

**FINAL ACTION MEMO**  
**Planning Commission Meeting of January 23, 2024**

<b><u>AGENDA ITEM/ACTION</u></b>	<b><u>FOLLOW-UP ACTION</u></b>
<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 Commissioner Missel.</li> <li>• PC members present were Mr. Missel, Chair; Mr. Carrazana, Vice-Chair; Mr. Bivins; Ms. Firehock; Mr. Murray; Mr. Clayborne; and Mr. Moore (arrived at 6:03 p.m.).</li> <li>• Staff members present were: Michael Barnes, Stacy Pethia, Syd Shoaf, Kevin McCollum, 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>  Approval of Minutes for December 12, 2023.</p> <p><b>Action:</b> On motion of Commissioner Clayborne, seconded by Commissioner Murray, the Planning Commission approved the minutes of the December 12, 2023, meeting by a vote of 6:0 (Commissioner Moore arrived later).</p>	<u>Clerk:</u> Post to website.
<p>4. <b>Work Session.</b></p> <p>4a. <b>Affordable Housing: Developer Incentives</b>  As a follow up to the December 4, 2023, joint work session with the Board of Supervisors, the Commission heard a presentation regarding developer incentives for affordable housing. The presentation reviewed the proposed developer incentive program for the Planning Commission's review and comments. (Stacy Pethia)</p>	<u>Clerk:</u> None
<p>5. <b>Public Hearings.</b></p> <p>5a. <b>ZMA202300011 4102 Dickerson Road</b>  MAGISTERIAL DISTRICT: White Hall  TAX MAP/PARCEL(S): 03200-00-00-009H0  LOCATION: 4102 Dickerson Road  PROPOSAL: Request to rezone 2.22 acres from Rural Areas (RA) to Light Industrial (LI)  PETITION: An application to rezone the 2.22-acre parcel from Rural Areas (RA) which allows agricultural, forestal, and fishery uses as well as residential uses (maximum density of 0.5 unit/acre in development lots) to Light Industrial (LI) which allows industrial, office, and limited commercial uses (no residential uses).</p>	<u>Clerk:</u> Forward the Planning Commission's recommendation to the Board of Supervisors ahead of the Board's public hearing on this application.

<p>OVERLAY DISTRICT(S): AIA Airport Impact Area</p> <p>ENTRANCE CORRIDOR (EC): No</p> <p>POTENTIALLY IN MONTICELLO VIEWSHED: No</p> <p>PROFFERS: No</p> <p>COMPREHENSIVE PLAN: Light Industrial – manufacturing from prepared materials, processing, fabrication, assembly, and distribution of products. In the Community of Hollymead in the Places29 Master Plan. (Syd Shoaf)</p> <p><b>Action:</b> On motion of Commissioner Carrazana, seconded by Commissioner Firehock, by a vote of 7:0, the Planning Commission recommended approval of ZMA2023-11 4102 Dickerson Road with the conditions stated in the staff report.</p> <p>5b. <b>SP202300006 Arbor Life Tree Service</b></p> <p>MAGISTERIAL DISTRICT: Samuel Miller</p> <p>TAX MAP/PARCEL: 07100-00-00-037K0</p> <p>LOCATION: 163 Patterson Mill Ln</p> <p>PROPOSAL: Special use permit for a landscape contractor</p> <p>PETITION: A request for a special use permit under Section 18-10.2.2 for a landscape contractor on a 4.02 acre lot in the Rural Areas. The site has an existing building and would house equipment utilized in the arboriculture industry as well as have on site storage area for wood chips, mulch, and a staging area for larger wood material before transport.</p> <p>ZONING: RA Rural Areas - agricultural, forestal, and fishery uses; residential density (0.5 unit/acre in development lots)</p> <p>ENTRANCE CORRIDOR: Yes</p> <p>OVERLAY DISTRICT: None</p> <p>COMPREHENSIVE PLAN: Rural Area – preserve and protect agricultural, forestal, open space, and natural, historic and scenic resources; residential (0.5 unit/ acre in development lots) in Rural Area 3 in the Comprehensive Plan. (Kevin McCollum)</p> <p><b>Action:</b> On motion of Commissioner Firehock, seconded by Commissioner Clayborne, by a vote of 7:0, the Planning Commission recommended approval of SP2023-06 Arbor Life Tree Service with the conditions recommended by staff, except for the first sentence of staff's proposed condition #3, and for the reasons stated in the staff report.</p>	<p><b>Clerk:</b> Forward the Planning Commission's recommendation to the Board of Supervisors ahead of the Board's public hearing on this application.</p>
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<p><b>6. Committee Reports:</b></p> <p><b>Commissioner Carrazana:</b> Gave an overview of the MPO Tech meeting earlier that day.</p> <p><b>Commissioner Moore:</b> Also commented on the MPO Tech meeting.</p> <p><b>Commissioner Missel:</b> Gave an overview of the 5<sup>th</sup> &amp; Avon CAC meeting the previous week.</p>	<p><u>Clerk:</u> None.</p>
<p><b>7. Review of Board of Supervisors Meeting:</b> Mr. Barnes provided an overview of the January 10 and 17, 2024 Board of Supervisors meetings.</p>	<p><u>Clerk:</u> None.</p>
<p><b>8. AC44 Update.</b> Mr. Barnes provided an update of the continuing AC44 work.</p>	<p><u>Clerk:</u> None.</p>
<p><b>9. Old Business:</b></p>	<p><u>Clerk:</u> None.</p>
<p><b>10. New Business:</b> Mr. Barnes would like to meet with each of the PC members to get to know them.</p> <p>Commissioner Clayborne expressed interest in receiving more information about the Schools' Long Range Planning</p>	<p><u>Clerk:</u> None.</p>
<p><b>11. Items for follow-up:</b></p> <ul style="list-style-type: none"> <li>• Micro Transit Update</li> <li>• Joint Meeting with City of Charlottesville Planning Commission.</li> </ul>	<p><u>Clerk:</u> None.</p>
<p><b>Adjournment:</b> Adjourn to February 13, 2023, at 6:00 p.m., Meeting. The meeting adjourned at 8:40 p.m.</p>	