

E911 Address: 201 E. Main St. Suite M Charlottesville 22902

Phone: 434-227-5140 Fax: _____

Email: Justin@Shimp-Engineering.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): 8(A)-A14A (portion) Deed Book Reference: 799/429,

Acreage: 21.5 acres Zoning: B-1 Business Deed Restrictions? No Yes (Attach copy)

Location: Intersection of US 53 (Thomas Jefferson PKWY) and SR 618 (Lake Monticello Road)

Description of Property: vacant land

Proposed Structure: shopping center - Phase 1 (see sketch plan)

Dimensions of Building: 32,500 SF Lighting Standards on Site: No Yes

of Employees: unknown # of Parking Spaces: 186

Noise Limitations: none

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.

Keith Smith, Agent for Mr. Stevens the Owner.

Authentisign

KEITH SMITH

Applicant Name (Please Print)

Applicant Signature and Date

OFFICE USE ONLY

Date Received: <u>11-1-16</u>	Fee Paid: <u>\$150.00</u>	Application #: <u>SDP 16 : 017</u>
Election District:	Planning Area:	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		

Received

NOV 11 2016



COMMONWEALTH OF VIRGINIA
COUNTY OF FLUVANNA

Major Site Development Plan - Sketch Plan Checklist

Developed from the Zoning Ordinance April 1, 2006

This checklist must be completed and submitted with the completed application. Any applications submitted without the completed checklist will be promptly returned to the applicant.

Project Name: COLONIAL CIRCLE - PHASE 1
 Tax Map(s) and Parcel Number(s): TMP 8(A) - A14A (21.5 ACRE)
 Individual and Firm Completing Checklist: SHIMP ENGINEERING PORTLAND
 Signature of Person Completing Checklist: J. Kelly [Signature]
 Date: 11-01-2016

Administration:

- 20 11" x17" and 3 full-size folded clearly legible blue or black line copies [22-23-8.1]
- After review by technical Review Committee, revisions may be required. If such revisions are required, 20 11"x17" and 3 full-size clearly legible blue or black line copies of the site plan will be required by the revision deadline indicated by staff (see attached permitting schedule) [22-23-8.A.2]
- Site Development Plan Application Fee (See attached fee schedule) [22-23-8.3]

The sketch plan will convey the general concept of the proposed site development and shall **only** include the following:

- A general analysis of the site, showing existing slopes, drainageways, tree stands, site features and amenities to be preserved, conservation areas, historic features, & the like [22-23-8.A.5.a]
- Approximate location and size of the buildings [22-23-8.A.5.b]
- General points of access [22-23-8.A.5.c]
- General street, roadway, and parking layouts [22-23-8.A.5.d]
- Any exterior lighting [22-23-8.A.5.e]

N/A

- LIGHTING PLAN TO BE PROVIDED WITH FINAL SITE DEVELOPMENT PLAN

COUNTY STAFF ONLY

Staff: _____

Date Received: _____

Date Reviewed: _____

Additional Notes: _____

Received

NOV 01 2016

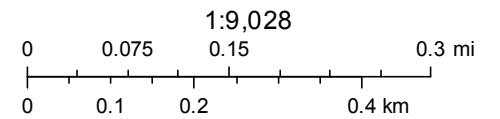
Fluvanna County

SDP 16:17 Aerial Map

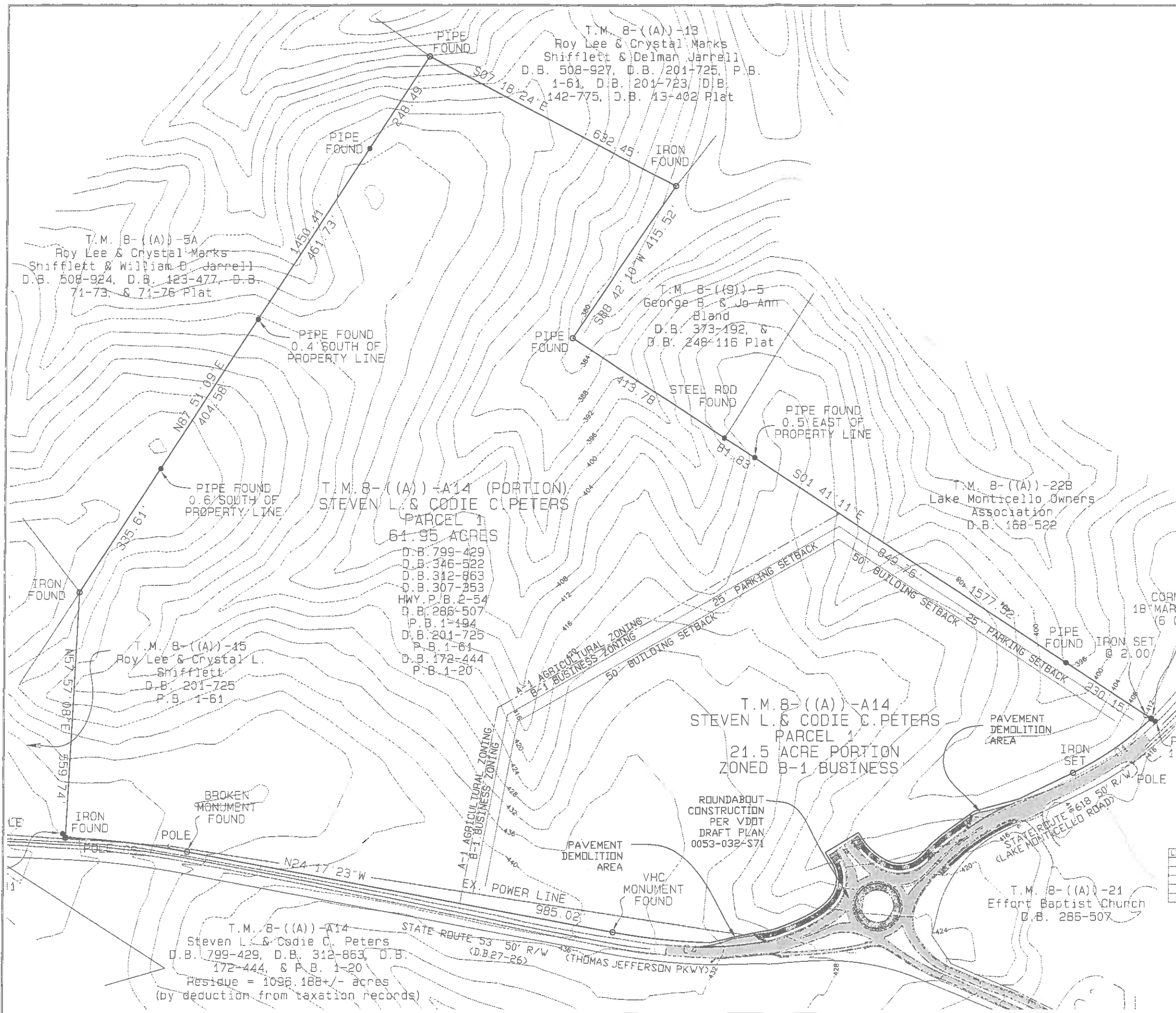
Attachment B



December 8, 2016



Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community



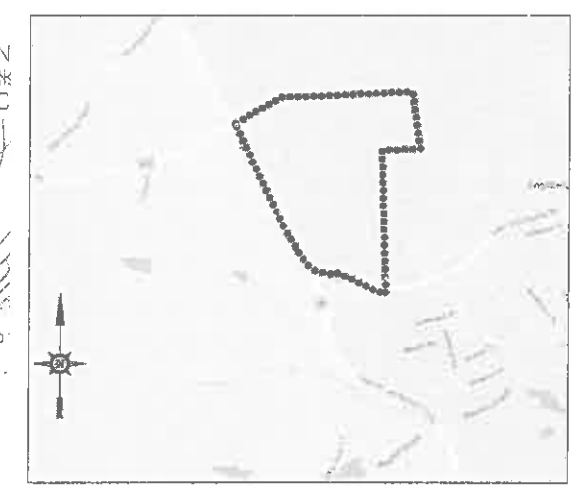
Parcel Summary:
 Tax Map 8 Section A Parcel A14 (21.5 acre portion)
 Owner: Steven L. and Codie C. Peters
 2390 Auburn Hill Farm
 Charlottesville, VA 22902
 Developer: Steven L. and Codie C. Peters
 2390 Auburn Hill Farm
 Charlottesville, VA 22902
 Exist. Use: Vacant Parcel
 Proposed Use: Commercial Retail Center
 Zoned: B-1
 Required Parking:
 1 space per 250 sf (retail)
 1.5 spaces per pump (gas station)

- Notes:**
- Boundary information provided by: Stanley Land Surveys, PLC.
 - Topography shown provided by: Fluvanna County GIS
 - Roundabout improvements shown are digitized per VDOT Draft Plan 0053-032-S71
 - Sewer and Water to be provided by Aqua Virginia.



SHIMP ENGINEERING, P.C.
 ENGINEERING - LAND PLANNING - PROJECT MANAGEMENT
 201 E MAIN ST. SUITE M
 CHARLOTTESVILLE, VA 22902
 PHONE: (434) 227-5140
 JUSTIN@SHIMP-ENGINEERING.COM

VICINITY MAP SCALE: 1"=1,000'



OVERVIEW/EXISTING CONDITIONS

Rev	Date	Description
1		

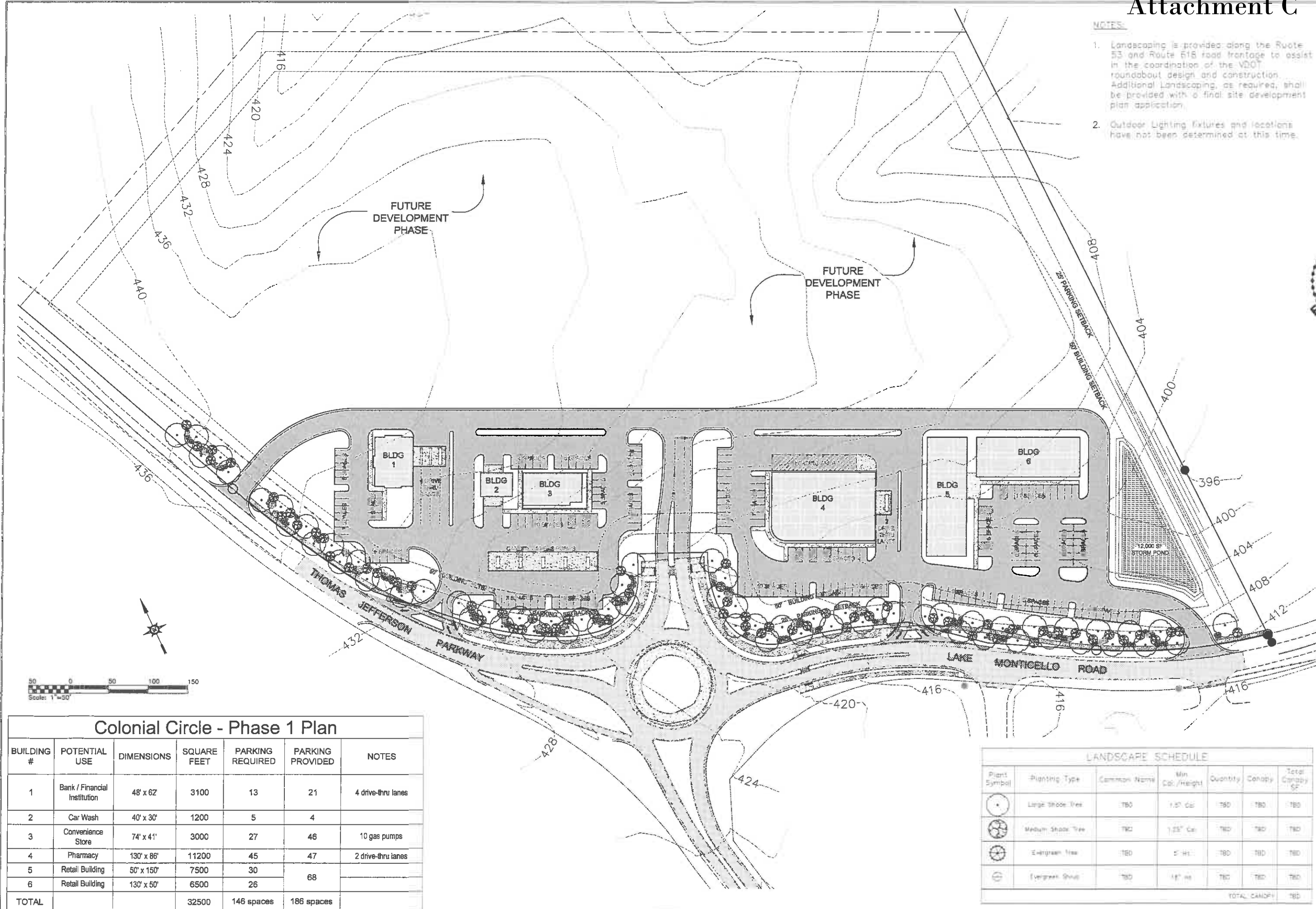
SKETCH PLAN FOR
Colonial Circle Phase 1
 FLUVANNA COUNTY, VIRGINIA

Date: 11/01/2016
 Scale: 1" = 100'
 Sheet No.: C1 OF 2
 File No.: 15.011



NOTES:

1. Landscaping is provided along the Route 53 and Route 616 road frontage to assist in the coordination of the VDOT roundabout design and construction. Additional Landscaping, as required, shall be provided with a final site development plan application.
2. Outdoor Lighting fixtures and locations have not been determined at this time.



Colonial Circle - Phase 1 Plan

BUILDING #	POTENTIAL USE	DIMENSIONS	SQUARE FEET	PARKING REQUIRED	PARKING PROVIDED	NOTES
1	Bank / Financial Institution	48' x 62'	3100	13	21	4 drive-thru lanes
2	Car Wash	40' x 30'	1200	5	4	
3	Convenience Store	74' x 41'	3000	27	46	10 gas pumps
4	Pharmacy	130' x 86'	11200	45	47	2 drive-thru lanes
5	Retail Building	50' x 150'	7500	30	68	
6	Retail Building	130' x 50'	6500	26		
TOTAL			32500	146 spaces	186 spaces	

LANDSCAPE SCHEDULE

Plant Symbol	Planting Type	Common Name	Min. Cal./Height	Quantity	Canopy	Total Canopy SF
(Symbol)	Large Shade Tree	TBD	1.5' Cal.	TBD	TBD	TBD
(Symbol)	Medium Shade Tree	TBD	1.25' Cal.	TBD	TBD	TBD
(Symbol)	Evergreen Tree	TBD	5' Ht.	TBD	TBD	TBD
(Symbol)	Evergreen Shrub	TBD	18" Ht.	TBD	TBD	TBD
TOTAL CANOPY						TBD

SITE LAYOUT

SKETCH PLAN FOR
Colonial Circle Phase 1
FLUVANNA COUNTY, VIRGINIA

Date: 10/01/2016
Scale: 1" = 50'
Sheet No: CD-01-2
File No: 15-011

FLUVANNA COUNTY PLANNING COMMISSION
ACTIONS TAKEN ON December 12, 2016

Mr. Gaines – Absent

Mr. Zimmer – Absent

Mr. O'Brien arrived at 7:10 p.m.

No.	Item- 7:00 pm Regular Meeting	Action
1	Minutes of November 14, 2016	<p style="text-align: center;"><u>Commission Approved</u></p> <p style="text-align: center;">2-1-2</p> <p>Mr. Lagomarsino Abstained Mr. Zimmer Absent Mr. Gaines Absent</p>
2	Meeting Dates Realignment Proposal	<p style="text-align: center;"><u>Commission Discussed;</u></p> <p style="text-align: center;">No action required at this time.</p>
3	SDP 16:16 Fluvanna Self Storage: Approval of a sketch plan request to construct two self-storage buildings with respect to 13.4 acres of Tax Map 9, Section A, Parcel 9. The affected property is located on the south side of Lake Monticello Road (State Route 618), approximately ½ mile west of the intersection of Lake Monticello Road and Ashlawn Boulevard (The Main Gate to Lake Monticello).	<p style="text-align: center;"><u>Commission Approved</u></p> <p style="text-align: center;">3-0-2</p> <p>Mr. Zimmer Absent Mr. Gaines Absent</p>
4	SDP 16:17 Colonial Circle Phase 1: Approval of a sketch plan request to construct a 32,500 square foot shopping center on a 21.5-acre portion of Tax Map 8, Section A, Parcel A14A. The affected property is located on the north side of the intersection of Thomas Jefferson Parkway (State Route 53) and Lake Monticello Road (State Route 618).	<p style="text-align: center;"><u>Commission Approved</u></p> <p style="text-align: center;">3-0-2</p> <p>Mr. Zimmer Absent Mr. Gaines Absent</p>