**FLUVANNA COUNTY PLANNING COMMISSION**

**REGULAR MEETING MINUTES**

**Fluvanna County Library, 214 Commons Blvd.**

**Palmyra, VA 22963**

**October 13, 2020**

**Work Session 6:00 pm**

**7:00 pm (Virtual Meeting)**

**MEMBERS PRESENT: Barry Bibb, Chairman**

 **Ed Zimmer, Vice Chairman**

 **Lewis Johnson**

 **Gequetta “G” Murray-Key**

 **Howard Lagomarsino**

 **Patricia Eager, Board of Supervisors Representative**

**ALSO PRESENT: Eric Dahl, County Administrator**

 **Fred Payne, County Attorney**

 **Douglas Miles, Community Development Director**

 **Brad Robinson, Senior Planner**

 **Bryan Rothamel, Economic Development Coordinator**

 **Jason Overstreet, Planner/GIS Technician**

 **Valencia Porter, Administrative Program Specialist**

**ABSENT: None**

***\*Due to health concerns, Mrs. Eager is attending the meeting via phone conference call***

***-Patricia Eager, (Calling from 1107 Mechunk Creek Drive)***

1. **Open the Work Session:**

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

1. **Finance Department Comments:** Liz McIver- spoke about the CIP.

1. **Public Comments:**

 At 6:11 pm, Chairman Bibb opened the Public Comments. With no one coming forward online, or on the conference call line wishing to speak, Chairman Bibb closed the Public Comments at 6:11 pm.

1. **Work Session:(Finance Department Liz McIver):**

A proposed Capital Improvement Plan (CIP) for fiscal years 2022 through 2026 (FY22 – FY26) has been prepared by County Staff (County Administration, Fire & Rescue, Parks & Recreation, Public Works, Sherriff’s Office, Schools). The proposal has been forwarded to the Planning Commission for review, in accordance with Virginia Code §15.2-2239.

 **FY22-26 Request Report:**

 **Department**  **Amount Projects**

|  |  |  |
| --- | --- | --- |
| **Parks & Recreation**- Eric Dahl, County Administrator – representing Aaron Spitzer | $191,000.00 | * Pleasant Grove Park Spray Ground
* Pleasant Grove Park Multi-Purpose Shelter
* Pleasant Grove Park Athletic Field Lighting
* Pleasant Grove Park Athletic Fields (Baseball/Softball)
* Pleasant Grove Park Basketball and Tennis Courts
* Pleasant Grove Park Multi-Generational Center
* Pleasant Grove Park Outdoor Swimming Pool and Pool Hours
 |
| **Public Works** – Calvin Hickman, Public Works Director | $1,623,000.00 | * Renovate Exterior of Historic Courthouse
* Equipment Purchase & Replacement Plan
* Tractor
* Trailer to haul Backhoe
* Skidsteer
* Mowers
* Backhoe
* Paving Administrative-Public Safety Parking Lots
* HVAC Upgrade-Community Center & Social Services
* Public Works Equipment Shed
* New Admin/DSS Building and Renovation of Existing Buildings
 |
| **Sheriff** –Major David Wells  | $362,000.00 | * Secure Sally Port
* Vehicles Replacement
 |
| **Fire & Rescue** – John Lye, Representative  | $1,193,900.00 | * Fluvanna Fire and Rescue Apparatus Replacement
* Fluvanna Fire and Rescue Heart Monitor Replacement
* Upgrades to Ambulance 45
 |
| **County Fleet** – Eric Dahl, County Administrator  | $408,820.00 | * Social Services Vehicle Fleet
* Multi-Year Vehicle Fleet Replacement Plan (MRR)
 |
| **Schools** – Don Stribling, FCPS Representative | $2,185,000.00 | * Technology
* Carysbrook HVAC Upgrade
* School Vestibules
* Division Paving and Resurfacing
* FMS Athletic Field Lights (Football, Baseball, and Softball)
* FMS Annex Bleachers and Floor
* Abrams Abatement and Remodel
 |
| **FCPS Vehicles-** Don Stribling, FCPS Representative | $975,000.00 | * Transportation Fleet (School Buses)
* Transportation Fleet (Student Transport and Vehicles)
 |
| **County MRR –** Liz McIver | $435,000.00 | * County MRR Projects-Capital Reserve Maintenance Fund
 |
| **Schools MRR –** Liz McIver | $250,000.00 | * Capital Reserve Maintenance (CRM)
 |

 **Questions for Public Works**

 **Eager** – She asked how old is the tractors?

 **Hickman** – stated that he guessing around 15 to 20 years.

 **Eager** - How many tractors does the county own?

 **Hickman** – Fluvanna County own two tractors, one large and one small, one 1970 backhoe.

 **Zimmer** – He stated that with my experience with forestry and tractors, it’s knowledgeable that you should get the equipment shed before getting any other tractors, because the weather will ruin those also.

 **Hickman** –stated he agree with Mr. Zimmer

 **Eric Dahl** – stated that Fluvanna County did a space study, and the County Office building has no available space to offer anyone. Each office is at its maximum capacity. Each building that we own are all at its maximum capacity. We don’t have no space.

 **Questions for Fire and Rescue:**

 **Murray-Key:** she asked are we talking like the year 2020 engine or year like 2014, etc.

 L**ye**: Tankers and the major engines are extended for a 20 year period. The ambulances are every 8 years, only because we have those out on the road all the time. The equipment is getting old and some of them are on their last legs, but we would like to get something in before we have another incident where we would be out of 2 engines verses 1. We are not desperate yet but we are not far off.

 **Chairman Bibb closed the work session at 6:58 pm.**

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

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

1. **DIRECTOR’S REORT—Douglas Miles**

**Board of Supervisors Actions:**

September 16, 2020:

**SUP 20:01 Central Virginia Electric Cooperative** – A request for a special use permit to construct an electrical substation (major utility) on 4 acres known as Tax Map 39, Section A, Parcel 34A. The property is located on the south side of West River Road (Route 6), approximately 0.5 miles west of the intersection with Rolling Road South (State Route 620). The parcel is zoned A-1 Agricultural, General and located within the Rural Preservation Planning Area and the Fork Union Election District. **Approved 5-0**

**Board of Zoning Appeals Actions:**

There were no requests on the September 15, 2020 docket

**Community Development Staff Virtual Meeting Attendance:**

September 15, 2020: TJ PDC Rural Transportation Advisory Committee

Electric Vehicle Charging Station Needs Assessment Project was launched with the potential for stations to be located in Colonial Circle development; existing Ride Share / Park and Ride commuter lots and major employment centers; and at regional convenience stores, restaurants and travel centers.

September 17, 2020: ZXR Small Area Transportation Study meeting

Kittleson & Associates, VDOT’s transportation planning site consultant, presented their latest existing and future development study findings to Fluvanna and Louisa County. TJ PDC staff began working on next steps for virtual outreach with the two localities within the COVID environment.

September 21, 2020: CARE Task Force Meeting

Eric Dahl, County Administrator, provided a general status update, since the last CARES meeting back on February 24, 2020, prior to COVID-19. The CARES Task Force is currently scheduled to go until June 30, 2021.

**Community Development Staff Site Visits:**

September 14, 2020: Dr. Beyer Low Volume Medical Clinic on Route 53

Douglas Miles, Director and Andy Wills, Building Official met with Mr. Beyer to assist the Beyers with their medical clinic interior renovations and minor site plan requirements. VDOT also provided the Low Volume commercial site entrance requirements located at 2611 Thomas Jefferson Parkway.

September 23, 2020: Ballinger Bluff Rural Cluster on Courthouse Road

Douglas Miles, Director, Brad Robinson, Senior Planner and Roger Black, E&SC Plans Reviewer visited the proposed site and walked the property. A forty-seven (47) rural cluster lot subdivision is planned; and with one (1) Virginia Department of Health (VDH) permit for the central sewer systems.

September 25, 2020: Nahor Village – Age 55+ Subdivision on Route 53

Douglas Miles, Director and Roger Black, E&SC Plans Reviewer met with five (5) existing residents in their clubhouse to provide a final status update as Southern Development completes the homes and the bank the basins.

2040 Comprehensive Plan Land Use and Transportation Analysis:

The Director and Senior Planner have conducted commercial and industrial site visits at the Lake Monticello shopping centers; Zion Station and Route 250 industrial parks; and existing and planned VDOT Smart Scale project areas and other sites. The Planner / GIS Technician provided supporting Draft GIS maps to carry out the land use and transportation analysis in the office and the field during the spring and summer months due to COVID.

1. **PUBLIC COMMENTS # 1:**

At 7:11 pm, Chairman Bibb opened the first round of Public Comments. With no one coming forward online, or on the conference call line wishing to speak, Chairman Bibb closed the Public Comments at 7:11 pm.

1. **MINUTES:**

|  |  |
| --- | --- |
| **MOTION:** | **Planning Commission Minutes of September 8, 2020** |
| **MEMBER:** | **Bibb****(Chair)** | **Zimmer****(Vice Chair)** | **Johnson** | **Murray-Key** | **Lagomarsino** |
| **ACTION:** |  | **Seconded** | **Motion** |  |  |
| **VOTE:** | Yes | Yes | Yes | Yes | Yes |
| **RESULT:** | **5-0 Approved** |

1. **SITE DEVELOPMENT PLANS:**

 None

1. **PRESENTATIONS:** - September 2020 Development Activity Report - Jason Overstreet, and Douglas Miles

**SUMMARY OF GROWTH & DEVELOPMENT:**

* Provides an analytical observation of the relationship between land use planning and various application requests.
* Provides essential information for determining and planning for future needs.

 **RESIDENTIAL ACTIVITY: BUILDING PERMITS**

* 120 building permits for new homes were issued in 2019, a slight decrease (-0.8%) from the 121 permits issued in 2008.
* 142 building permits through September 2020 (+19%).
* 44 building permits for new homes (37%) were issued within designated growth areas.
* 76 building permits for new homes (63%) were issued within rural areas.
* 25 building permits (21%) were in rural cluster subdivisions.
* 51 building permits (43%) were in rural areas.

**RESIDENTIAL ACTIVITY: SUBDIVISIONS**

* 39 new subdivision lots were approved in 2019, a 15% increase from the 34 new lots approved in 2018.
* 38 of the new lots approved were within rural areas with 23 being in Rural Preservation (59%).

**RESIDENTIAL ACTIVITY: SUBDIVISIONS BY BUILDING PERMITS**

As the number of new homes constructed in Lake Monticello continues to decline, builders are purchasing lots in other newly-developed communities. In 2019, both Lake Monticello and Rosewood Manor each had (14) new building permits issued. Rosewood Manor is a cluster subdivision on West River Road (Route 6) and is within a rural preservation planning area. Nahor Village and Panorama subdivision each had (11) building permits issued in 2019. Nahor Village is located outside of Lake Monticello off of Thomas Jefferson Parkway and is within the Rivanna community planning area. Panorama, also a cluster subdivision, is just within the rural preservation planning area.

**DEVELOPMENT ACTIVITY: SITE DEVELOPMENT PLANS**

* 21 SDPs were reviewed in 2019, which is a 110% increase from the 10 plans reviewed in 2018 and the highest number of applications received in 20 years.
* 15 site development plans (71%) were located within designated growth areas, such as Tractor Supply Company located in the Rivanna CPA. (Zion Crossroads 9, Rivanna 4, Fork Union and Columbia each 1).
* 13 SDPs were for commercial projects which is also a 20 year high.

**PRESERVATION PROGRAMS: AGRICULTURAL & FORESTAL DISTRICTS**

* There are 19 Agricultural and Forestal Districts (AFDs) in Fluvanna County, which include 19,291 acres (10.7% of Fluvanna County). No new AFDs were created in 2019. Two AFDs had a reduction in acreage in 2019. There has been an ongoing reduction in acres enrolled since 2002 with only 2013 seeing acreage added.
* As of April 2019, 003 acres (8.2% of Fluvanna County) are protected by conservation easements held by various organizations.

 **ECONOMIC DEVELOPMENT:**

**Sales Tax Update –** The Free Enterprise Forum just released the 2nd quarter 2020 Retail Report with Virginia Department of Taxation compiled sales & use tax data, showing retail sales January-June 2020 as compared to 2019

* **Sales decreased:**

 -Charlottesville -11.5%

* **Sales increased:**

 -Albemarle County +1.03%

 -Augusta County +11.5%

 -Fluvanna County +18.51%

 -Greene County +18.56%

 -Louisa County +24.32

 -Waynesboro +4.62%

**Murray-Key**: She asked what does the Fluvanna Lead means.

**Miles**: He explained that it means the local businesses that came to us like Wahoo BBQ, instead of from the State of Economic Development.

**Dahl**: He stated that sometimes we get direct leads from the State of Economic Development for direct leads.

1. **PUBLIC HEARINGS:**

 None

1. **SUBDIVISIONS:**

 None

1. **UNFINISHED BUSINESS:**

 None

1. **NEW BUSINESS:**

 None

1. **PUBLIC COMMENTS #2:**

 At 7:25 pm, Chairman Bibb opened the second round of Public Comments. With no one coming forward online, or on the conference call line wishing to speak, Chairman Bibb closed the Public Comments at 7:26 pm.

1. **ADJOURN:**

Chairman Bibb adjourned the Planning Commission meeting of October 13, 2020 at 7:26 pm.

Minutes recorded by Valencia Porter, Administrative Program Specialist.

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**Barry A. Bibb, Chairman**

**Fluvanna County Planning Commission**