



COUNTY OF ALBEMARLE
Department of Community Development
401 McIntire Road, North Wing
Charlottesville, Virginia 22902-4596

Phone (434) 296-5832

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October 23, 2015

Valerie Long
321 East Main St Suite 400
Charlottesville VA 22902

RE: SP201500023 5th Street Station-Drive through Windows (Signs # 47 & 48)

Dear Ms. Long,

The Albemarle County Planning Commission, at its meeting on October 6, 2015, by a vote of 7:0 recommended approval of the above-noted petition to the Board of Supervisors.

Please note that this recommendation is subject to the following conditions:

1. When adjacent to a public street the drive-through windows shall be located on the side or rear of the building.
2. Drive-through lanes shall not be located between a building and a public street unless separated from the right of way by a 10 foot landscaped area meeting the requirements of section 32.7.9.5(b)(c)(d) and (e).
3. Drive-through lanes shall be separated from sidewalks, and any vehicular travel areas by a planting strip at least 5 feet in width.
4. Where pedestrian access crosses drive-through lanes a 5 foot wide raised pedestrian travelway or a 5 foot wide pedestrian travelway containing a change in texture and visual markings shall be provided.
5. Drive-through lanes shall be a minimum of 11 feet wide.
6. Drive-through shall not enter directly from or exit directly to any public street.
7. Entrances to drive-through lanes shall be more than 50 feet from any intersection with a public or private street or travelway without parking (interior circulation in shopping areas).
8. Drive-through lane length shall be a minimum of 100 feet measured from the center of first window or service point. This length may be reduced if a study is submitted and approved by the Director of Community Development or their designee.

9. A 20 foot long lane meeting the same standards as the drive-through lane shall be provided beyond the window.
10. Where a drive-through lane is located adjacent to a travelway the direction of travel in the drive-through and the travelway shall be the same unless separated from the right of way by a 10 foot landscaped area meeting the requirements of section 32.7.9.5(b)(c)(d) and (e).
11. The use shall commence on or before [date three years from Board approval] or the permit shall expire and be of no effect.

In addition, the Planning Commission RECOMMEND APPROVAL OF TWO SPECIAL EXCEPTIONS, by a vote of 7:0, to reduce 1) the stacking requirement under Section 4.12.6 from 5 spaces to 100 feet and 2) the lane width requirement under Section 4.12.17(c)(2) from 12 feet to 11 feet.

Within 30 days of the date of this letter, please do one of the following:

- (1) Resubmit in response to Planning Commission recommendations**
- (2) Request indefinite deferral**
- (3) Request that your Board of Supervisors public hearing date be set**
- (4) Withdraw your application**

If you should have any questions or comments regarding the above noted action, please do not hesitate to contact me at (434) 296-5832.

Sincerely,

Sarah Baldwin
Senior Planner
Planning Division

Cc: 5th Street Station Ventures Llc
5 West Broad Street Ste B
Fairburn Ga 30213