



FLUVANNA COUNTY PLANNING COMMISSION

WORK SESSION AND REGULAR MEETING AGENDA

Fluvanna County Administration Building, Morris Room

January 8, 2019

6:00 PM (Morris Room)

7:00 PM (Morris Room)

TAB AGENDA ITEMS

WORK SESSION

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

B – PLANNING DIRECTOR COMMENTS

C – PUBLIC COMMENTS (Limited to 3 minutes per speaker)

D – WORK SESSION

ZMP 18:01 Steven & Codie Peters Master Plan – Brad Robinson, Senior Planner

REGULAR MEETING

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

2 – 2019 ORGANIZATIONAL MEETING OF THE FLUVANNA COUNTY PLANNING COMMISSION

- Election of Chairman and Vice Chairman
- Selection of Dates for Commission Meetings
- Resolution entitled “Organizational Meeting of the Fluvanna County Planning Commission 2019”
- Adoption of the Planning Commission By-Laws and Rules of Procedure

3 – DIRECTOR’S REPORT

4 – PUBLIC COMMENTS #1 (3 minutes each)

5 – MINUTES

Minutes of December 11, 2018

6 – PUBLIC HEARING

None

7 – PRESENTATIONS

None

8 – SITE DEVELOPMENT PLANS

SDP 18:11 Carbon Core – Holly Steele, Planner

9 – SUBDIVISIONS

SUB 18:48 Southern Development Rural Cluster “Island Hill” – Brad Robinson, Senior Planner

10 – UNFINISHED BUSINESS

Authorization for Small Cell Telecommunications Amendment – Holly Steele, Planner

11 – NEW BUSINESS

None

12 – PUBLIC COMMENTS #2 (3 minutes each)

13 – ADJOURN

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Director of Community Development Review

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***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.***

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.

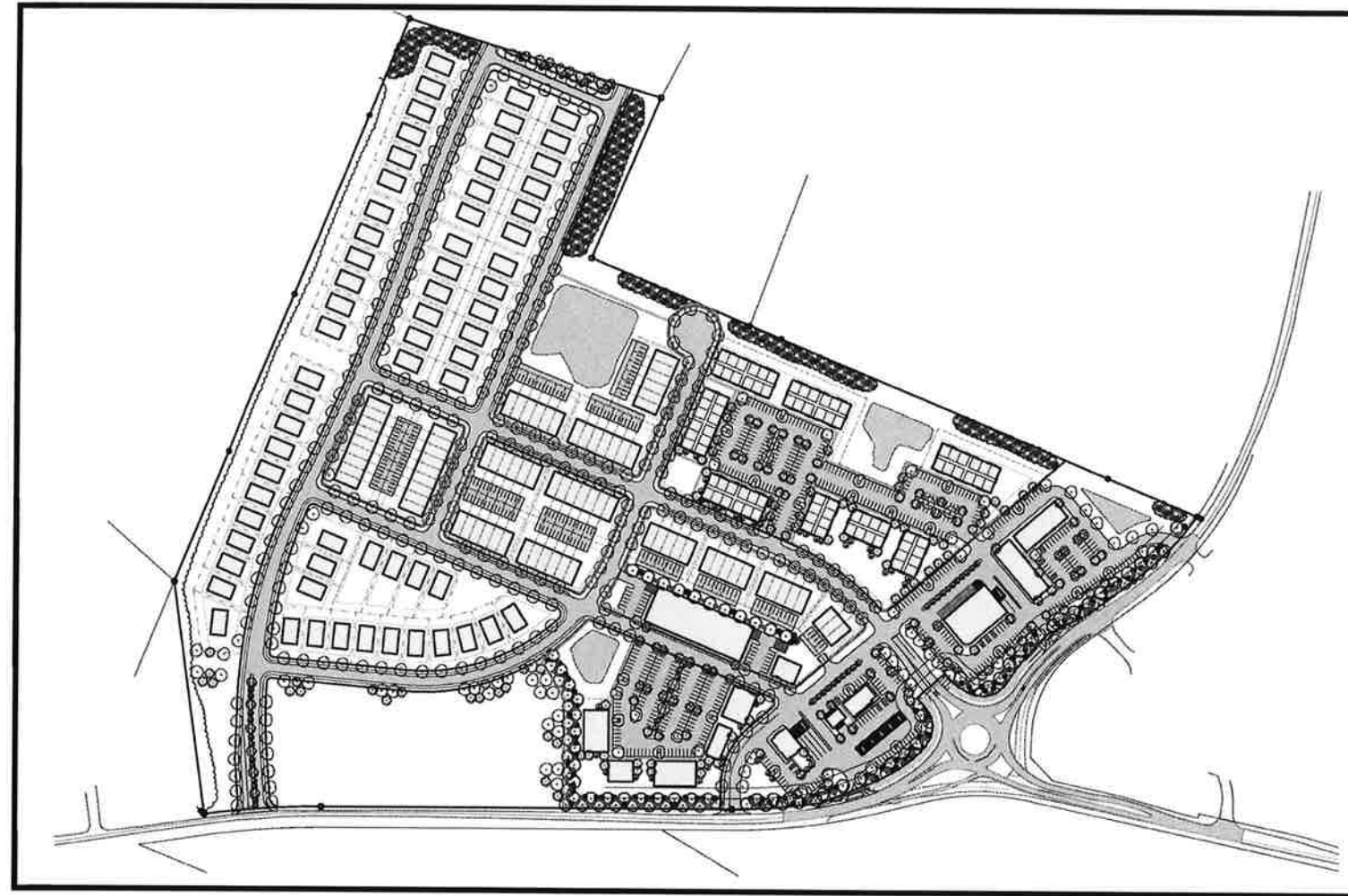
PUBLIC HEARING RULES OF PROCEDURE

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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RESIDENTIAL PLANNED COMMUNITY (R-3) MASTER PLAN FOR COLONIAL CIRCLE



CONCEPTUAL DEVELOPMENT PLAN: THE SITE LAYOUT RENDERED ABOVE IS NOT PROFFERED WITH THIS ZMP APPLICATION

REZONING APPLICATION PLAN FOR:
 TAX MAP 8-((A)) PARCEL A14(A)
 CUNNINGHAM MAGISTERIAL DISTRICT
 FLUVANNA COUNTY, VIRGINIA
 APPLICATION DATE: December 3, 2018
 CURRENT REVISION DATE: January 3, 2019



PROJECT MANAGEMENT
 CIVIL ENGINEERING
 LAND PLANNING

912 EAST HIGH STREET : CHARLOTTESVILLE, VA 22902 : (434) 227-5140

SHEET INDEX

- C1 - COVER SHEET
- C2 - EXISTING BOUNDARY / ZONING CONDITIONS
- C3 - EXISTING CONDITIONS / DEMOLITION
- C4 - CONCEPTUAL PLAN OF DEVELOPMENT
- C5 - BLOCK GUIDELINES
- C6 - ENGINEERING GUIDELINES
- C7 - DESIGN GUIDELINES / DETAILS / SECTIONS
- C8 - CONSISTENCY WITH COMPREHENSIVE PLAN

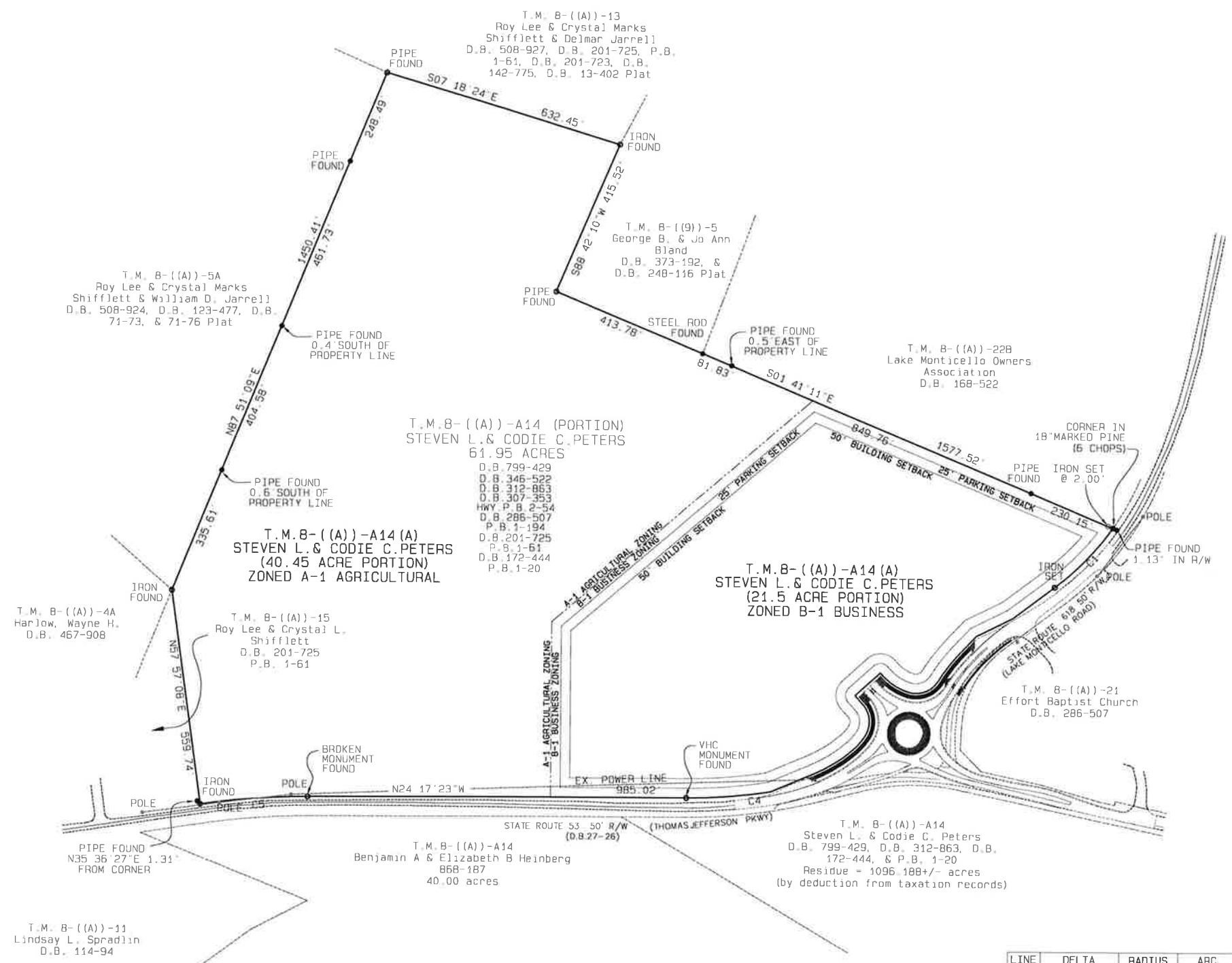
VICINITY MAP: (created from Google Earth)



SCALE: 1" = 1,000'

EXISTING CONDITIONS NOTES:

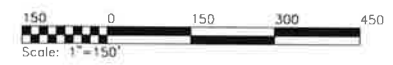
- BOUNDARY SURVEY INFORMATION PROVIDED BY ROGER W. RAY & ASSOCIATES, CHARLOTTEVILLE VA.
- TOPOGRAPHY (4 FT INTERVALS) PROVIDED BY FLUVANNA COUNTY GIS MAPPING.
- ZMP 15-02, CREATING A 21.5 ACRE B-1 COMMERCIAL DISTRICT ON THE SITE, WAS APPROVED BY THE FLUVANNA COUNTY BOARD OF SUPERVISORS ON OCTOBER 21, 2015.
- THE SITE LIES WITHIN THE RIVANNA COMMUNITY PLANNING AREA.
- THIS PROPERTY LIES WITHIN THE WATER AND SEWER JURISDICTIONAL AREA FOR AQUA VIRGINIA, INC.
- STEEP SLOPES, STREAMS, AND WETLANDS HAVE NOT BEEN IDENTIFIED ON THIS SITE.
- IMPROVEMENTS SHOWN AT THE INTERSECTION OF S.R. 53 AND S.R. 61B, IN CONJUNCTION WITH THIS APPLICATION PLAN, REFLECT PRELIMINARY CONSTRUCTION DRAWINGS AS PROVIDED BY THE VIRGINIA DEPARTMENT OF TRANSPORTATION.



ADJOINING PARCEL INFORMATION

TAX MAP	PARCEL	OWNER	ZONING	LAND USE
B-((A))	15	Shifflett, Roy Lee & Crystal L	A-1	Residential
B-((A))	4A	Harlow, Wayne H.	A-1	Residential
B-((A))	5A	Shifflett, Roy & Crystal Et Al	A-1	Agricultural
B-((A))	23	Marks, Edward	A-1	Agricultural
B-((A))	13	Shifflett, Roy & Crystal Et Al	A-1	Agricultural
B-((B))	5	Bland, George B. & Jo Ann Lake Monticello Owners Association	A-1	Residential
B-((A))	22B	Association	R-4	Campground
B-((A))	21	Effort Baptist Church	A-1	Church
B-((A))	A14	Peters, Steven L. & Codie C.	A-1	Agricultural (Easement)
B-((A))	A14A	Peters, Steven L. & Codie C.	A-1	Agricultural (Easement)
B-((A))	11	Spradlin, Lindsay L. & Wife	A-1	Residential

LINE	DELTA	RADIUS	ARC	TANGENT	CHORD	CHORD BEARING
C1	18 04' 45"	685.28	216.23	109.02	215.34	N70 03' 04"W
C2	50 44' 24"	319.65	283.07	151.57	273.91	N86 22' 53"W
C3	15 44' 03"	598.00	164.22	82.63	163.70	N30 25' 21"W
C4	13 59' 59"	1407.50	343.91	172.82	343.05	N31 17' 23"W
C5	8 14' 28"	1934.86	278.30	139.39	278.06	N28 18' 45"W

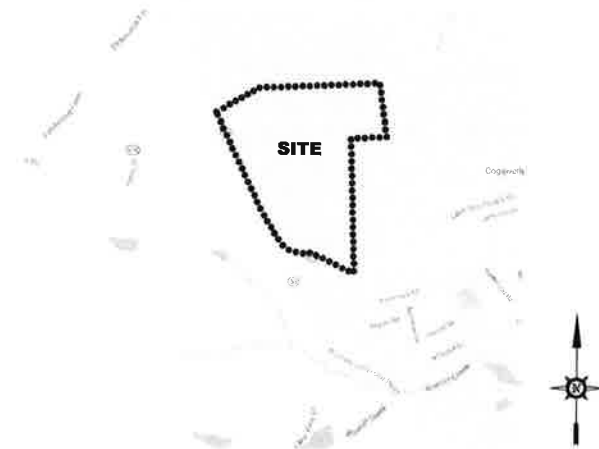


EXISTING BOUNDARY / ZONING CONDITIONS

R-3 PRELIMINARY MASTER PLAN FOR:
COLONIAL CIRCLE
 FLUVANNA COUNTY, VIRGINIA

Date: 12/03/2018
 Scale: 1" = 150'
 Sheet No: 2 OF 8
 File No: 15.011

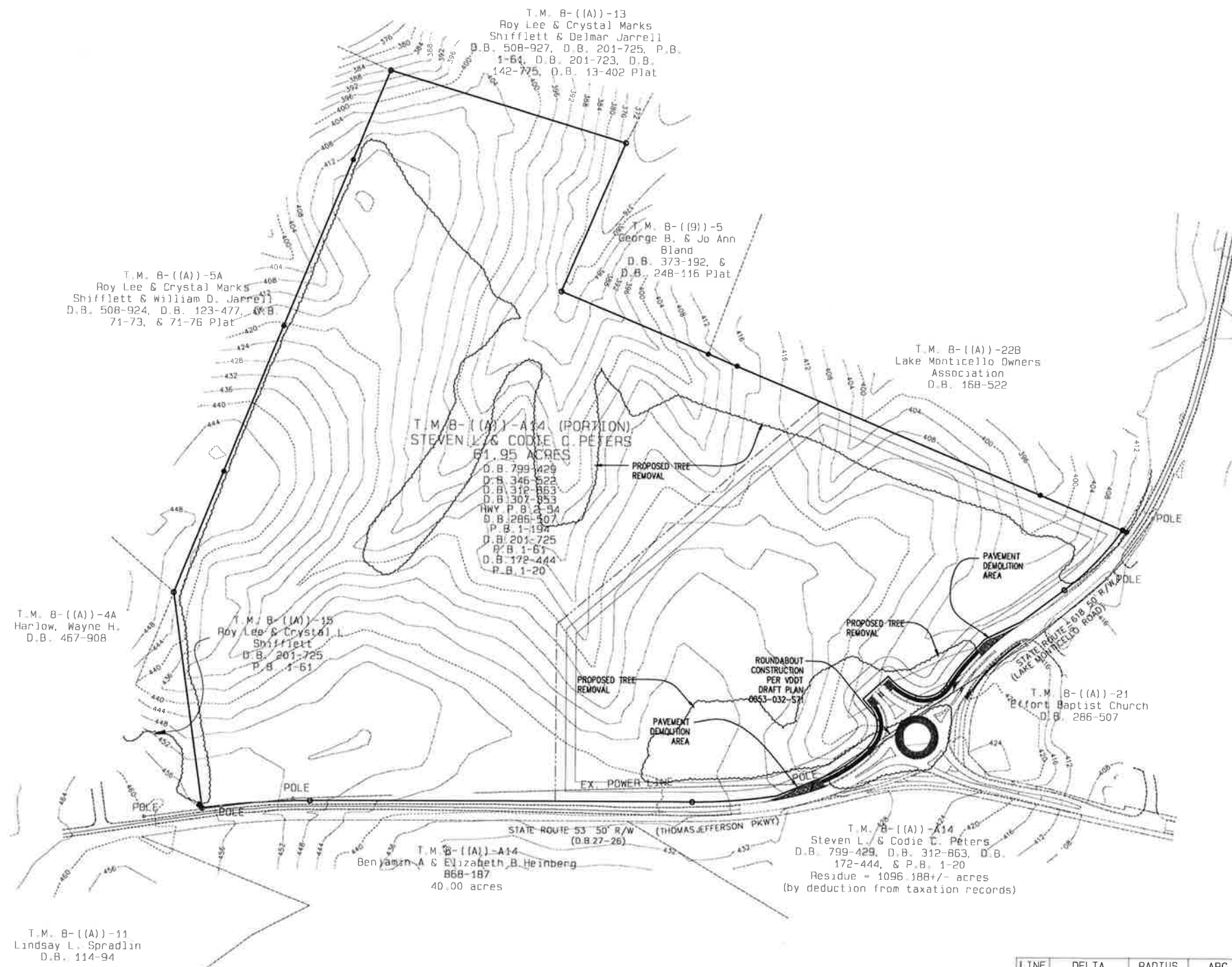
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B-((9))	5	Bland, George B. & Jo Ann	A-1	Residential
B-((A))	22B	Lake Monticello Owners Association	R-4	Campground
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EXISTING CONDITIONS / DEMOLITION

Rev #	Date	Description

R-3 PRELIMINARY MASTER PLAN FOR:

COLONIAL CIRCLE
 FLUVANNA COUNTY, VIRGINIA

Date: 12/03/2018
 Scale: 1" = 150'
 Sheet No: 3 OF 8
 File No: 15.011



PRELIMINARY MASTER PLAN NOTES:

1. THIS SHEET PROVIDES A GENERAL ACCORD PLAN FOR FUTURE SITE PLAN SUBMITTALS ASSOCIATED WITH THIS SITE, THE SIZE, LOCATION, AND USES SHOWN ON THIS SHEET ARE SUBJECT TO CHANGE, MORE SPECIFIC DEVELOPMENT GUIDELINES FOR THIS SITE ARE PROVIDED ON SHEET C5-C7.
2. LANDSCAPING AND TREE PROTECTION SHALL MEET REQUIREMENTS ESTABLISHED IN ARTICLE 24 OF THE FLUVANNA COUNTY ZONING ORDINANCE.
3. PARKING AND LOADING SHALL MEET REQUIREMENTS ESTABLISHED IN ARTICLE 26 OF THE FLUVANNA COUNTY ZONING ORDINANCE.
4. OUTDOOR LIGHT CONTROL SHALL MEET REQUIREMENTS ESTABLISHED IN ARTICLE 26 OF THE FLUVANNA COUNTY ZONING ORDINANCE.

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 912 EAST HIGH STREET
 CHARLESTON, VA 22003
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 JUSTIN@SHIMP-ENGINEERING.COM

CONCEPTUAL PLAN OF DEVELOPMENT

Rev. #	Date	Description
1	01-05-2019	INC. COMMENTS

R-3 PRELIMINARY MASTER PLAN FOR:
COLONIAL CIRCLE
 FLUVANNA COUNTY, VIRGINIA

Date	12/03/2018
Scale	1" = 100'
Sheet No.	4 OF 8
File No.	15.011

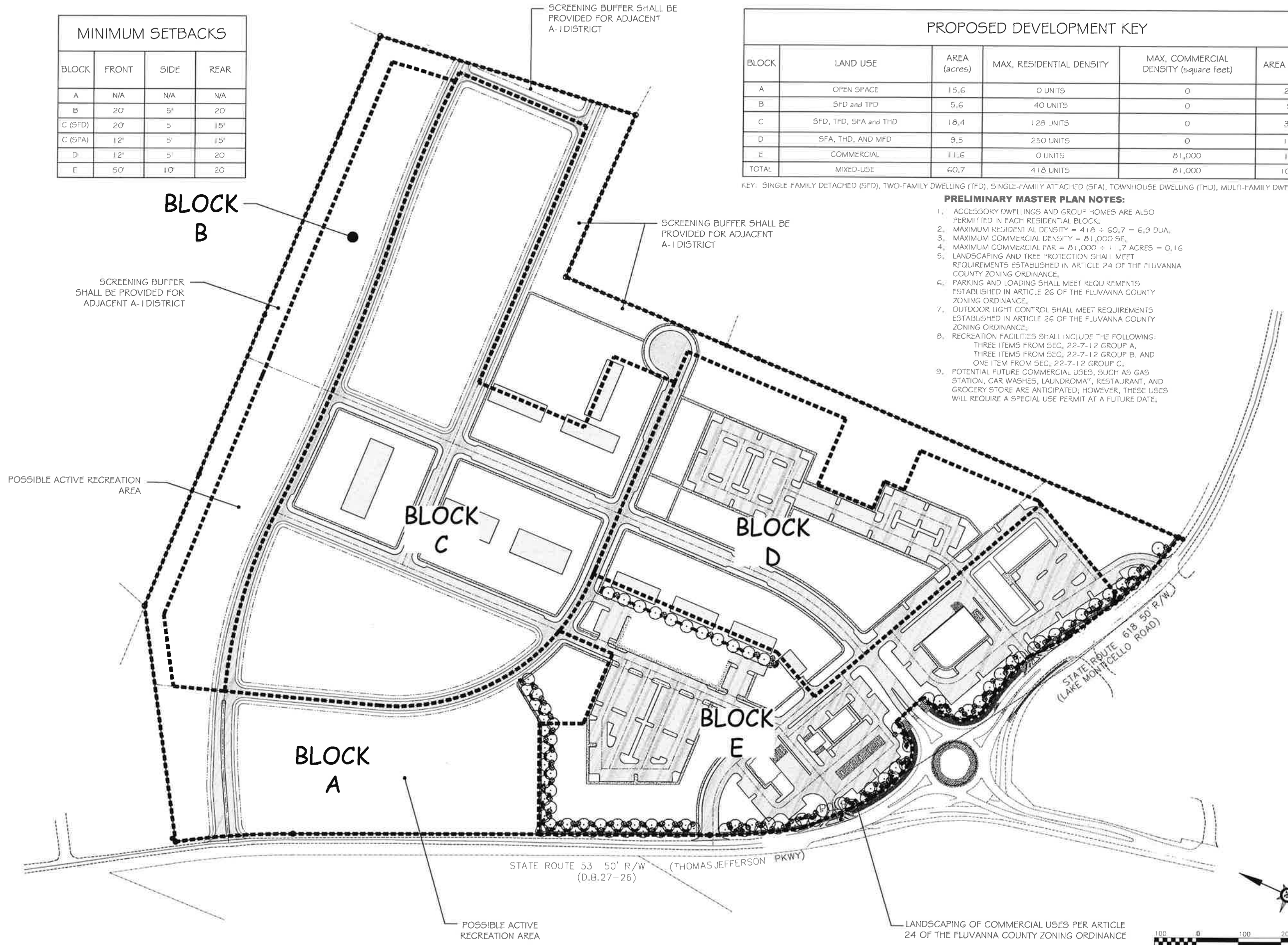


MINIMUM SETBACKS			
BLOCK	FRONT	SIDE	REAR
A	N/A	N/A	N/A
B	20'	5'	20'
C (SFD)	20'	5'	15'
C (SFA)	12'	5'	15'
D	12'	5'	20'
E	50'	10'	20'

PROPOSED DEVELOPMENT KEY					
BLOCK	LAND USE	AREA (acres)	MAX. RESIDENTIAL DENSITY	MAX. COMMERCIAL DENSITY (square feet)	AREA (% total)
A	OPEN SPACE	15.6	0 UNITS	0	25.7
B	SFD and TFD	5.6	40 UNITS	0	9.2
C	SFD, TFD, SFA and THD	18.4	128 UNITS	0	30.3
D	SFA, THD, AND MFD	9.5	250 UNITS	0	15.7
E	COMMERCIAL	11.6	0 UNITS	81,000	19.1
TOTAL	MIXED-USE	60.7	418 UNITS	81,000	100.0

KEY: SINGLE-FAMILY DETACHED (SFD), TWO-FAMILY DWELLING (TFD), SINGLE-FAMILY ATTACHED (SFA), TOWNHOUSE DWELLING (THD), MULTI-FAMILY DWELLING (MFD)

- PRELIMINARY MASTER PLAN NOTES:**
- ACCESSORY DWELLINGS AND GROUP HOMES ARE ALSO PERMITTED IN EACH RESIDENTIAL BLOCK.
 - MAXIMUM RESIDENTIAL DENSITY = $418 \div 60.7 = 6.9$ DUA.
 - MAXIMUM COMMERCIAL DENSITY = 81,000 SF.
 - MAXIMUM COMMERCIAL FAR = $81,000 \div 11.7$ ACRES = 6.96
 - LANDSCAPING AND TREE PROTECTION SHALL MEET REQUIREMENTS ESTABLISHED IN ARTICLE 24 OF THE FLUVANNA COUNTY ZONING ORDINANCE.
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 - OUTDOOR LIGHT CONTROL SHALL MEET REQUIREMENTS ESTABLISHED IN ARTICLE 26 OF THE FLUVANNA COUNTY ZONING ORDINANCE.
 - RECREATION FACILITIES SHALL INCLUDE THE FOLLOWING: THREE ITEMS FROM SEC. 22-7-12 GROUP A, THREE ITEMS FROM SEC. 22-7-12 GROUP B, AND ONE ITEM FROM SEC. 22-7-12 GROUP C.
 - POTENTIAL FUTURE COMMERCIAL USES, SUCH AS GAS STATION, CAR WASHES, LAUNDROMAT, RESTAURANT, AND GROCERY STORE ARE ANTICIPATED; HOWEVER, THESE USES WILL REQUIRE A SPECIAL USE PERMIT AT A FUTURE DATE.

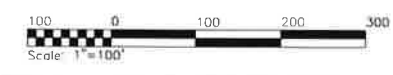


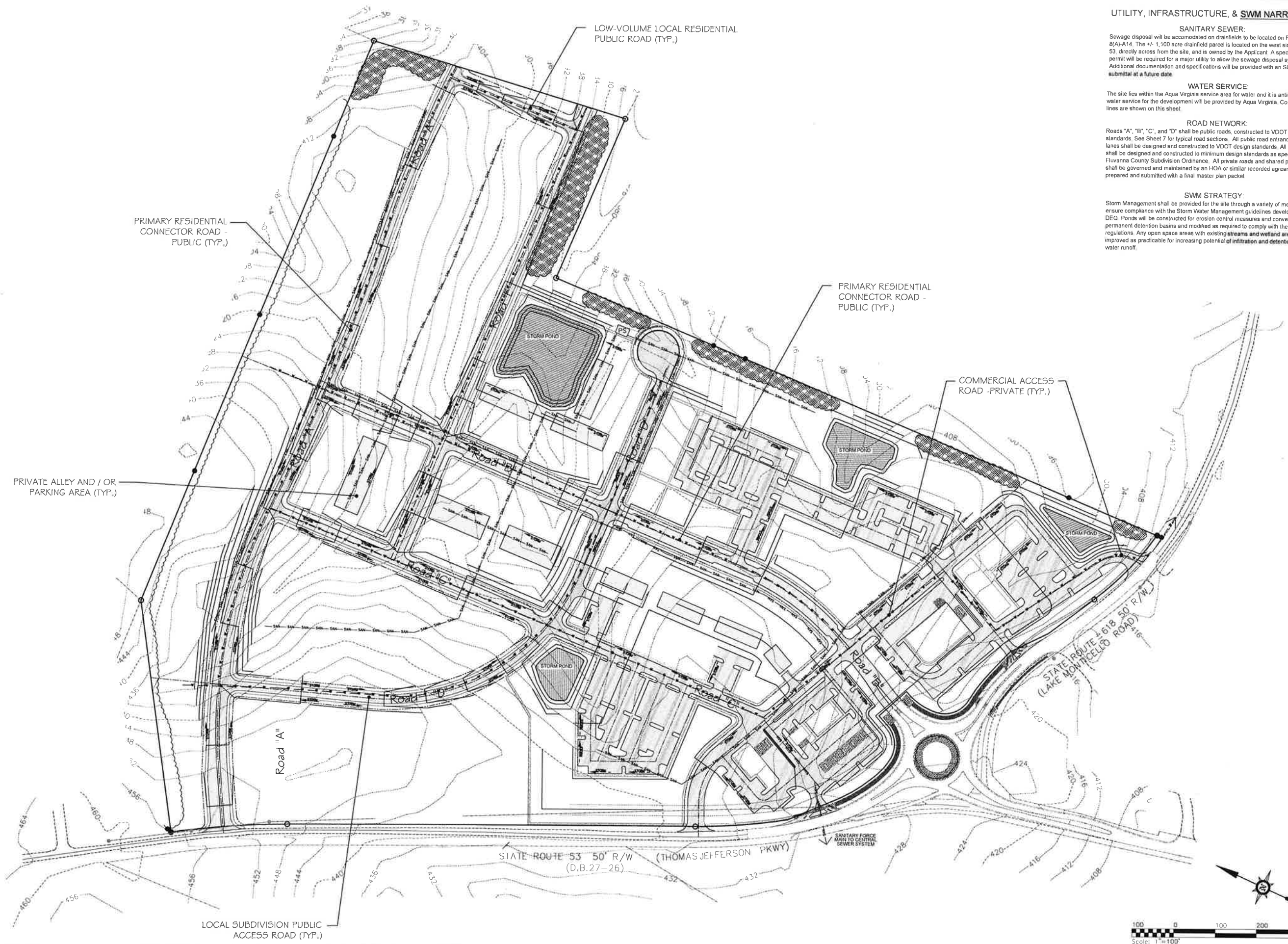
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BLOCK GUIDELINES		
Rev #	Date	Description / RC Comments
01	03-2019	

R-3 PRELIMINARY MASTER PLAN FOR:
COLONIAL CIRCLE
 FLUVANNA COUNTY, VIRGINIA

Date: 12/03/2018
 Scale: 1" = 100'
 Sheet No: 5 OF 8
 File No: 15.011





UTILITY, INFRASTRUCTURE, & SWM NARRATIVE:

SANITARY SEWER:
 Sewage disposal will be accommodated on drainfields to be located on Parcel B(A)-A14. The +/- 1,100 acre drainfield parcel is located on the west side of S.R. 53, directly across from the site, and is owned by the Applicant. A special use permit will be required for a major utility to allow the sewage disposal system. Additional documentation and specifications will be provided with an SUP submittal at a future date.

WATER SERVICE:
 The site lies within the Aqua Virginia service area for water and it is anticipated that water service for the development will be provided by Aqua Virginia. Conceptual water lines are shown on this sheet.

ROAD NETWORK:
 Roads "A", "B", "C", and "D" shall be public roads, constructed to VDOT design standards. See Sheet 7 for typical road sections. All public road entrances and turn lanes shall be designed and constructed to VDOT design standards. All other roads shall be designed and constructed to minimum design standards as specified in the Fluvanna County Subdivision Ordinance. All private roads and shared parking areas shall be governed and maintained by an HOA or similar recorded agreement, to be prepared and submitted with a final master plan packet.

SWM STRATEGY:
 Storm Management shall be provided for the site through a variety of methods to ensure compliance with the Storm Water Management guidelines developed by DEQ. Ponds will be constructed for erosion control measures and converted to permanent detention basins and modified as required to comply with the applicable regulations. Any open space areas with existing streams and wetland areas will be improved as practicable for increasing potential of infiltration and detention of storm water runoff.

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ENGINEERING GUIDELINES

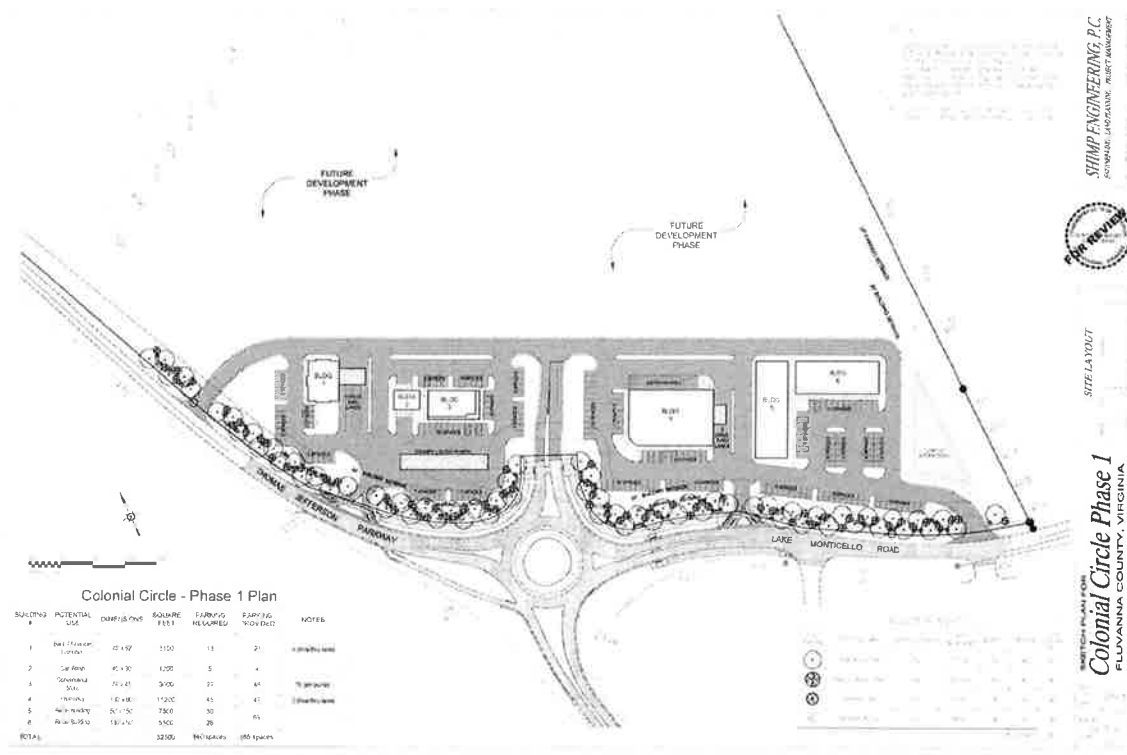
Rev. #	Date	Description	Prep. Comments
1	07-02-2019		

R-3 PRELIMINARY MASTER PLAN FOR:

COLONIAL CIRCLE

FLUVANNA COUNTY, VIRGINIA

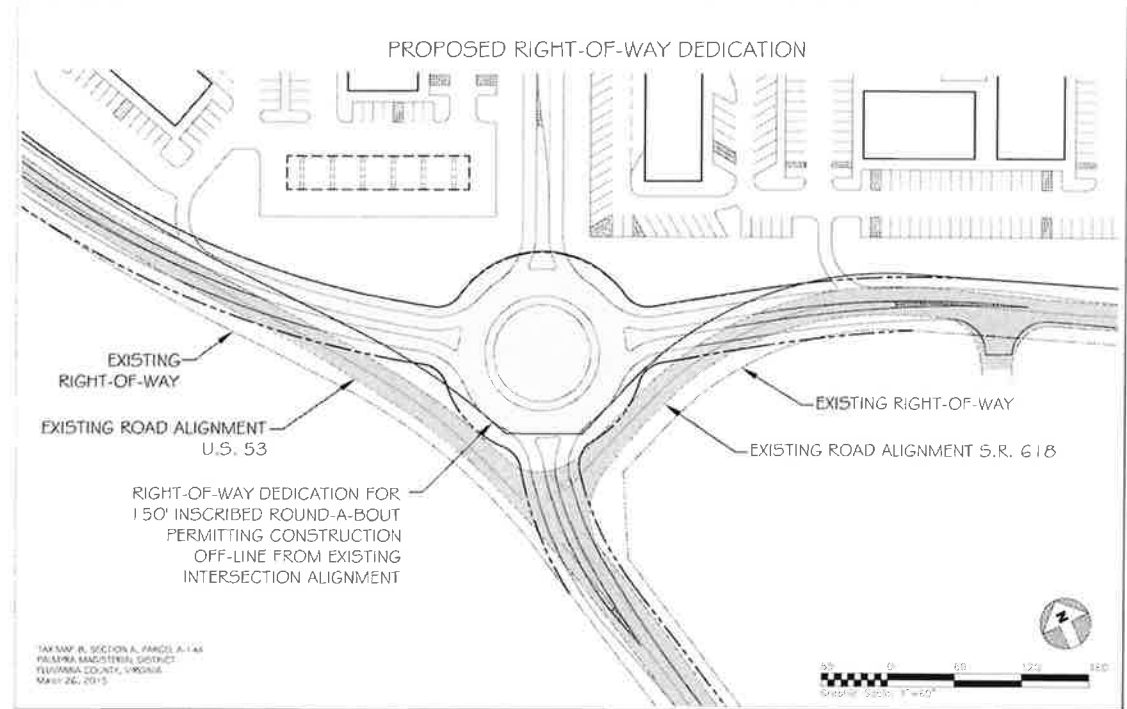
Date: 12/03/2018
 Scale: 1" = 100'
 Sheet No: 6 OF 8
 File No: 15.011



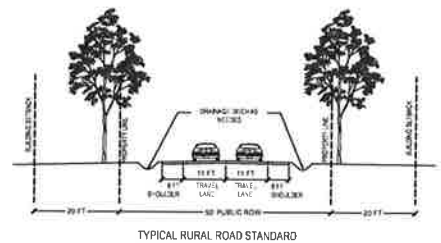
Colonial Circle - Phase 1 Plan

BUILDING #	POTENTIAL USE	COMPILED AREA (SQ. FT.)	SQUARE FEET	FARMS/ACRES	EST. # OF UNITS	NOTES
1	Office/Residential	45,432	1,100	13	21	Commercial
2	Office/Residential	45,432	1,100	5	4	Commercial
3	Office/Residential	45,432	1,100	21	41	Commercial
4	Office/Residential	45,432	1,100	43	43	Commercial
5	Office/Residential	45,432	1,100	30	45	Commercial
6	Office/Residential	45,432	1,100	20	45	Commercial
TOTAL		273,192	6,800	105	195	Commercial

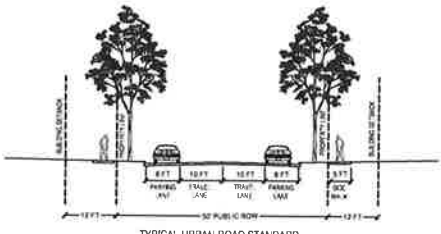
1 Previously approved sketch plan for commercial
C6 SCALE: NTS



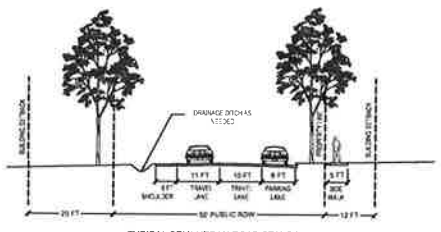
2 Roundabout Dedication Exhibit
C6 SCALE: NTS



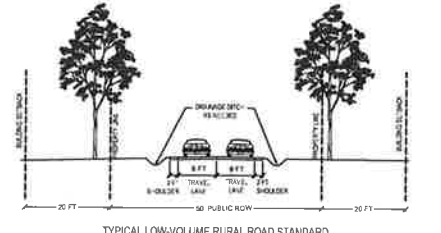
TYPICAL RURAL ROAD STANDARD



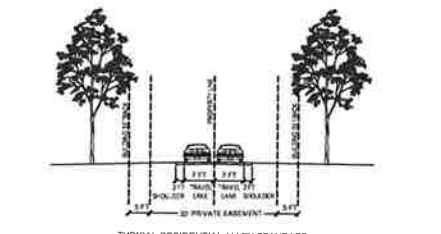
TYPICAL URBAN ROAD STANDARD



TYPICAL SEMI-URBAN ROAD STANDARD

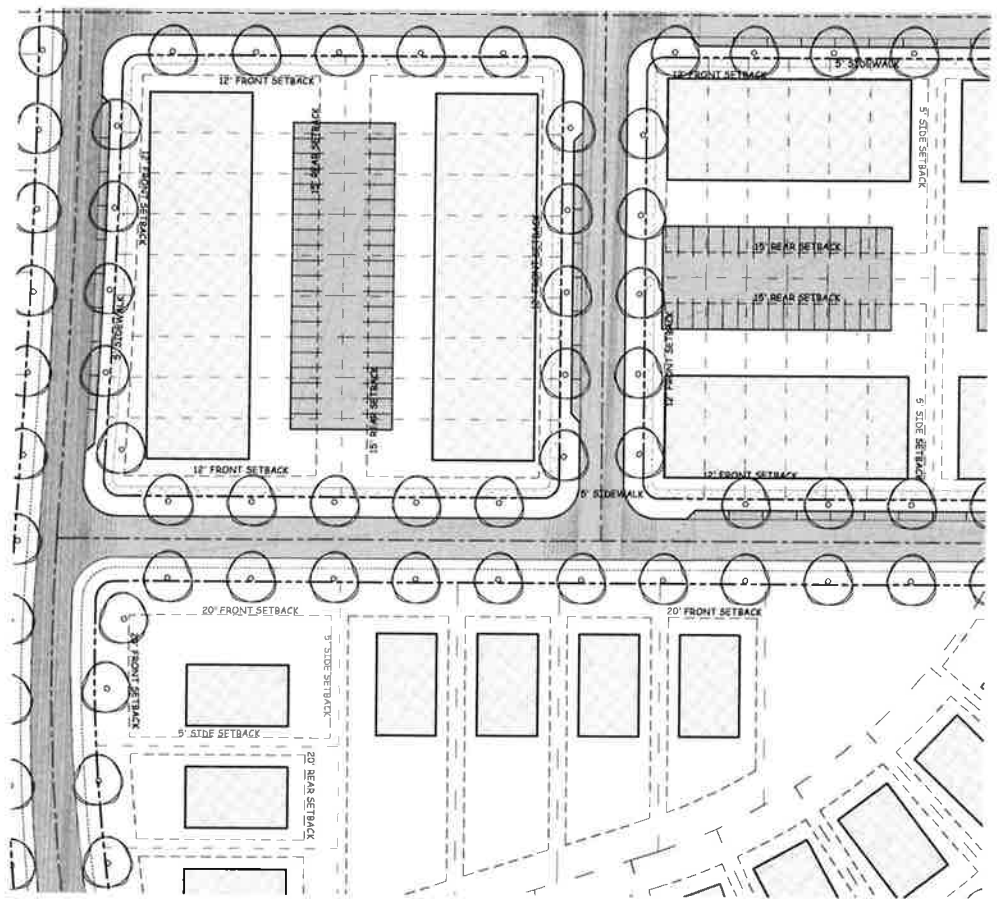


TYPICAL LOW-VOLUME RURAL ROAD STANDARD

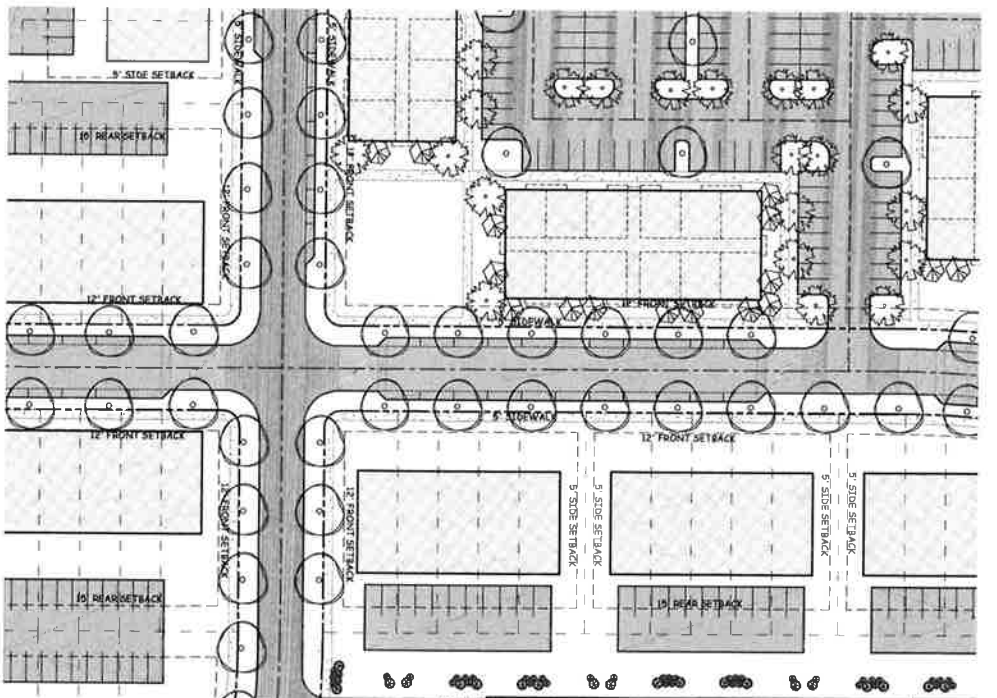


TYPICAL RESIDENTIAL ALLEY STANDARD

3 Development Road Standards
C6 SCALE: 1" = 20'



4 Typical Unit Plot Plan: Blocks B & C
C6 SCALE: 1" = 50'



5 Typical Unit Plot Plan: Blocks C & D
C6 SCALE: 1" = 50'

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DESIGN GUIDELINES

Rev. #	Date	Description
01	01-03-2019	PHC Comments

R-3 PRELIMINARY MASTER PLAN FOR:
COLONIAL CIRCLE
 FLUVANNA COUNTY, VIRGINIA

Date	12/03/2018
Scale	AS SHOWN
Sheet No.	7 OF 8
File No.	15.011

Consistency with the Comprehensive Plan

Colonial Circle is located within the Rivanna Community Area. The site is designated as Neighborhood Mixed Use in Figure LU-13 from the adopted 2015 Comprehensive Plan. Per the Comprehensive Plan, Neighborhood Mixed Use areas are intended to provide a mixture uses and residential dwellings types that serve a variety of incomes (Fluvanna County Comprehensive Plan 51). The development at Colonial Circle will serve as a necessary complement to the existing single family dwelling developments in and around Lake Monticello. The commercial uses will serve existing residents and the proposed dwellings will serve new residents to the County as well as existing residents of the County looking to remain a County resident but live in a different housing type such as a townhome. The development as proposed allows for single family dwellings, townhomes, and multi-family units. The mixture of housing types will allow for units within the development to be affordable to people of varying incomes, achieving the County's goal of creating mixed income communities. The smaller units will appeal to young professionals commuting into Charlottesville, retirees looking to downsize, and one-parent families looking for affordable and low-maintenance housing options.

Colonial Circle addresses the major priorities outlined in the summary of the Rivanna Community Plan. The priorities are as follows:

- to increase traffic safety and improve flow at key intersections
- to enhance existing commercial centers in appearance, design, and available services, focusing on "village center" concepts
- to provide housing choices for a variety of age groups and income levels, appropriate to the area
- to preserve the rural character of the surrounding area and protect natural resources

The proposed Roundabout at the Intersection of Rt 53 and Lake Monticello will contribute to increased traffic safety and improved flow, additionally this traffic measure will help to mitigate traffic impacts from the proposed development. Colonial Circle is designed to feature a variety of housing choices, making the area appealing and accessible to multiple ages and income groups. A quarter of the development will be dedicated to open space, this space will directly service residents and visitors to Colonial Circle by making ample greenspace accessible. The project will be compliant by the surrounding rural character of the area outside of the Rivanna Community Planning Area. The property directly across Route 53 is under Conservation Easement ensuring the rural character around near the property will be preserved per the agreements recorded with the easement.

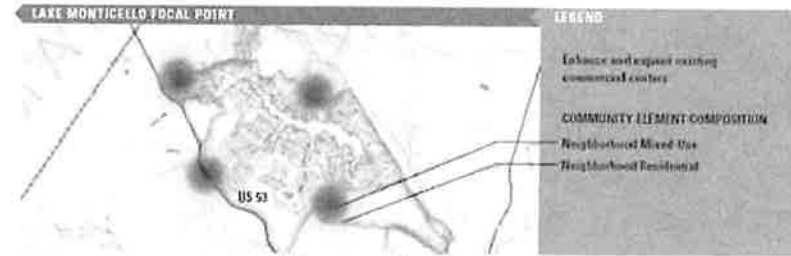


Figure LU-13, Neighborhood Mixed Use around Lake Monticello



Site within Rivanna Planning Area

Rev.	Date	Description

MOTION: I move to elect _____ as Chairman of the Fluvanna County Planning Commission for the calendar year of 2019.

MOTION: I move to elect _____ as Vice Chairman of the Fluvanna County Planning Commission for the calendar year of 2019.

AGENDA PLANNING COMMISSION January 8th 2019

SUBJECT: Election of Officers

TIMING: Routine

DISCUSSION: As has been your practice in the past, the Planning Director opens the meeting and calls for the nomination and election of the Chairman.

Upon the election of the Chairman, the elected chairman will then call for the nomination and election of the Vice Chairman.

The Annual or Organizational meeting of the Commission will be conducted first and then move to the Regular meeting and conduct of business.

Staff: Jason Stewart, Planning Director

Planning Director's Use Only

Jason Stewart, Planning Director

MOTION: I move the Fluvanna County Planning Commission adopt the Planning Commission 2019 regular Meeting Calendar as presented [which does not include any joint meetings or work sessions].

Staff: Jason Stewart, Planning Director

Planning Director's Use Only

Comments:

Jason Stewart, Planning Director



2019

Planning Commission Meeting Dates

Dates with a * have been moved from their regularly scheduled date due to observed holidays or other reasons.

January 08, 2019

February 12, 2019

March 12, 2019

April 09, 2019

May 07, 2019*

June 11, 2019

July 09, 2019

August 13, 2019

September 10, 2019

October 08, 2019

November 12, 2019

December 10, 2019

Work Sessions begin at 6pm

(As needed)

Regular sessions start at 7pm

Located In the Morris Room of the County Administration Building.

JANUARY

SU	MO	TU	W	TH	FRI	SA
		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		

FEBRUARY

SU	MO	TU	WE	TH	FRI	SA
					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		

MARCH

SU	M	TU	WE	TH	FRI	SA
					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

APRIL

SU	MO	TU	WE	TH	FRI	SA
	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				

MAY*

SU	MO	TU	W	TH	FRI	SA
			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	

JUNE

SU	MO	TU	WE	TH	FRI	SA
						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				

JULY

SU	MO	TU	WE	TH	FRI	SA
	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			

AUGUST

SU	MO	TU	WE	TH	FRI	SA
				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

SEPTEMBER

SU	M	TU	W	TH	FR	SA
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					

OCTOBER

SU	MO	TU	WE	TH	FRI	SA
		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		

NOVEMBER

SU	MO	TU	WE	TH	FRI	SA
					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

DECEMBER

SU	MO	TUE	W	TH	FRI	SA
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				

FLUVANNA COUNTY PLANNING COMMISSION

PLANNING FOR THE FUTURE

132 Main Street
 P.O. Box 540
 Palmyra, VA 22963
 Phone: 434-591-1910
 Fax: 434-591-1911
 E-mail: jstewart@fluvannacounty.org



**PLANNING COMMISSION
County of Fluvanna
Palmyra, Virginia**

RESOLUTION

At a regular monthly meeting of the Fluvanna County Planning Commission held on Tuesday, January 8th, 2019, in Palmyra, Virginia, the following action was taken:

<u>Present</u>	<u>Vote</u>
Barry A. Bibb	
Lewis Johnson	
Harold Lagomarsino	
Gequetta "G". Murray-Key	
Ed Zimmer	

On a motion by _____, seconded by _____, and carried by a vote of ____ the following resolution was adopted:

Organizational Meeting of the Fluvanna County Planning Commission 2019

WHEREAS, the Code of Virginia requires an annual organizational meeting for the Planning Commission for the election of officers and the conduct of such other business as to meeting times and dates and,

WHEREAS, the Planning Commission does now conduct such an organizational meeting.

NOW, THEREFORE BE IT RESOLVED by the Planning Commission that it does hereby generally designate the Morris Room in the Fluvanna County Administration Building as its meeting place for regular meetings to be held on the second Tuesday of each month at 7:00 p.m., except in the month of May when the meeting shall be on the first Tuesday at 7:00 p.m.

Adopted this 8th day of January 2019
by the Fluvanna County Planning Commission

ATTEST:

Jason Stewart, Planning Director

Fluvanna County Planning Commission
BYLAWS AND RULES OF PRACTICE AND PROCEDURES

Adopted: January 9, 2018

I. CREATION. The Fluvanna County Planning Commission, hereinafter called the “Commission”, is an appointed body provided by the Code of Virginia, Section 15.2-2210. The Commission consists of five (5) members, one (1) appointed from each election district and one (1) representative of the Board of Supervisors. The Board of Supervisors representative does not vote by directive of the Board of Supervisors.

II. PRINCIPAL ADDRESS. 132 Main Street, Palmyra, Virginia; Mailing Address: P.O. Box 540, Palmyra, VA 22963.

III. COMMISSION CHAIR. At the first meeting of the year, the Commission selects one of its members to serve as Chair. The Chair is a voting member and serves for one year.

IV. COMMISSION VICE CHAIR. At the first meeting of the year, the Commission selects one of its members to serve as Vice Chair. The Vice Chair is a voting member and serves for one year.

V. COUNTY PLANNER. The County Planner shall be Clerk to the Commission and his general duty is set forth in the Code of Virginia, Section 15.2-2217. He shall maintain an office at the same address as the Commission.

VI. COUNTY ATTORNEY. The County Attorney assists the Commission in analyzing the facts; provides advice and action in legal matters and represents the Commission in civil actions.

VII. QUORUM FOR THE EXERCISE OF COMMISSION BUSINESS. A majority of the commission shall constitute a quorum for the purpose of conducting Commission business. A vote of the majority of those present is necessary to take action on an issue.

VIII. PUBLIC SESSIONS

A. Except as otherwise directed the regular public meeting of the Commission shall be held on the 1st Tuesday after the 1st Wednesday of the month at 7:00 p.m. The meetings shall generally be held in the County Administration Morris Room in Palmyra, VA.

B. A special meeting may be held at the call of the Chair or by the application of three members given to the County Planner. There shall be at least seventy-two (72) hours written notice for a special meeting.

IX. MEETING AND ATTENDANCE

A. All meetings and business shall be conducted in accordance with these Rules, Robert’s Rules of Order Newly Revised (11th Edition), and the law of Virginia. In the event of conflict, the law of Virginia shall govern.

B. Meetings will be held on the 1st Tuesday after the 1st Wednesday of the month. If the meeting date falls on a holiday, a new meeting date will be scheduled by the Chair. Meetings shall start at the appointed time, and if the Chair is not present, the Vice Chair shall preside. If neither the Chair nor the Vice-Chair is present, the County Planner shall call the meeting to order and preside for the election of a Temporary Chair.

C. Any person making a written presentation or demonstrating a matter by way of a plat, brochure, picture, or similar document for inclusion in the record of the hearing shall provide the County Planner six (6) copies of such item seven (7) days prior to the meeting at which such person wishes to make a presentation.

D. The County Planner shall list all items requested on the agenda. If, in the opinion of the County Planner, an item is not appropriate for consideration by the Commission, he shall inform the Chair, and if the Chair is in agreement, the Commission shall first discuss whether to entertain the item.

E. The County Planner and Chair shall allocate time to items on the agenda as is necessary for appropriate consideration.

F. The Commission shall consider all items docketed on the agenda before taking any other items unless an undocketed item is brought by consent of the Commission.

G. Time permitting, items not on the agenda shall be heard as the final items of the Commission's business. If time does not, in the opinion of the Chair, permit hearing items on the agenda, they shall be carried over to the next regular or special meeting.

H. The Chair's vote on all issues before the Commission shall be recorded as being given with the prevailing side, unless the Chair clearly votes otherwise.

I. Meetings shall be adjourned no later than 11:00 p.m. unless continued by unanimous vote.

X. CONDUCT OF BUSINESS

A. When the question is called and there is no dispute, the Chair shall call for the vote.

B. Whenever any member wishes to abstain from voting on any question, he shall so state and, if because of a conflict, shall indicate in accordance with the Virginia Conflict of Interests Act, Virginia Code § 2.2-3100 et seq., and his abstention shall be announced by the Chair and recorded by the Clerk.

C. Exhibits before the Commission shall become the property of the Commission and shall be filed with the County Planner.

D. Citizens shall not speak at a meeting until they are recognized. Citizens shall request recognition by addressing “Mr. Chair” or “Madam Chair” (as appropriate) and await acknowledgement. At his or her discretion, the Chair may permit a dialogue without individual recognition between members of the Commission or between a member and a citizen if such dialogue is orderly and contributes to the expedition of the business. Such discussion will be discouraged.

E. Prior to opening a meeting at which one or more public hearings will be held, the Chair shall recount the rules under which the hearing shall be operated, but he/she may amend the rules during the hearing by giving notice of the change.

F. At the beginning of the public hearing, the Chair shall call upon the County Planner or the Chair of the committee handling the matter at hand or shall recount a description of the issue placed before the hearing.

G. Subject to revocation or extension by the majority of the commission assembled, the Chair may in all matters establish a maximum time for consideration of the matter, and/or limit the amount of time available to each speaker on a matter and/or limit the number of times each speaker may address the Commission on a matter. Notwithstanding the foregoing statement, every Commission member shall be entitled to make a statement on every matter before the Commission and the call for the question shall not be entertained until all members who wish to exercise this right shall have done so.

H. All members or citizens shall limit their comments before the Commission. The Chair has the option of requiring speakers to sign up before being authorized to address the Planning Commission.

I. The Commission has set forth the following rules for presentation time limits:

1. Individual presentations placed on the Commission’s agenda shall be limited to ten (10) minutes in duration.
2. Individual presentation listed under the agenda item “Public Comments” shall be limited to three (3) minutes in duration.
3. Statements from the public during the “Public Hearing” on individual agenda items shall be limited to three (3) minutes.
4. Complete presentations on Commission action items shall be limited to not more than thirty (30) minutes.
5. The above limitations may be extended only by majority consent of the Commission.

XI. ORDER

A. It shall be the duty of the Chair to maintain order and decorum at meetings. The Chair shall speak to points of order in preference to all other members.

B. In maintaining decorum and propriety of conduct, the Chair shall not be challenged and no debate shall be allowed until after the Chair 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.

C. No member or citizen shall be allowed to use abusive language, excessive noise, or in any way incite persons to use such tactics. The Chair shall be the judge of such breaches.

D. When a person engages in such a breach, the Chair may:

1. Order the person to stand silent,
2. Order the person's removal from the building, or,
3. Order the person removed from the County Property.

XII. COMMITTEES. There will be no standing committees. Ad hoc committees will be appointed by the Chair as needed. Constitutional Officers may be appointed to committees.

XIII. RULES

A. The bylaws may be suspended at anytime by a majority vote of the Commission.

B. The bylaws may be amended by a majority vote of the Commission, but only at the regular meeting next held after the proposed amendment has been announced at a regular meeting.

XIV. RECORD OF THE MEETING. The Clerk of the Commission (or another person acting in the capacity) shall electronically record each regular meeting. Recordings are the property of Fluvanna County. A stenographic record shall not be admissible as evidence of what transpired at a meeting, unless the person taking the record has been sworn prior to making the record. Interested persons may listen to the recordings in the County Planner's office or may obtain copies of the recording or portions of a recording by making appropriate arrangements with the County Planner's office. Costs will be borne by the person making the request. Audio recordings are also available on the county website at www.fluvannacounty.org/meetings.



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To: Fluvanna County Planning Commission
From: Jason Stewart, AICP
Date: January 8, 2019
Re: Planning Director's Report

Board of Supervisors Actions:

December 19, 2018

None

Board of Zoning Appeals Actions:

None

Technical Review Committee for December 13, 2018:

- I. **SDP 18:11 Carbon Core** – A site development plan request to construct a warehouse facility including office space, with respect to 1.651 acres of Tax Map 5, Section 24, Parcel 3. The property is located within the Zion Station Subdivision between Zion Station Road (Route 1021) and Richmond Road (Route 250). The parcel is zoned I-1 Limited Industrial, and located within the Zion Crossroads Planning Area and the Columbia Election District.
- II. **SUB 18:48 Southern Development "Island Hill"** – A rural cluster major subdivision request with respect to 115.553 acres of Tax Map 18, Section A, Parcel 54. The applicant is proposing 50 building lots with 91.28 acres designated as open space. The property is located along Broken Island Road (Route 1040), approximately 0.1 miles south of its intersection with South Boston Road (Route 600). The parcel is zoned A-1, Agricultural, General and located within the Rural Residential Planning Area and the Palmyra Election District.
- III. **ZMP 18:01 Steven L. & Codie C. Peters / Colonial Circle** – A request to rezone, from A-1 Agricultural, General and B-1 Business, General to R-3, Residential Planned Community, 61.95 acres of Tax Map 8, Section A, Parcel A14A. The property is located on the northeast corner of the intersection of Thomas Jefferson Parkway (Route 53) and

Lake Monticello Road (State Route 618). The property is within the Rivanna Community Planning Area and the Palmyra Election District.

- IV. **SUP 18:05 Steven L. & Codie C. Peters / Colonial Circle Density** – A request to increase density above 2.9 dwelling units per acre with respect to 61.95 acres of Tax Map 8, Section A, Parcel A14A. The property is located on the northeast corner of the intersection of Thomas Jefferson Parkway (Route 53) and Lake Monticello Road (State Route 618). The property is within the Rivanna Community Planning Area and the Palmyra Election District.

FLUVANNA COUNTY PLANNING COMMISSION
WORK SESSION AND REGULAR MEETING MINUTES
County Administration Building, Morris Room
December 11, 2018
Work Session 6:00pm
Regular Meeting 7:00pm

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

ALSO PRESENT: Jason Stewart, Director of Community Development
Brad Robinson, Senior Planner
Holly Steele, Planner
Fred Payne, County Attorney
Stephanie Keuther, Senior Program Support Assistant

Absent: None

Open the Work Session at 6: 00pm (Mr. Barry Bibb, Chairman)
The Pledge of Allegiance followed by a Moment of Silence.

Directors Comments
None

Public Comments
None

Work Session:

Columbia Rental Inspection District – Brad Robinson, Senior Planner

36-105.1:1. Rental inspections; rental inspection districts; exemptions; penalties. (Excerpt)

B. Localities may inspect residential rental dwelling units. The local governing body may adopt an ordinance to inspect residential rental dwelling units for compliance with the Building Code and to promote safe, decent and sanitary housing for its citizens, in accordance with the following:

- 1. Except as provided in subdivision B 3, the dwelling units shall be located in a rental inspection district established by the local governing body in accordance with this section, and**
- 2. The rental inspection district is based upon a finding by the local governing body that (i) there is a need to protect the public health, safety and welfare of the occupants of dwelling units inside the designated rental inspection district; (ii) the residential rental dwelling units within the designated rental inspection district are either (a) blighted or in the process of deteriorating, or (b) the residential rental dwelling units are in the need of inspection by the building department to prevent deterioration, taking into account the number, age and condition of residential dwelling rental units inside the proposed rental inspection district; and (iii) the inspection of residential rental dwelling units inside the proposed rental inspection district is necessary to maintain safe, decent and sanitary living conditions for tenants and other residents living in the proposed rental inspection district. Nothing in this section shall be construed to authorize one or more locality-wide rental inspection districts and a local governing body shall limit the boundaries of the proposed rental inspection districts to such areas of the locality that meet the criteria set out in this subsection,**

***Mr. Bibb closed the work session at 7:00pm and moved the Small Cell Telecommunications discussion to the unfinished business of the regular meeting.**

Small Cell Telecommunications – Holly Steele, Planner

Code of Virginia Definition: Small Cell Facility- "a wireless facility that meets both of the following qualifications: (i) each antenna is located inside an enclosure of no more than six cubic feet in volume, or, in the case of an antenna that has exposed elements, the antenna and all of its exposed elements could fit within an imaginary enclosure of no more than six cubic feet and (ii) all other wireless equipment associated with the facility has a cumulative volume of no more than 28 cubic feet, or such higher limit as is established by the Federal Communications Commission. The following types of associated equipment are not included in the calculation of equipment volume: electric meter, concealment, telecommunications demarcation boxes, back-up power systems, grounding equipment, power transfer switches, cut-off switches, and vertical cable runs for the connection of power and other services." (§ 15.2-2316.3.)

Open the Regular Meeting at 7: 00pm (Mr. Barry Bibb, Chairman)
The Pledge of Allegiance followed by a Moment of Silence.

Director's Report: Mr. Stewart:

Board of Supervisors Actions:
November 20, 2018
None

December 5, 2018
None

Board of Zoning Appeals Actions:

None

Public Comments #1 (Limited to 3 minutes):

None

Approval of Minutes

Minutes of November 13, 2018

Motion:

Johnson made a motion to approve the Minutes of November 13, 2018 Planning Commission meeting as presented. Seconded by Zimmer. The motion was approved with a vote of 5-0-0 AYE: Johnson, Bibb, Zimmer, Murray-Key, and Lagomarsino. NAY: None ABSTAIN: None ABSENT: None

Public Hearing:

Capital Improvement Plan Ranking - FY 2020-24

Top 10 (Ten) Capital Projects As Recommended by the Planning Commission:

Rank #1 Schools, Capital Reserve Maintenance Fund

Rank #2 Public Works, Capital Reserve Maintenance Fund

Rank #3 Public Safety Fire and Rescue, Self-Contained Breathing Apparatus (SCBA) Replacement

Rank #4 Public Safety Sheriff, Courthouse Security Upgrades

Rank #5 Schools Fleet Replacement, School Buses

Rank #6 Public Safety Fire and Rescue, Heart Monitor Replacement

Rank #7 County Fleet Replacement, Sheriff Vehicles

Rank #8 Public Safety Fire and Rescue, Vehicle Apparatus – Replacement/Rechassis

Rank #9 Schools, Carysbrook Elementary Roof Replacement (Phase 2)

Rank #10 Schools, Computer Instructional Technology & Infrastructure Replacement

Public Hearing Comments:

None

Motion:

Murray-Key made a motion t that the Planning Commission recommend approval of the FY2020 – FY2024 Capital Improvement Plan (CIP) as presented, with a list of funding priorities prepared by the Planning Commission. Seconded by Zimmer. The motion was approved with a vote of 5-0-0 AYE: Johnson, Bibb, Zimmer, Murray-Key, and Lagomarsino. NAY: None ABSTAIN: None ABSENT: None

Unfinished Business:

Small Cell Telecommunications – Holly Steele, Planner

Code of Virginia Definition: Small Cell Facility- “a wireless facility that meets both of the following qualifications: (i) each antenna is located inside an enclosure of no more than six cubic feet in volume, or, in the case of an antenna that has exposed elements, the antenna and all of its exposed elements could fit within an imaginary enclosure of no more than six cubic feet and (ii) all other wireless equipment associated with the facility has a cumulative volume of no more than 28 cubic feet, or such higher limit as is established by the Federal Communications Commission. The following types of associated equipment are not included in the calculation of equipment volume: electric meter, concealment, telecommunications demarcation boxes, back-up power systems, grounding equipment, power transfer switches, cut-off switches, and vertical cable runs for the connection of power and other services.” (§ 15.2-2316.3.)

PRESENTATIONS:

None

Site Development Plans:

None

Subdivisions:

None

New Business:

None

Public Comments #2 (Limited to 3 minutes):

None

Adjourn:

Chairman Bibb adjourned the Planning Commission Meeting of December 11, 2018 at 7:37p.m.
Minutes recorded by Stephanie Keuther, Senior Program Support Assistant.

Barry A. Bibb, Chairman
Fluvanna County Planning Commission



TRANSACTIONS BY USER REPORT (12/01/2018 TO 01/31/2019) FOR FLUVANNA COUNTY BUILDING AND PLANNING DEPARTMENT

Selected Users: Brad Robinson, Holly Steele, Stephanie Keuther

Invoice #	Fee Name	Transaction Date	Transaction Type	Payment Method	Paid Amount
Brad Robinson					
SDP18:0012					
INV-00000743	Site Plan Review: Minor Plan	12/27/2018	Fee Payment	Check #4632	\$550.00
SUB18:0050					
INV-00000731	Boundary Adjustment	12/20/2018	Fee Payment	Cash	\$100.00
BRAD ROBINSON				TOTAL CASH:	\$100.00
				TOTAL CHECK:	\$550.00
				NET TOTAL:	\$650.00
Holly Steele					
BSP18:0018					
INV-00000716	Boundary/Physical Survey, Easement, Correction	12/18/2018	Fee Payment	Check #4832	\$50.00
SUB18:0051					
INV-00000744	Boundary Adjustment	12/27/2018	Fee Payment	Check #7627	\$100.00
HOLLY STEELE				TOTAL CHECK:	\$150.00
				NET TOTAL:	\$150.00
Stephanie Keuther					
SDP18:0006					
INV-00000695	Site Plan Review: Sketch Plan	12/04/2018	Fee Payment	Check #0	\$150.00
SDP18:0011					
INV-00000686	Site Plan Review: Sketch Plan	12/03/2018	Fee Payment	Check #3644	\$150.00
SUB18:0047					
INV-00000683	Boundary Adjustment	12/03/2018	Fee Payment	Check #5685	\$100.00
SUB18:0048					
INV-00000687	Subdivision: GIS Fee (per lot)	12/03/2018	Fee Payment	Check #22438	\$2,450.00
	Subdivision: Major	12/03/2018	Fee Payment	Check #22438	\$1,000.00
INV-00000694	Subdivision: GIS Fee (per lot)	12/04/2018	Fee Payment	Check #22453	\$50.00
SUB18:0049					
INV-00000708	Subdivision: GIS Fee (per lot)	12/12/2018	Fee Payment	Check #311	\$150.00
	Subdivision: Minor	12/12/2018	Fee Payment	Check #311	\$500.00
SUP18:0005					
INV-00000700	Sign Deposit for Public Hearing	12/06/2018	Fee Payment	Check #2775	\$90.00
	Special Use Permit	12/06/2018	Fee Payment	Check #2775	\$800.00
ZMP18:0001					
INV-00000699	Rezoning	12/06/2018	Fee Payment	Check #2776	\$1,000.00
	Sign Deposit for Public Hearing	12/06/2018	Fee Payment	Check #2776	\$90.00
ZUP18:0008					
INV-00000682	Zoning Use Permit: Renewal	12/03/2018	Fee Payment	Cash	\$200.00

TRANSACTIONS BY USER REPORT (12/01/2018 TO 01/31/2019)

Invoice #	Fee Name	Transaction Date	Transaction Type	Payment Method	Paid Amount
STEPHANIE KEUTHER				TOTAL CASH:	\$200.00
				TOTAL CHECK:	\$6,530.00
				NET TOTAL:	\$6,730.00
GRAND TOTALS				TOTAL CASH:	\$300.00
				TOTAL CHECK:	\$7,230.00
				NET TOTAL:	\$7,530.00

CODE COMPLIANCE VIOLATION STATISTICS

December - 2018

Scott B. Miller, CZO, Code Inspector, Building Site Inspector

Case No.	Tax Map Number	Property Owner	Address	Date of Complaint	Violation Type	Status*	Deadline	District
1611-01	18-(A)-25B	Stevens, Roger	Thomas Farm La. (Vacant)	11/3/2016	Junk/Inoperable Vehicle	Court Agreement 4/05/2018	Additional time to abate violation, Court 02/25/2019	Palmyra
1709-03	4-(A)-114	Herrion, Vernon L.	15 Blue Ridge Dr.	9/20/2017	Violation of SUP 04-10	Permit Pend	01/20/2019	Palmyra
1801-05	36-(A)-97	Patterson, Hilton & Carolyn	1404 West River Rd.	01/26/2018	Junk/Debris	Extended	02/02/2019	Cunningham
1803-01	4-(12)-1	Meredith, White Et Al	251 Country La.	03/02/2018	Inoperable Vehicles	Extended	01/02/2018	Palmyra
1804-03	4-(A)-109A	Bahr, Kenneth	3180 Richmond Rd.	04/10/2018	Violation of SDP 06-009	Court Extension	01/08/2018 Status Review	Palmyra
1804-04	4-(A)-99	Bahr, Kenneth	2969 Richmond Rd.	04/10/2018	Violation of ZMP 08-004	Permit Pend	12/20/2018 Site Plan submitted	Palmyra
1809-02	10-(A)-33	Edwards, Catherine	17934 James Madison Hwy.	09/14/2018	Site Plan required for SUP	Pending	01/14/2019	Columbia
1810-02	49-(A)-10A	Thomas, Willis L. Jr. & Bertha	2438 & 2390 Shores Rd.	10/17/2018	Inoperable Vehicles	Pending	01/17/2019	Fork Union
1811-01	54A-(1)-77,78B, 95, 95A	Harry, Richard T. & Donna M.	436 Saint James St.	11/09/2018	Non-permitted use, "junkyards", salvage & scrapyards"	Pending	01/09/2019	Columbia
1811-02	9-(A)-14B	Crofton Group, Inc.	106 Crofton Plaza	11/16/2018	Amended Site Plan required	Pending	01/16/2019	Palmyra
1811-03	30A-(1)-2A	Dowell, Frank M. & Dianne L.	294 Main St.	11/21/2018	Junk/Inoperable Vehicle	Cleared	12/21/2018	Palmyra
1812-01	30-(A)-107	Jones, Calvin C. & Pamela G.	646 Georges Mill Rd.	12/05/2018	Trash/Debris	Cleared	12/12/2018	Columbia
1812-02	12-(2)-C	Jennings, Jeffrey S. & Nancy	813 Deerfield Rd.	12/13/2018	Trash/Debris	Cleared	12/18/2018	Columbia

STATUS DEFINITIONS*

Board - Case is pending Board Approval	Court Pending - Summons to be issued	Permit Pending - Applied for Permit to Abate Violation
Cleared - Violation Abated	Extended - Extension Given/Making Progress to Abate Violations	Rezoning - Property is in Rezoning Process
Court - Case is before Judge	Pending - Violation Notice Sent	SUP Pending - SUP Application made to Abate Violation

MISCELLANEOUS ACTIONS / TASKS

- Biosolids Applied and Signs Displayed (Total – 31 Sites)
- Compliance with Tenaska Virginia Sound Levels 12/17/2018
- Signs Removed From Public Rights-Of-Way (Total – 19)
- Placed and removed "Public Hearing Signs" as needed and Deliver packets to BOS, PC Members and Library
- Code Enforcement Officer assaulted by constituent 04/10/2018, warrant served, General District Court 01/08/2019, set to review case



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STAFF REPORT

To: Fluvanna County Planning Commission
Case Number: SDP 18:11
Tax Map: Tax Map 5, Section 24, Parcel 3

From: Holly Steele
District: Columbia
Date: January 8, 2019

General Information:

This item is scheduled to be heard by the Planning Commission on Tuesday, January 8, 2019 at 7:00 p.m. in the Fluvanna County Administration Building Morris Room.

Applicant:

Carbon Core

Owner:

Ja-Zan, LLC.

Representative:

Scott Collins, Collins Engineering

Requested Action:

Approval of a sketch plan request to construct a warehouse with office space, with respect to 1.651 acres of Tax Map 5, Section 24, Parcel 3. (Attachment A)

Location:

The property is located within the Zion Station Subdivision between Zion Station Road (Route 1021) and Richmond Road (Route 250). (Attachment B)

Existing Zoning:

I-1, Industrial, Limited

Existing Land Use:

Vacant

Adjacent Land Uses:

Adjacent properties are zoned I-1.

Comprehensive Plan:

Zion Crossroads Planning Area

Zoning History:

SDP 18:06 VSI Supply, a site development plan to construct two warehouses on this lot, was submitted and reviewed by the Planning Commission at the September 11, 2018 meeting. This application was formally withdrawn on December 3, 2018.

A subdivision plat (SUB 06:66) to divide 22.873 acres into 12 individual lots was approved on April 24, 2007. Of these 12 lots, Lot 3, a 1.651 acre lot was created and numbered Tax Map 5-24-3. (Attachment F)

This property was rezoned from A-1 to I-1 on August 5, 1985 (ZMP 85:02).

Analysis:

The applicant is requesting sketch plan approval to construct a warehouse with office spaces on property zoned I-1 and 1.651 acres in size. The warehouse and offices will be owned and operated by Carbon Core. The new warehouse is needed in order to expand Carbon Core's current production capacity. Carbon Core currently has a 20,000 sq. ft. warehouse on Lot 8 in Zion Station, but now requires additional space.

In accordance with the concept plan, the project will consist of five areas; each area having designated space for offices and warehousing.

- **Area 1:** 2,280 sq. ft. (500 sq. ft. office space, 1,780 sq. ft. warehouse). 40' x 57'
- **Area 2:** 2,240 sq. ft. (500 sq. ft. office space, 1,740 sq. ft. warehouse). 40' x 56'
- **Area 3:** 2,240 sq. ft. (500 sq. ft. office space, 1,740 sq. ft. warehouse). 40' x 56'
- **Area 4:** 2,280 sq. ft. (500 sq. ft. office space, 1,780 sq. ft. warehouse). 40' x 57'
- **Area 5:** 19,590 sq. ft. of warehouse space
- **Total:** 28,630 sq. ft. of combined office and warehouse space.

In accordance with Sec. 22-11-5 of the zoning ordinance, the sketch plan is in compliance with the minimum building setback requirements.

(Attachment C)

Exception to not construct a sidewalk

Per Sec. 22-11-11 of the zoning ordinance, the applicant is requesting an exception from the Planning Commission to not install sidewalks along the parcel's road frontage on Zion Station Road. Staff recommends approval. (Attachment D)

This is a limited-lot, industrial subdivision that was designed prior to the effective ordinance amendment date (5-4-2011) that requires sidewalks "*on both sides of all roadways, public and private*".

Parking/Roads

The subject property has frontage along two state-maintained roads including Zion Station Road (Route 1021) and Richmond Road (Route 250). The sketch plan proposes access to the property only from Zion Station Road, an internal street within the Zion Station industrial subdivision. A total of 18 parking spaces including two (2) handicapped parking spaces and four (4) loading spaces are proposed with this project. All parking lots meet the required setbacks.

In accordance with Sections 22-24-6(E) and 22-26-4(C) of the zoning ordinance, parking lots consisting of five (5) or more spaces shall be screened from view of the public roads, rights-of-way, and adjacent property. Additionally, per Sec. 22-26-3 F., "to the greatest extent possible, parking areas shall not be located between the adjacent public right-of-way and the principal structure(s) on the site."

Landscaping/Screening

All landscaping should be in compliance with Article 24 of the Fluvanna County Zoning Ordinance. The sketch plan includes landscaping across the entirety of the front of the lot that borders on Zion Station Rd. with the exception of the 46-foot wide driveway. On the rear portion of the property that borders on Richmond Road, there is landscaping across the entirety of the property.

Outdoor Lighting

All outdoor lighting must be fully shielded and utilize full cut-off lighting fixtures per Sec. 22-25-5. More information is needed from the applicant in regards to outdoor lighting. No lighting was shown on the sketch plan.

Stormwater Management

The sketch plan includes a water quality swale on the portion of the property that borders Lot 2 and a stormwater detention area on the front of the property between the front of the building and the landscaping line. 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 received from the Technical Review Committee on December 13, 2018. Please note that no representative for this project was present at the meeting.

1. Building Official: Stressed the need to ensure that the water needs are met in order to provide the necessary fire flow of 2,000 gallons per minute. Needed more information from the applicant.
2. Fire Chief: Echoed the building official's comments regarding the fire flow needs. Commented that a reservoir may be needed, but that is contingent upon square footage of the building. Needed more information from the applicant.
3. Erosion and Sediment Control: No comments.
4. Sheriff's Department: No comments.
5. Economic Development:
6. VDOT:
 - TRAFFIC: Not likely to cause any additional traffic needs beyond those projected when the development was first planned.
 - ENTRANCE: Will have to ensure that the turning radius in the cul-de-sac is adequate, but does not foresee any issues.

(Attachment E)

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 Articles 23 through 26 of the Fluvanna County Zoning Ordinance must be submitted for staff review and approval.

Recommended Conditions:

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

Suggested Motions:

I move to approve SDP 18:11, a sketch plan request to construct a warehouse with office space, with respect to 1.651 acres of Tax Map 5, Section 24, Parcel 3, subject to the conditions listed in the staff report.

I move to approve/deny/defer a sidewalk waiver to SDP 18:11, a sketch plan to construct two warehouse/office buildings and associated parking with respect to 1.651 acres of Tax Map 5, Section 24, Parcel 3, pursuant to County Code Section 22-23-6.6.A

Attachments:

- A – Application
- B – Aerial Vicinity Map
- C – Site sketch plan
- D—Sidewalk Exception Request Letter
- E – TRC comment letter

Copy:

Applicant: Jack Lugus, Carbon Core, 48 Zion Station Ct., Troy, VA 22974
File



COMMONWEALTH OF VIRGINIA
 COUNTY OF FLUVANNA
 Site Development Application

Owner of Record: JA-ZAN, LLC

Applicant of Record: CARBON CORE

E911 Address: PO BOX 9035

E911 Address: 48 ZIONSTATION COURT

Phone: Fax:

Phone: 434-510-7115 Fax:

Email:

Email: jack@carbon-core.com

Representative: COLLINS ENGINEERING

E911 Address: 200 GARRETT STREET, SUITE K

Phone: 434-293-3719 Fax:

Email: scott@collins-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): 5-24-3

Deed Book Reference:

Acreage: 1.651 ac Zoning: I-1

Deed Restrictions? No Yes (Attach copy)

Location: ZION STATION ROAD - TROY, VA

Description of Property:

Proposed Structure: WAREHOUSE/OFFICE

Dimensions of Building: 28,630 SF

Lighting Standards on Site: No Yes

of Employees:

of Parking Spaces: 18

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.

Scott Collins
 Applicant Name (Please Print)

[Signature] 12/3/18
 Applicant Signature and Date

OFFICE USE ONLY

Date Received: 12-3-18 Fee Paid: 150.00 ✓ #3614 CPA Application #: SDP 18 : 011
 Election District: Columbia Planning Area: Zion Crossroads 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

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

TRANSMITTAL

FAX MAIL DELIVERY

TO: _____ FROM: SCOTT COLLINS

COMPANY: FLUVANNA COUNTY PLANNING DATE: 12/3/2018

FAX: _____ TOTAL NO. OF PAGES INCLUDING COVER: _____

PHONE NUMBER: _____ SENDER'S PHONE NUMBER: 434.293.3719

PROJECT/SUBJECT: _____

ZION STATION - PARCEL 3

SKETCH PLAN

PLEASE FIND ENCLOSED:

<u>NO. COPIES</u>	<u>DATE</u>	<u>DESCRIPTION</u>
20		HALF SIZE PLAN
3		FULL SIZE PLAN
1		APPLICATION
1		CHECKLIST
1		FEE: \$150

NOTES/ COMMENTS:

RECEIVED BY:

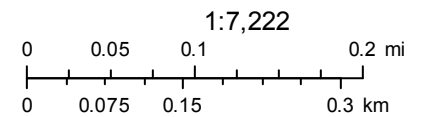
SIGNATURE

DATE

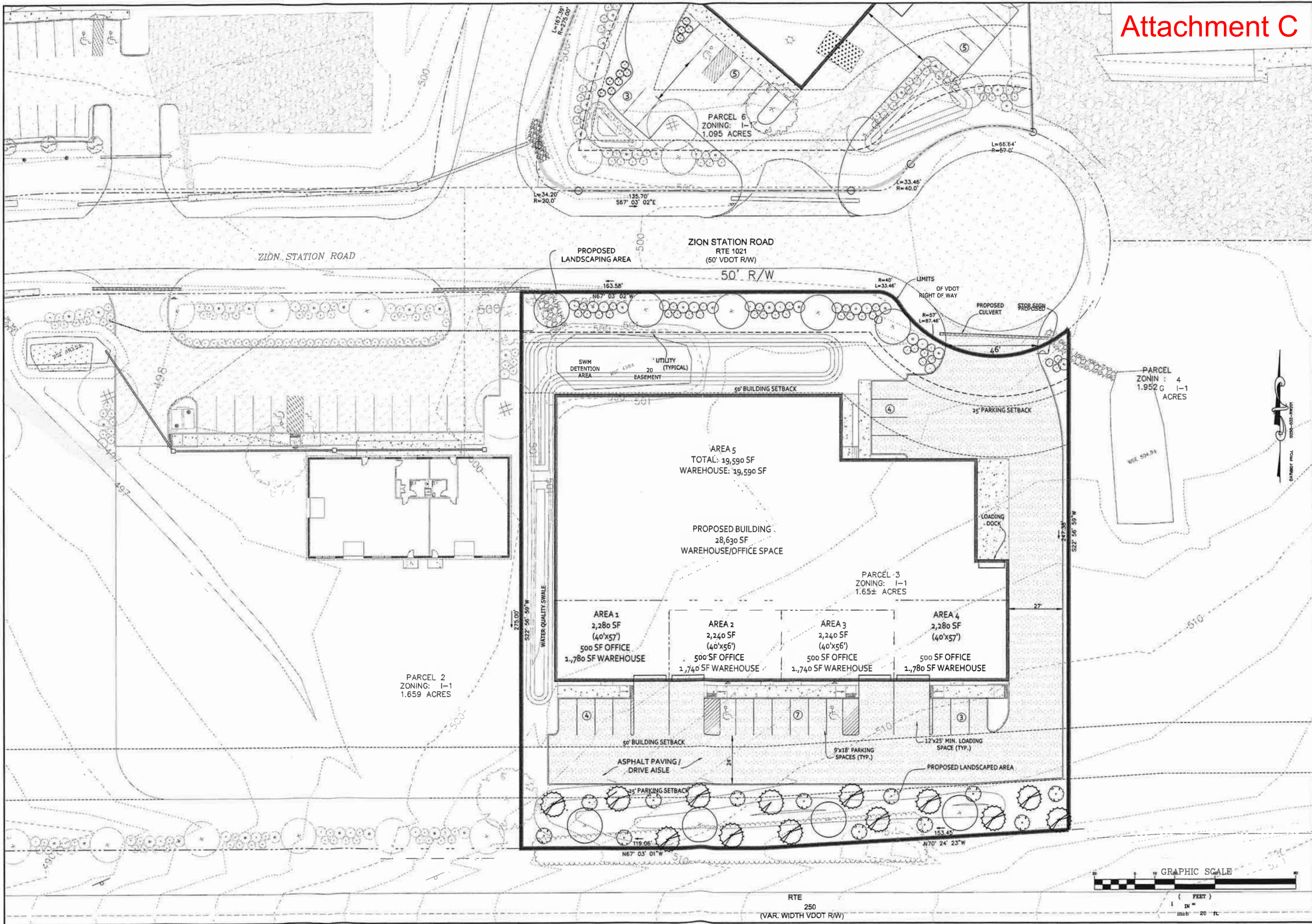


December 26, 2018

- | | | | | |
|------------------|-------------|-----------------|-----------------------|-------------------|
| ● Address Points | — Primary | □ Parcels | —+— Railroads | □ Tax Map Grid |
| Roads | — Secondary | ● Place Names | - - - Driveways | ▭ County Boundary |
| — Interstate | — Other | — Town Boundary | ▭ Building Footprints | |



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



REVISIONS

REVISION DESCRIPTION	DATE

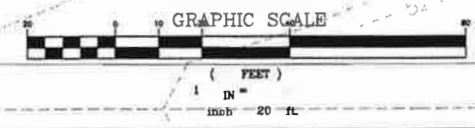
COLLINS ENGINEERING

200 GARRETT STREET, SUITE K - CHARLOTTESVILLE, VA 22902 - 434.293.3719

ZION STATION - PARCEL 3

EXISTING CONDITIONS

PROJECT	062807
JOB NO.	
SHEET TITLE	
SCALE	1" = 20'
SHEET NO.	1 OF 1



RTE 250 (VAR. WIDTH VDOT R/W)

These plans and specifications are the work of the engineer and shall not be construed to constitute a contract. The engineer shall not be responsible for the construction of the project without the approval of the engineer. The engineer shall not be responsible for the construction of the project without the approval of the engineer.

Fluvanna County Planning Commission
132 Main Street
Post Office Box 540
Palmyra, VA 22963

RE: Zion Station, Parcel 3

Please let this letter serve as an official request for an exception from the Planning Commission to not install sidewalks along the parcel's road frontage. Per Zoning Ordinance section 22-11-11, second paragraph, sidewalks will not be required to be installed along road frontage when an exception is approved by the Planning Commission and sufficient pedestrian circulation is provided.

After consulting with the Fluvanna County Planning and Zoning department, it was determined sidewalks along the road frontage could be eliminated if it is compensated with the installation of "...internal sidewalks providing safe and convenient pedestrian access and handicap spaces designed as close to the main entry as possible..." This direction was provided to the consultant, the public and to the Planning Commission on January 27, 2016 for parcel 8 within the Zion Station development. The exception was subsequently approved by the Planning Commission.

During the December 13, 2018 Technical Review Committee meeting for the proposed Parcel 3 plan the Fluvanna County Planning and Zoning department stated it would recommend this same approval to the Planning Commission for this exception.

The proposed Parcel 3 development is located within the same Zion Station development and its design is similar in nature. Additionally, it is the applicant's belief that installing small disjointed segments of sidewalk along a predominantly industrial occupied road located on a cul-de-sac, and leading to nowhere, is not ideal for pedestrian foot traffic, the streetscape and public safety. It is also believed by the applicant that the intent of this sidewalk requirement is not for situations/parcels like this where existing adjacent parcels under different ownership lack sidewalks to connect into. And lastly, the applicant would like to make the Planning Commission aware that when this subdivision was approved and its road and intended use was designed, the aforementioned sidewalk requirement was not part of the ordinance. The ordinance was amended after this project's approval.

The applicant therefore respectfully requests the Planning Commission approve this exception, knowing this plan is consistent with other developments and is in line with the subdivision's original design and intent.

Cordially,
Scott Collins, PE



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

December 14, 2018

Scott Collins
Collins Engineering
200 Garrett St, Suite K
Charlottesville, VA 22902

Delivered via email to scott@collins-engineering.com

Re: SDP 18:11 – Carbon Core
Tax Map: 5-24-3

Dear Mr. Collins:

The following comments have been received from the Technical Review Committee:

1. Building Official: Stressed the need to ensure that the water needs are met in order to provide the necessary fire flow of 2,000 gallons per minute. Needed more information from the applicant.
2. Fire Chief: Echoed the building official's comments regarding the fire flow needs. Commented that a reservoir may be needed, but that is contingent upon square footage of the building. Needed more information from the applicant.
3. Erosion and Sediment Control: No comments.
4. Sheriff's Department: No comments.
5. Economic Development:
6. VDOT:
 - TRAFFIC: Not likely to cause any additional traffic needs beyond those projected when the development was first planned.
 - ENTRANCE: Will have to ensure that the turning radius in the cul-de-sac is adequate, but does not foresee any issues.

The Planning Commission will have a meeting to discuss this item on Tuesday, January 8, 2019. Your attendance is required at this meeting.

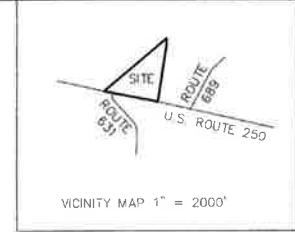
If you have any questions or need additional information, please contact me at 434-591-1910 or by email at hsteele@fluvannacounty.org.

Sincerely,

Holly Steele
Planner
Dept. of Planning & Zoning

Copy: File
jack@carbon-core.com

Attachment F



SUBDIVISION CERTIFICATE

THE PLATTING AND SUBDIVISION OF 22.873 ACRES OF LAND LYING IN THE PALMYRA DISTRICT FLUVANNA COUNTY VIRGINIA OWNED BY JA-ZAN, LLC BY DEED RECORDED IN INSTRUMENT NUMBER 0603097 IN THE CLERKS OFFICE OF FLUVANNA CIRCUIT COURT AND ALSO INSTRUMENT NUMBER 06006107 IN THE CLERKS OFFICE OF LOUISA COUNTY CIRCUIT COURT AND DESIGNATED AS ZION STATION SECTION 'A', IS WITH THE FREE CONSENT AND IN ACCORDANCE WITH THE DESIRES OF THE UNDERSIGNED OWNERS, PROPRIETORS AND TRUSTEES, IF ANY, THAT ALL STREETS SHOWN ON THE PLAT ARE HEREBY IRREVOCABLY OFFERED FOR DEDICATION TO PUBLIC USE.

JA-ZAN LLC - OWNER

TRUSTEE

COMMONWEALTH OF VIRGINIA

OF TO WIT:

I, _____ A NOTARY PUBLIC IN AND FOR THE _____ OF _____ COMMONWEALTH OF VIRGINIA, DO HEREBY CERTIFY THAT:

WHOSE NAME IS SIGNED TO THE SUBDIVISION CERTIFICATE HAS ACKNOWLEDGED THE SAME BEFORE ME IN MY _____ AND COMMONWEALTH AFORESAID GIVEN UNDER MY HAND AND SEAL THIS _____ DAY OF _____, 2007

NOTARY PUBLIC MY COMMISSION EXPIRES

COMMONWEALTH OF VIRGINIA

OF TO WIT:

I, _____ A NOTARY PUBLIC IN AND FOR THE _____ OF _____ COMMONWEALTH OF VIRGINIA, DO HEREBY CERTIFY THAT:

WHOSE NAME IS SIGNED TO THE SUBDIVISION CERTIFICATE HAS ACKNOWLEDGED THE SAME BEFORE ME IN MY _____ AND COMMONWEALTH AFORESAID GIVEN UNDER MY HAND AND SEAL THIS _____ DAY OF _____, 2007

NOTARY PUBLIC MY COMMISSION EXPIRES

SUBDIVISION AGENT

THE SUBDIVISION SHOWN HEREON HAS BEEN REVIEWED AND APPROVED BY THE UNDERSIGNED IN ACCORDANCE WITH EXISTING REGULATIONS, AND MAY BE COMMITTED TO RECORD.

SUBDIVISION AGENT DATE

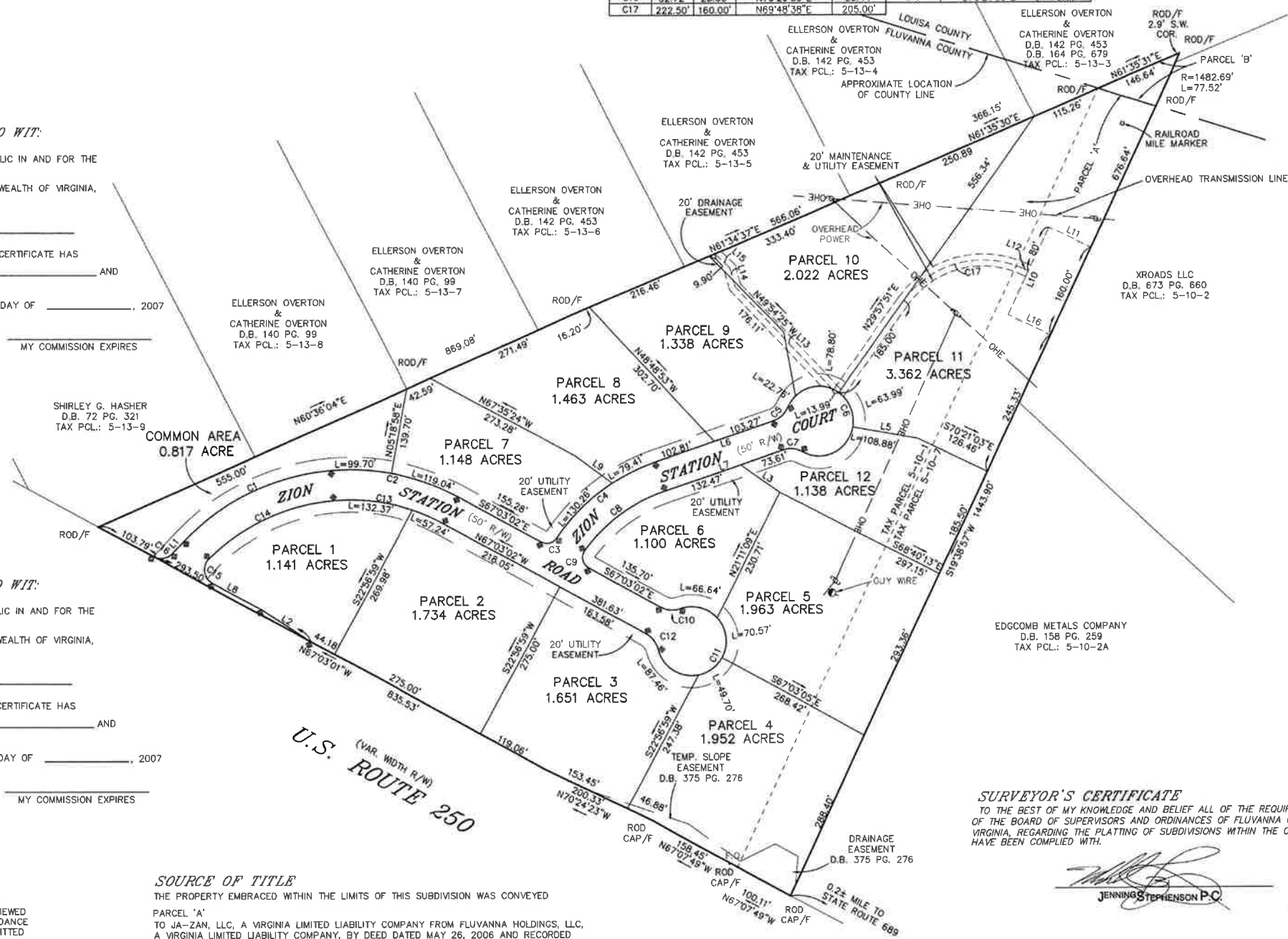
SOURCE OF TITLE

THE PROPERTY EMBRACED WITHIN THE LIMITS OF THIS SUBDIVISION WAS CONVEYED

PARCEL 'A' TO JA-ZAN, LLC, A VIRGINIA LIMITED LIABILITY COMPANY FROM FLUVANNA HOLDINGS, LLC, A VIRGINIA LIMITED LIABILITY COMPANY, BY DEED DATED MAY 26, 2006 AND RECORDED MAY 31, 2006 IN INSTRUMENT NUMBER 0603097 AS RECORDED IN THE CLERKS OFFICE, CIRCUIT COURT, FLUVANNA COUNTY, VIRGINIA

PARCEL 'B' TO JA-ZAN, LLC, A VIRGINIA LIMITED LIABILITY COMPANY FROM FLUVANNA HOLDINGS, LLC, A VIRGINIA LIMITED LIABILITY COMPANY, BY DEED DATED MAY 26, 2006 AND RECORDED MAY 31, 2006 IN INSTRUMENT NUMBER 06006107 AS RECORDED IN THE CLERKS OFFICE, CIRCUIT COURT, LOUISA COUNTY, VIRGINIA

CURVE TABLE				LINE TABLE			
CURVE	LENGTH	RADIUS	CHORD BEARING	CHORD	LINE BEARING	LENGTH	
C1	273.39'	376.35'	N58°45'38"E	267.42'	L1	N37°56'59"E	28.65'
C2	218.74'	375.48'	S83°44'23"E	215.66'	L2	S62°16'50"E	96.22'
C3	29.36'	20.00'	N70°53'28"E	26.80'	L3	S60°16'20"E	78.77'
C4	209.67'	325.00'	N47°18'51"E	206.05'	L4	N16°06'39"W	106.67'
C5	33.46'	40.00'	N41°49'59"E	32.49'	L5	S85°43'04"E	109.38'
C6	274.43'	57.00'	S24°12'16"E	76.39'	L6	N65°47'44"E	206.08'
C7	33.46'	40.00'	S89°45'29"W	32.49'	L7	S65°47'44"W	206.08'
C8	167.39'	275.00'	S48°21'30"W	164.81'	L8	S67°07'20"E	91.87'
C9	34.20'	20.00'	S18°03'53"E	30.18'	L9	N59°54'00"W	74.47'
C10	33.46'	40.00'	N88°59'13"E	32.49'	L10	N19°38'57"E	160.00'
C11	274.43'	57.00'	S22°58'58"W	76.39'	L11	S70°21'03"E	78.00'
C12	33.46'	40.00'	N43°05'17"W	32.49'	L12	S70°21'03"E	8.16'
C13	189.61'	325.48'	N83°44'23"W	186.94'	L13	N49°14'31"W	232.14'
C14	230.22'	326.35'	S59°21'44"W	225.48'	L14	N21°27'58"W	32.91'
C15	46.37'	25.00'	S13°39'05"E	40.00'	L15	N51°40'57"W	33.88'
C16	32.72'	25.00'	N75°26'59"E	30.44'	L16	S70°21'03"E	78.00'
C17	222.50'	160.00'	N69°48'38"E	205.00'			



DATUM: VDOT PROJ: 0250-032-RW201

NOTES:
 OWNER: JA-ZAN, LLC
 P.O. BOX 5384
 CHARLOTTEVILLE, VA 22905
 PHONE: (434)962-0808
 DEVELOPER: HASBROUCK REAL ESTATE CORPORATION
 P.O. BOX 5384
 CHARLOTTEVILLE, VA 22905
 D.B. 685 PG. 213
 TAX PCL.: 5-10-1 & 5-10-7
 NUMBER OF LOTS: 12
 AREA IN LOTS: 20.012
 AREA IN ROADS: 2.044 ACRES
 COMMON AREA: 0.817 ACRE
 TOTAL AREA: 22.873
 ZONING: I-1

DURING THE PROCESS OF OUR PHYSICAL PERIMETER SURVEY NO INDICATIONS OF A CEMETERY WAS FOUND. NO FURTHER INSPECTION OF THE PROPERTY HAS BEEN MADE FOR POSSIBLE CEMETERIES.

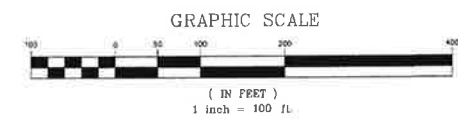
THIS PROPERTY LIES IN ZONE 'C' OF THE HUD DEFINED FLOOD HAZARD AREA AS SHOWN ON COMMUNITY PANEL NUMBER 510058 0050 A, DATED 8-15-78.

THIS PROPERTY IS GENERALLY WOODED AREA, WITH EXCEPTION TO THE CLEARING FOR THE EXISTING BUILDING, ENTRANCE DRIVEWAY, AND THE EXISTING UTILITY LINES.

FINAL SITE PLAN SHALL INCLUDE THE RIGHT TURN LANE DESIGN.

SURVEYOR'S CERTIFICATE
 TO THE BEST OF MY KNOWLEDGE AND BELIEF ALL OF THE REQUIREMENTS OF THE BOARD OF SUPERVISORS AND ORDINANCES OF FLUVANNA COUNTY VIRGINIA, REGARDING THE PLATTING OF SUBDIVISIONS WITHIN THE COUNTY, HAVE BEEN COMPLIED WITH.

[Signature]
 JENNINGS STEPHENSON P.C.



ZION STATION SECTION 'A'

PALMYRA DISTRICT • FLUVANNA COUNTY, VIRGINIA
 DATE: MARCH 12, 2007 SCALE: 1" = 100'

JENNINGS STEPHENSON, P.C. 10160 STAPLES MILL ROAD SUITE 103 GLEN ALLEN, VA 23060
 PHONE - 804-545-6235 FAX - 804-545-6259

DRAWN BY: _____ CHECKED BY: _____



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: SUB 18:48
Tax Map: Tax Map 18, Section A, Parcel 54

From: Brad Robinson
District: Palmyra
Date: January 8, 2019

General Information: This item is scheduled to be heard by the Planning Commission on Tuesday, January 8, 2019 at 7:00 p.m. in the Fluvanna County Administration Building Morris Room.

Proposed Sub. Name: Island Hill

Applicant: Southern Development Homes

Owner: Teresa Kent-Hennessy et al

Representative: Roudabush, Gale & Associates Inc.

Requested Action: Approval of a sketch plan request for a rural cluster major subdivision with respect to 115.554 acres of Tax Map 18, Section A, Parcel 54. The applicant is proposing 49 building lots with 91.40 acres designated as open space. (Attachment A)

Location: The affected property is located along Broken Island Road (Route 1040), approximately 0.1 miles south of its intersection with South Boston Road (Route 600). (Attachment B)

Existing Zoning: A-1, Agricultural, General

Total Area of Development: 115.554 acres (20.23 acres in lots, 3.92 acres in right-of-way, and 91.40 acres in open space, or 79%)

Total Number of Lots Proposed: 49 residential, plus one dwelling in open space

Average Lot Size: 0.41 acres

Existing Land Use: Vacant/undeveloped land

Adjacent Land Uses: Adjacent properties are zoned A-1; R-3, Residential, Planned Community; and R-4, Residential, Limited.

Comprehensive Plan: Rural Residential Planning Area

Zoning History: None

Analysis:

Section 24-4-10 of the Zoning Ordinance outlines requirements for all rural cluster subdivisions in an A-1 zoning district. Pursuant to the Subdivision Ordinance, a yield plan and sketch plan are required to be submitted contemporaneously for review by the Planning Commission. The yield plan is used to determine the number of lots that could practically be developed on the subject property as a conventional subdivision, in accordance with all applicable regulations. The sketch plan is a conceptual, informal map of the proposed subdivision used for the purpose of discussion and providing the subdivider with comments before investing in preparation of a preliminary or final plat.

The applicant has submitted the required copies of a yield plan and rural cluster sketch plan. The yield plan and sketch plan are similar in detail and have been designed to conform to the required density, setback, frontage, and yard requirements.

Yield Plan Analysis (Attachment C):

The yield plan was prepared based on what could be practicably developed on the property as a conventional major subdivision. In an A-1 zoning district, the maximum residential density allowed is one (1) dwelling unit per two (2) acres. Based on the property's acreage alone 57.75 lots would be permitted; however, consideration must also be given to the area of land which would be occupied by roads and other areas not usable for building or individual sale such as steep slopes or flood plain [Sec. 19-4-5]. As a result, the applicant shows fifty (50) lots on the yield plan which complies with this requirement. Staff has reviewed the yield plan in detail to ensure all lots would be buildable if developed as shown on the plan.

Rural Cluster Sketch Plan Analysis (Attachment C):

Staff review of the sketch plan confirms that the gross density of the development does not exceed one dwelling unit per 2 acres as required by the A-1 zoning district [Sec. 22-4-10.3.1]. The maximum density allowed is 50 dwelling units as shown on the yield plan. The applicant proposes forty-nine (49) residential lots plus one dwelling in open space, which equates to a total of fifty (50) dwelling units and a gross density of 0.87 dwelling units per acre. The development is proposed to have approximately 3.92 acres in road right-of-way and 20.23 acres in rural cluster lots. A total of 91.40 acres is proposed to be retained in open space, which equates to 79% and exceeds the minimum $\frac{3}{4}$ of the area of the development required [Sec. 22-4-10.3.3].

The proposed lots in the development will be accessed from new public roads and are required to meet the R-4 residential district's setback requirements [Sec. 22-4-10.3.5]. The applicant has

proposed one entrance into the subdivision from Broken Island Road (Route 1040), which will be approximately 670 feet from the intersection with South Boston Road (Route 600).

The proposed sketch plan has been designed with consideration to existing topography and soil suitability as to maximize the efficient use and utility of the land [Sec. 22-4-10.3.7]. The applicant has delineated areas with steep slopes (greater than 20%) and wetlands, as well as the required building setback on all proposed lots.

The open space has been designed to “promote the uses designated for such open space and to protect and promote the rural character of the area, and provide for contiguous greenways and wildlife corridors” [Sec. 22-4-10.3.7(e)]. The proposed residential lots are clustered together on a portion of the subject parcel, with the open space primarily at the rear of the development against the Rivanna River. The applicant has indicated one home will be built on the open space, which has been accounted for in the gross density of 50 lots as required by Section 22-4-10.3.4(a).

In accordance with Section 19-7-7.1 of the Subdivision Ordinance, all major subdivisions are required to reserve a riparian protection area of at least fifty (50) feet wide along both sides of intermittent streams; at least seventy-five (75) feet wide along both sides of perennial streams; and at least 100 feet wide along both sides of the Hardware River, Rivanna River, and James River. The property contains both intermittent and perennial streams and also borders the Rivanna River. The applicant has provided the required protection areas.

The applicant has indicated that the proposed lots within the development will be served by water and sanitary sewer utilities as provided by available Aqua Virginia connections. The water connection is located within the existing right-of-way of Broken Island Road. Existing manholes are located along the northern property line for sewer connections.

Following approval of the sketch plan, road plans and profiles for the development must be submitted to VDOT for review in addition to review of a preliminary and final plat. Prior to developing the site, the development would require an approved erosion and sediment control plan reviewed by the county erosion control inspector in order to obtain a land disturbing permit. This is required before site work can begin on the property.

Technical Review Committee:

The following comments were generated from the December 13, 2018 Technical Review Committee meeting:

1. Planning staff noted that a home proposed on the open space parcel needs to be included in the calculation of maximum gross density permitted for the cluster development, in accordance with Section 22-4-10.3(4) of the Zoning Ordinance. The applicant will be revising the plan from 50 lots back to 49 lots as originally proposed.
2. Building Inspections did not have any comments.
3. Chamber of Commerce did not have any comments.

4. Department of Forestry did not have any comments.
5. Erosion and Sediment Control did not have any comments.
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7. Health Dept. has not provided any comments at the date of this letter.
8. Sheriff's Office did not have any comments.
9. VDOT asked what the location was for sight distance and stated any buffers required for the development will need to be reviewed. Official comments have not been provided at the date of this letter.

(Attachment D)

Conclusion:

It appears that the proposed subdivision has met the requirements of the Fluvanna County Subdivision and Zoning Ordinances. The density and open space requirements of Rural Cluster Subdivisions in the A-1 zoning district have been met. According to the submitted sketch plan, the proposed development does not exceed the maximum allowable density of one dwelling unit per two acres, and the required 75% of open space has been provided.

The proposed subdivision also appears to meet the intent of the Comprehensive Plan, which states that "Rural residential areas conserve open space by clustering development or developing on larger lots. Projects should achieve the goal of preserving as much open space, and thus rural character, as possible."

Recommended Conditions:

If approved, staff recommends the following general conditions:

1. The rural cluster subdivision will contain no more than forty-nine (49) separate residential lots, as shown on the submitted sketch plan;
2. Prior to final plat approval, meeting VDOT requirements;
3. Prior to final plat approval, meeting all Health Department requirements.
4. Preliminary and final subdivision plat review and approval.

Suggested Motion:

I move that the Planning Commission approve SUB 18:48, a request for forty-nine (49) residential lots plus open space, with respect to 115.554 acres of Tax Map 18, Section A, Parcel 54, subject to the four (4) conditions listed in the staff report.

Attachments:

- A – Application, and written authorization letter from the property owner
- B – Aerial Vicinity Map
- C – Cluster Sketch Plan and Yield Plan
- D – TRC Comment Letter

Copy:

Applicant: Southern Development Homes, 170 S. Pantops Dr, Charlottesville, VA 22911

Owner: Teresa Kent-Hennessy, 11401 Hilbingdon Rd, Richmond, VA 23238

Representative: Roudabush, Gale & Assoc., 914 Monticello Rd, Charlottesville, VA 22902

File



COMMONWEALTH OF VIRGINIA
 COUNTY OF FLUVANNA
 Subdivision Application

Owner of Record: Teresa Kent-Hennessy **Applicant of Record:** Southern Development Homes
 E911 Address: 11401 Hilbingdon Rd, Richmond, VA 23238 E911 Address: 170 S Pantops Dr. Charlottesville, VA 22911
 Phone: _____ Fax: _____ Phone: _____ Fax: _____
 Email: _____ Email: _____

Tax Map and Parcel(s): 18-A-54 **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.**
Acreage: 115.55 **Zoning:** A-1 **Number of Lots:** 49
 Surveyor: Roudabush, Gale & Assoc. Inc.
 Subdivision Name: Island Hill Is property in Agricultural Forestal District? No Yes
 E911 Address of Parcel: _____ If Yes, what district: _____
 Description of Property: Cluster Subdivision **Deed Book Reference:** _____
 Deed Restrictions? No Yes (Attach copy)

Please check appropriate box:

Type	Forms Required
<input type="checkbox"/> Minor - 2-5 Lots	Sketch Plan Checklist Preliminary Subdivision Checklist Final Subdivision Checklist
<input checked="" type="checkbox"/> Major - 6+ Lots	Sketch Plan Checklist Preliminary Subdivision Checklist Final Subdivision Checklist

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.

Southern Development Homes


Applicant Name (Please Print)


 Applicant Signature

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>12-3-18</u>	Fee Paid: <u>3450.00</u>	Application #: <u>SUB 18:48</u>
Election District: <u>Palmyra</u>	Planning Area: <u>Rural Residential</u>	Number of Lots: <u>49 50</u>
Minor (2-5 Lots)	Major (6 or more Lots)	
\$ 500.00 + GIS Fee	<u>\$1,000.00 + GIS Fee</u>	Approval/Denial Date:
Resubmission of Preliminary or Final Plat: \$100.00		Approval/Denial Date:
GIS Fee: <u>3450</u> \$ 50.00 per lot (residue is considered a lot)		
Additional Fees Due at Time of Review		
Road Maintenance Agreement Review:	\$200.00	Revisions: \$50.00
Dedication Common Lands Document Review:	\$200.00	Revisions: \$50.00
Homeowner Association Document Review:	\$200.00	Revisions: \$50.00
Health Department Subdivision Review:	\$250.00 + \$25.00 per lot	Existing System Review \$50.00
Street Sign Installation:	\$200.00 Per Intersection	

The undersigned owner of the property TMP 18 A 54 (115.5 acres more or less, bounded by Broken Island Road on the west and the Rivanna River to the east) hereby designates Southern Development Group, Inc (contract purchaser) as the authorized agent for all matters concerning the sketch plan and subdivision plan submitted to the County for a Rural Cluster subdivision per the Fluvanna County subdivision and zoning ordinance.


Teresa S Kent-Hennessy

Received
DEC 9 2018
Fluvanna County



FLUVANNA COUNTY, VIRGINIA
 SUBDIVISION: SKETCH PLAN CHECKLIST
 Developed from Fluvanna County Subdivision Ordinance
 August 2012

This checklist must be completed and submitted when the sketch plan is submitted. **Any subdivision submitted for review not accompanied by the completed checklist will be promptly returned to the submitter.**

Project Name: Island Hill
 Subdivision Type: Cluster Subdivision
 Tax Map(s) and Parcel Number(s): 18. A. 54
 Individual and Firm Completing Checklist: _____
Roudabush, Gale & Assoc. Inc.
 Signature of Person Completing Checklist: _____
 Date: 12/3/2018

<p>County Staff Only</p> <p>Staff: _____</p> <p>Date Received: _____</p> <p>Date Reviewed: _____</p> <p>Additional Notes: _____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p>

Administration & Form

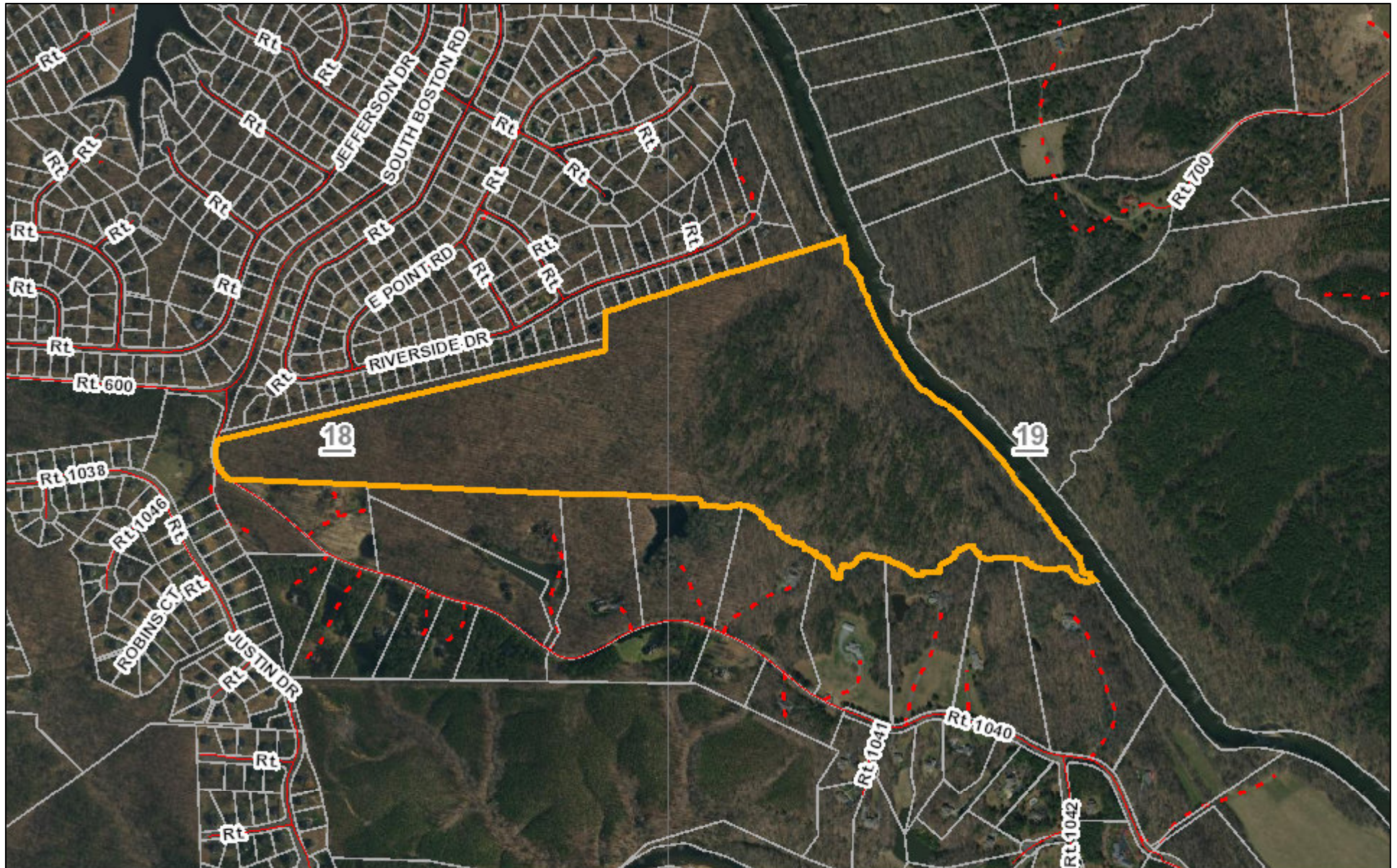
Number of Copies Required

- For minor subdivisions, three (3) folded copies of the sketch plan must be submitted for staff review.
- For major subdivisions, twenty (20) copies of the sketch plan must be submitted. After review by the Technical Review Committee (TRC), revisions and additional copies may be required [Sec. 19-3-2(b)]. 10 per Brad 1 large (10) 11x17

Plan Form

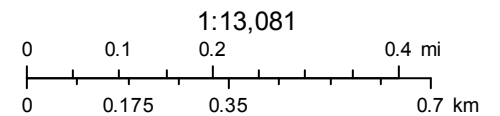
- Sketch plans must be drawn with black or blue lines on white paper [Sec. 19-4-2].
- Each page shall be no larger than 42" wide x 30" high [Sec. 19-4-2].
- Sketch plans must be drawn to a scale of 1" = 50', 100', or 200', whichever is most convenient for the subject parcel [Sec. 19-4-2].

Fluvanna County, VA WebGIS Parcels - PIN: 18 A 54



January 3, 2019

- | | | | |
|----------------|-----------|---------------|--------------|
| Address Points | Primary | Parcels | Railroads |
| Roads | Secondary | Place Names | Driveways |
| Interstate | Other | Town Boundary | Tax Map Grid |



Virginia Geographic Information Network (VGIN)
Sources: Esri, HERE, Garmin, USGS, Intermap, INCREMENT P, NRCan,

SITE DATA

OWNER: KENT-HENNESSY, TERESA S ET AL
11401 HILBINGDON RD
RICHMOND VA 23238

DEVELOPER: SOUTHERN DEVELOPMENT HOMES
170 SOUTH PANTOPS DRIVE
CHARLOTTESVILLE, VA 22911

PLAN PREPARER: ROUDABUSH, GALE & ASSOCIATES
914 MONTICELLO ROAD
CHARLOTTESVILLE, VA. 22902
(434)-977-0205

TAX MAP PARCEL No: 18-A-54

PARCEL AREA: 115.55 ACRES

ZONING: A-1

EXISTING USE: VACANT

PROPOSED USE: CLUSTER SUBDIVISION

BUILDING HEIGHT: 35' MAXIMUM

SETBACKS: FRONT = 25'
SIDE = 10'
REAR = 25'

AREA SUMMARIES: LOTS - 20.23 ACRES
RIGHT-OF-WAY - 3.92 ACRES
OPEN SPACE - 91.40 ACRES

ROAD FRONTAGE: 60'; 50' ON A CUL-DE-SAC

MINIMUM LOT AREA: 15,000 SF

MAXIMUM GROSS RESIDENTIAL DENSITY: 1 DU/2 ACRES

MAXIMUM ALLOWABLE NUMBER OF LOTS: 57.75

PROPOSED GROSS RESIDENTIAL DENSITY: 0.87 DU/2 ACRES

PROPOSED NUMBER OF LOTS: 50

MAGISTERIAL DISTRICT: CUNNINGHAM

STORMWATER MANAGEMENT: VIA FACILITIES DESIGNED TO CURRENT STATE STANDARDS

WATERSHED: RIVANNA RIVER

TOPOGRAPHY: GENERATED FROM TERRAIN DATA FOR THE UNITED STATES AND ITS TERRITORIES USING USGS 10 AND 30 METER DIGITAL ELEVATION MODEL (DEMS) FROM THE NATIONAL ELEVATION DATASET (NED)

DATUM: VERTICAL - NAVD 88; HORIZONTAL - NAD 83

STEEP SLOPES: 20%+

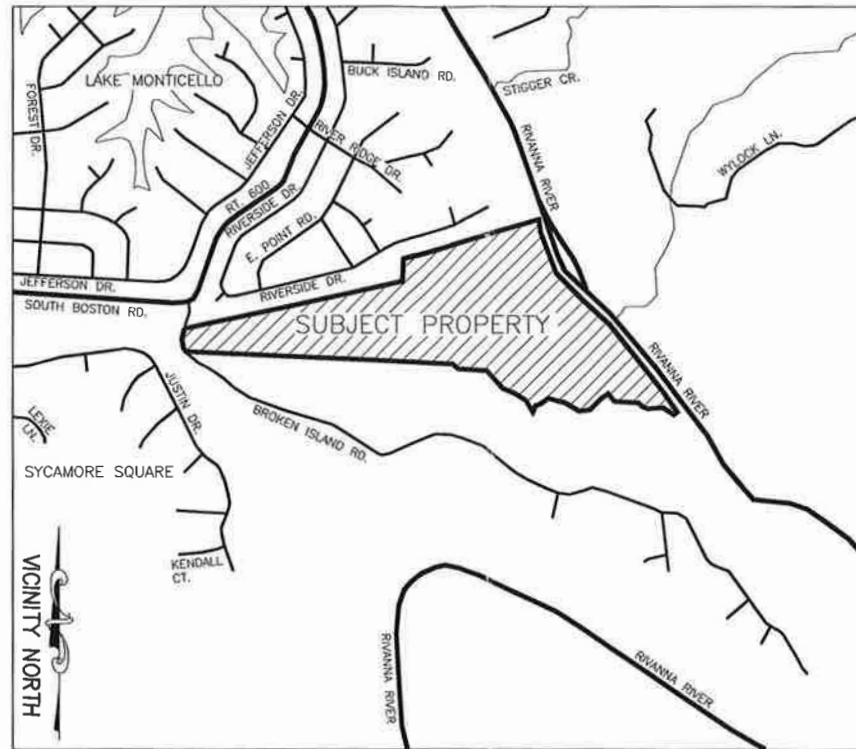
FLOODPLAIN: THE DEVELOPMENT ON THE SUBJECT PROPERTY IS LOCATED WITHIN "ZONE X" AS SHOWN ON FLOOD INSURANCE MAP COMMUNITY PANEL NUMBER 51065C0068C. EFFECTIVE DATE: MAY 16, 2008.

THE RIPARIAN PROTECTION AREAS ARE SHOWN PER SUBDIVISION ORDINANCE SEC. 19-7-7.1. IN ORDER TO PROTECT LOCAL WATER QUALITY, DEVELOPMENT MUST FOLLOW REGULATIONS SET FORTH IN SUBDIVISION ORDINANCE SEC. 19-7-7.1.

WATER AND SANITARY SEWER UTILITIES WILL SERVE THE SUBJECT PROPERTY VIA THE AVAILABLE AQUA VIRGINIA CONNECTIONS. WATER CONNECTION LOCATED WITHIN THE BROKEN ISLAND RIGHT-OF-WAY NORTHWEST OF THE PROPOSED ENTRANCE. SANITARY SEWER CONNECTION FROM THE EXISTING MANHOLES LOCATED ALONG THE NORTHERN PROPERTY LINE.

SKETCH PLAN ISLAND HILL

ATTACHMENT C



VICINITY MAP
SCALE: 1"=1000 FEET

SHEET INDEX

- SHEET 1 — COVER SHEET
- SHEET 2 — CONCEPTUAL LOT LAYOUT
- SHEET 3 — YIELD PLAN

LOT AREAS - CLUSTER PLAN

- Lot 1: 23,247 SF, 0.53 AC
- Lot 2: 22,945 SF, 0.53 AC
- Lot 3: 16,497 SF, 0.38 AC
- Lot 4: 15,274 SF, 0.35 AC
- Lot 5: 15,943 SF, 0.37 AC
- Lot 6: 16,613 SF, 0.38 AC
- Lot 7: 16,355 SF, 0.38 AC
- Lot 8: 15,299 SF, 0.35 AC
- Lot 9: 15,364 SF, 0.35 AC
- Lot 10: 15,272 SF, 0.35 AC
- Lot 11: 16,464 SF, 0.38 AC
- Lot 12: 18,688 SF, 0.43 AC
- Lot 13: 17,067 SF, 0.39 AC
- Lot 14: 16,095 SF, 0.37 AC
- Lot 15: 15,716 SF, 0.36 AC
- Lot 16: 15,908 SF, 0.37 AC
- Lot 17: 16,681 SF, 0.38 AC
- Lot 18: 17,160 SF, 0.39 AC
- Lot 19: 17,097 SF, 0.39 AC
- Lot 20: 18,823 SF, 0.43 AC
- Lot 21: 19,458 SF, 0.45 AC
- Lot 22: 19,458 SF, 0.45 AC
- Lot 23: 19,458 SF, 0.45 AC
- Lot 24: 18,265 SF, 0.42 AC
- Lot 25: 15,441 SF, 0.35 AC
- Lot 26: 22,925 SF, 0.53 AC
- Lot 27: 20,620 SF, 0.47 AC
- Lot 28: 27,049 SF, 0.62 AC
- Lot 29: 15,271 SF, 0.35 AC
- Lot 30: 16,267 SF, 0.37 AC
- Lot 31: 15,957 SF, 0.37 AC
- Lot 32: 16,025 SF, 0.37 AC
- Lot 33: 15,505 SF, 0.36 AC
- Lot 34: 23,492 SF, 0.54 AC
- Lot 35: 17,953 SF, 0.41 AC
- Lot 36: 17,167 SF, 0.39 AC
- Lot 37: 20,175 SF, 0.46 AC
- Lot 38: 19,732 SF, 0.45 AC
- Lot 39: 21,303 SF, 0.49 AC
- Lot 40: 23,960 SF, 0.55 AC
- Lot 41: 19,377 SF, 0.44 AC
- Lot 42: 18,822 SF, 0.43 AC
- Lot 43: 17,575 SF, 0.40 AC
- Lot 44: 15,007 SF, 0.34 AC
- Lot 45: 15,003 SF, 0.34 AC
- Lot 46: 15,170 SF, 0.35 AC
- Lot 47: 15,779 SF, 0.36 AC
- Lot 48: 16,812 SF, 0.39 AC
- Lot 49: 19,511 SF, 0.45 AC

Received
DEC 21 2018
Rivanna County

ROUDABUSH, GALE & ASSOCIATES, INC.
ENGINEERS, SURVEYORS AND LAND PLANNERS
A PROFESSIONAL CORPORATION
SERVING VIRGINIA SINCE 1899
914 MONTICELLO ROAD - CHARLOTTESVILLE, VIRGINIA 22902
PHONE 434-977-0206 - FAX 434-298-6220 - EMAIL INFO@ROUDABUSH.COM

REVISIONS
DEC. 19, 2018
PER TRC
COMMENTS

DATE
DEC. 3, 2018

SCALE
AS SHOWN

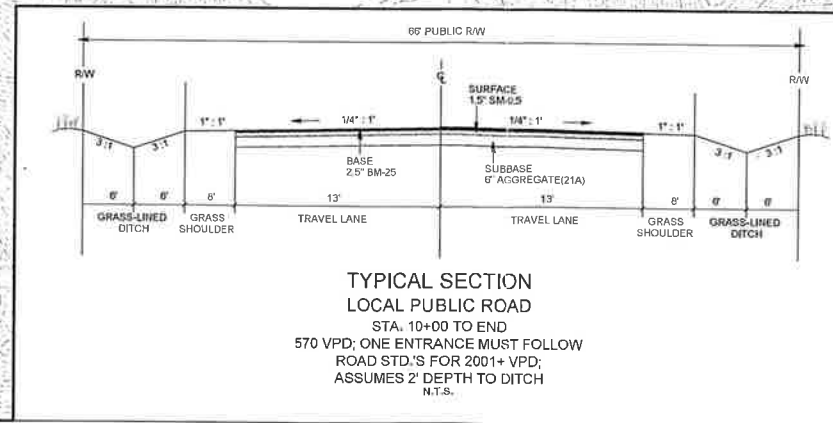
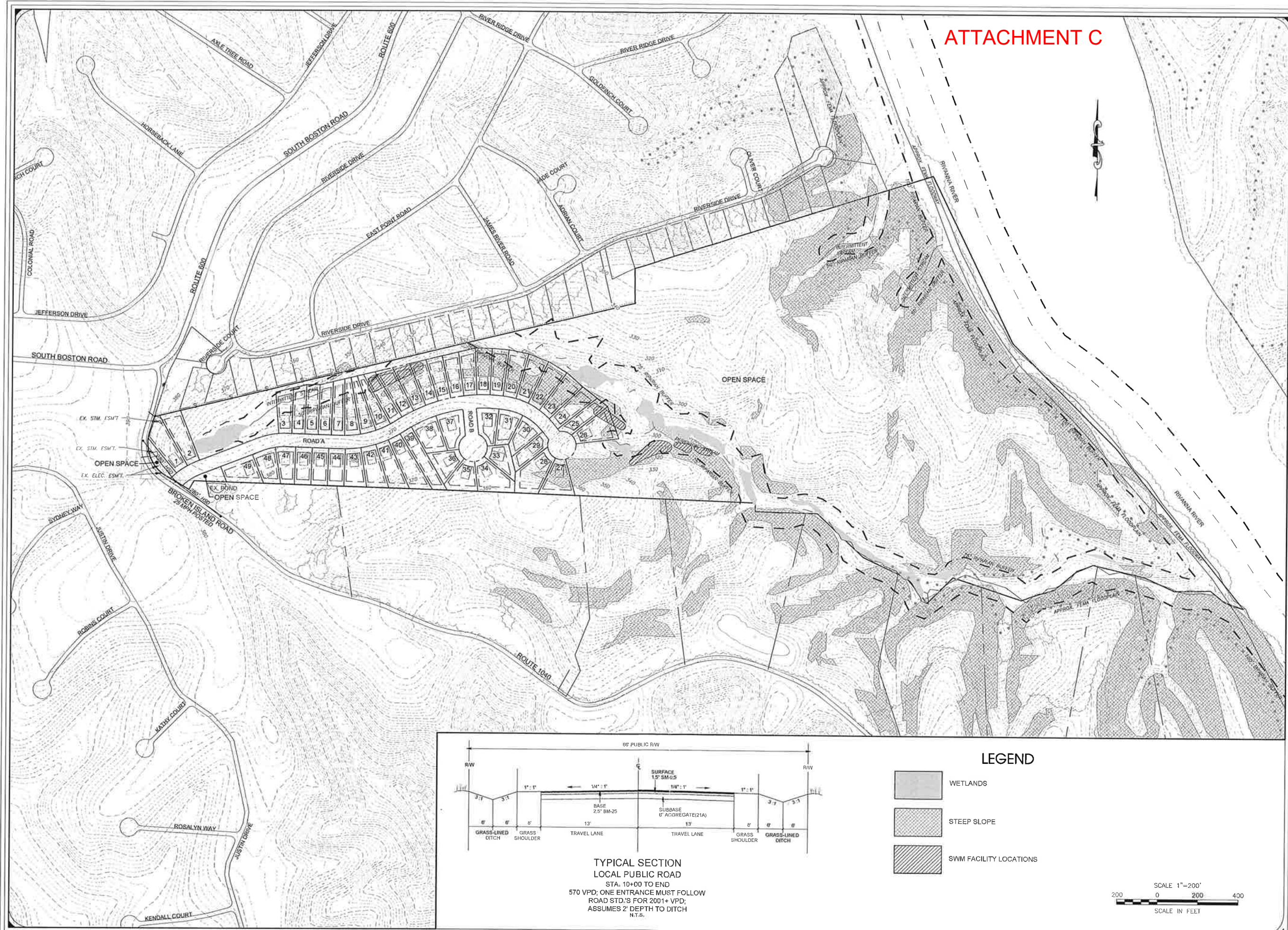
CONTOUR INTERVAL
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COVER SHEET
SKETCH PLAN
ISLAND HILL
FLUVANNA COUNTY, VIRGINIA




FILE NUMBER
18.0526

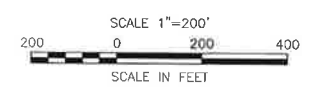
SHEET
1 of 3

ATTACHMENT C



LEGEND

-  WETLANDS
-  STEEP SLOPE
-  SWM FACILITY LOCATIONS



ROUDABUSH, GALE & ASSOCIATES, INC.
 ENGINEERS, SURVEYORS AND LAND PLANNERS
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 914 MONTICELLO ROAD - CHARLOTTESVILLE, VIRGINIA 22902
 PHONE 434-977-0205 - FAX 434-298-5220 - EMAIL INFO@ROUDABUSH.COM

REVISIONS
 DEC. 19, 2018
 PER TRC
 COMMENTS

DATE
 DEC. 3, 2018

SCALE
 1" = 200'

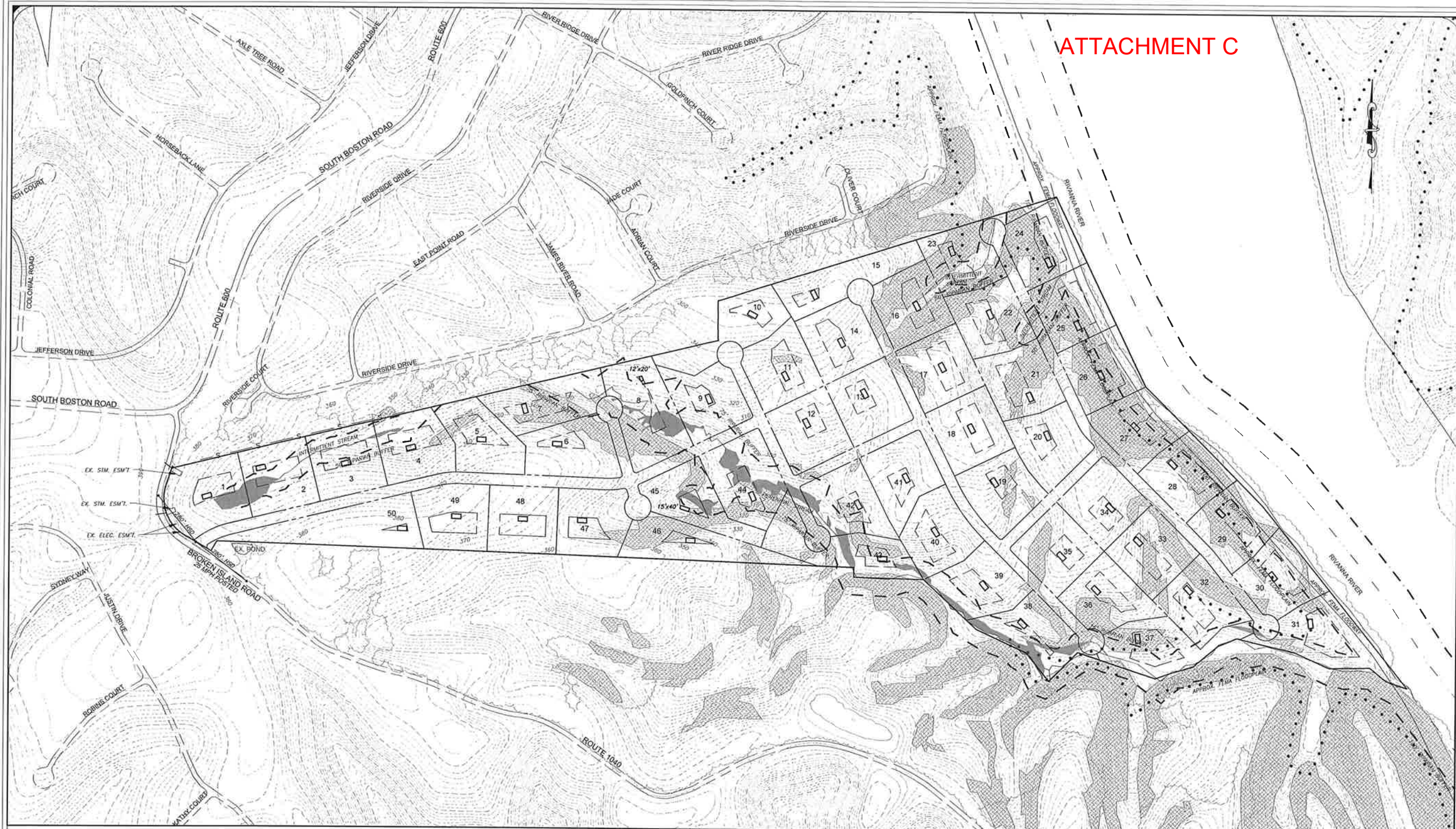
CONTOUR INTERVAL
 2-FOOT

CONCEPTUAL LOT LAYOUT
 SKETCH PLAN
ISLAND HILL
 FLOYDVALE COUNTY, VIRGINIA

FILE NUMBER
 18.0526

SHEET
 2 of 3

ATTACHMENT C



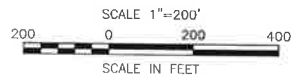
LOT AREAS		
Lot 1: 101,299 SF, 2.33 AC	Lot 18: 87,120 SF, 2.00 AC	Lot 36: 87,297 SF, 2.00 AC
Lot 2: 87,120 SF, 2.00 AC	Lot 19: 87,128 SF, 2.00 AC	Lot 37: 97,513 SF, 2.24 AC
Lot 3: 87,120 SF, 2.00 AC	Lot 20: 87,259 SF, 2.00 AC	Lot 38: 87,445 SF, 2.01 AC
Lot 4: 87,276 SF, 2.00 AC	Lot 21: 87,120 SF, 2.00 AC	Lot 39: 87,120 SF, 2.00 AC
Lot 5: 87,320 SF, 2.00 AC	Lot 22: 87,120 SF, 2.00 AC	Lot 40: 87,120 SF, 2.00 AC
Lot 6: 93,305 SF, 2.14 AC	Lot 23: 87,183 SF, 2.00 AC	Lot 41: 87,139 SF, 2.00 AC
Lot 7: 94,257 SF, 2.16 AC	Lot 24: 87,706 SF, 2.01 AC	Lot 42: 87,616 SF, 2.01 AC
Lot 8: 113,426 SF, 2.60 AC	Lot 25: 87,120 SF, 2.00 AC	Lot 43: 102,302 SF, 2.35 AC
Lot 9: 87,241 SF, 2.00 AC	Lot 26: 87,120 SF, 2.00 AC	Lot 44: 104,984 SF, 2.41 AC
Lot 10: 87,194 SF, 2.00 AC	Lot 27: 87,136 SF, 2.00 AC	Lot 45: 88,037 SF, 2.02 AC
Lot 11: 87,125 SF, 2.00 AC	Lot 28: 87,123 SF, 2.00 AC	Lot 46: 93,816 SF, 2.15 AC
Lot 12: 87,232 SF, 2.00 AC	Lot 29: 87,166 SF, 2.00 AC	Lot 47: 87,187 SF, 2.00 AC
Lot 13: 87,232 SF, 2.00 AC	Lot 30: 87,146 SF, 2.00 AC	Lot 48: 87,120 SF, 2.00 AC
Lot 14: 87,120 SF, 2.00 AC	Lot 31: 107,413 SF, 2.47 AC	Lot 49: 87,133 SF, 2.00 AC
Lot 15: 87,326 SF, 2.00 AC	Lot 32: 87,140 SF, 2.00 AC	Lot 50: 116,093 SF, 2.67 AC
Lot 16: 87,120 SF, 2.00 AC	Lot 33: 87,120 SF, 2.00 AC	
Lot 17: 87,120 SF, 2.00 AC	Lot 34: 87,165 SF, 2.00 AC	
	Lot 35: 87,165 SF, 2.00 AC	

NOTE:
ALL LOTS WILL FIT A 20'X40' HOUSE FOOTPRINT OUTSIDE OF THE RIPARIAN BUFFER UNLESS OTHERWISE NOTED. (LOT 8 12'X20' FOOTPRINT; LOT 45 15'X40' FOOTPRINT)

ON LOTS 24, 26, 27, 30 AND 31, THE HOUSE FOOTPRINT IS OUTSIDE OF THE FEMA FLOODWAY. FINISHED FLOOR ELEVATIONS TO BE SET AT BASE FLOOD ELEVATION (BFE) + ONE (1) FOOT. FOUNDATIONS TO BE SET PER FEMA POLICY.

LEGEND

- WETLANDS
- STEEP SLOPE



SITE DATA

CONVENTIONAL SUBDIVISION PARCEL AREA:	115.55 ACRES
SETBACKS:	FRONT - 125' SIDE - 50' REAR - 75'
AREA SUMMARIES:	LOTS 104.12 ACRES RIGHT-OF-WAY 11.43 ACRES
ROAD FRONTAGE:	300'
MINIMUM LOT AREA:	2 ACRES
MAXIMUM GROSS RESIDENTIAL DENSITY:	1 DU/2 ACRES
MAXIMUM ALLOWABLE NUMBER OF LOTS:	57.75
PROPOSED GROSS RESIDENTIAL DENSITY:	0.87 DU/2 ACRES
PROPOSED NUMBER OF LOTS:	50

ROUDABUSH, GALE & ASSOCIATES, INC.
ENGINEERS, SURVEYORS AND LAND PLANNERS
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814 MONTICELLO ROAD - CHARLOTTESVILLE, VIRGINIA 22902
PHONE 634-977-0265 - FAX 634-286-5220 - EMAIL INFO@ROUDABUSH.COM

REVISIONS

DATE	PER TRC	COMMENTS
DEC. 19, 2018		

DATE

DEC. 3, 2018

SCALE

1" = 200'

CONTOUR INTERVAL

2-FOOT

**YIELD PLAN
SKETCH PLAN
ISLAND HILL**
FLUVANNA COUNTY, VIRGINIA

FILE NUMBER

18.0526

SHEET

3 of 3



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

December 14, 2018

Keith Lancaster
Southern Development Homes
170 S. Pantops Drive
Charlottesville, VA 22911

Delivered via email to klancaster@southern-development.com

Re: SUB 18:48 – “Island Hill” Rural Cluster Major Subdivision
Tax Map: 18, Section A, Parcel 54

Dear Mr. Lancaster:

The following comments are the result of the Technical Review Committee meeting that was held on Thursday, December 13, 2018:

1. Planning staff noted that a home proposed on the open space parcel needs to be included in the calculation of maximum gross density permitted for the cluster development, in accordance with Section 22-4-10.3(4) of the Zoning Ordinance. The applicant will be revising the plan from 50 lots back to 49 lots as originally proposed.
2. Building Inspections did not have any comments.
3. Chamber of Commerce did not have any comments.
4. Department of Forestry did not have any comments.
5. Erosion and Sediment Control did not have any comments.
6. Fire Chief stated that he would like for the distance between fire hydrants to be 800 feet or less; would like for cul-de-sacs to have a 100 foot paved diameter; and would prefer not to have hammerheads as the terminus for streets. He indicated his comments also reflected the Virginia Department of Forestry and the Lake Monticello Volunteer Fire Department.
7. Health Dept. has not provided any comments at the date of this letter.
8. Sheriff's Office did not have any comments.
9. VDOT asked what the location was for sight distance and stated any buffers required for the development will need to be reviewed. Official comments have not been provided at the date of this letter.

The Planning Commission will have a meeting to discuss this item on Tuesday, January 8, 2019. Your attendance is required at this meeting.

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

Sincerely,

Brad Robinson
Senior Planner
Dept. of Planning & Zoning

cc: File
Jim Taggart, Roudabush, Gale & Assoc. - JTaggart@roudabush.com