

**FINAL ACTION MEMO**  
**Planning Commission Regular Meeting of October 14, 2025**

<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 Missel.</li> <li>• PC members present were Mr. Missel; Mr. Carrazana; Mr. Bivins; Ms. Firehock; Mr. Murray; Mr. Clayborne</li> <li>• Mr. Moore (via Zoom) asked to participate remotely from his home due to an illness. On motion by Commissioner Firehock, seconded by Commissioner Clayborne, the Commissioners present voted 6:0 to allow Commissioner Firehock's remote participation</li> <li>• Staff members present were Michael Barnes, Kevin McDermott, Rebecca Ragsdale, James Van Vranken, Scott Clark, J.T. Newberry, Bart Svoboda, Jenny Tavendale, and Carolyn Shaffer</li> </ul>	
2. <b>Establish Quorum</b>	
3. <b>Public Comments</b>	
<p>4. <b>Consent Agenda:</b>            Approval of Minutes for September 30, 2025</p> <p><b>Action:</b> On motion of Commissioner Bivins, seconded by Commissioner Firehock, the Planning Commission approved the minutes of the September 30, 2025, meeting by a vote of 6:0 (Commissioner Clayborne abstained)</p>	<u>Clerk:</u> Post to website
<p>5. <b>Public Hearing</b></p> <p>5a. <b>AFD-2025-00001 Green Mountain AFD Review</b>            Periodic (10-year) review of the Green Mountain Agricultural and Forestal District, as required in section 15.2-4311 of the Code of Virginia. The district is composed of the following described lands, identified by parcel identification number: Tax map 120, parcels 15A, 15B, 16C (part), 18A, 18A1; Tax map 121, parcel 2. The area is designated as Rural Area in the Comprehensive Plan and the included properties are zoned RA Rural Areas.</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>(James Van Vranken)</p> <p><b>Action:</b> On motion of Commissioner Firehock, seconded by Commissioner Bivins, by a vote of 7:0, the Planning Commission recommended renewal of the Green Mountain AFD Review for a 10-year period.</p>	
<p><b>5b. AFD-2025-00002 Nortonsville Local AFD Review</b></p> <p>Periodic (8-year) review of the Nortonsville Local Agricultural and Forestal District, as required in section 3-304 of the Albemarle County Code. The district is composed of the following described lands, identified by parcel identification number: Tax map 8, parcels 26 and 28 (part consisting of two acres). The area is designated as Rural Area in the Comprehensive Plan and the included properties are zoned RA Rural Areas.</p> <p>(James Van Vranken)</p> <p><b>Action:</b> On motion of Commissioner Bivins, seconded by Commissioner Firehock, by a vote of 7:0, the Planning Commission recommended renewal of the Nortonsville Local AFD review for a 8-year period with recommended removal as stated in the staff report.</p>	<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>
<p><b>5c. AFD-2005-00003 Batesville AFD Review</b></p> <p>Periodic (5-year) review of the Batesville Agricultural and Forestal District, as required in section 15.2-4311 of the Code of Virginia. The district is composed of the following described lands, identified by parcel identification number: Tax map 70, parcel 40A; Tax map 71, parcels 23A, 23C, 24B, 24C, 24C1, 26, 26A, 26B, 26B1, 26B2, 26C, 27A, 29C, 29D, 29E, 29G, 29H, 29I; Tax map 84, parcels 35A, 69; Tax map 85, parcels 3, 3A (part), 3A1, 4J, 17, 21, 21D, 21D1, 22B, 22C, 30D, 31. The area is designated as Rural Area in the Comprehensive Plan and the included properties are zoned RA Rural Areas.</p> <p><b>Action:</b> On motion of Commissioner Firehock, seconded by Commissioner Carrazana, by a vote of 7:0, the Planning Commission recommended renewal of the Batesville AFD Review for a 5-year period</p>	<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>

<p>with recommended removal as stated in the staff report.</p> <p>5d. <b>ZMA-2025-00006 HTC Area C</b>  MAGISTERIAL DISTRICT: Rio  TAX MAP/PARCEL: 03200-00-00-041P0 and 03200-00-00-041R0  LOCATION: Northeast of 3060 Laurel Park Lane  PROPOSAL: Request to amend Code of Development and Application Plan associated with ZMA201700005.  (J.T. Newberry)</p> <p><b>Action:</b> On motion of Commissioner Bivins, seconded by Commissioner Clayborne, by a vote of 7:0, the Planning Commission recommended approval of ZMA-2025-02 HTC, Area C for the reasons stated in the staff.</p>	<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>
<p>6. <b>Committee Reports:</b>  <b>Commissioner Murray:</b> provided an update on the NHC, and Crozet CAC, meeting.</p>	<p><u>Clerk:</u>  None.</p>
<p>7. <b>Review of Board of Supervisors Meeting:</b>  Mr. Barnes reviewed the October 1, 2025, Board of Supervisors meeting.</p>	<p><u>Clerk:</u>  None.</p>
<p>8. <b>New Business:</b></p>	<p><u>Clerk:</u>  None.</p>
<p>9. <b>Old Business:</b></p>	<p><u>Clerk:</u>  None.</p>
<p>10. <b>Items for follow-up</b></p>	<p><u>Clerk:</u>  None.</p>
<p><b>Adjournment:</b>  Adjourn to October 26, 2025, at 6:00 p.m.  The meeting adjourned at 7:55 p.m.</p>	