



FLUVANNA COUNTY PLANNING COMMISSION
REGULAR MEETING AGENDA
Fluvanna County Administration Building
September 10, 2019
7:00 PM (Morris Room)

TAB AGENDA ITEMS

REGULAR MEETING

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 August 13, 2019

5 – PUBLIC HEARING

ZMP 19:01—Nermin Smajlovic—Brad Robinson, Senior Planner

6 – PRESENTATIONS

None

7 – SITE DEVELOPMENT PLANS

SDP 19:11—Village Oaks Clubhouse—Brad Robinson, Senior Planner

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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COUNTY OF FLUVANNA

"Responsive & Responsible Government"

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

To: Fluvanna County Planning Commission
From: Douglas Miles, Community Development Director
Date: September 10, 2019
Re: Planning Director's Report

Board of Supervisors Actions:

August 21, 2019

SUP 19:06 Green Thumb Landscaping – A request for a special use permit for a landscaping materials supply business, with respect to 1.631 acres of Tax Map 20, Section A, Parcel 8. The property is located on Bybees Church Road (State Route 613), 0.4 miles from the intersection with Barnaby Road (State Route 608). The parcel is zoned A-1 Agricultural, General and located within the Rural Residential Planning Area and the Columbia Election District. **(Approved 5-0)**

SUP 19:07 Howard T. Brown – A request for a special use permit to establish a restaurant and gas station, with respect to 1.733 acres of Tax Map 18, Section 3, Parcel 2. The property is located along Thomas Jefferson Parkway (Route 53), approximately 0.1 miles north of the intersection with Ruritan Lake Road (State Route 619). The parcel is zoned A-1 Agricultural, General and located within the Rural Residential Planning Area and the Cunningham Election District. **(Approved 5-0)**

ZTA 19:02 – Fluvanna County Zoning Ordinance – Temporary Signs: An Ordinance To Amend Chapter 22 Of The Fluvanna County Code In Sec. 22-15-2(2) And Sec. 22-22-1 Regarding Time Limitations For Certain Temporary Signs. **(Approved 5-0)**

September 4, 2019

None

Board of Zoning Appeals Actions:

None

CODE COMPLIANCE VIOLATION STATISTICS**August - 2019**

Scott B. Miller, CZO, Code Inspector, Building Site Inspector

Case No.	Tax Map Number	Property Owner	Address	Date of Complaint	Violation Type	Status*	Deadline	District
1611-01	18-(A)-25B	Stevens, Roger	Thomas Farm La. (Vacant)	11/3/2016	Junk/Inoperable Vehicle	Cleared	Abated 08/26/2019	Palmyra
1709-03	4-(A)-114	Herrion, Vernon L.	15 Blue Ridge Dr.	09/20/2018	Violation of SUP 04-10	Permit Pend	09/20/2019	Palmyra
1801-05	36-(A)-97	Patterson, Hilton & Carolyn	1404 West River Rd.	01/26/2018	Junk/Debris	Pending	09/12/2019	Cunningham
1803-01	4-(12)-1	Meredith, White Et Al	251 Country La.	03/02/2018	Inoperable Vehicles	Extended	09/02/2019	Palmyra
1804-03	4-(A)-109A	Bahr, Kenneth	3180 Richmond Rd.	04/10/2018	Violation of SDP 06-009	Cleared	Appeal – Not Guilty 08/08/2019	Palmyra
1810-02	49-(A)-10A	Thomas, Willis L. Jr. & Bertha	2438 & 2390 Shores Rd.	10/17/2018	Inoperable Vehicles	Pending	09/17/2019	Fork Union
1811-01	54A-(1)- 77,78B, 95, 95A	Harry, Richard T. & Donna M.	436 Saint James St.	11/09/2018	Non-permitted use, “junkyards”, salvage & scrapyards”	Pending	09/09/2019 Substantial Improv.	Columbia
1811-02	9-(A)-14B	Crofton Group, Inc.	106 Crofton Plaza	11/16/2018	Amended Site Plan required	Pending	09/16/2019	Palmyra
1901-01	30-(1)-A1	Newton, Eleanor T.	1116 Thomas Jefferson Pkwy	01/07/2019	Garbage, Debris, Junk	Pending	09/07/2019	Fork Union
1901-03	30-(A)-49	Ross, Kyeasha & Scruggs	2430 Shiloh Church Rd.	01/29/2019	Garbage, Trash	Pending	09/28/2019	Fork Union
1904-07	4-(A)-87	Holsapple, Denise, Et Al	2228 Oliver Creek Rd.	04/22/2019	Inoperable Vehicles, Junk	Pending	09/22/2019	Palmyra
1904-08	4-(A)-88	Page, John R. & Deborah S.	2270 Oliver Creek Rd.	04/22/2019	Inoperable Vehicles	Pending	09/22/2019	Palmyra
1906-01	20-(A)-8	Pace, Thomas A. & Ryan T.	730 Bybee Church Rd.	06/06/2019	SUP Required for Use	Cleared	08/22/2019	Columbia
1907-03	12-(6)-B	Stanley, Michael W. Jr., Lorin	4487 Bybee Church Rd.	07/11/2019	SUP Required for Use	Extended	09/11/2019	Columbia
1907-05	54-(A)-38	White, Michael Alexander	Stage Junction Rd. (Vacant)	07/19/2019	Inoperable Vehicle	Cleared	08/19/2019	Columbia
1907-06	54A-(1)-67	Shelley, Issac R.	Saint James St. (Vacant)	07/22/2019	Junk, Debris	Extended	09/22/2019	Columbia
1908-01	11-(1)-3A	Lindsey, Frank & Doris	963 Troy Rd.	08/07/2019	Trash, Burning	Cleared	n/a	Columbia
1908-02	40-(A)-64A	Nelson, Frederick P. & Deann	1860 Haden Martin Rd.	08/21/2019	Inoperable Vehicles	Extended	09/21/2019	Fork Union
1908-03	40-(A)-49	Finchum, Brenda	261 Central Plains Rd.	08/30/2019	Garbage, Trash	Cleared	n/a	Fork Union

STATUS DEFINITIONS*

Board - Case is pending Board Approval	Court Pending - Summons to be issued	Permit Pending - Applied for Permit to Abate Violation
Cleared - Violation Abated	Extended - Extension Given/Making Progress to Abate Violations	Rezoning - Property is in Rezoning Process
Court - Case is before Judge	Pending - Violation Notice Sent	SUP Pending - SUP Application made to Abate Violation
MISCELLANEOUS ACTIONS / TASKS		
Biosolids Applied and Signs Displayed (Total – 37 Sites)		
Compliance with Tenaska Virginia Sound Levels 08/20/2019		
Signs Removed From Public Rights-Of-Way (Total – 31)		
Placed and removed "Public Hearing Signs" as needed and Deliver packets to BOS, PC Members and Library		
Scheduled fall VAZO Conference to be held 09/26/2019 & 09/27/2019 in Portsmouth, Va. for re-certification CZO		

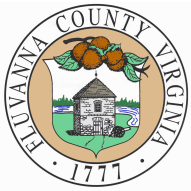
BUILDING INSPECTIONS MONTHLY REPORT

County of Fluvanna

Building Official:	Period:
Kevin Zoll	August, 2019

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)	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	17	13	10	8	8	6	9	121
	2019	8	10	14	9	12	9	10	14	0	0	0	0	86
NEW - Single Family Attached	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	0	0	0	0	0	0	0
	2019	0	0	0	0	0	0	0	0	0	0	0	0	0
NEW - Mobil Homes	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	0	0	0	0	0	0	1	3
	2019	0	0	0	0	0	0	0	0	0	0	0	0	0
Additions and Alterations	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	13	26	25	32	42	22	21	243
	2019*	35	33	37	27	38	38	44	34	0	0	0	0	286
* Trade permits count not included as in previous years														
Accessory Buildings	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	1	4	2	1	2	2	2	30
	2019	2	4	6	4	4	3	3	8	0	0	0	0	34
Swimming Pools	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	1	2	0	1	2	0	0	9
	2019	0	0	0	3	2	2	0	1	0	0	0	0	8
Commercial/Industrial Build/Cell Towers	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	2	0	0	0	0	0	0	2
	2019	0	0	1	1	0	2	0	0	0	0	0	0	4
TOTAL BUILDING PERMITS	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	34	45	37	42	54	30	33	408
	2019*	45	47	58	44	56	54	57	57	0	0	0	0	418
* Trade permits count not included as in previous years														
BUILDING VALUES FOR PERMITS ISSUED														
TOTAL BUILDING VALUES	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	\$2,303,913	\$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	\$3,834,995	\$5,693,348	\$3,156,593	\$4,729,005	\$3,637,992	\$1,791,222	\$2,169,284	\$2,421,169	\$ 37,107,929
	2019	\$1,991,054	\$2,502,719	\$5,639,238	\$4,695,173	\$3,057,597	\$3,228,152	\$3,360,952	\$3,926,015	\$0	\$0	\$0	\$0	\$ 28,400,901

Category	Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	TOTAL
LAND DISTURBING PERMITS ISSUED														
LAND DISTURBING PERMITS	2015	6	5	9	10	10	12	15	16	3	5	10	5	106
	2016	12	11	8	14	10	17	7	6	11	3	9	9	117
	2017	3	2	17	7	7	9	6	6	15	8	7	14	101
	2018	10	4	16	13	11	17	13	7	9	6	7	8	121
	2019	8	12	16	9	14	10	12	14	0	0	0	0	95
INSPECTIONS COMPLETED														
TOTAL INSPECTIONS	2015	105	137	146	214	113	232	193	181	208	206	149	149	2,033
	2016	116	91	153	157	155	214	249	230	197	181	184	172	2,099
	2017	159	144	171	141	177	152	202	182	153	183	181	169	2,014
	2018	163	148	173	186	215	176	164	220	144	221	154	141	2,105
	2019	237	207	232	297	305	246	324	332	0	0	0	0	2,180
FEES COLLECTED														
Building Permits	2015	\$6,731	\$8,351	\$13,711	\$16,037	\$13,508	\$16,628	\$14,931	\$18,895	\$10,411	\$8,558	\$10,381	\$9,575	\$ 147,717
	2016	\$11,850	\$11,954	\$11,576	\$14,889	\$8,447	\$18,588	\$12,947	\$7,537	\$11,285	\$12,548	\$8,361	\$11,213	\$ 141,195
	2017	\$4,060	\$3,660	\$22,692	\$9,249	\$6,703	\$11,948	\$9,494	\$7,790	\$13,169	\$6,895	\$9,022	\$12,886	\$ 117,568
	2018	\$8,988	\$4,311	\$9,939	\$14,765	\$13,796	\$23,633	\$14,993	\$8,748	\$10,826	\$12,613	\$9,556	\$14,570	\$ 146,738
	2019	\$11,377	\$13,617	\$14,005	\$14,308	\$11,228	\$16,260	\$13,778	\$18,772	\$0	\$0	\$0	\$0	\$ 113,345
Land Disturbing Permits	2015	\$1,775	\$875	\$1,425	\$3,425	\$1,750	\$1,850	\$2,325	\$3,338	\$1,085	\$2,819	\$10,450	\$2,298	\$ 33,415
	2016	\$3,200	\$2,575	\$1,700	\$1,950	\$2,250	\$2,200	\$4,020	\$875	\$28,074	\$2,000	\$1,450	\$1,100	\$ 51,494
	2017	\$475	\$800	\$7,000	\$1,523	\$2,366	\$2,425	\$1,733	\$7,784	\$2,100	\$2,050	\$1,000	\$1,625	\$ 30,881
	2018	\$1,450	\$5,975	\$1,890	\$1,625	\$1,625	\$2,850	\$1,625	\$1,175	\$1,125	\$875	\$10,675	\$2,150	\$ 33,040
	2019	\$1,000	\$1,500	\$1,625	\$1,125	\$3,553	\$1,250	\$2,975	\$6,556	\$0	\$0	\$0	\$0	\$ 19,584
Zoning Permits/ Proffers	2015	\$1,200	\$1,000	\$1,650	\$2,600	\$1,500	\$1,850	\$1,850	\$2,400	\$1,650	\$1,050	\$900	\$850	\$ 18,500
	2016	\$1,150	\$1,250	\$1,800	\$2,450	\$1,650	\$2,700	\$1,150	\$1,150	\$1,900	\$1,050	\$900	\$850	\$ 18,000
	2017	\$400	\$1,000	\$2,400	\$950	\$1,500	\$1,800	\$1,245	\$1,250	\$1,600	\$1,050	\$1,250	\$1,550	\$ 15,995
	2018	\$1,400	\$800	\$1,750	\$1,600	\$1,400	\$2,200	\$2,050	\$1,400	\$1,050	\$1,400	\$700	\$1,400	\$ 17,150
	2019	\$1,200	\$1,800	\$2,200	\$1,550	\$2,050	\$1,350	\$1,950	\$2,300	\$0	\$0	\$0	\$0	\$ 14,400
TOTAL FEES	2015	\$9,706	\$10,226	\$16,786	\$22,062	\$16,758	\$20,328	\$19,106	\$24,633	\$13,146	\$12,427	\$21,731	\$12,723	\$ 199,632
	2016	\$16,200	\$15,779	\$15,076	\$19,289	\$12,347	\$23,488	\$18,117	\$9,562	\$41,259	\$15,598	\$10,711	\$13,263	\$ 210,689
	2017	\$4,935	\$5,460	\$32,092	\$11,722	\$10,569	\$16,173	\$12,472	\$16,824	\$16,869	\$9,995	\$11,272	\$16,061	\$ 164,444
	2018	\$11,838	\$11,086	\$13,579	\$17,990	\$16,821	\$28,683	\$18,668	\$11,323	\$13,001	\$14,888	\$20,931	\$18,120	\$ 196,928
	2019	\$13,577	\$16,917	\$17,830	\$16,983	\$16,831	\$18,860	\$18,703	\$27,628	\$0	\$0	\$0	\$0	\$ 147,329



TRANSACTIONS BY USER REPORT (08/01/2019 TO 09/30/2019) FOR FLUVANNA COUNTY BUILDING AND PLANNING DEPARTMENT

Selected Users: Valencia Porter

Invoice #	Fee Name	Transaction Date	Transaction Type	Payment Method	Paid Amount
Valencia Porter					
BR18-0337					
INV-00001334	Re-inspection fee	08/26/2019	Fee Payment	Check #1178	\$45.00
BR19-0074					
INV-00001321	1 & 2 family additions	08/20/2019	Fee Payment	Check #2118	\$90.36
	2% State Surcharge	08/20/2019	Fee Payment	Check #2118	\$2.41
	Electrical: Per SqFt	08/20/2019	Fee Payment	Check #2118	\$30.12
BR19-0177					
INV-00001318	2% State Surcharge	08/20/2019	Fee Payment	Check #2118	\$15.11
	E&S: Single Family, \$125 per lot	08/20/2019	Fee Payment	Check #2118	\$125.00
	Electrical: Per SqFt	08/20/2019	Fee Payment	Check #2118	\$134.82
	HVAC: Residential (Use Groups R5) - each system	08/20/2019	Fee Payment	Check #2118	\$90.00
	New 9-1-1 Address Fee	08/20/2019	Fee Payment	Check #2118	\$90.00
	One/two fam. dwelling, R5, finished living space	08/20/2019	Fee Payment	Check #2118	\$404.46
	Plumbing flat fee	08/20/2019	Fee Payment	Check #2118	\$30.00
	Plumbing, per fixture	08/20/2019	Fee Payment	Check #2118	\$96.00
	Zoning Permit: \$100.00 Primary Structures	08/20/2019	Fee Payment	Check #2118	\$100.00
BR19-0194					
INV-00001292	2% State Surcharge	08/05/2019	Fee Payment	Check #2332	\$2.90
	Basement, unfinished space	08/05/2019	Fee Payment	Check #2332	\$45.00
	Zoning Permit: \$100.00 Primary Structures	08/05/2019	Fee Payment	Check #2332	\$100.00
BR19-0215					
INV-00001320	2% State Surcharge	08/20/2019	Fee Payment	Check #2118	\$12.11
	E&S: Single Family, \$125 per lot	08/20/2019	Fee Payment	Check #2118	\$125.00
	Electrical: Per SqFt	08/20/2019	Fee Payment	Check #2118	\$95.34
	HVAC: Residential (Use Groups R5) - each system	08/20/2019	Fee Payment	Check #2118	\$90.00
	New 9-1-1 Address Fee	08/20/2019	Fee Payment	Check #2118	\$90.00
	One/two fam. dwelling, R5, finished living space	08/20/2019	Fee Payment	Check #2118	\$286.02
	Plumbing flat fee	08/20/2019	Fee Payment	Check #2118	\$30.00
	Plumbing, per fixture	08/20/2019	Fee Payment	Check #2118	\$104.00
	Zoning Permit: \$100.00 Primary Structures	08/20/2019	Fee Payment	Check #2118	\$100.00
BR19-0216					
INV-00001319	2% State Surcharge	08/20/2019	Fee Payment	Check #2118	\$13.70
	E&S: Single Family, \$125 per lot	08/20/2019	Fee Payment	Check #2118	\$125.00
	Electrical: Per SqFt	08/20/2019	Fee Payment	Check #2118	\$115.20
	HVAC: Residential (Use Groups R5) - each system	08/20/2019	Fee Payment	Check #2118	\$90.00
	New 9-1-1 Address Fee	08/20/2019	Fee Payment	Check #2118	\$90.00
	One/two fam. dwelling, R5, finished living space	08/20/2019	Fee Payment	Check #2118	\$345.60
	Plumbing flat fee	08/20/2019	Fee Payment	Check #2118	\$30.00
	Plumbing, per fixture	08/20/2019	Fee Payment	Check #2118	\$104.00
	Zoning Permit: \$100.00 Primary Structures	08/20/2019	Fee Payment	Check #2118	\$100.00
BR19-0218					
INV-00001305	2% State Surcharge	08/15/2019	Fee Payment	Check #2162	\$2.43
	Storage structure, unfinished interior, res SqFt	08/15/2019	Fee Payment	Check #2162	\$71.46
	Zoning Permit: \$50.00 Accessory Buildings	08/15/2019	Fee Payment	Check #2162	\$50.00
BR19-0222					

TRANSACTIONS BY USER REPORT (08/01/2019 TO 09/30/2019)

Invoice #	Fee Name	Transaction Date	Transaction Type	Payment Method	Paid Amount
INV-00001273	2% State Surcharge	08/01/2019	Fee Payment	Check #8123	\$0.90
	Basement, unfinished space	08/01/2019	Fee Payment	Check #8123	\$45.00
BR19-0230					
INV-00001304	2% State Surcharge	08/12/2019	Fee Payment	Check #037002	\$23.68
	Basement, unfinished space	08/12/2019	Fee Payment	Check #037002	\$49.44
	E&S: Single Family, \$125 per lot	08/12/2019	Fee Payment	Check #037002	\$125.00
	Electrical: Per SqFt	08/12/2019	Fee Payment	Check #037002	\$231.30
	Gas	08/12/2019	Fee Payment	Check #037002	\$45.00
	HVAC: Residential (Use Groups R5) - each system	08/12/2019	Fee Payment	Check #037002	\$180.00
	New 9-1-1 Address Fee	08/12/2019	Fee Payment	Check #037002	\$90.00
	One/two fam. dwelling, R5, finished living space	08/12/2019	Fee Payment	Check #037002	\$545.58
	Plumbing flat fee	08/12/2019	Fee Payment	Check #037002	\$30.00
	Plumbing, per fixture	08/12/2019	Fee Payment	Check #037002	\$152.00
	Zoning Permit: \$100.00 Primary Structures	08/12/2019	Fee Payment	Check #037002	\$100.00
BR19-0236					
INV-00001311	2% State Surcharge	08/19/2019	Fee Payment	Cash	\$2.94
	Electrical: Base fee	08/19/2019	Fee Payment	Cash	\$45.00
	Storage structure, unfinished interior, res SqFt	08/19/2019	Fee Payment	Cash	\$51.84
	Zoning Permit: \$50.00 Accessory Buildings	08/19/2019	Fee Payment	Cash	\$50.00
BR19-0251					
INV-00001349	2% State Surcharge	08/29/2019	Fee Payment	Check #037096	\$12.08
	E&S: Single Family, \$125 per lot	08/29/2019	Fee Payment	Check #037096	\$125.00
	Electrical: Per SqFt	08/29/2019	Fee Payment	Check #037096	\$98.94
	Gas	08/29/2019	Fee Payment	Check #037096	\$45.00
	HVAC: Residential (Use Groups R5) - each system	08/29/2019	Fee Payment	Check #037096	\$90.00
	New 9-1-1 Address Fee	08/29/2019	Fee Payment	Check #037096	\$90.00
	One/two fam. dwelling, R5, finished living space	08/29/2019	Fee Payment	Check #037096	\$296.82
	Plumbing flat fee	08/29/2019	Fee Payment	Check #037096	\$30.00
	Plumbing, per fixture	08/29/2019	Fee Payment	Check #037096	\$88.00
	Zoning Permit: \$100.00 Primary Structures	08/29/2019	Fee Payment	Check #037096	\$100.00
BR19-0253					
INV-00001345	2% State Surcharge	08/28/2019	Fee Payment	Check #2122	\$15.19
	E&S: Single Family, \$125 per lot	08/28/2019	Fee Payment	Check #2122	\$125.00
	Electrical: Per SqFt	08/28/2019	Fee Payment	Check #2122	\$125.88

TRANSACTIONS BY USER REPORT (08/01/2019 TO 09/30/2019)

Invoice #	Fee Name	Transaction Date	Transaction Type	Payment Method	Paid Amount
	Gas	08/28/2019	Fee Payment	Check #2122	\$45.00
	HVAC: Residential (Use Groups R5) - each system	08/28/2019	Fee Payment	Check #2122	\$90.00
	New 9-1-1 Address Fee	08/28/2019	Fee Payment	Check #2122	\$90.00
	One/two fam. dwelling, R5, finished living space	08/28/2019	Fee Payment	Check #2122	\$377.64
	Plumbing flat fee	08/28/2019	Fee Payment	Check #2122	\$30.00
	Plumbing, per fixture	08/28/2019	Fee Payment	Check #2122	\$136.00
	Zoning Permit: \$100.00 Primary Structures	08/28/2019	Fee Payment	Check #2122	\$100.00
BSP19:0005					
INV-00001293	Boundary/Physical Survey, Easement, Correction	08/05/2019	Fee Payment	Check #22930	\$50.00
BSP19:0006					
INV-00001298	Boundary/Physical Survey, Easement, Correction	08/12/2019	Fee Payment	Cash	\$50.00
ER19-0212					
INV-00001294	2% State Surcharge	08/05/2019	Fee Payment	Check #32680	\$3.18
	Electrical: Per SqFt	08/05/2019	Fee Payment	Check #32680	\$159.12
ER19-0231					
INV-00001327	2% State Surcharge	08/22/2019	Fee Payment	Check #001102	\$0.90
	Electrical: Base fee	08/22/2019	Fee Payment	Check #001102	\$45.00
MSC19:0006					
INV-00001295	Sign Permit	08/09/2019	Fee Payment	Cash	\$155.00
MSC19:0007					
INV-00001316	Sign Permit	08/20/2019	Fee Payment	Check #529594	\$155.00
PR19-0119					
INV-00001309	2% State Surcharge	08/16/2019	Fee Payment	Check #4080	\$0.60
	Plumbing flat fee	08/16/2019	Fee Payment	Check #4080	\$30.00
SDP19:0011					
INV-00001277	Site Plan Review: Sketch Plan	08/01/2019	Fee Payment	Check #22921	\$150.00
SDP19:0012					
INV-00001281	Amendment to Site Development Plan	08/02/2019	Fee Payment	Check #1309	\$150.00
SDP19:0013					
INV-00001289	Site Plan Review: Major Plan	08/05/2019	Fee Payment	Check #14668	\$100.00
		08/05/2019	Fee Payment	Check #1034	\$1,000.00
SUB19:0017					
INV-00001310	Boundary Adjustment	08/19/2019	Fee Payment	Check #11944	\$100.00
SUP19:0006					
INV-00001191	Sign Deposit for Public Hearing	08/22/2019	Refund	Check #0000	(\$90.00)
SUP19:0008					
INV-00001361	Sign Deposit for Public Hearing	09/04/2019	Fee Payment	Cash	\$90.00
	Special Use Permit	09/04/2019	Fee Payment	Cash	\$800.00
ZUP19:0005					
INV-00001331	Zoning Use Permit: Telecom Tower Consult. Review	08/22/2019	Fee Payment	Check #2143067	\$900.00
	Zoning Use Permit: Telecommunications Towers	08/22/2019	Fee Payment	Check #2143067	\$550.00

TRANSACTIONS BY USER REPORT (08/01/2019 TO 09/30/2019)

Invoice #	Fee Name	Transaction Date	Transaction Type	Payment Method	Paid Amount
VALENCIA PORTER				TOTAL CASH:	\$1,244.78
				TOTAL CHECK:	\$10,593.29
				TOTAL REFUND:	(\$90.00)
				NET TOTAL:	\$11,748.07
GRAND TOTALS				TOTAL CASH:	\$1,244.78
				TOTAL CHECK:	\$10,593.29
				TOTAL REFUND:	(\$90.00)
				NET TOTAL:	\$11,748.07

FLUVANNA COUNTY PLANNING COMMISSION
REGULAR MEETING MINUTES
Morris Room
August 13, 2019
7:00 pm Regular Meeting

MEMBERS PRESENT: Barry Bibb, Chairman
Ed Zimmer, Vice Chairman
Lewis Johnson
Gequetta “G” Murray-Key (arrived at 7:40pm)
Howard Lagomarsino
Patricia Eager, Board of Supervisors Representative

ALSO PRESENT: Douglas Miles, Community Development Director
Brad Robinson, Senior Planner
Holly Steele, Planner
Fred Payne, County Attorney
Valencia Porter, Senior Program Support Assistant

ABSENT: None

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

2. **Director’s Report: Douglas Miles**

Board of Supervisors Actions:

July 9, 2019 (Special Meeting)

ZTA 19:01 – Fluvanna County Zoning Ordinance – Industrial Setbacks: An Ordinance To Amend Chapter 22 Of The Fluvanna County Code By The Addition Of A New Subsection 22-11-5 And 22-12-5 To Reduce The Minimum Building Setbacks For Properties In Industrial Subdivisions. **(Approved 5-0)**

August 7, 2019

None

Board of Zoning Appeals Actions:

None

Technical Review Committee for July 11, 2019:

1. **SUP 19:06 Green Thumb Landscaping** – A request for a special use permit for a landscaping materials supply business, with respect to 1.631 acres of Tax Map 20, Section A, Parcel 8. The property is located on Bybees Church Road (State Route 613), 0.4 miles from the intersection with Barnaby Road (State Route 608). The parcel is zoned A-1 Agricultural, General and located within the Rural Residential Planning Area and the Columbia Election District.
2. **SUP 19:07 Howard T. Brown** – A request for a special use permit to establish a restaurant and gas station, with respect to 1.733 acres of Tax Map 18, Section 3, Parcel 2. The property is located along Thomas Jefferson Parkway (Route 53), approximately 0.1 miles north of the intersection with Ruritan Lake Road (State Route 619). The parcel is zoned A-1 Agricultural, General and located within the Rural Residential Planning Area and the Cunningham Election District.

Technical Review Committee for August 8, 2019:

1. **SDP 19:11 Village Oaks Clubhouse** – A site development plan request to construct an 80’ x 38’ clubhouse and parking area with respect to 21.115 acres of Tax Map 9, Section A, Parcel 14C. The property is zoned R-3, Residential, Planned Community and located along Lake Monticello Road (Route 618) approximately 0.1 miles north of Ashlawn Boulevard (Main Gate to Lake Monticello). The property is located in the Palmyra Election District and is within the Rivanna Community Planning Area.
2. **ZMP 19:01 Nermin Smajlovic** – A request to rezone, from A-1 Agricultural, General to B-1 Business, General, 0.957 acres of Tax Map 5, Section 9, Parcel 2. The property is located along James Madison Highway (U.S. Route 15) approximately 0.4 miles south of the intersection with Richmond Road (U. S. Route 250). The property is within the Zion Crossroads Community Planning Area and the Columbia Election District.
3. **Public Comments:**
No Comments were provided
4. **Minutes:**

MOTION:	Planning Commission Minutes of July 9, 2019				
MEMBER:	Bibb (Chair)	Zimmer (Vice Chair)	Johnson	Murray-Key	Lagomarsino
ACTION:			Seconded		Motion
VOTE:	Yes	Yes	Yes	Absent	Yes
RESULT:	Approved 4-0				

5. **PUBLIC HEARINGS:**

SUP 19:06—Green Thumb Landscaping—Holly Steele, Planner

- A request for a special use permit for a landscaping materials supply business, with respect to 1.631 acres of Tax Map 20, Section A, Parcel 8.
 - Business entails a limited number of mulching material piles and associated equipment.
- Rural Residential Community Planning Area;
- Columbia Election District;
- There is no previous zoning history on the property.

Conclusion:

- Request is to operate a landscaping materials supply business;
- Would bring economic development to the county;
- Mulching piles are already partially screened from the road and the Fluvanna County Zoning Ordinance will require additional screening to be put in place;
- Business is conducted offsite so there will be no additional outside traffic flow from customers to the property;
- Appears to meet all County Code requirements.

Zimmer: What are the screening requirements?

Holly Steele, Planner: Essentially it requires that landscaping materials be screened from the road and adjoining properties.

Zimmer: There is some indication in the application that they don’t believe screening is possible on their lot.

Steele, Planner: Right, we going to work on that with the sketch plan and see how we can get it adequately screened and in compliance.

Mike Himes (Representative): Spoke on behalf of the applicant’s background

Chairman Bibb opened the Public Hearing.

Robert Cassidy, 907 Bybees Church Road:

I have concerns about traffic on this narrow residential road. I have concerns about the noise I hear up there and whatever it’s going to look like after the partitions go up. It’s already a danger coming up on that hill, right before you get to Ryan’s driveway. You can’t tell who is coming up the hill. It’s a big concern with this commercial business on this residential road. I’ve been a resident in the area for 33 years.

Chairman Bibb closed the Public Hearing.

Zimmer: So this is zoned agricultural just like the rest of the county?

Holly Steele, Planner: Yes, it is. VDOT also has reviewed the site plan, and they don't have any additional comments about this. Mr. Pace has agreed to put a traffic mirror out at the road so it will help traffic.

Johnson: How long has this business been operating?

Ryan Pace (Applicant): Since May of 2018, just over a year.

Zimmer: What types of vehicles are coming and going?

Ryan Pace: Chevy and Ford dump trucks. The bobcat machine does have a back-up beeper but we can have that turned off. Tractor Trailers come at least once a month for deliveries.

Motion:

I move that the Planning Commission recommend Approval of SUP 19:06, a request for a landscaping materials supply business, with respect to 1.631 acres of Tax Map 20, Section A, Parcel 8, subject to the nine (9) conditions given in the staff presentation.

MOTION:	Green Thumb Landscaping—Holly Steele, Planner				
MEMBER:	Bibb (Chair)	Zimmer (Vice Chair)	Johnson	Murray-Key	Lagomarsino
ACTION:		Motion			Seconded
VOTE:	Yes	Yes	Yes	Absent	Yes
RESULT:	Approved 4-0				

SUP 19:07—Howard Brown II—Brad Robinson, Senior Planner

- Request is to establish a restaurant and gas station;
- Would bring economic development to the county;

Conclusion:

- Request is to establish a restaurant and gas station;
- Will utilize existing vacant building formerly used for similar use;
- Appears to meet all County Code requirements.
- Potential adverse impacts could include traffic and lighting

Zimmer: Are they going to have to meet all of the current regulations and setbacks for parking?

Brad Robinson, Senior Planner: Yes.

Payne: They are exempt. They are lawfully nonconforming. If they have to meet them then they would have to meet them. Simple as that.

Douglas Miles, Director: The parking area behind the gas canopy is the farthest away from the road. There is also parking in front of the building. We have already talked about that.

Chairman Bibb invited the Applicant (Howard Brown II) to come forward:

Brown (Applicant): The only structure I would like to add is a small structure just for the smoker. The kitchen inside is small, so it's going to be a small restaurant.

Johnson: Have you ever thought about extending the hours to 6am-10pm?

Brown: Yes, I would like to increase the hours of operation, as recommended.

Payne: The new hours of operation should be put in the conditions.

Brown: By lengthening the hours, if needed could I shorten them?

Johnson: Sure.

Chairman Bibb opened the Public Hearing.

Roger Black, 2654 Ruritan Lake Rd: I am on the board of Trustees at the Cunningham United Methodist Church. The church is concerned that Mr. Brown will not be open in time for homecoming. (Laughing) We feel like this business would be an asset to the community. We hope that we can be able to welcome him to our neighborhood. So we are in support of this request. Thank you.

Genevieve Keller, 3499 Thomas Jefferson Parkway: I want to start by saying that I was very pleased a couple of weeks ago to read that Judy and Henry Southworth were honored for their historical blacksmith shop. I am an adjacent landowner and the only thing that I ask is that you

would have a condition that there not be any sales and services of automobiles, just gas sales on the premises. It just would not be a very appealing look. I look forward to being a customer from time to time, Mr. Brown. So I do support this request for the restaurant and gas station uses. Thank you.

Chairman Bibb closed the Public Hearing.

Mrs. Murray-Key arrived at 7:40 pm.

Motion:

I move that the Planning Commission recommend Approval of SUP 19:07, a request to establish a restaurant and gas station, with respect to 2.587 acres of Tax Map 18, Section 3, Parcel 2, subject to the nine (9) conditions listed in the staff report, and further that the hours would be modified to 6am-10pm, 7 days a week and no sales and major service of automobiles shall be permitted on the premises.

MOTION:	Howard Brown II—Brad Robinson, Senior Planner				
MEMBER:	Bibb (Chair)	Zimmer (Vice Chair)	Johnson	Murray-Key	Lagomarsino
ACTION:		Seconded	Motion		
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	Approved 5-0				

ZTA 19:02—Temporary Signs—Douglas Miles, Community Development Director

- Proposed amendment initiated by the Board of Supervisors on July 9, 2019
- Currently county sign regulations restrict the display of temporary signs to a sixty (60) day period preceding the event
- Proposed text amendment removes the sixty (60) day time limit for exempt, political and temporary signs as defined within the Zoning Ordinance

Conclusion:

- Proposed amendment will allow for political signs to be displayed longer than sixty (60) days;
- Also includes temporary and exempt signs.

Chairman Bibb opened the Public Hearing.
No Public Comments were provided.

Chairman Bibb Closed the Public Hearing.

Motion:

I move that the Planning Commission recommend Approval of ZTA 19-02, an ordinance to amend Chapter 22 of the Fluvanna County Code by the amendment of Sections 22-15-2 General Provisions and Exempt Signs and 22-22-1 Definitions relative to political and temporary signs.

MOTION:	ZTA 19:02—Temporary Signs—Douglas Miles, Community Dev Director				
MEMBER:	Bibb (Chair)	Zimmer (Vice Chair)	Johnson	Murray-Key	Lagomarsino
ACTION:		Motion			Seconded
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	Approved 5-0				

6. **PRESENTATIONS:**

None

7. **SITE DEVELOPMENT PLANS**

None

8. **SUBDIVISIONS:**

None

9. **UNFINISHED BUSINESS:**

None

10. **NEW BUSINESS:**

None

11. **PUBLIC COMMENTS:**

No Comments were provided

12. **ADJOURN:**

Chairman Bibb adjourned the Planning Commission meeting of August 13, 2019 at 7:57 pm

Minutes recorded by Valencia Porter, Senior Program Support Assistant.

Barry A. Bibb, Chairman
Fluvanna County Planning Commission



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

STAFF REPORT

To: Fluvanna County Planning Commission
Case Number: ZMP 19:01
Tax Map: Tax Map 5, Section 9, Parcel 2

From: Brad Robinson
District: Columbia
Date: September 10, 2019

General Information: This request is to be heard by the Planning Commission on Tuesday, September 10, 2019 at 7:00 pm in the County Administration Building Morris Room.

Owner/Applicant: Nermin Smajlovic

Representative: N/A

Requested Action: To amend the Fluvanna County Zoning Map with respect to 0.957 acres of Tax Map 5, Section 9, Parcel 2, to rezone the same from A-1, Agricultural, General to B-1, Business, General. (Attachment A)

Location: The affected property is located along James Madison Highway (U.S. Route 15) approximately 0.4 miles south of the intersection with Richmond Road (U. S. Route 250). The property is within the Zion Crossroads Community Planning Area and the Columbia Election District. (Attachment B)

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

Proposed Zoning: B-1, Business, General

Existing Land Use: Residential

Planning Area: Zion Crossroads Community Planning Area

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

Zoning History: None

Neighborhood Meeting:

A neighborhood meeting was held August 14, 2019. There was one attendee in addition to staff and the applicant. The attendee had questions primarily regarding the Zion Crossroads water and sewer system project.

(Attachment D)

Technical Review Committee:

The following comments are the result of the Technical Review Committee meeting that was held on Thursday, August 8, 2019:

1. Planning staff had questions about the property's acreage and discrepancies between the survey and county tax information.
2. Department of Forestry did not have any comments.
3. Economic Development discussed concerns about commercial entrances for the subject property and adjacent properties that may rezone in the future. These will need to be coordinated as the area and Route 15 corridor develops.
4. Erosion and Sediment Control stated that if disturbance will require cutting or filling and exceeds 10,000 square feet, a permit will be required.
5. Fire Chief did not have any comments.
6. Sheriff's Office did not have any comments.
7. VDOT:
 - Rte. 15 (James Madison Highway) is a Minor Arterial with a 55 mph posted speed limit. VDOT's 2018 Traffic Data shows an estimated Annual Average Daily Traffic (AADT) volume of 8500 vehicles.
 - The 2019 survey plat provided shows two (2) existing entrances serving the 0.957 acre lot (currently zoned A-1 and requested to be rezoned to B-1). Commercial development of the lot will require that one of the two existing entrances be closed (one access onto Rte. 15 only). Based on the currently posted speed limit of 55 mph on this section of Rte. 15 the required Intersection Sight Distance for a Commercial Entrance is 610 feet in both directions. If a Low Volume Commercial Entrance (25 vehicles in & 25 vehicles out) is appropriate the required Stopping Sight Distance is 495 feet. Mr. Smajlovic indicated that he wants to keep his options open for future development and wants a Commercial Entrance. **Note:** Sight Distance is measured from existing entrance a distance of 14.5 ft. off edge of Rte. 15 pavement, height of eye = 3.5 ft. & height of object = 3.5 ft.). This will most likely require some tree removal and possibly some grading of the Rte. 15 road bank south of the existing entrance. VDOT will make a preliminary estimate of the potential available sight distance at this location and report to the County of Fluvanna and Mr. Smajlovic.
 - Trip generation is to be determined using the International Transportation Engineers

(ITE) Trip Generation Manual, 10th Edition and the appropriate proposed use and proposed sq. ft. of each type of use. An entrance analysis will be required to determine the type of entrance improvements necessary to support the proposed development.

- As discussed at the meeting, based on the highway functional classification of Rte. 15 (Minor Arterial) and the posted speed limit (55 mph) the entrance spacing between commercial entrances is a minimum of 555 feet as per VDOT's Access Management Standards. Location of the proposed commercial entrance should consider future development of the parcels along Rte. 15. Also, Starlite Park (private road) on the west side of Rte.15 is an established commercial entrance with an existing taper and right turn lane and it has the required 610 ft. of Intersection Sight Distance in both directions. One option would be to work with adjoining landowners to line up the proposed commercial entrance directly across from Starlite Park and provide an access road parallel to Rte. 15 to provide access to 21398 James Madison Highway and other parcels on the East side of Rte. 15.

8. Mrs. Eager from the Board of Supervisors asked if the applicant had also considered rezoning to industrial. The applicant stated he had but also needs to consider any buffer requirements between industrial and agricultural zoning which would be more stringent than what would be required for commercial zoning.

(Attachment E)

Analysis:

The applicant is requesting to rezone 0.957 acres of Tax Map 5, Section 9, Parcel 2 from A-1, Agricultural, General to B-1, Business, General. The subject property is located along James Madison Highway (U.S. Route 15) approximately 0.4 miles south of the intersection with Richmond Road (U. S. Route 250).

The applicant proposes to establish an office building/contractor's storage yard on this property for Mechanical Building Solutions, a local HVAC contractor which currently operates as a home-based business. Due to growth of the business, a physical location is now needed to accommodate materials and employees.

As shown on the applicant's concept plan, an existing manufactured home on the property will be replaced with a 90' x 50' building (4,500 sq. ft.) along with required parking. The parking requirement for a contractor's storage yard (which is considered an industrial use) is one space per two employees on largest shift plus one space per 250 square feet open to the public. It is anticipated that the applicant will not need more than five parking spaces as shown on the concept plan.

A minimum setback of 50 feet will be required along all sides of the property that will adjoin A-1 zoning in accordance with Section 22-9-6. Additionally, commercial and industrial uses are required to be screened from view of adjacent properties in residential and agricultural zoning districts in accordance with Section 22-24-7.

The purpose of the A-1 District, the current zoning of the property, is *“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.”*

In comparison, the B-1 District generally *“covers those areas of the County as defined by the Comprehensive Plan that are intended for the conduct of general business to which the public requires direct and frequent access, but which is not characterized either by constant heavy trucking other than stocking and delivery of light retail goods, or by any nuisance factors other than occasioned by incidental light and noise of congregation of people and passenger vehicles.”*

If this rezoning is approved, then a site development plan that is in full compliance with county ordinances and any associated proffers shall be reviewed and approved by planning staff prior to the commencement of any site improvements or construction.

(Attachment A)

Comprehensive Plan:

Land Use Chapter:

The Comprehensive Plan designates this property as within the Zion Crossroads Community Planning Area. According to this chapter, *“Zion Crossroads is envisioned to be the most intensely developed part of the county, consisting of regional mixed-use, regional employment, and neighborhood mixed-use developments. This area is the county’s primary regional economic development area and is targeted as a regional employment center with primarily mixed-use, mixed-income development.”*

Economic Development Chapter:

According to this chapter, *“the primary infrastructure service areas will be the Zion Crossroads, Lake Monticello, and Fork Union community planning areas”* and *“Zion Crossroads is considered the most viable area to attract light industrial, technology business, medical facilities, and retail.”* This property is located in close proximity to business and light industrial development.

Conclusion:

This rezoning request appears to meet the intent of the Comprehensive Plan in that Zion Crossroads is envisioned to *“develop as an employment, retail, commercial, and recreation destination for county residents and travelers along Routes 64, 15, and 250.”*

In addition to conformance with the Comprehensive Plan, the Planning Commission may want to consider any potential adverse impacts, such as traffic entering and exiting the property, noise, or potential impacts to adjacent properties.

Suggested Motion:

I move that the Planning Commission recommend approval/denial/deferral of ZMP 19:01, a request to amend the Fluvanna County Zoning Map with respect to approximately 0.957 acres of Tax Map 5, Section 9, Parcel 2, to rezone the same from A-1, Agricultural, General, to B-1, Business, General.

Attachments:

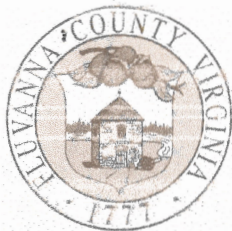
- A – Application and APO Letter
- B – Aerial Vicinity Map
- C – Existing Zoning Map
- D – Neighborhood Meeting sign in sheet
- E – TRC comment letter
- F – Proposed ordinance

Copy: Nermin Smajlovic – mechanicalbuildingsolutions@gmail.com
Quinn Beversluis – quinnbev@yahoo.com
File

Received

JUL 19 2019

Planning Dept.



COMMONWEALTH OF VIRGINIA
COUNTY OF FLUVANNA
Application for Rezoning

Owner of Record: NERMIN SMATLOVIC Applicant of Record: MECHANICAL BUILDING SOLUTIONS
 Address: 35 SEMINOLE TRAIL 22963 Address: SAME
 Phone: 434-305-6778 Fax: _____ Phone: _____ Fax: _____
 Email: MECHANICAL BUILDING SOLUTIONS@GMAIL.COM Email: _____
 Representative: SAME
 Address: _____
 Phone: _____ Fax: _____
 Email: _____
 Tax Map and Parcel(s): 5-9-2
 Acreage 1.0 Current Zoning A-1 Is parcel in Land Use Valuation Program? ☒ No ☐ Yes
 Location of Parcel: 21398 JAMES MADISON HWY TROY Deed Book and Page: 531/267
22974 If any Deed Restrictions, please attach a copy
 Requested Zoning B-1 Proposed Use of Property BUSINESS

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:

Affidavit to Accompany Petition for Rezoning

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.

I/We, being duly sworn, depose and say that we are Owner/Contract Owner of the property involved in this application and that we have familiarized ourselves with the rules and regulations of the Zoning Ordinance with respect to preparing and filing this application, and that the foregoing statements and answers herein contained and the information on the attached map to the best of our ability present the argument on behalf of the application herewith requested and that the statements and information above referred to are in all respects true and correct to the best of our knowledge.

Date: 4/26/2019 Signature of Owner/Applicant: [Signature]
 Subscribed and sworn to before me this 26 day of April, 2019 Register # 7717260
 My commission expires: 7/31/2021 Notary Public: [Signature]

All plats must be folded prior to submission to the Planning Department for review. Rolled plats will not be accepted.

Office Use Only

Date Received: July 19, 2019 Pre-Application Meeting: _____ PH Sign Deposit Received: 7/19/2019 Application #: ZMP 19 0001
 \$1,000 fee paid: #2039 Mailing Costs: \$20.00 per Adjacent Property Owner after first 15, Certified. Paid:

Proffer or Master Plan Amendment: \$750.00 plus mailing costs. Paid:

Election District: <u>Columbia</u>	Planning Area: <u>Zions Crossroads Community</u>
Public Hearings	
Planning Commission	Board of Supervisors
Advertisement Dates: _____	Advertisement Dates: _____
APC Notification: _____	APC Notification: _____
Date of Hearing: _____	Date of Hearing: _____
Decision: _____	Decision: _____



COMMONWEALTH OF VIRGINIA
COUNTY OF FLUVANNA
Public Hearing Sign Deposit

Name: NERMIN SMASLOVIC

Address: 35 SEMINOLE TRAIL

City: PALMYRA

State: VA. Zip Code: 22963

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.

Nermin Smaslovic 4/26/2019
 Applicant Signature Date

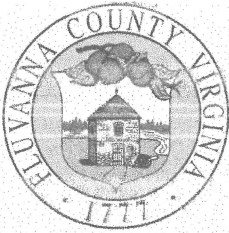
*Number of signs depends on number of roadways property adjoins.

Office Use Only	
Application #: BZA _____ : CPA _____ : SUP _____ : ZMP <u>19</u> : <u>0001</u> ZTA _____ :	
\$90 deposit paid per sign*: <u>7/19/2019</u>	Approximate date to be returned: <u>9/19/19</u>

Received

JUL 19 2019

Planning Dept.



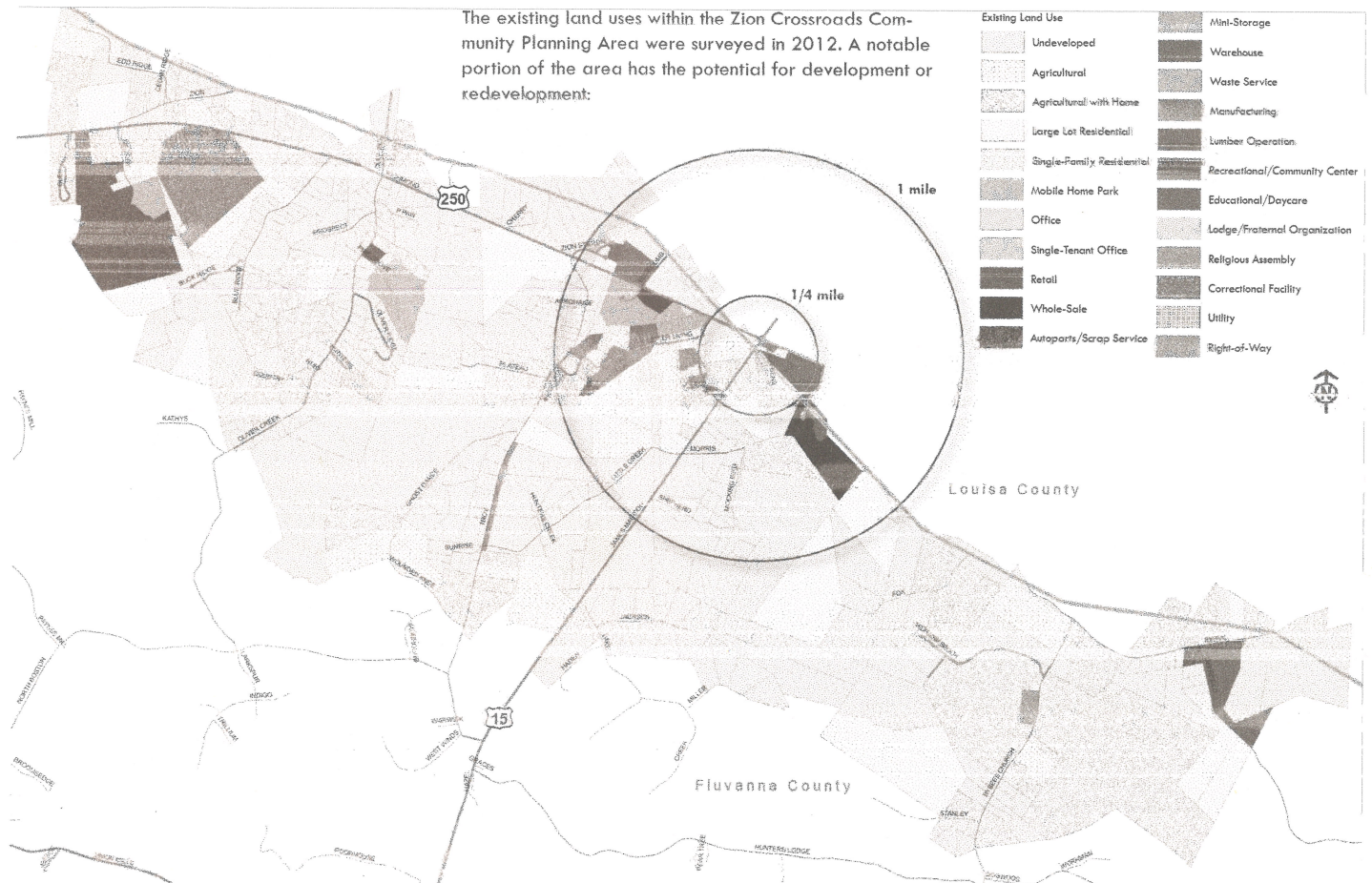
Commonwealth of Virginia
County of Fluvanna
Rezoning Application Checklist

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 Rezoning Application signed by the current owner(s) or lessee or written confirmation from the current owner or lessee granting the right to submit the application	
<ul style="list-style-type: none"> Statement on proposed use of property and reason for rezoning Ten (10) copies of plats showing existing and proposed improvements (if applicable) Deed restrictions (if applicable) 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. 	



Received

JUL 19 2019

Planning Dept.

190000565.001

PREPARED BY: John A. Dezio, Atty.
 VSB#07678
 2350 Commonwealth Dr., #C
 Charlottesville, VA 22901

Tax Map: 5 9 2
 Assessed Value: \$91,300.00
 Consideration: \$105,000.00

Title Insurance: Chicago Title Insurance Company

THIS DEED made this 18th day of February, 2019, by and between DONALD G. BOURNE, also known as Donald Bourne, and RUBY G. MAHANES, formerly known as Ruby G. Bourne, Grantors, and NERMIN SMAJLOVIC, Grantee, whose address is

35 Seminole Trail, Palmyra VA 22963

WITNESSETH:

That for and in consideration of the sum of ONE HUNDRED FIVE THOUSAND AND NO/100 DOLLARS (\$105,000.00) cash in hand paid to the Grantors by the Grantee, the receipt of which is hereby acknowledged, the Grantors do hereby GRANT, BARGAIN, SELL and CONVEY with GENERAL WARRANTY OF TITLE and ENGLISH COVENANTS OF TITLE, unto the said NERMIN SMAJLOVIC, Grantee, all that certain lot or parcel of land situated in the County of Fluvanna, Virginia, and more particularly described on the attached Schedule A.

The property hereby conveyed is subject to any and all easements, restrictions, reservations and conditions contained in duly recorded deeds, plats and other instruments constituting constructive notice in the chain of title to the above described property, which have not expired by a time limitation contained therein or have not otherwise become ineffective, and to any lien inchoate or otherwise, for real estate taxes or assessments, not yet due and payable.

The name of Donald Bourne, being the same person as Donald G. Bourne, is signed hereto by Michelle Lyn Bourne, attorney-in-fact, pursuant to a Power of Attorney dated April 7, 2003, of record immediately prior hereto.

[SIGNATURE PAGE FOLLOWS]

190000565.002

WITNESS the following signatures and seals:

Donald G. Bourne (SEAL)
Donald G. Bourne, a/k/a Donald Bourne

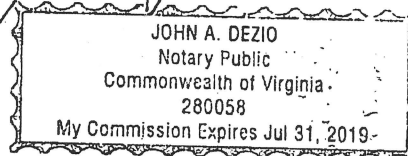
BY: Michelle Lyn Bourne
Michelle Lyn Bourne, his attorney-in-fact

COMMONWEALTH OF VIRGINIA
CITY/COUNTY OF Albemarle, to-wit:

The foregoing Deed was acknowledged before me this 27th day of February, 2019,
by Michelle Lyn Bourne, attorney-in-fact for Donald G. Bourne, also known as Donald Bourne.

My commission expires: 7/31/19
My commission ID Number: 280058

Notary Public



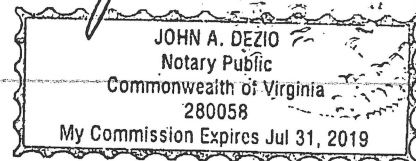
Ruby G. Mahanes (SEAL)
Ruby G. Mahanes, f/k/a Ruby G. Bourne

COMMONWEALTH OF VIRGINIA
CITY/COUNTY OF Albemarle, to-wit:

The foregoing Deed was acknowledged before me this 26th day of February, 2019,
by Ruby G. Mahanes, formerly known as Ruby G. Bourne.

My commission expires: 7/31/19
My commission ID Number: 280058

Notary Public



[SCHEDULE A FOLLOWS]

190000565.003

Schedule A

All that certain tract or parcel of land, containing one acre more or less, lying on the southeast side of and adjoining U.S. Highway No. 15, near Zion Cross Roads, in Palmyra Magisterial District, Fluvanna County, Virginia, designated as Lot No. 2 on a plat of survey by John B. Trice, S.L.C., dated November 1, 1958, and recorded in the Clerk's Office of the Circuit Court of the County of Fluvanna, Virginia, in Deed Book 55, page 48.

This is the same property conveyed to Donald G. Bourne and Ruby G. Mahanes, formerly known as Ruby G. Bourne, by deed of Donald G. Bourne, dated July 9, 2003, recorded July 16, 2003, in the Clerk's Office of the Circuit Court of the County of Fluvanna, Virginia, in Deed Book 531, page 267.

C:\Users\Uenn Henderson\Desktop\UAD FILES\B\Bourne, Donald G. 19-031\Deed.tif

INSTRUMENT 190000565
RECORDED IN THE CLERK'S OFFICE OF
FLUVANNA COUNTY CIRCUIT COURT ON
FEBRUARY 28, 2019 AT 02:16 PM
\$105.00 GRANTOR TAX WAS PAID AS
REQUIRED BY SEC 58.1-802 OF THE VA. CODE
STATE: \$52.50 LOCAL: \$52.50
TRISTANA P. TREADWAY, CLERK
RECORDED BY: ABP

Received

Planning Dept.



COUNTY OF FLUVANNA

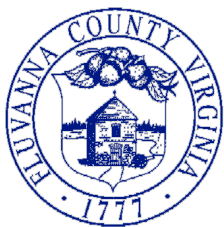
"Responsive & Responsible Government"

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

MEMORANDUM

Date: August 26, 2019
From: Valencia Porter
To: Douglas Miles
Subject: Planning Commission

Please be advised the attached letter went out to the attached list of Adjacent Property Owners for the September 10, 2019 Planning Commission meeting.



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NOTICE OF PUBLIC HEARING

August 26, 2019

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

Re: Public Hearing on ZMP 19:01

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, September 10, 2019
Time:	7:00 PM
Location:	Fluvanna County Administration Building Morris Room, Palmyra, VA

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

ZMP 19:01 Nermin Smajlovic – A request to rezone, from A-1 Agricultural, General to B-1 Business, General, 0.957 acres of Tax Map 5, Section 9, Parcel 2. The property is located along James Madison Highway (U.S. Route 15) approximately 0.4 miles south of the intersection with Richmond Road (U. S. Route 250). The property is within the Zion Crossroads Community 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 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 rezoning application or the Public Hearing, please contact me at 434-591-1910.

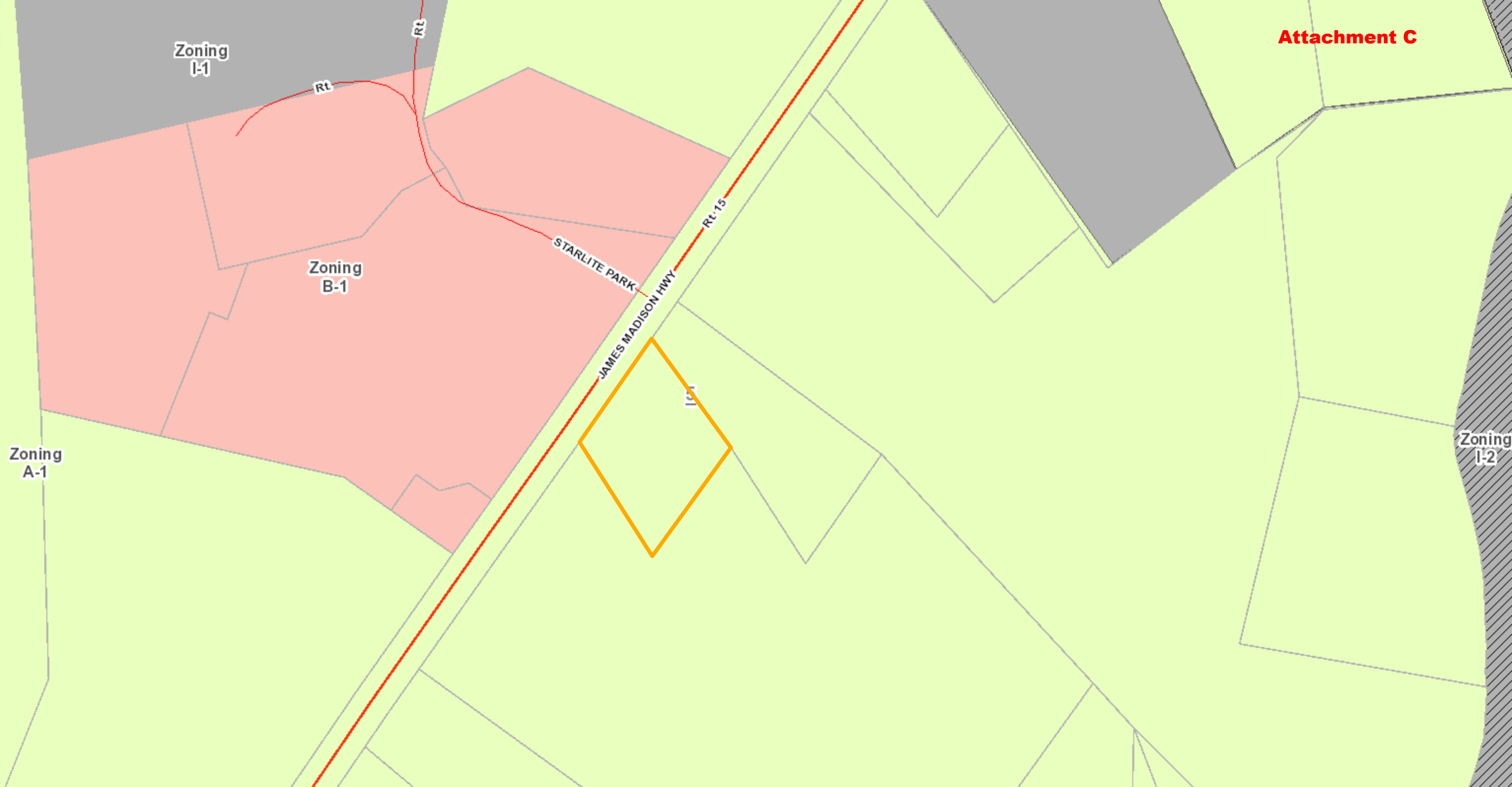
Sincerely,

Douglas Miles
Community Development Director

ADJACENT PROPERTY OWNERS ZMP 19:01

[illegible]





August 14, 2019

[illegible]



COUNTY OF FLUVANNA

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

August 9, 2019

Nermin Smajlovic
Mechanical Building Solutions
35 Seminole Trail
Palmyra, VA 22963

Delivered via email to mechanicalbuildingsolutions@gmail.com

Re: ZMP 19:01

Tax Map: 5, Section 9, Parcel 2

Dear Mr. Smajlovic:

The following comments are the result of the Technical Review Committee meeting that was held on Thursday, August 8, 2019:

1. Planning staff had questions about the property's acreage and discrepancies between the survey and county tax information.
2. Department of Forestry did not have any comments.
3. Economic Development discussed concerns about commercial entrances for the subject property and adjacent properties that may rezone in the future. These will need to be coordinated as the area and Route 15 corridor develops.
4. Erosion and Sediment Control stated that if disturbance will require cutting or filling and exceeds 10,000 square feet, a permit will be required.
5. Fire Chief did not have any comments.
6. Sheriff's Office did not have any comments.
7. VDOT:
 - Rte. 15 (James Madison Highway) is a Minor Arterial with a 55 mph posted speed limit. VDOT's 2018 Traffic Data shows an estimated Annual Average Daily Traffic (AADT) volume of 8500 vehicles.
 - The 2019 survey plat provided shows two (2) existing entrances serving the 0.957 acre lot (currently zoned A-1 and requested to be rezoned to B-1). Commercial development of the lot will require that one of the two existing entrances be closed (one access onto Rte. 15 only). Based on the currently posted speed limit of 55 mph on this section of Rte. 15 the required Intersection Sight Distance for a Commercial Entrance is 610 feet in both directions. If a Low Volume Commercial Entrance (25 vehicles in & 25 vehicles out) is appropriate the required Stopping Sight Distance is

495 feet. Mr. Smajlovic indicated that he wants to keep his options open for future development and wants a Commercial Entrance. **Note:** Sight Distance is measured from existing entrance a distance of 14.5 ft. off edge of Rte. 15 pavement, height of eye = 3.5 ft. & height of object = 3.5 ft.). This will most likely require some tree removal and possibly some grading of the Rte. 15 road bank south of the existing entrance. VDOT will make a preliminary estimate of the potential available sight distance at this location and report to the County of Fluvanna and Mr. Smajlovic.

- Trip generation is to be determined using the International Transportation Engineers (ITE) Trip Generation Manual, 10th Edition and the appropriate proposed use and proposed sq. ft. of each type of use. An entrance analysis will be required to determine the type of entrance improvements necessary to support the proposed development.
 - As discussed at the meeting, based on the highway functional classification of Rte. 15 (Minor Arterial) and the posted speed limit (55 mph) the entrance spacing between commercial entrances is a minimum of 555 feet as per VDOT's Access Management Standards. Location of the proposed commercial entrance should consider future development of the parcels along Rte. 15. Also, Starlite Park (private road) on the west side of Rte.15 is an established commercial entrance with an existing taper and right turn lane and it has the required 610 ft. of Intersection Sight Distance in both directions. One option would be to work with adjoining landowners to line up the proposed commercial entrance directly across from Starlite Park and provide an access road parallel to Rte. 15 to provide access to 21398 James Madison Highway and other parcels on the East side of Rte. 15.
8. Mrs. Eager from the Board of Supervisors asked if the applicant had also considered rezoning to industrial. The applicant stated he had but also needs to consider any buffer requirements between industrial and agricultural zoning which would be more stringent than what would be required for commercial zoning.

The Planning Commission will hold a public hearing on Tuesday, September 10, 2019. 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

An Ordinance To Amend The Fluvanna County Zoning Map, With Respect To 0.957 acres of Tax Map 5, Section 9, Parcel 2 to rezone the same from A-1, Agricultural, General to B-1, Business, General (ZMP 19:01)

BE IT ORDAINED BY THE FLUVANNA BOARD OF SUPERVISORS, pursuant to Virginia Code Section 15.2-2285, that the Fluvanna County Zoning Map be, and it is hereby, amended, as follows:

That 0.957 acres of Tax Map 5, Section 9, Parcel 2, be and is hereby, rezoned from A-1, Agricultural, General to B-1, Business, General.



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STAFF REPORT

To: Fluvanna County Planning Commission
Case Number: SDP 19:11
Tax Map: Tax Map 9, Section A, Parcel 14C

From: Brad Robinson
District: Palmyra
Date: September 10, 2019

General Information: This item is scheduled to be heard by the Planning Commission on Tuesday, September 10, 2019 at 7:00 p.m. in the County Administration Building Morris Room.

Applicant: Southern Development Homes

Owner: Sycamore Square LLC

Representative: Keith Lancaster, Southern Development

Requested Action: Approval of a sketch plan request to construct an 80' x 38' clubhouse and parking area with respect to 21.115 acres of Tax Map 9, Section A, Parcel 14C. (Attachment A)

Location: The property is located along Lake Monticello Road (Route 618) approximately 0.1 miles north of Ashlawn Boulevard (Main Gate to Lake Monticello). (Attachment B)

Existing Zoning: R-3, Residential, Planned Community

Existing Land Use: Vacant

Adjacent Land Uses: Adjacent properties are zoned A-1 and B-1, Business, General.

Comprehensive Plan: Rivanna Community Planning Area

Zoning History: This property was rezoned from A-1 to R-3 on February 16, 2005 (ZMP 04:02). An application (ZMP 10:01) to amend Proffers #8 and #15 was denied by the Board of Supervisors on October 20, 2010. An application (ZMP 12:03) to amend Proffer #8 was approved by the Board of Supervisors on November 20, 2013. An application (ZMP 17:02) to amend Proffer #8 was approved by the Board of Supervisors on October 18, 2017.

Analysis:

The applicant is requesting sketch plan approval to construct a community center/clubhouse for the Village Oaks development. Village Oaks was formerly an age-restricted community until a 2017 proffer amendment removed this restriction. The clubhouse will be located within Phase 1B and 2 which is currently under final plat review. Phase 1A which contains seven lots was approved in 2014. After a final plat is recorded, the clubhouse will be located on a 3.901 open space parcel between Lots 20 and 21 as opposed to the entire 21.115 acres of Tax Map 9-A-14C.

The clubhouse will consist of an approximately 80' x 38' building (3,040 square feet) with a patio and swimming pool to the rear. A mulched play area will be located adjacent to the swimming pool. A parking area is also proposed on the site.

The master plan for Village Oaks requires a minimum front setback of 20 feet and minimum side setback of 10 feet. Proffer #6 for Village Oaks requires a minimum 75-foot building setback along the northern property line of Tax Map 9-A-14C.

(Attachment C)

Parking/Roads

The proposed clubhouse will be accessed from Virginia Avenue within the Village Oaks development, but will also be located across from Village Oaks Boulevard which extends out to Lake Monticello Road (Route 618). Road improvements for the entrances into Village Oaks have already been constructed along Lake Monticello Road.

The sketch plan proposes a parking area containing eleven spaces with two of the spaces designated for handicapped parking. The parking requirement for an "unspecified recreational use" in Sec. 22-26-8 is one space per 125 square feet of usable recreation area. Administrative and storage areas of the clubhouse were excluded from the total square footage to determine the amount of proposed parking. The applicant would like to provide minimal parking to encourage residents to walk to the clubhouse or park on the street.

Landscaping/Screening

All landscaping will have to comply with Article 24 of the Fluvanna County Zoning Ordinance. Sec. 22-24-6 requires landscaping and screening for all parking areas containing five or more spaces. With regard to the 75-foot buffer required along the northern property line, Proffer #6 for Village Oaks states that "every effort shall be made to preserve 50 feet of existing tree vegetation for screening in this setback."

Outdoor Lighting

The sketch plan shows a wall pack light on the side of the clubhouse facing the parking area. All outdoor lighting must be fully shielded and utilize full cut-off lighting fixtures in accordance with Sec. 22-25-5.

Stormwater Management

An erosion and sediment control plan for Village Oaks has been approved and a land disturbing permit has been issued.

Technical Review Committee:

The following comments were received from the August 8, 2019 Technical Review Committee meeting:

1. Planning staff had general questions about the project timeline and plat process.
2. Department of Forestry did not have any comments.
3. Erosion and Sediment Control did not have any comments.
4. Fire Chief did not have any comments.
5. Sheriff's Department did not have any comments.
6. VDOT:
 - Rte. 618 (Lake Monticello Road) is a Major Collector with a posted speed limit of 45 mph. VDOT's 2018 Traffic Data shows an estimated Annual Average Daily Traffic (AADT) volume of 3100 vehicles. The proposed clubhouse will have direct access off of Rte. 618 by way of Village Oaks Boulevard once it is constructed to serve the proposed Village Oaks Subdivision. Note that left and right turns lanes for Village Oaks Boulevard have already been constructed on Rte. 618 as per VDOT approved traffic study. In addition, the clubhouse can be accessed by Manor Boulevard off of Rte. 618 which provides direct access to River Oaks Subdivision which has interconnected with Village Oaks Subdivision. The left and right turn lanes for Manor Boulevard on Rte. 618 have already been constructed and are providing access for River Oaks Subdivision.
 - During the meeting it was discussed that the eleven (11) parking spaces shown on the sketch plan are adequate based on similar developments such as Pantops in Charlottesville. Given the small lot sizes (approx. 0.25 acres or less) and close proximity of homes to the Clubhouse, it is anticipated that the majority of the trips to the Clubhouse will be made by pedestrians utilizing the community's sidewalks which include crosswalks and handicap accessible curb cuts at appropriate locations.
 - VDOT will review and comment the proposed site plan for the Village Oaks Subdivision once the formal site plan submission is made to Fluvanna County.

(Attachment D)

Conclusion:

The submitted sketch plan appears to meet the sketch plan requirements of Section 22-23-8.A of the Fluvanna County Zoning Ordinance. Prior to final approval, a site development plan that

meets the requirements of Articles 23 through 26 of the Fluvanna County Zoning Ordinance must be submitted for staff review and approval.

Recommended Conditions:

1. Meet all final site plan requirements which include, but are not limited to, providing parking, landscaping, and outdoor lighting;
2. Meet all required Erosion and Sedimentation Control regulations;
3. Meet all VDOT requirements.

Suggested Motions:

I move to approve SDP 19:11, a sketch plan request an 80' x 38' clubhouse and parking area with respect to 21.115 acres of Tax Map 9, Section A, Parcel 14C, subject to the conditions listed in the staff report.

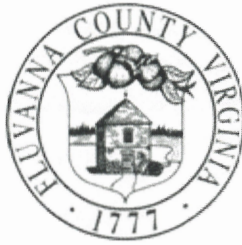
Attachments:

- A – Application
- B – Aerial Vicinity Map
- C – Site sketch plan
- D – TRC comment letter
- E – ZMP 04:02 approval letter

Copy:

Applicant: Keith Lancaster via email – klancaster@southern-development.com

File



**COMMONWEALTH OF VIRGINIA
COUNTY OF FLUVANNA
Site Development Application**

Owner of Record: Sycamore Square, LLC

Applicant of Record: Southern Development Homes

E911 Address: 142 South Pantops Dr

E911 Address: 142 South Pantops Dr

Phone: 434-245-0894 Fax:

Phone: 434-245-0894 Fax:

Email: CharlesA@southern-development.com

Email: CharlesA@southern-development.com

Representative: Keith Lancaster

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.

E911 Address: Same as above

Phone: Fax:

Is property in Agricultural Forestal District? ☒ No ☐ Yes

Email:

If Yes, what district:

Tax Map and Parcel(s): 9-A-14C

Deed Book Reference: DB 874 PG 791

Acreage: 21.115 **Zoning:** R-3

Deed Restrictions? ☒ No ☐ Yes (Attach copy)

Location: Across from Crofton Plaza Marketplace

Description of Property: The Clubhouse is an amenity for the Village Oaks Subdivision

Proposed Structure: Clubhouse

Dimensions of Building: 80'x38'

Lighting Standards on Site: ☐ No ☐ Yes

of Employees: 0

of Parking Spaces: 11

Noise Limitations:

I declare that the statements made and information given on this application are true, full and correct to the best of my knowledge and belief. I agree to conform fully to all terms of any certificate or permit which may be issued on account of this application.

Keith Lancaster
Applicant Name (Please Print)

[Signature] 7/31/19
Applicant Signature and Date

OFFICE USE ONLY

Date Received: July 31, 2019 Fee Paid: \$150.00 #22921 Application #: SDP 19 : 0011
Election District: Palmyra Planning Area: Fluvanna Comm Number of Lots:

Total Fees Due at Time of Submittal

Sketch Plan: \$150.00 Minor Plan: \$550.00 Major Plan: \$1,100.00

Additional Fees Due at Time of Review

Street Sign Installation: \$200.00 Per Intersection

Amendment of Plan \$150.00

Outdoor Lighting Plan Review* \$ 50.00

Landscape Plan Review* \$ 50.00

Tree Protection Plan Review* \$ 50.00

Received

* If not part of a Site Plan Review

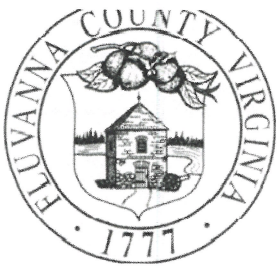
Fluvanna County Department of Planning & Community Development * Box 540 * Palmyra, VA 22963 * (434)591-1910 * Fax (434)591-1911

This form is available on the Fluvanna County website: www.fluvannacounty.org

JUL 31 2019

Form updated June 22, 2017

Planning Dept.



COMMONWEALTH OF VIRGINIA
COUNTY OF FLUVANNA

Attachment A

Received

JUL 31 2019

Major Site Development Plan - Sketch Plan Checklist Planning Dept.

Developed from the Zoning Ordinance April 1, 2006

This checklist must be completed and submitted with the completed application. **Any applications submitted without the completed checklist will be promptly returned to the applicant.**

Project Name: Village Oaks Clubhouse

Tax Map(s) and Parcel Number(s): 9-A-14C

Individual and Firm Completing Checklist: Dustin Greene, Roudabush, Gale & Assoc.

Signature of Person Completing Checklist: *D. Greene*

Date: 7/30/2019

Administration:

- ☒ 20 11" x17" and 3 full-size folded clearly legible blue or black line copies [22-23-8.1]
- ☒ After review by technical Review Committee, revisions may be required. If such revisions are required, 20 11"x17" and 3 full-size clearly legible blue or black line copies of the site plan will be required by the revision deadline indicated by staff (see attached permitting schedule) [22-23-8.A.2]
- ☒ Site Development Plan Application Fee (See attached fee schedule) [22-23-8.3]

The sketch plan will convey the general concept of the proposed site development and shall **only** include the following:

- ☒ A general analysis of the site, showing existing slopes, drainageways, tree stands, site features and amenities to be preserved, conservation areas, historic features, & the like [22-23-8.A.5.a]
- ☒ Approximate location and size of the buildings [22-23-8.A.5.b]
- ☒ General points of access [22-23-8.A.5.c]
- ☒ General street, roadway, and parking layouts [22-23-8.A.5.d]
- ☒ Any exterior lighting [22-23-8.A.5.e]

COUNTY STAFF ONLY

Staff: _____

Date Received: _____

Date Reviewed: _____

Additional Notes: _____



LAND SURVEYING
ENGINEERING
LAND PLANNING

JIM L. TAGGART, P.E.
DON FRANCO, P.E.
DAVID M. ROBINSON, P.E.
AMMY M. GEORGE, PLA

ROUDABUSH, GALE & ASSOCIATES, INC.

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ENGINEERING DEPARTMENT
172 SOUTH PANTOPS DRIVE, STE. A
CHARLOTTESVILLE, VA 22911
PHONE (434) 979-8121
FAX (434) 979-1681

INFO@ROUDABUSH.COM

SURVEY DEPARTMENT
914 MONTICELLO ROAD
CHARLOTTESVILLE, VA 22902
PHONE (434) 977-0205
FAX (434) 296-5220

WILLIAM J. LEDBETTER, L.S.
BRIAN D. JAMISON, L.S.
KRISTOPHER C. WINTERS, L.S.
NICHOLAS M. HUTCHINSON, L.S.



TO: Brad Robinson
Fluvanna County
132 Main St
Palmyra, VA 22963

DATE: 7/31/19
JOB #: 10.0146
PROJECT: Village Oaks Clubhouse

☒ Attached

☐ Under separate cover via _____ the following items:

# of Copies	Date	Job #	Description
3	7/31/19	10.0146	Full size Sketch Plan
20	7/31/19	10.0146	11"x17" Sketch Plan
1	7/31/19	10.0146	Sketch Plan Checklist
1	7/31/19	10.0146	Site Development Application
1	7/31/19	10.0146	Check for \$150

These are transmitted as checked below:

☐ For Approval/Signature ☐ For your use ☐ Please return ☐ As requested
☐ Resubmitted w/revisions ☒ **Review/Comment** ☐ For Bids due _____
☐ Other _____

REMARKS:

Received

JUL 31 2019

SIGNED: *Dustin Greene*

COPY TO:

Planning Dept.

If enclosures are not as noted, kindly notify us at once.



RIVER RUN DR

Rt

19

GLEN BURNIER DR

Rt

CROFTON PLZ

Rt

CROFTON PL

LAKE MONTICELLO DR

Rt

Rt

MANOR BLVD

Rt

SANDY BEACH CT

Rt

RAJENNINGS DR

Rt HOLLY CT

Rt RIPPING CT

Rt

JEFFERSON DR

Rt

Rt

18

SITE DATA

OWNER: SYCAMORE SQUARE, LLC
170 SOUTH PANTOPS DRIVE
CHARLOTTEVILLE, VA 22911

DEVELOPER: SOUTHERN DEVELOPMENT
170 SOUTH PANTOPS DRIVE
CHARLOTTEVILLE, VA 22911

PLAN PREPARER: ROUDABUSH, GALE, & ASSOCIATES
914 MONTICELLO ROAD
CHARLOTTEVILLE, VA. 22902
(434)-977-0205

TAX MAP PARCEL No: 9-A-13, 9-A-14C, 9-A-14
PARCEL AREA: 15.0 ACRES, 21.115 ACRES, 3.36 ACRES

ZONING: R-3

USE: CLUBHOUSE FOR VILLAGE OAKS SUBDIVISION

SETBACKS: COMMERCIAL CLUBHOUSE FRONT 20'
SIDE 10'
REAR 20'

MAGISTERIAL DISTRICT: CUNNINGHAM MAGISTERIAL DISTRICT

STORMWATER MANAGEMENT: AS DEFINED BY THE AMENDED VSMP PLAN SUBMITTED CONCURRENTLY AND GRANDFATHERED FROM THE APPROVED SITE PLAN BY ANDERSON AND ASSOCIATES DATED MAY 24, 2007.

WATERSHED: RIVANNA RIVER

TOPOGRAPHY: LOUISA AERIAL SURVEYS, AUGUST 2012
ROUDABUSH GALE & ASSOC. TOPOGRAPHIC FIELD SURVEY FROM JUNE 2015
FIELD SURVEY BY ROUDABUSH, GALE & ASSOC. JULY 2017
MONITORED FOR USE AS STOCKPILE AREA FOR BALANCED EARTHWORK VOLUMES.

BENCHMARK: EXISTING STORM SEWER INLET 1-B1 NE CORNER TOP = 342.97'

DATUM: VERTICAL - NAVD 88, HORIZONTAL - NAD 83

FLOODPLAIN: THIS PROJECT IS LOCATED WITHIN "ZONE X" AS SHOWN ON FLOOD INSURANCE RATE MAP. COMMUNITY PANEL NUMBER 51065C 0062 C. EFFECTIVE DATE: MAY 16, 2016.

EXISTING IMPERVIOUS AREA: LAKE MONTICELLO RD, RIVER RUN DR, 34,455 SF

PROPOSED IMPERVIOUS AREA: 605,090 SF

PROPOSED TURF AREA: 164,241 SF

EXISTING WOODS: THIS SITE IS NOT LOCATED WITHIN AN AGRICULTURAL-FORESTAL DISTRICT.

THE CONTRACTOR SHALL BE RESPONSIBLE FOR NOTIFYING MISS UTILITY (1-800-552-7001)

LANDSCAPING: SEE SITE PLAN FOR PLANTINGS, SCHEDULE, SPECIFICATIONS, NOTES AND DETAILS

PARKING TOTAL AREA IN THE MAIN PAVILION 1466 / 125 = 11.7 SPACES
10% REDUCTION = 10.5 SPACES OR 11 SPACES TOTAL (22-26-BDC)

VDOT NOTES
A VDOT LAND USE PERMIT AND SECURITY BOND WILL BE REQUIRED FOR THE WORK INSIDE OF VDOT RIGHT OF WAY. VDOT'S LAND DEVELOPMENT STAFF (540-967-3715 or 540-967-3716) SHALL BE NOTIFIED IN ADVANCE OF ANY ANTICIPATED ROAD/SHOULDER CLOSURES. THE PERMITTEE OR HIS OR HER DESIGNEE SHALL REPORT ALL WORK ZONES IN THE VDOT RIGHT OF WAY ON A DAILY BASIS AS SET UP AND TAKE DOWN TO VDOT'S SMART TRAFFIC CENTER (540-332-9500). TRAFFIC SHALL BE MAINTAINED ON THE STATE ROAD(S) DURING CONSTRUCTION OF THE PROJECT. COPIES OF ALL INDEPENDENT TESTING REPORTS (CBR's, COMPACTION, PROOF ROLLS, ETC.) SHALL BE SUBMITTED TO VDOT FOR VERIFICATION IN A TIMELY MANNER FOR VERIFICATION. A MINIMUM OF 48 HOURS OF ADVANCE NOTIFICATION OF A PROOF ROLL OF BOTH THE SUBGRADE AND THE STONE BASE IS REQUIRED BY VDOT. A MINIMUM OF 48 HOURS OF ADVANCE NOTIFICATION OF PAVING OPERATIONS IS REQUIRED BY VDOT. DEVELOPER/CONTRACTOR TO PROVIDE AN INSPECTOR TO ENSURE THAT THE PAVING OPERATIONS MEET ALL VDOT STANDARDS AND REQUIREMENTS (AMBIENT AIR AND ASPHALT TEMPERATURE, MATERIAL CERTIFICATIONS, TACK COAT, COMPACTED ASPHALT DEPTH, ASPHALT COMPACTION, ROLLER PATTERNS, ETC.). WRITTEN REPORTS DOCUMENTING THE PAVING OPERATIONS SHALL BE PROVIDED TO VDOT FOR VERIFICATION. THREE (3) ELECTRONIC COPIES OF ALL STORM WATER SYSTEMS CARRYING VDOT RUNOFF OR RUNOFF UNDER A FUTURE STATE ROAD ARE REQUIRED TO BE SUBMITTED TO VDOT FOR REVIEW AND APPROVAL PRIOR TO PAVING OPERATIONS. ALL STORMWATER MANAGEMENT BASINS, PONDS AND ASSOCIATED FACILITIES CONSTRUCTED AS PART OF THIS DEVELOPMENT SHALL BE MAINTAINED BY THE DEVELOPER, HOA, POA, COUNTY, ETC. ALL UNDERGROUND UTILITIES (WATER, SEWER, GAS, ETC.) CROSSING STREETS PROPOSED FOR STATE ACCEPTANCE REQUIRE A MINIMUM OF 36" OF COVER AND THEY SHALL BE PLACED INSIDE OF A DUCTILE IRON SLEEVE 1 1/4 TIMES THE DIAMETER OF THE UTILITY AND DUCTILE IRON SLEEVE SHALL EXTEND FROM RIGHT OF WAY TO RIGHT OF WAY. ALL AREAS EXCAVATED BELOW THE EXISTING PAVEMENT SURFACE AND WITHIN THE CLEAR ZONE, AT THE CONCLUSION OF EACH WORKDAY, SHALL BE BACKFILLED TO FORM AN APPROXIMATE 6:1 WEDGE, AGAINST THE EXISTING PAVEMENT SURFACE FOR THE SAFETY AND PROTECTION OF VEHICULAR TRAFFIC. THE DEVELOPER SHALL BE RESPONSIBLE TO INSTALL AND MAINTAIN VDOT APPROVED CLASS III BARRICADES AT ALL ROAD STUB OUTS UNTIL SUCH TIME THAT THE FUTURE ROADS ARE CONSTRUCTED AND ACCEPTED INTO THE STATE ROAD SYSTEM. THE CONTRACTOR SHALL INSTALL ALL STREET AND TRAFFIC CONTROL SIGNS IN ACCORDANCE WITH STP-1 (SQUARE TUBE SIGN POST) IN VDOT'S ROAD AND BRIDGE STANDARDS. THE CONTRACTOR SHALL INSTALL 30" STOP SIGNS WITH HIGH INTENSITY ENCAPSULATED LENS SHEETING AT ALL ROAD INTERSECTIONS. ALL CONSTRUCTION SHALL MEET VDOT'S CURRENT STANDARDS AND SPECIFICATIONS (ROAD AND BRIDGE STANDARDS, ROAD AND BRIDGE SPECIFICATIONS, MUTCD, VIRGINIA SUPPLEMENT TO THE MUTCD, VIRGINIA WORK AREA PROTECTION MANUAL, ETC.).

GENERAL CONSTRUCTION NOTES

- PLAN NOTES**
1. THE OWNER WILL DESIGNATE A PROJECT MANAGER TO ACT AS OWNER'S REPRESENTATIVE DURING THIS PROJECT. CONTRACTOR SHALL REPORT DIRECTLY TO THIS PROJECT MANAGER UNLESS OTHERWISE DIRECTED.
 2. THE DESIGNER HAS CONDUCTED NO STUDIES DESIGNED TO DISCOVER THE PRESENCE OF ANY HAZARDOUS SUBSTANCES ON THIS PROPERTY AND ASSUMES NO RESPONSIBILITY OR LIABILITY RESULTING FROM THE PRESENCE ON ANY SUCH SUBSTANCE.
 3. THE CONTRACTOR SHALL OBTAIN ALL PERMITS REQUIRED FOR THIS WORK AND PAY ALL ASSOCIATED FEES. THIS INCLUDES ALL NECESSARY PERMITS, INSPECTIONS, BONDS, AND OTHER APPROVAL RELATED ITEMS IN ACCORDANCE WITH THESE PLANS AS WELL AS LOCAL, STATE, AND FEDERAL POLICIES.
 4. PAVED OR RIP RAP DITCH MAY BE REQUIRED WHEN, IN THE OPINION OF THE RESIDENT ENGINEER OR HIS DESIGNEE, IT IS DEEMED NECESSARY IN ORDER TO STABILIZE A DRAINAGE CHANNEL.
 5. ALL TRAFFIC CONTROL SIGNS SHALL CONFORM WITH THE VIRGINIA MANUAL FOR UNIFORM TRAFFIC CONTROL DEVICES, LATEST EDITION, AND SHALL BE PROVIDED BY THE CONTRACTOR.
 6. ALL EXCAVATION FOR UNDERGROUND PIPE INSTALLATION MUST COMPLY WITH OSHA STANDARDS FOR THE CONSTRUCTION INDUSTRY (29 CFR PART 1926).
 7. ALL MATERIALS AND WORKMANSHIP SHALL CONFORM TO THE VDOT ROAD AND BRIDGE STANDARDS (LATEST EDITION) AND THE VDOT ROAD AND BRIDGE SPECIFICATIONS (LATEST EDITION).

EARTHWORK, DRAINAGE, & SITE CONDITIONS

1. EXCEPT AS OTHERWISE SHOWN ON THE PLANS, ALL CUTS AND FILLS SHALL MATCH EXISTING SLOPES OR BE NO GREATER THAN 2:1.
2. UNLESS OTHERWISE NOTED ON THE PLANS OR IN THE SPECIFICATIONS, ALL FILL MATERIALS SHALL BE COMPACTED TO 95% OF THEORETICAL MAXIMUM DENSITY AS DETERMINED BY ASTM T-99 METHOD A WITHIN PLUS OR MINUS 2% OF OPTIMUM MOISTURE, FOR THE FULL WIDTH AND DEPTH OF THE FILL.
3. ALL GRADING AND IMPROVEMENTS TO BE CONFINED TO THE PROJECT AREA UNLESS OTHERWISE INDICATED.
4. ALL MATERIALS AND INSTALLATION DETAILS SHALL CONFORM TO APPLICABLE LOCAL ORDINANCES AND VDOT ROAD & BRIDGE STANDARDS (LATEST EDITION) UNLESS OTHERWISE STATED WITHIN THE PLANS.
5. ANY UNUSUAL OR UNANTICIPATED SUBSURFACE CONDITIONS SHALL BE IMMEDIATELY REPORTED TO THE ENGINEER.
6. CONTRACTOR SHALL VERIFY ALL DIMENSIONS, ELEVATIONS AND LOCATIONS PRIOR TO BEGINNING WORK, AND IMMEDIATELY NOTIFY THE PROJECT MANAGER IN THE EVENT THERE ARE ANY DISCREPANCIES BETWEEN SUCH CONDITIONS AND THOSE SHOWN ON THE PLANS AND SPECIFICATIONS.
7. IN THE EVENT THAT GRADING AS SHOWN ON THE PLANS IS NOT FEASIBLE, CONTRACTOR SHALL ADVISE THE PROJECT MANAGER AND ENGINEER BEFORE FINAL GRADING COMPLETION FOR ADVICE AND CONSENT.

UTILITIES & DRAINAGE SYSTEMS

- UTILITIES**
1. ANY DAMAGE TO EXISTING UTILITIES CAUSED BY CONTRACTOR OR ITS SUBCONTRACTORS SHALL BE

- CONTRACTOR'S SOLE RESPONSIBILITY AND REPAIRED AT CONTRACTOR'S EXPENSE.
2. THESE PLANS DO NOT GUARANTEE THE EXISTENCE, NON-EXISTENCE OR LOCATION OF UTILITIES. CONTRACTOR SHALL VERIFY THE EXISTENCE AND LOCATION OR THE NON-EXISTENCE OF UTILITIES. AT LEAST 48 HOURS PRIOR TO ANY EXCAVATION OR CONSTRUCTION, CONTRACTOR SHALL NOTIFY MISS UTILITY (1-800-552-7001) AND/OR THE RESPECTIVE UTILITY COMPANIES FOR GAS, WATER, SEWER, POWER, PHONE AND CABLE. CONTRACTOR SHALL TIMELY ARRANGE TO HAVE THE VARIOUS UTILITIES LOCATED, AND TO HAVE THEM REMOVED OR RELOCATED, OR TO DETERMINE THE METHOD OF PROTECTION ACCEPTABLE TO THE RESPECTIVE OWNER. IF THE METHOD OF PROTECTION IS NOT OTHERWISE SPECIFIED, CONTRACTOR SHALL CONDUCT ITS WORK IN THE VICINITY OF EXISTING UTILITIES IN ACCORDANCE WITH THE RESPECTIVE UTILITY'S RULES AND REGULATIONS. ANY COST INCURRED FOR REMOVING, RELOCATING OR PROTECTING UTILITIES SHALL BE BORNE BY CONTRACTOR UNLESS INDICATED OTHERWISE. CONTRACTOR SHALL EXCAVATE TO LOCATE BURIED UTILITIES FAR ENOUGH IN ADVANCE OF ITS WORK TO ALLOW FOR HORIZONTAL AND /OR VERTICAL ADJUSTMENTS TO ITS WORK AND/OR THE UTILITIES. NO ADJUSTMENT IN COMPENSATION OR SCHEDULE WILL BE ALLOWED FOR DELAYS RESULTING FROM CONTRACTOR'S FAILURE TO CONTACT AND COORDINATE WITH UTILITIES.
 3. WHEN THE WORK CROSSES EXISTING UTILITIES, THE EXISTING UTILITIES SHALL BE ADEQUATELY SUPPORTED AND PROTECTED FROM DAMAGE DUE TO THE WORK. ALL METHODS FOR SUPPORTING AND MAINTAINING THE EXISTING UTILITIES SHALL BE APPROVED BY THE RESPECTIVE UTILITY COMPANY AND/OR THE ENGINEER. CONTRACTOR SHALL EXERCISE CARE TO INSURE THAT THE GRADE AND ALIGNMENT OF EXISTING UTILITIES ARE MAINTAINED AND THAT NO JOINTS OR CONNECTIONS ARE DISPLACED. BACKFILL SHALL BE CAREFULLY PLACED AND COMPACTED TO PREVENT FUTURE DAMAGE OR SETTLEMENT TO EXISTING UTILITIES. ANY UTILITIES REMOVED AS PART OF THE WORK, AND NOT INDICATED TO BE REMOVED OR ABANDONED, SHALL BE RESTORED USING MATERIALS AND INSTALLATION EQUAL TO THE UTILITY'S STANDARDS.
 4. CONTRACTOR SHALL NOTIFY LANDOWNERS, TENANTS AND THE PROJECT MANAGER PRIOR TO THE INTERRUPTION OF ANY SERVICES. SERVICE INTERRUPTIONS SHALL BE KEPT TO A MINIMUM AND SHALL ONLY OCCUR WITH THE KNOWLEDGE AND PERMISSION OF THE SERVICE'S OWNER OR AUTHORITY.
 5. THE ADJUSTMENT OF ALL MANHOLE TOPS, WATER VALVE BOXES, GAS VALVE BOXES AND WATER METER BOXES SHALL BE THE RESPONSIBILITY OF CONTRACTOR.
 6. ALL WATER METER, VALVES AND FIRE HYDRANT ADJUSTMENTS/RELOCATIONS SHALL BE PERFORMED BY THE CONTRACTOR. CONTRACTOR SHALL KEEP A "REDLINE" SET OF PLANS DOCUMENTING ALL SUCH AS-BUILT REVISIONS.

DRAINAGE SYSTEMS

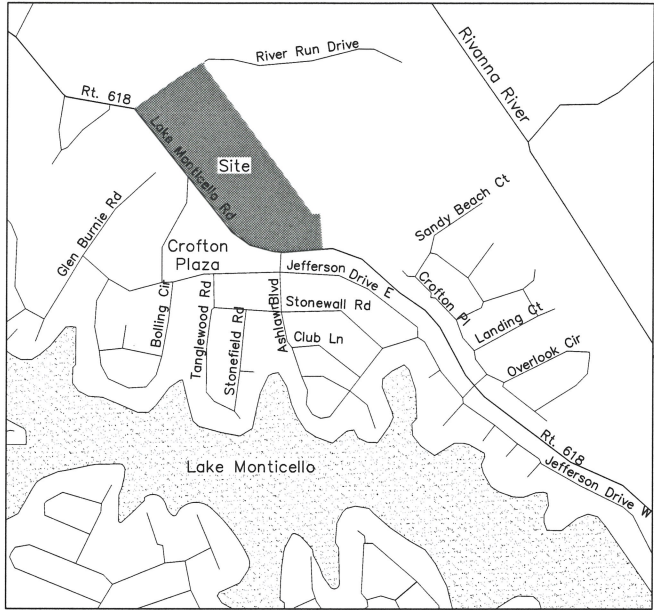
1. CONTRACTOR SHALL EXERCISE CARE, ESPECIALLY AT INTERSECTIONS AND GUTTER LINES, TO PROVIDE POSITIVE DRAINAGE. ANY AREAS WHERE WATER IS IMPOUNDED SHALL BE CORRECTED BY CONTRACTOR AT NO ADDITIONAL COST. POSITIVE DRAINAGE OF ALL ROADWAY AREAS TO THE STORM DRAIN INLETS OR OTHER ACCEPTABLE DRAINAGE CHANNELS AS NOTED ON THE PLANS IS REQUIRED.
2. CONTRACTOR SHALL MAINTAIN EXISTING STREAMS, DITCHES, DRAINAGE STRUCTURES, CULVERTS AND FLOODS AT ALL TIMES DURING THE WORK. CONTRACTOR SHALL PAY FOR ALL PERSONAL INJURY AND PROPERTY DAMAGE WHICH MAY OCCUR AS A RESULT OF FAILING TO MAINTAIN ADEQUATE DRAINAGE.

VILLAGE OAKS CLUBHOUSE SKETCH PLAN

FLUVANNA COUNTY, VIRGINIA

TMP 9-A-14C

NOTE: THE SITE PLAN FOR VILLAGE OAKS BY ANDERSON AND ASSOCIATED DATED MAY 24, 2007 WAS RECEIVED BY THE COUNTY OF FLUVANNA AND VDOT PRIOR TO JULY 1, 2009, THEREFORE THE SUBDIVISION IS "GRANDFATHERED" UNDER VDOT'S SSR STANDARDS. THE ROAD PLANS WERE PREPARED IN ACCORDANCE WITH VDOT'S GEOMETRIC DESIGN STANDARDS FOR RESIDENTIAL SUBDIVISION STREETS (GS-SSR), TABLE 1-CURB AND GUTTER SECTION AND TABLE 2-ROAD AND DITCH SECTION



VICINITY MAP

SCALE: 1"=1000 FEET

APPROVALS		
DEPARTMENT	SIGNATURE	DATE
DIRECTOR OF PLANNING		
COUNTY SITE INSPECTOR		
VA. DEPARTMENT OF TRANSPORTATION		

SHEET INDEX

- SHEET 1 — COVER SHEET
SHEET 2 — EXISTING CONDITIONS
SHEET 3 — VILLAGE OAKS OVERALL
SHEET 4 — SITE PLAN



CONTRACTOR'S CERTIFICATION STATEMENT:

THIS HAND-MARKED SET OF DRAWINGS HAS BEEN "REDLINED" TO PROVIDE ACCURATE DETAILED RECORD OF ANY SUBSTANTIVE CHANGES TO THE APPROVED DESIGN DRAWINGS. ANY ITEM NOT "REDLINED" ON THIS PLAN SET OR SUBSEQUENT PAGES SHOULD BE CONSIDERED TO BE "CONSTRUCTED IN ACCORDANCE WITH THE DESIGN AS SHOWN". SEE SHEET 6 FOR EXTENDED CONTRACTOR RESPONSIBILITIES FOR AS-BUILTS.

NAME _____ TITLE _____ DATE _____
FOR: _____ (CONTRACTOR)

LEGEND

EXISTING INTERMEDIATE CONTOUR	332
EXISTING INDEX CONTOUR	330
PROPOSED CONTOUR	20
EXISTING EDGE OF PAVEMENT	EX EP
PROPOSED EDGE OF PAVEMENT	EP
EXISTING CURB AND GUTTER	EX C&G
PROPOSED CURB AND GUTTER	CG-6
TRANSITION FROM CG-6 ROLL-TOP	CG-6 ROLL-TOP
EXISTING STORM SEWER	EX 15" RCP
PROPOSED STORM SEWER	15" RCP
EXISTING SANITARY SEWER	Ø
PROPOSED SANITARY SEWER	Ø
PROPERTY LINE	---
EASEMENT LINE	---
CENTERLINE	---
LIMITS OF CLEARING AND/OR GRADING	---
EXISTING SPOT ELEVATION	+12.0
PROPOSED SPOT ELEVATION	+12.0
LIMITS OF DEMOLITION	XXXXXXXXXXXXXXXXXXXX
EXISTING FLOODPLAIN	=====
STREAM BUFFER	
EXISTING TREE DRIP LINE	~~~~~
EXISTING TREE	EX 15" OAK
PROPOSED TREE	FP
EXISTING WATERLINE W/ TEE	---
PROPOSED WATERLINE W/ TEE	---
EXISTING FIRE HYDRANT	Ø
PROPOSED FIRE HYDRANT	Ø
EXISTING WATER VALVE	Ø
PROPOSED WATER VALVE	Ø
PROPOSED WATER METER	Ø
EXISTING REDUCER	---
PROPOSED REDUCER	---
HANDICAP RAMP (CG-12)	---
DENOTES LOCATION OF STD. VDOT CG-12 AND/OR JURISDICTIONAL STANDARD RAMP CONSTRUCTION	---
PARKING INDICATOR	12
INDICATES THE NUMBER OF TYPICAL PARKING SPACES	12
BENCHMARK	★
CRITICAL SLOPE	★
SLOPES TO BE SEDED, MULCHED & TACKED	★
VEHICLES PER DAY COUNT	1,234 VPD
PROPOSED STREET NAME SIGN	+
EXISTING SIGN	+
PROPOSED SIGN	+
SANITARY MANHOLE IDENTIFIER	A
STORM DRAIN STRUCTURE IDENTIFIER	Δ

ES-7: ALL DISTURBED AREAS ARE TO DRAIN TO APPROVED SEDIMENT CONTROL MEASURES AT ALL TIMES DURING LAND DISTURBING ACTIVITIES AND DURING SITE DEVELOPMENT UNTIL FINAL STABILIZATION HAS BEEN ACHIEVED.

ES-8: DURING DEWATERING OPERATIONS, WATER WILL BE PUMPED INTO AN APPROVED FILTERING DEVICE.

ES-9: THE CONTRACTOR SHALL INSPECT ALL EROSION CONTROL MEASURES PERIODICALLY AND AFTER EACH RUNOFF-PRODUCING RAINFALL EVENT. ANY NECESSARY REPAIRS OR CLEANUP TO MAINTAIN THE EFFECTIVENESS OF THE EROSION CONTROL DEVICES SHALL BE MADE IMMEDIATELY.

LIGHTING:

1. ALL PROPOSED LIGHTING WILL NOT EXCEED 3,000 LUMENS.
2. EACH OUTDOOR LUMINARIES EQUIPPED WITH A LAMP THAT EMITS 3,000 OR MORE INITIAL LUMENS SHALL BE A FULL CUTOFF LUMINARIES AND SHALL BE ARRANGED OR SHIELDED TO REFLECT LIGHT AWAY FROM ADJOINING RESIDENTIAL DISTRICTS AND FROM ADJACENT ROADS.
3. ALL OUTDOOR LIGHTING SHALL BE ARRANGED OR SHIELDED TO REFLECT LIGHT AWAY FROM ADJOINING RESIDENTIAL DISTRICTS AND AWAY FROM ADJACENT ROADS.

NO EVIDENCE OF A BURIAL SITE WAS FOUND ON THIS PORTION OF PARCEL A1. THE STREAM BUFFER(S) SHOWN HEREON SHALL BE MANAGED IN ACCORDANCE WITH THE FLUVANNA COUNTY WATER PROTECTION ORDINANCE.

THIS SITE IS NOT LOCATED WITHIN AN AGRICULTURAL-FORESTAL DISTRICT. THIS SITE IS LOCATED WITHIN THE WATERSHED OF A PUBLIC WATER SUPPLY RESERVOIR.

MISS UTILITY:

MISS UTILITY TO BE CONTACTED PRIOR TO ANY LAND DISTURBING ACTIVITY.

ROUDABUSH, GALE & ASSOCIATES, INC.
ENGINEERS, SURVEYORS AND LAND PLANNERS
A PROFESSIONAL CORPORATION
SERVING VIRGINIA SINCE 1960
914 MONTICELLO ROAD - CHARLOTTEVILLE, VIRGINIA 22902
PHONE 434-977-0206 - FAX 434-698-6520 - EMAIL INFO@ROUDABUSH.COM

REVISIONS

DATE

JUL 31, 2019

SCALE
AS SHOWN

COVER SHEET
SKETCH PLAN

VILLAGE OAKS CLUBHOUSE
FLUVANNA COUNTY, VIRGINIA

FILE NUMBER

10.0146

SHEET

1 OF 4

 **SERVING VIRGINIA SINCE 1966**
914 MONTICELLO ROAD - CHARLOTTESVILLE, VIRGINIA 22902
PHONE 434-677-0203 - FAX 434-598-5220 - EMAIL INFO@HROUDAUBUSH.COM

DATE
JULY 26, 2019

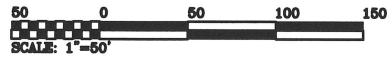
EXISTING CONDITIONS

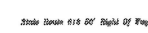
SKETCH PLAN

VILLAGE OAKS CLUBHOUSE

FLUVANA COUNTY, VIRGINIA

SHEET
2 OF 4





SHEET
3 OF 4



DATE
JUL 31, 2019

SCALE
1" = 10'

SITE PLAN
SKETCH PLAN
VILLAGE OAKS CLUBHOUSE
FLUVANIA COUNTY, VIRGINIA

FILE NUMBER
10.0146

SHEET
4 OF 4



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

August 9, 2019

Keith Lancaster
Southern Development Homes
142 South Pantops Drive
Charlottesville, VA 22911

Delivered via email to klancaster@southern-development.com

Re: SDP 19:11 – Village Oaks Clubhouse

Tax Map: 9, Section A, Parcel 14C

Dear Mr. Lancaster:

The following comments have been received from the Technical Review Committee:

1. Planning staff had general questions about the project timeline and plat process.
2. Department of Forestry did not have any comments.
3. Erosion and Sediment Control did not have any comments.
4. Fire Chief did not have any comments.
5. Sheriff's Department did not have any comments.
6. VDOT:
 - Rte. 618 (Lake Monticello Road) is a Major Collector with a posted speed limit of 45 mph. VDOT's 2018 Traffic Data shows an estimated Annual Average Daily Traffic (AADT) volume of 3100 vehicles. The proposed clubhouse will have direct access off of Rte. 618 by way of Village Oaks Boulevard once it is constructed to serve the proposed Village Oaks Subdivision. Note that left and right turns lanes for Village Oaks Boulevard have already been constructed on Rte. 618 as per VDOT approved traffic study. In addition, the clubhouse can be accessed by Manor Boulevard off of Rte. 618 which provides direct access to River Oaks Subdivision which has interconnected with Village Oaks Subdivision. The left and right turn lanes for Manor Boulevard on Rte. 618 have already been constructed and are providing access for River Oaks Subdivision.
 - During the meeting it was discussed that the eleven (11) parking spaces shown on the sketch plan are adequate based on similar developments such as Pantops in Charlottesville. Given the small lot sizes (approx. 0.25 acres or less) and close proximity of homes to the Clubhouse, it is anticipated that the majority of the trips to the Clubhouse will be made by pedestrians utilizing the community's sidewalks

which include crosswalks and handicap accessible curb cuts at appropriate locations.

- VDOT will review and comment the proposed site plan for the Village Oaks Subdivision once the formal site plan submission is made to Fluvanna County.

The Planning Commission will have a meeting to discuss this item on Tuesday, September 10, 2019. 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
Charlie Armstrong, Southern Development – CharlesA@southern-development.com



COUNTY OF FLUVANNA

"Responsive & Responsible Government"

P.O. Box 540 Palmyra, VA 22963 (434) 591-1910 FAX (434) 591-1911 www.co.fluvanna.va.us

Steven Biel
Director of Planning & Community Development
sbiel@co.fluvanna.va.us

February 17, 2005

Southern Development
170 South Pantops Drive
Charlottesville, VA 22911

REF: ZMP 04:02

Dear Southern Development:

Please accept this letter as notification of the action taken on February 16, 2005 by the Board of Supervisors in regards to the request referenced above. Your request was **approved** with the following eighteen (18) proffers:

1. Access to the property from Route 618 shall be limited to three (3) locations (including River Run Drive). Furthermore, River Run Drive shall be limited (by design) to emergency vehicles only.
2. Between River Run Drive and the proposed entrance across from the main gate at Lake Monticello, there shall be a minimum building setback will be 125 feet, measured from the proposed Right-of-Way, as shown on the approved Preliminary Master Plan dated December 29, 2004 (revised). Every effort shall be made to preserve the existing vegetative buffer that exists in this setback.
3. The proposed Assisted Living Facility shall have a parking setback of not less than 50 feet as measured from the Route 618 R.O.W., as shown on the approved Master Plan for development. This setback area shall be landscaped in general accord with Section 22-24-1 (Landscape Plan – General provisions for landscaping) with some latitude for discretionary approval by the Fluvanna County Director of Planning.
4. Between the proposed entrance across from the main gate of Lake Monticello and the eastern property line, there shall be a 50-foot building setback. Every effort shall be made to preserve the existing tree vegetation within this setback for screening purposes.
5. Along River Run Drive, there shall be a minimum building setback of 80 feet, as measured from the property line of Tax Map 9-(A)-13, as shown on the approved Master Plan for development. Every effort shall be made to preserve the existing vegetation buffer that exists in this setback.
6. Along the northern property line, there shall be a 75-foot building setback, extending from River Run Drive in an easterly direction for 1,400 feet and including the proposed community center. Every effort shall be made to preserve 50 feet of existing tree vegetation for screening in this setback.

7. Pedestrian trails, with minimal disturbance, shall be allowed in all buffers, setbacks, and preservation areas.
8. The residential development shall be restricted (in ownership, rental, lease, etc.) to individuals of age 55 and above. This shall be recorded as a covenant and restriction for the community. HWD 80%.
9. There shall be a Community Center, with minimum size of 5,000 square feet to serve the development and any appropriate community uses.
10. The commercial component of the Master Plan shall not total more than 40,000 square feet of gross floor area, and shall be composed entirely of community retail and service uses, such as medical offices, dental offices, markets, bookstores, dry cleaners, coffee shops, cafes, florists, etc.
11. Construction will not begin until public water and sewer is available.
12. Public water shall provide adequate pressure.
13. On-site stormwater management shall be designed in consultation with the Thomas Jefferson Soil and Water Conservation District utilizing low impact development techniques and water quality best management practices.
14. The following improvements shall be constructed at the entrance across from the Main Gate to Lake Monticello: A conventional intersection with a left turn lane into Lake Monticello and right and left turn lanes into Lake Monticello shall be constructed to VDOT standards and specifications. The primary purpose of this entrance is to serve the assisted living component of Monticello Village, therefore the right and left turn lanes into Lake Monticello shall be constructed prior to issuance of the first residential certificate of occupancy in the Monticello Village community (the length of turn lanes shall be determined by VDOT during the Site Plan stage of Monticello Village).
15. The following improvements shall be constructed at the entrance across from Crofton Plaza: A conventional intersection with a left turn lane into Crofton Plaza and right and left turn lanes into Monticello Village, or a roundabout, shall be constructed prior to issuance of the first residential certificate of occupancy in the Monticello Village community.
16. All improvements referenced in items 14 and 15 above are planned to utilize existing VDOT right-of-way or right-of-way dedicated by Southern Development, per the plan titled "proposed improvements to Route 618" and dated 1/14/2005 prepared by Rivanna Engineering. The estimated cost of such improvements is \$685,000.00. In the event a roundabout is desired, additional right-of-way may be necessary. Southern Development cannot guarantee the successful acquisition of, or funding for, any additional right-of-way beyond what is shown in the above referenced plan.
17. A complete copy of a comprehensive traffic analysis of the Lake Monticello Area of Fluvanna County has been provided to Fluvanna County Staff and VDOT. This study was conducted by Wilber Smith & Associates in January 2005, at a cost of \$15,000.
18. Southern Development will provide an additional \$5,000 cash proffer directly to VDOT, for future traffic improvement design in the Lake Monticello Area. Payment shall occur in conjunction with the first residential building permit.

If I can be of any further assistance, please feel free to contact me.

Sincerely,

A handwritten signature in black ink that reads "Steven Biel". The signature is written in a cursive style with a large, looped "S" and a distinct "Biel".

Steven Biel
Planning Director

Copy: Kelly Strickland, Rivanna Engineering, 1350 Stony Point Road, Charlottesville, VA 22901
File