FINAL ACTION MEMO Planning Commission Meeting of January 14, 2020	
AGENDA ITEM/ACTION	**FOLLOW-UP ACTION**
1. **Call to Order**. • Meeting called to order at 6:00 p.m. by Mr. Benish, Secretary. • PC members present were Mr. Bivins, Chair; Ms. Firehock, Vice-Chair; Mr. Keller; Ms. More; Mr. Dotson; Mr. Randolph; Mr. Clayborne; and Mr. Carrazana (UVA Rep.). • Staff members present were David Benish, Mariah Gleason, Tori Kanellopoulos, Jodie Filardo, Francis MacCall, Cameron Langille, Amelia McCulley, Andy Herrick and Carolyn Shaffer	
2. Election of Officers: Chair and Vice Chair, appointment of Secretary. Julian Bivins, Chair Karen Firehock, Vice-Chair David Benish, Interim Secretary Carolyn Shaffer, Deputy Secretary	Clerk: Share with staff
6. **Other Matters Not Listed on the Agenda from the Public**	Clerk: No action required
7. **Consent Agenda** Approve Minutes 12/03/2019, 12/10/2019, 12/17/2019. The minutes were approved with a vote of 5:0 (Commissioners Randolph and Clayborne abstained.)	Clerk: Upload approved minutes.
8. **Public Hearing Items** 8a. **SP201900003 Hunters Way Coffee Shop** MAGISTERIAL DISTRICT: Scottsville TAX MAP/PARCEL: 078000000049A0 LOCATION: 101 Shadwell Heights Rd or 100 Hunters Way, at the intersection of Richmond Rd PROPOSAL: Request approval for a new coffee shop on a 1.46-acre parcel. The proposed coffee shop would be a maximum of 700 sf, have no indoor dining area, and may include a drive-thru. PETITION: Eating establishment (coffee shop) not served by either public water or an approved central water supply under Section 24.2.2.18 of the Zoning Ordinance. No dwelling units proposed. ZONING: HC Highway Commercial – commercial and service; residential by special use permit (15 units/ acre) OVERLAY DISTRICT: Entrance corridor PROFFERS: No COMPREHENSIVE PLAN: Rural Area – preserve and protect agricultural, forestal,	Clerk: Forward Planning Commission recommendations to Board of Supervisors ahead of Board's public hearing. Staff: Prepare Summary of Planning Commission Action for Board of Supervisors public hearing.

	open space, and natural, historic and scenic resources; residential (0.5 unit/ acre in development lots). POTENTIALLY IN MONTICELLO VIEWSHED: Yes (Mariah Gleason) **Action:** The Commission recommended: (a) approval of SP201900003, Hunters Way Coffee Shop, (b) that "restaurant" be substituted wherever "coffee shop" was used in the conditions, and (c) adding a fourth condition that the applicant should designate walk up parking spots during the Site Development Plan stage. Approved with a vote of 7:0	
8b.	**ZMA201900001 999 Rio Road East** MAGISTERIAL DISTRICT: Rio TAX MAP/PARCELS: 06100-00-00-154B0 LOCATION: 999 Rio Road East, Charlottesville, VA 22901. Parcel is located at the intersection of Rio Road East and Belvedere Boulevard. PROPOSAL: Request to rezone the property from R-4 Residential to NMD Neighborhood Model District to allow a mixed-use development with up to 28 residential units and small-scale retail or professional office uses. PETITION: Rezone 1.947 acres from R-4 Residential - (4 units/acre) to NMD Neighborhood Model District - residential (3 – 34 units/acre) mixed with commercial, service and industrial uses. Between 11 and 28 residential units are proposed with a density between 6 units/acre and 15 units/acre. A maximum of 6,000 non-residential square footage is also requested. Request for private street authorization per 14-233(A)(1); for variation of curb and gutter requirement per 14-410(I); for variation of sidewalk requirement per 14-422(E); and for variation of planting strip requirement per 14-422(F). ZONING: R-4 Residential (4 units/acre) OVERLAY DISTRICTS: Entrance Corridor, Airport Impact Area 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 2 of the Development Area of the Places29 Master Plan. (Tori Kanellopoulos) **Motion:** Commissioner Dotson moved that the Commission recommend denial of ZMA201900001, 999 Rio Road for reasons that include discomfort with the scale	Clerk: Forward Planning Commission recommendations to Board of Supervisors ahead of Board's public hearing. Staff: Prepare Summary of Planning Commission Actions for Board of Supervisors public hearing on March 4, 2020.

	and potential uses in the non-residential portion, remaining concern about parking adequacy, concern about traffic safety, and concern about the residential setbacks of zero in a portion of the site. Motion failed on a vote of 3:4. [YES: Randolph, Dotson, and Clayborne; NO: Bivins, Firehock, Keller, and More] **Action:** Commissioner Firehock moved that the Commission recommended approval of ZMA201900001. Approved with a vote of 4:3 [YES: Bivins, Firehock, Keller, and More; NO: Randolph, Dotson, and Clayborne] **Action #1:** The Commission approved the requested private street authorization for amenity-oriented lots in Block 2 for the reasons outlined in the staff report and Attachment 5. Approved with a vote of 7:0 **Action #2:** The Commission approved the requested special exception to waive the curb and gutter requirement for the proposed private street in Block 2 for the reasons outlined in the staff report and Attachment 5. Approved with a vote of 7:0 **Action #3:** The Commission approved the requested special exception to waive the sidewalk requirement for the proposed private street in Block 2 for the reasons outlined in the staff report and Attachment 5. Approved with a vote of 7:0 **Action #4:** The Commission approved the requested special exception to waive the planting strip requirement for the proposed private street in Block 2 for the reasons outlined in the staff report and Attachment 5. Approved with a vote of 7:0 **Action #5:** The Commission recommended to send to the Board of Supervisors the following concerns with the application: Code of Development allowed uses (especially the Flex use within the Office/R&D/Flex designation); parking adequacy; traffic safety; setback for attached units. Approved by a vote of 7:0	
3.	2020 Planning Commission Rules of Procedure – There were two (2) changes. Approved by 7:0 vote	Clerk: Attachment #1 to minutes.
4.	Discussion of committees/boards/bodies to which Commission members serve as liaisons.	Clerk: Staff will revise list based upon agreed appointments. The revised listed will be provided to the PC for action at a future meeting.
5.	Set Meeting Time, day and Location for 2020 Approved on a vote of 7:0	Clerk: Finalize 2020 Meeting/Day/Time/Location. Attachment #2 to minutes

9.	**Committee Reports**	None
10.	Review of Board of Supervisors Meeting – January 8, 2020	
11.	Old Business	
12.	New Business	
13.	Items for follow-up	
	Adjourn to February 4, 2020 at 6:00 p.m., Auditorium, Second Floor, County Office Building, 401 McIntire Road, Charlottesville, Virginia. The meeting adjourned at 9:54 p.m.	