



FLUVANNA COUNTY PLANNING COMMISSION

REGULAR MEETING AGENDA

Circuit Courtroom, Fluvanna Courts Building

July 10, 2018

7:00 PM (Circuit Courtroom)

TAB	AGENDA ITEMS
	1 – CALL TO ORDER, PLEDGE OF ALLEGIANCE, MOMENT OF SILENCE
	2 – DIRECTOR’S REPORT
	3 – PUBLIC COMMENTS #1 (3 minutes each)
	4 – MINUTES
	Minutes of June 12, 2018
	5 – PUBLIC HEARING
	SUP 18:03 Virginia Electric & Power Co. – Brad Robinson, Senior Planner
	SUP 18:04 Dunlin Farm LLC – James Newman, Planner
	6 – PRESENTATIONS
	None
	7 – SITE DEVELOPMENT PLANS
	None
	8 – SUBDIVISIONS
	None
	9 – UNFINISHED BUSINESS
	None
	10 – NEW BUSINESS
	None
	11 – PUBLIC COMMENTS #2 (3 minutes each)
	12 – ADJOURN


Planning/Zoning Administrator Review

Fluvanna County...The heart of 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.*

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.

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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Palmyra, VA 22963
(434) 591-1910
Fax (434) 591-1911
www.fluvannacounty.org

To: Fluvanna County Planning Commission
From: Jason Stewart, AICP
Date: July 10, 2018
Re: Planning Director's Report

Board of Supervisors Actions:

June 20, 2018

None

Board of Zoning Appeals Actions:

None

Technical Review Committee for June 14, 2018:

- I. **SUP 18:03 Virginia Electric and Power Co.** – A request for a special use permit to construct an electric transmission substation (major utility), with respect to 27 acres of Tax Map 58, Section A, Parcel 57. The property is located off James Madison Highway (US Route 15), approximately 0.2 miles northeast of the intersection with Bremono Bluff Road (State Route 657). The parcel is zoned A-1 Agricultural, General and located within the Rural Residential Planning Area and the Fork Union Election District.
- II. **SUP 18:04 Dunlin Farm LLC** – A request for a special use permit to construct a Dormitory and Educational Facility for a corporate retreat, with respect to approximately 104.82 acres of Tax Map 34, Section A, Parcel 5. The property is located off of Covered Bridge Road (Route 604), approximately 0.8 miles east of the intersection with Venable Road (Route 601). The parcel is zoned A-1 Agricultural, General and located within the Rural Preservation Planning Area and the Columbia Election District.

FLUVANNA COUNTY PLANNING COMMISSION
WORK SESSION AND REGULAR MEETING MINUTES
FLUVANNA COUNTY ADMINISTRATION BUILDING, MORRIS ROOM
6:00 p.m. Work Session 7:00 p.m. Regular Meeting
June 12, 2018

MEMBERS PRESENT:	Barry Bibb, Chairman Ed Zimmer, Vice Chairman Lewis Johnson Sue Cotellessa Howard Lagomarsino
ALSO PRESENT:	Jason Stewart, Planning and Zoning Administrator Brad Robinson, Senior Planner James Newman, Planner Fred Payne, County Attorney Stephanie Keuther, Senior Program Support Assistant
Absent:	Fred Payne, County Attorney Patricia Eager, Board of Supervisors Representative (Present for work session)

Open the Work Session: (Mr. Barry Bibb, Chairman)
Pledge of Allegiance, Moment of Silence

Director Comments:
None

Public Comments:
None

Work Session:

Home Occupations – Presented by Brad Robinson, Senior Planner
Brad Robinson: gave a brief presentation on proposed amendments to regulations for home occupations.

Existing Home Occupation definition: *Home occupation:* An occupation, carried on by the occupant of a dwelling as a secondary use in connection with which there is no display, no one is employed other than members of the family residing on the premises, there is no substantial increase in traffic, and provided that not more than twenty-five (25%) of the gross floor area of such dwelling shall be used for such occupation.

- Display
- Employees
- Traffic
- Gross floor area

~~Proposed revision: An occupation, carried on by the occupant of a dwelling as a secondary use in connection with which there is no display, no one is employed other than members of the family residing on the premises, there is no substantial increase in traffic, and provided that not more than twenty-five (25%) of the gross floor area of such dwelling shall be used for such occupation.~~ **An accessory use of a dwelling unit and/or an accessory structure for gainful employment involving the production, provision, or sale of goods and/or services, which is clearly incidental to or secondary to the residential use of a parcel. Home occupations shall include the rental of rooms to tourists. Home occupations must be conducted in accordance with all applicable federal, state and local statutes and regulatory requirements**

Proposed home occupation types
Minor: A lower intensity home occupation suitable for more densely occupied residential areas.
Major: A higher intensity home occupation suitable for agricultural and rural areas of the county.

Commission Comments and Discussion:
The commission discussed the differences between a minor home occupation and a major home occupation and proposed regulatory standards as presented by staff. The commission recommended changing the 10% percent of gross usage for minor home occupations to 25% usage for all home occupations.

Open the Regular Session at 7: 00pm (Mr. Barry Bibb, Chairman)
The Pledge of Allegiance followed by a Moment of Silence.

Director’s Report: Mr. Stewart:

Board of Supervisors Actions:
May 16, 2018
SUP 18:02 Lake Monticello Owners Association – A request for a special use permit to construct an outdoor recreation facility, with respect to 6.134 acres of Tax Map 18, Section A, Parcel 38E. The property is located between Bunker Boulevard and South Boston Road (Route 600), approximately 0.1 miles west of the Slice Road gate entrance to Lake Monticello. The parcel is zoned A-1 Agricultural, General and located within the Rivanna Community Planning Area and the Palmyra Election District. **(Denied 4-1)**
ZTA 18:04-Board of Zoning Appeals Fees – An Ordinance to Amend Chapter 22, Article 17 of the Fluvanna County Code By Certain Amendments to Section and Subsection 22-17-7, Thereof, Amending the Fluvanna County Zoning Ordinance. The public purpose of these amendments is to bring fees in line with costs. **(Approved 5-0)**
June 6, 2018
None
Board of Zoning Appeals Actions:
May 15, 2018
BZA 18:03 – 2428 Richmond Road LLC: An appeal of a zoning determination by the Zoning Administrator under Fluvanna County Code Section 22-18-4, that the appellant is in violation of Fluvanna County Code Sections 22-4-2.1, 22-4-2.2, 22-23-2 and 22-19-2 at the property identified as Tax Map 4, Section A, Parcel 27. The subject property is located in the Palmyra Election District along Richmond Road (U.S. Route 250) approximately 0.16 miles west of the intersection of Zion Road (Route 627) and Memory Lane (Route 698). The property is zoned A-1, Agricultural, General. **(Denied 5-0)**
Technical Review Committee for May 10, 2018:
None

Public Comments:
None

Approval of Minutes
Minutes of May 8, 2018

Motion:
Lagomarsino made a motion to approve the minutes of May 8, 2018 Planning Commission meeting as presented. Seconded by Johnson. The motion was approved with a vote of 5-0 AYE: Cotellessa, Johnson, Bibb, Zimmer, and Lagomarsino. NAY: None ABSTAIN: None ABSENT: None

Public Hearing:

None

PRESENTATIONS:

None

Site Development Plans:

None

Subdivisions:

None

Unfinished Business:

None

New Business:

R-3 Density Increase Authorization – James Newman, Planner

A DRAFT TEXT for a Zoning Text Amendment for Article 7. Residential, Planned Community, District R-3.

The purpose of these changes is to bring the maximum gross residential density for R-3 zoning in line with the density goals of the Comprehensive Plan.

Changes:

Sec. 22-7-8. Permitted residential density.

Maximum gross residential density: 2.9 residential units per acre.

Maximum gross residential density between 3 and 10 residential units per acre may be permitted by special use permit only

(C) Spires, belfries, cupolas, monuments, water towers, chimneys, flues, flagpoles, television antennae and radio aerials may be erected to a height of sixty feet (60') from grade. Parapet walls may be up to four feet (4') above the height of the building on which the walls rest.

(D) No accessory building which is within fifteen feet (15') of any property lot line shall be more than one (1) story high. All accessory buildings and structures, other than those permitted under subsection (C) above, shall be less than the main building or structure in height.

Sec. 22-7-8. Permitted residential density.

Maximum gross residential density: 2.9 residential units per acre.

Maximum gross residential density between 3 and 10 residential units per acre may be permitted by special use permit only

MOTION:

Zimmer moved that the Fluvanna County Planning Commission direct staff to initiate a Zoning Text Amendment to amend “*Section 22-7-8 Permitted Residential Density*”, allow for an increase in the maximum gross residential density allowed by special use permit, and to schedule a future public hearing for formal Planning Commission consideration and recommendation to the Board of Supervisors. The public purpose of these amendments is to bring density allowances in line with the Comprehensive Plan. Seconded by Cotellessa. The motion was approved with a vote of 5-0 AYE: Cotellessa, Johnson, Bibb, Zimmer, and Lagomarsino. NAY: None ABSTAIN: None ABSENT: None

Public Comments:

None

Adjourn:

Chairman Bibb adjourned the Planning Commission meeting of June 12, 2018 at 7:12 p.m.

Minutes recorded by Stephanie Keuther, Senior Program Support Assistant.

Barry A. Bibb, Chairman
Fluvanna County Planning Commission

**The Planning Department
transmittal report from June
2018 will be in the August
2018 packet. Technical
difficulties would not allow the
report to be pulled up.**

Code Enforcement reports from May and June 2018 will be in the August 2018 packet for your review.

County of Fluvanna

Category	Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTAL
BUILDING PERMITS ISSUED														
NEW - Single Family Detached (incl. Trades permits)	2014	7	1	4	6	9	16	5	12	6	8	4	9	87
	2015	4	5	10	9	12	12	14	13	2	4	7	3	95
	2016	11	11	8	15	9	18	6	5	9	2	6	8	108
	2017	3	2	16	6	4	10	6	5	14	5	7	13	91
	2018	8	3	15	11	13								50
NEW - Single Family Attached	2014	0	0	6	0	0	0	0	0	0	0	2	0	8
	2015	2	0	0	0	0	0	0	2	0	0	0	0	4
	2016	0	0	0	0	0	5	0	0	0	0	0	0	5
	2017	0	0	0	0	0	0	0	0	0	0	0	0	0
	2018	0	0	0	0	0								0
NEW - Mobil Homes	2014	0	1	1	0	0	1	1	0	1	0	0	0	5
	2015	0	0	0	0	1	1	0	2	0	0	0	0	4
	2016	0	1	0	0	0	0	0	1	0	0	0	0	2
	2017	0	0	0	0	2	1	0	1	0	0	0	0	4
	2018	0	0	1	1	0								2
Additions and Alterations	2014	22	12	17	29	31	28	18	28	31	36	25	25	302
	2015	21	30	38	28	21	30	22	25	23	27	35	18	318
	2016	13	10	31	27	29	29	15	32	31	28	27	27	299
	2017	29	20	29	43	20	29	32	18	23	27	43	28	341
	2018	19	6	10	19	8								62
Accessory Buildings	2014	2	0	2	0	4	1	3	5	1	2	2	1	23
	2015	4	4	3	4	1	0	0	2	6	0	0	3	27
	2016	3	4	4	6	2	2	1	2	1	3	3	6	37
	2017	0	4	2	3	2	2	2	4	2	0	2	2	25
	2018	2	3	3	6	2								16
Swimming Pools	2014	0	0	0	1	0	0	0	0	0	0	0	1	2
	2015	0	0	0	0	0	0	0	1	1	0	0	0	2
	2016	0	0	0	0	0	1	1	0	0	0	0	0	2
	2017	0	0	0	0	0	1	1	0	0	1	1	0	4
	2018	0	1	1	1	0								3
Commercial/ Industrial Build/Cell Towers	2014	0	0	0	0	0	2	1	0	0	0	0	1	4
	2015	1	0	0	0	0	0	2	0	0	1	1	1	6
	2016	0	0	2	2	0	0	1	0	1	1	1	1	9
	2017	1	2	0	0	0	0	2	2	1	1	0	0	9
	2018	0	0	0	0	0								0
TOTAL BUILDING PERMITS	2014	31	14	30	36	44	48	28	45	39	46	33	37	431
	2015	32	39	51	41	35	43	38	45	32	32	43	25	456
	2016	27	26	45	50	40	55	24	40	42	34	37	42	462
	2017	33	28	47	52	28	43	43	30	40	34	53	43	474
	2018	29	13	30	38	23	0	0	0	0	0	0	0	133
BUILDING VALUES FOR PERMITS ISSUED														
TOTAL BUILDING VALUES	2014	\$1,902,399	\$458,326	\$1,783,992	\$2,540,111	\$2,570,600	\$3,119,933	\$1,724,192	\$2,586,705	\$1,353,471	\$1,922,260	\$1,461,680	\$2,563,409	\$ 23,987,078
	2015	\$1,384,631	\$1,560,716	\$2,916,520	\$3,567,237	\$2,999,918	\$4,280,357	\$5,272,378	\$3,107,731	\$2,625,563	\$2,203,913	\$1,931,893	\$6,252,403	\$ 38,103,260
	2016	\$1,817,981	\$2,555,455	\$5,542,458	\$3,711,821	\$2,447,891	\$5,181,921	\$3,611,179	\$1,817,783	\$3,089,971	\$1,889,279	\$2,028,590	\$2,937,783	\$ 36,632,112
	2017	\$857,767	\$827,724	\$4,859,777	\$2,066,132	\$1,512,789	\$3,676,118	\$1,904,915	\$2,359,988	\$2,846,545	\$1,957,646	\$1,897,110	\$3,479,285	\$ 28,245,796
	2018	\$2,541,433	\$1,075,551	\$3,544,096	\$2,513,241									\$ 9,674,321



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STAFF REPORT

To: Fluvanna County Planning Commission
Case Number: SUP 18:03
Tax Map: Tax Map 58, Section A, Parcel 57

From: Brad Robinson
District: Fork Union
Date: July 10, 2018

General Information: This request is to be heard by the Planning Commission on Tuesday, July 10, 2018 at 7:00 p.m. in the Circuit Court Room in the Courts Building.

Applicant: Virginia Electric and Power Co.

Owner: Richard and Lindsay White

Representative: Benjamin Saunders

Requested Action: Request for a special use permit to construct an electric transmission substation (major utility), with respect to 27 acres of Tax Map 58, Section A, Parcel 57. (Attachment A)

Location: The property is located off James Madison Highway (US Route 15), approximately 0.2 miles northeast of the intersection with Bremono Bluff Road (State Route 657). The parcel is within the Rural Residential Planning Area and the Fork Union Election District.

Existing Zoning: A-1, Agricultural, General (Attachment B)

Existing Land Use: Vacant (Attachment C)

Planning Area: Rural Residential Planning Area

Adjacent Land Use: Adjacent properties are zoned A-1.

Zoning History: None

Comprehensive Plan:

Land Use:

The Comprehensive Plan designates this property as within the Rural Residential Planning Area. According to this chapter, *“Rural residential areas are linked to the rural cluster community element and generally surround the six community planning areas. Rural residential areas conserve open space by clustering development or developing on larger lots. Projects should achieve the goal of preserving as much open space, and thus rural character, as possible.”*

Analysis:

This is a special use permit application for a new electric transmission substation to be operated by Virginia Electric and Power Co. (otherwise known as Dominion Energy). The new substation is needed to replace power generation units that were shut down at the Bremo Power Station. Because the place where power is generated and the place where it is consumed can be far apart, transmission substations are used to “step up” voltage from the generating plant to reduce transmission losses over long distances. The new substation will increase reliability of the electric transmission system in Fluvanna County.

The subject use is classified as a “major utility” and defined in the Zoning Ordinance as *“Facilities for the distribution, collection, treatment, production, transmission and generation of public, private and central utilities including, but not limited to, transmission lines, production plants, electrical substations, pumping stations, treatment facilities, information and communication facilities.”* Major utilities are permitted by special use permit in the A-1 zoning district and are subject to an approved site development plan. The detail of the site development plan that is required is at the discretion of the Director of Planning, and many times the sketch plan provided with the SUP application is sufficient.

In accordance with the concept plan, the project will consist of substation equipment enclosed by a 12’ security fence and a gravel access road. More specifically, the substation equipment will include a power transformer, switches, breakers, aerial bus conductors, capacitor bank, transmission line dead-end structures, static posts and a control enclosure. The substation is being proposed within existing transmission right-of-way and no new right-of-way will be required for the project.

The subject parcel is currently a total of 73 acres; however, the proposed project will utilize only 27 acres. The applicant intends to purchase this amount of the parcel from the current owner if this application is approved. A subdivision application will subsequently need to be filed and approved by the Planning Department. The proposed parcel will not have direct frontage along a road or highway; as such, access will occur via an existing private driveway along James Madison Highway (Route 15) that serves the current owner. An access road will be extended from this driveway and easements will be established as necessary.

When evaluating proposed uses for a special use permit, in addition to analyzing the potential adverse impacts of the use, staff utilizes two (2) general guidelines for evaluation as set forth in the zoning ordinance.

First, the proposed use should not tend to change the character and established pattern of the area or community.

The subject property is located within the Rural Residential Planning Area. The surrounding area contains sloping topography (towards the James River to the south), undeveloped parcels and mature vegetation. The Bremo Power Plant which is associated with this project is also located in the vicinity. It is expected that the proposed substation will not be visible from the main road or any area residences and that the character of the area will remain unchanged.

Second, the proposed use should be compatible with the uses permitted by-right in that zoning district and shall not adversely affect the use/or value of neighboring property.

Major utilities are allowed by a special use permit in the A-1 district. By-right uses that are similar, in operation or size of structures, to this application may include minor utilities and temporary sawmills.

Sec. 22-1-2 of the zoning ordinance states its purpose is to promote the health, safety or general welfare of the public as well as *“to facilitate the creation of a convenient, attractive and harmonious community”*.

(Attachment D)

Neighborhood Meeting:

There were no attendees for this item at the June 13, 2018 Neighborhood Meeting aside from staff.

(Attachment E)

Technical Review Committee:

The following comments were generated from the June 14, 2018 Technical Review Committee meeting:

1. Planning staff had questions regarding if the entrance road would be paved and whether any tree clearing or landscaping was proposed. The applicant indicated the entrance road would be gravel and that trees would be cleared only in the area to be developed with the proposed substation.
2. Building Inspections did not have any comments.
3. Chamber of Commerce did not have any comments.
4. County Engineer asked if the proposed substation would improve liability. The applicant stated this station was only for transmission and not distribution.

5. Department of Forestry did not provide any comments.
6. Erosion and Sediment Control did not have any comments.
7. Fire Chief did not have any comments.
8. Health Dept. did not have any comments.
9. Sheriff's Office did not provide any comments.
10. VDOT:
 - Rte. 15 (James Madison Highway) is a Minor Arterial with a posted speed limit of 55 mph. VDOT's 2017 Traffic Data shows an estimated Annual Average Daily Traffic (AADT) volume of 3900 vehicles. VDOT's 2017 traffic estimates show that approximately 8% of the traffic on this section of Rte. 15 is truck traffic (1% two axle trucks, 1% three plus axle trucks and 6% of trucks with 1 trailer). The available sight distance to the south of the existing entrance exceeds 610 feet. To the north of the existing entrance, keep the Rte. 15 road bank mowed and trim overhanging limbs if necessary to ensure that a minimum of 610 feet of sight distance is available.
 - During the construction phase the existing entrance will function as a Construction Entrance and may need to be upgraded to accommodate construction traffic. At the conclusion of the construction project, dress up the entrance with compacted VDOT #21A stone.
 - All traffic control associated with the project shall be in accordance with the 2015 Virginia Work Area Protection Manual.
A VDOT Land Use Permit is required.

(Attachment F)

Conclusion:

The Planning Commission should consider any potential adverse impacts, such as traffic entering and exiting the property, noise, dust, vibration, or visual clutter, and whether the minimum requirements of the ordinance will effectively mitigate these impacts. The Planning Commission can recommend conditions to ensure the proposed use will not be detrimental to the character and development of the adjacent area.

Recommended Conditions:

If approved, Staff recommends the following conditions:

1. Prior to development of the site, a site development plan that meets the requirements of the Fluvanna County Zoning Ordinance must be submitted for review and approval.
2. The size of the use shall not exceed 27 acres.
3. The property shall be maintained in a neat and orderly manner so that the visual appearance from the road and adjacent properties is acceptable to County officials.

4. The site shall be screened from view in accordance with the requirements of Sec. 22-24-7 of the Fluvanna County Code.
5. The Board of Supervisors, or its representative, reserves the right to inspect the property for compliance with these conditions at any time.
6. Any noise generated by the activity on this site shall be limited to the maximum decibel level allowed by Sec. 15.1-9 A. d. of the County Code.
7. Under Sec. 22-17-4 F (2) of the Fluvanna County Code, the Board of Supervisors has the authority to revoke a Special Use Permit if the property owner has substantially breached the conditions of the Special Use Permit.

Suggested Motion:

I move that the Planning Commission recommend approval/denial/deferral of SUP 18:03, a request to construct a major utility with respect to 27 acres of Tax Map 58, Section A, Parcel 57, [if approved] subject to the seven (7) conditions listed in the staff report.

Attachments:

- A – Application and APO letter
- B – Zoning Map
- C – Aerial Vicinity Map
- D – Applicant’s site plan
- E – Neighborhood Meeting sign-in sheet
- F – TRC comment letter

Copy: Benjamin Saunders via email – benjamin.a.saunders@dominionenergy.com
File



COMMONWEALTH OF VIRGINIA
COUNTY OF FLUVANNA

Application for Special Use Permit (SUP)

Owner of Record: Richard White and Lindsay K. White

Applicant of Record: Virginia Electric and Power Co.

Address: PO Box 55 Fork Union, VA 23055

Address: 701 E. Cary St Richmond, VA 23219

Phone: 434-842-3826

Fax:

Phone: 804-771-4061

Fax:

Email:

Email: benjamin.a.saunders@dominionenergy.com

Representative: Ben Saunders

Address: 701 E. Cary St Richmond, VA 23219

Phone: 804-771-4061

Fax:

Email: benjamin.a.saunders@dominionenergy.com

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.

If property is in an Agricultural Forestal District, or Conservation Easement, please list information here:

Tax Map and Parcel(s) 58 A 57

Acreage 27 acres

Zoning A-1

Deed Book and Page: 133 pg 345

Location of Parcel: Bremono Bluff, VA

If any Deed Restrictions, please attach a copy

Request for an SUP for the purpose of: installation of an electric transmission substation

*Ten copies of a sketch plan (8.5x11 inches or 11x17 inches) 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 owner/applicant authorizes entry onto the property by County Employees, the Planning Commission, and the board of Supervisors during the normal discharge of their duties in regard to this request and acknowledges that county employees will make regular inspections of the site.

Date: 5/30/18

Signature of Owner/Applicant:

Subscribed and sworn to before me this

30th

day of

May

,2018

Notary Public:

Register #

7644157

My commission expires:

April 30 2019

Certification: Date:

May 30th 2018



Office Use Only

Date Received:

5/31/18

Pre-Application Meeting:

PH Sign Deposit Received:

5/31/18

Application #: SUP 18 : 03

\$800.00 fee plus mailing costs paid: ✓ #126

Mailing Costs: \$20.00 Adjacent Property Owner(APO) after 1st 15, Certified Mail

Amendment of Condition: \$400.00 fee plus mailing costs paid:

Telecommunications Tower fee plus mailing costs paid:

Telecom Consultant Review fee paid:

Election District: Fork Union

Planning Area: Rural Res.

Public Hearings

Planning Commission

Board of Supervisors

Advertisement Dates:

Advertisement Dates:

APO Notification:

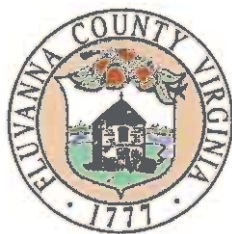
APO Notification:

Date of Hearing:

Date of Hearing:

Decision:

Decision:



Commonwealth of Virginia
County of Fluvanna
Public Hearing Sign Deposit

Name: Ben Saunders (Virginia Electric and Power Co.)

Address: 701 E. Cary St

City: Richmond

State: Virginia **Zip Code:** 23219

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

5/30/18

Date

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

OFFICE USE ONLY	
Application #: BZA _____ : CPA _____ : SUP <u>18</u> : <u>03</u> ZMP _____ : ZTA _____ :	
\$90 deposit paid per sign*: <u>pdv# 126 \$90</u>	Approximate date to be returned:

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

Physical aspects of the project include a 2,500 linear foot gravel access road, twelve (12) foot tall perimeter barrier, typical substation equipment and land cover consisting of four (4) inches of pervious VDOT #57 stone. Specifically, the equipment will consist of one 230/115kV, 224MVA power transformer, switches, breakers, aerial bus conductors, capacitor bank, transmission line dead-end structures, static posts and a control enclosure. Additionally, the placement of the proposed substation within the existing transmission ROW will require the installation or relocation of four 115Kv structures and fifteen 230kV structures around or through the station property. All relocated or new poles will be placed within the existing right of way or on the new substation property. New right of way will not be required. Also, see attached statement of justification.

NECESSITY OF USE: Describe the reason for the requested change.

This facility is being constructed to increase reliability due to the recent shutdown of the power generation units in the area. With the retirement of 115kV Generating Units 3 and 4 at Bremono Power Station, there is the need to add a new 115kV source to the area transmission network to address resulting reliability and stability issues. Bremono Substation does not have space for an additional 230/115kV transformer that could provide this source. The proposed Fork Union Substation, to be constructed near Bremono, will have a 230/115kV transformer that will provide the needed 115kV transmission network source.

Also, see attached statement of justification.

PROTECTION OF ADJOINING PROPERTY: Describe the effects of the proposed use on adjacent property and the surrounding neighborhood. What protection will be offered adjoining property owners?

The location of the proposed Fork Union Substation is generally within the existing 250 ft electric transmission line corridor. Although the Comprehensive Plan does not specifically address electric substations, the proposed location of the substation is in an existing transmission line Right of Way, on the down slope of a hill and buffered by mature trees. Additionally, the closest residence is over half a mile away. All of these items serve to minimize or eliminate visual impacts to nearby residents. Regarding the environmental impact, and electrical substation is minimal in terms of noise, light, traffic, and odor. Minimal noise will be produced from substation equipment in this facility; with the only sound being a low continuous "hum" from the proposed transformers. No odor will be generated from the substation. There will be minimal lighting at the substation which will be directed downward, in accordance with preserving the night sky policies. Oil containment systems will be implemented as an emergency measure to contain mineral oil spills in the rare event of a transformer failure. Lastly, as is typical with any unmanned substation, one (1) vehicle per week on average can be anticipated for routine maintenance and security inspections; therefore, traffic impacts will be minimal. Also, see attached statement of justification.

ENHANCEMENT OF COUNTY: Why does the applicant believe that this requested change would be advantageous to the County of Fluvanna? (Please substantiate with facts.)

As noted in the necessity of use section, the proposed Fork Union Substation will address reliability and stability issues resulting from the shutdown of Bremono Power Station units. This will increase reliability of the electric transmission system in Fluvanna County and provide a direct benefits to the county. Also, see attached statement of justification.

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

See attached statement of justification and attached Exhibits 1-4 and Figures 1-8.

Commonwealth of Virginia

County of Fluvanna

Special Use Permit Checklist

The following information shall be submitted with the application and is to be provided by the applicant for the processing of the application:

Applicant must supply	Staff Checklist
Completed Special Use Permit signed by the current owner(s) or lessee or written confirmation from the current owner or lessee granting the right to submit the application	
Ten (10) copies of a Site Plan for any expansion or new construction Include: <ul style="list-style-type: none"> Plot plan or survey plat at an appropriate scale Location and dimension of existing conditions and proposed development <i>Commercial and Industrial Development:</i> parking, loading, signs, lighting, buffers and screening Copy of the Tax Map showing the site (preferred) General Location Map (preferred) 	
Supporting photographs are not required, but suggested for evidence	

All maps and plans submitted are to be either 8.5"x 11" or 11"x 17". One original of any size may be for staff use at the public hearing.

Staff Only	Staff Checklist
Preliminary review by planning staff for completeness and content:	
<ul style="list-style-type: none"> Technical Review Committee review and comment Determine all adjacent property owners Placed as a Public Hearing on the next available agenda of the Planning Commission. 	
Notification of the scheduled Public Hearing to the following:	
<ul style="list-style-type: none"> Applicant All adjacent property owners Local Newspaper advertisement 	
Staff Report to include, but not be limited to:	
<ul style="list-style-type: none"> General information regarding the application Any information concerning utilities or transportation Consistency with good planning practices Consistency with the comprehensive plan Consistency with adjacent land use Any detriments to the health, safety and welfare of the community. 	

Page 5 of 5
For Applicant

The Special Use Permit application fee is made payable to the **County of Fluvanna**.

Meetings for the processing of the application

Applications must be submitted by the first working day of the month to have the process start that month. Applications received after the first working day will have the process start the following month.

Process:

1. Placed on next available Technical Review Committee Agenda.
2. Placed as a Public Hearing on the next available agenda of the Planning Commission the following month. Staff Report and Planning Commission recommendation forwarded to the Board.
3. Placed as a Public Hearing on the next available agenda of the Board of Supervisors (usually the same month as the Planning Commission).

Applicant or a representative must appear at the scheduled hearings.

The Technical Review Committee provides a professional critique of the application and plans. The Planning Commission may recommend to the Board of Supervisors: approval; approval subject to resubmittal or correction; or denial of the special use permit.

Board Actions

After considering all relevant information from the applicant and the public, the Board will deliberate on points addressed in the Staff Report.

The Board may approve; deny; or defer the request pending further consideration; or remand the case back to the Planning Commission for further consideration.

With **approval**, the development may proceed.

If **denied**, an appeal to the Courts may be prescribed by law

No similar request for a Special Use Permit for the same use at the same site may be made within one year after the denial.



Jason Stewart
Planning & Zoning Administrator
Fluvanna County Virginia
Box 540 Palmyra, VA 22963

Re: Fork Union Substation – Special Use Permit Application

Mr. Stewart,

Virginia Electric and Power Company, locally known as Dominion Energy Virginia, is requesting a Special Use Permit and for the installation of the proposed Fork Union Substation. Please see the attached application and supplemental narrative and exhibits/figures for additional project information.

If you have any questions regarding the scope of this project or this permit application please feel free to contact me.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Ben Saunders', with a stylized flourish at the end.

Ben Saunders
Sr. Siting and Permitting Specialist
Dominion Energy Virginia
O-804.771.4061
C-804.624.8090
Benjamin.a.saunders@dom.com

Fluvanna County – Special Use Permit - AGENT AUTHORIZATION

Requirement: 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.

PROPERTY LEGAL DESCRIPTION:

PARCEL ID: 58 A 57 Deed Book: 133 Pg.: 345

STREET ADDRESS: P O Box 55, See attach aerial of parcel location Exhibit "A"

The undersigned, registered property owners of the above noted property, do hereby authorize

Ben Saunders _____, of __ Virginia Electric & Power Company to act on my behalf and take all actions necessary for the processing, issuance and acceptance of this special use permit application and any and all standard and special conditions attached regarding the Special Use Permit Application for the proposed Fork Union Substation.

Property Owner Name (please print): Richard WhiteProperty Owner (signature): Richard WhiteProperty Owner Name (please print): Lindsay K. WhiteProperty Owner (signature): Lindsay K. White

Property Owner's Address (if different than property above):

Richard White PO BOX 55 FORK UNION, VA 23055

Telephone: (434) 842-3826

PROPOSED FORK UNION SUBSTATION STATEMENT OF JUSTIFICATION

Introduction

The Virginia Electric and Power Company (dba Dominion Energy Virginia) is proposing to construct the Fork Union electric transmission substation on an approximately 27-acre site located near Bremono Bluff, VA. The development location is approximately 0.65 miles south of the intersection of Route 15 and Cedar Wood Lane. The property is further identified as MAP PIN 58-A-57 and is currently owned by Richard H and Lindsay K White. The applicant is currently in negotiations to purchase the development site.

This facility is being constructed to increase reliability due to the recent shutdown of the power generation units in the area. With the retirement of 115kV Generating Units 3 and 4 at Bremono Power Station, there is the need to add a new 115kV source to the area transmission network to address resulting reliability and stability issues. Bremono Substation does not have space for an additional 230/115kV transformer that could provide this source. The proposed Fork Union Substation, to be constructed near Bremono, will have a 230/115kV transformer that will provide the needed 115kV transmission network source.

Physical aspects of the project include a 2,500 linear foot gravel access road, twelve (12) foot tall perimeter barrier, typical substation equipment and land cover consisting of four (4) inches of pervious VDOT #57 stone. Specifically, the equipment will consist of one 230/115kV, 224MVA power transformer, switches, breakers, aerial bus conductors, capacitor bank, transmission line dead-end structures, static posts and a control enclosure. Additionally, the placement of the proposed substation within the existing transmission ROW will require the installation or relocation of four 115kV structures and fifteen 230kV structures around or through the station property. All relocated or new poles will be placed within the existing right of way or on the new substation property. New right of way will not be required.

The substation property is zoned A-1 – Agricultural and electric transmission substations and facilities fall under the definition of “utility, major” requiring a special use permit.

Location, Character, and Extent

The location of the proposed Fork Union Substation is generally within the existing 250 ft electric transmission line corridor. Although the Comprehensive Plan does not specifically address electric substations, the proposed location of the substation is in an existing transmission line Right of Way, on the down slope of a hill and buffered by mature trees. Additionally, the closest residence is over half a mile away. All of these items serve to minimize or eliminate visual impacts to nearby residents.

Regarding the environmental impact, an electrical substation is minimal in terms of noise, light, traffic, and odor. Minimal noise will be produced from substation equipment in this facility; with the only sound being a low continuous “hum” from the proposed transformers. No odor will be generated from the substation. There will be minimal lighting at the substation which will be directed downward, in accordance with preserving the night sky policies. Oil containment systems will be implemented as an emergency measure to contain mineral oil spills in the rare event of a transformer failure. Lastly, as is typical with any unmanned substation, one (1) vehicle per week on average can be anticipated for routine maintenance and security inspections; therefore, traffic impacts will be minimal.

The substation site and access road will be designed in accordance with Virginia Code §9VAC25-870 pertaining to the Virginia Stormwater Management Program (VSMP) Permit regulations, the Virginia Erosion and Sediment Control Regulations under §9VAC25-840. The site will consist of two (2) primary outfalls; 1) a tributary to Holman Creek south of the substation site and 2) a tributary of Holman Creek running parallel to James Madison Highway (U.S. Route 15). Two (2) stormwater management facilities are anticipated with the site outfall to address stream protection and flooding. Energy dissipation measures are anticipated to address downstream channel adequacy adjacent to James Madison Highway. Water quality for this project shall be mitigated singularly or with a combination of managing nutrient loads via off-site local nutrient bank facilities, implementation of best management practice (BMP) facilities and/or with conserved open space designations to take advantage of buffers and other planting areas in support of low-impact design initiatives. The access road for this substation site will require a Virginia Department of Transportation Land Use Permit (LUP) per Virginia Administrative Code 24 VAC 30-151.

Exhibits/Figures Description:

Figure 1: Location Overview, North of Bremono Bluff, VA

Figure 2: Overall site plan layout

Figure 3: Detailed Substation Layout

Exhibit 1: Image of an example of a 12 ft fence that will surround proposed substation

Exhibit 2: Image of an example of a 12 ft fence that will surround proposed substation

Exhibit 3: Image of existing substation with similar layout and size to the proposed Fork Union Substation. Please note this example only has an 8 foot fence.

Exhibit 4: Image of existing substation with similar layout and size to the proposed Fork Union Substation. Please note this example only has an 8 foot fence.

Exhibit 5: On site at proposed substation location, looking North up the right of way towards Fork Union

Exhibit 6 - Looking South down the right of way towards Bremono Bluff

Exhibit 7 - Looking West Northwest towards Route 15

Exhibit 8 - Looking East Southeast into woods

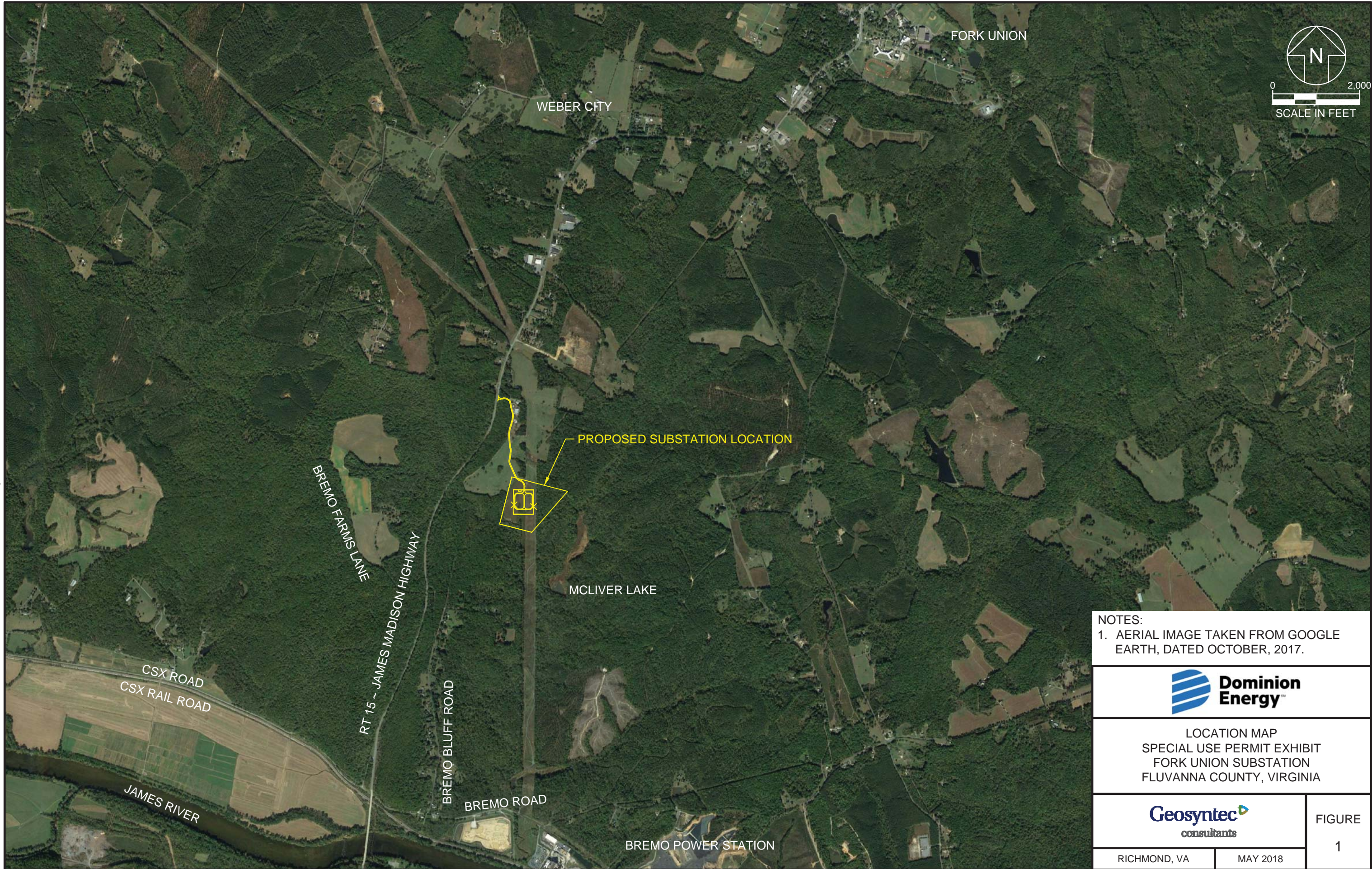
Additionally, visual simulations are being developed to show the minimized or eliminated visual impacts of the proposed project and will be supplied to county once completed.

Closing

In summary, the proposed Fork Union Substation will address electric transmission system reliability and stability issues resulting from the shutdown of Bremono Power Station units. This will increase reliability of the electric transmission system in Fluvanna County and provide a direct benefit to the county. Additionally, the use is in conformance with the zoning requirements.

Dominion requests that this project be found in substantial accord with the Fluvanna County Comprehensive Plan and approve a Special Use Permit.

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NOTES:
1. AERIAL IMAGE TAKEN FROM GOOGLE EARTH, DATED OCTOBER, 2017.



LOCATION MAP
SPECIAL USE PERMIT EXHIBIT
FORK UNION SUBSTATION
FLUVANNA COUNTY, VIRGINIA



RICHMOND, VA

MAY 2018

FIGURE
1









Exhibit 5: On site at proposed substation location, Looking North up the ROW towards Fork Union

ATTACHMENT A

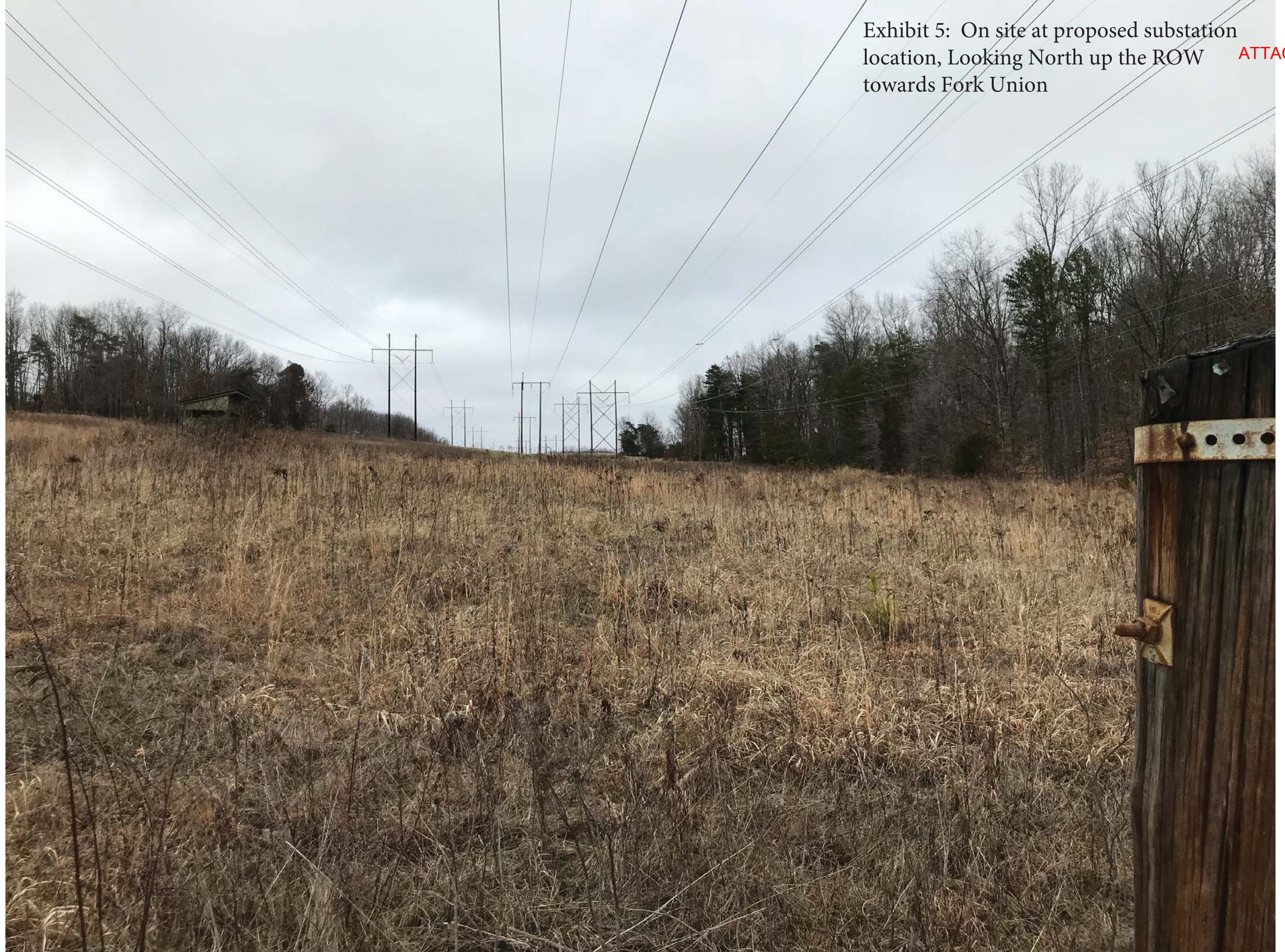




Exhibit 7 - Looking West Northwest
towards Route 15

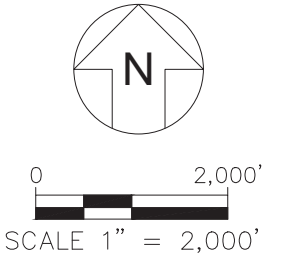
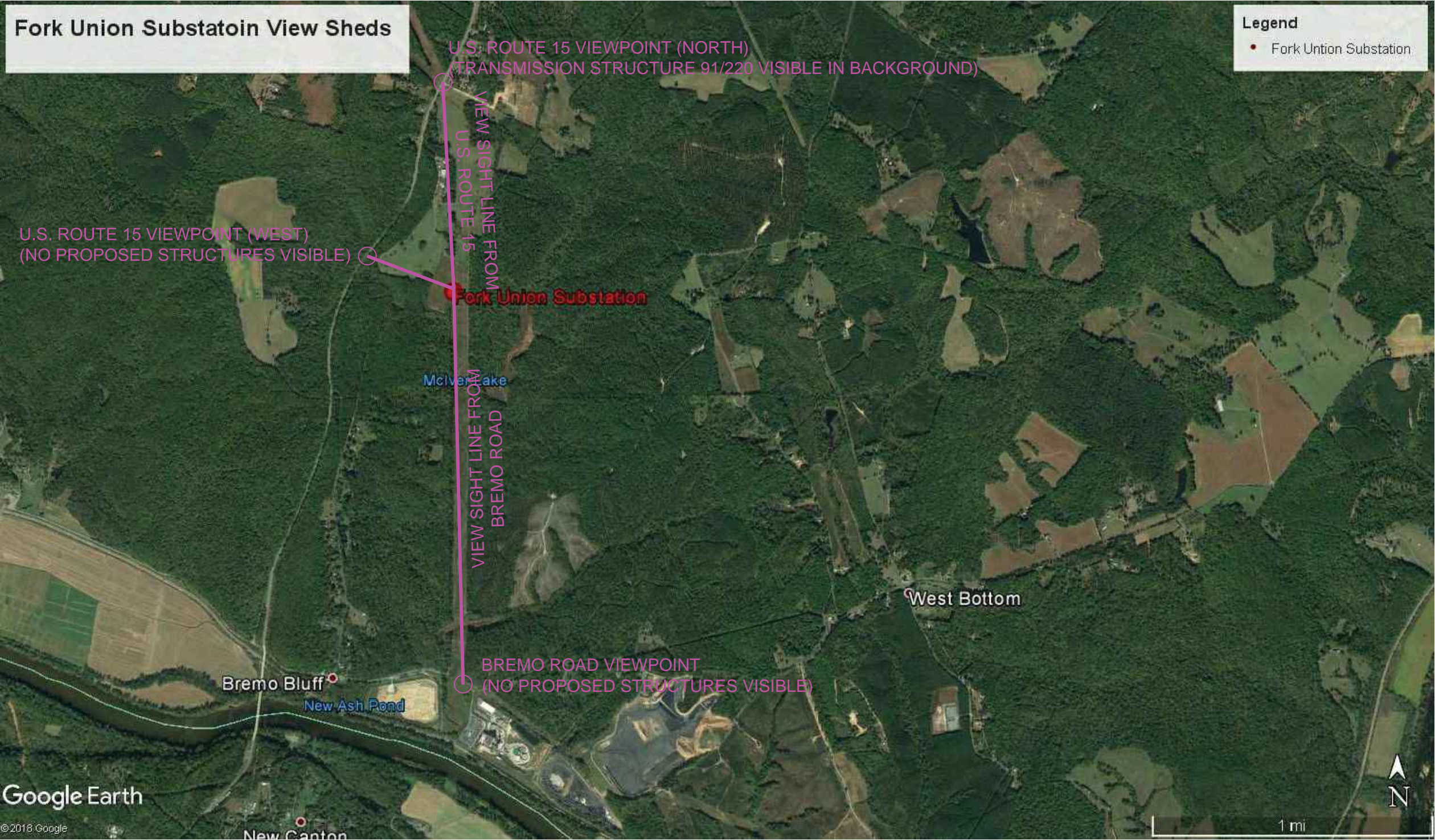


Exhibit 8 - Looking East Southeast
into woods

ATTACHMENT A



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VIEW SHED MAP
VISUALIZATIONS
FORK UNION SUBSTATION
FLUVANNA COUNTY, VIRGINIA



PROJECT NO: MV1604 JUNE 2018

FIGURE
1

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NOTES:

- 1. PHOTO SIMULATION IS FOR VISUALIZATION PURPOSES ONLY. SIGNIFICANT PORTIONS OF THE SAMPLED TOPOGRAPHY USED IN THE SIMULATIONS ARE BASED UPON GEOGRAPHIC INFORMATION SYSTEM DATA, WHICH IS APPROXIMATE AND SUBJECT TO IMPERFECTIONS IN THE FINAL RESULTS. FINAL DESIGN IS SUBJECT TO CHANGE PENDING PUBLIC, ENGINEERING, AND REGULATORY REVIEW.**
- 2. NO SUBSTATION OR TRANSMISSION STRUCTURES VISIBLE BEFORE OR AFTER CONSTRUCTION FROM THIS VANTAGE POINT.**



U.S. ROUTE 15 NORTH EXISTING VANTAGE
POINT VISUALIZATIONS
FORK UNION SUBSTATION
FLUVANNA COUNTY, VIRGINIA



PROJECT NO: MV1604

JUNE 2018

FIGURE
2

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TRANSMISSION
STRUCTURE
91/220 VISIBLE

NOTES:

- 1. PHOTO SIMULATION IS FOR VISUALIZATION PURPOSES ONLY. SIGNIFICANT PORTIONS OF THE SAMPLED TOPOGRAPHY USED IN THE SIMULATIONS ARE BASED UPON GEOGRAPHIC INFORMATION SYSTEM DATA, WHICH IS APPROXIMATE AND SUBJECT TO IMPERFECTIONS IN THE FINAL RESULTS. FINAL DESIGN IS SUBJECT TO CHANGE PENDING PUBLIC, ENGINEERING, AND REGULATORY REVIEW.
- 2. NO SUBSTATION OR TRANSMISSION STRUCTURES VISIBLE BEFORE OR AFTER CONSTRUCTION FROM THIS VANTAGE POINT.



U.S. ROUTE 15 NORTH PROPOSED
VANTAGE POINT VISUALIZATIONS
FORK UNION SUBSTATION
FLUVANNA COUNTY, VIRGINIA



PROJECT NO: MV1604

JUNE 2018

FIGURE
3



NOTES:

- 1. PHOTO SIMULATION IS FOR VISUALIZATION PURPOSES ONLY. SIGNIFICANT PORTIONS OF THE SAMPLED TOPOGRAPHY USED IN THE SIMULATIONS ARE BASED UPON GEOGRAPHIC INFORMATION SYSTEM DATA, WHICH IS APPROXIMATE AND SUBJECT TO IMPERFECTIONS IN THE FINAL RESULTS. FINAL DESIGN IS SUBJECT TO CHANGE PENDING PUBLIC, ENGINEERING, AND REGULATORY REVIEW.
- 2. NO SUBSTATION OR TRANSMISSION STRUCTURES VISIBLE BEFORE OR AFTER CONSTRUCTION FROM THIS VANTAGE POINT.



BREMO ROAD VANTAGE POINT
VISUALIZATIONS
FORK UNION SUBSTATION
FLUVANNA COUNTY, VIRGINIA



FIGURE
4

L:\DOMINION\FORK UNION SWITCHING STATION MV1604\PERMIT\DRAWING\SC3D\1604DV\ISL - Last Saved by: ccocker on 6/7/18



NOTES:

- 1. PHOTO SIMULATION IS FOR VISUALIZATION PURPOSES ONLY. SIGNIFICANT PORTIONS OF THE SAMPLED TOPOGRAPHY USED IN THE SIMULATIONS ARE BASED UPON GEOGRAPHIC INFORMATION SYSTEM DATA, WHICH IS APPROXIMATE AND SUBJECT TO IMPERFECTIONS IN THE FINAL RESULTS. FINAL DESIGN IS SUBJECT TO CHANGE PENDING PUBLIC, ENGINEERING, AND REGULATORY REVIEW.
- 2. NO SUBSTATION OR TRANSMISSION STRUCTURES VISIBLE BEFORE OR AFTER CONSTRUCTION FROM THIS VANTAGE POINT.

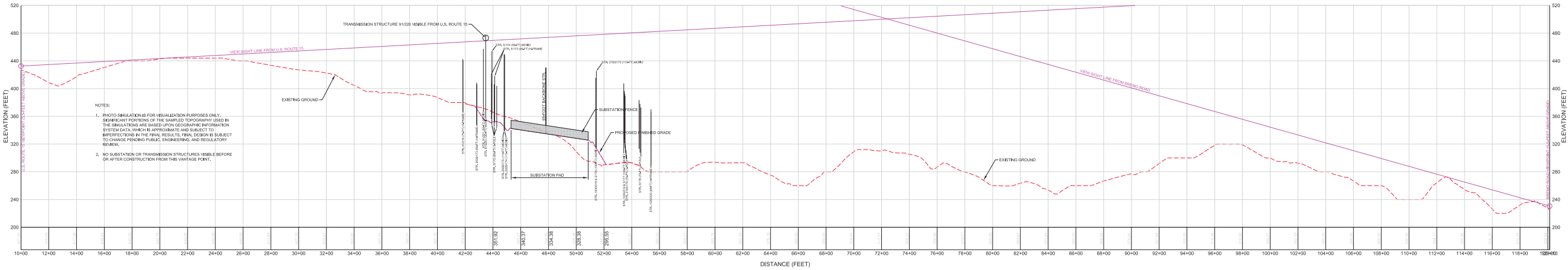


ROUTE 15 WEST VANTAGE POINT
VISUALIZATIONS
FORK UNION SUBSTATION
FLUVANNA COUNTY, VIRGINIA



PROJECT NO: MV1604 JUNE 2018

FIGURE
5





COUNTY OF FLUVANNA

"Responsive & Responsible Government"

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

MEMORANDUM

Date: June 25, 2018
From: Stephanie Keuther
To: Jason Stewart
Subject: Planning Commission Meeting APO Letter

Please be advised the attached letter went out to the attached list of Adjacent Property Owners for the July 10, 2018 Planning Commission Meeting.



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NOTICE OF PUBLIC HEARING

June 25, 2018

«Name»
«Address»
«City_State» «ZIP»
TMP#«TMP»

Re: Public Hearing on SUP 18:03

Dear «Name»:

This letter is to notify you that the Fluvanna County Planning Commission will hold a public hearing on the above referenced item as noted below:

Purpose:	Planning Commission Public Hearing
Day/Date:	Tuesday, July 10, 2018
Time:	7:00 PM
Location:	Fluvanna County Circuit Courtroom, Courts Building, Palmyra, VA

The applicant or applicant's representative will be present at the Planning Commission meeting for the request that is described as follows:

SUP 18:03 Virginia Electric and Power Co. – A request for a special use permit to construct an electric transmission substation (major utility), with respect to 27 acres of Tax Map 58, Section A, Parcel 57. The property is located off James Madison Highway (US Route 15), approximately 0.2 miles northeast of the intersection with Bremo Bluff Road (State Route 657). The parcel is zoned A-1 Agricultural, General and located within the Rural Residential Planning Area and the Fork Union Election District.

You are welcome to attend the Public hearing and you will have an opportunity to comment, if desired. The tentative agenda and staff report for this action is available for public review on the County website at <http://fluvannacounty.org/meetings>. You can also view the report in the Fluvanna County Planning and Zoning Department during working hours (8:00 am – 5:00 pm, Monday through Friday).

If you have any questions regarding this application or the Public Hearing, please contact me at 434-591-1910.

Sincerely,

Jason Stewart
Planning and Zoning Administrator

ADJACENT PROPERTY OWNERS SUP 18:03

[illegible]



— Interstate

— Primary

— Secondary

— Other

Parcels

- Place Names

--- Town Boundary

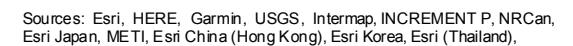
☐ Tax Map Grid

Place Names

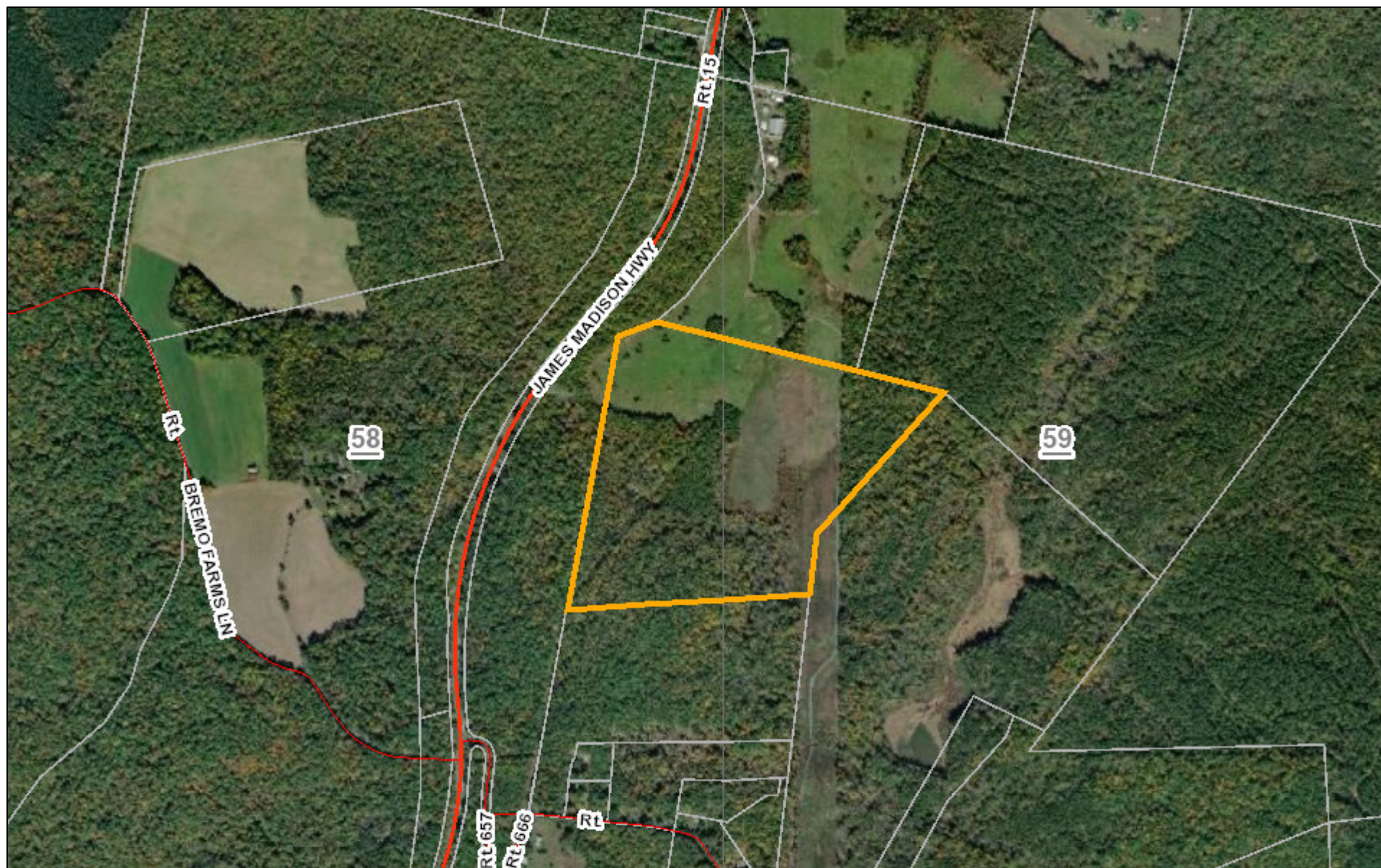
--- Town Boundary

 County Boundary

 Surrounding Counties



Fluvanna County, VA WebGIS Parcels - PIN: 58 A 57



June 28, 2018

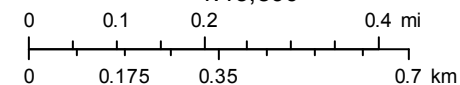
● Address Points

Roads

— Interstate

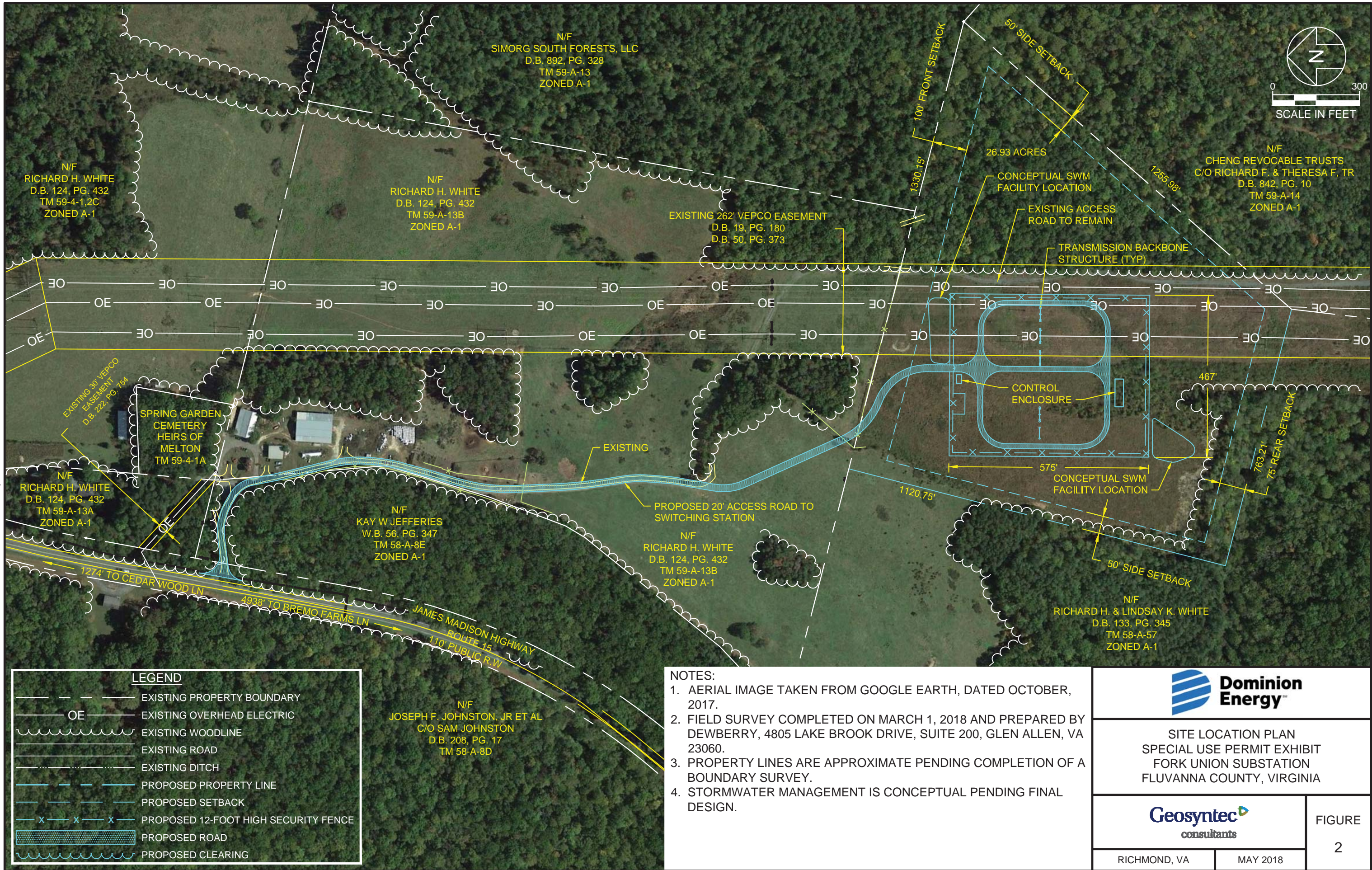
— Primary

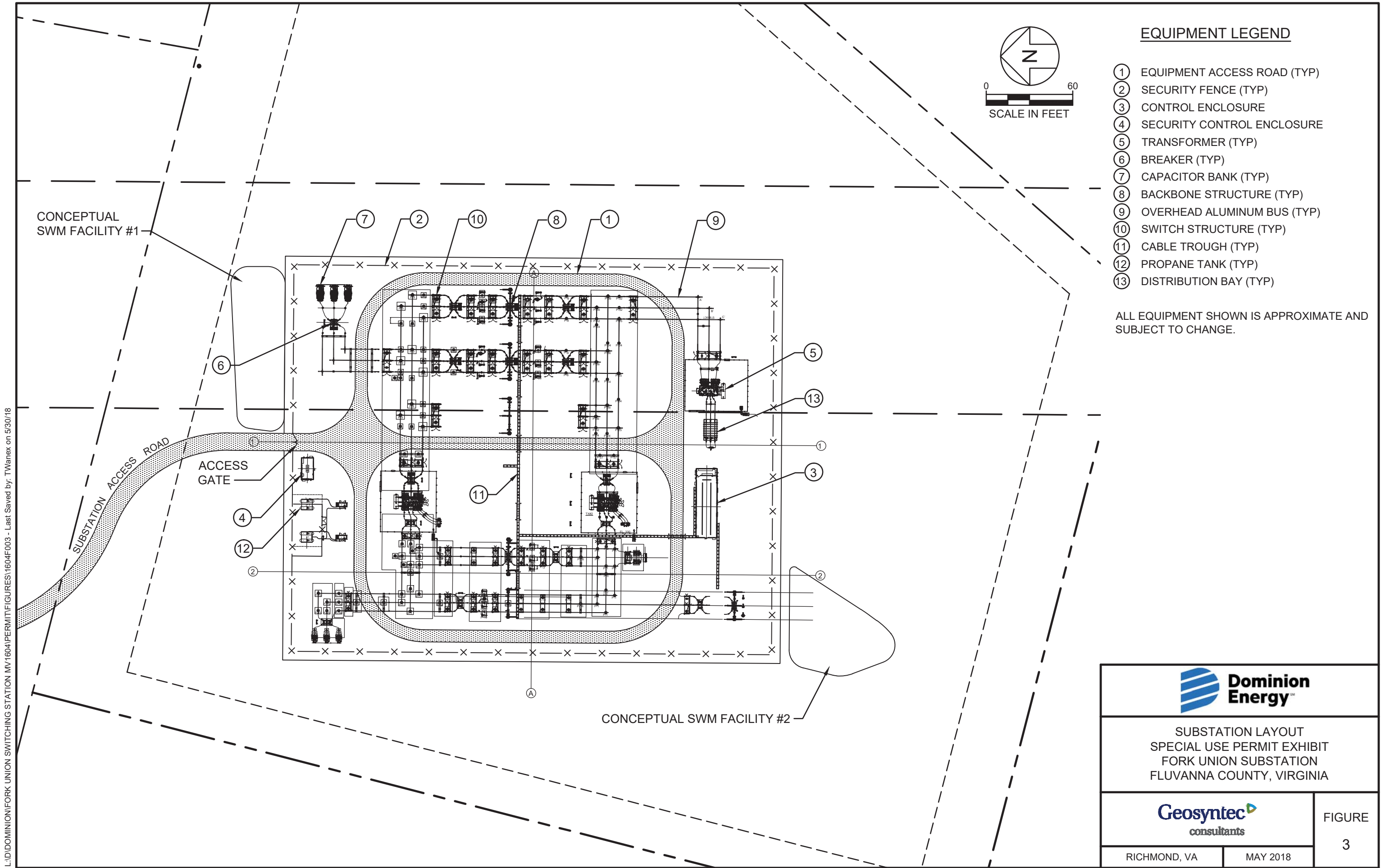
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Sources: Esri, HERE, Garmin, USGS, Intermap, INCREMENT P, NRCan, Esri Japan, METI, Esri China (Hong Kong), Esri Korea, Esri (Thailand),

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Fax (434) 591-1911
www.fluvannacounty.org

June 18, 2018

Ben Saunders
Virginia Electric and Power Co.
701 East Cary Street
Richmond, VA 23219

Delivered via email to benjamin.a.saunders@dominionenergy.com

Re: SUP 18:03 Virginia Electric and Power Co.

Tax Map: 58, Section A, Parcel 57

Dear Mr. Saunders:

The following comments are the result of the Technical Review Committee meeting that was held on Thursday, June 14, 2018:

1. Planning staff had questions regarding if the entrance road would be paved and whether any tree clearing or landscaping was proposed. The applicant indicated the entrance road would be gravel and that trees would be cleared only in the area to be developed with the proposed substation.
2. Building Inspections did not have any comments.
3. Chamber of Commerce did not have any comments.
4. County Engineer asked if the proposed substation would improve liability. The applicant stated this station was only for transmission and not distribution.
5. Department of Forestry did not provide any comments.
6. Erosion and Sediment Control did not have any comments.
7. Fire Chief did not have any comments.
8. Health Dept. did not have any comments.
9. Sheriff's Office did not provide any comments.
10. VDOT stated a traffic control plan would be needed during construction. A minimum of 500' of clearance will be needed in each direction. (Official comments not yet received but will be forwarded upon receipt).

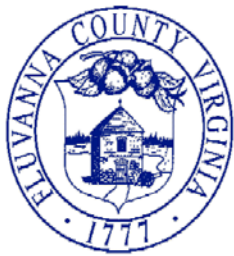
The Planning Commission will have a meeting to discuss this item on Tuesday, July 10, 2018.
Your attendance is required at this meeting.

If you have any questions or need additional information, please contact me at (434) 591-1910.

Sincerely,

Brad Robinson
Senior Planner
Dept. of Planning & Zoning

cc: File



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STAFF REPORT

To: Fluvanna County Planning Commission
Case Number: SUP 18:04
Tax Map: Tax Map 34, Section A, Parcel 5

From: James Newman
District: Columbia
Date: July 10, 2018

General Information: This request is to be heard by the Planning Commission on Tuesday, July 10, 2017 at 7:00 pm in the Circuit Court Room of the Fluvanna County Courts Building

Owner/Applicant: Owners are Cody Gamble, Paula Jean Stevenson
Applicant is Dunlin Farm LLC

Representative: Eric Wooley, Wooley Engineering

Requested Action: A request for a special use permit to construct a Dormitory and Educational Facility for a corporate retreat, with respect to approximately 104.82 acres of Tax Map 34, Section A, Parcel 5. (Attachment A)

Location: The property is located off of Covered Bridge Road (Route 604), approximately 0.8 miles east of the intersection with Venable Road (Route 601). (Attachment B)

Existing Zoning: A-1, Agricultural, General

Planning Area: Rural Preservation Planning Area

Existing Land Use: Residential and agricultural uses

Adjacent Land Use: The surrounding area is zoned A-1, Agricultural, General.

Zoning History: None

Use:

The applicant is proposing to use the property for a corporate retreat with boarding facilities, classrooms, a workout area, cooking and dining facilities, and support structures. The uses are defined as an *Educational Facility*, and *Dormitory*. Both uses require a Special Use Permit.

The proposed use would modify the existing house and multipurpose barn structures, add a dormitory structure, and add a classroom structure. Per the sketch, the existing outbuildings would remain, and a new shed would be constructed.

Applicant states that they plan to use the facility monthly, perhaps 8-10 times a year. Training classes would take about 10 days, with staff arriving a few days before and leaving a few days after. Dormitory facility is planned to provide accommodation for 75 people. Van and carpools will be used to transport students to site.

Most training activities are to be conducted outdoors: orienteering, wilderness medicine, leadership training, etc.... There will also be a classroom component to the training. Students will be on a schedule.

Neighborhood Meeting:

Please see Attachment C for neighborhood meeting notes. There were approximately 20 people in attendance, with one attendee directly stating opposition.

One adjoining property owner called to notify staff of their opposition to this application.

Technical Review Committee:

The following comments are the result of the Technical Review Committee meeting that was held on Thursday, June 14, 2018:

1. Planning staff had the following questions:
 - *Would firearms be on site?* Applicant stated no firearms, except for hunting.
 - *Any lighting or fencing?* Applicant stated lighting would be around buildings, for security, but no lights on perimeter of property. There is an existing barbed wire fence that surrounds part or all of the property.
 - *Parking?* Vans and shuttles will be used to retrieve students. Parking inside the barn/multipurpose building.
2. Chamber of Commerce had no comments.
3. Department of Forestry had no comments.
4. Erosion and Sediment Control: *Any road improvements?* Improvements to be made to gravel road and paths, potentially work done on existing bridges.
5. Fire Chief via email sent June 8, 2018: I looked at the property today and had some concerns. There are two concrete bridges near Covered Bridge Road that have been

washed out on the ends. Will these bridges withstand 22 ton fire apparatus and are there any plans to upgrade? Will the roadway be improved? Our Fire Apparatus are 32' long and 9' wide.

I also have questions on the buildings planned for construction. If the main house is going to be converted to a kitchen and dining hall, will there be a commercial kitchen and fire suppression system installed? Will the Dormitory be built with Fire Rated stairways (2 Story) and will there be any kind of fire suppression system. I discussed this with Kevin Zoll and he believes the owners have changed their plans on having a dormitory vs. building several single story residential type structures. State Code will dictate a lot on what's required leaving ingress and egress an issue.

(Fire Chief cont'd) Via email sent June 9, 2018: In looking at the bridges, I believe they will hold the weight. They do have some erosion on the abutment ends from the heavy rains that they should look at. I support the SUP for the project.

6. Environmental Health Dept: Owners should contact the Office of Water Programs regarding water requirements and permitting. An OSE/PE is required for the evaluation and design of the sewage disposal systems.
7. Sheriff's Office had no comments.
8. Public Works had no comments.
9. VDOT: Rte. 604 (Covered Bridge Road) is a rural road with an unposted speed limit. VDOT's 2017 Traffic Data shows an estimated Annual Average Daily Traffic (AADT) volume of 80 vehicles.
 - Based on an assumed speed of 45 mph, the required Stopping Sight Distance is 360 feet. The available sight distance to the north of the existing entrance appears to exceed 400 feet. The existing entrance is located on a horizontal curve and the sight distance to the south of the existing entrance will need to be improved to ensure that a minimum of 360 feet of Stopping Sight Distance is available (Sight Distance measured from existing entrance a distance of 14.5 ft. off edge of Rte. 604 pavement, height of eye = 3.5 ft. & height of object = 3.5 ft.). This will most likely require some tree removal and grading of the Rte. 604 road bank (west side of Rte. 604).
 - Upgrade and pave the first 40 feet of the existing entrance to 16 feet wide with 25 feet radii. Entrance to be approved as a Low Volume Commercial Entrance, total traffic cannot exceed 50 vehicles per day (25 trips in & 25 trips out).
 - A VDOT Land Use Permit is required.

(Attachment D)

Definitions:

Dormitory: A residence hall providing rooms for individuals or for groups usually without private baths. Also, a large room containing numerous beds.

Educational facility: A public or private institution for the teaching of children or adults including primary and secondary schools, colleges, and similar facilities.

As the Zoning Ordinance has no specific definition for a “*Corporate Retreat*”, staff determined that these definitions were best suited to the proposed development. Users will be staying at the facility for periods of around 10 days and sleeping there (hence our *Dormitory* use), for the purposes of being educated at a private institution (hence *Educational Facility*).

Zoning and Comprehensive Plan:

From the Zoning Ordinance: “**Article 4. Agricultural, General, District A-1. Sec. 22-4-1. Statement of intent.** *This district covers areas of the county consisting of woodland, farmland, open space, mountains and areas of low density residential development. The primary objectives of this district are to conserve water and other natural resources, reduce soil erosion, protect watersheds and reduce hazards from floods; to preserve the rural character of the county; to promote existing and future farming and forestry operations; and to promote the retention of undisturbed open space. Limited residential development, and limited commercial and industrial uses which are supportive of and directly related to agriculture, forestry or other traditionally rural uses, are to be permitted, but only in a manner consistent with the primary objectives of the district. In particular, the provisions of this district are intended to significantly limit conventional and roadside strip development, especially on major arteries and commuter routes.*”

From the 2015 Comprehensive Plan: “*The **rural preservation areas** are intended to be the least developed areas of the county. Large parks, agricultural and forestal districts, working farms, and passive open spaces should comprise most of the land use, with very low-density residential development. The open space should be strategically located to preserve viewsheds from roads and existing developments, and to be used by the residents of the planned community. Open spaces in subdivisions should be available to the community, be available for rural uses such as farming, wildlife, and recreation, and minimize or exclude utilities such as wells and septic fields or reserve areas. Large subdivisions in the rural preservation areas should be discouraged. Rural roads, two-story structures, single-family dwellings, home occupations, and country stores are examples of the most intense developments that should generally occur.*” Page 61.

Analysis:

Per County Code section 22-17-4, there are two criteria are used by staff when evaluating Special Use Permit requests:

First, the proposed use should not tend to change the character and established pattern of the area or community.

The local community area is rural and residential in character. The property is currently used as a residence, with some agricultural aspects. The proposed use is educational in character, and the property will be used for some agricultural purposes when training is not being conducted. The educational and dormitory facilities will result in more traffic and people coming to the area multiple times a year when in operation.

Second, the proposed use should be compatible with the uses permitted by-right in that zoning district and shall not adversely affect the use/or value of neighboring property.

All by-right uses in A-1 Zoning: *Agriculture, Conservation areas, Equestrian facilities, Farm sales, Hunt clubs, Hunting preserves, Public parks and recreational areas Public uses, Family daycare homes, Home occupations , Sawmills (temporary), Accessory uses, Cemeteries (non-commercial), Greenhouses (non-commercial), Kennels (private), Marinas (private non-commercial), Rural cluster developments Shooting (private recreational), Utilities (minor), Woodstorage (temporary), Dwellings (accessory), Dwellings (two-family) Farm tenant housing, Group homes, Manufactured homes, Mobile homes as defined in Sec. 22-4-2.3 , Single-family detached dwellings, including family subdivisions and conventional minor subdivisions, but excluding conventional major subdivisions recorded after April 5, 2004.*

The proposed use of an educational facility and dormitory will take place on an approximately 104 acre parcel which is residential and agricultural in character. The proposed use will add more structures to the property (a dormitory, sheds, and classroom structures). The use of an Educational Facility and Dormitory are allowed if approved via the Special Use Permit process.

Proposed Conditions for Special Use Permit

1. Educational activities shall not include the use of firearms. Firearms use shall be limited to designated security personnel, personal defense and lawful hunting by personal guests of property owners with written permission.
2. The use of all-terrain vehicles (as defined in Virginia Code Section § 46.2-100) and such similar vehicles, shall be limited to medical and/or emergency transportation, and facility maintenance purposes, and are not to be used for recreational or educational purposes.
3. A 150 foot landscape buffer shall be maintained around all property lines. The buffer will extend from the property line into the parcel, and may consist of both natural and planted vegetation and landscaping. Any requirements of the existing ordinance which are stricter than this shall supersede this condition.
4. Use of the property under this special use permit shall be substantially in accord with the application, in particular with the Addendum submitted by Woolley Engineering (including attachments thereto), dated June 1, 2018, and shall not be expanded or substantially modified without amendment to this special use permit.
5. All students shall be transported to and from the site, including for off-site activities, by van or car pools provided by applicant, and private vehicles shall not be utilized by students.
6. This special use permit may be deemed abandoned by the governing body if the approved use has not been initiated within two (2) years from the date of special use permit approval by approval of a site plan which shall thereafter be promptly pursued such that the permit holder shall incur extensive obligations or substantial expenses in diligent pursuit of, and in reliance on, this special use permit.
7. Any lighting shall not be directed toward adjacent properties and comply with Article 25 of the Fluvanna County Code.
8. Any noise shall comply with Chapter 15.1 of the Fluvanna County Code.
9. The property shall be maintained in a neat and orderly manner so that the visual appearance from the road and adjacent properties is acceptable to County officials.

10. The Board of Supervisors, or its representative, reserves the right to inspect the property for compliance with these conditions at any time.
11. Under Sec. 22-17-4 F (2) of the Fluvanna County Code, the Board of Supervisors has the authority to revoke a Special Use Permit if the property owner has substantially breached the conditions of the Special Use Permit.

Conclusion:

The Planning Commission should consider any potential adverse impacts, such as traffic entering and exiting the property, noise, lighting, and compatibility with both neighboring land use patterns and the goals of the Comprehensive Plan.

Suggested Motion:

I move to recommend approval/denial/deferral of SUP 18:04, a request to establish an Educational Facility and Dormitory with respect to approximately 104.82 acres of Tax Map 34, Section A, Parcel 5, [if approved] subject to the eleven (11) conditions listed in the Staff Report.

Attachments:

- A – Application & APO Letter
- B – Zoning and Aerial Map
- C – Neighborhood Meeting Notes
- D – TRC Letter
- E – Staff photographs from June 13, 2018

Copy: File

Applicant – Dunlin Farm LLC c/o Kelley Drye at jgriffin@griffin-moran.com

Representative – Eric Woolley at ewoolley@woolley-eng.com



COMMONWEALTH OF VIRGINIA
COUNTY OF FLUVANNA

Application for Special Use Permit (SUP)

Owner of Record: Cody Gamble & Paula Jean Stevenson **Applicant of Record:** Dunlin Farm, LLC, c/o Kelley Drye
Address: 663 Covered Bridge Road, Kents Store, VA 23084 **Address:** 3050 K Street, N.W., Suite 400, Washington, DC 20007
Phone: _____ **Fax:** _____ **Phone:** (240) 355-3102 **Fax:** _____
Email: _____ **Email:** jgriffin@griffin-moran.com
Representative: Woolley Engineering (Eric Woolley, PE)
Address: 220 East High Street, Charlottesville, VA 22902
Phone: (434) 973-0045 **Fax:** _____
Email: ewoolley@woolley-eng.com
Tax Map and Parcel(s) 34-A-5
Acreage 104.82 ac. **Zoning** A-1
Location of Parcel: 663 Covered Bridge Road Kents Store, VA 23084

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.

If property is in an Agricultural Forestal District, or Conservation Easement, please list information here:

Deed Book and Page: DB 861-154, Plat Book 3, Page 150

If any Deed Restrictions, please attach a copy

Request for an SUP for the purpose of: Civic Use: Educational Facility

*Ten copies of a sketch plan (8.5x11 inches or 11x17 inches) 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 owner/applicant authorizes entry onto the property by County Employees, the Planning Commission, and the board of Supervisors during the normal discharge of their duties in regard to this request and acknowledges that county employees will make regular inspections of the site.

Date: 6/1/18 **Signature of Owner/Applicant:** [Signature] (Agent)
Subscribed and sworn to before me this 1 **day of** June 2018
Notary Public: [Signature] **Register #** 7541312
My commission expires: 9/30/2021
Certification Date: 9/11/2017

QUIN MONTELIUS
NOTARY PUBLIC
COMMONWEALTH OF VIRGINIA
MY COMMISSION EXPIRES SEPTEMBER 30, 2021
Registration No. 7541312

Office Use Only

Date Received: <u>6/1/18</u>	Pre-Application Meeting:	PH Sign Deposit Received: <u>6/1/18</u>	Application #: <u>SUP 18 : 04</u>
\$800.00 fee plus mailing costs paid: <u>1#2183</u>		Mailing Costs: \$20.00 Adjacent Property Owner(APO) after 1st 15, Certified Mail	
Amendment of Condition: \$400.00 fee plus mailing costs paid:			
Telecommunications Tower fee plus mailing costs paid:		Telecom Consultant Review fee paid:	
Election District: <u>Columbia</u>		Planning Area: <u>Rural Preservation</u>	
Planning Commission		Board of Supervisors	
Advertisement Dates:		Advertisement Dates:	
APO Notification:		APO Notification:	
Date of Hearing:		Date of Hearing:	
Decision:		Decision:	



Commonwealth of Virginia

County of Fluvanna

Public Hearing Sign Deposit

Name:

Eric Woolley

Address:

220 East High Street

City:

Charlottesville

State:

Virginia

Zip Code:

22902

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

June 1, 2018

Date

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

OFFICE USE ONLY

Application #: BZA : CPA : SUP 18 : 04 ZMP : ZTA :

\$90 deposit paid per sign*:

2183

Approximate date to be returned:

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

See attached addendum

NECESSITY OF USE: Describe the reason for the requested change.

See attached addendum

PROTECTION OF ADJOINING PROPERTY: Describe the effects of the proposed use on adjacent property and the surrounding neighborhood. What protection will be offered adjoining property owners?

See attached addendum

ENHANCEMENT OF COUNTY: Why does the applicant believe that this requested change would be advantageous to the County of Fluvanna? (Please substantiate with facts.)

See attached addendum

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

See attached addendum

Commonwealth of Virginia**County of Fluvanna****Special Use Permit Checklist**

The following information shall be submitted with the application and is to be provided by the applicant for the processing of the application:

Applicant must supply	Staff Checklist
Completed Special Use Permit signed by the current owner(s) or lessee or written confirmation from the current owner or lessee granting the right to submit the application	
Ten (10) copies of a Site Plan for any expansion or new construction Include: <ul style="list-style-type: none"> • Plot plan or survey plat at an appropriate scale • Location and dimension of existing conditions and proposed development • <i>Commercial and Industrial Development:</i> parking, loading, signs, lighting, buffers and screening • Copy of the Tax Map showing the site (preferred) • General Location Map (preferred) 	
Supporting photographs are not required, but suggested for evidence	

All maps and plans submitted are to be either 8.5"x 11" or 11"x 17". One original of any size may be for staff use at the public hearing.

Staff Only	
Preliminary review by planning staff for completeness and content:	
<ul style="list-style-type: none"> • Technical Review Committee review and comment • Determine all adjacent property owners • Placed as a Public Hearing on the next available agenda of the Planning Commission. 	
Notification of the scheduled Public Hearing to the following:	
<ul style="list-style-type: none"> • Applicant • All adjacent property owners • Local Newspaper advertisement 	
Staff Report to include, but not be limited to:	
<ul style="list-style-type: none"> • General information regarding the application • Any information concerning utilities or transportation • Consistency with good planning practices • Consistency with the comprehensive plan • Consistency with adjacent land use • Any detriments to the health, safety and welfare of the community. 	

The Special Use Permit application fee is made payable to the **County of Fluvanna**.

Meetings for the processing of the application

Applications must be submitted by the first working day of the month to have the process start that month. Applications received after the first working day will have the process start the following month.

Process:

1. Placed on next available Technical Review Committee Agenda.
2. Placed as a Public Hearing on the next available agenda of the Planning Commission the following month. Staff Report and Planning Commission recommendation forwarded to the Board.
3. Placed as a Public Hearing on the next available agenda of the Board of Supervisors (usually the same month as the Planning Commission).

Applicant or a representative must appear at the scheduled hearings.

The Technical Review Committee provides a professional critique of the application and plans. The Planning Commission may recommend to the Board of Supervisors: approval; approval subject to resubmittal or correction; or denial of the special use permit.

Board Actions

After considering all relevant information from the applicant and the public, the Board will deliberate on points addressed in the Staff Report.

The Board may approve; deny; or defer the request pending further consideration; or remand the case back to the Planning Commission for further consideration.

With **approval**, the development may proceed.

If **denied**, an appeal to the Courts may be prescribed by law

No similar request for a Special Use Permit for the same use at the same site may be made within one year after the denial.

ATTACHMENT A

May 29, 2018

Cody and Paula Stevenson
663 Covered Bridge Road
Kents Store, VA 23084

County of Fluvanna
Department of Planning and Zoning
132 Main Street
Palmyra, Virginia 22963

To whom it may concern:

We are the property owners of record of tax map parcel 34(A)5, located here in Fluvanna County at 663 Covered Bridge Road. We authorize Woolley Engineering to act as an agent for all matters concerning applications of land development for our subject property. It is our understanding that Woolley Engineering intends to submit applications for: Special Use Permit, Site Plan and Erosion & Sediment Control Plan, and any permit documents related to these applications.

Please do not hesitate to contact us if you should have any questions regarding this matter.

Respectfully,

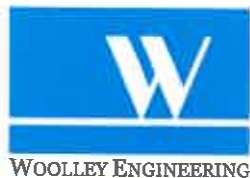
A handwritten signature in black ink, appearing to read 'Cody Stevenson', with a long horizontal flourish extending to the right.

Cody Stevenson

A handwritten signature in black ink, appearing to read 'Paula Stevenson', with a large circular flourish on the left side.

Paula Stevenson

cc: Woolley Engineering
Dunlin Farm, LLC



June 1, 2018

ADDENDUM TO SPECIAL USE PERMIT APPLICATION

**Regarding: Heartwood – 663 Covered Bridge Road
(Tax Map 34 Section A Parcel 5)
Special Use Permit Addendum**

Improvements:

The site is currently improved with a single family home, a barn that includes a loft apartment and miscellaneous sheds. We would propose to add the following improvements:

- A new dormitory building to provide sleeping accommodations for 55 people. We would design this structure with the flexibility to expand the dormitory in the future to accommodate up to 75 people. This structure would be located proximate to the existing house, which will be converted to a kitchen, dining hall and exercise room.
- A new classroom building for corporate training which would be located near the dormitory and dining facility
- Renovate and expand the barn to provide a multipurpose training and classroom space.
- Add a new shed for the storage of supplies and farm equipment.

Necessity of Use:

We are seeking a location where we can conduct corporate training. Much of this training occurs in a classroom setting, though we do anticipate taking students out to either the local Pleasant Grove Park or to the Shenandoah National Park and the surrounding areas for hiking and team building activities. Training activities will vary in terms of schedule and duration but all students will arrive via van or car pools and private vehicles will not be utilized while the students are in training. Once on site, students will primarily remain on site. Any organized off-site activities would shuttle the students and instructors via vans and car pools. Classes may last as long as 10 days, with instructors arriving a few days before classes begin to set up and staying a few days after training ends to evaluate the training, student performance, and prepare the facilities for the next class. At present, we anticipate 10 training sessions a year – approximately once a month with the months of December and January being dormant as people are on vacation. This site in Fluvanna County provides an optimal mix of proximity to Washington DC while providing a private setting for instruction away from the distractions of a city environment.

Protection of Adjoining Property:

The new structures will be located adjacent to the existing structures on the site which are located towards the center of the property, and are screened by existing forest and out of sight from adjacent properties. We anticipate leaving the fields and forest largely untouched. The new structures will be located in existing clearings to keep the property in Land Use. Since



students will be delivered to the site utilizing van pools, we do not anticipate any significant impact to existing traffic patterns. When classes aren't in session, the caretakers will be the only trip generators on the property. We anticipate that adjacent neighbors may be concerned about the potential for increased noise. We can commit to not engage in large-scale ATV trail riding or any other excessive use of power equipment.

Enhancement of County:

The faculty and students will come from across the country. The day-to-day operation of the farm and food service component will require the employ of local residents. We anticipate the need for food service workers, farm caretakers and farm laborers. We would like to rely on the surrounding local area to provide and implement a local farm to table operation for our students. In addition, we plan to raise some of our vegetables on the property (with help from a local caretaker) and maintain the raising of chickens or other animals to preserve the rural, agricultural component of the site. Some of our training utilizes virtual reality and other high-tech equipment and we would welcome the opportunity to share some of this equipment with the local high school and its STEM students.

Plan:

This attached schematic site layout plan proposes to keep select sheds and barns for future use while also converting the existing residence into a dining and gym facility. Three new buildings are proposed with this plan. See the attached schematic site layout plan for new building locations and additional proposed improvements.

Proposed new buildings on site:

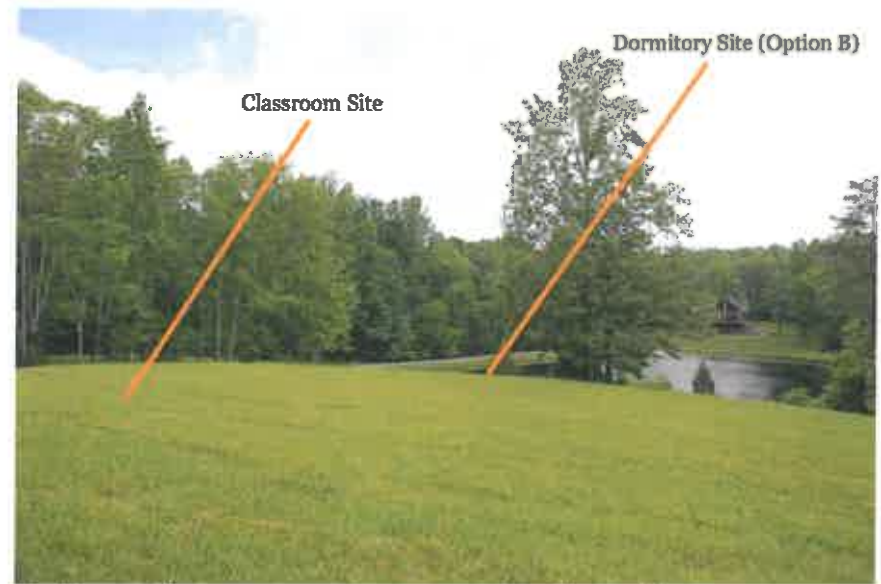
- 2-story multipurpose building (connected to existing barn)
 - 65'x65' footprint
- 2-story dormitory
 - 30'x100' footprint
- 1-story classroom
 - 65'x65' footprint



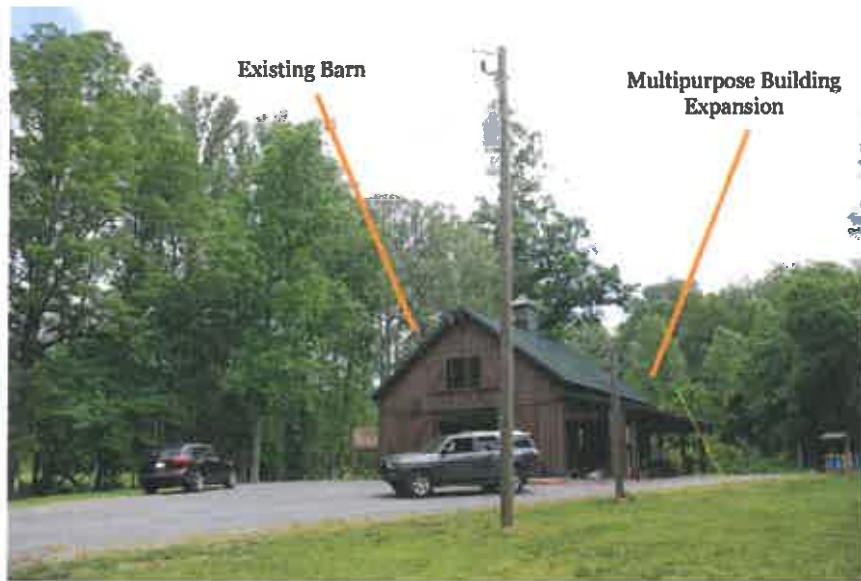
ATTACHMENT A



Looking northeast from the driveway towards the existing residence



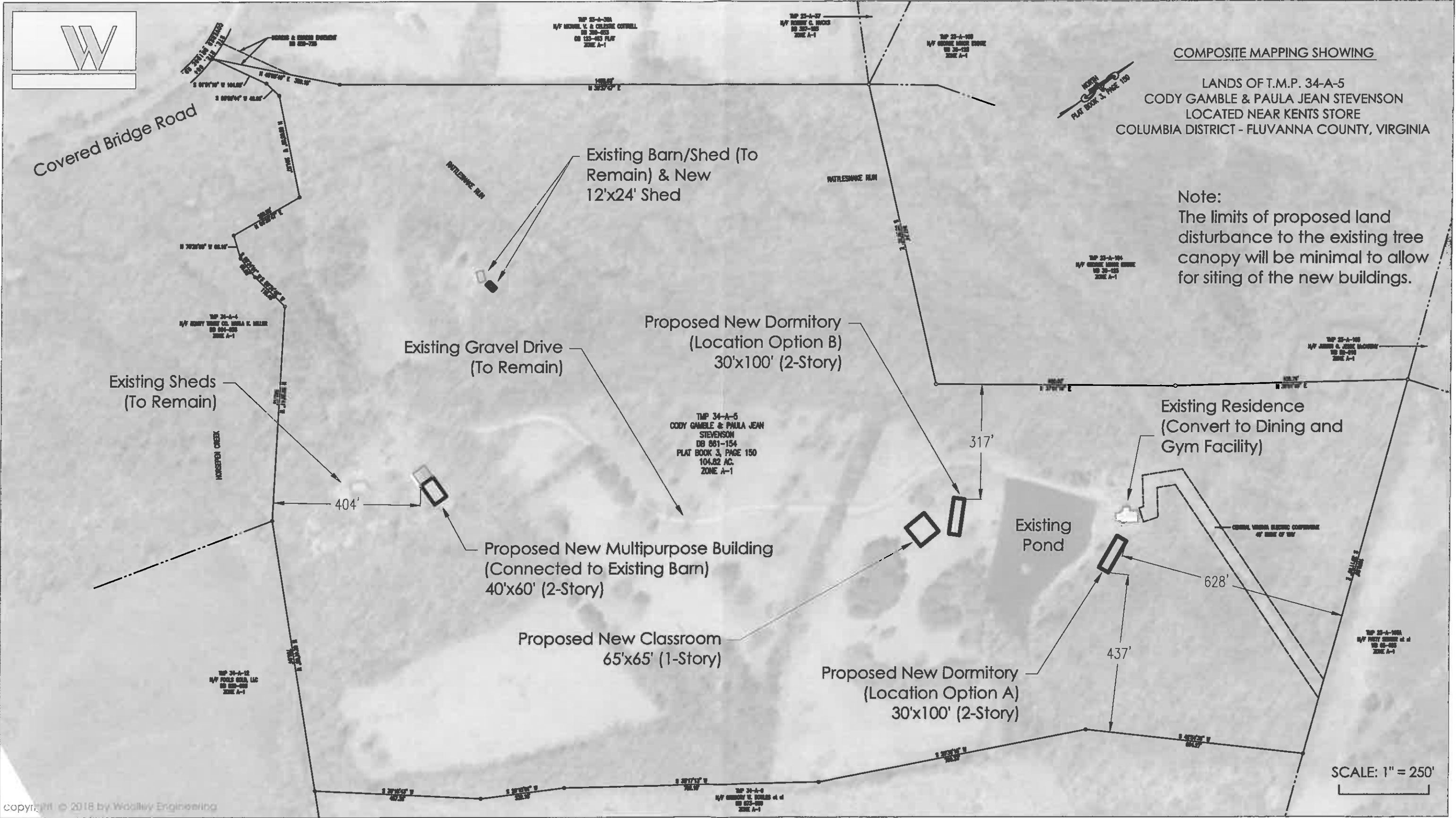
Looking north from the clearing opposite the existing residence



Looking east at the existing barn from the driveway



Looking north at the existing shed location from the existing barn



WOOLLEY ENGINEERING

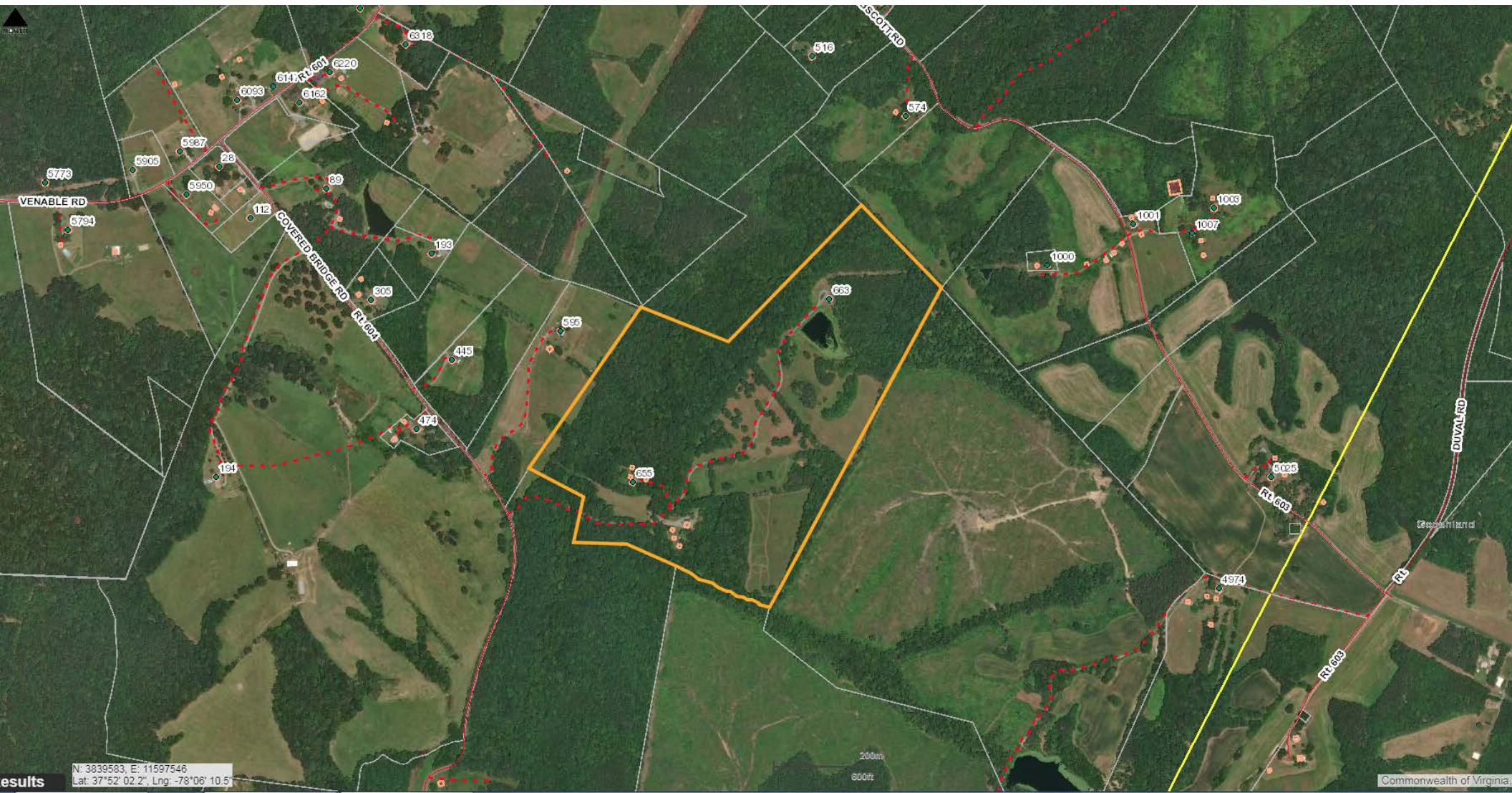
Consulting Civil Engineers
220 East High Street
Charlottesville • Virginia 22902
(434) 973-0045
www.woolley-eng.com

DUNLIN FARM

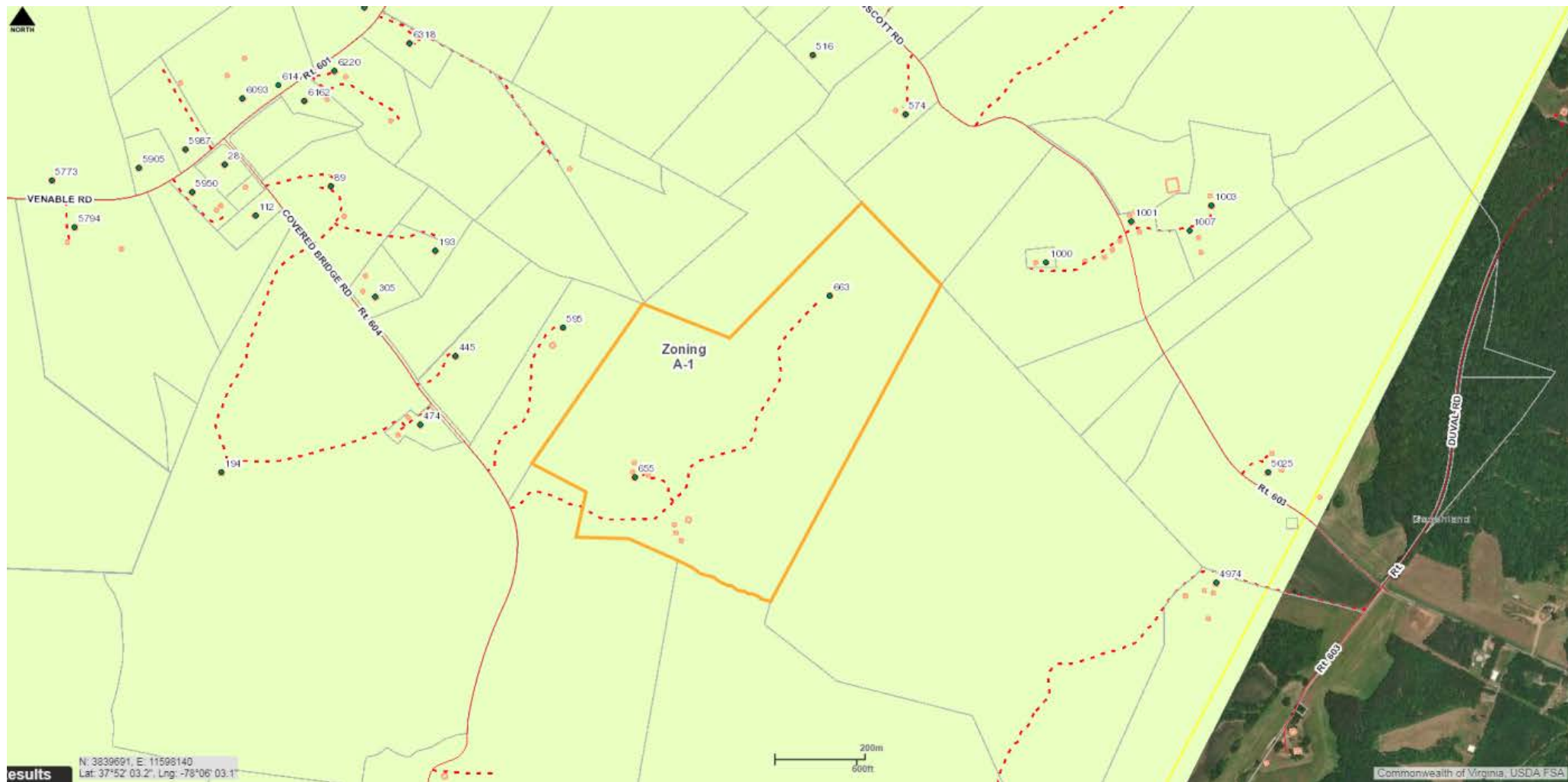
SCHEMATIC SITE LAYOUT PLAN - 663 Covered Bridge Road

June 1, 2018

ATTACHMENT B



ATTACHMENT B



All green properties are zoned A-1 Agricultural General.



COUNTY OF FLUVANNA

"Responsive & Responsible Government"

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

MEMORANDUM

Date: June 25, 2018
From: Stephanie Keuther
To: Jason Stewart
Subject: Planning Commission Meeting APO Letter

Please be advised the attached letter went out to the attached list of Adjacent Property Owners for the July 10, 2018 Planning Commission Meeting.



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NOTICE OF PUBLIC HEARING

June 25, 2018

Name
Address 1
Address 2
Tax Parcel

Re: Public Hearing for SUP 18:04

Dear Name:

This letter is to notify you that the Fluvanna County Planning Commission will hold a public hearing on the above referenced items as noted below:

Purpose:	Planning Commission Public Hearing
Day/Date:	Tuesday, July 10, 2018
Time:	7:00 PM
Location:	Fluvanna County Circuit Courtroom, Courts Building, Palmyra, VA

The applicant or applicant's representative will be present at the Planning Commission meeting for the request that is described as follows:

- I. **SUP 18:04 Dunlin Farm LLC** – A request for a special use permit to construct a Dormitory and Educational Facility for a corporate retreat, with respect to approximately 104.82 acres of Tax Map 34, Section A, Parcel 5. The property is located off of Covered Bridge Road (Route 604), approximately 0.8 miles east of the intersection with Venable Road (Route 601). The parcel is zoned A-1 Agricultural, General and located within the Rural Preservation Planning Area and the Columbia Election District.

You are welcome to attend the Public hearing and you will have an opportunity to comment, if desired. The tentative agenda and staff report for this action will be available for public review on the County website at <http://fluvannacounty.org/meetings>. You can also view the report in the Fluvanna County Planning and Zoning Department during working hours (8:00 am – 5:00 pm, Monday through Friday).

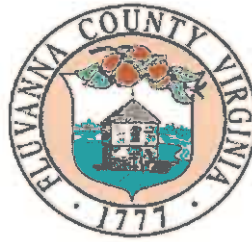
If you have any questions regarding this application or the Public Hearing, please contact me at 434-591-1910.

Sincerely,

Jason Stewart
Planning and Zoning Administrator

ATTACHMENT C

[illegible]



Neighborhood Meeting Sign-In Sheet

Meeting Date: June 13, 2018

Name	Address	City/State/Zip	Reason for Attending (Item/Application)
Cody & Paula Stevenson	663 Covered Bridge Rd Kents Store VA 23084		SUP 18.04
Jim & Barb Bowles	4974 KENTS STORE, VA 23084	23084	INFO
Pat & Gress Sexty	10323 Acclink	23005	info
Mike & Debbie Lewis	194 covered bridge Rd	23084	"
Bob Huck	6220 Venable Rd KENTS STORE	23084	
MIKE COTIREK	595 Covered Bridge	23084	INFO
Steve Nichols	Court STAFF	22963	STAFF
Marla Miller	1215 Covered Bridge Rd Kents Store		info
Tom & Susan McIntyre	6995 Birchbank Ct. 23066	23116	info

ATTACHMENT C

[illegible]



COUNTY OF FLUVANNA

"Responsive & Responsible Government"

132 Main Street

P.O. Box 540

Palmyra, VA 22963

June 14, 2018

(434) 591-1910

Notes from the June 13, 2018 Neighborhood meeting for Special Use Permit 18-04 Dunlin Farm LLC

Approximately 20 people in attendance, including four members of county staff and two Board members.

Applicant brief:

- Corporate retreat for Information Technology workers
- Anticipate having training 8-10 times a year. No classes in December and January. Approx. 20 staff, 20 students, per session. Focus on hiring military veterans for staff.
- Shuttles for transportation. Students will not arrive in personal vehicles.
- Activities include leadership training, orienteering, wilderness survival and medicine.

Questions from audience (in *italics*):

How many employees work for Edgespace? 160 with Edgespace, approximately 100 contractors and sub-contractors.

What does Edgespace do? We are a data analytics firm.

Will property be used when training is not in session? Property will be used for raising animals and growing crops when in session as well as when training is not taking place.

100 acres is not a lot of land to have animals, crops, pastures, and training facilities. Not going to be engaged in large scale farming; agricultural activities will be small scale, farm-to-table style activities.

What company will own the property? Edgespace

Will personal vehicles be used to bring people? Worried about increase in traffic. What about executives who want private helicopters? Vans and shuttles will be used. There will be no helipad.

Will this facility be just for Edgespace or open to other companies? Only employees of Edgespace or contractors and subcontractors will be allowed.

Would you make it a condition that if this property is sold then the SUP becomes null and void? Want to avoid more intensive facilities. We desire to maintain the rural farm atmosphere, and can make that a condition.

ATTACHMENT C

Will firearms be used on the property? No firearms for students. Instructors could hunt on the property. Now that we know there is a sporting range in the county, we could use that for students. We are willing to work with staff on making a condition for this.

Has Edgespace already purchased the property? No.

Will ATVs be used on the property? Only for transport and medical help. Not for student use. To be used by instructors and staff only. Students are not to use ATVs or similar vehicles. Willing to make that a condition of the SUP.

Will the existing road be used for access? It is unclear if there is an easement through neighboring property allowing you to access this parcel. Our surveyors are on the site checking out the property lines and any easements on site.

The existing bridges can get washed out and flooded substantially. The current owner has a contractor working on the bridge. This is private property, and we will work on maintaining the bridges, but not necessarily to VDOT standards.

Is the existing soil type suitable for the wells and drain fields you'll require? We have a soil scientist who will be conducting testing and analysis. There are three wells on site, but they are Class 3 wells. We'd require Class 2 wells. Class 2 wells require more rigorous testing.

Will there be well fracking? Can't tell at this moment. Need to have soil analysis completed.

General comment from a citizen: This use is not fit for a rural residential planning area. Introducing this development to a rural residential area will not benefit the local community or the tax base. It'll bring more people, more traffic, weapons, ATVs, noise and light pollution, strangers walking around our property, bringing their personal vehicles.

How much time will students spend in class vs outdoors? We desire to have students outside as much as possible. Most of these students work indoors on computers, and we'd like to get them outside.

Will there be a public announcement system on the property? No.

Will there be lighting or fencing? I don't want strangers in my property. There will be lighting around the buildings, and there is supposedly a wire fence around the entire property. No lights at the perimeter of the property.

What will you do for parking? Plan is for vans to park in the multipurpose/barn building.

Will there be a high-rope course? No.

What will you do about noise? We have a set schedule of activities, including curfew. The students are under supervision and will not be leaving until the course is over. No alcohol is allowed, no bon fires.

What topics will be covered in training? First aid, management, leadership, conflict resolution, orienteering.

ATTACHMENT C

Will you have private security on site? No.

Is this the first time Edgespace has run such a retreat? Yes.

How much water will you pull with your wells? You could impact the local water table and hurt residents.
Engineers will study the area and the water required for eh facility. Class 2 wells have rigorous requirements.



COUNTY OF FLUVANNA

"Responsive & Responsible Government"

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June 28, 2018

Eric Wooley
Wooley Engineering
220 East High Street
Charlottesville VA, 22902

Delivered via email to ewoolley@woolleyeng.com

Re: SUP 18:04 – Dunlin Farm LLC

Tax Map: 34, Section A, Parcel 5

Dear Mr. Wooley:

The following comments are the result of the Technical Review Committee meeting that was held on Thursday, June 14, 2018:

1. Planning staff had the following questions:
 - *Would firearms be on site?* Applicant stated no firearms, except for hunting.
 - *Any lighting or fencing?* Applicant stated lighting would be around buildings, for security, but no lights on perimeter of property. There is an existing barbed wire fence that surrounds part or all of the property.
 - *Parking?* Vans and shuttles will be used to retrieve students. Parking inside the barn/multipurpose building.
2. Chamber of Commerce had no comments.
3. Department of Forestry had no comments.
4. Erosion and Sediment Control: *Any road improvements?* Improvements to be made to gravel road and paths, potentially work done on existing bridges.
5. Fire Chief via email sent June 8, 2018: I looked at the property today and had some concerns. There are two concrete bridges near Covered Bridge Road that have been washed out on the ends. Will these bridges withstand 22 ton fire apparatus and are there any plans to upgrade? Will the roadway be improved? Our Fire Apparatus are 32' long and 9' wide.

I also have questions on the buildings planned for construction. If the main house is going to be converted to a kitchen and dining hall, will there be a commercial kitchen and fire suppression system installed? Will the Dormitory be built with Fire Rated stairways (2 Story) and will there be any kind of fire suppression system. I discussed this with Kevin Zoll and he believes the owners have changed their plans on having a dormitory vs.

building several single story residential type structures. State Code will dictate a lot on what's required leaving ingress and egress an issue.

(Fire Chief cont'd) Via email sent June 9, 2018: In looking at the bridges, I believe they will hold the weight. They do have some erosion on the abutment ends from the heavy rains that they should look at. I support the SUP for the project.

6. Environmental Health Dept: Owners should contact the Office of Water Programs regarding water requirements and permitting. An OSE/PE is required for the evaluation and design of the sewage disposal systems.
7. Sheriff's Office had no comments.
8. Public Works had no comments.
9. VDOT: Rte. 604 (Covered Bridge Road) is a rural road with an unposted speed limit. VDOT's 2017 Traffic Data shows an estimated Annual Average Daily Traffic (AADT) volume of 80 vehicles.
 - Based on an assumed speed of 45 mph, the required Stopping Sight Distance is 360 feet. The available sight distance to the north of the existing entrance appears to exceed 400 feet. The existing entrance is located on a horizontal curve and the sight distance to the south of the existing entrance will need to be improved to ensure that a minimum of 360 feet of Stopping Sight Distance is available (Sight Distance measured from existing entrance a distance of 14.5 ft. off edge of Rte. 604 pavement, height of eye = 3.5 ft. & height of object = 3.5 ft.). This will most likely require some tree removal and grading of the Rte. 604 road bank (west side of Rte. 604).
 - Upgrade and pave the first 40 feet of the existing entrance to 16 feet wide with 25 feet radii. Entrance to be approved as a Low Volume Commercial Entrance, total traffic cannot exceed 50 vehicles per day (25 trips in & 25 trips out).
 - A VDOT Land Use Permit is required.

The Planning Commission will have a meeting to discuss this item on Tuesday, July 10, 2018. Your attendance is required at this meeting.

If you have any questions or need additional information, please contact me at 434-591-1910.

Sincerely,
James Newman
Planner
Dept. of Planning & Zoning

cc: File

ATTACHMENT E - View of bridge 1 from Covered Bridge Road







ATTACHMENT E - View of Bridge 2





ATTACHMENT E - View of Bridge 2





ATTACHMENT E - View of Classroom location, and potential dormitory lcoation



ATTACHMENT E - View of House and potential dormitory location

