

FINAL ACTION MEMO
Planning Commission Meeting of February 1, 2022

<u>AGENDA ITEM/ACTION</u>	<u>FOLLOW-UP ACTION</u>
<p>1. Call to Order.</p> <ul style="list-style-type: none"> • Meeting called to order at 6:00 p.m. by Chair Firehock. • PC members present were: Ms. Firehock, Chair; Mr. Clayborne, Vice-Chair; Mr. Bivins; Ms. More; Mr. Missel; and Mr. Carrazana • PC Member absent was: Mr. Bailey • Staff members present were: Charles Rapp, Jodie Filardo, Bart Svoboda, Rachel Falkenstein, Tori Kanellopoulos, Lea Brumfield, Francis MacCall, Margaret Maliszewski, Rebecca Ragsdale, Andy Herrick, and Carolyn Shaffer 	
<p>2. Other Matters Not Listed on the Agenda from the Public</p>	<p><u>Clerk:</u> None</p>
<p>3. Consent Agenda Approval of Minutes for January 11, 2022.</p> <p>Action: On motion of Commissioner Missel, seconded by Commissioner Bivins, the Planning Commission approved the Consent Agenda by a vote of 6:0 (Commissioner Bailey absent)</p>	<p><u>Clerk:</u> Post to Website</p>
<p>4. New Business</p> <p>4a. Albemarle County 2044: Comprehensive Plan Update Staff provided an overview of the Comprehensive Plan Update phasing plan, Phase 1 engagement plan, and shared the project timeline. (Rachel Falkenstein and Tori Kanellopoulos)</p> <p>4b. Additional Items from Commission Members</p> <p>Chair Firehock moved to censure Commissioner More for speech that was unprofessional and not in keeping with conduct expected of members of this body. Commissioner Clayborne seconded the motion.</p> <p>Chair Firehock noted that she had recommended that Board Chair Price engage in a process to create and adopt a code of conduct for members of appointed and elected positions within Albemarle County so that the Commission may have both a written and</p>	<p><u>Clerk:</u> None</p> <p><u>Clerk:</u> None</p>

<p>agreed upon standard for communications and conduct and a process in place for when that code has been violated.</p> <p>Approved by a vote of 5:0 (Commissioner More abstained; Commissioner Bailey absent)</p>	
<p>5. Old Business</p> <p>5a. Follow up discussion regarding revised meeting dates for the 2022 calendar year.</p> <p>On motion of Commissioner Bivins, seconded by Commissioner Carrazana, the Commission approved its revised 2022 meeting schedule by a vote of 6:0 (Commissioner Bailey absent)</p>	<p><u>Clerk:</u> Post new meeting dates to the website.</p>
<p>6. Item Requesting Deferral</p> <p>6a. ZMA202100012 Skyline Ridge Apartments APPLICANT REQUESTS DEFERRAL TO MARCH 1, 2022.</p> <p>Action: On motion of Commissioner Bivins, seconded by Commissioner Missel, the Planning Commission deferred ZMA2021-12 Skyline Ridge Apartments, per the applicant's request, to the March 1, 2022 PC Meeting.</p> <p>Approved by a vote of 6:0 (Commissioner Bailey absent)</p>	<p><u>Clerk:</u> Reschedule item to March 1 Planning Commission meeting.</p>
<p>7. Public Hearing:</p> <p>7a. ZTA202100004 Zoning Text Amendment to Homestay Zoning Regulations This proposed ordinance would amend County Code Section 18-5.1.48 (Homestays) to create consistency in setback regulations between districts, require buffer/screening requirements to homestays in the Rural Areas, allow owners of Rural Areas parcels greater than five acres to request a waiver to allow a tenant resident manager in lieu of owner occupancy, and make structural and organization updates for clarity. (Lea Brumfield)</p> <p>Action: On motion of Commissioner Bivins, seconded by Commissioner Missel, the Planning Commission recommended approval of ZTA2021-04, Zoning Text Amendment to Homestay Zoning Regulations, as outlined in Attachment 3 of the Staff Report.</p> <p>Approved by a vote of 6:0 (Commissioner Bailey absent)</p>	<p><u>Clerk:</u> Forward PC recommendations to Board of Supervisors ahead of BoS public hearing.</p>
<p>8. Committee Reports: Commissioner Missel and Chair Firehock reported on the initial meeting of the 5th and Avon CAC.</p>	<p><u>Clerk:</u> None</p>

9.	<p>Review of Board of Supervisors Meeting: January 19, 2022</p> <p>Mr. Rapp gave an overview of the 1/19/22 BoS meeting and actions.</p>	
10.	<p>Items for Follow up: None</p>	
	<p>Adjourn to February 15, 2022 at 6:00 p.m., Virtual Meeting. The meeting adjourned at 7:35 p.m.</p>	