

**FLUVANNA COUNTY PLANNING COMMISSION
WORK SESSION AND REGULAR MEETING MINUTES
Morris Room
August 11, 2020
7:00 pm Regular Meeting**

MEMBERS PRESENT: Barry Bibb, Chairman
Ed Zimmer, Vice Chairman
Gequetta "G" Murray-Key
Howard Lagomarsino
Lewis Johnson
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
Jason Overstreet, Planner

ABSENT: None

**Due to health concerns, Mrs. Eager is attending the meeting via phone conference call
-Patricia Eager, (Calling from 1107 Mechunk Creek Drive)*

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

At 6:00 pm, Chairman Bibb 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 as time was yielded to Eric Dahl, County Administrator.

C. PUBLIC COMMENTS

At 6:01 pm, Chair Bibb opened the Public Comments.
With no one wishing to speak, Chair Bibb closed the Public Comments at 6:01pm.

WORK SESSION:

Zions Crossroads Water and Wastewater Update – Eric Dahl, County Administrator

- Zion Crossroads water and sewer project will start at the Fluvanna Women's Correctional Center on Hwy 250 in Fluvanna County, proceed 3 miles east to Rt. 15, and terminate approximately 1-mile south on Rt. 15. In addition, the waterline will extend 0.5 miles west on Hwy 250 to Memory Lane and then 0.3 miles south to the end of Memory Lane.
- The project will consist of approximately 33,000 linear feet of water line and approximately 23,000 linear feet of sewer line. Appurtenances that will be a part of the waterline will include a 500,000 gallon water storage tank and a booster pump station located at the prison that will have the ability to pump 600 gallons per minute. The appurtenance for the sewer line will be a sewer pumping station with dual submersible pumps capable of pumping 700 gallons per minute.
- The overall cost for this project is \$11.6M. The Fluvanna County Board of Supervisors cash funded an initial portion of the project and had \$8.6M of VRA Infrastructure and State Moral Obligation Revenue Bonds issued in August 2017, with the intent to cash fund the remainder of the project from fund balance. In order to maintain our conservative fund balance reserves, the Fluvanna County Board of Supervisors decided in spring 2020 to change cash funding the remainder of the project and fund the \$2.25M balance with revenue bonds.
- In February 2020, the Virginia Department of Environmental Quality (DEQ) approached the County about extending the Zion Crossroads waterline on Hwy 250 1.3 miles west of where it currently terminates on Memory Lane, to properties contaminated by an old petroleum release.
- Four petroleum impacted properties currently have water treatment systems until a permanent

solution is provided. In addition, two nearby properties are at risk of petroleum contamination. This project extension helps to provide a reliable water source to the affected residents of the County and advances a Phase 2 component earlier with the assistance of DEQ.

- The County has coordinated with DEQ and we have received a formal letter outlining their proposal and available funding. DEQ will fund:
 - Up to \$200,000 for Engineering Services
 - Up to \$800,000 for Construction Services and/or excess of remaining Engineering funds
- The overall cost for this Phase 2 Zion Crossroads waterline extension is estimated at \$1.5M. DEQ will provide a maximum funding for this project of \$1.0M, with the Fluvanna County Board of Supervisors currently issuing Revenue Bonds for the remainder of the project.

Solar Energy Facilities Zoning Text Amendment – Douglas Miles, Planning Director

Proposed Zoning Text Amendment (ZTA) to define and to add Solar Energy Facility within the Zoning Ordinance to further define this as a new land use for continued solar energy facility production.

UTILITY SCALE SOLAR ENERGY FACILITIES LAND USE

A Special Use Permit (SUP) in the A-1, B-1 and I-1 Zoning Districts and make it a By Right use in I-2 District with required landscaping and screening

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

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

Board of Supervisors Actions:

March 18, 2020

ZMP 19:02 – 2428 Richmond Road LLC (Morris) Rezoning was deferred due to COVID-19
ZTA 19:04 – Vehicle Impound Facility Text Amendment was deferred due to COVID-19
VDOT Smart Scale Round 4 Applications moved forward in the VDOT application process

April 1, 2020

The Board of Supervisors adopted a Continuity of Operations Resolution due to COVID-19 that allowed Fluvanna County and its Boards and Commissions to continue with operations. They have continued to renew it throughout the entire COVID-19 pandemic at the County.

June 17, 2020

ZMP 19:02 – 2428 Richmond Road LLC (Morris) Conditional rezoning was approved
ZTA 19:04 – Vehicle Impound Facility Text Amendment was deferred for up to one year

VDOT Smart Scale Round 4 Applications Resolution was approved for these three projects:

1. Turkeysag Trail (Route 1015) and Thomas Jefferson Highway (Route 53) intersection
2. Troy Road (Route 631) and Richmond Road (Route 250) intersection (at Zion Station Road)
3. South Boston Road (Route 600) and Lake Monticello Road (Route 618) intersection

Board of Zoning Appeals Actions:

No Zoning Cases during April, May and June 2020

Technical Review Committee (TRC) Conference Call meetings:

March 12, 2020

SDP 20:02 Sun Tribe Solar LLC / Fluvanna Middle School – A site development plan request to construct a solar array with respect to 83.185 acres of Tax Map 41, Section A, Parcels 6A and 16, Tax Map 41, Section 1, Parcel 3, and Tax Map 41, Section 4, Parcels 1, 2 and 3. The parcels are

zoned A-1, Agricultural, General and located along Central Plains Road (Route 649) approximately 0.1 miles west of the intersection with James Madison Highway (U.S. Route 15). The parcels are located within the Rural Preservation Planning Area and the Fork Union Election District.

April 9, 2020

SDP 20:03 LKQ Automotive – A site development plan request to construct a salvage and scrap yard with respect to 90.17 acres of Tax Map 4, Section A, Parcel 27A. The parcel is zoned I-2, Industrial, General and located at the end of Memory Lane (State Route 698), approximately 0.35 miles south of the intersection of Richmond Road (U.S. Route 250). The parcel is located within the Rural Residential Planning Area and the Palmyra Election District.

May 14, 2020

SDP 20:05 Fluvanna Firearms – A site development plan request to construct a specialty retail store for the sale of firearms with respect to 10.549 acres of Tax Map 52, Section 8, Parcel 2. The parcel is zoned A-1, Agricultural, General and located off James Madison Highway (U.S. Route 15), approximately 0.1 miles west of the intersection with East River Road (State Route 6). The parcel is located within the Rural Residential Planning Area and the Fork Union Election District.

June 11, 2020

SDP 20:07 Sun Tribe Solar / West Central Primary – A site development plan request to construct a solar array with respect to 31.1 acres of Tax Map 41, Section A, Parcel 16. The parcel is zoned A-1, Agricultural, General and located along Central Plains Road (Route 649). The parcel is located within the Rural Preservation Planning Area and the Fork Union Election District.

Planning Director Webinar attendance and training during COVID-19 period:

March 23, 2020 – American Planning Association (APA) – Virginia (VA) Chapter Modernizing Parking Standards – City of Alexandria’s lessons learned for creating less parking spaces by the using shared parking space calculations and allowing for more retail and commercial land uses.

April 30, 2020 – APA VA Chapter Civic Engagement in the World of Social Distancing and Conducting Virtual Public meetings by Sharon Pandak, Esq. Local Government Attorneys of Virginia and Neiman Young, PhD, King George County Administrator for County examples.

May 12, 2020 – Timmons Virtual Learning Series Bicycle and Pedestrian Accommodations in Main Street Areas webinar (Palmyra) Main Street VDOT integrated road and sidewalk design. Successful Main Street projects were discussed where the accommodations were implemented.

May 18, 2020 – APA VA Chapter 2020 Virginia General Assembly Legislative Session focused on the key legislation passed by the General Assembly that impacted local and regional planning which included Solar Energy Facilities both utility-scale solar sites and accessory use solar uses.

June 30, 2020 – Timmons Virtual Learning Series Sensible Stormwater Design Solutions for Road Projects focused on both innovative techniques and common sense engineering solutions. VDOT roundabouts, signalized intersections, road medians, etc. were discussed within Virginia.

Planning Staff webinar attendance and training during COVID-19 period:

Tyler Online Training Sessions – EnerGov tutorials for better software implementation and connectivity to existing WebGIS and permitting software linkage to Fluvanna County data.

May 12, 2020 – William & Mary Continuing Education Planning and Facilitating Virtual Meetings by Jennifer West, Training Program Coordinator provided the Basics on how to conduct virtual meetings for local officials and support staff and strategic planning classes.

May 19, 2020 – Timmons Virtual Learning Series Current Trends shaping the Data Center Industry focused on what infrastructure would be needed to support new industrial land uses.

Planning Director and Senior Planner virtual Regional Planning meetings:

May 19, 2020 – TJ PDC Rural Transportation Advisory Committee meeting discussed FY 21 Rural Work Program and discussed regional bicycle lane and pedestrian sidewalk inventory.

May 20, 2020 – Zion Crossroads Gateway Plan – Fluvanna County meeting discussed launching Fluvanna County gateway design survey to receive additional TJ PDC gateway plan information.

Planning and Community Development Department Staff Member update:

April 6, 2020 – County Administrator, Community Development Director and Human Resource Manager conducted the Building Official position interviews and selected Andrew Wills, CBO who previously worked for the department as a Building Inspector and he started on May 4th.

3. PUBLIC COMMENTS # 1:

At 7:16 pm, Chair Bibb opened the first round of Public Comments.

Dr. Sam Babbitt, 1038 Hunters Woods, Crozier, VA expressed concerns that his deeded access would be utilized to access the retail store behind his vet clinic.

With no one else coming forward wishing to speak, Chair Bibb closed the Public Comments at 7:22 pm

4. MINUTES:

MOTION:	Planning Commission Minutes of June 09 , 2020				
MEMBER:	Bibb (Chair)	Zimmer (Vice Chair)	Johnson	Murray-Key	Lagomarsino
ACTION:		Motion			Seconded
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0 Approved				

5. PUBLIC HEARINGS:

AFD 19:02 Patsy P. Griffn LE Et Al – Brad Robinson, Senior Planner

- 3 parcels proposed for addition (41-A-45, 41-A-45B and 51-A-128A) for a total of 136.664 acres
- Two of the subject parcels were formerly part of the Carysbrook AFD.
- Applicant has 41-A-45A already enrolled in Carysbrook AFD
- Carysbrook AFD totals 1504.0676 acres

PUBLIC HEARING:

At 7:28pm, Chair Bibb opened the Public Hearing Public Comments.

With on one wishing to speak, Chair Bibb closed the Public Comments at 7:28pm.

MOTION:	I move to recommend approval of the proposed addition of Tax Map Parcels 41-A-45, 41-A-45B and 51-A-128A totaling 136.664 acres to the Carysbrook Agricultural and Forestal District.				
MEMBER:	Bibb (Chair)	Zimmer (Vice Chair)	Johnson	Murray-Key	Lagomarsino
ACTION:		Seconded	Motion		
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0 Approved				

AFD 19:03 Allison W. & Ronald J. Unnerstall – Brad Robinson, Senior Planner

- Two parcels proposed for addition (60-A-21 and 60-A-21D) for a total of 140.65 acres
- Parcels were previously enrolled in the Riverside AFD before it was terminated in 2012
- Glenarvon Farm AFD totals 1,730.362 acres

PUBLIC HEARING:

At 7:32pm, Chair Bibb open the Public Hearing Public Comments.

Ronald Unnerstall, Co-applicant, 578 Middle Farm Trace, Bremono Bluff, VA 23022. Thank you for inviting me to the meeting. I'm happy that the adjacent property owners talked me into doing this. Thank you again.

With no one wishing to speak, Chair Bibb closed the Public Hearing Public Comments at 7:33 pm.

MOTION:	I move to recommend approval of the proposed addition of Tax Map Parcels 60-A-21 and 60-A-21D totaling 140.65 acres to the Glenarvon Farm Agricultural and Forestal District.				
MEMBER:	Bibb (Chair)	Zimmer (Vice Chair)	Johnson	Murray-Key	Lagomarsino
ACTION:		Seconded	Motion		
VOTE:	YES	YES	YES	YES	YES
RESULT:	5-0 Approved				

6. PRESENTATIONS:

None

7. SITE DEVELOPMENT PLANS:

SDP 20:05—Fluvanna Firearms Building – Douglas Miles, Planning Director

Request for sketch plan approval to construct a specialty retail store with respect to 10.5 acres of Tax Map 52, Section 8, Parcel 2;

Subject Parcel is zoned A-1 with a Special Use Permit and is located within the Rural Residential Planning Area;

Adjoining parcels are zoned A-1 and A-1 with a Special Use Permit for a Veterinary Office use

- Final site plan that complies with all aspects of the zoning ordinance must be submitted for final review and approval from all agencies.

COMMENTS/QUESTIONS:

Dr. Babbitt: He recommended that the applicant pave his access easement.

Johnson: Dr. Babbitt called me on his concerns with this request.

Jim Taggart, PE: Appreciate the hard work by staff on this project.

MOTION:	I move to Approve SDP 20:05, a sketch plan request to construct a new 2,800 square foot specialty retail store with respect to 10.5 acres of Tax Map 52, Section 8, Parcel 2, subject to the conditions listed in the staff report.				
MEMBER:	Bibb (Chair)	Zimmer (Vice Chair)	Johnson	Murray-Key	Lagomarsino
ACTION:		Motion	Seconded		
VOTE:	YES	YES	YES	YES	YES
RESULT:	5-0 Approved				

SDP: 20:07 – Sun Tribe Solar/West Central Primary – Brad Robinson, Senior Planner

Request for sketch plan approval to construct a solar array with respect to 31.1 acres of Tax Map 41, Section A, Parcel 16.

Parcel is zoned A-1 and is located within the Rural Preservation Planning Area.

Adjoining parcels are zoned A-1.

Final site plan that complies with all aspects of the zoning ordinance must be submitted for final review and approval from all agencies.

Comments/Questions:

No comments were provided.

MOTION:	I move to Approve SDP 20:07, a sketch plan request to construct a solar array with respect to 31.1 acres of Tax Map 41, Section A, Parcel 16, subject to the conditions listed in the staff report.				
MEMBER:	Bibb (Chair)	Zimmer (Vice Chair)	Johnson	Murray-Key	Lagomarsino
ACTION:				Motion	Seconded
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0 Approved				

8. SUBDIVISIONS:

None

9. UNFINISHED BUSINESS:

SDP 19:08 – Lane Self Storage – Sidewalk Waiver Request – Brad Robinson, Senior Planner

County Code Sections 22-11-11 and 22-23-6.6.A require sidewalks on both sides of all roadways, public and private.

Planning Commission reviewed request for a sidewalk waiver on June 9, 2020 and voted 5-0 to defer in order to obtain VDOT input.

VDOT has indicated that sidewalks are not required nor is there any preference for or against them.

MOTION:	I move to Approve a sidewalk waiver to SDP 19:08, a sketch plan request to construct a self-storage facility with respect to 4.337 acres of Tax Map 5, Section A, Parcel 59, pursuant to County Code Sections 22-11-11 and 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:	5-0 Approved				

*Douglas Miles asked the Commission if it was okay to go forward with the Zoning Text Amendment as discussed in the work session. There were no objections to move forward with it.

10. NEW BUSINESS:

None

11. PUBLIC COMMENTS # 2:

At 7:58 pm, Chair Bibb opened the second round of Public Comments, with no one coming forward to speak, Chair Bibb closed the Public Comments at 7:58 pm.

12. ADJOURN:

Chairman Bibb adjourned the Planning Commission meeting of July 14, 2020 at 7:59 pm.

Minutes recorded by Valencia Porter, Senior Program Support Assistant.

Barry A. Bibb, Chairman
Fluvanna County Planning Commission