

**Albemarle County Planning Commission  
FINAL Minutes May 10, 2022**

The Albemarle County Planning Commission held a public hearing on Tuesday, May 10, 2022, at 6:00 p.m. in Lane Auditorium, Albemarle County Office Building, 401 McIntire Road, Charlottesville, Virginia.

Members attending were: Corey Clayborne, Vice-Chair; Fred Missel; Daniel Bailey; Luis Carrazana.

Members absent: Karen Firehock, Chair; Julian Bivins.

Other officials present were: Candice Perkins, Director of Planning; Andy Herrick, County Attorney's Office; Rebecca Ragsdale, Planning Manager; and Carolyn Shaffer, Clerk to the Planning Commission.

**Call to Order and Establish Quorum**

Ms. Shaffer called the roll.

Mr. Clayborne established a quorum.

**Matters Not Listed on the Agenda**

Mr. Clayborne asked if there were members of the public signed up online to speak. Hearing none, he closed the item for discussion.

**Consent Agenda**

There were no items on the Consent Agenda.

**PUBLIC HEARING**

**ZMA202100011 Heritage on Rio**

Planning Manager Rebecca Ragsdale stated that the applicant had requested to defer to a date specific, but it was advertised for a public hearing, so the Commission would need to open and close the public hearing. She said that staff is recommending that the Commission move to defer the item to the July 12, 2022, agenda.

The Chair opened the public hearing.

There were no speakers.

Mr. Missel moved to defer ZMA202100011 to the Commission's July 12, 2022, meeting. Mr. Bailey seconded the motion, which passed unanimously (4-0).

**Committee Reports**

Mr. Clayborne asked if there were any committee reports or updates.

Mr. Missel stated that the members of the Village of Rivanna Community Advisory Council have resigned, and he was not sure what that meant or what the next steps would be. He noted that

the CAC had disbanded several years ago, re-banded, and now have disbanded again. He reported that there is a Fifth & Avon CAC meeting coming up on May 19.

### **Review of Board of Supervisors Meeting – May 4, 2022**

Planning Director Candice Perkins stated that Board of Supervisors had met May 4, 2022, and there were two planning items on that agenda. She said that one was a request to amend a special use permit to allow for expansion of the Greenbrier Veterinary Clinic, which came before the Commission at their March 1 meeting and the Board of Supervisors had approved. She stated that the second item was a ZMA for 1.9 acres in the Glenbrook development, which came before the Commission at their March 15 meeting and the Board had also approved.

### **Old Business/New Business**

- a. Discussion of a new liaison for the Historic Preservation Committee.

Mr. Clayborne stated that Jennie More had served in this role, and there was now a vacancy on that body. He said that Ms. Firehock had indicated she was willing to serve for the Commission but wanted to give others an opportunity first.

Mr. Carrazana moved to appoint Karen Firehock as the liaison to the Historic Preservation Committee. Mr. Bailey seconded the motion, which passed unanimously (4-0).

- b. Discussion of a new liaison for the AC44 Phase 1 Work Group Committee. ]

Ms. Perkins reported that this working group would meet on May 17 from 12-2 p.m., and there would be five different working groups for the various phases and several opportunities for any commissioner to serve as a liaison. She noted that it would be a six-month term for phase one, and each of the following phases and work groups would also serve six-month terms. She said they would be meeting once per month, and the set schedule would be discussed at the first meeting.

Mr. Clayborne commented that there would be several opportunities for Commissioners to serve, and Mr. Bivins had expressed an interest in serving on the Phase 1 Work Group.

Mr. Bailey moved, seconded by Mr. Missel, to appoint Julian Bivins as the new liaison for the AC44 Phase 1 Work Group Committee.

### **Items for follow-up**

Mr. Andy Herrick stated that the Chair had asked about Covid-19 protocols at their last meeting, and despite the fact that Planning Commissioners were not County employees for purposes of personnel policies, he did share with them what the protocols were for employees.

Mr. Herrick said that the other question he had received was regarding the availability of remote participation in the event a commissioner could not be present due to illness or family emergency. He stated that his thought was to wait until the new state law became effective September 1, 2022, but it seemed as though there was a demand or need for a remote participation policy earlier than that.

Mr. Herrick noted that one of the limitations of state law was that there could not be remote participation under the Freedom of Information Act unless the body has a policy allowing for it. He

said the Board of Supervisors has such a policy, but to his knowledge, none of the other public bodies has one yet. He stated that the County Attorney's Office is working on putting the policy in the rules of procedure of the various bodies, noting that he had distributed a draft of an addition to the rules of procedure that would allow for remote participation. He said that for Commissioners to participate remotely due to illness or family situation, the Commission would need to adopt that rule. He said that the rules of procedure could not be amended at the same meeting they are brought up; there has to be notice of an amendment to be considered at the next regular meeting, so remote participation could only be granted at the following meeting. Mr. Herrick offered to answer questions.

Mr. Clayborne asked fellow Commissioners for input on such a policy.

Mr. Bailey said that he was supportive of it, so it should be put on the docket for discussion.

Mr. Herrick clarified that the motion would be to give notice and schedule a proposed amendment to the rules, for consideration at the May 24, 2022, meeting.

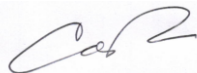
Mr. Missel moved to bring the amendment to rules of procedure forward at the Planning Commission's May 24, 2022, meeting. Mr. Carrazana seconded the motion.

Mr. Herrick stated that staff would put it on the agenda for May 24, 2022, and would include the proposed rule and a brief explanation in the agenda package for that meeting.

The motion passed unanimously (4-0).

### **Adjournment**

At 6:12 p.m., the Commission adjourned to May 24, 2022, Albemarle County Planning Commission meeting, 6:00 p.m. via electronic meeting.



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Candice Perkins, Director of Planning

(Recorded by Carolyn S. Shaffer, Clerk to Planning Commission & Planning Boards; transcribed by Golden Transcription Services)

Approved by Planning Commission
Date: 05/24/2022
Initials: CSS