

**FLUVANNA COUNTY BOARD OF ZONING APPEALS**  
Morris Room, Fluvanna County Administration Building  
August 19, 2025  
**7:00 PM**

TAB	AGENDA ITEMS
	<b>REGULAR MEETING</b>
1.	<b>CALL TO ORDER: Chairman</b>
2.	<b>ADOPTION OF AGENDA</b>
3.	<b>APPROVAL OF MINUTES</b>
	Minutes of May 6, 2025 Minutes of July 15, 2025
4.	<b>PUBLIC HEARINGS</b>
	BZA 25:05 Hoops, Jason Overstreet, Senior Planner BZA 25:06 Ash Market, Jason Overstreet, Senior Planner
5.	<b>UNFINISHED BUSINESS</b>
	None
6.	<b>NEW BUSINESS</b>
	Planning Commission notification of BZA applications
7.	<b>ADJOURN</b>

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Planning/Zoning Administrator Review

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

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

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## **PLEDGE OF ALLEGIANCE**

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

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## **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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For Persons with Disabilities – If you have special needs, please contact the County Administrator's Office at 591-1910.*

**FLUVANNA COUNTY BOARD OF ZONING APPEALS**  
Fluvanna County Administration Building  
Morris Room  
**July 15, 2025, 7:00 PM**

**Members Present:** Peter Von Keyserling  
Ed Zimmer  
Don Reynard  
Easton Loving

**Members Absent:** Harold Morris

**Staff Present:** Jason Overstreet, Senior Planner  
Todd Fortune, Planning Director

1. **Call to Order:**  
Vice Chairman Von Keyserling called the Board of Zoning Appeals meeting of July 15, 2025 to order at 7:05 pm.

2. **Pledge of Allegiance, Moment of Silence**

3. **Adoption of Agenda:**

<b>MOTION:</b>	<b>To Adopt the Agenda for July 15, 2025</b>				
<b>MEMBER:</b>	Morris	Keyserling	Loving	Zimmer	Reynard
<b>ACTION:</b>			Motion	Second	
<b>VOTE:</b>	Absent	Aye	Aye	Aye	Aye
<b>RESULT:</b>	<b>4-0 Approved, 1 Absent</b>				

4. **Deferral of Minutes:**

<b>MOTION:</b>	<b>Board of Zoning Appeals Minutes of May 6, 2025</b>				
<b>MEMBER:</b>	Morris	Keyserling	Loving	Zimmer	Reynard
<b>ACTION:</b>			Second	Motion	
<b>VOTE:</b>	Absent	Aye	Aye	Aye	Abstain
<b>RESULT:</b>	<b>2-0 Approved, 2 Absent, 1 Abstain</b>				

5. **Public Hearing:**

- **BZA 25:03 – Pope:** A request for a fifteen (15) foot Variance to Section 22-8-6 (B) of the Fluvanna County Code to allow for a reduction of the required minimum rear yard setback from twenty-five (25) feet to ten (10) feet for the parcel identified as 19 Glen Burnie Road in Palmyra, Virginia and also known as Tax Map 18A, Section 2, Parcel 28. The subject property is zoned R-4, Residential, Limited, and is located in the Rivanna Community Planning Area and in the Palmyra Election District.
  - Mr. Overstreet presented the case highlighting the request, including how this variance was needed due to an approval Mr. Calderone obtained from the planning department in previous years. Mr. Zimmer asked if there was any feedback from the adjacent residential neighbors to which Mr. Overstreet responded that he had not received any comments.
6. Vice Chairman Von Keyserling opened the public hearing at 7:15pm. There were no comments received during the public hearing.

<b>MOTION:</b>	<b>I move that the Board of Zoning Appeals approve BZA 25:03, a resolution to authorize approval of a fifteen (15) foot Variance to Section 22-8-6 (B) of the Fluvanna County Code to allow for a reduction of the required minimum rear yard setback from twenty-five (25) feet to ten (10) feet for the parcel identified as 19 Glen Burnie Road in Palmyra, Virginia and also known as Tax Map 18A, Section 2, Parcel 28.</b>				
<b>MEMBER:</b>	Morris	Keyserling	Loving	Zimmer	Reynard
<b>ACTION:</b>			Second		Motion
<b>VOTE:</b>	Absent	Aye	Aye	Aye	Aye
<b>RESULT:</b>	<b>4-0 Approved, 1 Absent</b>				

6. **Unfinished Business:**

None

7. **New Business:**

None

8. **Adjournment:**

MOTION:	Adjourn at 7:20 pm by consent.				
MEMBER:	Morris	Keyserling	Loving	Zimmer	Reynard
ACTION:			Motion		Second
VOTE:	Absent	Aye	Aye	Aye	Aye
RESULT:	4-0 Approved, 1 Absent				

➤ Meeting Minutes were recorded Jason Overstreet, Zoning Administrator

Vice Chairman Peter Von  
Keyserling Fluvanna County  
Board of Zoning Appeals

FLUVANNA COUNTY BOARD OF ZONING APPEALS  
Fluvanna County Administration Building  
Morris Room  
May 6, 2025  
7:00 PM

Members Present: Harold Morris  
Ed Zimmer  
Don Reynard

Members Absent: Easton Loving  
Peter Von Keyserling

Staff Present: Jason Overstreet, Senior Planner  
Dan Whitten, County Attorney  
Margie Bamford, Admin Program Assistant

- 1. **Call to Order:**  
Chairman Morris called the Board of Zoning Appeals meeting of May 6, 2025 to order at 7:00 pm.
- 2. **Pledge of Allegiance, Moment of Silence**
- 3. **Adoption of Agenda:**

MOTION:	To Adopt the Agenda for May 6, 2025				
MEMBER:	Morris	Keyserling	Loving	Zimmer	Reynard
ACTION:				Second	Motion
VOTE:	Aye	Absent	Absent	Aye	Aye
RESULT:	3-0 Approved, 2 Absent				

- 4. **Approval of Minutes:**

MOTION:	Board of Zoning Appeals Minutes of January 21, 2025				
MEMBER:	Morris	Keyserling	Loving	Zimmer	Reynard
ACTION:				Motion	
VOTE:	Aye	Absent	Absent	Aye	Abstain
RESULT:	2-0 Approved, 2 Absent, 1 Abstain				

- 5. **Public Hearing:**
  - **BZA 25:01 – Alfonso Calderone:** A request for a seventy-nine (79) foot Variance to Section 22-4-3 (C) (1) (a) of the Fluvanna County Code to allow for the reduction of the required minimum frontage from five hundred (500) feet to four hundred and twenty-one (421) feet with respect to 11.04 acres of Tax Map 47, Section A, Parcel 42. The subject property is zoned A-1, Agricultural, General, and is located in the Rural Residential Planning Area and in the Cunningham Election District.
  - Mr. Overstreet presented the case highlighting the request, including how this variance was needed due to an approval Mr. Calderone obtained from the planning department in previous years. Mr. Ray (Surveyor) spoke on behalf of the applicant explaining the division and the plans for a family subdivision. There were no questions from the Board.
  - Chairman Morris opened the public hearing at 7:09pm, Mr. Ray came forward speaking on behalf of the applicant explaining the situation more in depth. With no one else coming forward, Chairman Morris closed the Public Hearing at 7:10pm.

MOTION:	I move that the Board of Zoning Appeals approve BZA 25:01, a resolution to authorize approval of a seventy-nine (79) foot Variance
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	to Section 22-4-3 (C) (1) (a) of the Fluvanna County Code to allow for the reduction of the required minimum frontage from five hundred (500) feet to four hundred and twenty-one (421) feet with respect to 11.04 acres of Tax Map 47, Section A, Parcel 42.				
MEMBER:	Morris	Keyserling	Loving	Zimmer	Reynard
ACTION:				Second	Motion
VOTE:	Yes	Absent	Absent	Aye	Aye
RESULT:	3-0 Approved, 2 Absent				

- **BZA 25:02 – Stephen Pullinger:** A request for a forty-six (46) foot Variance to Section 22-4-3 (D) of the Fluvanna County Code to allow for the reduction of the required minimum lot width at the minimum required setback from three hundred (300) feet to two hundred and fifty-four (254) feet with respect to 8.814 acres of Tax Map 17, Section 7, Parcel 3. The subject property is zoned A-1, Agricultural, General, and is located in the Rural Residential Planning Area and in the Cunningham Election District.
- Mr. Overstreet presented the case outlining the details of the variance, highlighting that this was created by a boundary line adjustment that was already approved by the Planning Department at a previous time. Mr. Chambers (Surveyor) spoke on behalf of Mr. Pullinger explaining the measurements on the plat. There were no questions from the Board.
- Chairman Morris opened the Public Hearing at 7:23pm, with no one coming forward, Chairman Morris closed the Public Hearing at 7:23pm.

MOTION:	I move that the Board of Zoning Appeals approve BZA 25:02 a resolution to authorize approval of a forty-six (46) foot Variance to Section 22-4-3 (D) of the Fluvanna County Code to allow for the reduction of the required minimum lot width at the minimum required setback from three hundred (300) feet to two hundred and fifty-four (254) feet with respect to 8.814 acres of Tax Map 17, Section 7, Parcel 3.				
MEMBER:	Morris	Keyserling	Loving	Zimmer	Reynard
ACTION:				Second	Motion
VOTE:	Yes	Absent	Absent	Aye	Aye
RESULT:	3-0 Approved, 2 Absent				

6. **Unfinished Business:**

- **Bylaws:** Mr. Whitten when over the proposed changes with the BZA by-laws, including the change in remote participation and time change request. Mr. Zimmermann did not want to vote on the time change until all the members of the Board were present. Mr. Whitten advised the Board could accept the remote participation changes and defer the time change until the next meeting to give the absent members a chance to review the changes.

MOTION:	I move that the Board of Zoning Appeals approve the changes to the By-Laws to exclude the time change, which will be deferred until the next meeting of the Board of Zoning Appeals.				
MEMBER:	Morris	Keyserling	Loving	Zimmer	Reynard
ACTION:				Motion	Second
VOTE:	Yes	Absent	Absent	Aye	Aye
RESULT:	3-0 Approved, 2 Absent				

7. **New Business:**

None

8. **Adjournment:**

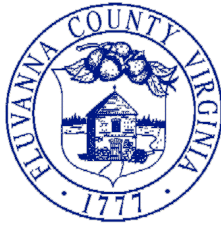
MOTION:	Adjourn at 7:30 pm by consent.				
MEMBER:	Morris	Keyserling	Loving	Zimmer	Reynard
ACTION:					
VOTE:	Yes	Absent	Absent	Aye	Aye
RESULT:	3-0 Approved, 2 Absent				

➤ Meeting Minutes were recorded by Margie Bamford, Secretary to the Board of Zoning Appeals

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Chairman Harold Morris  
Fluvanna County Board of  
Zoning Appeals

DRAFT



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## COUNTY OF FLUVANNA

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*"Responsive & Responsible Government"*

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

### BOARD OF ZONING APPEALS STAFF REPORT

**To:** Fluvanna County Board of Zoning Appeals

**From:** Todd Fortune

**Case Number:** BZA 25:05

**District:** Columbia

**General Information:**

This public hearing to be held on Tuesday, August 19, 2025 at 7:00 pm by the Fluvanna County Board of Zoning Appeals in the Morris Room in the County Administration Building, 132 Main Street, Palmyra VA 22963.

**Requested Action:**

Variance for size requirements for directional signs as defined under section 22-22-1 of the Fluvanna County Code for a property located in the Columbia Election District and identified as Tax Map 11-9-2

**Background Information:**

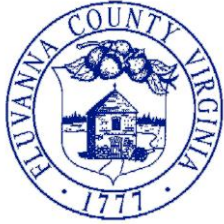
This request is for directional signs as defined in the Fluvanna County Code, Section 22-22-1. Typically, per County Code Section 22-15-3, directional signs are exempt from County sign regulations. However, the definition of a Directional Sign in 22-22-1 stipulates a maximum size of four (4) square feet. The applicant has submitted sign plans that include directional signs exceeding that size; therefore, they are requesting a variance.

Per Section 22-18-4 of the Fluvanna County Code, this request was presented to the Planning at its monthly meeting on August 12, 2025. The Commission took no action.

**Recommended Motion:**

I MOVE THAT THE BOARD OF ZONING APPEALS (APPROVE/ DENY / DEFER) A VARIANCE REQUEST FOR DIRECTIONAL SIGNS AS DEFINED UNDER SECTION 22-22-1 OF THE FLUVANNA COUNTY CODE TO AUTHORIZE A LARGER MAXIMUM SIGN AREA FOR DIRECTIONAL SIGNS FOR A PROPERTY LOCATED IN THE COLUMBIA ELECTION DISTRICT AND IDENTIFIED AS TAX MAP 11-9-2.





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## 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](http://www.fluvannacounty.org)

### PUBLIC HEARING NOTICE

August 5, 2025

**RE: Board of Zoning Appeals – Variance Requests**

This is to notify you that the Fluvanna County Board of Zoning Appeals will hold public hearings on:

**Meeting:** Board of Zoning Appeals Regular Meeting  
**Date:** **August 19, 2025**  
**Time:** **7:00 p.m.**  
**Location:** Morris Room of Fluvanna County Administration Building  
132 Main Street Palmyra, VA 22963

**BZA 25:05 – PROJECT HOOPS:** A REQUEST FOR A VARIANCE FOR SIZE REQUIREMENTS FOR DIRECTIONAL SIGNS AS DEFINED UNDER SECTION 22-22-1 OF THE FLUVANNA COUNTY CODE FOR A PROPERTY LOCATED IN THE COLUMBIA ELECTION DISTRICT AND IDENTIFIED AS TAX MAP 11-9-2.

The meeting of the Board of Zoning Appeals will be in person and instructions for public participation during the meeting will be made available on the Fluvanna County website: [www.fluvannacounty.org](http://www.fluvannacounty.org) Interested persons may submit written comments prior to the scheduled meeting to [planning@fluvannacounty.org](mailto:planning@fluvannacounty.org) or call 434.591.1910, between 8:00 am and 5:00 pm Monday – Friday or visit the County Administration Building at 132 Main Street Palmyra, VA 22963.

Sincerely,

*Jason Overstreet*

Jason Overstreet, CZA  
Senior Planner

MLNAM	MADD1	MCITY	MSTATE	MZIP4	MZIP5	PIN
ALEXANDER, EMMA P LAND & LUMBER	PO BOX 666	LOUISA	VA		23093	11 A 93
SCOTT, EULA, GEORGE & EDLOE	6560 PRINCESS GARDEN PKWY.	LANHAM	MD	3533	20706	11 A 94
HOUCHENS, DIANA R & KEITH E	257 JACKSON RD	TROY	VA		22974	11 5 3
BUCK, SANDRA R	291 JACKSON RD	TROY	VA		22974	11 5 4
HUGHES, TIMOTHY & DARLENE TRUST	167 JACKSON RD	TROY	VA		22974	11 5 2
SCHERER, A BRADY & LISA M	111 LAKE ROAD	TROY	VA		22974	11 5 1
MCNEIL, MARION D REVOCABLE TRUST	PO Box 1139	TROY	VA		22974	11 6 1A
BHL GROUP LLC,RURAL LAND TRACTS LLC	977 SEMINOLE TRL #292	CHARLOTTESVILLE	VA		22901	11 9 3
OLIVER, RUTH ET AL	3961 POMEROY DR	WINSTON SALEM	NC		27105	11 9 1

August 4, 2025

Fluvanna County  
132 Main Street  
Palmyra, VA 22963  
Attn: Todd Fortune – Director of Planning

RE: Project Hoops – SDP25-03  
Way-Finding Signage Variance Request

Dear Mr. Fortune:

CESO, Inc. is pleased to submit this letter, on behalf of Samet Corporation, regarding a variance request for various way-finding signage for the Project Hoops site development application.

Samet Corporation (The Applicant) and CESO, Inc, are formally requesting a variance from Article 22-22-1 – Rules of Construction Definitions, stated below:

*Article 22-22-1. - Sign, directional: A sign, not to exceed four (4) square feet, providing on-premise directions for pedestrian and vehicular traffic including, but not limited to, entrance/exit signs, parking areas, loading zones, and circulation direction.*

The Applicant is requesting to propose a total of 27 way-finding/directional signs that a variance is being requested. Each of these signs are crucial to safe and efficient circulation of the site for various employees. The total number and square footage of the signs are listed below, and exhibits of the signs are included in this variance request submission.

- AS-5 – 20 sf – 1 total
- AS-6 – 4.5 sf – 1 total
- AS-16 – 20 sf – 6 total
- AS-26 – 9 sf – 3 total
- AS-93 – 5 sf – 8 total
- AS-94 – 5 sf – 8 total

Should you have any further questions, please do not hesitate to call me.

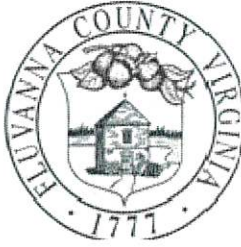
Respectfully,



Joseph Jorge  
Senior Project Manager

CC: Hunter Nichols, Samet  
Brian Hall, Samet

Enclosures



COMMONWEALTH OF VIRGINIA  
COUNTY OF FLUVANNA  
Variance Application (BZA)

Owner of Record: Vaughn Property Group

Applicant of Record: Samet Properties LLC

E911 Address: 44129 Eastgate View Dr, Chantilly, VA

E911 Address: 309 Gallimore Dairy Rd, Greenboro, NC

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Phone: 336.544.2600 Fax: \_\_\_\_\_

Email: \_\_\_\_\_

Email: hnichols@sametcorp.com

Representative: Brian Hall

**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: 309 Gallimore Dairy Rd, Greenboro, NC

Phone: 336.544.2600 Fax: \_\_\_\_\_

Email: bhall@sametcorp.com

Tax Map and Parcel(s): 11-9-2

Deed Book Reference: \_\_\_\_\_

Acreage: 39.908 Zoning: I-1

Deed Restrictions? ☒ No ☐ Yes (Attach copy)

E911 Address of Parcel: James Madison Hwy

Description of Property: Vacant Property, previously wooded

Request for a variance from Section Article 22-22-1 of the Fluvanna County Code in respect to the requirement for

Signs, Directional in order to build 27 Directional Signs

Fill in only the line(s) that apply to your request(s)	Applicant has	Code requires or permits	Variance requested
Total Area			
Lot Width			
Front yard setback			
Minimum side yard setback			
Total side yard setback			
Rear yard setback			
Public road frontage			
Other (write in)	27 Direct. signs >4 sf	Direct. signs ,4 sf	Allowance of signs

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

By signing this application, the undersigned authorizes entry onto the property by County employees, the Planning Commission, the Board of Supervisors, and the Board of Zoning Appeals during the normal discharge of their duties in regard to this request.

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

Brian Hall 8/1/2025

Owner/Applicant Name (Please Print)

Date

Owner/Applicant Signature

OFFICE USE ONLY

Date Received: \_\_\_\_\_ PH Sign Deposit Received: \_\_\_\_\_ Application #: **BZA** \_\_\_\_\_:

\$550 Fee Paid

Election District: \_\_\_\_\_

Planning Area: \_\_\_\_\_

Approved \_\_\_\_\_ Denied \_\_\_\_\_ Date: \_\_\_\_\_

Zoning Administrator: \_\_\_\_\_



COMMONWEALTH OF VIRGINIA  
COUNTY OF FLUVANNA  
Public Hearing Sign Deposit

Name: Brian Hall

Address: 309 Gallimore Dairy Rd

City: Greenboro

State: NC Zip Code: 27409

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

  
Applicant Signature

8/1/2025

Date

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

OFFICE USE ONLY

Application #: **BZA** \_\_\_\_ : \_\_\_\_ **CPA** \_\_\_\_ : \_\_\_\_ **SUP** \_\_\_\_ : \_\_\_\_ **ZMP** \_\_\_\_ : \_\_\_\_ **ZTA** \_\_\_\_ : \_\_\_\_

\$50 deposit paid per sign\*:

Approximate date to be returned:



## IMPROVEMENTS PROPOSED

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

The project consists of a new 108,192 sf distribution warehouse with associated employee and van parking with truck docks.

The project will include a variety of directional signage for various operations and circulation purposes.

## SPECIAL CONDITIONS

Relate here the special conditions or circumstances (topography, soil type, shape of property) peculiar to the above described land, building, or structure or to the intended use or development of the land, building or structure involved that do not apply generally to other property in the same district.

There are differing operations of the facility that involve import of product by tractor-trailers, export of product by van delivery, and warehouse employees that sort and manage the facility. Each operational parking/driving area is located on a separate section of the property and requires directional signs to the employees/contractors to ensure safe circulation.

## UNNECESSARY HARDSHIP

Describe here how the literal interpretation and enforcement of Section 22-22-1 of the Zoning Ordinance would effectively prohibit or unreasonably restrict the use or intended use or development of the properties involved by the applicant.

The code restricts the directional signage to a maximum of 4 sf. The signs to be utilized for this facility contain much more information than typical directional signs and actually provide different operational areas and how to reach these separate areas. The signs require more area in order to accurately and legibly provide information to employees/contractors.

## ADJACENT PROPERTY

Describe the effects of this variance on adjacent property and the surrounding neighborhood. How will adjoining property owners be protected.

The signage does not contain lumination that would affect adjacent property owners. The inclusion of these signs will actually ensure proper traffic control of the facility and would benefit the adjacent property owners.

## PLAN

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

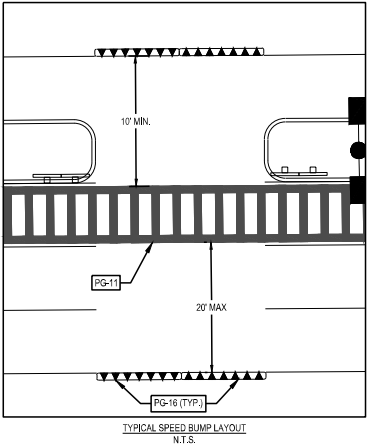
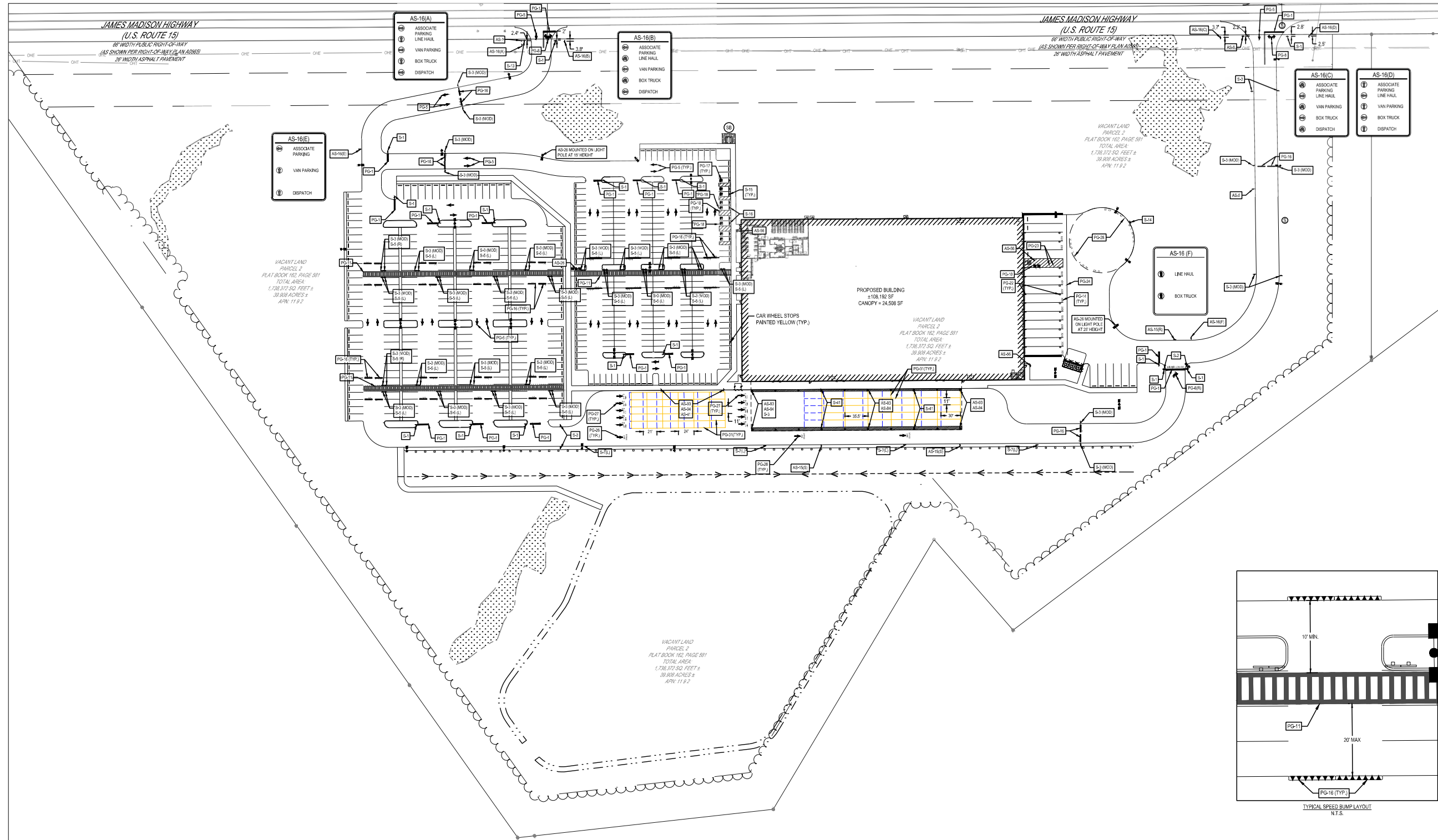
A site signage plan has been provided and details of the non-compliance signs are included. Please see included cover letter.

Revisions / Submissions		
ID	Description	Date
0	MAJOR SITE DEV SUBMISSION	3/12/2025
1	ESC RESUBMISSION	4/14/2025
2	VIDEO SUBMISSION	4/14/2025
3	MAJOR SITE DEV RESUBMISSION	7/10/2025

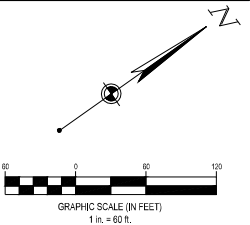
© 2025 CESO, INC.  
Project Number: 765748  
Scale: AS SHOWN  
Drawn By: NAL  
Checked By: JMB  
Date: 03/03/2025  
Issue: PERMIT SET

Drawing Title:  
**SIGNAGE & STRIPING PLAN**

**C4.4**



- GENERAL NOTES:
1. THE CONTRACTOR SHALL REFER TO THE TENANTS SIGNAGE GUIDELINES FOR THE MOST CURRENT STANDARDS.
  2. ALL SPEED BUMPS TO BE ASPHALT OR CONCRETE. RUBBER IS NOT ALLOWED.
  3. ALL SPEED BUMPS TO BE A MINIMUM OF 10' AND MAXIMUM OF 20' FROM CROSSWALKS.
  4. ENSURE AS-56 SIGN FACES THE DOOR.
  5. ALL WHEEL STOPS TO BE PAINTED SAFETY YELLOW.



FORTY-EIGHT (48) HOURS BEFORE DIGGING IS TO COMMENCE, THE CONTRACTORS SHALL NOTIFY THE FOLLOWING AGENCIES: VIRGINIA UTILITIES PROTECTION SERVICE AT 811 OR 800-552-7001 AND ALL OTHER AGENCIES WHICH MIGHT HAVE UNDERGROUND UTILITIES INVOLVING THIS PROJECT AND ARE NONMEMBERS OF STATE UTILITIES PROTECTION SERVICE

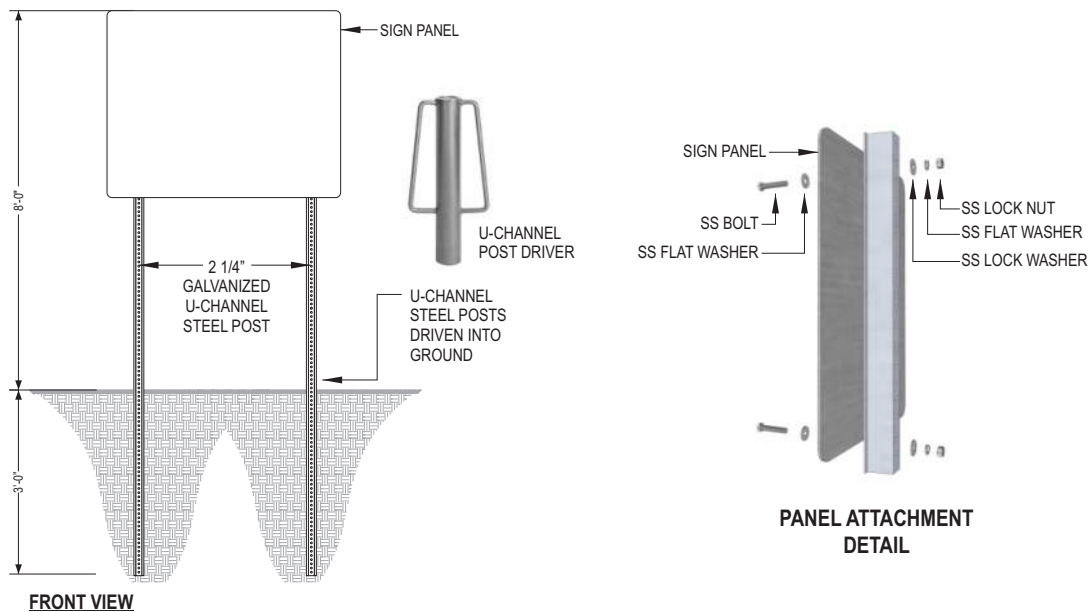
GENERAL SIGN FACE LEGEND	
CODE	DESCRIPTION
S-1	"STOP" SIGN
S-2	DO NOT ENTER
S-3	SPEED LIMIT 5 MPH
S-3 (MOD)	SPEED BUMP WITH 5 MPH PLACARD
S-4	SPEED LIMIT 10 MPH
S-4 (MOD)	SPEED BUMP WITH 10 MPH PLACARD
S-5(L)	PEDESTRIAN CROSSING, LEFT ARROW
S-5(R)	PEDESTRIAN CROSSING, RIGHT ARROW
S-7(L)	ONE-WAY, LEFT ARROW
S-7(R)	ONE-WAY, RIGHT ARROW
S-13	TRUCKS PROHIBITED
S-14	NO PARKING
S-15	"ACCESSIBLE" PARKING SIGN
S-16	"VAN ACCESSIBLE" PARKING SIGN
S-41	NO IDLING ZONE

STRIPING (PAVEMENT GRAPHIC) LEGEND	
CODE	DESCRIPTION
PG-1	STOP BAR
PG-5	STRAIGHT ARROW
PG-5(L)	LEFT TURN ARROW
PG-5(R)	RIGHT TURN ARROW
PG-7(L)	STRAIGHT OR LEFT TURN ARROW
PG-7(R)	STRAIGHT OR RIGHT TURN ARROW
PG-8	LEFT OR RIGHT TURN ARROW
PG-9	LEFT, STRAIGHT, OR RIGHT TURN ARROW
PG-10	18" STRIPING OUTLINE AND FILL AT 45 DEGREES
PG-11	12" STRIPING OUTLINE AND HATCH @ 30° O.C. (WHITE)
PG-12	12" STRIPING OUTLINE AND HATCH @ 30° O.C. (YELLOW)
PG-14	TRAILER SPACE NUMBERING
PG-15	SPEED HUMP
PG-16	SPEED BUMP
PG-17	ACCESSIBLE CAR PARKING
PG-18	ACCESSIBLE VAN PARKING
PG-20	PEDESTRIAN TABLE
PG-22	TRACTOR DOCK PARKING
PG-23	JACK STAND AREA
PG-24	WARNING LINE
PG-26	BYPASS LANE GRAPHIC
PG-27	DRIVE LANE GRAPHIC
PG-28	DO NOT BLOCK MARKINGS
PG-31	LAUNCH PAD STRIPING

TENANT SIGN FACE LEGEND	
CODE	DESCRIPTION
AS-1	ADDRESS SIGN
AS-2	TRUCKS VISITOR USHER
AS-5	YARD RULES
AS-6	TRUCK ENTRANCE
AS-13	NO ENTRANCE
AS-14	NO EXIT
AS-15 (S)	EXIT, STRAIGHT ARROW
AS-15 (L)	EXIT, LEFT ARROW
AS-15 (R)	EXIT, RIGHT ARROW
AS-16	WAYFINDING
AS-22	DROP-OFF/PICK-UP AREA
AS-26	MUSTER AREA
AS-30	NO-SMOKING AREA
AS-31	CUSTOMER PARKING
AS-35	"TURN OFF ENGINE"
AS-36	ICE WARNING SIGN
AS-39	SHRINKY DINK FLEX
AS-34	SHRINKY DINK DSP
AS-3	SMOKER BENCH



U-2  
MOUNTING DETAIL



FRONT VIEW

PANEL ATTACHMENT  
DETAIL

INSTALLED BY CONSTRUCTION

Designation:

**AS-5**

Description: Yard Rules

Substrate: .080" Pre-Finished Alum. Sheet

Graphics: Direct printed graphics

Notes:

Panel : 1/8" Alum. panel with high intensity reflective white sheeting. Panels to have radiused corners

Graphics : Direct print graphics

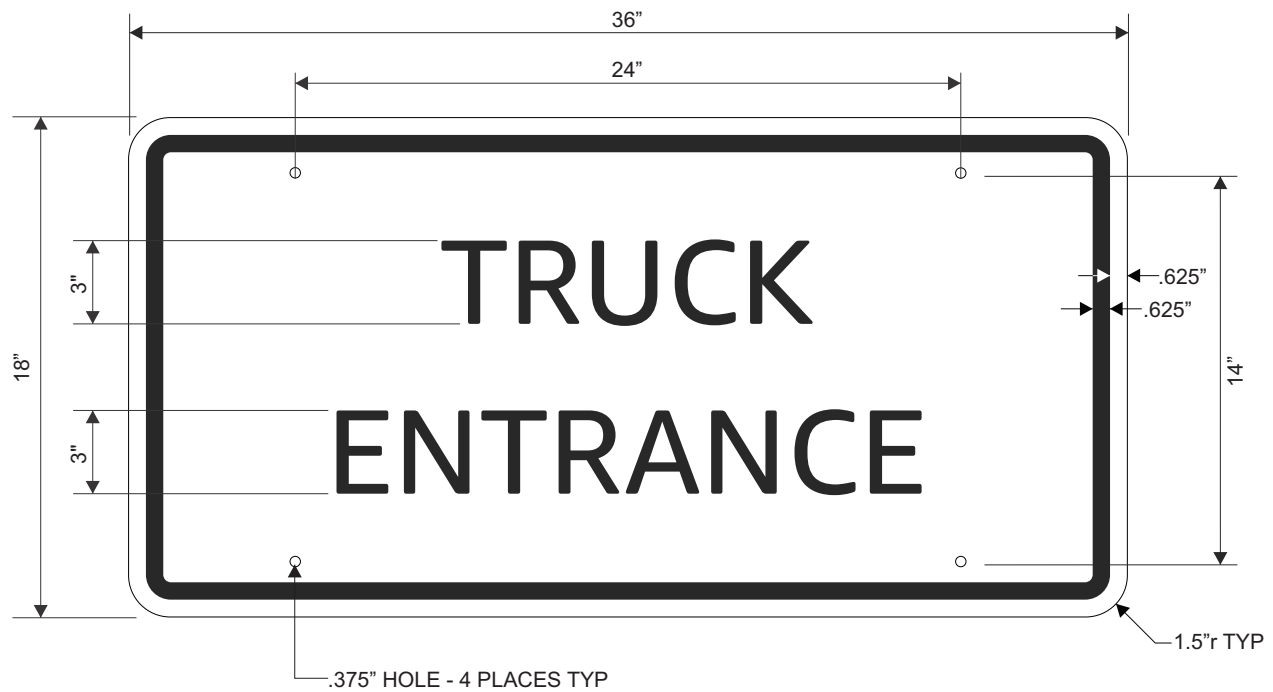
Font : [redacted]

Installation : Mounted with (2) square galvanized steel post, footings & breakaways.

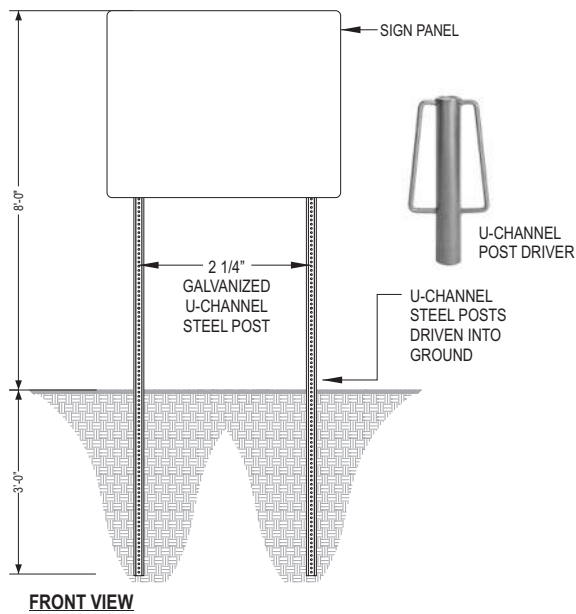
Colors:

OPAQUE BLACK	REFLECTIVE WHITE
SAFETY RED PMS 186C (PT-10)	MUSTER BLUE PMS 300C
SAFETY YELLOW PMS 109C (PT-9)	FRONT OF TRAILER AT BLUE LINE
	SW CUSTOM CCE <sup>®</sup> Colorant 02 32 64 128 L1-Blue 24 32 - -

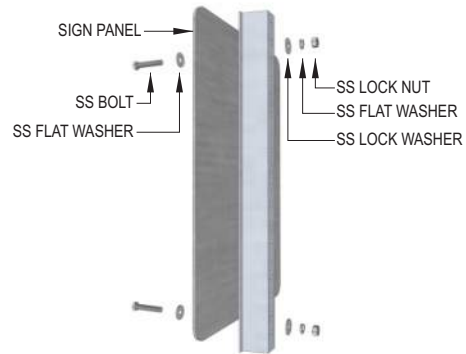




**U-2  
MOUNTING DETAIL**



**FRONT VIEW**



**PANEL ATTACHMENT  
DETAIL**

INSTALLED BY CONSTRUCTION

**Designation:**

**AS-6**

**Description:** Truck Entrance

**Substrate:** .080" Pre-Finished Alum. Sheet

**Graphics:** 3M Black Vinyl 230-22 -OR-  
Direct printed graphics

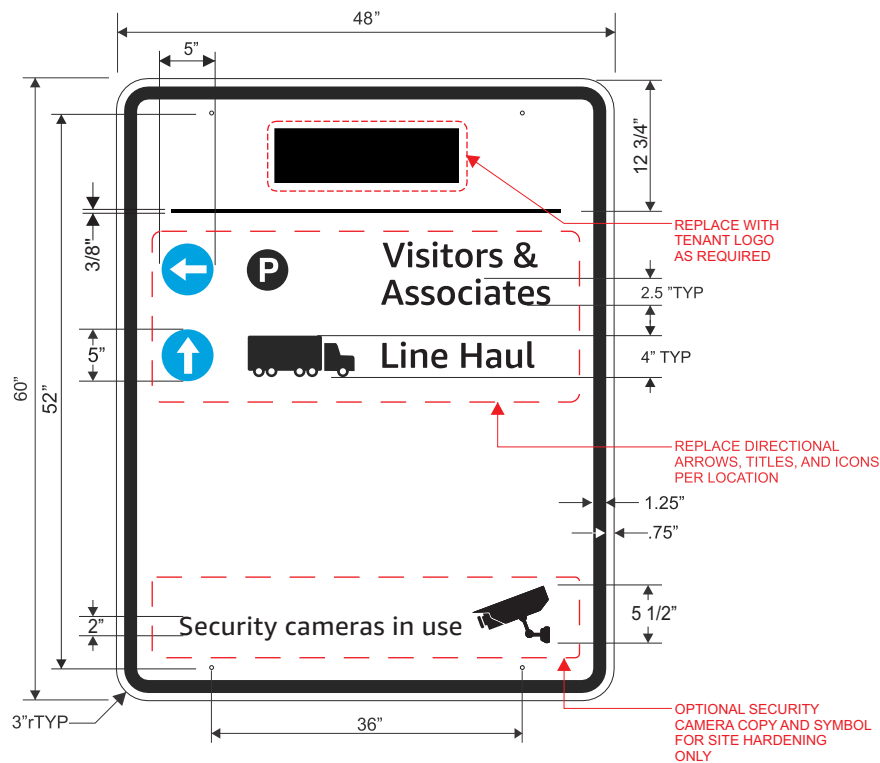
**Notes:**

**Panel :** 1/8" Alum. panel with high intensity reflective white sheeting. Panels to have radiused corners  
**Copy :** Die-cut 3M Cast Black vinyl 230-22 -OR- Direct print black copy  
**Font :** [REDACTED]  
**Installation :** Mounted with (2) square galvanized steel post, footings & breakaways.

Use to demarcate truck entrance.

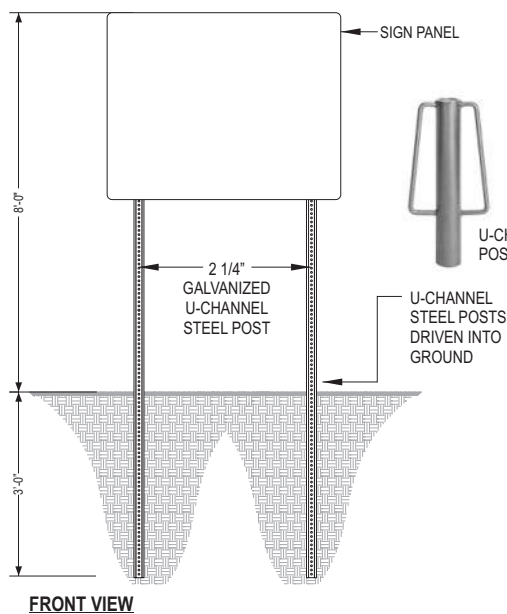
**Colors:**



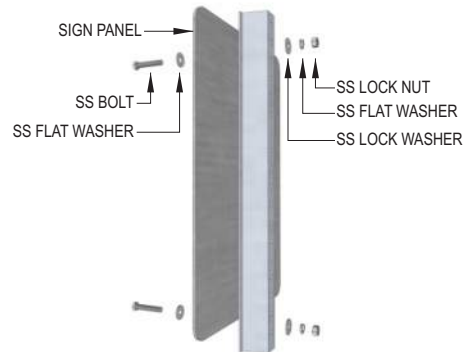


**Box Trucks**  
 \*SITE SPECIFIC ADDITIONAL COPY OPTION

#### U-2 MOUNTING DETAIL



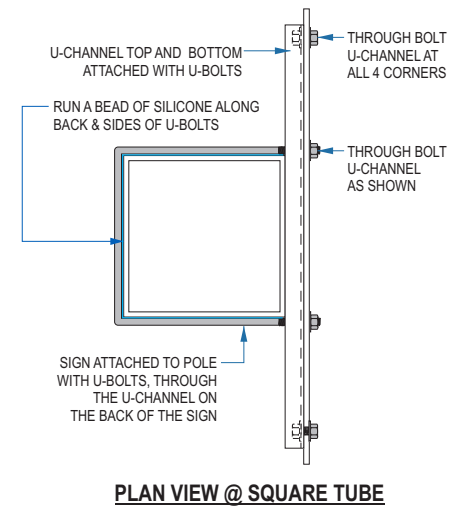
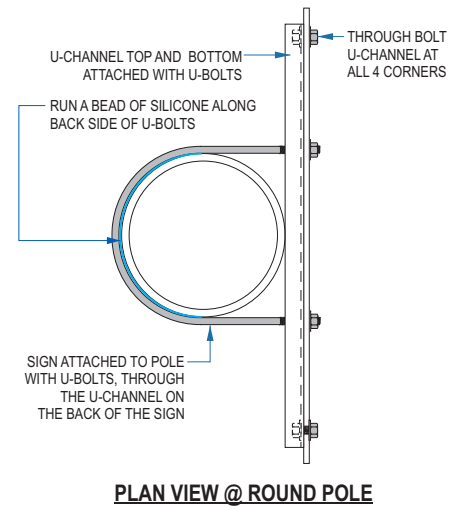
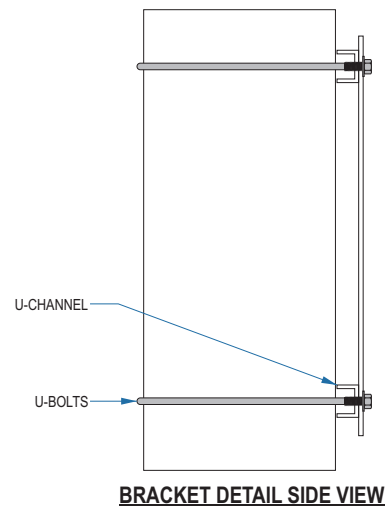
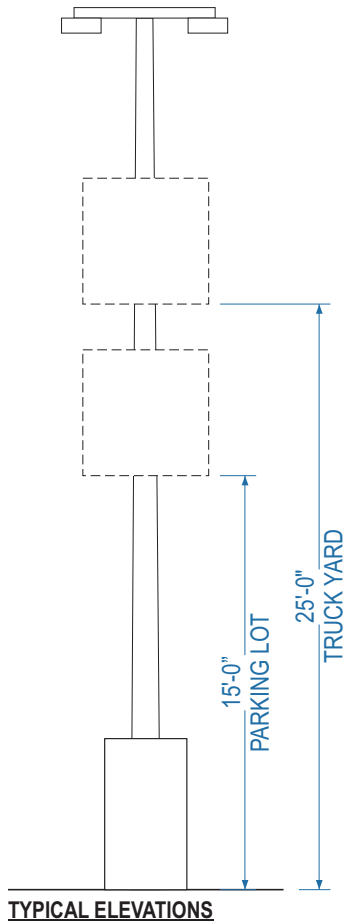
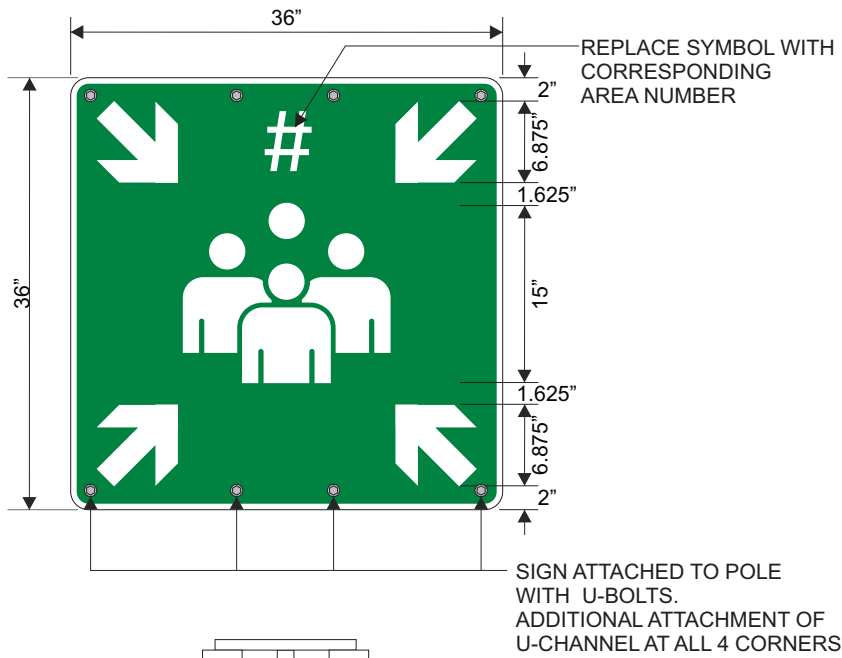
FRONT VIEW



PANEL ATTACHMENT  
DETAIL

INSTALLED BY CONSTRUCTION

<b>Designation:</b>	<b>AS-16</b>	<b>Notes:</b>	<b>Colors:</b>
<b>Description:</b> Site Wayfinding		<b>Panel :</b> 1/8" Alum. panel with high intensity reflective white sheeting. Panels to have radiused corners <b>Copy :</b> Die-cut 3M Cast vinyl -OR- Direct print copy <b>Font :</b> [REDACTED] <b>Installation :</b> Mounted with (2) square galvanized steel post, footings & breakaways.	<b>OPAQUE BLACK</b> <b>REFLECTIVE WHITE</b>
<b>Substrate:</b> .080" Pre-Finished Alum. Sheet		Use to direct traffic at intersections. Adjust directional arrows and titles per site location.	
<b>Graphics:</b> 3M Black Vinyl 230-22 & 3M Olympic Blue 3630-57 -OR- Direct printed graphics			



INSTALLED BY CONSTRUCTION

Designation:

**AS-26**

Description: Muster Area

Substrate: .080" Alum. Pre-finished White

Graphics: Direct Digital Print

Notes:

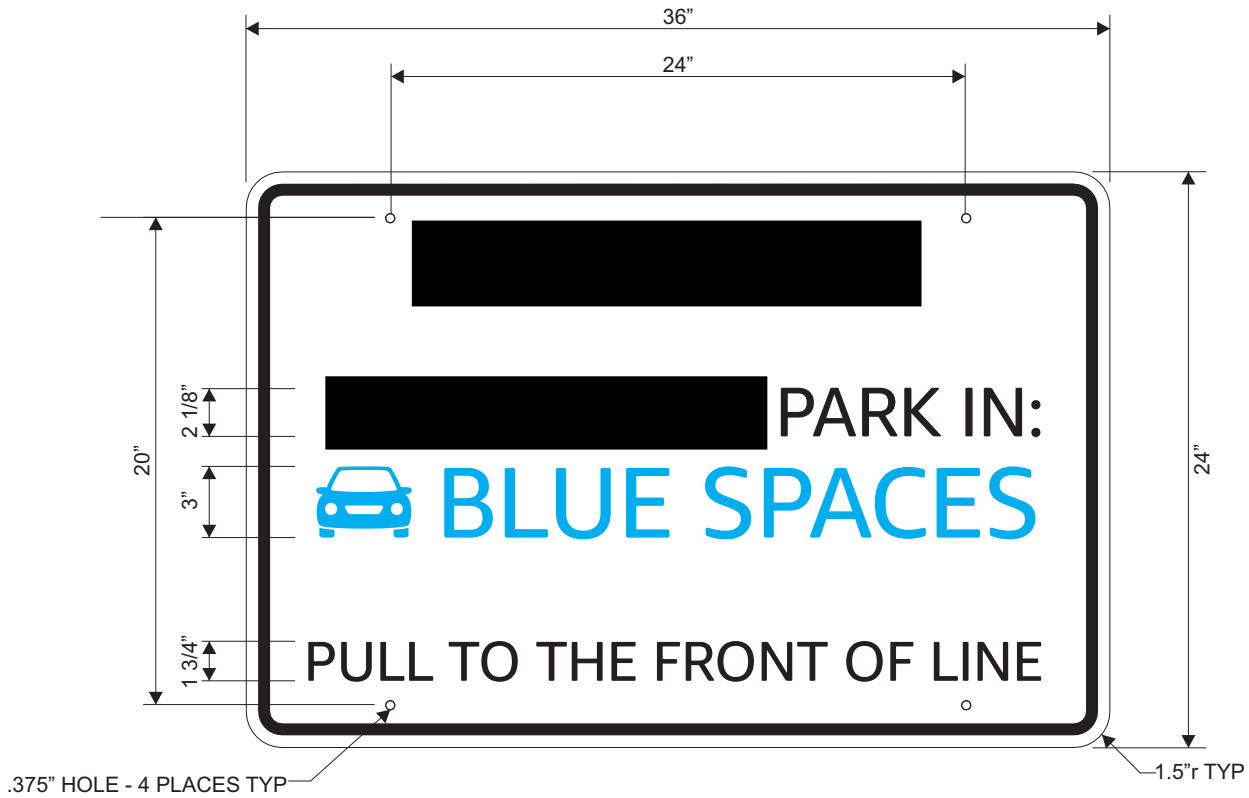
Replace "#" with corresponding area number (see plans). Pole mounted at 15'-0" above finished grade in car parking lot and 25'-0" above finished grade in trailer yard - see detail. White graphics on C9 green (PMS 348C) background.

**Designer's Note:** A muster point is a designated place or an area where all employees or a large crowd assemble in case of an emergency in a building or public place. It is also known as an emergency assembly point (EAP), or, simply, assembly point.

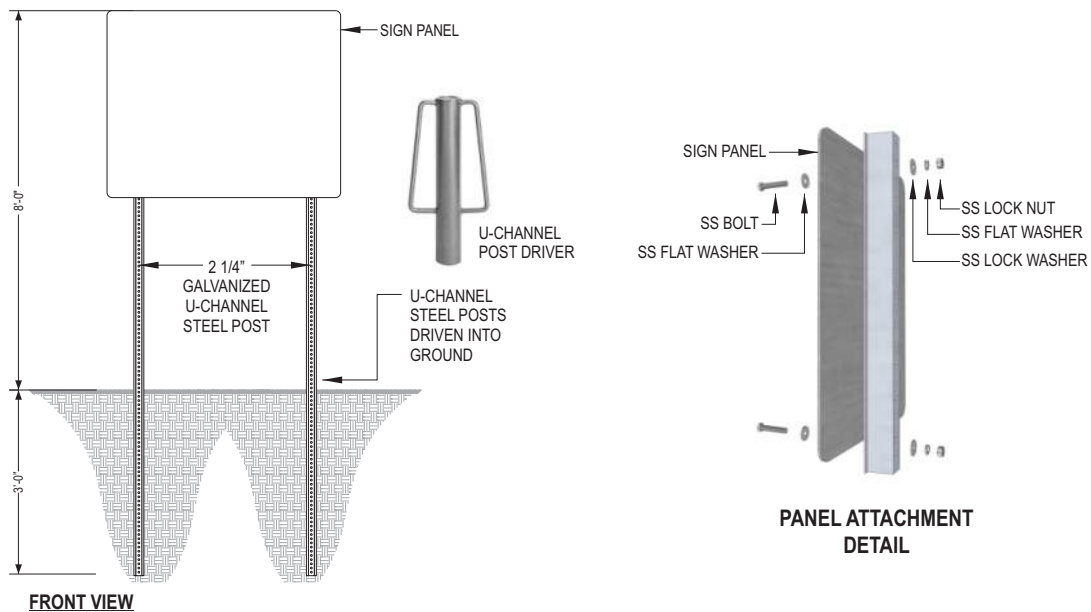
All muster points shall be placed a minimum of 50' from a building.

Colors:





**U-2**  
MOUNTING DETAIL



INSTALLED BY CONSTRUCTION

**Designation:**

**AS-93**

**Description:**

**Substrate:** .080" Pre-Finished Alum. Sheet

**Graphics:** Digitally Printed or Direct Print Graphics

**Notes:**

**Panel :** 1/8" Alum. panel with high intensity reflective white sheeting. Panels to have radiused corners

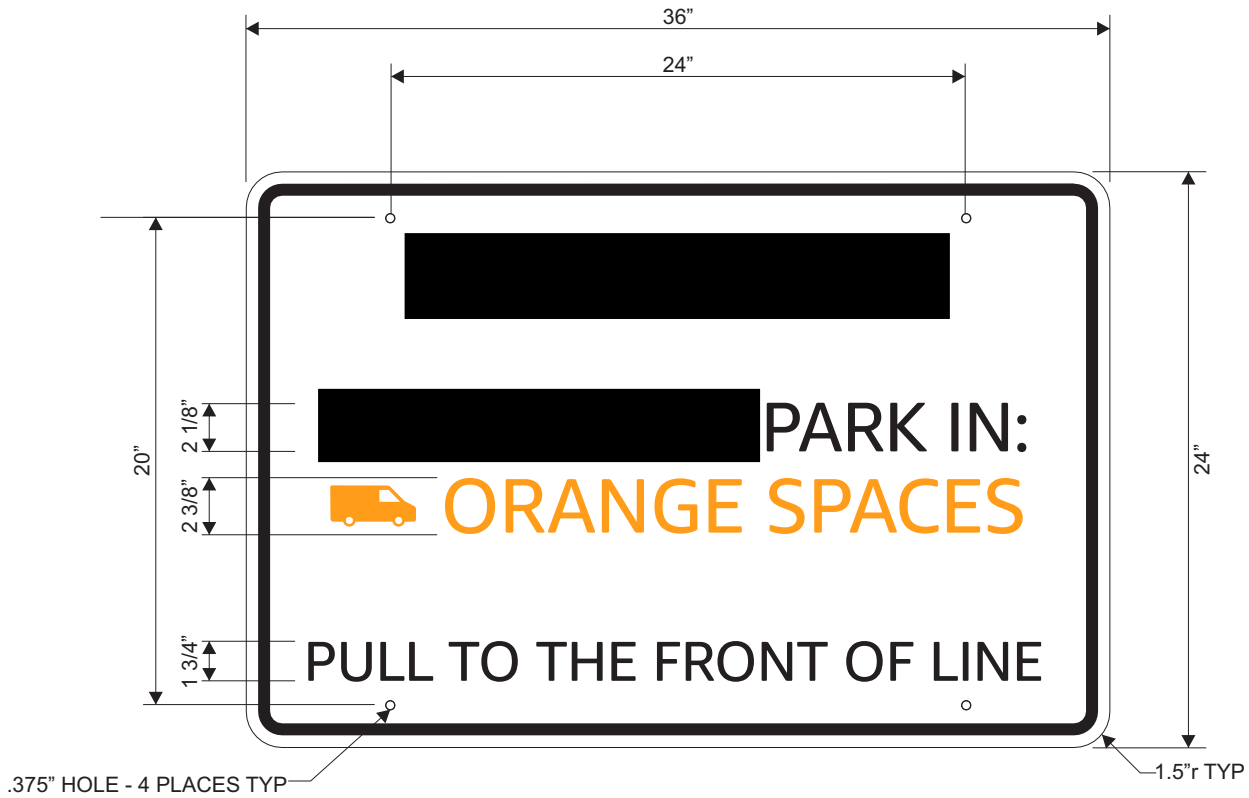
**Copy :** Digitally printed -OR- Direct print black copy

**Font :** [Redacted]

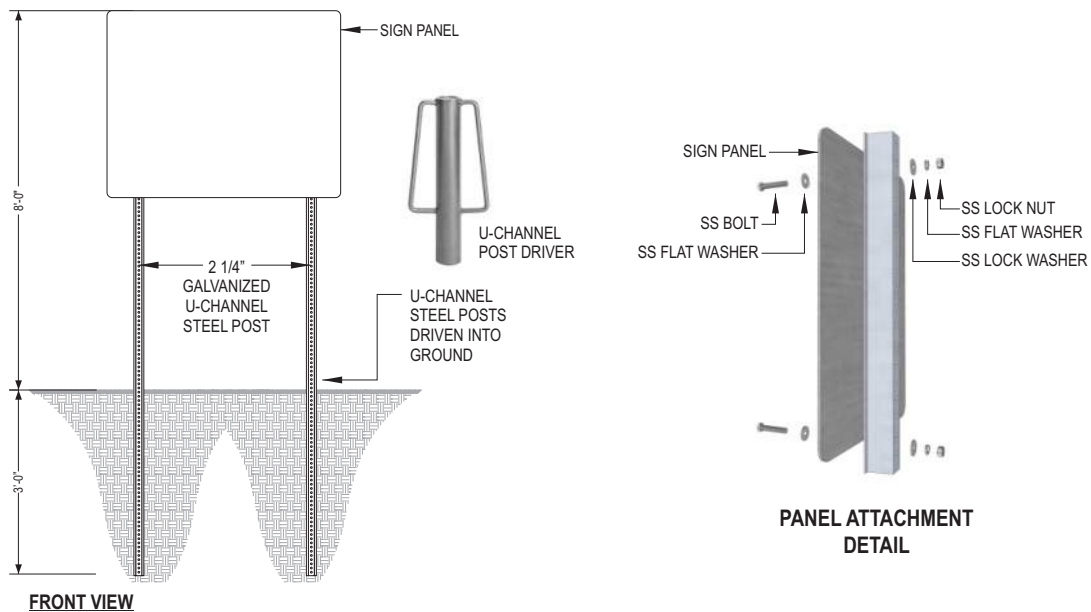
**Installation :** Mounted with (2) square galvanized steel post, footings & breakaways.

**Colors:**

OPAQUE BLACK REFLECTIVE WHITE



**U-2**  
MOUNTING DETAIL



INSTALLED BY CONSTRUCTION

**Designation:**

**AS-94**

**Description:**

**Substrate:** .080" Pre-Finished Alum. Sheet

**Graphics:** Digitally Printed or Direct Print Graphics

**Notes:**

**Panel :** 1/8" Alum. panel with high intensity reflective white sheeting. Panels to have radiused corners

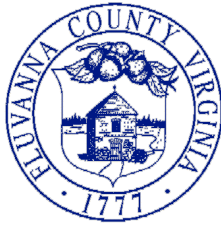
**Copy :** Digitally printed -OR- Direct print black copy

**Font :** [REDACTED]

**Installation :** Mounted with (2) square galvanized steel post, footings & breakaways.

**Colors:**





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## COUNTY OF FLUVANNA

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*"Responsive & Responsible Government"*

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

### BOARD OF ZONING APPEALS STAFF REPORT

**To:** Fluvanna County Board of Zoning Appeals

**From:** Todd Fortune

**Case Number:** BZA 25:06

**District:** Fork Union

**General Information:**

This public hearing to be held on Tuesday, August 19, 2025 at 7:00 pm by the Fluvanna County Board of Zoning Appeals in the Morris Room in the County Administration Building, 132 Main Street, Palmyra VA 22963.

**Requested Action:**

Variance to maximum sign height requirements under section 22-15-3 of the Fluvanna County Code for the Ash Market located in the Fork Union Election District and identified as Tax Map 51-A-103.

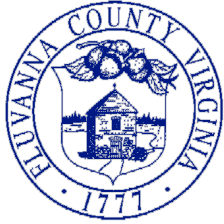
**Background Information:**

This request is for a business sign. The property in question is zoned B-1, Business, General. Per 22-15-3 of the Fluvanna County Code, freestanding business signs in B-1 are limited to a maximum height of 10 feet. The applicant has requested a variance to allow them to place a sign with a height of 20 feet for safety reasons.

Per Section 22-18-4 of the Fluvanna County Code, this request was presented to the Planning at its monthly meeting on August 12, 2025. The Commission voted to recommend approval.

**Recommended Motion:**

I MOVE THAT THE BOARD OF ZONING APPEALS (APPROVE/ DENY / DEFER) A VARIANCE REQUEST FOR MAXIMUM SIGN HEIGHT AS DEFINED UNDER SECTION 22-15-3 OF THE FLUVANNA COUNTY CODE TO AUTHORIZE A MAXIMUM SIGN HEIGHT FOR A FREESTANDING SIGN OF 20 FEET FOR A PROPERTY LOCATED IN THE FORK UNION ELECTION DISTRICT AND IDENTIFIED AS TAX MAP 51-A-103.



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## COUNTY OF FLUVANNA

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*"Responsive & Responsible Government"*

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

### PUBLIC HEARING NOTICE

August 5, 2025

**RE: Board of Zoning Appeals – Variance Requests**

This is to notify you that the Fluvanna County Board of Zoning Appeals will hold public hearings on:

**Meeting:** Board of Zoning Appeals Regular Meeting  
**Date:** **August 19, 2025**  
**Time:** **7:00 p.m.**  
**Location:** Morris Room of Fluvanna County Administration Building  
132 Main Street Palmyra, VA 22963

**BZA 25:06 – Ash Market:** A request for a variance to max sign height requirements under section 22-15-3 of the Fluvanna County Code for the Ash Market located in the Fork Union Election District and identified as Tax Map 51-A-103.

The meeting of the Board of Zoning Appeals will be in person and instructions for public participation during the meeting will be made available on the Fluvanna County website: [www.fluvannacounty.org](http://www.fluvannacounty.org) Interested persons may submit written comments prior to the scheduled meeting to [planning@fluvannacounty.org](mailto:planning@fluvannacounty.org) or call 434.591.1910, between 8:00 am and 5:00 pm Monday – Friday or visit the County Administration Building at 132 Main Street Palmyra, VA 22963.

Sincerely,

*Jason Overstreet*

Jason Overstreet, CZA  
Senior Planner

PIN	MLNAM	MFNAM	MADD1	MCITY	MSTATE	MZIP5
51-A-104B	FORK UNION BAPTIST CHURCH	Null	4745 JAMES MADISON HWY	FORK UNION	VA	23055
51-A-104A	FORK UNION BAPTIST CHURCH CEMETERY	Null	Null	Null	Null	0
51-A-106	WHITE, FRAYSER F II REVOCABLE TRUST	KAY W JEFFERIES, TRUSTEE	PO BOX 28	NEW CANTON	VA	23123
51-A-90A	REALTY INCOME PROPERTIES 13 LLC	ATTN: TAX DEPT #4659	11995 EL CAMINO REAL	SAN DIEGO	CA	92130
51-A-102	RODRIGUEZ, OSCAR A LIVING TRUST	Null	43471 30TH STREET WEST	LANCASTER	CA	93536
51-A-102A	JAMES MADISON RENTALS LLC	Null	P O BOX 175	FORK UNION	VA	23055
51-A-93	ELLA, LLC	Null	P O BOX 458	FORK UNION	VA	23055
51-A-94	JOHNSON, LEWIS G	Null	PO BOX 175	FORK UNION	VA	23055
51-A-95	FELTON, ANGELA C & ROMONO N	Null	2723 WEST BOTTOM RD	BREMO BLUFF	VA	23022
51-A-96	HELLMS, KENNETH & SHIRLEY	Null	2603 WEST BOTTOM RD	BREMO BLUFF	VA	23022





COMMONWEALTH OF VIRGINIA  
COUNTY OF FLUVANNA  
Variance Application (BZA)

**Owner of Record:**

E911 Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_

**Applicant of Record:**

E911 Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_

**Representative:**

E911 Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_

**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.**

**Tax Map and Parcel(s):**

**Acreage:** \_\_\_\_\_ **Zoning:** \_\_\_\_\_

E911 Address of Parcel: \_\_\_\_\_

**Deed Book Reference:**

Deed Restrictions? ☐ No ☐ Yes (Attach copy)

Description of Property: \_\_\_\_\_

Request for a variance from Section \_\_\_\_\_ of the Fluvanna County Code in respect to the requirement for \_\_\_\_\_ in order to build \_\_\_\_\_

Fill in only the line(s) that apply to your request(s)	Applicant has	Code requires or permits	Variance requested
Total Area			
Lot Width			
Front yard setback			
Minimum side yard setback			
Total side yard setback			
Rear yard setback			
Public road frontage			
Other (write in)			

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

By signing this application, the undersigned authorizes entry onto the property by County employees, the Planning Commission, the Board of Supervisors, and the Board of Zoning Appeals during the normal discharge of their duties in regard to this request.

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

Owner/Applicant Name (Please Print) \_\_\_\_\_

Date \_\_\_\_\_

Owner/Applicant Signature \_\_\_\_\_  
*Michelle L. Hobbs*

**OFFICE USE ONLY**

Date Received: _____	PH Sign Deposit Received: _____	Application #: BZA ____: _____
\$550 Fee Paid _____		
Election District: _____	Planning Area: _____	
Approved _____	Denied _____	Date: _____
Zoning Administrator: _____		



COMMONWEALTH OF VIRGINIA  
COUNTY OF FLUVANNA  
**Public Hearing Sign Deposit**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

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

Michelle L. Hobbs \_\_\_\_\_  
Applicant Signature Date

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

OFFICE USE ONLY	
Application #: <b>BZA</b> _____ : _____ <b>CPA</b> _____ : _____ <b>SUP</b> _____ : _____ <b>ZMP</b> _____ : _____ <b>ZTA</b> _____ : _____	
\$50 deposit paid per sign*:	Approximate date to be returned:

**IMPROVEMENTS PROPOSED**

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

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**SPECIAL CONDITIONS**

Relate here the special conditions or circumstances (topography, soil type, shape of property) peculiar to the above described land, building, or structure or to the intended use or development of the land, building or structure involved that do not apply generally to other property in the same district.

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**UNNECESSARY HARDSHIP**

Describe here how the literal interpretation and enforcement of Section\_\_\_\_\_of the Zoning Ordinance would effectively prohibit or unreasonably restrict the use or intended use or development of the properties involved by the applicant.

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**ADJACENT PROPERTY**

Describe the effects of this variance on adjacent property and the surrounding neighborhood. How will adjoining property owners be protected.

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**PLAN**

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

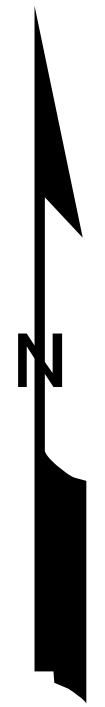
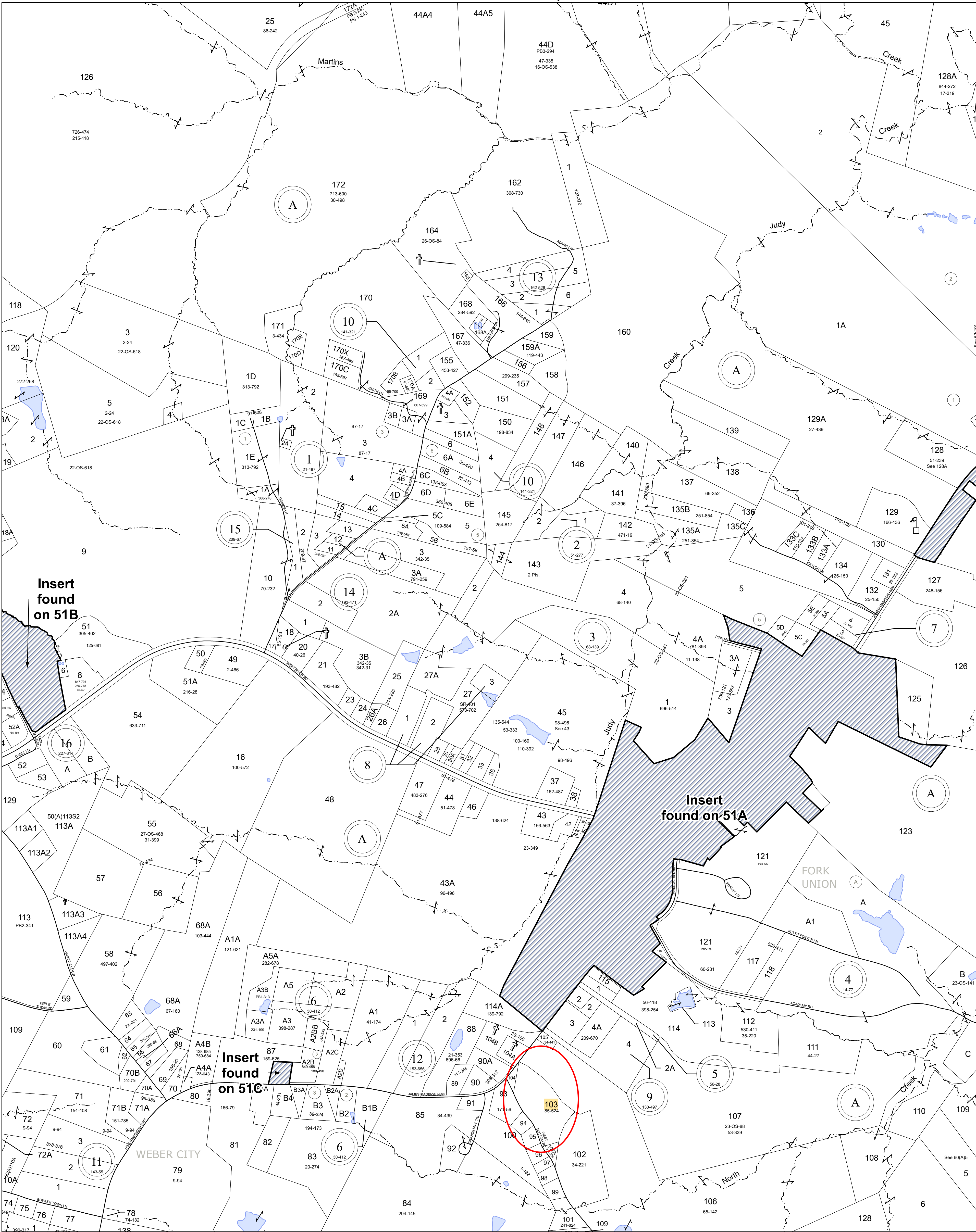
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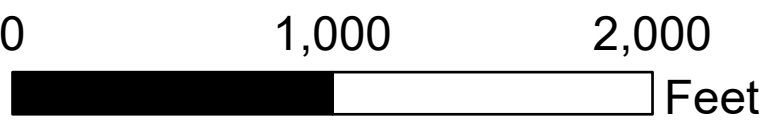
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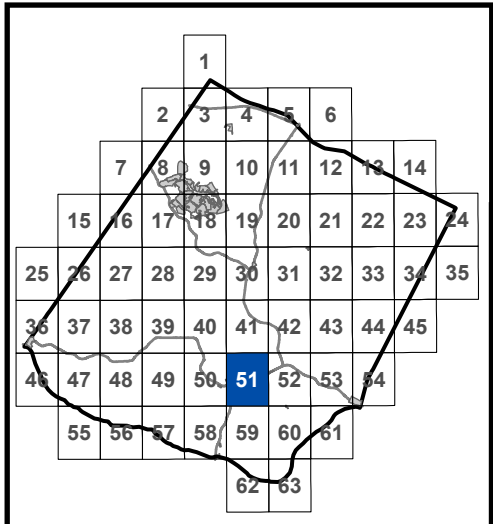
FLUVANNA COUNTY, VIRGINIA



SECTION 51



MAP LOCATION



Legend

- Roads
- Waterline
- Waterbodies
- County Boundaries
- Parcels
- Tax Sheet Grid

1:7,200

REVISION NOTES

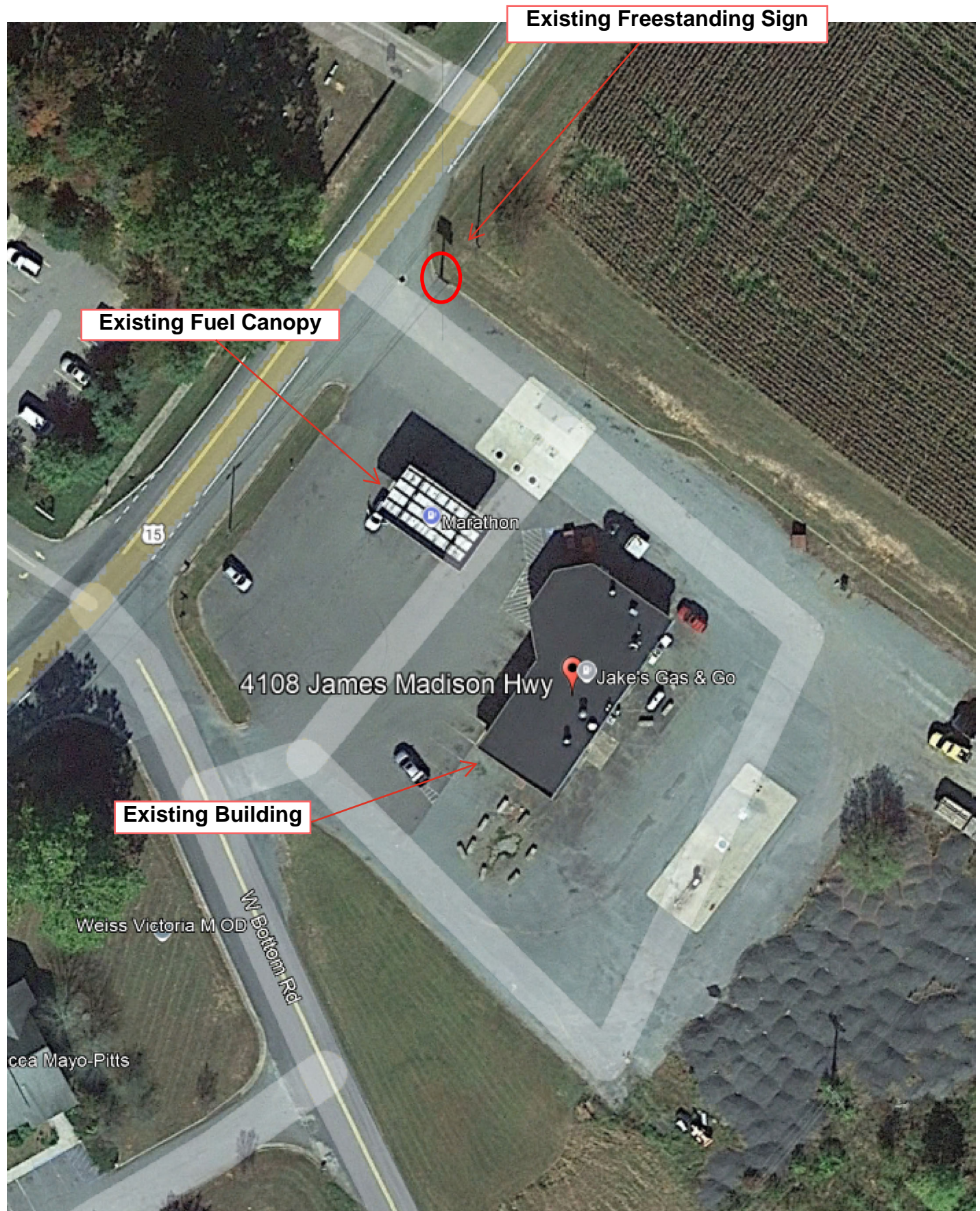
Printed Hurt & Proffitt, Inc. on: 4/3/2024  
Data updated as of: 12/31/2023

MATCHING SHEET

40	41	42
50	51	52
58	59	60



# Site Plan





## Freestanding Sign Proposal

### New Sign Cabinet

8' W x 4' H =  
32 sq. ft.

After

Before



\*\*\*We will be utilizing the existing foundation - new sign will be 10' high overall\*\*\*



## Height Change Proposal

After

\*\*\*Existing sign is 10' overall height - proposal is to change to 20' overall with a ground clearance of 16'\*\*\*

Before

