



**FLUVANNA COUNTY PLANNING COMMISSION
REGULAR MEETING**

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

Tuesday

March 12, 2024

6:00 PM – WORK SESSION

7:00 PM – REGULAR MEETING

TAB	AGENDA ITEMS
WORK SESSION	
A.	CALL TO ORDER, PLEDGE OF ALLEGIANCE AND FOLLOWED BY A MOMENT OF SILENCE
B.	Comp Plan – Discussion and Update
C.	Solar Discussion and Updates
D.	Adjournment
REGULAR MEETING	
1 - CALL TO ORDER:	Chair Barry Bibb
2 - PLEDGE OF ALLEGIANCE, MOMENT OF SILENCE	
3 - DIRECTOR’S REPORT –	Kelly Harris, Acting Director of Planning
4 - PUBLIC COMMENTS #1 (5 minutes per speaker)	
5 - MINUTES	
	Minutes of February 13, 2024
6 - ACTION MATTERS:	None
7 - PUBLIC HEARINGS:	None
8 - PRESENTATIONS:	None
9 - SITE DEVELOPMENT PLANS:	SDP 24:02 Macon Auto Repair
10 - SUBDIVISIONS:	None
11 - UNFINISHED BUSINESS:	None
12 - NEW BUSINESS:	None
13 - PUBLIC COMMENTS #2 (5 minutes per speaker)	
14 - ADJOURNMENT	

Kelly Harris, Acting Director of Planning
Director Review

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*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

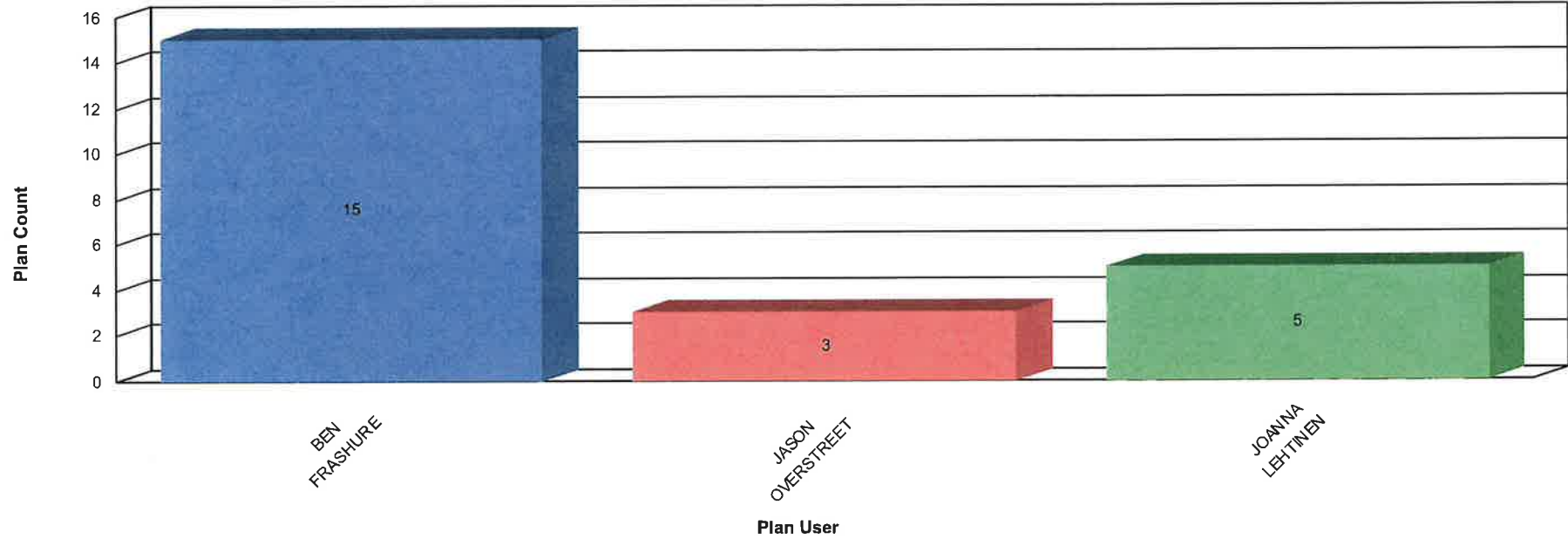
1. PURPOSE
 - The purpose of a public hearing is to receive testimony from the public on certain resolutions, ordinances or amendments prior to taking action.
 - A hearing is not a dialogue or debate. Its express purpose is to receive additional facts, comments and opinion on subject items.
2. SPEAKERS
 - 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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PLANS APPLIED BY USER (02/01/2024 TO 02/29/2024) FOR FLUVANNA COUNTY BUILDING AND PLANNING DEPARTMENT



Plan Case #	Type	Workclass	Status	Main Address	Project	District	Parcel
	Application Date Zone	Expiration Date Sq Ft	Complete Date Valuation	Approval Expire Date Fee Total	Applicant Assigned To	Applied Online	
BEN FRASHURE							
MSC24:0019	Miscellaneous 02/13/2024	Miscellaneous - Other 0	Approved 02/13/2024 \$0.00	11 Kanawha Ct, Palmyra, VA 22963 \$0.00	Ben Frashure	Not Assigned No	Rivanna 18A 2 253
	<i>Description: Deck</i>						
MSC24:0020	Miscellaneous 02/13/2024	Miscellaneous - Other 0	Approved 02/28/2024 \$0.00	\$0.00	Ben Frashure	Not Assigned No	Rivanna 18A 12 137
	<i>Description: Pavillion</i>						
MSC24:0021	Miscellaneous 02/13/2024	Miscellaneous - Other	Approved 02/13/2024	2741 Thomas Jefferson Pkwy, Palmyra, VA 22963		Not Assigned No	Fork Union 29 A 90

PLANS APPLIED BY USER (02/01/2024 TO 02/29/2024)

Plan Case #	Type <i>Application Date</i> <i>Zone</i>	Workclass <i>Expiration Date</i> <i>Sq Ft</i>	Status <i>Complete Date</i> <i>Valuation</i>	Main Address <i>Approval</i> <i>Expire Date</i> <i>Fee Total</i>	<i>Applicant</i> <i>Assigned To</i>	Project <i>Applied Online</i>	District	Parcel
		0	\$0.00	\$0.00	Ben Frashure			
	<i>Description: Deck</i>							
MSC24:0022	Miscellaneous	Miscellaneous - Other	In Review			Not Assigned	Fork Union	40 A 59A1
	02/13/2024					No		
		0	\$0.00	\$0.00	Ben Frashure			
	<i>Description: New double wide</i>							
MSC24:0023	Miscellaneous	Miscellaneous - Other	Approved	2847 West River Rd, Scottsville, VA 24590		Not Assigned	Cunningham	37 A 32
	02/13/2024		02/13/2024			No		
		0	\$0.00	\$0.00	Ben Frashure			
	<i>Description: Detached Garage</i>							
MSC24:0024	Miscellaneous	Miscellaneous - Other	Approved	2323 Kents Store Way, Kents Store, VA 23084		Not Assigned	Columbia	22 18 C
	02/16/2024		02/16/2024			No		
		0	\$0.00	\$0.00	Ben Frashure			
MSC24:0025	Miscellaneous	Miscellaneous - Other	Approved	44 Riverside Dr, Palmyra, VA 22963		Not Assigned	Palmyra	18A 6 50
	02/16/2024		02/16/2024			No		
		0	\$0.00	\$0.00	Ben Frashure			
	<i>Description: 16 X 24 Attached Garage</i>							
MSC24:0026	Miscellaneous	Miscellaneous - Other	Approved	20419 James Madison Hwy, Troy, VA 22974		Not Assigned	Columbia	11 A 2A
	02/21/2024		02/21/2024			No		
		0	\$0.00	\$0.00	Ben Frashure			
	<i>Description: Garage</i>							
MSC24:0027	Miscellaneous	Miscellaneous - Other	Approved	3165 Dogwood Dr, Palmyra, VA 22963		Not Assigned	Columbia	12 13 10
	02/21/2024		02/21/2024			No		
		0	\$0.00	\$0.00	Ben Frashure			
	<i>Description: Garage Detached</i>							
MSC24:0028	Miscellaneous	Miscellaneous - Other	In Review	4916 Deep Creek Rd, Kents Store, VA 23084		Not Assigned	Columbia	22 19 1
	02/21/2024					No		
		0	\$0.00	\$0.00	Ben Frashure			
	<i>Description: New Single Family Dwelling</i>							
MSC24:0029	Miscellaneous	Miscellaneous - Other	In Review	62 Pine Shadow Ct, Troy, VA 22974		Not Assigned	Columbia	12 21 18
	02/22/2024					No		

PLANS APPLIED BY USER (02/01/2024 TO 02/29/2024)

Plan Case #	Type	Workclass	Status	Main Address	Project	District	Parcel
	<i>Application Date</i>	<i>Expiration Date</i>	<i>Complete Date</i>	<i>Approval Expire Date</i>	<i>Applicant</i>	<i>Applied Online</i>	
	<i>Zone</i>	<i>Sq Ft</i>	<i>Valuation</i>	<i>Fee Total</i>	<i>Assigned To</i>		
		0	\$0.00	\$0.00	Ben Frashure		
	<i>Description: workshop/studio 15 X 20'</i>						
MSC24:0030	Miscellaneous	Miscellaneous - Other	Approved		Not Assigned	Cunningham	17 5 2A
	02/22/2024		02/26/2024		No		
		0	\$0.00	\$0.00	Ben Frashure		
	<i>Description: installing single family HUD home</i>						
MSC24:0031	Miscellaneous	Miscellaneous - Other	Approved		Not Assigned	Columbia	12 20 13
	02/23/2024		02/23/2024		No		
		0	\$0.00	\$0.00	Ben Frashure		
	<i>Description: New Single Family Dwelling</i>						
MSC24:0032	Miscellaneous	Miscellaneous - Other	Approved	3165 Dogwood Dr, Palmyra, VA 22963	Not Assigned	Columbia	12 13 10
	02/26/2024		02/26/2024		No		
		0	\$0.00	\$0.00	Ben Frashure		
	<i>Description: Carport</i>						
MSC24:0033	Miscellaneous	Miscellaneous - Other	In Review		Not Assigned	Columbia	30 A 84B
	02/26/2024				No		
		0	\$0.00	\$0.00	Ben Frashure		
	<i>Description: Cottage</i>						

PLANS APPLIED FOR BEN FRASHURE: 15

JASON OVERSTREET

SUB24:0005	Subdivision	Subdivision - Minor	In Review		Not Assigned	Palmyra	4 A 27A
	02/13/2024	03/29/2024			No		
		0	\$0.00	\$750.00	SB COX Incorporated Jason Overstreet		
	<i>Description: 5 lot minor Subdivision called Amber Hills</i>						
ZMP24:0001	Rezoning	Rezoning	In Review	21453 James Madison Hwy, Troy, VA 22974	Not Assigned	Columbia	5 A 54
	02/27/2024	04/27/2024			No		
		0	\$0.00	\$840.00	Pratap Rai Jason Overstreet		
	<i>Description: Changing the required conditions</i>						
BZA24:0001	Board of Zoning Appeals	Variance	In Review	5199 West River Rd, Scottsville, VA 24590	Not Assigned	Cunningham	48 1 3
	02/27/2024	04/27/2024			No		
		0	\$0.00	\$640.00	Andrea & Robert Nickels Jason Overstreet		
	<i>Description: to build winery tasting room and wine production expansion in the proper requirement</i>						

PLANS APPLIED BY USER (02/01/2024 TO 02/29/2024)

Plan Case #	Type	Workclass	Status	Main Address	Project	District	Parcel
	<i>Application Date</i> <i>Zone</i>	<i>Expiration Date</i> <i>Sq Ft</i>	<i>Complete Date</i> <i>Valuation</i>	<i>Approval Expire Date</i> <i>Fee Total</i>	<i>Applicant</i> <i>Assigned To</i>	<i>Applied Online</i>	
PLANS APPLIED FOR JASON OVERSTREET:							3
JOANNA LEHTINEN							
SUB24:0003	Subdivision	Boundary Adjustment	Approved		Not Assigned	Fork Union	41 A 31
	02/13/2024	03/29/2024			Betty McGehee et al Joanna Lehtinen	No	
		0	\$0.00	\$100.00			
	<i>Description: Add 41-A-28</i>						
SUB24:0004	Subdivision	Boundary Adjustment	In Review	5848 Richmond Rd, Troy, VA 22974	Not Assigned	Columbia	5 A 52
	02/13/2024	03/29/2024			Mark Fontaine, CCIM Joanna Lehtinen	No	
		0	\$0.00	\$100.00			
	<i>Description: TO CONSOLIDATE SEVEN PARCELS TO FIVE PARCELS</i>						
SUB24:0006	Subdivision	Boundary Adjustment	In Review		Not Assigned	Columbia	20 16 26
	02/21/2024	04/06/2024			Daniel Barber Joanna Lehtinen	No	
		0	\$0.00	\$100.00			
SUB24:0007	Subdivision	Subdivision - Minor	In Review	8547 West River Rd, Scottsville, VA 24590	Not Assigned	Fork Union	39 A 102
	02/21/2024	04/06/2024			Tapscott Bros Logging Joanna Lehtinen	No	
		0	\$0.00	\$600.00			
	<i>Description: 8547 West River Rd</i>						
BSP24:0001	Boundary Survey	Easement	In Review	4645 Thomas Jefferson Pkwy, Palmyra, VA 22963	Not Assigned	Cunningham	18 A 4A
	02/26/2024	04/11/2024			Betty Nieding Joanna Lehtinen	No	
		0	\$0.00	\$50.00			
PLANS APPLIED FOR JOANNA LEHTINEN:							5
GRAND TOTAL OF PLANS:							23

**FLUVANNA COUNTY PLANNING COMMISSION
REGULAR MEETING MINUTES**

**Carysbrook Performance Arts Center
8880 James Madison Hwy
Fork Union, VA 23055**

Tuesday, February 13, 2024

Regular Meeting 7:00 pm

MEMBERS PRESENT:

Barry Bibb, Chair
Kathleen Kilpatrick, Commissioner
Bree Key, Commissioner
Howard Lagomarsino, Commissioner
Loretta Johnson-Morgan, Commissioner
Mike Goad, Representative of Board of Supervisors

ABSENT:

None

STAFF PRESENT:

Kelly Harris, Acting Director of Planning
Dan Whitten, Fluvanna County Attorney
Jason Overstreet, Senior Planner
Valencia Porter-Henderson, Administrative Assistant

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

At 7:00 pm, Chair Bibb, called the February 13, 2024 Regular Meeting to Order, led in the Pledge of Allegiance and then he conducted a Moment of Silence.

2. DIRECTOR’S REPORT – Kelly Harris, Acting Director of Planning

Announcements and Updates:

- Comprehensive Plan Completion – Dates to discuss the current Comp plan
- Future Work Sessions
- Congratulations to newly Certified Planning Commissioners through the Land Use Education Program at VCU
 - Bree Key, Rivanna Commissioner, completed the 110th Certified Planning Commissioner Course
 - Loretta Johnson-Morgan, Columbia Commissioner, completed the 111th Certified Planning Commissioners
 - Mike Goad, Fork Union Representative of the Board of Supervisors completed the 111th, Certified Planning Commissioner Course
 - Kelly Harris, Acting Planning Director – completed the 111th Certified Planning Commissioner Course

Day	Date	Time	Public Hearings and Public meetings	Location
TUE	MAR 12	6:00 PM 7:00 PM	Work Session (TBD) Regular Meeting	Performing Arts Center
TUE	APR 9	6:00 PM 7:00 PM	Work Session (TBD) Regular Meeting	Performing Arts Center

3. PUBLIC COMMENTS #1

Chair Bibb opened the Public Comments at 7:05 pm by giving each public speaker a limit of five minutes to speak in person, and asked that they state their name and address for the record. With no one else wishing to speak in person, Chair Bibb closed the first round of Public Comments at 7:06 pm.

4. DRAFT MINUTES:

MOTION:	To Approve the Regular meeting minutes of the Planning Commission of January 9, 2024.				
MEMBER:	Bibb	Kilpatrick	Key	Lagomarsino	Morgan
ACTION:			Second	Motion	

VOTE:	Aye	Aye	Aye	Aye	Aye
RESULT:	5-0 Approved, as presented				

5. ACTION MATTERS:

Resolution of intention to propose an amendment to the Fluvanna County Zoning Code to make a clerical correction that minor scale solar generation facilities are allowed by special use permit in the B-1, B-C, I-1 and I-2 Zoning Districts

MOTION:	I move that the Planning Commission adopt a resolution of intention to propose an amendment to the Fluvanna County Zoning Code to make a clerical correction that minor scale solar generation facilities are allowed by special use permit in the B-1, B-C, I-1, and I-2 Zoning Districts.				
MEMBER:	Bibb	Kilpatrick	Key	Lagomarsino	Morgan
ACTION:		Motion			Seconded
VOTE:	Aye	Aye	Aye	Aye	Aye
RESULT:	5-0 Approved, as presented				

6. PUBLIC HEARINGS:

ZTA 24:01 – Minor Scale Solar, Dan Whitten- County Attorney:

Mr. Whitten explained the difference between the minor and the small scale solar. The minor scale solar energy conversion system produces less than 2 MW of electricity which generally reduce on-site consumption of utility power for civic, commercial, and industrial applications.

The small scale solar generation facility as an On-site solar energy conversion system produces not more than 15 kW of electricity. Small scale solar energy systems generally reduce on-site consumption of utility power for civic, commercial, and industrial applications.

The ordinance just makes the clarification that minor scale would be allowed as special use permit, and it will go on to the Board of Supervisors if it's recommended for approval today.

Chair Bibb opened the Public Hearing at 7:12 pm by giving each public speaker a limit of five minutes to speak in person, and asked that they state their name and address for the record. With no one else wishing to speak in person, Chair Bibb closed the Public Hearing at 7:12 pm.

Chair Bibb asked is there any more questions or concerns if not do we have a motion.

MOTION:	I move that the Planning Commission, in conformance with section 22-20-2 (b) of the Zoning Ordinance, recommends approval of ZTA 24:01 an ordinance to amend and reordain "The Code of the County of Fluvanna, Virginia" by amending §§ 22-9-2.2, 22-10-4, 22-11-2.2, and 22-12-2.2 to make a clerical correction that minor scale solar generation facilities are allowed by special use permit in the B-1, B-C, I-1 and I-2 zoning districts.				
MEMBER:	Bibb	Kilpatrick	Key	Lagomarsino	Morgan
ACTION:		Seconded			Motion
VOTE:	Aye	Aye	Aye	Aye	Aye
RESULT:	5-0, Recommended Approved				

7. PRESENTATIONS:

None

7. SITE DEVELOPMENT PLANS:

None

8. SUBDIVISIONS:

None

9. UNFINISHED BUSINESS:

1. **Review of 2024 Planning Commission By-Laws and Rules of Practice and Procedures:**

Dan Whitten, County Attorney went to acknowledge the differences in the By-Laws and Rules of Practice and Procedures.

- Organizational meeting would be the first regular meeting of the year.
- Community Development changed to Director of Planning
- Carysbrook Performing Arts Center, located in Fork Union, VA

MOTION:	I move that the Planning Commission adopt the revised 2024 By-Laws and Rules of Practice and Procedures				
MEMBER:	Bibb	Kilpatrick	Key	Lagomarsino	Morgan
ACTION:			Seconded		Motion
VOTE:	Aye	Aye	Aye	Aye	Aye
RESULT:	5-0, Recommended Approved				

10. NEW BUSINESS:
SUP 23:01 White Oak Tree Solar – Deferral request

CEP Solar sent a letter to Mr. Dan Whitten, County Attorney requesting for a deferral of the SUP 23:01 White Oak Tree Solar, LLC and the associated Substantial Accord determination from the March 12th, 2024 Planning Commission Agenda until the June 11th, 2024 Planning Commission Agenda

MOTION:	I move to extend the requested deferral until the June 11, 2024 Planning Commission meeting.				
MEMBER:	Bibb	Kilpatrick	Key	Lagomarsino	Morgan
ACTION:		Motion		Seconded	
VOTE:	Aye	Aye	Aye	Aye	Nay
RESULT:	4-1, Recommended Approved				

11. PUBLIC COMMENTS #2:

Chair Bibb opened Public Comments #2 at 7:28 pm by giving each speaker a limit of five (5) minutes to speak in person and asked that they state their full name and property address for the record. With no one coming forward wishing to speak in person, he closed the Public Comments period at 7:28 pm.

12. NEW BUSINESS:

Johnson-Morgan, asked if we could go back to New Business for a discussion. The Chair agreed to reopen New Business.

Johnson-Morgan- stated that her concerns were about the safety of commercial properties. The issues are that not only for the people that are in those businesses but the community who come to these businesses.

Dan Whitten, County Attorney: replied, it would have to be residential and commercial properties. When opening up the maintenance code then that opens up a whole new area of cases. The building official told staff that it would be a lot of work, and he wasn't in favor of it.

After further discussion the panel went on discussing different ways of how to go about looking deeper into this situation. Incentive programs were discussed, tax abatements, and investments throughout the county. The recommendation was that staff come back to the Planning Commission to discuss the options for fixing up commercial properties. The Planning Commission could then make a recommendation to the Board of Supervisors to consider some of these things going forward.

13. ADJOURNMENT

Chair Bibb asked is there any more question or concerns that need to be discuss. If not do we have a motion to adjourn.

MOTION:	Motion to Adjourn the February 13, 2024 Planning Commission Regular
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	meeting at 7:52 pm				
MEMBER:	Bibb	Kilpatrick	Key	Lagomarsino	Morgan
ACTION:		Motion			Seconded
VOTE:	Aye	Aye	Aye	Aye	Aye
RESULT:	5-0 approved adjournment				

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

Barry Bibb, Chair
Fluvanna County Planning Commission

DRAFT



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

PLANNING COMMISSION STAFF REPORT

To: Fluvanna County Planning Commission
Case Number: SDP 24:02 Macon Auto Service Center
Tax Map: Tax Map 5 Section A Parcel 55X

From: Jason Overstreet, CZA
District: Columbia Election District
Meeting Date: March 12, 2024

General Information:

This item is scheduled to be heard by the Planning Commission on Tuesday, March 12, 2024 at 7:00 pm in the Carysbrook Performing Arts Center.

Applicant:

Macon Properties, LLC

Requested Action:

SDP 24:02 Macon Auto Service Center – A Site Development Plan (SDP) request for an 11,600 square foot automobile service center on 5.5 +/- acres of Tax Map 5 Section A Parcels 55X. The property is located along the east side of James Madison Highway (US 15) at Starlite Park. The parcel is zoned B-1, General Business and is located in the Zion Crossroads Community Planning Area and the Columbia Election District.

Existing Zoning:

B-1, General Business with proffered conditions

Existing Land Use:

Vacant

Adjacent Land Uses:

Adjacent properties are zoned A-1, B-1, and I-1

Comprehensive Plan:

Zion Crossroads Community Planning Area / commercial land uses, as described within the B-1 District.

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."

Zoning History:

This property was rezoned from A-1 to B-1 with proffered conditions on November 17, 1999 (ZMP 99:05). The following uses are not allowed: Churches (Religious assembly), Libraries (Public uses), Hospitals, Funeral Homes, ~~Cold Storage Plant~~, ~~Frozen Food Locker~~ and Feed and Seed Store (Retail stores, specialty).

Sketch Plan Analysis:

The applicant is requesting sketch plan review and approval to construct an 11,600 square foot automobile service center on 5.5 acres of TMP 5-A-55X. The applicant plans to relocate Mac's Tire Pros and Auto Repair from the adjacent property. The property is accessed by Starlite Park road which is within a private access easement. The proposed facility will utilize water and sewer public utilities.

According to the submitted sketch plan, the applicant is proposing to construct 75 parking spaces which is 37 more spaces than permitted under Sec. 22-26-8. (A) - Off-street parking requirements. They have submitted the attached request providing a justification for the additional spaces. Planning Commission approval is required for parking spaces that exceed more than forty percent (40%) of the number required by code. In order to mitigate the environmental and visual impacts on the surrounding community, the applicant has chosen to plant additional trees and shrubs as described in option (C)(2). Also, three more handicapped spaces will need to be provided if the additional parking spaces are approved.

This commercial lot subdivision was platted prior to the May 4, 2011 effective date of Article 9 Section 22-9-10 of the Zoning Ordinance, therefore the addition of a new sidewalk will not be required for this nonconforming unimproved lot.

Technical Review Committee:

The following comments were received at the February 8th TRC meeting:

1. Planning staff had general comments regarding the number of proposed parking spaces including the requirement of additional handicapped spaces if additional parking spaces are approved.
2. Fire Department Chiefs noted that the sketch appeared to meet requirements and confirmed that the building would be one story.
3. Fluvanna Building Official asked if there would be commercial vehicle service and noted that if more than 5,000 square feet were utilized to service commercial vehicles then the entire building would be required to have a sprinkler system. The building will have one bay for commercial service that will be under the 5,000 square foot threshold.
4. The Erosion and Sediment Control Administrator had questions regarding the proposed bioretention filter and final detention basin. These concerns will be addressed by the required E&SC plan.
5. Virginia Department of Health official commented that the existing septic drainfield located on the property should be clearly identified.

6. The Virginia Department of Transportation official requested that a left turn warrant chart using existing trips as well as proposed trips into the site be provided.

Conclusion:

The submitted sketch plan request meets the 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 administrative site development plan approval.

Recommended Conditions:

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

Suggested Motions:

I move to accept SDP 24:02, a sketch plan request to construct an 11,600 square foot automobile service center on 5.5 acres of TMP 5-A-55X subject to the recommended conditions listed in this staff report.

I move to (approve/deny) an increase above forty percent to the number of parking spaces for SDP 24:02, a Sketch Plan request to construct an 11,600 square foot automobile service center on 5.5 acres of TMP 5-A-55X subject to the recommended conditions listed in this staff report.

Attachments:

Application
Aerial Vicinity Map
Site sketch plan



COMMONWEALTH OF VIRGINIA
 COUNTY OF FLUVANNA
 Site Development Application

RECEIVED

JAN 30 2024

Fluvanna County
 Planning Dept

Owner of Record: Macon Properties, LLC Applicant of Record: Macon Properties, LLC

E911 Address: P.O. Box 1538 E911 Address: P.O. Box 1538

Phone: 804-752-1016 Fax: _____ Phone: 804-752-1016 Fax: _____

Email: lorri@macsservicecenter.com Email: lorri@macsservicecenter.com

Representative: Landtech Resources, Inc. **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: 205-E Bulifants Blvd, Suite E

Phone: 757-565-1677 Fax: _____ Is property in Agricultural Forestal District? No Yes

Email: william@landtechresources.com If Yes, what district: _____

Tax Map and Parcel(s): 5-A-55X Deed Book Reference: D.B. 951, Pg. 293

Acreeage: 5.5491 Zoning: B-1 Deed Restrictions? No Yes (Attach copy)

Location: Intersection of Starlite Park and James Madison Highway

Description of Property: Vacant property

Proposed Structure: Proposed Automobile Service Center

Dimensions of Building: 181'x40.5' (11,600 SF) Lighting Standards on Site: No Yes

of Employees: 15 # of Parking Spaces: 75

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.

CAROLYN MILLER
 Applicant Name (Please Print)

Carolyn Miller 1/24/24
 Applicant Signature and Date

OFFICE USE ONLY		
Date Received: <u>01/30/24</u>	Fee Paid: <u>check 0492</u>	Application #: <u>SDP 24: 02</u>
Election District: <u>Columbia</u>	Planning Area: <u>Zions Crossroads</u>	Number of Lots: _____
Total Fees Due at Time of Submittal		
Sketch Plan: <u>\$150.00 X</u>	Minor Plan: <u>\$550.00</u>	Major Plan: <u>\$1,100.00</u>
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	
* If not part of a Site Plan Review		



LANDTECH RESOURCES, INC.

January 25, 2024

Fluvanna County
Planning Department

Re: Mac's Tire Pros & Auto Repair
Parking Increase

To who it may concern,

Mac's Tire Pros & Auto Repair currently located at 64 Conestoga Way within the county is proposing to construct a new automobile repair facility to be located on Fluvanna Tax Parcel 5-A55X. The proposed facility will be approximately 11,600 SF in total floor area and will contain 12 vehicle services bays. Per the *Fluvanna County Zoning Ordinance Section 22-6-8 Table 2 Off Street Parking Requirements* a total of 3 parking spaces plus 2 for every service bay are required for the proposed structure. Based on the proposed number of service bays this facility is required to contain a minimum of 27 parking spaces. Per Section 22-6-8(C) a maximum of 140% of minimum may be provided, or 38 spaces.

Based on the daily use of the building a total of 38 parking spaces will not provide enough parking and vehicle storage spaces for the company to properly operate. Each storage bay on a average day services between 3 to 5 vehicles in addition to the vehicles being stored while required parts can be ordered and installed. Most of the daily vehicles are morning drop offs and are picked up the next business day. Per Section 22-6-8(C) of the zoning ordinance LRI would like to request on behalf of the owners of Mac's Tire Pros & Auto Repair that a total of 75 parking spaces be allowed to be constructed on the proposed site. Per Section 22-6-8(C)(2) additional landscaping will be provided along the edge of the parking lot facing James Madison Highway and Starlite Park.

Thank you for your consideration of this request. Please contact our office should you require any additional information related to this matter.

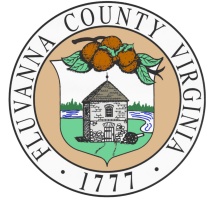
Sincerely,

William S. Felts, L.S., P.E.

Matthew H. Connolly, L.S., P.E.
President
mconnolly@landtechresources.com

William S. Felts, L.S., P.E.
Vice President, Engineering Coordinator
william@landtechresources.com

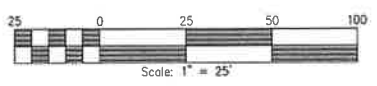
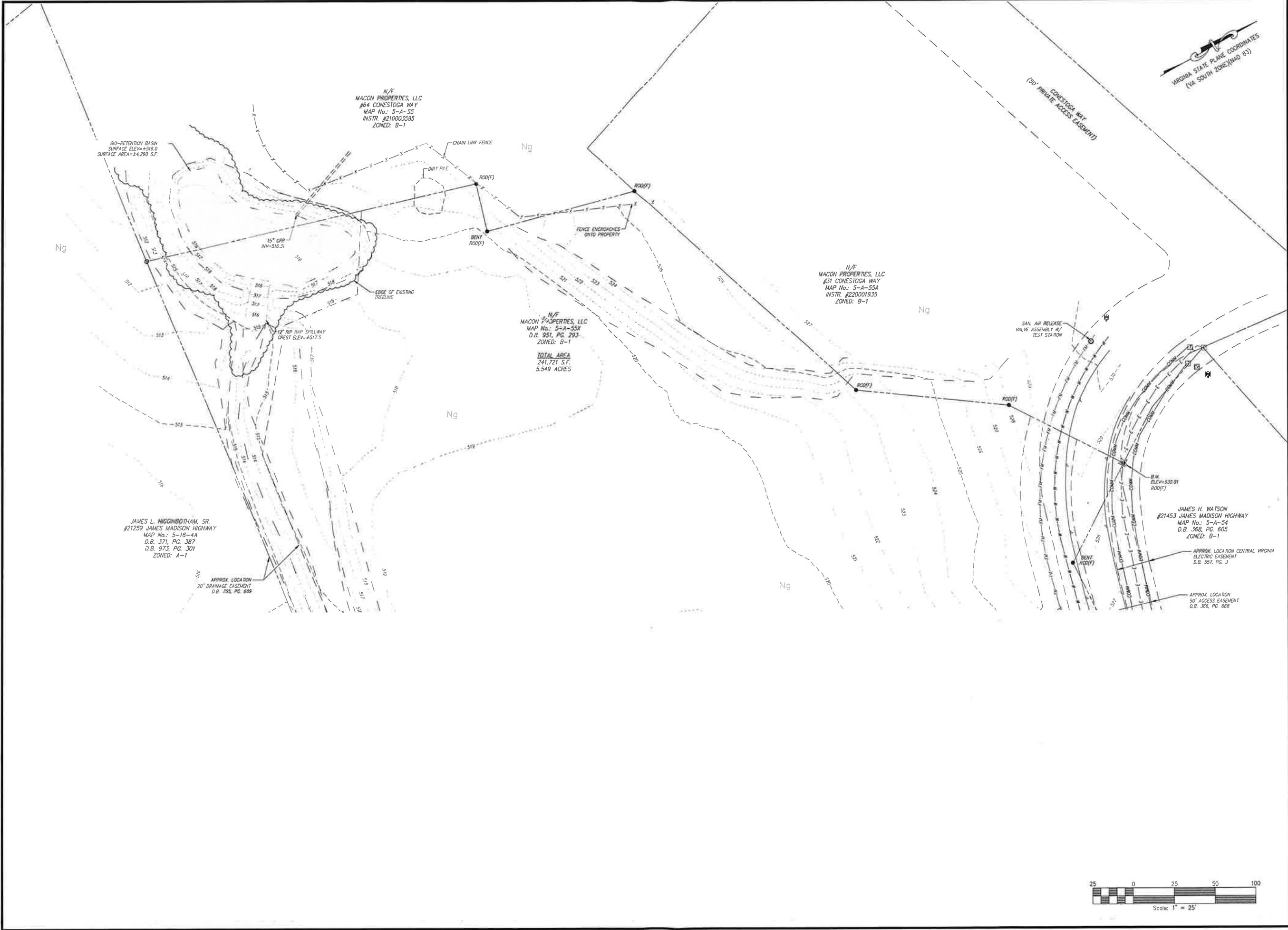
ENGINEERING • SURVEYING • GPS
3925 Midlands Road Williamsburg, VA 23188
Ph.: (757) 565-1677 Fax: (757) 565-0782
Web: landtechresources.com



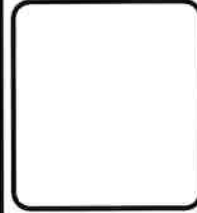
SDP 24:02
Macon Properties, LLC
TMP 5-A-55X



Date: 3/8/2024



NO.	DATE	REVISION/COMMENT/NOTE



MAJOR SITE DEVELOPMENT PLAN (SKETCH PLAN)
MAC'S TIRE PROS & AUTO REPAIR
TAX PARCEL 5-A-55X

FLUVANNA COUNTY PALMYRA DISTRICT VIRGINIA

Scale: 1" = 25'
Date: 01/23/2024
Job Number: 21-332
Designed By: WSF
Sheet Title:
EXISTING CONDITIONS
Sheet Number:
VF102

