FINAL ACTIONS Planning Commission Meeting of December 4, 2018	
AGENDA ITEM/ACTION	**FOLLOW-UP ACTION**
1. **Call to Order**. • Meeting called to order at 6:00 p.m. by the Chair Keller. • PC members present were Mr. Dotson, Chair Keller, Mr. Bivins, Ms. Spain, Vice-Chair Riley, Ms. Firehock and Mr. Carrazana (UVA Rep). Ms. More was absent. Ms. Firehock arrived at 6:03 p.m. • Staff members present were Tori Kanellopoulos, Andy Reitelbach, Andrew Gast-Bray, 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**: October 30, 2018. **APPROVED,** by a vote of 5:0. (Firehock, More absent)	Clerk: Finalize minutes as noted in actions.
4a. **Public Hearings** **SP201800015 Albemarle Montessori School** MAGISTERIAL DISTRICT: Rivanna TAX MAP/PARCEL(S): 046B20100002F0 LOCATION: 1562 Insurance Lane, Charlottesville VA 22911 PROPOSAL: New Special Use Permit to establish a 1,970 sq. ft. Montessori School in an existing building for grades 1-6, with a maximum enrollment of 36 students. The building would include one classroom and four office/storage areas. No residential units are proposed. PETITION: Sections 20.4.2 and 23.2.2(6) School of Special Instruction ZONING: PUD- Planned Unit Development – residential (3 – 34 units per acre), mixed with commercial, service and industrial uses.	Clerk: This matter will be forwarded to the Board of Supervisors to be heard on a date to be determined. Staff: Action Letter – Recommendation as noted in the actions.

	OVERLAY DISTRICT(S): Entrance Corridor, Airport Impact Area, Steep Slopes- Managed COMPREHENSIVE PLAN: Commercial Mixed Use – commercial, retail, employment uses, with supporting residential (no maximum density), office, or institutional uses in the Hollymead area of the Places29 Master Plan. (Tori Kanellopoulos) **RECOMMEND APPROVAL**, by a vote of 6:0) (More absent), of SP-2018-015 Albemarle Montessori School with the reasons and conditions as stated in the staff report shown in **Attachment 1.**	
4b	**ZMA201800008 Commonwealth Senior Living** MAGISTERIAL DISTRICT: Rivanna TAX MAP/PARCEL(S): 078000000055A1 LOCATION: 1550 Pantops Mountain Place, Charlottesville, VA 22911 PROPOSAL: Request to amend proffers associated with ZMA201500004 to allow the increase of the square footage of enclosed space, through the repurposing of structured parking, along with a special use permit for professional office use in an existing structure in a Planned Residential Development. PETITION: Request to amend proffers and application plan on a 3.851-acre property zoned PRD, Planned Residential Development, which allows residential uses at a density of 3 – 34 units/acre with limited commercial uses, to allow the total square footage of the building to increase from 110,000 square feet to 120,000 square feet to accommodate professional office space, which is allowed by special use permit. Request for special use permit for professional office use in an existing structure under Section 19.3.2.9 of the zoning ordinance. No additional residential units proposed.	Clerk: This matter will be forwarded to the Board of Supervisors to be heard on a date to be determined. Staff: Action Letter – Recommendation as noted in the actions for ZMA-2018-8 and SP-2018-17. Issues brought up during the discussion should be discussed between the applicant and the (HOA) Home Owner Association before the Board of Supervisors hearing.

	ZONING: PRD Planned Residential Development which allows residential (3 – 34 units/acre) with limited commercial uses; ZMA201500004. OVERLAY DISTRICT(S): Entrance Corridor, Steep Slopes – Managed PROFFERS: Yes COMPREHENSIVE PLAN: Urban Density Residential – residential (6.01-34 units/acre); supporting uses such as religious institutions, schools, commercial, office and service uses in Neighborhood 3, Pantops Master Plan Area. POTENTIALLY IN MONTICELLO VIEWSHED: Yes (Andy Reitelbach) ***AND***	
4c.	**SP201800017 Commonwealth Senior Living** MAGISTERIAL DISTRICT: Rivanna TAX MAP/PARCEL(S): 078000000055A1 LOCATION: 1550 Pantops Mountain Place, Charlottesville, VA 22911 PROPOSAL: Request to amend proffers associated with ZMA201500004 to allow the increase of the square footage of enclosed space, through the repurposing of structured parking, along with a special use permit for professional office use in an existing structure in a Planned Residential Development. PETITION: Request to amend proffers and application plan on a 3.851-acre property zoned PRD, Planned Residential Development, which allows residential uses at a density of 3 – 34 units/acre with limited commercial uses, to allow the total square footage of the building to increase from 110,000 square feet to 120,000 square feet to accommodate professional office space, which is allowed by special use permit. Request for special use permit for	

	professional office use in an existing structure under Section 19.3.2.9 of the zoning ordinance. No additional residential units proposed. ZONING: PRD Planned Residential Development which allows residential (3 – 34 units/acre) with limited commercial uses; ZMA201500004. OVERLAY DISTRICT(S): Entrance Corridor, Steep Slopes – Managed PROFFERS: Yes COMPREHENSIVE PLAN: Urban Density Residential – residential (6.01-34 units/acre); supporting uses such as religious institutions, schools, commercial, office and service uses in Neighborhood 3, Pantops Master Plan Area. POTENTIALLY IN MONTICELLO VIEWSHED: Yes (Andy Reitelbach) **RECOMMEND APPROVAL,** by a vote of 6:0 (More absent) of SP-2018-00017 Commonwealth Senior Living with the clarification that includes the revised conditions as presented this evening at the dais as shown in **Attachment 2**. The Commission asked the applicant to meet with the HOA to work out the issues raised on noise abatement, traffic and circulation. (See minutes for details.) **RECOMMEND APPROVAL,** by a vote of 6:0 (More absent) of ZMA-2018-000008 Commonwealth Senior Living with the conditions as shown in **Attachment 2**.	
5.	**Committee Reports** The following committee reports were given: **<u>Commissioner Dotson reported</u>**: - Rio/29 CAC met and had two community meetings the Arden Apartments and Rio West - The Small Area Plan, even though it is	

	not yet adopted, is starting to make a difference. - CIP Oversight Committee met including the Oversight 101 with good discussions. - Suggestion discussion on 12/18 with Lori Allshouse on how we look further ahead beyond just the five-year CIP and should the Planning Commission play a role in that. - A community meeting for Belvedere rezoning will be held on Thursday night at 6:00 p.m. about their carriage units and would report back next week. **Karen Firehock reported**: - The Historic Preservation Committee met to discuss housekeeping items about working better and harder as well as responding more quickly to the committee's volunteer work to document properties that may be at risk of disappearing. - Next Monday is the community meeting for the Birdwood Mansion change in use proposal at the Boar's Head at 5:30 p.m.	
6.	**Old Business** **a. 2019 Planning Commission meeting schedule DRAFT#2** The Planning Commission accepted the schedule.	Staff: Finalize 2019 Planning Commission Meeting Schedule.
8.	**New Business** None	
9.	**Items for follow-up** None	
10.	Adjourn to December 11, 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 8:05 p.m.	

ATTACHMENT 1 - **SP201800015 Albemarle Montessori School** – Planning Commission Recommendation
ATTACHMENT 2 - **ZMA201800008 Commonwealth Senior Living and SP201800017**

Commonwealth Senior Living – Planning Commission Recommendation

ATTACHMENT 1 -

SP201800015 Albemarle Montessori School – Planning Commission Recommendation

Based on the findings described in this report and factors identified as favorable, the Planning Commission recommends approval of special use permit application SP201800015 with the following conditions:

1. Development of the use shall be in general accord with the Conceptual Plan titled "Albemarle Montessori: Special Use Permit SP2018-00015 Conceptual Site Plan and Parking Study," prepared by 30 Scale, LLC, with the latest revision date of October 24, 2018, as determined by the Director of Planning and the Zoning Administrator [Attachment C]. To be in general accord with the Conceptual Plan, development shall reflect the following major elements within the development essential to the design of the development:
    - Location of parking areas
    - Locations of drop off and pickup parking spaces
    - General location of shared playground area with the adjacent Montessori Daycare

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

2. The maximum enrollment shall not exceed thirty-six (36) students.
3. Normal hours of operation for the school shall be from 7:15 am to 5:45 pm provided that occasional school-related events may occur after 5:45 pm.

ATTACHMENT 2 –

ZMA201800008 Commonwealth Senior Living and SP201800017 Commonwealth Senior Living – Planning Commission Recommendation

SP-2018-00017 Recommended Conditions

1. Development of the use shall be in general accord with the conceptual plan titled "ZMA Application Plan 201800008, an Amendment to ZMA201800004 For Commonwealth Senior Living," prepared by Shimp Engineering, P.C., dated October 6th, 2018, as determined by the Director of Planning and the Zoning Administrator. To be in general accord with the Conceptual Plan, development shall reflect the following major elements within the development essential to the design of the development:
    - Conversion of the existing structured parking facility into an enclosed space for professional office use.
    - No exterior changes to the site, except for minor changes to the existing vehicle entrances into the structured parking area to convert them into pedestrian ingress/egress areas.
    - Maintenance of the 15' buffer along the southeastern portion of the property.

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

2. A Parking Determination shall be granted by the Zoning Administrator or their designee prior to the beginning of the operation of the professional office use.
3. The professional office use shall be no greater than 13,500 square feet in area.
4. Any change in the professional office use or the residential use that would increase the number of required parking spaces, including any alteration in the number or ratio of independent living and assisted living units, shall require the submission of a request for a new Parking Determination by the Zoning Administrator or their designee.