



FLUVANNA COUNTY PLANNING COMMISSION
REGULAR MEETING AGENDA
Fluvanna County Administration Building
December 10, 2019
7:00 PM (Morris Room)

TAB AGENDA ITEMS

REGULAR MEETING

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

2 – DIRECTOR’S REPORT

3 – PUBLIC COMMENTS #1 (3 minutes each)

4 – MINUTES

Minutes of November 12, 2019

5 – PUBLIC HEARING

Capital Improvement Plan FY 2021-25

6 – PRESENTATIONS

None

7 – SITE DEVELOPMENT PLANS

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

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

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

8 – SUBDIVISIONS

None

9 – UNFINISHED BUSINESS

None

10 – NEW BUSINESS

None

11 – PUBLIC COMMENTS #2 (3 minutes each)

12 – ADJOURN

Douglas Miles

Planning/Zoning Administrator Review

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

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

PLEDGE OF ALLEGIANCE

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

ORDER

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

PUBLIC HEARING RULES OF PROCEDURE

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

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COUNTY OF FLUVANNA

"Responsive & Responsible Government"

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To: Fluvanna County Planning Commission Members
From: Douglas Miles, Community Development Director
Date: December 10, 2019
Subject: Planning Director's Report

Board of Supervisors Actions:

November 20, 2019

No Cases

December 4, 2019

No Cases

Board of Zoning Appeals Actions:

November 19, 2019

BZA 19:05 – Nermin Smajlovic: A request for a variance to Fluvanna County Code Sec.22-9-6 of the Zoning Ordinance to allow for the reduction of the minimum yard required from a residential district, from 50 feet to 35.1 feet, for the purpose of constructing a contractor's storage yard with respect to 0.957 acres of Tax Map 5, Section 9, Parcel 2. The subject property is zoned B-1, Business, General and located along James Madison Highway (U.S. Route 15) approximately 0.4 miles south of the intersection with Richmond Road (U. S. Route 250). The property is within the Zion Crossroads Community Planning Area and the Columbia Election District. **(Board of Zoning Appeals deferred Variance request for 30 days for VDOT data and Application was Withdrawn by the Applicant to move forward with required setbacks)**

Technical Review Committee Projects for November 14, 2019:

- I. **SDP 19:17 Sun Tribe Solar LLC/Carysbrook Elementary** – A site development plan request to construct a solar array with respect to 40.73 acres of Tax Map 42, Section 6, Parcel 1A. The property is zoned A-1, Agricultural, General and is located along James Madison Highway (U.S. Route 15) approximately 0.1 miles north of the intersection with Carysbrook Road (Route 615). The property is located within the Rural Preservation Planning Area and the Fork Union Election District.

- II. **SDP 19:18 Mechanical Building Solutions** – A site development plan request to construct a contractor’s storage yard/office building with respect to 0.957 acres of Tax Map 5, Section 9, Parcel 2. The property is zoned B-1, Business, General and is located along James Madison Highway (U.S. Route 15) approximately 0.4 miles south of the intersection with Richmond Road (U. S. Route 250). The property is located within the Zion Crossroads Community Planning Area and the Columbia Election District.

- III. **SDP 19:19 Village Oaks Townhomes** – A site development plan request to construct 23 townhouse dwellings with respect to 21.115 acres of Tax Map 9, Section A, Parcel 14C. The property is zoned R-3, Residential, Planned Community and is located along Lake Monticello Road (Route 618) approximately 0.1 miles north of Ashlawn Boulevard (Main Gate to Lake Monticello). The property is located within the Rivanna Community Planning Area and the Palmyra Election District.

- IV. **SDP 19:20 Tractor Supply Co.** – A site development plan request to construct a 150’ x 125’ general retail store with respect to 4.32 acres of Tax Map 18, Section A, Parcel 53. The property is zoned B-1, Business, General and is located along South Boston Road (Route 600) approximately 0.1 miles north of its intersection with Slice Road and Abby Road (Route 1037). The property is located within the Rivanna Community Planning Area and the Palmyra Election District.

Fluvanna County Staff Attendance at these Fall Regional Planning meetings:

September 17 – TJ PDC Rural Transportation Technical Committee was held at the PDC Office with Tom Egeland, Chair, Louisa Planning and Douglas Miles, Vice-Chair, Fluvanna Planning working with regional planning staff on transit-oriented design principles that could be applied to rural areas without a defined Main Street; discussion was supported by Chuck Proctor, VDOT.

September 23 – TJ PDC – Fluvanna County Housing Community Meeting was held within the Morris Room with Mrs. Murray-Key, Eric Dahl, Kelly Harris and Douglas Miles in attendance along with the TJ PDC Housing Coordinator and Planning Director facilitating the discussion.

Several County residents were in attendance and provided feedback on desired housing types and the potential locations for new housing units ranging from single family to multi-family housing. Note: Christine Jacobs, the new TJ PDC Housing Coordinator is no longer with the PDC office.

September 27 – Rivanna River Basin Fourth Annual Conference was held in Lane Auditorium at the Albemarle County Office Building and attended by Douglas Miles and Roger Black, E&SC Plans Reviewer. Roger Black served on the panel along with the Albemarle, Charlottesville and Greene representatives. The discussion centered on the accomplishments and the short comings based upon stormwater runoff measures; with the JPJ Arena area being a regional success story.

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

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

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

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

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

Please contact me at dmiles@fluvannacounty.org or 434.591.1910 Ext. 1060 with any questions.

CODE COMPLIANCE VIOLATION STATISTICS

October - November 2019

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
1709-03	4-(A)-114	Herrion, Vernon L.	15 Blue Ridge Dr.	09/20/2018	Violation of SUP 04-10	Permit Pend	11/20/2019	Palmyra
1801-05	36-(A)-97	Patterson, Hilton & Carolyn	1404 West River Rd.	01/26/2018	Junk/Debris	Pending	11/12/2019	Cunningham
1803-01	4-(12)-1	Meredith, White Et Al	251 Country La.	03/02/2018	Inoperable Vehicles	Extended	11/02/2019	Palmyra
1810-02	49-(A)-10A	Thomas, Willis L. Jr. & Bertha	2438 & 2390 Shores Rd.	10/17/2018	Inoperable Vehicles	Pending	11/17/2019	Fork Union
1811-02	9-(A)-14B	Crofton Group, Inc.	106 Crofton Plaza	11/16/2018	Amended Site Plan required	Pending	11/16/2019	Palmyra
1901-01	30-(1)-A1	Newton, Eleanor T.	1116 Thomas Jefferson Pkwy	01/07/2019	Garbage, Debris, Junk	Pending	11/07/2019	Fork Union
1901-03	30-(A)-49	Ross, Kyeasha & Scruggs	2430 Shiloh Church Rd.	01/29/2019	Garbage, Trash	Cleared	10/28/2019	Fork Union
1904-07	4-(A)-87	Holsapple, Denise, Et Al	2228 Oliver Creek Rd.	04/22/2019	Inoperable Vehicles, Junk	Cleared	10/22/2019	Palmyra
1904-08	4-(A)-88	Page, John R. & Deborah S.	2270 Oliver Creek Rd.	04/22/2019	Inoperable Vehicles	Cleared	10/22/2019	Palmyra
1904-08	4-(A)-88	Page, John R. & Deborah S.	2270 Oliver Creek Rd.	04/22/2019	Inoperable Vehicles	Cleared	10/22/2019	Palmyra
1907-06	54A-(1)-67	Shelley, Issac R.	Saint James St. (Vacant)	07/22/2019	Junk, Debris	Extended	11/22/2019	Columbia
1908-02	40-(A)-64A	Nelson, Frederick P. & Deann	1860 Haden Martin Rd.	08/21/2019	Inoperable Vehicles	Cleared	10/21/2019	Fork Union
1909-02	52-(14)-6	Tanner, Anthony A.	325 Gravel Hill Rd.	09/11/2019	Inoperable Vehicles	Cleared	10/11/2019	Fork Union
1910-01	51-(A)-90A	Realty Income Properties 13	4091 James Madison Hwy.	10/11/2019	Site Plan Compliance (Parking Striping)	Cleared	10/14/2019	Fork Union
1910-02	51A-(A)-38	4253 Sunnyside LLC.(VDOT)	4819 James Madison Hwy.	10/11/2019	Debris, Vegetation on Sidewalk	Cleared	10/31/2019	Fork Union
1910-03	51A-(8)-5	Brown, William H. III, ET UX	4321 James Madison Hwy.	10/11/2019	Yard Debris, Vegetation	Cleared	10/14/2019	Fork Union
1910-04	18A-(5)-291	PNC Bank National Assoc.	443 Jefferson Dr.	10/15/2019	Garbage, Debris, Junk	Cleared	10/15/2019	Cunningham
1910-05	18A-(5)-242	Brennan, Cecil A.	543 Jefferson Dr.	10/24/2019	Garbage, Debris, Junk	Cleared	10/16/2019	Cunningham
1910-06	54A-(1)-30	Garcia, Juan & Ma Quintero	51 Cameron St.	10/28/2019	Setbacks	Cleared	10/29/2019	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 – 70 Sites)
Compliance with Tenaska Virginia Sound Levels 10/16/2019 and 11/20/2019
Signs Removed From Public Rights-Of-Way (Total – 51)
Placed and removed "Public Hearing Signs" as needed and Deliver packets to BOS, PC Members and Library
Columbia – mark property corners, photos, courthouse research
VDOT Training Forum, November 15, 2019, Culpeper

Planning / Zoning site plan evaluations for form (October - November 2019)

SUB: 19-0021, TM: 37-(A)-45B & TM: 47-(A)-42, Celin, John
SUB: 19-0022, TM: 23-(A)-38 & TM: 23-(A)-38B, Hucks, Robert
SUB: 19-0024, TM: 37-(1)-1 & TM: 37-(1)-2, Allen, Justin
SUB: 19:0026, Boundary and Easement Adjustment, TM: 52-(17)-2, 3, 5, 6, Derry, Webb & Whetstone

Planning / Zoning setback verifications for Building Dept. (October - November 2019)

TM: 9-(A)-27A, 2411 Union Mills Rd.	TM: 31-(A)-66B1, 1083 Oak Creek Rd.	TM: 29-(A)-112B, 2263 Shiloh Church Rd.	TM: 9-(A)-1A, 1680 Union Mills Rd.
TM: 18A-(1)-86, 4 Stonefield Rd.	TM: 47-(A)-35, 3425 West River Rd.	TM: 3-(4)-A, Beaverdam Rd. (no address)	TM: 51-(6)-B4, 3546 James Madison Hwy.
TM: 40-(16)-3B, 490 Shiloh Church Rd.	TM: 18A-(1)-64, Lakeview Cir. (no address)	TM: 17-(27)-50, 592 Country Creek Way	TM: 18A-(12)-91, 21 Morewood Place
TM: 17-(27)-69, Country Creek Wy. (no address)	TM: 31-(17)-12, 7 Panorama Ct.	TM: 17-(27)-64, Country Hill La. (no address)	TM: 47-(2)-B, 64 Gardner Ct.
TM: 17-(8)-B, 749 Nahor Manor Rd.	TM: 18A-(10)-125, 25 Hatchechubee	TM: 18A-(5)-21, 4 Evergreen La.	TM: 10-(4)-1A3, 4414 South Boston Rd.
TM: 17-(8)-B2, 737 Nahor Manor Rd.	TM: 16-(6)-A2B, 7022 Rolling Rd. South	TM: 54A-(1)-30, 51 Cameron St.	TM: 18A-(3)-496, Hardwood Rd. (no ad)
TM: 39-(13)-18, Rosewood Dr. (no address)	TM: 21-(18)-2, Dogwood Dr. (no address)	TM: 3-(14)-9, Paynes La. (no address)	TM: 9-913)-1, Virginia Ave. (no address)
TM: 28-(10)-12, Middlefork Rd., (no address)	TM: 21-(19)-2, 2456 Mountain Laurel Rd.	TM: 17A-(1)-74, Crape Myrtle Dr., (no address)	TM: 30-9A)87A, Stoneleigh Rd. ((no ad)
TM: 17A-(1)-96, Crape Myrtle Dr. (no address)	TM: 38-(A)-11B, 2533 Kidds Dairy Rd.		

Planning / Zoning materials to VDOT Louisa Residency (October-November 2019)

One, Two, Three, Four, Five, Six, Seven, Eight	Columbia – mark property corners, photos, courthouse research
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BUILDING INSPECTIONS MONTHLY REPORT

County of Fluvanna

Building Official:	Period:
Kevin Zoll	November, 2019

Category	Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTAL
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BUILDING PERMITS ISSUED

NEW - Single Family Detached (incl. Trades permits)	2015	4	5	10	9	12	12	14	13	2	4	7	3	95
	2016	11	11	8	15	9	18	6	5	9	2	6	8	108
	2017	3	2	16	6	4	10	6	5	14	5	7	13	91
	2018	8	3	15	11	13	17	13	10	8	8	6	9	121
	2019	8	10	14	9	12	9	10	14	13	2	11	0	112

NEW - Single Family Attached	2015	2	0	0	0	0	0	0	2	0	0	0	0	4
	2016	0	0	0	0	0	5	0	0	0	0	0	0	5
	2017	0	0	0	0	0	0	0	0	0	0	0	0	0
	2018	0	0	0	0	0	0	0	0	0	0	0	0	0
	2019	0	0	0	0	0	0	0	0	0	0	0	0	0

NEW - Mobil Homes	2015	0	0	0	0	1	1	0	2	0	0	0	0	4
	2016	0	1	0	0	0	0	0	1	0	0	0	0	2
	2017	0	0	0	0	2	1	0	1	0	0	0	0	4
	2018	0	0	1	1	0	0	0	0	0	0	0	1	3
	2019	0	0	0	0	0	0	0	0	1	1	0	0	2

Additions and Alterations	2015	21	30	38	28	21	30	22	25	23	27	35	18	318
	2016	13	10	31	27	29	29	15	32	31	28	27	27	299
	2017	29	20	29	43	20	29	32	18	23	27	43	28	341
	2018	19	6	10	19	8	13	26	25	32	42	22	21	243
	2019*	35	33	37	27	38	38	44	34	34	36	35	0	391

* Trade permits count not included as in previous years

Accessory Buildings	2015	4	4	3	4	1	0	0	2	6	0	0	3	27
	2016	3	4	4	6	2	2	1	2	1	3	3	6	37
	2017	0	4	2	3	2	2	2	4	2	0	2	2	25
	2018	2	3	3	6	2	1	4	2	1	2	2	2	30
	2019	2	4	6	4	4	3	3	8	2	8	4	0	48

Swimming Pools	2015	0	0	0	0	0	0	0	1	1	0	0	0	2
	2016	0	0	0	0	0	1	1	0	0	0	0	0	2
	2017	0	0	0	0	0	1	1	0	0	1	1	0	4
	2018	0	1	1	1	0	1	2	0	1	2	0	0	9
	2019	0	0	0	3	2	2	0	1	0	1	0	0	9

Commercial/Industrial Build/Cell Towers	2015	1	0	0	0	0	0	2	0	0	1	1	1	6
	2016	0	0	2	2	0	0	1	0	1	1	1	1	9
	2017	1	2	0	0	0	0	2	2	1	1	0	0	9
	2018	0	0	0	0	0	2	0	0	0	0	0	0	2
	2019	0	0	1	1	0	2	0	0	0	0	0	0	4

TOTAL BUILDING PERMITS	2015	32	39	51	41	35	43	38	45	32	32	43	25	456
	2016	27	26	45	50	40	55	24	40	42	34	37	42	462
	2017	33	28	47	52	28	43	43	30	40	34	53	43	474
	2018*	29	13	30	38	23	34	45	37	42	54	30	33	408
	2019*	45	47	58	44	56	54	57	57	50	48	50	0	566

* Trade permits count not included as in previous years

BUILDING VALUES FOR PERMITS ISSUED

TOTAL BUILDING VALUES	2015	\$1,384,631	\$1,560,716	\$2,916,520	\$3,567,237	\$2,999,918	\$4,280,357	\$5,272,378	\$3,107,731	\$2,625,563	\$2,303,913	\$1,931,893	\$6,252,403	\$ 38,103,260
	2016	\$1,817,981	\$2,555,455	\$5,542,458	\$3,711,821	\$2,447,891	\$5,181,921	\$3,611,179	\$1,817,783	\$3,089,971	\$1,889,279	\$2,028,590	\$2,937,783	\$ 36,632,112
	2017	\$857,767	\$827,724	\$4,859,777	\$2,066,132	\$1,512,789	\$3,676,118	\$1,904,915	\$2,359,988	\$2,846,545	\$1,957,646	\$1,897,110	\$3,479,285	\$ 28,245,796
	2018	\$2,541,433	\$1,075,551	\$3,544,096	\$2,513,241	\$3,834,995	\$5,693,348	\$3,156,593	\$4,729,005	\$3,637,992	\$1,791,222	\$2,169,284	\$2,421,169	\$ 37,107,929
	2019	\$1,991,054	\$2,502,719	\$5,639,238	\$4,695,173	\$3,057,597	\$3,228,152	\$3,360,952	\$3,926,015	\$3,457,214	\$2,636,194	\$3,148,369	\$0	\$ 37,642,678

LAND DISTURBING PERMITS ISSUED

2015	6	5	9	10	10	12	15	16	3	5	10	5	106
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Category	Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTAL
LAND DISTURBING PERMITS	2016	12	11	8	14	10	17	7	6	11	3	9	9	117
	2017	3	2	17	7	7	9	6	6	15	8	7	14	101
	2018	10	4	16	13	11	17	13	7	9	6	7	8	121
	2019	8	12	16	9	14	10	12	14	13	2	11	0	121

INSPECTIONS COMPLETED														
TOTAL INSPECTIONS	2015	105	137	146	214	113	232	193	181	208	206	149	149	2,033
	2016	116	91	153	157	155	214	249	230	197	181	184	172	2,099
	2017	159	144	171	141	177	152	202	182	153	183	181	169	2,014
	2018	163	148	173	186	215	176	164	220	144	221	154	141	2,105
	2019	237	207	232	297	305	246	324	332	295	298	204	0	2,977

FEES COLLECTED														
Building Permits	2015	\$6,731	\$8,351	\$13,711	\$16,037	\$13,508	\$16,628	\$14,931	\$18,895	\$10,411	\$8,558	\$10,381	\$9,575	\$ 147,717
	2016	\$11,850	\$11,954	\$11,576	\$14,889	\$8,447	\$18,588	\$12,947	\$7,537	\$11,285	\$12,548	\$8,361	\$11,213	\$ 141,195
	2017	\$4,060	\$3,660	\$22,692	\$9,249	\$6,703	\$11,948	\$9,494	\$7,790	\$13,169	\$6,895	\$9,022	\$12,886	\$ 117,568
	2018	\$8,988	\$4,311	\$9,939	\$14,765	\$13,796	\$23,633	\$14,993	\$8,748	\$10,826	\$12,613	\$9,556	\$14,570	\$ 146,738
	2019	\$11,377	\$13,617	\$14,005	\$14,308	\$11,228	\$16,260	\$13,778	\$18,772	\$14,375	\$8,468	\$14,747	\$0	\$ 150,935

Land Disturbing Permits	2015	\$1,775	\$875	\$1,425	\$3,425	\$1,750	\$1,850	\$2,325	\$3,338	\$1,085	\$2,819	\$10,450	\$2,298	\$ 33,415
	2016	\$3,200	\$2,575	\$1,700	\$1,950	\$2,250	\$2,200	\$4,020	\$875	\$28,074	\$2,000	\$1,450	\$1,100	\$ 51,494
	2017	\$475	\$800	\$7,000	\$1,523	\$2,366	\$2,425	\$1,733	\$7,784	\$2,100	\$2,050	\$1,000	\$1,625	\$ 30,881
	2018	\$1,450	\$5,975	\$1,890	\$1,625	\$1,625	\$2,850	\$1,625	\$1,175	\$1,125	\$875	\$10,675	\$2,150	\$ 33,040
	2019	\$1,000	\$1,500	\$1,625	\$1,125	\$3,553	\$1,250	\$2,975	\$6,556	\$1,920	\$250	\$1,375	\$0	\$ 23,129

Zoning Permits/ Proffers	2015	\$1,200	\$1,000	\$1,650	\$2,600	\$1,500	\$1,850	\$1,850	\$2,400	\$1,650	\$1,050	\$900	\$850	\$ 18,500
	2016	\$1,150	\$1,250	\$1,800	\$2,450	\$1,650	\$2,700	\$1,150	\$1,150	\$1,900	\$1,050	\$900	\$850	\$ 18,000
	2017	\$400	\$1,000	\$2,400	\$950	\$1,500	\$1,800	\$1,245	\$1,250	\$1,600	\$1,050	\$1,250	\$1,550	\$ 15,995
	2018	\$1,400	\$800	\$1,750	\$1,600	\$1,400	\$2,200	\$2,050	\$1,400	\$1,050	\$1,400	\$700	\$1,400	\$ 17,150
	2019	\$1,200	\$1,800	\$2,200	\$1,550	\$2,050	\$1,350	\$1,950	\$2,300	\$1,700	\$1,150	\$1,450	\$0	\$ 18,700

TOTAL FEES	2015	\$9,706	\$10,226	\$16,786	\$22,062	\$16,758	\$20,328	\$19,106	\$24,633	\$13,146	\$12,427	\$21,731	\$12,723	\$ 199,632
	2016	\$16,200	\$15,779	\$15,076	\$19,289	\$12,347	\$23,488	\$18,117	\$9,562	\$41,259	\$15,598	\$10,711	\$13,263	\$ 210,689
	2017	\$4,935	\$5,460	\$32,092	\$11,722	\$10,569	\$16,173	\$12,472	\$16,824	\$16,869	\$9,995	\$11,272	\$16,061	\$ 164,444
	2018	\$11,838	\$11,086	\$13,579	\$17,990	\$16,821	\$28,683	\$18,668	\$11,323	\$13,001	\$14,888	\$20,931	\$18,120	\$ 196,928
	2019	\$13,577	\$16,917	\$17,830	\$16,983	\$16,831	\$18,860	\$18,703	\$27,628	\$17,995	\$9,868	\$15,028	\$0	\$ 190,220



TRANSACTIONS BY USER REPORT (11/01/2019 TO 11/30/2019) FOR FLUVANNA COUNTY BUILDING AND PLANNING DEPARTMENT

Selected Users: Valencia Porter

Invoice #	Fee Name	Transaction Date	Transaction Type	Payment Method	Paid Amount
Valencia Porter					
BR19-0302					
INV-00001481	2% State Surcharge	11/01/2019	Fee Payment	Check #17946	\$17.60
	E&S: Single Family, \$125 per lot	11/01/2019	Fee Payment	Check #17946	\$125.00
	Electrical: Per SqFt	11/01/2019	Fee Payment	Check #17946	\$156.00
	Gas	11/01/2019	Fee Payment	Check #17946	\$45.00
	HVAC: Residential (Use Groups R5) - each system	11/01/2019	Fee Payment	Check #17946	\$90.00
	New 9-1-1 Address Fee	11/01/2019	Fee Payment	Check #17946	\$90.00
	One/two fam. dwelling, R5, finished living space	11/01/2019	Fee Payment	Check #17946	\$468.00
	Plumbing flat fee	11/01/2019	Fee Payment	Check #17946	\$30.00
	Plumbing, per fixture	11/01/2019	Fee Payment	Check #17946	\$136.00
	Zoning Permit: \$100.00 Primary Structures	11/01/2019	Fee Payment	Check #17946	\$100.00
BR19-0317					
INV-00001510	2% State Surcharge	11/12/2019	Fee Payment	Check #09964	\$0.90
	Basement, unfinished space	11/12/2019	Fee Payment	Check #09964	\$45.00
	Zoning Permit: \$100.00 Primary Structures	11/12/2019	Fee Payment	Check #09964	\$100.00
BR19-0321					
INV-00001508	2% State Surcharge	11/12/2019	Fee Payment	Check #8764	\$0.90
	Basement, unfinished space	11/12/2019	Fee Payment	Check #8764	\$45.00
BR19-0333					
INV-00001543	2% State Surcharge	11/22/2019	Fee Payment	Check #5411	\$0.90
	Basement, unfinished space	11/22/2019	Fee Payment	Check #5411	\$45.00
BR19-0334					
INV-00001547	2% State Surcharge	11/26/2019	Fee Payment	Check #8864	\$0.90
	Basement, unfinished space	11/26/2019	Fee Payment	Check #8864	\$45.00
BR19-0335					
INV-00001542	2% State Surcharge	11/22/2019	Fee Payment	Check #5411	\$0.90
	Basement, unfinished space	11/22/2019	Fee Payment	Check #5411	\$45.00
BSP19:0007					
INV-00001518	Boundary/Physical Survey, Easement, Correction	11/18/2019	Fee Payment	Check #4742	\$50.00
ER19-0305					
INV-00001507	2% State Surcharge	11/12/2019	Fee Payment	Check #3404	\$0.90
	Electrical: Base fee	11/12/2019	Fee Payment	Check #3404	\$45.00
ER19-0306					
INV-00001512	2% State Surcharge	11/13/2019	Fee Payment	Check #5003	\$0.90
	Electrical: Base fee	11/13/2019	Fee Payment	Check #5003	\$45.00
ER19-0314					
INV-00001534	2% State Surcharge	11/20/2019	Fee Payment	Cash	\$0.90
	Electrical: Base fee	11/20/2019	Fee Payment	Cash	\$45.00
SDP19:0022					
INV-00001519	Site Plan Review: Sketch Plan	11/18/2019	Fee Payment	Check #14760	\$150.00
SUB19:0025					
INV-00001489	Subdivision: Ordinance of Vacation	11/04/2019	Fee Payment	Check #9479	\$225.00
SUB19:0026					

TRANSACTIONS BY USER REPORT (11/01/2019 TO 11/30/2019)

Invoice #	Fee Name	Transaction Date	Transaction Type	Payment Method	Paid Amount
INV-00001516	Boundary Adjustment	11/14/2019	Fee Payment	Check #2853	\$100.00
SUB19:0027					
INV-00001522	Subdivision: Ordinance of Vacation	11/19/2019	Fee Payment	Check #20105	\$225.00
SUB19:0028					
INV-00001548	Subdivision: Family	11/26/2019	Fee Payment	Check #060603	\$200.00
	Subdivision: GIS Fee (per lot)	11/26/2019	Fee Payment	Check #060603	\$50.00
		11/26/2019	Fee Payment	Check #060603	\$50.00
ZMP19:0002					
INV-00001545	Rezoning	11/25/2019	Fee Payment	Check #3341	\$1,000.00
	Sign Deposit for Public Hearing	11/25/2019	Fee Payment	Check #3342	\$90.00
ZTA19:0004					
INV-00001544	Zoning Text Amendment	11/25/2019	Fee Payment	Check #3343	\$550.00
VALENCIA PORTER				TOTAL CASH:	\$45.90
				TOTAL CHECK:	\$4,368.90
				NET TOTAL:	\$4,414.80
<hr/>					
GRAND TOTALS				TOTAL CASH:	\$45.90
				TOTAL CHECK:	\$4,368.90
				NET TOTAL:	\$4,414.80

**FLUVANNA COUNTY PLANNING COMMISSION
WORK SESSION AND REGULAR MEETING MINUTES**

Morris Room

November 12, 2019

Work Session 6:00pm

7:00 pm Regular Meeting

MEMBERS PRESENT:

Barry Bibb, Chairman
Ed Zimmer, Vice Chairman
Lewis Johnson
Gequetta "G" Murray-Key
Howard Lagomarsino

ALSO PRESENT:

Douglas Miles, Community Development Director
Brad Robinson, Senior Planner
Fred Payne, County Attorney
Valencia Porter, Senior Program Support Assistant

ABSENT:

Patricia Eager, Board of Supervisors Representative

A. Open the Work Session:

At 6:00pm, Chairman Bibb called the Work Session to order, followed by the Pledge of Allegiance and a moment of silence.

B. Planning Director Comments:

None

C. Public Comments:

None

D. Work Session:

At October's meeting the Planning Commission began review of the Capital Improvement Plan (CIP) for fiscal years 2021 through 2025 (FY21 – FY25), in accordance with Virginia Code §15.2-2239. The November meeting is intended for ranking of the projects using a rating of 1 (High), 2 (Medium) or 3 (Low) as described below:

1. High

- Project is important to the current and continuing operations of the County.
- High importance to department, office or agency to expand/enhance services.

2. Medium

- County operations can continue, but some adverse impact could occur if not funded.
- Adds value to department, office or agency's services.

3. Low

- Project is not imminently necessary, but could become a higher priority in future.
- Long range objective, but not immediately necessary.

Projects listed in the Maintenance, Repair & Renovation (MRR) Plan do not need to be ranked by the Planning Commission.

A public hearing is tentatively planned for December's meeting, after which a recommendation will be forwarded to the Board of Supervisors.

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

Mr. Zimmer arrived at 6:34p.m.

Mr. Bibb closed the work session at 7:00pm and opened the regular meeting.

1. Open the Regular Meeting:

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

2. Director's Report: Douglas Miles

October 16, 2019

SUP 19:08 Jessica Gahan/K9 Life LLC – A request for a special use permit to establish a commercial kennel, with respect to 1.27 acres of Tax Map 5, Section A, Parcel 54. The property is located along James Madison Highway (Route 15), approximately 0.3 miles south of the intersection with Richmond Road (Route 250). The parcel is zoned B-1 Business, General and located within the Zion Crossroads Community Planning Area and the Columbia Election District. (Approved 5-0)

ZTA 19:03 Sycamore Square Lot 114 Vacation – An Ordinance To Vacate the Dedication To Public Use of A Certain Subdivision Plat With Respect To Lot 114 of Sycamore Square Subdivision. (Deferred 5-0)

November 6, 2019

No Cases

Board of Zoning Appeals Actions:

No Cases

Technical Review Committee for October 10, 2019:

I. **SDP 19:16 County Waste LLC** – A site development plan request to expand an existing parking area for employees and company vehicles with respect to 5.469 acres of Tax Map 5, Section 7, Parcel 9A. The property is zoned I-1, Industrial, Limited, and is located on the south side of U.S. Route 250 (Richmond Road) approximately 0.42 miles west of its intersection with U.S. Route 15 (James Madison Highway). The property is located within the Zion Crossroads Community Planning Area and the Columbia Election District.

Planning Staff Attendance at Regional Planning Meetings:

October 17 – Middle James (River) Roundtable Training was held at Victory Hall in Scottsville and was attended by Douglas Miles with the training focused on utilizing the James River in the region as an ecotourism amenity along with DCR Scenic Rivers training and educational aspects.

October 22 – Zion Crossroads Area Plan Meeting was conducted in Louisa County with Mrs. Eager, Eric Dahl, Douglas Miles, Brad Robinson and Bryan Rothamel attending along with the VDOT transportation consultants who have begun to collect traffic data within the project area.

November 2 – Columbia Community Cleanup Day

November 8 – Zion Crossroads Area Plan Meeting

3. Public Comments:

No Comments were provided

4. Minutes:

MOTION:	Planning Commission Minutes of October 8, 2019				
MEMBER:	Bibb (Chair)	Zimmer (Vice Chair)	Johnson	Murray-Key	Lagomarsino
ACTION:			Seconded	Motion	
VOTE:	Yes	Yes	Yes	Yes	Abstain
RESULT:	Approved 4-0-1 Lagomarsino abstained since he was absent on October 8, 2019				

5. PUBLIC HEARINGS:

None

6. PRESENTATIONS:

None

7. SITE DEVELOPMENT PLANS: SDP 19:16—County Waste LLC—Brad Robinson, Senior Planner

Approval of a sketch plan request to expand an existing parking area for vehicles and container storage with respect to 5.469 acres of Tax Map 5, Section 7, Parcel 9A.

The affected property is located on the south side of U.S. Route 250 (Richmond Road) approximately 0.42 miles west of its intersection with U.S. Route 15 (James Madison Highway).

- Sketch plan is for expansion of existing parking area;
- Appears to meet the requirements of zoning ordinance;
- Final site plan that complies with all aspects of the zoning ordinance must be submitted for final review and approval from all agencies;
- Staff recommends approval of SDP 19:16, subject to the three (3) conditions listed in the staff report

MOTION:	I move to approve SDP 19:16, a sketch plan request to expand an existing parking area for vehicles and container storage with respect to 5.469 acres of Tax Map 5, Section 7, Parcel 9A, subject to the conditions listed in the staff report.				
MEMBER:	Bibb (Chair)	Zimmer (Vice Chair)	Johnson	Murray-Key	Lagomarsino
ACTION:		Seconded		Motion	
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	Approved 5-0				

MOTION:	I move to approve an increase above 40 percent to the number of parking spaces for SDP 19:16, a sketch plan request to expand an existing parking area for vehicles and container storage with respect to 5.469 acres of Tax Map 5, Section 7, Parcel 9A, pursuant to County Code Section 22-26-8(C).				
MEMBER:	Bibb (Chair)	Zimmer (Vice Chair)	Johnson	Murray-Key	Lagomarsino
ACTION:			Seconded	Motion	
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	Approved 5-0				

8. **SUBDIVISIONS:**

None

9. **UNFINISHED BUSINESS:**

None

10. **NEW BUSINESS:**

None

11. **PUBLIC COMMENTS # 2**

None

12. **ADJOURN:**

Chairman Bibb adjourned the Planning Commission meeting of November 12, 2019 at 7:25 pm

Minutes recorded by Valencia Porter, Senior Program Support Assistant.

Barry A. Bibb, Chairman
Fluvanna County Planning Commission



COUNTY OF FLUVANNA

“Responsive & Responsible Government”

132 Main Street
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(434) 591-1910
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MEMORANDUM

Date: December 10, 2019
To: Fluvanna County Planning Commission
From: Brad Robinson, Senior Planner
Subject: FY2021 – FY2025 Capital Improvement Plan (CIP): Public Hearing

A proposed Capital Improvement Plan (CIP) for fiscal years 2021 through 2025 (FY2021 – FY 2025) has been prepared by County Staff (County Administration, Parks & Recreation, Public Schools, Public Works, Sherriff’s Office, Fire & Rescue, etc.). The proposal has been forwarded to the Planning Commission for review, in accordance with Virginia Code §15.2-2239.

A public hearing will be held at the Planning Commission meeting on December 10, 2019. After the public hearing, the Planning Commission may make a recommendation to the Board of Supervisors regarding the proposed CIP.

CAPITAL IMPROVEMENT PLAN: TIMELINE

October 8, 2019	The Planning Commission discussed the proposed FY2021 – FY2025 CIP with various departments and agencies during a work session.
November 12, 2019	The Planning Commission discussed and finalized its rankings for projects listed in the proposed CIP.
December 10, 2019	The Planning Commission will hold a public hearing regarding the proposed CIP and forward a recommendation to the Board of Supervisors.
January 2020 – April 2020	The Board of Supervisors will review the proposed FY2021 budget and the proposed CIP.

SUGGESTED MOTION

I move that the Planning Commission recommend **approval/denial** of the FY2021 – FY2025 Capital Improvement Plan (CIP) as presented, with a list of funding priorities prepared by the Planning Commission.

ATTACHMENTS

- A. Virginia Code §15.2-2239
- B. Ranking System
- C. Proposed FY2021 – FY2025 Capital Improvement Plan (CIP)

Code of Virginia

Title 15.2. Counties, Cities and Towns

Chapter 22. Planning, Subdivision of Land and Zoning

§ 15.2-2239. Local planning commissions to prepare and submit annually capital improvement programs to governing body or official charged with preparation of budget

A local planning commission may, and at the direction of the governing body shall, prepare and revise annually a capital improvement program based on the comprehensive plan of the locality for a period not to exceed the ensuing five years. The commission shall submit the program annually to the governing body, or to the chief administrative officer or other official charged with preparation of the budget for the locality, at such time as it or he shall direct. The capital improvement program shall include the commission's recommendations, and estimates of cost of the facilities and life cycle costs, including any road improvement and any transportation improvement the locality chooses to include in its capital improvement plan and as provided for in the comprehensive plan, and the means of financing them, to be undertaken in the ensuing fiscal year and in a period not to exceed the next four years, as the basis of the capital budget for the locality. In the preparation of its capital budget recommendations, the commission shall consult with the chief administrative officer or other executive head of the government of the locality, the heads of departments and interested citizens and organizations and shall hold such public hearings as it deems necessary.

Localities may use value engineering for any capital project. For purposes of this section, "value engineering" has the same meaning as that in § 2.2-1133.

Code 1950, § 15-966; 1962, c. 407, § 15.1-464; 1975, c. 641; 1976, c. 650; 1996, c. 553; 1997, c. 587; 2006, c. 565; 2011, c. 658.

The chapters of the acts of assembly referenced in the historical citation at the end of this section may not constitute a comprehensive list of such chapters and may exclude chapters whose provisions have expired.

Planning Commission CIP Rankings

The Planning Commission is being asked to rank projects in the CIP using a rating of 1 (High), 2 (Medium) or 3 (Low) as described below:

1.High

- Project is important to the current and continuing operations of the County.
- High importance to department, office or agency to expand/enhance services.

2. Medium

- County operations can continue, but some adverse impact could occur if not funded.
- Adds value to department, office or agency's services.

3. Low

- Project is not imminently necessary, but could become a higher priority in future.
- Long range objective, but not immediately necessary.

	A	C	D	E	G	H	I	K	L	M	N	O	P	Q	R	S
1	CAPITAL IMPROVEMENTS PLAN	FY2021-25			FY2021Proposed			FY2022 Plan		FY2023 Plan		FY2024 Plan		FY2025Plan		FY21-25 Total
2		CIP TOTAL BY YEAR			\$5,090,173			\$15,354,820		\$3,229,040		\$5,991,775		\$4,592,033		\$34,257,841
3	FY21 Proposed Sept 16, 2019	FUNDING SOURCE			Cash	Fund Balance	Other	Cash	Other	Cash	Other	Cash	Other	Cash	Other	
4	CAPITAL PROJECTS	Dept Rank	Prior Fiscal Year Funding	PC Rank	\$ 555,000	\$ 4,535,173	\$ -	\$ 15,354,820	\$ -	\$ 3,229,040	\$ -	\$ 5,991,775	\$ -	\$ 4,592,033	\$ -	\$ 34,257,841
5	GOVERNMENTAL															
6	COUNTY CAPITAL DEPRECIATION FUND <i>(Funded "1 cent" per year)</i>															-
7	SCHOOLS CAPITAL DEPRECIATION FUND <i>(Funded "1 cent" per year)</i>															-
8	COMMUNITY DEVELOPMENT															
9	GO Virginia Program Support															-
10	COMMUNITY SERVICES															
11	PG Playground Expansion	1		1		90,000										90,000
12	PG Spray Ground Park	1		1		180,500										180,500
13	PG Multi-Purpose Shelter							57,500								57,500
14	PG Athletic Field Lighting (4 fields)							360,500		309,000						669,500
15	PG New Baseball/Softball Athletic Fields									338,000						338,000
16	PG Basketball and Tennis Courts									163,500						163,500
17	PG Fluvanna County Multigenerational Center											3,270,500				3,270,500
18	PG Outdoor Swimming Pool & Pool House Building													1,136,000		1,136,000
19	PUBLIC WORKS															
20	Capital Reserve Maintenance Fund	1	250,000		305,000			250,000		250,000		250,000		250,000		1,305,000
21	Historic Courthouse Exterior Renovation	2	55,000	2		250,000										250,000
22	Equipment Purchase & Replacement Plan	1		1		157,000		210,000		110,000		70,000		30,000		577,000
23	Paving Administration-Public Safety Parking Lots	3		3		75,000										75,000
24	HVAC Upgrade - Social Services	3		3		80,000										80,000
25	Carysbrook Equipment Storage Shed	1		1		74,000										74,000
26	Restroom Upgrade of Dog Park	2		2		55,000										55,000
27	New Administration Building							11,000,000								11,000,000
28	County Vehicles	1	85,000	1		220,000		165,000		165,000		165,000		150,000		865,000
29	Social Services Vehicles		40,000					23,820		24,540		25,275		26,033		99,668
30	PUBLIC SAFETY															
31	Sheriff															
32	Secure Sallyport	2		1		75,000										75,000
33	Sheriff Vehicles	1	218,000	1		218,000		218,000		218,000		218,000		218,000		1,090,000
34	Fire & Rescue															
35	Vehicle Apparatus - Replacement	1	1,345,000	1		635,000		895,000		601,000		843,000		2,082,000		5,056,000
36	Heart Monitor Replacement	1	100,000	1		200,000		100,000								300,000
37	CPR Assist Devices	1		1		50,673										50,673
38	SCHOOLS															
39	Capital Reserve Maintenance Fund	1	250,000		250,000			250,000		250,000		250,000		250,000		1,250,000
40	Computer Infrastructure Replacement	1	250,000	1		75,000		75,000		75,000		75,000		75,000		375,000
41	Carysbrook Elementary HVAC upgrade	1		1		1,500,000										1,500,000
42	Central & West Central Bathroom Remodeling							1,250,000								1,250,000
43	School Safety Vestibules	1		1		125,000										125,000
44	Paving and Resurfacing	2		2		100,000		150,000		150,000		100,000				500,000
45	Generators	2		2		75,000		225,000		75,000		225,000		75,000		675,000
46	Middle School Annex Floor and Bleachers	2		2		175,000										175,000
47	Abrams Academy Abatement and Remodel	2		2		125,000		125,000		500,000		500,000		300,000		1,550,000



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STAFF REPORT

To: Fluvanna County Planning Commission
Case Number: SDP 19:17
Tax Map: Tax Map 42, Section 6, Parcel 1A

From: Brad Robinson
District: Fork Union
Date: December 10, 2019

General Information: This item is scheduled to be heard by the Planning Commission on Tuesday, December 10, 2019 at 7:00 p.m. in the Fluvanna County Administration Building Morris Room.

Applicant: Sun Tribe Solar LLC

Owner: Fluvanna County School Board

Representative: Scott Morgan, Sun Tribe Solar

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

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

Existing Zoning: A-1, Agricultural, General

Existing Land Use: Educational facility/public use

Adjacent Land Uses: Adjacent properties are zoned A-1

Comprehensive Plan: Rural Preservation Planning Area

Zoning History: A minor site development plan (SDP 12:17) was approved September 28, 2012 for the wastewater treatment plant replacement.

Analysis:

The applicant is requesting sketch plan approval to construct a solar array on the property of Carysbrook Elementary School which is zoned A-1 and 40.73 acres in size. The solar array will only serve the school and not connect to the local electrical grid; for this reason, this project has been considered an accessory use to the school instead of a major utility use which requires approval of a special use permit in the A-1 zoning district. The solar array will involve an area of disturbance more than 10,000 square feet which requires approval of a major site plan in accordance with Sec. 22-23-8 of the zoning ordinance.

According to the submitted sketch plan, the applicant is proposing a solar array containing nine rows of electrical panels and controls. The solar array will be located towards the rear of the property behind the school bus garage and enclosed with a 6' tall chainlink fence to prevent trespass. An underground electrical line will run from the solar array and connect with additional electrical panels and controls located near the rear parking area of the school.

(Attachment C)

Parking/Roads

The subject property is located along James Madison Highway (U.S. Route 15). The site of the solar array and bus garage can be accessed from the main entrance along James Madison Highway or from another entrance along Carysbrook Road (Route 615). No additional parking is required or proposed for this project.

Landscaping/Screening

Landscaping and screening requirements are not applicable to this project. The site of the solar array does not contain any vegetation and will not involve any clearing or removal of trees.

Outdoor Lighting

All outdoor lighting must be fully shielded and utilize full cut-off lighting fixtures per Sec. 22-25-5 of the zoning ordinance. The applicant has not indicated whether any outdoor lighting is proposed.

Stormwater Management

A stormwater management pond is proposed to the rear of the solar array inside the fenced area. An erosion and sediment control plan has been submitted to the county and is under review by the E&S plans reviewer. The plan will need to be approved prior to issuance of a land disturbance permit.

Technical Review Committee:

The following comments were generated from the November 14, 2019 Technical Review Committee meeting:

1. Planning staff did not have any comments.
2. Economic Development did not have any comments.
3. Building Inspections did not have any comments and stated a building permit will be required.
4. Erosion & Sediment Control stated the plan still needs to be reviewed and will need to make sure the grass type that is planted between the panels will prevent erosion. The project will need to be inspected during in the fall.
5. VDOT did not have any comments.

(Attachment D)

Conclusion:

The submitted sketch plan appears to meet the sketch plan requirements of Section 22-23-8.A of the Fluvanna County Zoning Ordinance. Prior to final approval, a site development plan that meets the requirements of Sections 23-26 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, screening and outdoor lighting plans;
2. Meet all VDOT requirements;
3. Meet all required Erosion and Sedimentation Control regulations.

Suggested Motions:

I move to approve SDP 19:17, a sketch plan request to construct a solar array with respect to 40.73 acres of Tax Map 42, Section 6, Parcel 1A, subject to the conditions listed in the staff report.

Attachments:

- A – Application
- B – Aerial Vicinity Map
- C – Sketch Plan
- D – TRC Comment Letter
- E – Zoning letter dated December 6, 2019

Copy:

Applicant: Sun Tribe Solar LLC via email to scott.morgan@suntribesolar.com

Owner: Fluvanna County School Board via email to cwinkler@apps.fluco.org

File

Received

OCT 28 2019



COMMONWEALTH OF VIRGINIA
COUNTY OF FLUVANNA
Site Development Application

Planning Dept.

Owner of Record: Fluvanna County School Board **Applicant of Record:** Sun Tribe Solar LLC
 E911 Address: P.O. Box 419 Palmyra, VA HWY 22963 E911 Address: 300 E. Main Street, Suite 200, Charlotte
 Phone: 434-589-8208 Fax: 434-589-5393 Phone: 800-214-4579 Fax: 434-245-4904
 Email: cwinkler@apps.fluco.org Email:

Representative: Scott Morgan

E911 Address: 300 E. Main Street, Suite 200, Charlottesville, VA 22902

Phone: 703-371-0318 Fax: 434-245-4904

Email: scott.morgan@suntribesolar.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): 42-6-1A**Deed Book Reference:** 214 Pg: 97**Acreage:** 40.73 **Zoning:** A-1**Deed Restrictions?** No Yes (Attach copy)**Location:** 9172 James Madison Hwy, Palmyra, VA 22963**Description of Property:** 10 acres of land occupied by Carysbrook Elementary and their facilities, approximately 30 acres of open land.**Proposed Structure:** Ground mount solar array**Dimensions of Building:** N/A**Lighting Standards on Site:** No Yes**# of Employees:** 66**# of Parking Spaces:** _____**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.

Sun Tribe Solar, LLC; Scott Morgan, Project Manager
 Applicant Name (Please Print)

Scott Morgan 10/28/2019
 Applicant Signature and Date

OFFICE USE ONLY

Date Received: 10/28/2019	Fee Paid: ✓ #352	Application #: SDP 19 : 0017
Election District: Fork Union	Planning Area: Rural Preservation	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		



FLUVANNA COUNTY PUBLIC SCHOOLS

OFFICE OF THE SUPERINTENDENT

14455 JAMES MADISON HIGHWAY
PALMYRA, VIRGINIA 22963
(434) 589-8208

October 24, 2019

Commonwealth of Virginia
County of Fluvanna
Planning Department
Attn: Brad Robinson

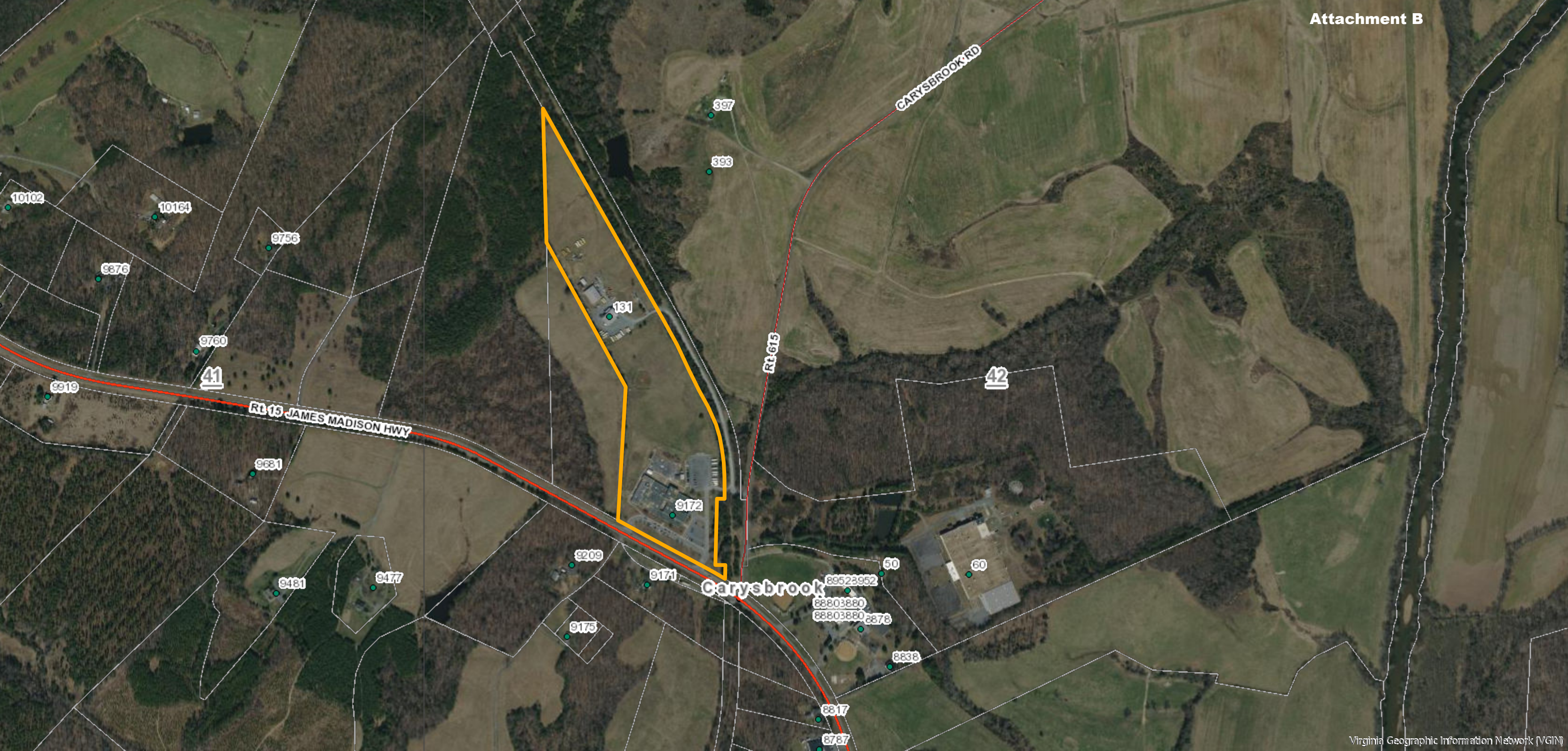
Mr. Robinson,

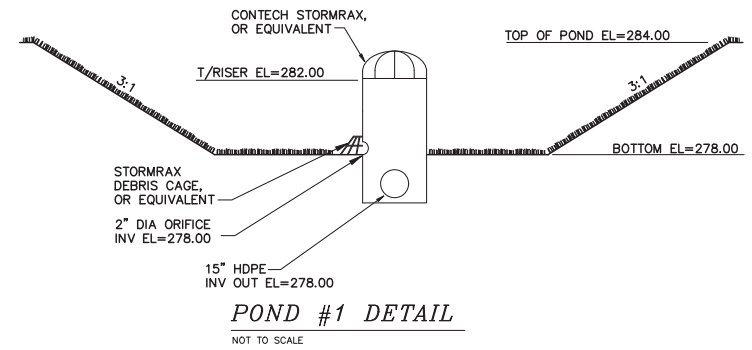
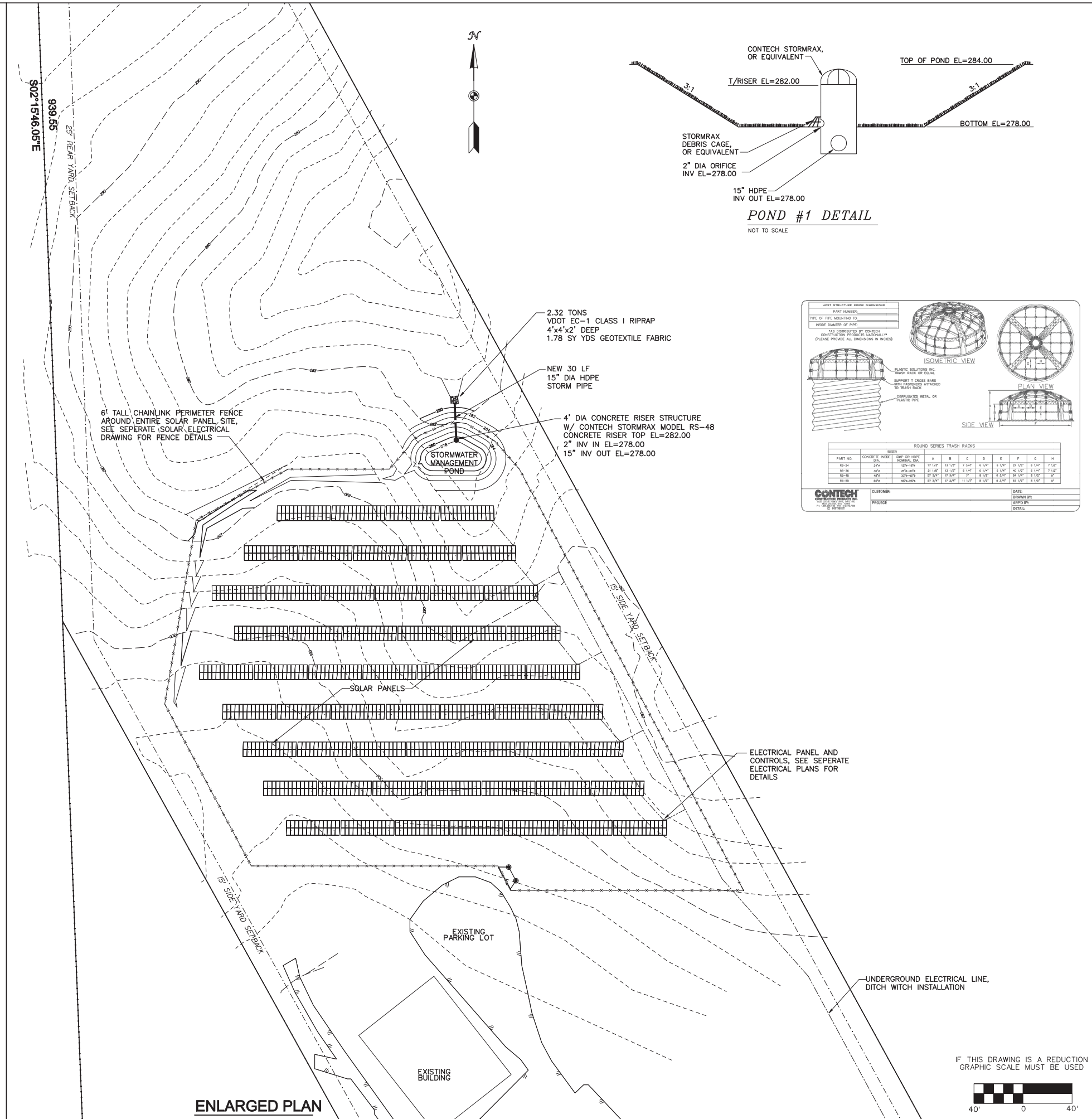
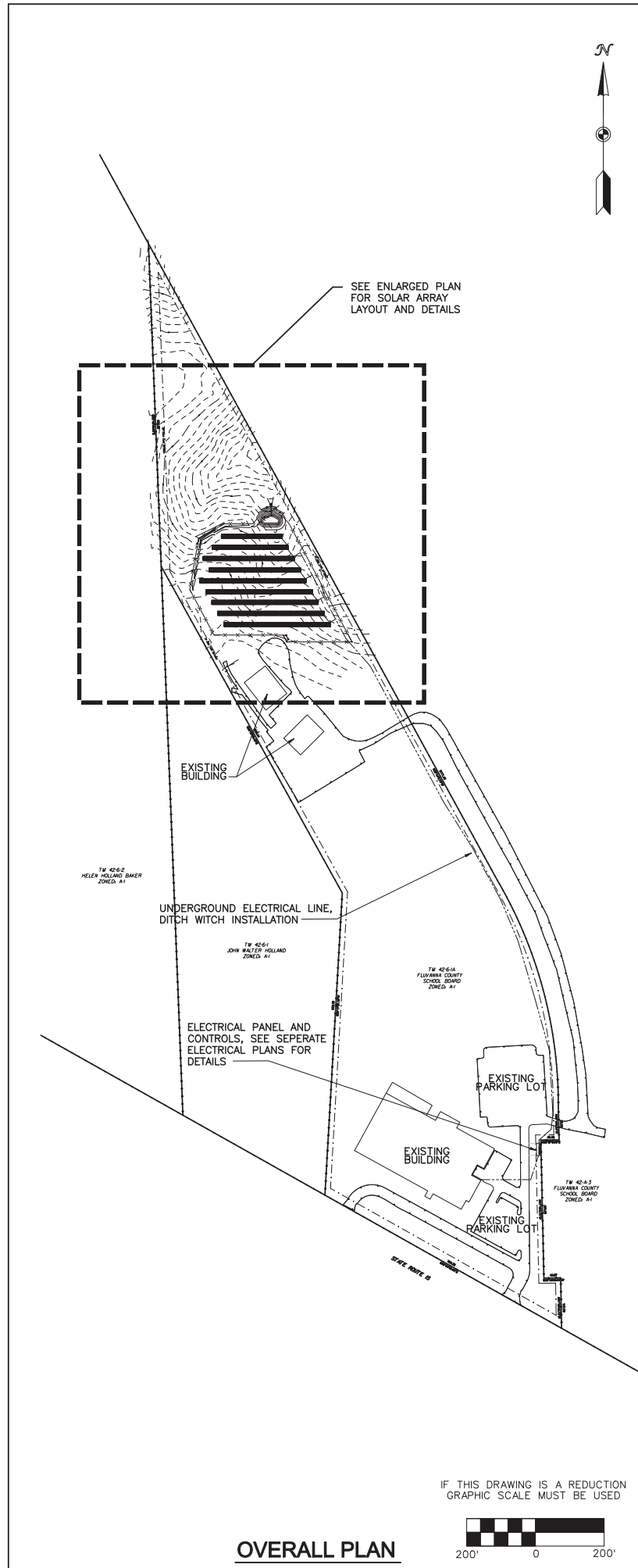
Please allow this letter to serve as confirmation that the Fluvanna County School Board has granted to Sun Tribe Solar, LLC permission to submit all permit applications as required by Fluvanna County Government for construction of solar photovoltaic systems on the following properties:

Carysbrook Elementary School
Central Elementary School
West Central Primary
Fluvanna Middle School
Fluvanna High School

Respectfully Submitted,

Chuck Winkler
Superintendent
Fluvanna County Public Schools





CONTECH STORMRAX MODEL RS-48

PLASTIC SOLUTIONS, INC.
BRUSH BACK OR EQUAL
SUPPORT 1 CROSS BARS WITH FACTORY ATTACHED TO BRUSH BACK
CORRUGATED METAL OR PLASTIC PIPE

ISOMETRIC VIEW
PLAN VIEW
SIDE VIEW

ROUND SERIES TRASH RAKES										
PART NO.	CONCRETE RISER DIA.	PIPE OR HDPE STORMPIPE DIA.	A	B	C	D	E	F	G	H
RS-18	18"	18"	11.125"	13.125"	7.000"	8.125"	8.125"	27.125"	8.125"	1.125"
RS-24	24"	24"	15.125"	17.125"	9.125"	10.125"	10.125"	31.125"	10.125"	1.125"
RS-30	30"	30"	19.125"	21.125"	11.125"	12.125"	12.125"	35.125"	12.125"	1.125"
RS-36	36"	36"	23.125"	25.125"	13.125"	14.125"	14.125"	39.125"	14.125"	1.125"

CONTECH
CORPORATION
10000 W. WOODBRIDGE BLVD.
LYNCHBURG, VA 24502
TEL: 434-243-1100
WWW.CONTECHCORP.COM

CUSTOMER: _____ DATE: _____
PROJECT: _____ DRAWN BY: _____
EMPLOYER: _____ DETAIL: _____

NO.	REVISION	BY	DATE

Sun Tribe SOLAR

WHITE ENGINEERING & DESIGN
21 TIMBER OAK COURT, SUITE B-3
LYNCHBURG, VIRGINIA 24502
PHONE: 434-239-0022

PROJECT: **Carysbrook Solar**

TITLE: **SITE PLAN**

DRAWN BY: JLW

DESIGNED BY: JLW

REVIEWED BY: JLW

PROJECT No. 19017.00

SCALE: GRAPHIC

ORIG. SUBMITTAL DATE: 10/7/19

REV. SUBMITTAL DATE:

DRAWING NUMBER: C-1

SHEET NUMBER: 3 OF 1



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

November 19, 2019

Delivered via email to scott.morgan@suntribesolar.com

Scott Morgan, Project Manager
Sun Tribe Solar, LLC
300 E. Main Street, Suite 200
Charlottesville, VA 22902

Subject: SDP 19:17 Sun Tribe Solar LLC / Carysbrook Elementary

Dear Mr. Morgan:

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

1. Planning staff did not have any comments.
2. Economic Development did not have any comments.
3. Building Inspections did not have any comments and stated a building permit will be required.
4. Erosion & Sediment Control stated the plan still needs to be reviewed and will need to make sure the grass type that is planted between the panels will prevent erosion. The project will need to be inspected during in the fall.
5. VDOT did not have any comments.

The Planning Commission will have a meeting to discuss this item on Tuesday, December 10, 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



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MEMORANDUM

To: Douglas Miles, Community Development Director
Kevin Zoll, Building Official
Roger Black, Building Inspections Department
Michael Grandstaff, Director of Communications
Mike Brent, Fluvanna County Fire Chief
Calvin Hickman, Director of Public Works
John Wilson, Virginia Department of Transportation

Cc: Barry Bibb, Planning Commission Representative
Aaron Spitzer, Director of Parks & Recreation
Chuck Winkler, Fluvanna County School Superintendent
Eric Hess, Fluvanna County Sheriff
Charles Wright, Virginia Department of Forestry
Charles Miller, Virginia Department of Health
Steve Olson, Central Virginia Electric Cooperative

From: Brad Robinson, Senior Planner

Date: November 5, 2019

Subject: November 14, 2019 Technical Review Committee Meeting

Please review the enclosed information in preparation for the Technical Review Committee (TRC) meeting scheduled for **Thursday, November 14, 2019** and reply back with any comments and/or questions on this information. The TRC meeting will be held at **10:00 am** in the **Morris Room** of the County Administration Building (132 Main Street) in Palmyra, VA. A copy of the agenda is attached.

The applicant and/or the applicant's representative will be present to clarify and address questions and concerns you may have. **If you have no comment or will be unable to attend**, please let me know by **Wednesday, November 13, 2019**. You can reach me via email at brobinson@fluvannacounty.org or by phone at 434-591-1910.

Attachment: Agenda, Applications
Copy: Files, TRC Members



Technical Review Committee

November 2019 Agenda

November 14, 2019, 10am

Morris Room

County Administration Building

- I. **Welcome and Introductions**
- II. **SDP 19:17 Sun Tribe Solar LLC/Carysbrook Elementary** – A site development plan request to construct a solar array with respect to 40.73 acres of Tax Map 42, Section 6, Parcel 1A. The property is zoned A-1, Agricultural, General and is located along James Madison Highway (U.S. Route 15) approximately 0.1 miles north of the intersection with Carysbrook Road (Route 615). The property is located within the Rural Preservation Planning Area and the Fork Union Election District.
- III. **SDP 19:18 Mechanical Building Solutions** – A site development plan request to construct a contractor's storage yard/office building with respect to 0.957 acres of Tax Map 5, Section 9, Parcel 2. The property is zoned B-1, Business, General and is located along James Madison Highway (U.S. Route 15) approximately 0.4 miles south of the intersection with Richmond Road (U. S. Route 250). The property is located within the Zion Crossroads Community Planning Area and the Columbia Election District.
- IV. **SDP 19:19 Village Oaks Townhomes** – A site development plan request to construct 23 townhouse dwellings with respect to 21.115 acres of Tax Map 9, Section A, Parcel 14C. The property is zoned R-3, Residential, Planned Community and is located along Lake Monticello Road (Route 618) approximately 0.1 miles north of Ashlawn Boulevard (Main Gate to Lake Monticello). The property is located within the Rivanna Community Planning Area and the Palmyra Election District.
- V. **SDP 19:20 Tractor Supply Co.** – A site development plan request to construct a 150' x 125' general retail store with respect to 4.32 acres of Tax Map 18, Section A, Parcel 53. The property is zoned B-1, Business, General and is located along South Boston Road (Route 600) approximately 0.1 miles north of its intersection with Slice Road and Abby Road (Route 1037). The property is located within the Rivanna Community Planning Area and the Palmyra Election District.
- VI. **Adjourn** – The next TRC meeting is scheduled for Thursday, December 12, 2019.



COUNTY OF FLUVANNA

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

December 6, 2019

Fluvanna County Public Schools
14455 James Madison Highway
Palmyra, Virginia 22963
Attn: Chuck Winkler, Superintendent

Sun Tribe Solar, LLC
300 East Main Street, Suite 200
Charlottesville, Virginia 22902

DE Fluvanna Solar, LLC
120 Tredegar Street
Richmond, VA 23219

RE: Carysbrook Elementary / 9172 James Madison Hwy / Tax Map 42 6 1A (the "Property")

You have asked us to confirm certain matters regarding the zoning with a permitted land use and accessory use to be located on the above-referenced Property. The subject Property is located within the A-1, General Agricultural zoning district which permits all Public uses by right. Fluvanna County permits roof and/or ground-mounted solar energy facilities, as permitted accessory uses to a Public use, provided that such solar energy facilities only generate energy for the Public use on the Property. The solar energy facilities which are proposed to be located on the Property to serve the existing Public use are therefore permitted as accessory uses.

Please be advised that a Site Plan and a Building Permit are required to be approved by Fluvanna County prior to the installation and operation of the proposed solar energy facility. Other than the referenced Site Plan and Building Permit, no other land use permits or approvals are required, prior to construction. Upon the termination of the solar energy facility lease between Fluvanna County Public Schools and the solar energy facility operator, the operator shall remove all the solar energy facility equipment from the Property.

The proposed solar energy facility accessory use is deemed to be in general accordance with the Fluvanna County adopted Comprehensive Plan in accordance with the Code of Virginia Section 15.2-2232 H that states "such proposed solar facility is designed to serve the electricity or thermal needs of the Property upon which such facility is located" in this case, the Public Use property.

You are hereby advised that you have thirty (30) days from the date of this letter in which to appeal this decision to the Board of Zoning Appeals, in accordance with 15.2-2311 of the Code of Virginia or this decision shall be final and it shall be unappealable. Such appeal must be in writing and it must be filed with the Secretary to the Board of Zoning Appeals along with a \$550.00 filing fee. Please be advised that this letter is being provided to the property owner, as required by Virginia State Code, as an official letter written by the Zoning Administrator. Please contact me at dmiles@fluvannacounty.org or 434.591.1910 with any further questions.

Sincerely,

Douglas Miles

Douglas Miles, AICP, CZA
Community Development Director
Secretary to the Board of Zoning Appeals



COUNTY OF FLUVANNA

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P.O. Box 540
Palmyra, VA 22963
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STAFF REPORT

To: Fluvanna County Planning Commission
Case Number: SDP 19:19
Tax Map: Tax Map 9, Section A, Parcel 14C

From: Brad Robinson
District: Palmyra
Date: December 10, 2019

General Information: This item is scheduled to be heard by the Planning Commission on Tuesday, December 10, 2019 at 7:00 p.m. in the Fluvanna County Administration Building Morris Room.

Applicant: Southern Development Homes

Owner: Sycamore Square LLC

Representative: Keith Lancaster, Southern Development

Requested Action: Approval of a sketch plan request to construct 23 townhouse dwellings with respect to 21.115 acres of Tax Map 9, Section A, Parcel 14C. (Attachment A)

Location: The property is located along Lake Monticello Road (Route 618) approximately 0.1 miles north of Ashlawn Boulevard (Main Gate to Lake Monticello). (Attachment B)

Existing Zoning: R-3, Residential, Planned Community

Existing Land Use: Vacant

Adjacent Land Uses: Adjacent properties are zoned A-1 and B-1, Business, General.

Comprehensive Plan: Rivanna Community Planning Area

Zoning History:

- This property was rezoned from A-1 to R-3 on February 16, 2005 (ZMP 04:02) for a development to be known as Monticello Village.
- A subdivision application (SUB 06:20) for Village Oaks was submitted March 1, 2006. The Planning Commission approved a sketch plan for 127 residential lots on April 27, 2006. The preliminary plat was approved on March 6, 2007.

- An application (ZMP 10:01) to amend Proffers #8 and #15 was denied by the Board of Supervisors on October 20, 2010.
- An application (ZMP 12:03) to amend Proffer #8 was approved by the Board of Supervisors on November 20, 2013.
- A final plat for Phase 1A was approved December 5, 2014.
- An application (ZMP 17:02) to amend Proffer #8 was approved by the Board of Supervisors on October 18, 2017.

Analysis:

The applicant is requesting sketch plan approval to construct 23 townhomes (defined as “ Dwelling, townhouse”) within the Village Oaks development. The townhomes have been designated as Phase 1C. Currently only one phase of Village Oaks (Phase 1A) has been recorded/developed and contains seven residential lots. A final plat for both Phases 1B and 2 proposing 52 residential lots is currently under review. Phases 1A, 1B and 2 are designated by the developer for single-family dwellings on individual lots which only require administrative review of subdivision plats. Townhomes require approval of a site development plan in accordance with Section 22-23-2.1 of the zoning ordinance.

The R-3 zoning district establishes development criteria subject to a master plan which governs the site after approval along with associated proffers. Building setbacks for townhomes as approved on the preliminary plat are Front – 18’, Rear – 30’, and Side – 8’. The sketch plan is in compliance with these requirements.

(Attachment C)

Parking/Roads

The proposed townhomes will be accessed from Virginia Avenue and Park Drive within the Village Oaks development. Road improvements for the entrances into Village Oaks have already been constructed along Lake Monticello Road.

Landscaping/Screening

Landscaping and screening requirements are not applicable to this project aside from any requirements of the approved proffers or master plan. Street trees are proposed along roadways.

Outdoor Lighting

All outdoor lighting must be fully shielded and utilize full cut-off lighting fixtures per Sec. 22-25-5 of the zoning ordinance.

Stormwater Management

An erosion and sediment control plan for Village Oaks has been approved and a land disturbing permit has been issued.

Technical Review Committee:

The following comments were generated from the November 14, 2019 Technical Review Committee meeting:

1. Planning staff had general questions about setbacks, sidewalks and project phasing. The applicant stated it was unknown as to which building they will construct first.
2. Building Inspections did not have any comments.
3. Economic Development asked if the commercial site for Village Oaks was being marketed on Virginia Scan.
4. Erosion & Sediment Control did not have any comments.
5. VDOT did not have any comments.

(Attachment D)

Conclusion:

The submitted sketch plan appears to meet the sketch plan requirements of Section 22-23-8.A of the Fluvanna County Zoning Ordinance. Prior to final approval, a site development plan that meets the requirements of Sections 23-26 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, screening and outdoor lighting plans;
2. Meet all VDOT requirements;
3. Meet all required Erosion and Sedimentation Control regulations.

Suggested Motion:

I move to approve SDP 19:19, a sketch plan request to construct 23 townhouse dwellings with respect to 21.115 acres of Tax Map 9, Section A, Parcel 14C, subject to the conditions listed in the staff report.

Attachments:

A – Application

B – Aerial Vicinity Map

C – Sketch Plan

D – TRC Comment Letter

E – ZMP 04:02 Approval Letter

Copy:

Applicant: Keith Lancaster via email – klancaster@southern-development.com

File



COMMONWEALTH OF VIRGINIA
COUNTY OF FLUVANNA

Received

OCT 31 2019

Site Development Application **Planning Dept.**

Owner of Record: Sycamore Square

Applicant of Record: Southern Development

E911 Address: 142 S. Pantops Drive

E911 Address: 142 S. Pantops Dr.

Phone: 434-245-0894 Fax: 245-0895

Phone: 434-245-0894 Fax: 245-0895

Email: klancaster@southern-development.com

Email: klancaster@southern-development.com

Representative: Keith Lancaster

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

E911 Address: (Same as above)

Is property in Agricultural Forestal District? No Yes

Phone: _____ Fax: _____

If Yes, what district: _____

Email: _____

Tax Map and Parcel(s): 9-A-14c

Deed Book Reference: NB 874 pg 791

Acreage: 1.43 Zoning: R-3

Deed Restrictions? No Yes (Attach copy)

Location: Across from Crofton Plaza

Description of Property: townhomes pads

Proposed Structure: townhomes

Dimensions of Building: 20'x40'

Lighting Standards on Site: No Yes

of Employees: — # of Parking Spaces: 2 per unit

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.

Keith Lancaster
Applicant Name (Please Print)

[Signature] 10/25/19
Applicant Signature and Date

OFFICE USE ONLY

Date Received: <u>10/31/2019</u>	Fee Paid: <u>\$\$\$ 1522 \$1,250.00</u>	Application #: <u>SDP 19:0019</u>
Election District: <u>Palmyra</u>	Planning Area: <u>Fluvanna Community</u>	Number of Lots: _____
Total Fees Due at Time of Submittal		
Sketch Plan: \$150.00	Minor Plan: \$550.00	Major Plan: \$1,100.00
Additional Fees Due at Time of Review		
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		

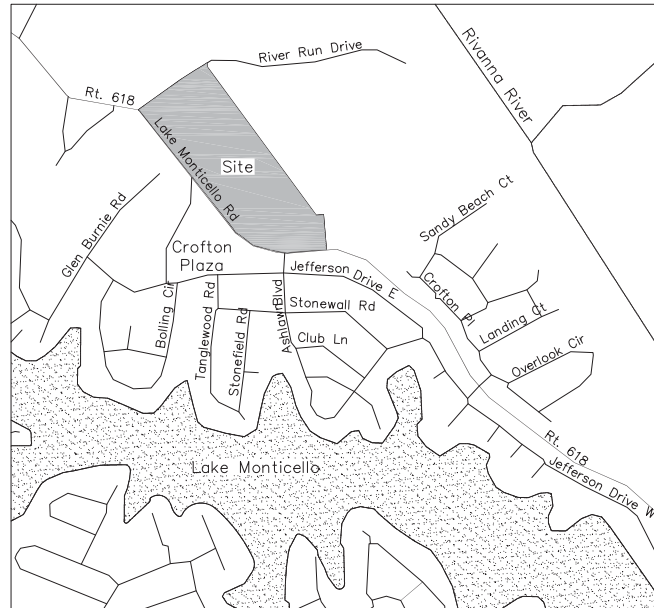


SITE DATA

OWNER: SYCAMORE SQUARE, LLC
DEVELOPER: SOUTHERN DEVELOPMENT
PLAN PREPARER: ROUDABUSH, GALE, & ASSOCIATES
TAX MAP PARCEL No: 9-A-13, 9-A-14C, 9-A-14
PARCEL AREA: 15.0 ACRES, 21.115 ACRES, 3.36 ACRES
ZONING: R-3
USE: ATTACHED SINGLE FAMILY (TOWNHOUSES)
SETBACKS: COMMERCIAL CLUBHOUSE FRONT 18', SIDE 8', REAR 30'
MAGISTERIAL DISTRICT: CUNNINGHAM MAGISTERIAL DISTRICT
STORMWATER MANAGEMENT: AS DEFINED BY THE AMENDED VSMP PLAN SUBMITTED CONCURRENTLY AND GRANDFATHERED FROM THE APPROVED SITE PLAN BY ANDERSON AND ASSOCIATES DATED MAY 24, 2007.
WATERSHED: RIVANNA RIVER
TOPOGRAPHY: LOUISA AERIAL SURVEYS, AUGUST 2012
BENCHMARK: EXISTING STORM SEWER INLET 1-B1 NE CORNER TOP = 342.97'
DATUM: VERTICAL - NAVD 88, HORIZONTAL - NAD 83
FLOODPLAIN: THIS PROJECT IS LOCATED WITHIN "ZONE X" AS SHOWN ON FLOOD INSURANCE RATE MAP. COMMUNITY PANEL NUMBER 51065C 0062 C. EFFECTIVE DATE: MAY 16, 2016.
EXISTING IMPERVIOUS AREA: LAKE MONTICELLO RD, RIVER RUN DR, 34,455 SF
PROPOSED IMPERVIOUS AREA: 605,090 SF
PROPOSED TURF AREA: 164,241 SF
EXISTING WOODS: THIS SITE IS NOT LOCATED WITHIN AN AGRICULTURAL-FORESTAL DISTRICT.
THE CONTRACTOR SHALL BE RESPONSIBLE FOR NOTIFYING MISS UTILITY (1-800-552-7001)
LANDSCAPING: SEE SITE PLAN FOR PLANTINGS, SCHEDULE, SPECIFICATIONS, NOTES AND DETAILS

VILLAGE OAKS SUBDIVISION
PHASE 1C
SKETCH PLAN
FLUVANNA COUNTY, VIRGINIA
TMP 9-A-14C

NOTE: THE SITE PLAN FOR VILLAGE OAKS BY ANDERSON AND ASSOCIATED DATED MAY 24, 2007 WAS RECEIVED BY THE COUNTY OF FLUVANNA AND VDOT PRIOR TO JULY 1, 2009 THEREFORE THE SUBDIVISION IS "GRANDFATHERED" UNDER VDOT'S SSR STANDARDS. THE ROAD PLANS WERE PREPARED IN ACCORDANCE WITH VDOT'S GEOMETRIC DESIGN STANDARDS FOR RESIDENTIAL SUBDIVISION STREETS (GS-SSR), TABLE 1-CURB AND GUTTER SECTION AND TABLE 2-ROAD AND DITCH SECTION



VICINITY MAP
SCALE: 1"=1000 FEET

Table with 3 columns: DEPARTMENT, SIGNATURE, DATE. Rows include DIRECTOR OF PLANNING, COUNTY SITE INSPECTOR, and VA. DEPARTMENT OF TRANSPORTATION.

SHEET INDEX

- SHEET 1 COVER SHEET
SHEET 2 SKETCH PLAN

CONTRACTOR'S CERTIFICATION STATEMENT:

THIS HAND-MARKED SET OF DRAWINGS HAS BEEN 'REDLINED' TO PROVIDE ACCURATE DETAILED RECORD OF ANY SUBSTANTIVE CHANGES TO THE APPROVED DESIGN DRAWINGS. ANY ITEM NOT 'REDLINED' ON THIS PLAN SET OR SUBSEQUENT PAGES SHOULD BE CONSIDERED TO BE CONSTRUCTED IN ACCORDANCE WITH THE DESIGN AS SHOWN. SEE SHEET 9 FOR EXTENDED CONTRACTOR RESPONSIBILITIES FOR AS-BUILTS.

Table with 3 columns: NAME, TITLE, DATE. Includes a line for FOR: (CONTRACTOR)

Legend table listing symbols for EXISTING INTERMEDIATE CONTOUR, PROPOSED TREE, EXISTING WATERLINE W/ TEE, etc.

VDOT NOTES
A VDOT LAND USE PERMIT AND SECURITY BOND WILL BE REQUIRED FOR THE WORK INSIDE OF VDOT RIGHT OF WAY. VDOT'S LAND DEVELOPMENT STAFF (540-967-3715 or 540-967-3716) SHALL BE NOTIFIED IN ADVANCE OF ANY ANTICIPATED ROAD/SHOULDER CLOSURES...

GENERAL CONSTRUCTION NOTES

- PLAN NOTES
1. THE OWNER WILL DESIGNATE A PROJECT MANAGER TO ACT AS OWNER'S REPRESENTATIVE DURING THIS PROJECT. CONTRACTOR SHALL REPORT DIRECTLY TO THIS PROJECT MANAGER UNLESS OTHERWISE DIRECTED.
2. THE DESIGNER HAS CONDUCTED NO STUDIES DESIGNED TO DISCOVER THE PRESENCE OF ANY HAZARDOUS SUBSTANCES ON THIS PROPERTY AND ASSUMES NO RESPONSIBILITY OR LIABILITY RESULTING FROM THE PRESENCE ON ANY SUCH SUBSTANCE.

EARTHWORK, DRAINAGE, & SITE CONDITIONS

- 1. EXCEPT AS OTHERWISE SHOWN ON THE PLANS, ALL CUTS AND FILLS SHALL MATCH EXISTING SLOPES OR BE NO GREATER THAN 2:1.
2. UNLESS OTHERWISE NOTED ON THE PLANS OR IN THE SPECIFICATIONS, ALL FILL MATERIALS SHALL BE COMPACTED TO 95% OF THEORETICAL MAXIMUM DENSITY AS DETERMINED BY AASHTO T-99 METHOD A, WITHIN PLUS OR MINUS 2% OF OPTIMUM MOISTURE FOR THE FILL WIDTH AND DEPTH OF THE FILL.
3. ALL GRADING AND IMPROVEMENTS TO BE CONFINED TO THE PROJECT AREA UNLESS OTHERWISE INDICATED.

UTILITIES

- 1. ANY DAMAGE TO EXISTING UTILITIES CAUSED BY CONTRACTOR OR ITS SUBCONTRACTORS SHALL BE

CONTRACTOR'S SOLE RESPONSIBILITY AND REPAIRED AT CONTRACTOR'S EXPENSE.

- 2. THESE PLANS DO NOT GUARANTEE THE EXISTENCE, NON-EXISTENCE OR LOCATION OF UTILITIES. CONTRACTOR SHALL VERIFY THE EXISTENCE AND LOCATION OR THE NON-EXISTENCE OF UTILITIES AT LEAST 48 HOURS PRIOR TO ANY EXCAVATION OR CONSTRUCTION, CONTRACTOR SHALL NOTIFY MISS UTILITY (1-800-552-7001) AND/OR THE RESPECTIVE UTILITY COMPANIES FOR GAS, WATER, SEWER, POWER, PHONE AND CABLE...
3. WHEN THE WORK CROSSES EXISTING UTILITIES, THE EXISTING UTILITIES SHALL BE ADEQUATELY SUPPORTED AND PROTECTED FROM DAMAGE DUE TO THE WORK. ALL METHODS FOR SUPPORTING AND MAINTAINING THE EXISTING UTILITIES SHALL BE APPROVED BY THE RESPECTIVE UTILITY COMPANY AND/OR THE ENGINEER.

DRAINAGE SYSTEMS

- 1. CONTRACTOR SHALL EXERCISE CARE, ESPECIALLY AT INTERSECTIONS AND GUTTER LINES, TO PROVIDE POSITIVE DRAINAGE. ANY AREAS WHERE WATER IS IMPOUNDED SHALL BE CORRECTED BY CONTRACTOR AT NO ADDITIONAL COST. POSITIVE DRAINAGE OF ALL ROADWAY AREAS TO THE STORM DRAIN INLETS OR OTHER ACCEPTABLE DRAINAGE CHANNELS AS NOTED ON THE PLANS IS REQUIRED.
2. CONTRACTOR SHALL MAINTAIN EXISTING STREAMS, DITCHES, DRAINAGE STRUCTURES, CULVERTS AND FLOODS AT ALL TIMES DURING THE WORK. CONTRACTOR SHALL PAY FOR ALL PERSONAL INJURY AND PROPERTY DAMAGE WHICH MAY OCCUR AS A RESULT OF FAILING TO MAINTAIN ADEQUATE DRAINAGE.

- 3. ALL PIPES, D'S AND OTHER STRUCTURES SHALL BE INSPECTED BY THE PROJECT MANAGER BEFORE BEING BACKFILLED OR BURIED. THE PROJECT MANAGER MAY REQUIRE CONTRACTOR, AT NO ADDITIONAL COST, TO UNCOVER AND RE-COVER SUCH STRUCTURES IF THEY HAVE BEEN BACKFILLED OR BURIED WITHOUT SUCH INSPECTION.
4. ALL CATCH BASINS ENCOMPASSED WITHIN NEW CONSTRUCTION SHALL BE CONVERTED TO DROP INLETS.
5. REMOVED PIPE SHALL BE THE PROPERTY OF CONTRACTOR UNLESS NEGOTIATED OTHERWISE BEFORE PROJECT BIDDING; AND IF NOT SALVAGED FOR RE-USE, SHALL BE DISPOSED OF LAWFULLY.

EROSION CONTROL

- ES-1: UNLESS OTHERWISE INDICATED, ALL VEGETATIVE AND STRUCTURAL EROSION AND SEDIMENT CONTROL PRACTICES WILL BE CONSTRUCTED AND MAINTAINED ACCORDING TO MINIMUM STANDARDS AND SPECIFICATIONS OF THE VIRGINIA EROSION AND SEDIMENT CONTROL HANDBOOK AND VIRGINIA REGULATIONS VR 625-02-00 EROSION AND SEDIMENT CONTROL REGULATIONS.
ES-2: THE PLAN APPROVING AUTHORITY MUST BE NOTIFIED ONE WEEK PRIOR TO THE PRE-CONSTRUCTION CONFERENCE, ONE WEEK PRIOR TO THE COMMENCEMENT OF LAND DISTURBING ACTIVITY, AND ONE WEEK PRIOR TO THE FINAL INSPECTION.

- ES-4: A COPY OF THE APPROVED EROSION AND SEDIMENT CONTROL PLAN SHALL BE MAINTAINED ON THE SITE AT ALL TIMES.
ES-5: PRIOR TO COMMENCING LAND DISTURBING ACTIVITIES IN AREAS OTHER THAN INDICATED ON THESE PLANS (INCLUDING, BUT NOT LIMITED TO, OFF-SITE BORROW OR WASTE AREAS), THE CONTRACTOR SHALL SUBMIT A SUPPLEMENTARY EROSION CONTROL PLAN TO THE OWNER FOR REVIEW AND APPROVAL BY THE PLAN REVIEWING AUTHORITY.
ES-6: THE CONTRACTOR IS RESPONSIBLE FOR INSTALLATION OF ANY ADDITIONAL EROSION CONTROL MEASURES NECESSARY TO PREVENT EROSION AND SEDIMENTATION AS DETERMINED BY THE PLAN REVIEWING AUTHORITY.

- ES-7: ALL DISTURBED AREAS ARE TO DRAIN TO APPROVED SEDIMENT CONTROL MEASURES AT ALL TIMES DURING LAND DISTURBING ACTIVITIES AND DURING SITE DEVELOPMENT UNTIL FINAL STABILIZATION HAS BEEN ACHIEVED.
ES-8: DURING DEWATERING OPERATIONS, WATER WILL BE PUMPED INTO AN APPROVED FILTERING DEVICE.
ES-9: THE CONTRACTOR SHALL INSPECT ALL EROSION CONTROL MEASURES PERIODICALLY AND AFTER EACH RUNOFF-PRODUCING RAINFALL EVENT, ANY NECESSARY REPAIRS OR CLEANUP TO MAINTAIN THE EFFECTIVENESS OF THE EROSION CONTROL DEVICES SHALL BE MADE IMMEDIATELY.

LIGHTING:

- 1. ANY PROPOSED LIGHTING WILL NOT EXCEED 3,000 LUMENS.
2. OUTDOOR LUMINARIES THAT EMIT 3,000 OR MORE LUMENS SHALL BE FULL CUTOFF AND SHIELDED TO REFLECT LIGHT AWAY FROM ADJOINING RESIDENTIAL DISTRICTS AND ADJACENT ROADS.
3. ALL OUTDOOR LIGHTING SHALL BE SHIELDED TO REFLECT LIGHT AWAY FROM ADJOINING RESIDENTIAL DISTRICTS AND ADJACENT ROADS.

MISS UTILITY:

MISS UTILITY TO BE CONTACTED PRIOR TO ANY LAND DISTURBING ACTIVITY.

ROUDABUSH, GALE & ASSOCIATES, INC.
ENGINEERS, SURVEYORS AND LAND PLANNERS
A PROFESSIONAL CORPORATION
SERVING VIRGINIA SINCE 1968
914 MONTICELLO ROAD - CHARLOTTESVILLE, VIRGINIA 22902
PHONE 434-977-0205 - FAX 434-998-9220 - EMAIL INFO@ROUDABUSH.COM

REVISIONS

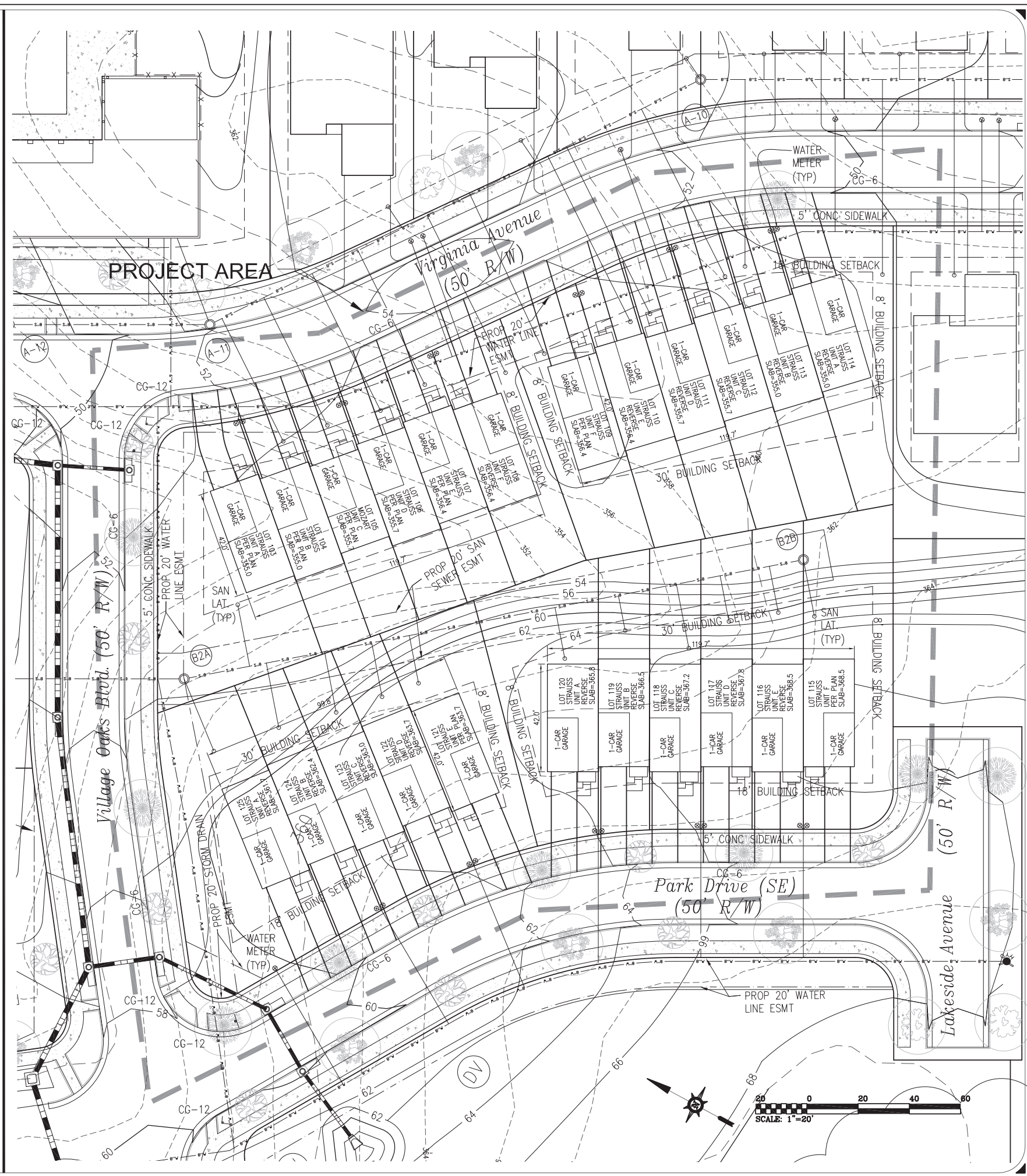
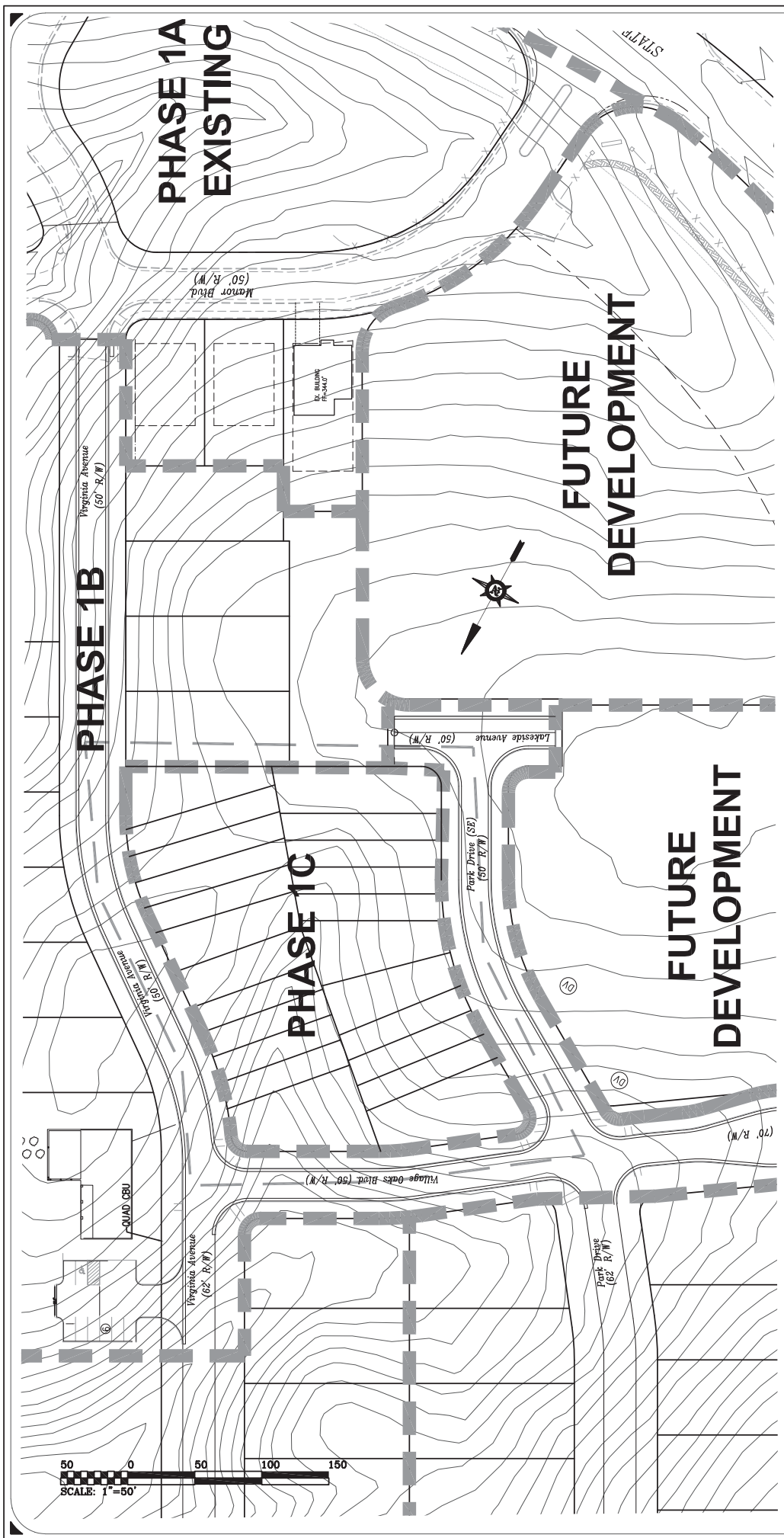
DATE
OCT 31, 2019

SCALE
AS SHOWN

COVER SHEET
SKETCH PLAN
PHASE 1C
VILLAGE OAKS SUBDIVISION
FLUVANNA COUNTY, VIRGINIA

FILE NUMBER
10.0146

SHEET
1 OF 2



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 PHONE 434-977-0205 - FAX 434-296-5220 - EMAIL INFO@ROUDABUSH.COM

REVISIONS

DATE
 OCT 31, 2019

SCALE
 1" = 20'

SITE PLAN
 SKETCH PLAN
 PHASE 1C
 VILLAGE OAKS SUBDIVISION
 FLUVANNA COUNTY, VIRGINIA

FILE NUMBER
 10.0146

SHEET
 2 OF 2



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

November 19, 2019

Delivered via email to klancaster@southern-development.com

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

Subject: SDP 19:19 Village Oaks Townhomes

Dear Mr. Lancaster:

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

1. Planning staff had general questions about setbacks, sidewalks and project phasing. The applicant stated it was unknown as to which building they will construct first.
2. Building Inspections did not have any comments.
3. Economic Development asked if the commercial site for Village Oaks was being marketed on Virginia Scan.
4. Erosion & Sediment Control did not have any comments.
5. VDOT did not have any comments.

The Planning Commission will have a meeting to discuss this item on Tuesday, December 10, 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



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MEMORANDUM

To: Douglas Miles, Community Development Director
Kevin Zoll, Building Official
Roger Black, Building Inspections Department
Michael Grandstaff, Director of Communications
Mike Brent, Fluvanna County Fire Chief
Calvin Hickman, Director of Public Works
John Wilson, Virginia Department of Transportation

Cc: Barry Bibb, Planning Commission Representative
Aaron Spitzer, Director of Parks & Recreation
Chuck Winkler, Fluvanna County School Superintendent
Eric Hess, Fluvanna County Sheriff
Charles Wright, Virginia Department of Forestry
Charles Miller, Virginia Department of Health
Steve Olson, Central Virginia Electric Cooperative

From: Brad Robinson, Senior Planner

Date: November 5, 2019

Subject: November 14, 2019 Technical Review Committee Meeting

Please review the enclosed information in preparation for the Technical Review Committee (TRC) meeting scheduled for **Thursday, November 14, 2019** and reply back with any comments and/or questions on this information. The TRC meeting will be held at **10:00 am** in the **Morris Room** of the County Administration Building (132 Main Street) in Palmyra, VA. A copy of the agenda is attached.

The applicant and/or the applicant's representative will be present to clarify and address questions and concerns you may have. **If you have no comment or will be unable to attend**, please let me know by **Wednesday, November 13, 2019**. You can reach me via email at brobinson@fluvannacounty.org or by phone at 434-591-1910.

Attachment: Agenda, Applications
Copy: Files, TRC Members



Technical Review Committee

November 2019 Agenda

November 14, 2019, 10am

Morris Room

County Administration Building

- I. **Welcome and Introductions**
- II. **SDP 19:17 Sun Tribe Solar LLC/Carysbrook Elementary** – A site development plan request to construct a solar array with respect to 40.73 acres of Tax Map 42, Section 6, Parcel 1A. The property is zoned A-1, Agricultural, General and is located along James Madison Highway (U.S. Route 15) approximately 0.1 miles north of the intersection with Carysbrook Road (Route 615). The property is located within the Rural Preservation Planning Area and the Fork Union Election District.
- III. **SDP 19:18 Mechanical Building Solutions** – A site development plan request to construct a contractor's storage yard/office building with respect to 0.957 acres of Tax Map 5, Section 9, Parcel 2. The property is zoned B-1, Business, General and is located along James Madison Highway (U.S. Route 15) approximately 0.4 miles south of the intersection with Richmond Road (U. S. Route 250). The property is located within the Zion Crossroads Community Planning Area and the Columbia Election District.
- IV. **SDP 19:19 Village Oaks Townhomes** – A site development plan request to construct 23 townhouse dwellings with respect to 21.115 acres of Tax Map 9, Section A, Parcel 14C. The property is zoned R-3, Residential, Planned Community and is located along Lake Monticello Road (Route 618) approximately 0.1 miles north of Ashlawn Boulevard (Main Gate to Lake Monticello). The property is located within the Rivanna Community Planning Area and the Palmyra Election District.
- V. **SDP 19:20 Tractor Supply Co.** – A site development plan request to construct a 150' x 125' general retail store with respect to 4.32 acres of Tax Map 18, Section A, Parcel 53. The property is zoned B-1, Business, General and is located along South Boston Road (Route 600) approximately 0.1 miles north of its intersection with Slice Road and Abby Road (Route 1037). The property is located within the Rivanna Community Planning Area and the Palmyra Election District.
- VI. **Adjourn** – The next TRC meeting is scheduled for Thursday, December 12, 2019.



COUNTY OF FLUVANNA

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

Steven Biel
 Director of Planning & Community Development
 sbiel@co.fluvanna.va.us

February 17, 2005

Southern Development
 170 South Pantops Drive
 Charlottesville, VA 22911

REF: ZMP 04:02

Dear Southern Development:

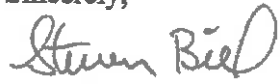
Please accept this letter as notification of the action taken on February 16, 2005 by the Board of Supervisors in regards to the request referenced above. Your request was **approved** with the following eighteen (18) proffers:

1. Access to the property from Route 618 shall be limited to three (3) locations (including River Run Drive). Furthermore, River Run Drive shall be limited (by design) to emergency vehicles only.
2. Between River Run Drive and the proposed entrance across from the main gate at Lake Monticello, there shall be a minimum building setback will be 125 feet, measured from the proposed Right-of-Way, as shown on the approved Preliminary Master Plan dated December 29, 2004 (revised). Every effort shall be made to preserve the existing vegetative buffer that exists in this setback.
3. The proposed Assisted Living Facility shall have a parking setback of not less than 50 feet as measured from the Route 618 R.O.W., as shown on the approved Master Plan for development. This setback area shall be landscaped in general accord with Section 22-24-1 (Landscape Plan – General provisions for landscaping) with some latitude for discretionary approval by the Fluvanna County Director of Planning.
4. Between the proposed entrance across from the main gate of Lake Monticello and the eastern property line, there shall be a 50-foot building setback. Every effort shall be made to preserve the existing tree vegetation within this setback for screening purposes.
5. Along River Run Drive, there shall be a minimum building setback of 80 feet, as measured from the property line of Tax Map 9-(A)-13, as shown on the approved Master Plan for development. Every effort shall be made to preserve the existing vegetation buffer that exists in this setback.
6. Along the northern property line, there shall be a 75-foot building setback, extending from River Run Drive in an easterly direction for 1,400 feet and including the proposed community center. Every effort shall be made to preserve 50 feet of existing tree vegetation for screening in this setback.

7. Pedestrian trails, with minimal disturbance, shall be allowed in all buffers, setbacks, and preservation areas.
8. The residential development shall be restricted (in ownership, rental, lease, etc.) to individuals of age 55 and above. This shall be recorded as a covenant and restriction for the community. HWD 807.
9. There shall be a Community Center, with minimum size of 5,000 square feet to serve the development and any appropriate community uses.
10. The commercial component of the Master Plan shall not total more than 40,000 square feet of gross floor area, and shall be composed entirely of community retail and service uses, such as medical offices, dental offices, markets, bookstores, dry cleaners, coffee shops, cafes, florists, etc.
11. Construction will not begin until public water and sewer is available.
12. Public water shall provide adequate pressure.
13. On-site stormwater management shall be designed in consultation with the Thomas Jefferson Soil and Water Conservation District utilizing low impact development techniques and water quality best management practices.
14. The following improvements shall be constructed at the entrance across from the Main Gate to Lake Monticello: A conventional intersection with a left turn lane into Lake Monticello and right and left turn lanes into Lake Monticello shall be constructed to VDOT standards and specifications. The primary purpose of this entrance is to serve the assisted living component of Monticello Village, therefore the right and left turn lanes into Lake Monticello shall be constructed prior to issuance of the first residential certificate of occupancy in the Monticello Village community (the length of turn lanes shall be determined by VDOT during the Site Plan stage of Monticello Village).
15. The following improvements shall be constructed at the entrance across from Crofton Plaza: A conventional intersection with a left turn lane into Crofton Plaza and right and left turn lanes into Monticello Village, or a roundabout, shall be constructed prior to issuance of the first residential certificate of occupancy in the Monticello Village community.
16. All improvements referenced in items 14 and 15 above are planned to utilize existing VDOT right-of-way or right-of-way dedicated by Southern Development, per the plan titled "proposed improvements to Route 618" and dated 1/14/2005 prepared by Rivanna Engineering. The estimated cost of such improvements is \$685,000.00 In the event a roundabout is desired, additional right-of-way may be necessary. Southern Development cannot guarantee the successful acquisition of, or funding for, any additional right-of-way beyond what is shown in the above referenced plan.
17. A complete copy of a comprehensive traffic analysis of the Lake Monticello Area of Fluvanna County has been provided to Fluvanna County Staff and VDOT. This study was conducted by Wilber Smith & Associates in January 2005, at a cost of \$15,000.
18. Southern Development will provide an additional \$5,000 cash proffer directly to VDOT, for future traffic improvement design in the Lake Monticello Area. Payment shall occur in conjunction with the first residential building permit.

If I can be of any further assistance, please feel free to contact me.

Sincerely,

A handwritten signature in black ink that reads "Steven Biel". The signature is written in a cursive style with a large, looped "S" and a distinct "B".

Steven Biel
Planning Director

Copy: Kelly Strickland, Rivanna Engineering, 1350 Stony Point Road, Charlottesville, VA 22901
File



COUNTY OF FLUVANNA

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P.O. Box 540
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STAFF REPORT

To: Fluvanna County Planning Commission
Case Number: SDP 19:20
Tax Map: Tax Map 18, Section A, Parcel 53

From: Douglas Miles
District: Palmyra
Date: December 10, 2019

General Information: This item is scheduled to be heard by the Planning Commission on Tuesday, December 10, 2019 at 7:00 p.m. in the Fluvanna County Administration Building Morris Room.

Applicant: TKC CCLXI, LLC (Tractor Supply Co)

Owner: Houchens Living Trust – Williamsburg, VA

Representative: Parrish-Layne Design Group – Chesapeake, VA

Requested Action: Approval of a sketch plan request to locate and construct a 19,000 square foot general retail store with respect to 4.32 acres of Tax Map 18, Section A, Parcel 53. (Attachment A)

Location: The property is located along the south line of South Boston Road (Route 600) approximately 0.1 miles north of its intersection with Slice Road and Abby Road (Route 1037). (Attachment B)

Existing Zoning: B-1, General Business

Existing Land Use: Vacant

Adjacent Land Uses: Adjacent property to the north is zoned A-1, General Agricultural, Orme property, and the adjacent properties to the south, east and the west are zoned R-3, Residential Planned Community and known as Sycamore Square Townhouses and Sycamore Square Subdivision.

Comprehensive Plan: Rivanna Community Planning Area

Zoning History: The subject property was rezoned from A-1, General Agricultural to B-1, General Business by the Board of Supervisors on May 16, 2007 (ZMP 07:04).

Site Request:

Parrish Layne Design Group is requesting Sketch Plan approval to construct a 19,000 square foot general retail store, known as Tractor Supply Co, with respect to 4.32 acres of Tax Map 18, Section A, Parcel 53 that is zoned B-1, General Business as a permitted use by right within B-1 zoning.

Roads/Parking

The site would be accessed along the south line of South Boston Road (SR 600) with a proposed commercial entrance and be designed to meet VDOT standards. VDOT – Louisa Residency staff has indicated that trip generation information, a turn lane warrant analysis and site easements will be required based upon the proposed entrance location. Additional site distance profiles would need to be provided at the time of site plan review for a proposed retail store on this portion of South Boston Road not far from the traffic light at the Abby Road that serves Sycamore Square.

The applicant has prepared the Parking Schedule for the site with a total of 71 parking spaces and 3 loading spaces for truck deliveries to the proposed retail store. The minimum amount of spaces have been provided and from a site drainage perspective it will generate less stormwater runoff by meeting the exact amount of parking and loading spaces. It will be important to keep temporary and permanent display items or sales areas out of the required parking and loading spaces on site. The store management will play a key role in maintaining compliance with the Zoning Ordinance.

Landscaping/Screening

All landscaping will have to comply with Article 24 of the Fluvanna County Zoning Ordinance. Parking areas consisting of five spaces or more must be screened from view of public roads, rights-of-way, and adjacent properties. Sec. 22-24-6 will require planting areas at the end of parking bays and a planting strip between access roadways.

Outdoor Lighting

The facility will be required to submit outdoor lighting information as part of the final site plan. All outdoor lighting must be fully shielded and utilize full cut-off lighting fixtures per Sec. 22-25-5 of the zoning ordinance.

Stormwater Management

The sketch plan includes a proposed stormwater management pond located behind the proposed building to be designed and built to handle on-site retention of stormwater generated from site disturbance. An Erosion and sediment control plan would be required for review and approval prior to issuance of a land disturbance permit. The applicant would simultaneously submit for VDEQ stormwater plan approval and have that reviewer copy Fluvanna County on his comments.

Technical Review Committee:

The following preliminary review comments were generated in the November 14, 2019 Technical Review Committee meeting along with the applicant and other site development representatives:

1. **Building Official:** He indicated that fire flow calculations would need to be provided at the time of plan submittal and that proper fire lanes would need to be maintained on site.
2. **VDOT Land Use Engineer:** At the time of site plan submittal the applicant would need to provide trip generation information, turn lane warrant analysis and site easements and site distance profiles would need to be provided for VDOT review of the commercial entrance.
3. **Planning Director:** The proposed Stormwater Management Area on site should be fenced for safety purposes for all customers, employees and potential children from adjoining residential properties. Zoning Ordinance Section 22-23-7 indicates that “*vehicular travel lanes...shall be designed to permit vehicular travel on the site to and from adjacent properties and parking areas*” meaning that future outparcel connectivity shall be designed and provided by the first B-1 land use for future commercial development on the property.

The proposed sketch plan provides for permanent trailer and equipment display areas and sidewalk display areas for retail sales thus not taking up required parking spaces on the site. Future, store managed temporary vendor sales such as farmer’s market sales, non-profit fundraisers and animal swap meets shall also be conducted within these same site display areas and not within the required parking spaces or fire lane areas for the retail use.

The Tractor Supply Company proposed freestanding signage to be located at the entrance should be incorporated into a shopping center Business Sign permitted under Section 22-15-3 (3) that allows for multiple tenant space signs to be installed for future outparcels. No portable signs or other attention related signs shall be allowed as described under 22-15-2. We would encourage that a Grand Opening Banner be used for thirty days upon opening.

Conclusion:

The submitted sketch plan generally meets the sketch plan requirements in the Fluvanna County Zoning Ordinance. Prior to final approval, a site development plan that meets the requirements of Sections 23-26 of the Zoning Ordinance shall be submitted for staff review and plan approval.

Recommended Conditions:

1. Meet all final site plan requirements which include, but are not limited to, providing parking, landscaping, screening and outdoor lighting plans all on one set of site plans;
2. Meet all required Erosion & Sediment Control and VDEQ Stormwater regulations;
3. Meet all Virginia Department of Transportation (VDOT) required regulations

Suggested Motion:

I move to approve/defer/deny SDP 19:20, a sketch plan request to construct a 19,097 square foot general retail store with respect to 4.32 acres of Tax Map 18, Section A, Parcel 53, subject to the conditions listed in the staff report.

Attachments:

- A – Application
- B – Aerial Vicinity Map
- C – Site sketch plan
- D – ZMP 07:04 Approval Letter

Copy:

Applicant: TKC CCLXV LLC

Representative: Christopher Parrish, Parrish-Layne Design Group via email to chris.parrish@cox.net
File



COMMONWEALTH OF VIRGINIA
 COUNTY OF FLUVANNA
 Site Development Application

Attachment A
 Received
 OCT 31 2019
 Planning Dept.

Owner of Record: Houchens Living Trust **Applicant of Record:** Parrish-Layne Design Group
 E911 Address: 922 Norwyck Lane Williamsburg, VA 23188 E911 Address: 7021 Harbourview Blvd. Suite 102 Suffolk, VA 23434

Phone: _____ Fax: _____ Phone: 757.686.3345 Fax: 757.686.3348

Email: _____ Email: blayne@pldgltd.com

Representative: Brian Layne
 E911 Address: PO Box 9162 Chesapeake, VA 23321

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.

Phone: 757-686-3345 Fax: 757-686-3348
 Is property in Agricultural Forestal District? No Yes

Email: blayne@pldgltd.com If Yes, what district: _____

Tax Map and Parcel(s): 18-A-53 (portion of) **Deed Book Reference:** _____

Acreeage: 4.32 **Zoning:** B-1 **Deed Restrictions?** No Yes (Attach copy)

Location: South side South Boston Road located along the east side of Villas at Sycamore Square

Description of Property: A proposed 4.32 acre parcel

Proposed Structure: Proposed Retail Store - Tractor Supply

Dimensions of Building: 150'x125' **Lighting Standards on Site:** No Yes

of Employees: 10+/- **# of Parking Spaces:** 71

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.

Brian J. Layne Brian Layne 10/30/19
 Applicant Name (Please Print) Applicant Signature and Date

OFFICE USE ONLY		
Date Received: 10/31/2019	Fee Paid: <input checked="" type="checkbox"/> \$4690 \$150.00	Application #: SDP 19 : 0020
Election District: Palmyra	Planning Area: Fluvanna Community	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		

Received

Parrish-Layne Design Group

OCT 31 2019

Engineers • Surveyors • Planners

Planning Dept.

Letter of Transmittal

To: Brad Robinson	DATE: 10/30/19
Palmyra Planning Department	RE: Palmyra County – Tractor Supply
132 Main Street	
Palmyra, VA 22963	Our File No 4578.1-19

We are sending you attached under separate cover via pickup the following items:

- Shop Drawings Prints Plans CD
 Specifications Copy of Letter Forms

Copies	Description
1	\$150 Review Fee
20	11*17 copies
2	24*36 copies
1	Sketch Plan Application
1	Sketch Plan Checklist

These are transmitted as checked below:

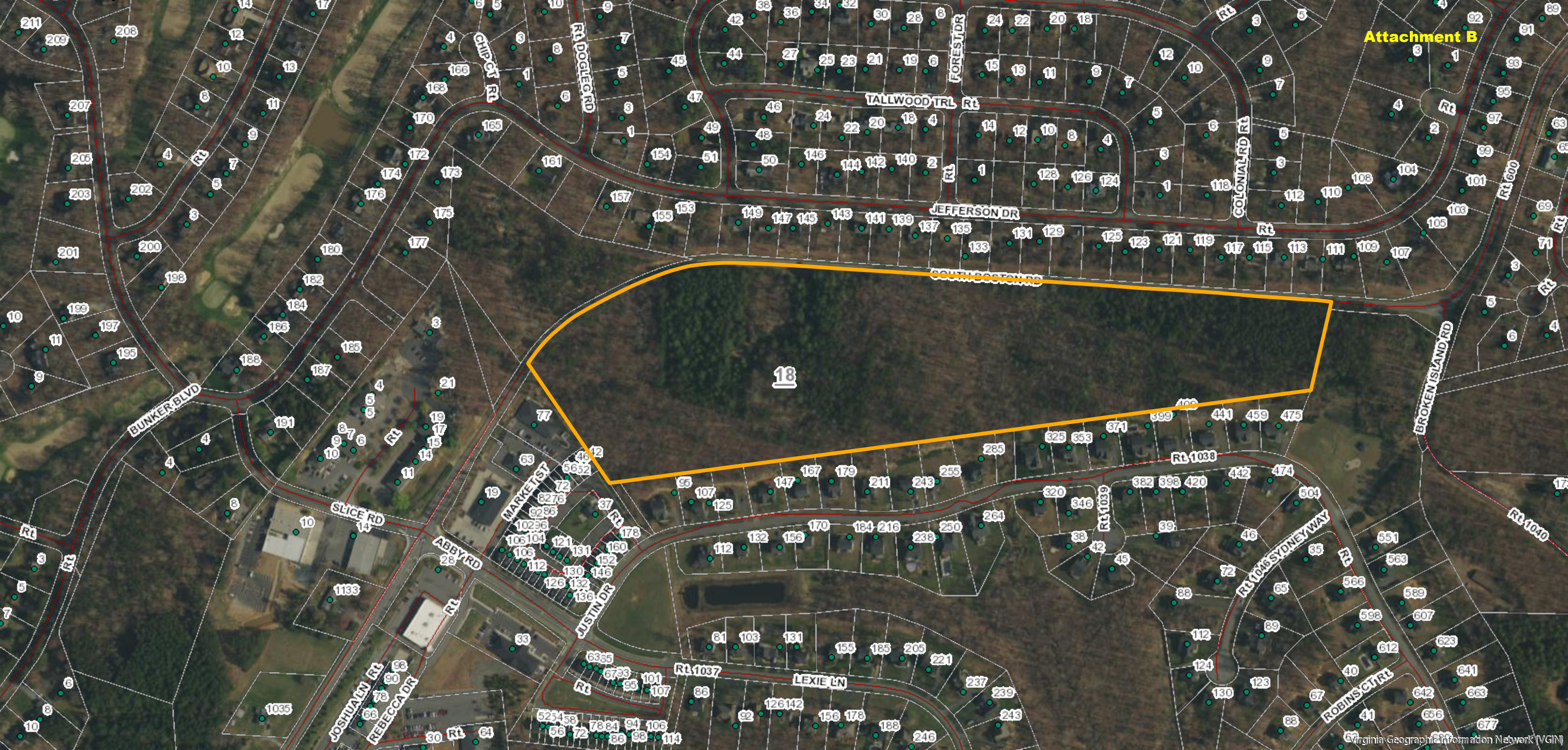
- For Approval For Review and Comment Prints Returned after Loans to us
 For Your Use Approved as Submitted For Bids Due
 As Requested Approved as Noted

Brad,

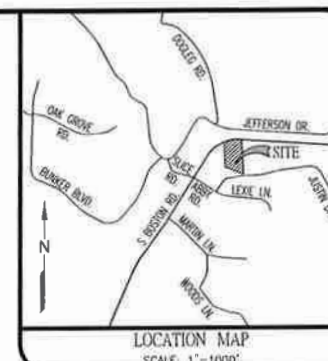
Attached is the Sketch Plan Application we discussed. We are getting a letter from the seller as you suggested authorizing the application submittal. We will forward the letter when received, please process the application and contact if you have any questions.

Thank you,

Brian J. Layne



PARRISH LAYNE DESIGN GROUP
 Engineers • Surveyors • Planners
 P.O. Box 9164, Chesapeake, VA 23321
 Phone: 757.686.3345 Fax: 757.686.3348



SKETCH PLAN
 FOR
TKC CCLXV, LLC
 A PORTION OF PROPERTY OWNED BY
OSCAR R. HOUCHEMS LIVING TRUST
 PORTION OF TAX MAP 18-A-53
 CUNNINGHAM DISTRICT, FLUVANNA COUNTY, VIRGINIA

SITE NOTES
 LEGAL REFERENCE: T.M. 18-A-53, A PORTION OF PROPERTY OWNED BY OSCAR R. HOUCHEMS LIVING TRUST
 AREA SUMMARY: 188,328 SQ. FT., OR 4.32 ACRES
 SOURCE OF TITLE: D.B. 953, PG. 37; D.B. 801, PG. 26 (PLAT)
 OWNER/DEVELOPER: TKC CCLXV, LLC, 4500 CAMERON VALLEY PARKWAY, SUITE 400, CHARLOTTE, NC 28211
 ZONING: B-1, BUSINESS, GENERAL DISTRICT
 MAGISTERIAL DISTRICT: CUNNINGHAM DISTRICT
 SOURCE OF BOUNDARY: BOUNDARY INFORMATION TAKEN FROM RECORDED DOCUMENTS AND TITLE REPORT AND WAS FIELD VERIFIED BY PARRISH-LAYNE DESIGN GROUP.
 SOURCE OF TOPOGRAPHY: TOPOGRAPHY OBTAINED BY A FIELD SURVEY PERFORMED BY PARRISH-LAYNE DESIGN GROUP IN OCTOBER 2019.

LEGEND

- [Symbol] CONCRETE
- [Symbol] ASPHALT
- [Symbol] TOP OF BANK
- [Symbol] TOE OF SLOPE
- [Symbol] DITCH/SWALE
- [Symbol] PROPOSED STORMWATER MANAGEMENT
- [Symbol] SANITARY SEWER
- [Symbol] SEWER MANHOLE
- [Symbol] STORM SEWER
- [Symbol] WATERLINE
- [Symbol] FIRE HYDRANT
- [Symbol] WATER VALVE
- [Symbol] SIGN
- [Symbol] BUILDING
- [Symbol] PROPOSED SIDEWALK DISPLAY AREAS
- [Symbol] POLE MOUNTED LIGHTS (1.2M, 2.4M, 3.0M, 4.8M)
- [Symbol] GOOSENECK LIGHT
- [Symbol] WALL MOUNTED LIGHT

SKETCH PLAN NOTES

ZONING:
 • B-1, BUSINESS, GENERAL DISTRICT

SETBACKS:
 • 50' SETBACK FROM PUBLIC RIGHT-OF-WAY (BUILDING)
 • 25' SETBACK FROM PUBLIC RIGHT-OF-WAY (ALL PARKING LOTS)
 • 25' SETBACK ADJOINING OR ADJACENT TO RESIDENTIAL OR AGRICULTURAL (ALL PARKING LOTS AND ACCESSORY USES)

MAXIMUM BUILDING HEIGHT:
 • 45' FEET HIGH ABOVE GRADE
 • 4' HIGH PARAPET ABOVE BUILDING ON WHICH THE WALL RESTS

BUILDING AREA:
 • 19,097 SQ. FT.

IMPERVIOUS AREA:

BUILDING	19,097 SQ. FT.
CONCRETE	23,408 SQ. FT.
ASPHALT	63,402 SQ. FT.
TOTAL IMPERVIOUS AREA	105,907 SQ. FT.
% OF IMPERVIOUS COVER	0.56%

PARKING SCHEDULE:
 • PER TABLE 2, SECTION 22-26-8 OF THE FLUVANNA, VA COUNTY CODE

PARKING REQUIRED:
 1 SPACE / 250 SQ. FT., UP TO 15,000 SQ. FT. = 60 SPACES REQUIRED
 1 SPACE / 400 SQ. FT. THEREAFTER = 11 SPACES REQUIRED


LOADING SPACES REQUIRED:
 1 SPACE PER 8,000 SQ. FT. = 3 LOADING SPACES REQUIRED


PROVIDED:
 63 - 10'X20' PARKING SPACES
 3 - 10'X37' TRAILER SPACES
 5 - 8'X20' H/C SPACES
 71 - TOTAL SPACES PROVIDED

3 - 12'X25' LOADING SPACES

- SEWER AND WATER ARE AVAILABLE FROM STATE ROUTE 600, SOUTH BOSTON ROAD.
- ELECTRICAL SERVICES AREA ARE AVAILABLE FROM STATE ROUTE 600, SOUTH BOSTON ROAD.
- THIS SITE DOES NOT LIE WITHIN THE 100 YEAR FLOOD PLAIN.
- THERE ARE NO WETLANDS ON THIS SITE.
- A PROPOSED STORMWATER MANAGEMENT POND SHALL BE PROVIDED FOR THIS SITE.

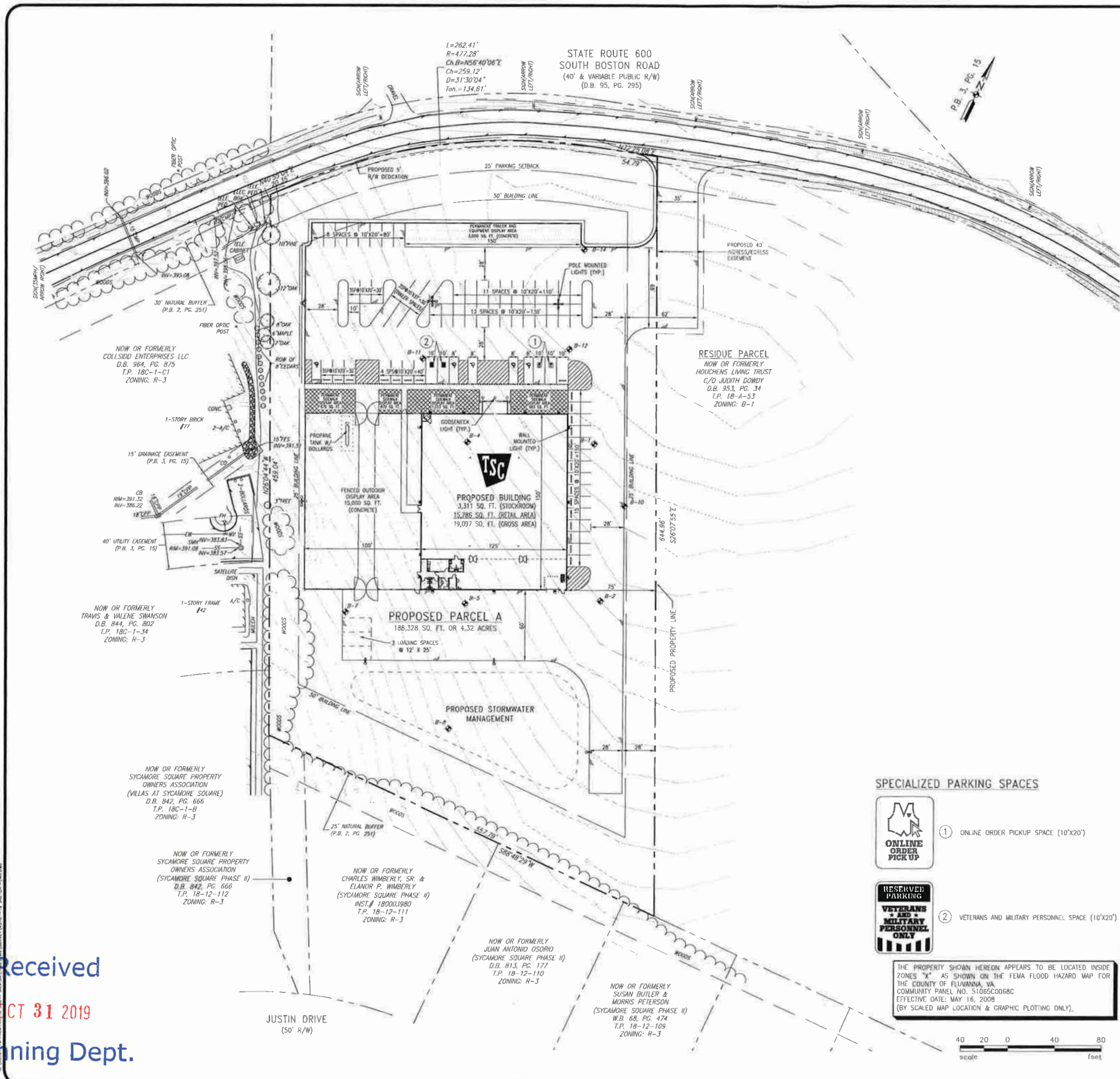
SPECIALIZED PARKING SPACES

 **ONLINE ORDER PICKUP**
 1 ONLINE ORDER PICKUP SPACE (10'X20')

 **RESERVED PARKING - VETERANS AND MILITARY PERSONNEL ONLY**
 2 VETERANS AND MILITARY PERSONNEL SPACE (10'X20')

THE PROPERTY SHOWN HEREON APPEARS TO BE LOCATED INSIDE ZONES "X" AS SHOWN ON THE FEMA FLOOD HAZARD MAP FOR THE COUNTY OF FLUVANNA, VA. COMMUNITY PANEL NO. S1065C0068C. EFFECTIVE DATE: MAY 16, 2008 (BY SCALED MAP LOCATION & GRAPHIC PLOTTING ONLY).

40 20 0 40 80
 feet
 scale



REVISIONS

REV	DATE	DESCRIPTION

SKETCH PLAN FOR TKC CCLXV, LLC A PORTION OF PROPERTY OWNED BY OSCAR R. HOUCHEMS LIVING TRUST PORTION OF TAX MAP 18-A-53 CUNNINGHAM DISTRICT, FLUVANNA COUNTY, VIRGINIA

DRAWN:	DMJ
DESIGN:	BJL
CHECKED:	BJL
DATE:	10/16/19
SCALE:	1"=40'

APPROVAL DATE: _____

C-1

SHEET: 1 of 1

PROJ.: 4578.1-19

Received
 OCT 31 2019
 Planning Dept.



COUNTY OF FLUVANNA

"Responsive & Responsible Government"

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

May 21, 2007

Oscar Houchens
P.O. Box 218
Lanexa, VA 23089

REF: ZMP 07:04

Dear Mr. Houchens:

Please accept this letter as notification of the action taken on May 16, 2007 by the Board of Supervisors in regards to the request referenced above. Your request was **approved**.

If I can be of any further assistance, please feel free to contact me.

Sincerely,

Kate Cooper
Senior Planner

Copy: Mr. Kelly Strickland, 172 South Pantops Drive, Charlottesville, VA 22911