

**FLUVANNA COUNTY PLANNING COMMISSION
ORGANIZATIONAL MEETING MINUTES**

**Carysbrook Performing Arts Center
8880 James Madison Highway
Fork Union, VA 23055**

**Tuesday, February 7, 2023
Regular Meeting 7:00 pm**

MEMBERS PRESENT:

Barry Bibb, Chair
Howard Lagomarsino, Vice Chair
Mike Goad
Bree Key
Patricia Eager, Board of Supervisors Representative

ABSENT:

Columbia Planning Commissioner seat is vacant

STAFF PRESENT:

Eric Dahl, County Administrator
Fred Payne, County Attorney
Douglas Miles, Community Development Director
Jon-Mikel Whalen, Planner
Valencia Porter-Henderson, Administrative Programs Specialist

A. CALL TO ORDER, THE PLEDGE OF ALLEGIANCE AND A MOMENT OF SILENCE:

At 6:00 pm, Chair Bibb, called to order the Work Session of February 7, 2023. After the recitation of the Pledge of Allegiance, a Moment of Silence was observed during this time.

B. Zion Crossroads Gateway Plan – Douglas Miles, AICP, CZA, Community Development Director

Mr. Miles provided a Zion Crossroads Gateway Plan Design Guidelines summary to the Planning Commissioners on what was discussed during the January 27th Zion Crossroads Advisory Group meeting that was attended by the PDC staff, Fluvanna County and Louisa County Planning staff members with the appointed advisory group members in an all-day planning design session.

The topics ranged from gateway entrance design work, unified landscaping and new wayfinding signage and brick and stone monument sign base designs for better overall cohesiveness in the gateway areas. There was not consensus reached on office park and shopping center designs as the group felt that should be unique to that planned development but with these other design elements like landscaping and signage to be unified at the entrances to these planned projects.

Chair Bibb took a 15 minute recess at 6:45 pm until the Regular Meeting scheduled at 7:00 pm.

1. CALL TO ORDER, THE PLEDGE OF ALLEGIANCE AND A MOMENT OF SILENCE:

At 7:00 pm, Chair Bibb, called the February 7, 2023 Regular Meeting to Order, led in the Pledge of Allegiance and then he conducted a Moment of Silence.

2. DIRECTOR'S REPORT – Douglas Miles, AICP, CZA, Community Development Director

Thursday, February 9th Technical Review Committee meeting

West River Road Self Storage Complex on Route 6 and at Fawn Lake Lane, existing B-1 zoned property located next door to the existing apartment units and the current owner of the Fork Union Self Storage Facility is proposing to construct a new climate controlled storage facility.

Colonial Circle Convenience Market Plan – 8100 square foot market building with gasoline sales and charging stations proposed at the Route 53 and Route 618 roundabout as part of this new development that permits up to 81,000 square feet of office and commercial site development.

Fluvanna County 2040 Comprehensive Plan Spring Schedule Dates

Day	Date	Time	2040 Comprehensive Plan Work Session Events	Location
TUES	MAR 7	6:00 PM	Planning Commission Comp Plan Work Session	Performing Arts Center
FRIDAY	MAR 24	ALL DAY	Regional Housing Summit in Charlottesville	Omni Hotel
TUES	APR 11	6:00 PM	Planning Commission Comp Plan Work Session	Performing Arts Center
TUES	MAY 9	6:00 PM	Planning Commission Comp Plan Work Session	Performing Arts Center

3. PUBLIC COMMENTS #1

Chair Bibb opened up the Public Comments at 7:07 pm by giving each Public speaker a limit of five (5) minutes to speak and asked that they state their name and their address for the record. With no one wishing to speak in person or online, Chair Bibb closed the first round of Public Comments at 7:08 pm.

4. MINUTES:

MOTION:	To approve the minutes of the Planning Commission of January 10, 2023.				
MEMBER:	Bibb	Goad	Key	Lagomarsino	Vacant
ACTION:			Second	Motion	
VOTE:	Aye	Abstain	Aye	Aye	
RESULT:	3-0-1 Approved, as presented				

5. PUBLIC HEARINGS:

None

6. PRESENTATIONS:

None

6. SITE DEVELOPMENT PLANS:

Mr. Payne stated that under the Zoning Ordinance it is the staff that approves the Sketch Plans. The role of the Planning Commission is to be advisory to the staff. It gives you an opportunity to review and see if you have any recommendations to the staff. So, in the motion you will see the wording of it to be Accepted or be Deferred instead of a recommendation of Approval or to be Deferred to another scheduled meeting date. As this is an important change based upon the review of Sketch Plans to be brought before the Planning Commission within Fluvanna County.

SDP 22:09 Village Oaks Commercial – A Site Development Plan (SDP) request for a 40,000 square foot professional office and retail center on 5.9 +/- acres of Tax Map 9 Section A Parcels 14 and 14C1. The request is located along the north line of Lake Monticello Road (SR 618) at Manor Boulevard. The parcels are zoned R-3, Residential Planned Community and are located in the Rivanna Community Planning Area and the Palmyra Election District.

Mr. Miles provided the background on the Village Oaks, R-3, Residential Planned Community which included the fact that the only remaining element left for this development is to be able to construct the planned professional office and retail center on this property located across from the Lake Monticello Main Gate and at the entrance to Village Oaks Planned Community.

Mr. Miles stated that these same subject properties had a Special Use Permit request withdrawn that would have permitted up to one hundred twenty (120) senior apartment units located in a three-story building complex to serve the senior housing needs and this property was already zoned for sixty (60) assisted living housing units with some related medical office complex uses.

Recommended Conditions:

1. Meet all final site plan requirements which include, but are not limited to, providing off-street parking, site buffers and landscaping, and outdoor lighting;
2. Meet all required Erosion and Sedimentation Control regulations;
3. Meet all VDEQ, VDOT and/or VDH state requirements.

Keith Lancaster, Southern Development, Managing Planner indicated that the hammer head design road design had been configured better to allow for fire apparatus to set up correctly.

MOTION:	I move to Accept SDP 22:09, a Sketch Plan request to construct a 40,000 square foot or less office/retail center on 5.9 +/- acres of Tax Map 9 Section A Parcels 14 and 14C1, subject to the recommended conditions listed in the staff report.				
MEMBER:	Bibb	Goad	Key	Lagomarsino	Vacant
ACTION:		Motion	Second		
VOTE:	Aye	Aye	Aye	Aye	
RESULT:	4-0 Accepted, with three conditions				

SDP 22:10 Johnston & Co Self-Storage– A Site Development Plan (SDP) request for 1,000 square feet of office space and 55,550 square feet of storage building space on 6.4 +/- acres of Tax Map 17 Section 2 Parcel 2. The subject property is located on Route 53 north of Turkeysag Trail and is adjacent to the UVA Community Credit Union in the Rivanna Community Planning Area and the Cunningham Election District.

Mr. Miles provided the background on the proposed commercial office and self-storage facility use along with Justin Shimp, PE, the applicant’s consultant, who was attending virtually online.

Statement of Final Proffers:

Proffered Condition 2 of ZMP 22:02 Johnston and Co LLC that was approved on June 15, 2022:

Architectural Detail: The front façade of any building fronting on State Route 53 must have a minimum of two material finishes, with each of the two required finishes being applied to no less than 20% of the façade and one required material finish being brick or stone cladding.

The applicant has submitted front façade building elevations that meets this proffered condition that will blend in well next door to the University of Virginia Community Credit Union building. The office building and parking area will contain attractive site landscaping and lighting designs.

Recommended Conditions:

1. Meet all final site plan requirements which include, but are not limited to, providing off-street parking, site buffers and landscaping and outdoor lighting;
2. Meet all required Erosion and Sedimentation Control regulations;
3. Meet all VDEQ, VDOT and/or VDH state requirements.

MOTION:	I move to Accept SDP 22:10, a Sketch Plan request to construct 1,000 square feet of office space and 55,550 square feet of storage building space on 6.4 +/- acres of Tax Map 17 Section 2 Parcel 2, subject to the recommended conditions listed in the staff report.				
MEMBER:	Bibb	Goad	Key	Lagomarsino	Vacant
ACTION:		Motion		Second	
VOTE:	Aye	Abstain	Aye	Aye	
RESULT:	3-0-1 Accepted with three conditions				

8. SUBDIVISIONS:

None

9. UNFINISHED BUSINESS:

None

10. NEW BUSINESS:

None

11. PUBLIC COMMENTS #2:

Chair Bibb opened up the Public Comments at 7:39 pm by giving each speaker a limit of five (5) minutes to speak and asked that they state their full name and property address for the record. With no one coming forward wishing to speak in person or online, Chair Bibb closed the Public Comments period at 7:40 pm.

12. ADJOURNMENT:

Chair Bibb adjourned the Planning Commission meeting on February 7, 2023 at 7:40 pm.

Minutes recorded by Valencia Porter-Henderson, Administrative Programs Specialist.

Barry A. Bibb, Chair
Fluvanna County Planning Commission

APPROVED