FINAL ACTIONS Planning Commission Meeting of December 19, 2017	
December 28, 2017	
AGENDA ITEM/ACTION	**FOLLOW-UP ACTION**
1. **Call to Order.** • Meeting called to order at 6:00 p.m., by Chair Keller. Commissioners present were Spain, Riley, Dotson, Lafferty, Firehock, Vice-Chair, Keller, Chair and Palmer, UVA Rep. Absent was More. • Also present were Scott Clark, J.T. Newberry, Elaine Echols, Rebecca Ragsdale, Sharon Taylor and John Blair. • Mr. Keller and other Commissioners thanked Mac Lafferty for his eight years of service as a Planning Commissioner and wished him well.	
2. **Other Matters Not on the Agenda from the Public.** • Neil Williamson, Free Enterprise Forum, thanked Mr. Lafferty for his service and read a poem entitled Rudolph the Form Based Code.	
3. **Consent Agenda** **a. Approval of Minutes**: September 5, 2017. **b. SUB-2017-00093 Proposed Jamestown Road Extension in Crozet** **APPROVED,** by a vote of 6:0, (More absent) the minutes for September 5, 2017 and SUB-2017-00093 for a variation to the planting strip design on the northeast side of the proposed interconnection [14-422(F)] and an exception to the sidewalk design on the southwest side of the proposed interconnection. [14-422(E)].	Clerk: Finalize minutes for September 5, 2017 and Action Letter – SUB-2017-00093 as noted in the actions.
4. **Public Hearing Items** **SP-2017-00017 Greenmont Hopworks Processing Facility** MAGISTERIAL DISTRICT: Samuel Miller TAX MAP/PARCEL(S): 12100-00-00-09200 LOCATION: 1463 Plank Road PROPOSAL: Construct a hops-processing facility, including a 10,000-square-foot structure.	Clerk: This matter will be forwarded to the Board of Supervisors to be heard on a date to be determined. Staff: Action Letter – Recommend Approval as noted in the actions.

	PETITION: Commercial fruit or agricultural produce packing plant under section 10.2.2.23 of the Zoning Ordinance on a 5.75-acre parcel. No dwelling units proposed. ZONING: RA Rural Area - agricultural, forestal, and fishery uses; residential density (0.5 unit/acre in development lots) OVERLAY DISTRICT(S): Entrance Corridor 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) (Scott Clark **RECOMMEND approval** of SP-2017-00017, by a vote of 6:0:1 (More absent), with the conditions outlined in the staff report as shown in **Attachment 1.**	
5.	**Work Session** **ZTA-2017-00001 Transient Lodging** Work session to identify key components of ordinance changes to broaden opportunities for transient lodging in the County. (Rebecca Ragsdale) In a work session the Commission received staff's presentation, took public comment, and provided comments and direction**.** The Commission requested more information about what the city does and know whether staff could identify any townhouses where parking is not an issue. No formal action was taken.	Staff: Staff to work to address concerns and issues expressed as noted in the actions including looking at the city's criteria before scheduling future work session.
6.	**Committee Reports** The following committee report was given: ***Mac Lafferty****:* Reported the painting of the mural on the exit ramp done through donations and sidewalk network that connects Albemarle High School with Greer that came out of the committee. ***Karen Firehock****:* Reported the Storm Water Work Group met and working on the storm water utility fee recommendation.	
7.	**Review of Board of Supervisors Meeting** – December 6, 2017 and December 13, 2017. Elaine Echols reviewed actions taken by	

	Board on December 6 and December 13, 2017.	
8.	**Old Business.** • **<u>CIP Oversight Committee Report back (Bruce Dotson)</u>** Commissioner Dotson reviewed draft CIP memo and asked for comments by email before finalizing before January meeting.	Next Steps: • Commissioners email comments on draft CIP memo to Commissioner Dotson.
9.	**New Business.** <u>Tim Keller announced</u>: • No meeting on December 26, 2017, January 2, 2018 and January 9, 2018. • Next Planning Commission Meeting on Tuesday, January 16, 2018.	
10.	Adjourn to Tuesday, January 16, 2017 6:00 p.m., at Lane Auditorium, Second Floor, COB McIntire, Charlottesville, VA. • The meeting was adjourned 8:51 at p.m.	

/sct

Attachment 1 - <u>SP-2017-00017 Greenmont Hopworks Processing Facility</u> – Recommended Conditions of Approval.

.

SP-2017-00017 Greenmont Hopworks Processing Facility – Recommended Conditions of Approval.

1. Development and use shall be in general accord with the conceptual plan titled "Special Use Concept Plan for Greenmont Hopworks," prepared by Shimp Engineering, and dated 11/22/2017 (hereafter "Conceptual Plan"), as determined by the Director of Planning and the Zoning Administrator. To be in accord with the Conceptual Plan, development and use shall reflect the following major elements within the development essential to the design of the development, as shown on the Conceptual Plan:

   - All uses associated with the Special Use Permit are conducted with the boundary of the Conceptual Plan labeled "Limits of SP"
   - All trees located within the area of the Conceptual Plan labeled as "Wooded Area to Remain" shall remain undisturbed unless approval for removal is obtained from the Zoning Administrator.

   Minor modifications to the plan which do not conflict with the elements above may be made to ensure compliance with the Zoning Ordinance.

2. The agricultural-processing operation shall be contained within a single structure whose footprint shall not exceed 10,000 square feet.
3. The agricultural-processing structure shall be located at least 500 feet from the Route 20 Entrance Corridor.
4. Agricultural processing activities shall be contained within the structure between 7:00 p.m. and 7:00 a.m.
5. Refrigerated storage of agricultural goods shall only occur within the agricultural-processing structure.
6. All outdoor lighting shall be only full cut off fixtures and shielded to reflect light away from all abutting properties. A lighting plan limiting light levels at all property lines to no greater than 0.3 foot candles shall be submitted to the Zoning Administrator or their designee for approval.
7. If the use, structure, or activity for which this special use permit is issued is not commenced by [date two years from Board approval], the permit shall be deemed abandoned and the authority granted thereunder shall thereupon terminate.