**FINAL ACTIONS**  
Planning Commission Meeting of August 17, 2010

<table>
<thead>
<tr>
<th>AGENDA ITEM/ACTION</th>
<th>FOLLOW-UP ACTION</th>
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<tr>
<td>1. Call to Order.</td>
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<td>• Meeting was called to order at 6:00 p.m. by the Chair, Mr. Loach. Also present were Mr. Lafferty, Ms. Porterfield Mr. Morris, Mr. Franco, and Mr. Zobrist, Vice Chair. Mr. Smith and Ms. Monteith were absent.</td>
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<td>• Staff members present were Joan McDowell, Amelia McCulley, Francis MacCall, J.T. Newberry, Sharon Taylor, and Greg Kampsner.</td>
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<td>2. Committee Reports</td>
<td>Clerk:</td>
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<td>• Mr. Franco reported the Fiscal Impact Committee set up meetings for November.</td>
<td>• No action required</td>
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<td>• Mr. Lafferty reported that the Charlottesville-Albemarle Metropolitan Planning Organization passed a resolution endorsing to work with localities in the Thomas Jefferson Planning District to connect trails, bikeways, paths, rails-to-trails, rails-with-trails and greenways with neighboring localities and partner with local and national organizations to connect our trails, bikeways, etc. with national trails and greenways to set an example for other cities.</td>
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<td>3. From the Public: Matters Not Listed for Public Hearing on the Agenda.</td>
<td>Clerk:</td>
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<td>• None</td>
<td>• No action required</td>
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<td>4. Consent Agenda</td>
<td>Clerk:</td>
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<tr>
<td>a. Approval of Minutes - June 22, 2010</td>
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<tr>
<td>b. Fall 2010 additions</td>
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<td>• AFD2010-9 Blue Run Additions</td>
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<td>• AFD2010-11 South Garden Additions</td>
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<td>• AFD2010-13 Hardware Additions</td>
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<td>• AFD2010-14 Keswick Additions</td>
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<td>• AFD2010-15 Fox Mountain Addition</td>
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<tr>
<td>• AFD2010-16 Buck’s Elbow Mountain Addition</td>
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<tr>
<td>• AFD2010-17 Sugar Hollow Additions (Eryn Brennan)</td>
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<tr>
<td>APPROVED CONSENT AGENDA ITEM a. by a vote of 5:0:1. (Porterfield abstained)</td>
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**APPROVED CONSENT AGENDA**

**ITEM b.** by a vote of 6:0, for acceptance of applications with referral to Agricultural/Forestal District Advisory Committee.

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### 5. Work Sessions:

**ZTA-2010-00002 Phase II Industrial Uses Part A, Performance Standards Update**

Improve and expand opportunity for modern-day industrial uses by revising the light and heavy industrial zoning districts. (Amelia McCulley)

**Recommended public hearing be set,** by a vote of 6:0, and asked staff to move forward to address the changes brought up for the ordinance amendments relating to performance standards.

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**Staff:** Staff to set public hearing date and address the changes brought up. Staff will schedule a Planning Commission public hearing and address the changes brought up. *(Attachment 2)*

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### 6. ZTA-2009-00012 Home Occupations

Planning Commission work session to discuss amendments pertaining to Home Occupation Class A and Class B in the Rural Areas zoning district and to any other regulations of the Zoning Ordinance deemed appropriate. (Joan McDowell)

The Planning Commission provided direction and requested staff to set public hearing to bring back the proposed ordinance addressing their concerns and proposed changes as noted in Attachment 3.

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**Staff:** Staff to schedule a public hearing and bring the proposed ordinance incorporating the proposed changes. *(Attachment 3 – Comments and Suggestions)*

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### 9. Old Business

- Joint City/County meeting scheduled for September 28. The location has not been determined.

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**Secretary:** Staff to provide date, time and location of the joint City/County Planning Commission meeting.

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### 10. New Business

- None

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**Secretary:** None

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### 11. Adjourn to August 24, 2010, 6:00 p.m., Auditorium, Second Floor, County Office Building, 401 McIntire Road, Charlottesville, Virginia.

- The meeting was adjourned at 7:25 p.m.

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Attachment 1 – Consent Agenda – Full Description
a. **Approval of Minutes**: June 22, 2010

b. **Fall 2010 additions**

- **AFD2010-9 Blue Run Additions** Planning Commission acceptance of applications for additions to the Blue Run District; direction to the Community Development Department to provide notice of the applications pursuant to Virginia Code § 15.2-4307(1); and referral of the applications to the Agricultural and Forestal Districts Advisory Committee (as required in Section 3-201(B) of the County Code). The proposed additions include the properties described as Tax Map 50, Parcels 41A, 41Q, 42A, and 43. The proposed additions include a total of 192.352 acres. The area is designated as Rural Area in the Comprehensive Plan and the included properties are zoned RA Rural Areas. (Eryn Brennan)

- **AFD2010-11 South Garden Additions** Planning Commission acceptance of applications for additions to the South Garden District; direction to the Community Development Department to provide notice of the applications pursuant to Virginia Code § 15.2-4307(1); and referral of the applications to the Agricultural and Forestal Districts Advisory Committee (as required in Section 3-201(B) of the County Code). The proposed additions include the properties described as Tax Map 99, Parcel 102 and Tax Map 110, Parcel 10. The proposed additions include a total of 38.635 acres. The area is designated as Rural Area in the Comprehensive Plan and the included properties are zoned RA Rural Areas. (Eryn Brennan)

- **AFD2010-13 Hardware Additions** Planning Commission acceptance of applications for additions to the Hardware District; direction to the Community Development Department to provide notice of the applications pursuant to Virginia Code § 15.2-4307(1); and referral of the applications to the Agricultural and Forestal Districts Advisory Committee (as required in Section 3-201(B) of the County Code). The proposed additions include the properties described as Tax Map 86, Parcels 16 and 16H. The proposed additions include a total of 59.977 acres. The area is designated as Rural Area in the Comprehensive Plan and the included properties are zoned RA Rural Areas. (Eryn Brennan)

- **AFD2010-14 Keswick Additions** Planning Commission acceptance of applications for additions to the Keswick District; direction to the Community Development Department to provide notice of the applications pursuant to Virginia Code § 15.2-4307(1); and referral of the applications to the Agricultural and Forestal Districts Advisory Committee (as required in Section 3-201(B) of the County Code). The proposed additions include the properties described as Tax Map 65, Parcels 31C1, 31C3, 31D, and 32. The proposed additions include a total of 31.49 acres. The area is designated as Rural Area in the Comprehensive Plan and the included properties are zoned RA Rural Areas. (Eryn Brennan)

- **AFD2010-15 Fox Mountain Addition** Planning Commission acceptance of application for addition to the Fox Mountain District; direction to the Community Development Department to provide notice of the applications pursuant to Virginia Code § 15.2-4307(1); and referral of the applications to the Agricultural and Forestal Districts Advisory Committee (as required in Section 3-201(B) of the County Code). The proposed addition includes the property described as Tax Map 14, Parcel 26B. The proposed addition includes a total of 120 acres. The area is designated as Rural Area in the Comprehensive Plan and the included properties are zoned RA Rural Areas. (Eryn Brennan)

- **AFD2010-16 Buck’s Elbow Mountain Addition** Planning Commission acceptance of application for addition to the Buck’s Elbow Mountain District; direction to the Community Development Department to provide notice of the applications pursuant to Virginia Code § 15.2-4307(1); and referral of the applications to the Agricultural and Forestal Districts Advisory Committee (as required in Section 3-201(B) of the County Code). The proposed addition includes the property described as Tax Map 38, Parcel 9. The proposed addition includes a total of 122.6 acres. The area is designated as Rural Area in the Comprehensive Plan and the included properties are zoned RA Rural Areas. (Eryn Brennan)

- **AFD2010-17 Sugar Hollow Additions** Planning Commission acceptance of application
for additions to the Sugar Hollow District; direction to the Community Development Department to provide notice of the applications pursuant to Virginia Code § 15.2-4307(1); and referral of the applications to the Agricultural and Forestal Districts Advisory Committee (as required in Section 3-201(B) of the County Code). The proposed additions include the properties described as Tax Map 26, Parcels 14F and 14H. The proposed additions include a total of 8.867 acres. The area is designated as Rural Area in the Comprehensive Rural Area in the Comprehensive Plan and the included properties are zoned RA Rural Areas. (Eryn Brennan)
The Planning Commission held a work session on ZTA-2010-00002, Phase II Industrial Uses Part A, Performance Standards Update to review the proposed zoning text changes to the performance standards. There was no public comment. By a vote of 6:0, the Planning Commission asked staff to move ZTA-2010-00002 forward to public hearing with staff’s recommendation as amended. Staff was requested to address the changes and questions brought up related to performance standards, as follows:

- Under Attachment B under vibration change the word “produce” to “product”.
- Recommended that a member of staff be sent to an ISO 1400 Environmental Management class, which is a three to five day program to have someone on staff to have the latest upgrades on environmental standards.
- Regarding permitting requirements do any of these conditions require a follow up that the condition has been met?
- Staff to bring a list of potential home occupations to the public hearing that would require a certified engineer’s report.
Attachment 3 –
ZTA-2009-00012 Home Occupations – Planning Commission Recommendations

The Planning Commission provided direction, as noted below, for staff to draft the ordinance with waiver criteria and schedule a public hearing for ZTA-2010-00013 Home Occupations.

1. Request for additional consideration of places of worship as a Home Occupation.

2. Define “small engine repair” to refer to lawnmower/snowblower and the like; should be allowed as a home occupation; define “public garage/body shop” to clarify that they are intended for motorized vehicles and would include engine repair.

3. Include the following information in an application for Home Occupation:
   - Request for information regarding hazardous, flammable chemicals/materials, which would trigger sending the Home Occupation application to the Fire Department.
   - Major Home Occupation – property owner must sign the application in addition to the person who will be engaged in the home occupation.

4. Add “fireworks, manufacture and sales” to the prohibited Home Occupation list.

5. Change of ownership of property would require Home Occupation to be renewed (similar to the requirement for a zoning clearance when the occupation of a commercial use changes).

6. Notices to adjacent property owners – increase to two weeks (five days not enough time); put date when they have to respond or application may be approved. Expand other notices that are “policy” to two weeks department wide. For Home Occupation ordinance, put in two weeks and do the others later.

7. Consider placing lots less than two acres into Major Home Occupation category (concern regarding truck/trailer in driveway) to see if there are any performance standards that need to be added that would ensure that the neighbors of those smaller parcels would at least know when major home occupations came through.

8. Staff will develop criteria for waivers.