FINAL ACTIONS Planning Commission Meeting of August 14, 2018		
	AGENDA ITEM/ACTION	**FOLLOW-UP ACTION**
1.	**Call to Order**. • Meeting called to order at 6:00 p.m. by Chair Keller. • PC members present were Ms. Spain, Mr. Dotson, Ms. More, Ms. Firehock, Chair Keller and Mr. Bivins. Absent was Vice-Chair Riley and Luis Carrazana (UVA Rep). • Staff members present were Andy Reitelbach, Dan Mahon, Cameron Langille, Elaine Echols, Bill Fritz, Sharon Taylor and Andy Herrick.	
2.	**Other Matters Not on the Agenda from the Public** None	Clerk: No action required
3.	**Consent Agenda** **Approval of Minutes:** May 1, 2018 and June 19, 2018. **APPROVED,** by a vote of 6:0 (Riley absent).	Clerk: Finalize minutes as noted in actions.
4a.	**Regular Item.** **CCP-2018-00002 Rio Mills Landing and Trailhead Park** MAGISTERIAL DISTRICT: Rio TAX MAP/PARCEL(S): 045000000066B0 LOCATION: 20.4 acre parcel approximately 300 feet to the east of the intersection between Millers Cottage Lane and Rio Mills Road (Rt. 643). The parcel is bordered by Seminole Trail (Rt. 29) to the east, Rio Mills Road to the north, and bisected by Berkmar Drive. PROPOSAL: County use of the parcel to establish a public park that will provide public access to the South Fork Rivanna River that will include a recreation area, walking trails, a boat launch, access to a trailhead and parking spaces. ZONING: RA Rural Areas - agricultural, forestal, and fishery uses; residential density (0.5 unit/acre in development lots) and other uses including public uses.	Staff: Action Letter – Recommendation as noted in the actions.

	ENTRANCE CORRIDOR (EC): Yes OVERLAY DISTRICT(S): AIA - Airport Impact Area; FH - Flood Hazard Overlay District COMPREHENSIVE PLAN: Rural Area 1 – preserve and protect agricultural, forestal, open space, and natural, historic and scenic resources; and residential (0.5 unit/ acre in development lots). (Cameron Langille) **FOUND,** by a vote of 6:0 (Riley absent), that the location, character and extent of CCP-2018-00002 the Rio Mills Boat Landing and Trailhead Park public facility and public use thereof, as proposed, are in substantial accord with the County's Comprehensive Plan with the conditions outlined in the staff report and shown in **Attachment 1**.	
5a.	**Public Hearing Item.** **SP-2018-00006 Little Explorers Discovery School (Crozet Baptist Church)** MAGISTERIAL DISTRICT: White Hall TAX MAP/PARCEL: 056A1-01-00-08200 LOCATION: 5804 St. George Avenue PROPOSAL: Preschool/After School program for up to 40 students PETITION: Request for day care, childcare or nursery facility in accordance with Section 14.2.2.7 of the Zoning Ordinance on 2.25 acres. No residential use is proposed. ZONING: R2 Residential which allows 2 dwelling units/acre and institutional and public uses. COMPREHENSIVE PLAN: Neighborhood Density Residential which allows 3-6 units /acre; supporting uses such as religious institutions, schools and other small-scale non-residential uses in the Community of Crozet. (Elaine Echols) **RECOMMEND APPROVAL,** by a vote of 6:0 (Riley absent) of SP-2018-00006 Little Explorers Discovery School with the conditions outlined in the staff report, as amended, and shown in **Attachment 2.**	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 of SP-2018-00006 as noted in the actions.

	The Planning Commission recessed at 7:41 pm and the meeting reconvened at 7:47 p.m.	
6.	**Presentation.** **<u>Cell Tower Update</u>** (Bill Fritz) Presented update on the current state of wireless. **RECEIVED. No Formal Action taken.**	
7.	**Committee Reports** • **None**	
8.	**Old Business** • **<u>Albemarle County Planning Commission Rules and Procedures 2018</u>** Discussion held on progress of appointed committee of Bruce Dotson and Karen Firehock (in consultation with counsel) to find process improvements with a report back to the Commission. **APPROVED,** by a vote of 6:0 (Riley absent) to amend the Planning Commission Rules and Procedure to insert item #6 as reflected on the screen and to renumber the subsequent paragraphs, as shown in **Attachment 3.** • **Discussion held on roles of staff and Commission in providing responses to emails. Decision to continue discussion in future – possible standard electronic response.**	<u>Secretary:</u> • Rules and Procedure discussion items to be addressed in January organizational meeting.
9.	**New Business** • Ms. Echols reviewed items underway and coming up in the future. • Mr. Bivins brought up issues of park accessibility, which the Commission decided to discuss later. • The next meeting will be on Tuesday, August 21, 2018 in Auditorium at 6:00 p.m.	<u>Staff:</u> • None.
10.	**Items for follow-up** None	
11.	Adjourn to August 21, 2018 Albemarle County Planning Commission meeting, 6:00 p.m., Auditorium, Second Floor, County Office Building, 401 McIntire Road, Charlottesville, Virginia.	

• The meeting adjourned at 9:09 p.m.	

Attachment 1: **CCP-2018-00002 Rio Mills Landing and Trailhead Park** – Planning Commission Action.

Attachment 2: **SP-2018-00006 Little Explorers Discovery School (Crozet Baptist Church)** – Planning Commission Recommendation.

Attachment 3: **Amendment to Albemarle County Planning Commission Rules and Procedures 2018**

Attachment 1 –
CCP-2018-00002 Rio Mills Landing and Trailhead Park – Planning Commission Action

The Planning Commission found the location, character, and extent of the Rio Mills Boat Landing and Trailhead Park public facility and public use thereof, as proposed, to be in substantial accord with the Comprehensive Plan with the following conditions:

1. During the site plan review process, a property survey shall be conducted by a licensed surveyor that identifies all existing historical artifacts and archaeological sites on the property. No grading activities may occur in areas featuring historical artifacts or archaeological sites identified on the survey. No historical artifacts may be removed from the property during installation of the park improvements.

2. Educational signage shall be installed near all historical artifacts and archaeological sites located within the property in compliance with the Albemarle County Historic Preservation Committee requirements.

Attachment 2:

SP-2018-00006 Little Explorers Discovery School (Crozet Baptist Church) – Planning Commission Recommendation.

1. The preschool and extended care/afterschool programs shall take place within the existing Crozet Baptist Church building except for outdoor play, which shall take place within a fenced yard.
2. The maximum enrollment of children shall be 40 with no more than 25 students present at any time in both the preschool and extended care/afterschool programs.
3. Hours of operation for the preschool shall be no earlier than 7:30 a.m. and no later than 5:30 p.m. except that occasional preschool-related events may occur after 5:30 p.m.
4. A staggered morning drop off period shall be employed by the owner to more evenly distribute traffic generated by the use across a one and one half our period.
5. After consultation wtih abutting property owners on materials, height and plantings prior to beginning operation of the preschool or extended care/afterschool program, the owner of the property shall construct and maintain a ~~privacy~~ fence along the western and northern property lines.
6. If the construction of the use for which this Special Use Permit is issued is not commenced by (2 years from approval date by BOS), the permit shall be deemed abandoned and the authority granted there under shall thereupon terminate.

Attachment 3:

Amendment to Albemarle County Planning Commission Rules and Procedures 2018



Planning Commission Rules of Procedure 180814.pdf