FINAL ACTIONS Planning Commission Meeting of January 16, 2018	
AGENDA ITEM/ACTION	**FOLLOW-UP ACTION**
1. **Call to Order**. • Meeting was called to order at 6:03 p.m. by the Secretary, Andrew Gast-Bray, acting as temporary chair as this was the first meeting of the New Year. • Mr. Gast-Bray welcomed the new Commissioner, Julian Bivins. • PC members present were Mr. Dotson, Ms. Firehock, Mr. Keller, Mr. Bivins, Ms. More, Ms. Riley and Ms. Spain. Mr. Palmer was absent. • Staff members present were Andrew Gast-Bray, Sharon Taylor and John Blair.	
2. **Election of Officers: Chairman and Vice Chair for calendar year 2018.** **Elected** Tim Keller as Chair of Planning Commission for 2018 by a vote of 7:0. **Elected Pam Riley** as Vice Chair of Planning Commission for 2018 by a vote of 7:0.	Staff: • No Action Required
3. **Discussion of 2018 Planning Commission Rules of Procedure**. The Planning Commission held a discussion on meeting procedures and the Rules of Procedure and took the following actions: **ADOPTED,** by a vote of 7:0, the 2018 Rules of Procedures as recommended by staff, as amended with the addition of item 13 adding item for Follow Up.	
4. **Discussion of committees/boards/bodies to**	Staff: • Update Committee List

	which Commission members serve as liaisons. **ADOPTED,** by a vote of 7:0, the 2018 Planning Commission Committee Membership List as discussed with the following changes and additions. The Planning Commission noted the following outdated items on the Committee List: • Mr. Bivins serves on PACC Tech, MPO Tech, Places29 CAC - Hydraulic and University of Virginia Master Planning Council. • Ms. More serves on PFRA and ACE Committee-Liaison. • Ms.Firehock serves on Historic Preservation Committee. • Mr. Dotson serves as ACE Committee member. •	• Forward 2018 Planning Commission Committee Membership List to BOS Clerk • Deferred discussion of Long Range School Planning Committee member.
5.	**Set Meeting Time, Day, and Location for 2018.** **ADOPTED,** by a vote of 7:0, the meeting time, day and location for 2018.	Staff: Set 2018 Meeting Schedule as submitted by staff.
6.	**Other Matters Not on the Agenda from the Public** • None	Clerk: • No action required
7.	**Items Requesting Deferral** **SP-2017-00004 James River Runners Amendment** MAGISTERIAL DISTRICT: Scottsville TAX MAP/PARCEL(S): 13600-00-00-012A0, 13600-00-00-014A0 LOCATION: 10092 Hatton Ferry Rd PROPOSAL: Amend SP197800074 special use permit for canoe livery by expanding the camping area accessory to the canoe livery onto parcel 13600-00-00-014A0	Staff: Action Letter –Deferred to February 6, 2018. Staff requested a member of Fire/Rescue be present at the next meeting on February 6th to answer questions about the County's Rail Safety Initiatives due to the property's close proximity to the railroad.

	PETITION: Expansion of canoe livery with accessory camping under Section 10.2.2.29 of the Zoning Ordinance, which permits boat landings and canoe liveries. ZONING: RA Rural Area - agricultural, forestal, and fishery uses; residential density (0.5 unit/acre in development lots) OVERLAY DISTRICT(S): Flood Hazard Overlay District 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) (David Fox) ***DEFER TO FEBRUARY 6, 2018 DUE TO AN ADVERTISING ERROR*** **Deferred**, by a vote of 7:0, SP-2017-00004 James River Runners Amendment to February 6, 2018.	
8.	**Review of Board of Supervisors Meeting – January 3, 2018 and January 10, 2018.** Mr. Gast-Bray reviewed the actions taken on above dates.	Staff: • No action required.
9.	**Old Business** • The January 25, 2018 joint meeting with School Board cancelled and rescheduled to later date. (TBD)	Secretary: • None
10.	**New Business** Mr. Gast-Bray announced: • In a straw poll the Planning Commission by 4:3 agreed to tentative date of February 5 work session on the Form Base Code that is being arranged by staff. Staff to confirm date. • January 25, 2018 joint meeting with the School Board has been postponed and will be rescheduled to a later date. The	Secretary: • Advertise Form Base Code work session.

	February 13th work session will be held first with the joint School Board, Board of Supervisors and Planning Commission before this meeting is rescheduled. • No meeting on January 23, 2108. • The next meeting will be on Tuesday, January 30, 2018 at 6:00 p.m. in room 241 in a joint meeting with the Board of Supervisors to discuss Rio/29.	
11.	**Closed Meeting** **Approved**, by a vote of 7:0, that the Albemarle County Planning Commission go into a closed meeting as authorized by the Virginia Freedom of Information Act Section 2.2-37-11a The Code of Virginia under subsection 8 to consult with and be briefed by legal council regarding specific legal matters requiring legal advice relating to a zoning overlay district. **The recorder was turned off and the public left the meeting at 7:06 p.m.** **The meeting was reconvened at 7:46 p.m.**	
12.	**Certify Closed Meeting** **Approved**, by a vote of 7:0, that the Albemarle County Planning Commission certify by a recorded vote that to the best of each member's knowledge that only public business matters lawfully exempted from the open meeting requirements of the Virginia Freedom of Information Act and identified in the motion authorizing the closed session was heard, discussed or considered in the closed session.	
13.	Adjourn to January 30, 2017 joint Albemarle County Planning Commission/Board of Supervisors	

meeting, 6:00 p.m., Room 241, Second Floor, County Office Building, 401 McIntire Road, Charlottesville, Virginia. • The meeting adjourned at 7:48 p.m.	