

**FINAL ACTION MEMO**  
**Planning Commission Meeting of September 28, 2021**

<u>AGENDA ITEM/ACTION</u>	<u>FOLLOW-UP ACTION</u>
<p>1. <b>Call to Order.</b></p> <ul style="list-style-type: none"> <li>Meeting called to order at 6:00 p.m. by Chair Bivins.</li> <li>PC members present were Mr. Bivins, Chair; Ms. Firehock, Vice-Chair; Ms. More; Mr. Bailey; Mr. Randolph; Mr. Clayborne; and Mr. Keller</li> <li>PC Member absent was Mr. Carrazana (UVA Rep.)</li> <li>Staff members present were: Kevin McDermott, Andy Reitelbach, Mariah Gleason, Rebecca Ragsdale, Jodie Filardo, Amelia McCulley, Francis MacCall, Andy Herrick and Carolyn Shaffer</li> </ul>	
<p>2. <b>Other Matters Not Listed on the Agenda from the Public</b></p>	<u>Clerk:</u> None
<p>3. <b>Consent Agenda</b></p> <p>3a. <b>SUB202100060 Glenbrook Phase III – (Preliminary Plat) – Special Exceptions to the planting strips and sidewalk</b>  PROJECT: SDP202100024 &amp; SUB202100060  Glenbrook at Foothills Phase III - Initial Site Plan &amp; Preliminary Plat, respectively  MAGISTERIAL DISTRICT: White Hall  TAX MAP/PARCELS: 05600-00-00-057D0, 05600-00-00-057B1, 056A2-01-00-06200 (portion), Existing Right-Of-Way (DB 5075 PG 664)  LOCATION: Undeveloped land generally located in the remaining portions of the Glenbrook development east of Hill Top St, south of Three Notched Rd and the railroad, west of Claibourne Rd, and north of a local stream.  PROPOSAL: The applicant is proposing a total of 145 units, in a mix of single-family detached and single-family attached dwelling units, on 19.94 acres for a proposed density of 7.27 units per acre.  ZONING: R6 Residential - residential (6 units/acre and up to 9 units/acre bonus level) under §18-16 of the zoning ordinance. Portions of the property are subject to ZMA201600005 and its associated proffers.  ENTRANCE CORRIDOR: Yes  OVERLAY DISTRICT: Managed Steep Slopes  COMPREHENSIVE PLAN: Neighborhood Density Residential – 3-6 units /acre; supporting uses such as religious institutions,</p>	<u>Clerk:</u> None

<p>schools and other small-scale non-residential uses; Urban Density Residential – 6-12 units /acre; supporting uses such as religious institutions, schools, commercial, office and service uses; and Greenspace – public parks, open space, environmental features in the Crozet Master Plan Area. (Mariah Gleason)</p> <p><b>Action:</b> The Planning Commission approved the item on the Consent Agenda by a vote of 7:0.</p>	
<p><b>4. Public Hearing</b></p> <p><b>4a. ZTA202100002 Zoning Text Amendment to clarify the Board of Supervisor's' authority to approve Special Exceptions, consistent with case law</b></p> <p>This proposed ordinance would amend certain sections of County Code Chapter 18 (Zoning). To the extent that the following County Code sections identify the Albemarle County Planning Commission and certain administrative agents as responsible for considering and acting on requests for zoning waivers, modifications, variations, and substitutions, the proposed ordinance would amend each of these sections by substituting the Albemarle County Board of Supervisors for the Commission and those agents (respectively), in order to clarify and confirm that the Board is to consider and act on zoning special exceptions, consistent with applicable case law: § 18-4.2 (Critical slopes); § 18-4.2.2 (Building site area and dimensions); § 18-4.2.5 (Modification or waiver); § 18-4.6.6 (Lot access requirements); § 18-4.10.2.1 (Fire protection); § 18-4.10.2.2 (Aerial navigation); § 18-4.10.3.1 (Exceptions—Excluded from application); § 18-4.10.3.2 (Exceptions—Limited); § 18-4.12.2 (Applicability); § 18-4.12.13 (Loading areas); § 18-4.12.15 (Minimum design requirements and improvements for parking areas); § 18-4.12.16 (Minimum design requirements and improvements for parking spaces within parking areas or parking bays); § 18-4.12.17 (Minimum design requirements and improvements for vehicle access aisles); § 18-4.17.5 (Modification or waiver); § 18-4.18.07 (Modification or waiver); § 18-5.1 (Supplementary regulations); § 18-5.1.24 (Subordinate retail sales); § 18-5.1.32 (Towing and temporary storage of motor vehicles); § 18-5.1.44 (Farm worker housing); § 18-5.1.46 (Small wind turbines); § 18-5.2A (Home occupations in the rural areas zoning district); § 18-8.5.5.3 (Variations from approved plans, codes, and standards of developments); § 18-20B.3 (Area and bulk regulations); § 18-20B.7</p>	<p><u>Clerk:</u> Forward proposed ordinance to Board of Supervisors for public hearing.</p> <p><u>Clerk:</u> Forward Commission's recommendations to Board of Supervisors for public hearing on proposed SP.</p>

(Sidewalks and street trees). In addition, the proposed ordinance would repeal County Code § 18-2.5 (Procedures for administrative waivers), and update other outdated references and provisions.

A copy of the full text of the ordinance is on file in the office of the Clerk of the Board of Supervisors and in the Department of Community Development, County Office Building, 401 McIntire Road, Charlottesville, Virginia. To review the draft ordinance, contact the office between the hours of 8:00 a.m. and 5:00 p.m., or telephone 434-296-5832. Ext. 3226.

(Rebecca Ragsdale)

**Action:** The Commission recommended approval of Zoning Text Amendment ZTA2021-02, as shown in the draft zoning ordinance (Attachment B), with the changes to the draft ordinance listed on Slide 4.

Recommended approval by a vote of 7:0

4b. **SP202000016 Claudius Crozet Park**

MAGISTERIAL DISTRICT: White Hall  
TAX MAP/PARCEL(S): 056A2010007200;  
056A20100072A0; 056A20400000A4

LOCATION: 1075 Claudius Crozet Park,  
Crozet, Virginia 22932

PROPOSAL: Request to amend existing special use permit SP199500043 in order to expand the existing community center at Crozet Park with a fitness center and a pool expansion, along with additional parking spaces and pedestrian connections.

PETITION: Special Use Permit request for a community center and swim, golf, tennis, or similar athletic facilities in accordance with Sections 10.2.2.1, 10.2.2.4, 16.2.2.1, and 16.2.2.4 of the Zoning Ordinance, on three parcels totaling approximately 22.806 acres. No dwelling units proposed.

ZONING: RA, Rural Areas - agricultural, forestal, and fishery uses; residential density (0.5 unit/acre in development lots); and R-6 Residential – 6 units/acre

OVERLAY DISTRICT(S): EC – Entrance Corridor; Steep Slopes – Managed; Steep Slopes – Preserved

COMPREHENSIVE PLAN: Greenspace – public parks, open space, environmental features; in the Community of Crozet Master Plan area.

(Andy Reitelbach)

**Action:** The Commission recommended approval of SP2020-16 Claudius Crozet Park, with the conditions and revisions as

<p>recommended by staff in the staff report, with the following additional condition: Additional on-site bicycle infrastructure must be added, including (but not limited to): bike racks, bike lockers bike lanes and sharrows and/or other on-road or adjacent bicycle access features.</p> <p>Recommended approval (with additional condition) by a vote of 7:0</p> <p><b>Action:</b> The Planning Commission further recommended that the County prioritize the installation and/or maintenance of sidewalks on High Street, Hill Top Street, and Park Road.</p> <p>Approved by a vote of 7:0</p>	
<p><b>5. Committee Reports:</b></p> <p><b>Commissioner Bailey:</b> Reported on the CTEK meeting, and the Rio Road Corridor Study.</p> <p><b>Commissioner Firehock:</b> Reported on the Acquisition of Conservation Easement Committee Meeting.</p> <p><b>Commissioner Keller:</b> Reported on the MPO Tech meeting.</p>	
<p><b>6. Review of Board of Supervisors Meeting:</b> September 15, 2021</p> <p>Mr. McDermott gave an overview of the BoS Meeting</p>	
<p><b>7. Old Business/New Business:</b></p>	
<p><b>8. Items for follow-up:</b></p>	
<p>Adjourn. The meeting adjourned at 10:04 p.m. to the October 4, 2021 at 6:00 p.m., Virtual Meeting</p>	