

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

**Morris Room**

**January 14, 2020**

**6:00PM Work Session**

**7:00 pm Regular Meeting**

**MEMBERS PRESENT:**

Barry Bibb  
Ed Zimmer  
Lewis Johnson  
Gequetta "G" Murray-Key  
Howard Lagomarsino  
Patricia Eager, Board of Supervisors Representative

**ALSO PRESENT:**

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

**ABSENT:**

None

**A. CALL TO ORDER, PLEDGE OF ALLEGIANCE, MOMENT OF SILENCE**

At 6:00pm, Douglas Miles, Community Development Director called the work session to order. After the recitation of the Pledge of Allegiance, a moment of silence was observed.

**B. PLANNING DIRECTOR COMMENTS**

None were provided.

**C. PUBLIC COMMENTS (Limited to 3 minutes per speaker)**

None were provided.

**D. WORK SESSION:**

**Vehicle Impound Facility Discussion**

Proposed definition:

A facility that provides for the temporary, screened storage of operable or inoperable vehicles to be claimed by their titleholders or agents; or those vehicles that are awaiting insurance adjustments or claims within 30 days or less for insurance purposes

Proposed to be permitted by special use permit in A-1 zoning (22-4-2.2), B-1 zoning (22-9-2.2), I-1 zoning (22-11-2.2) and by right in I-2 zoning (22-12-2.1).

Typical I-2 land uses are retail or wholesale sales of used auto parts that are placed up onto racks and is NOT a Vehicle Impound Facility that has a TIME Limit and does not allow for disassembly of vehicles as insurance claims are being processed on them.

<b>MOTION:</b>	I move that the Fluvanna County Planning Commission directs staff to initiate a Zoning Text Amendment to amend Chapter 22 of the County Code, in order to add a definition and provisions for vehicle impoundment facilities, and to schedule a February Public Hearing for a formal Planning Commission consideration and recommendation onto the Board of Supervisors				
<b>MEMBER:</b>	Bibb (Chair)	Zimmer (Vice Chair)	Johnson	Murray-Key	Lagomarsino
<b>ACTION:</b>					
<b>VOTE:</b>					
<b>RESULT:</b>	Mr. Payne recommended that they acknowledged the Text Amendment.				

1. **CALL TO ORDER PLEDGE OF ALLEGIANCE, MOMENT OF SILENCE**

At 7:00pm, Douglas Miles, Community Development Director called the Regular Meeting to order, followed by the Pledge of Allegiance and a moment of silence.

2. **2020 ORGANIZATIONAL MEETING OF THE FLUVANNA COUNTY PLANNING COMMISSION**

<b>MOTION:</b>	<b>I move to elect Barry Bibb as Chairman of the Fluvanna County Planning Commission for the calendar year of 2020.</b>				
<b>MEMBER:</b>	Bibb (Chair)	Zimmer (Vice Chair)	Johnson	Murray-Key	Lagomarsino
<b>ACTION:</b>		<b>Seconded</b>	<b>Motion</b>		
<b>VOTE:</b>	Yes	Yes	Yes	Yes	Yes
<b>RESULT:</b>	<b>5-0 Approved</b>				

<b>MOTION:</b>	<b>I move to elect Ed Zimmer as Vice Chairman of the Fluvanna County Planning Commission for the calendar year of 2020.</b>				
<b>MEMBER:</b>	Bibb (Chair)	Zimmer (Vice Chair)	Johnson	Murray-Key	Lagomarsino
<b>ACTION:</b>			<b>Motion</b>	<b>Seconded</b>	
<b>VOTE:</b>	Yes	Yes	Yes	Yes	Yes
<b>RESULT:</b>	<b>5-0 Approved</b>				

<b>MOTION:</b>	<b>Resolution entitled "Organizational Meeting of the Fluvanna County Planning Commission 2020"</b>				
<b>MEMBER:</b>	Bibb (Chair)	Zimmer (Vice Chair)	Johnson	Murray-Key	Lagomarsino
<b>ACTION:</b>		<b>Motion</b>			<b>Seconded</b>
<b>VOTE:</b>	Yes	Yes	Yes	Yes	Yes
<b>RESULT:</b>	<b>5-0 Approved</b>				

<b>MOTION:</b>	<b>Adoption of the Planning Commission By-Laws and Rules of Procedures</b>				
<b>MEMBER:</b>	Bibb (Chair)	Zimmer (Vice Chair)	Johnson	Murray-Key	Lagomarsino
<b>ACTION:</b>		<b>Motion</b>		<b>Seconded</b>	
<b>VOTE:</b>	Yes	Yes	Yes	Yes	Yes
<b>RESULT:</b>	<b>5-0 Approved as Amended</b>				

3. **DIRECTOR'S REPORT-- Douglas Miles**

**Board of Supervisors Actions:**

December 18, 2019

*No Zoning Cases*

January 8, 2020

*No Zoning Cases*

**Board of Zoning Appeals Actions:**

*No Variance Cases*

**Technical Review Committee for December 12, 2019:**

- I. **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. ***(This commercial project was rescheduled from the November 14, 2019 TRC agenda)***
  
- II. **SDP 19:23 Foothill Irrigation** – A site development plan request to construct an office building, warehouse and carport with respect to 1.952 acres of Tax Map 5, Section 24, Parcel 4. The property is zoned I-1, Industrial, Limited and located within the Zion Station Subdivision between Zion Station Road (Route 1021) and Richmond Road (Route 250). The parcel is located within the Zions Crossroads Community Planning Area and the Columbia Election District. **(A setback Variance has been filed for this commercial project to the required one hundred (100) foot setback taken from 250)**
  
- III. **ZMP 19:02 2428 Richmond Road LLC** – A request to conditionally rezone, from A-1 Agricultural, General to I-1 Industrial, Limited, (front portion) 29.4 acres of Tax Map 4, Section A, Parcel 27. The property is located along Richmond Road (US Route 250), approximately 0.16 miles west of the intersection of Zion Road (State Route 627) and Memory Lane (State Route 698). The parcel is within the Zion Crossroads Community Planning Area and the Palmyra Election District.

**Planning District Commission Regional Meetings and Fluvanna Projects:**

January 7, 2020: 2020 US Census GIS Mapping Project has begun to further clarify and correct the existing Fluvanna County jurisdictional boundaries to be more accurate with our adjoining neighbors with surrounding GIS Coordinators working together to complete project by March 1.

January 13, 2020: Zion Crossroads Gateway Plan Technical Committee meeting was held in Fluvanna County with the PDC Planning Staff facilitating the project update meeting. VDOT’s traffic engineering firm will be presenting some preliminary traffic analysis and observations in the US 15 and US 250 interchange and other prescribed intersections along both of these routes.

- 4. **PUBLIC COMMENTS:**  
No comments were provided.
  
- 5. **MINUTES:**

<b>MOTION:</b>	<b>Planning Commission Minutes of December 10, 2019</b>				
<b>MEMBER:</b>	Bibb (Chair)	Zimmer (Vice Chair)	Johnson	Murray-Key	Lagomarsino
<b>ACTION:</b>		<b>Motion</b>		<b>Seconded</b>	
<b>VOTE:</b>	Yes	Yes	Yes	Yes	Yes
<b>RESULT:</b>	<b>5-0 Approved</b>				

- 6. **PUBLIC HEARINGS:**  
None
  
- 7. **PRESENTATIONS:**  
None
  
- 8. **SITE DEVELOPMENT PLANS:**

**SDP 19:23 Foothill Irrigation—Zion Station Lot 4—Brad Robinson, Senior Planner**

- Approval of a sketch plan request to construct an office building, warehouse and carport with respect to 1.952 acres of Tax Map 5, Section 24, Parcel 4.
- The affected property is located within the Zion Station industrial subdivision between Zion Station Road (Route 1021) and Richmond Road (Route 250).

**Questions by the Commission:**

Bibb: So you are moving your company from one city/county to another?

Bradley Hill, Applicant: Yes sir that is the plan.

MOTION:	I move to approve SDP 19:23, a sketch plan request to construct an office building warehouse and carport with respect to 1.952 acres of Tax Map 5, Section 24, Parcel 4, 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 a sidewalk waiver to SDP 19:23, a sketch plan request to construct an office building, warehouse and carport with respect to 1.952 acres of Tax Map 5, Section 24, Parcel 4, pursuant to County Code Section 22-23-6.6.A.				
MEMBER:	Bibb (Chair)	Zimmer (Vice Chair)	Johnson	Murray-Key	Lagomarsino
ACTION:			Seconded	Motion	
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	Approved 5-0				

9. **SUBDIVISIONS:**

None

10. **UNFINISHED BUSINESS:**

None

11. **NEW BUSINESS:**

Mrs. Eager requested that the Planning Commission revisit the regulations regarding rural cluster subdivisions.

12. **PUBLIC COMMENTS # 2**

No comments were provided.

13. **ADJOURN:**

Chairman Bibb adjourned the Planning Commission meeting of January 14, 2020 at 7:32pm

Minutes recorded by Valencia Porter, Senior Program Support Assistant.

---

**Barry A. Bibb, Chairman**  
**Fluvanna County Planning Commission**