

**PANTOPS COMMUNITY ADVISORY COMMITTEE  
IN-PERSON MEETING - MINUTES  
NOVEMBER 28, 2022**

**1. CALL TO ORDER:** The meeting was called to order by Chair Dick Ruffin at 6:16 PM. The meeting agenda was reviewed.

CAC Members present were: Dick Ruffin - Chair, Stephanie Lowenhaupt - Vice-Chair, Michael Spatz, Ron Brownfield.

County personnel present were: Donna Price - Board of Supervisors Chair, David Benish - AC Development Process Manager, Andy Reitelbach - Senior Planner II.

A quorum was confirmed to be present.

**2. APPROVE MEETING MINUTES:** The minutes of the October 26, 2022 meeting were unanimously approved as previously distributed.

**3. COMMUNITY MEETING - ZMA202200010, RIVERSIDE VILLAGE NMD BLOCK 1 AMENDMENT:**

Andy Reitelbach explained the zoning amendment process: There will be 2 additional meetings for public comment, the Planning Commission and the Board of Supervisors - meeting times to be determined. A change of zoning district (rezoning) requires BOS approval. Entrance corridors are involved. The amendment proposes the elimination of the required commercial area of 8,000 square feet.

Kelsey Schlein of Shimp Engineering stated that the amendment was specific to Block 1 which has 12,000 square feet of commercial space. The vacancy rate has been around 50%, and this is the reason that residential space is proposed in the commercial area. Changes would involve the interior only and not the exterior. Parking spaces would not be an issue as less parking would be required (54 existing spaces versus 24 required for residential). Current commercial spaces include Grit Coffee and a vacant restaurant space.

**Public Comments/Questions:** (about 20 community members participated.)

**Would there be a minimum required commercial square footage?** The Shimp representative stated that under the current proposal, zero commercial square footage would be required. That would allow an additional 12 residential units in the current commercial spaces. However, Kelsey Schlein promised that there was no intention to “run Grit out” and that Stony Point still wanted to find a restaurant to replace Riverbirch.

**Could Stony Point now add residential units in the middle building even without an amendment?** This was not answered clearly, though Stony Point would prefer to eliminate entirely the requirement.

**Can a minimum commercial square footage be acceptable such as 4,000 or 5,000 square feet?** Concerned parties to review a minimum requirement. A letter opposing the amendment signed by 21 residents of Riverside Village was submitted to Andy Reitelbach. It stated that residential purchases were made in Riverside in part because of the benefit of having mixed use, residential and commercial.

**Who were the potential businesses contacted?** Stony Point Development Group, represented by Joe Wrege, stated that many have been contacted, but due to location and other issues, there is not a strong response. Cascadia, across Route 20 from Riverside, has commercial space available for development. It is hoped that adjacent commercial space could help attract other nearby businesses.

**Will accessible and low-income units be required in the proposed residential units?** Kelsey Schlein stated that low-income would be required in Block 1 in 15% of the units and that potentially one ADA unit and one convertible unit may be provided. The middle building has an elevator.

Donna Price thanked all the participants for their courteous behavior.

**4. REPORT ON POTENTIAL FOR A PANTOPS TRAIL CREW:** Stephanie Lowenhaupt and Richard Ruffin met with the President and Treasurer of the Crozet Trail Crew in reference to developing a crew for Pantops. They also had met with two of the County staff responsible for Trails, who affirmed the value of such a Trail Crew.

**5. LIASON UPDATES:** Donna Price stated that the next Board of Supervisors meetings will be December 7 and December 14, with the 12/14 meeting being financial only. The first 2023 meeting will be January 4 and will be an organizational meeting.

She also reported that the pedestrian bridge over the river is still being reviewed by VDOT and that a funding decision was expected soon.

**6. OTHER BUSINESS:** Responsibility for the CACs in the County has been shifted to the office for communications and public engagement. The reasons for this will be discussed at a future meeting.

**7. NEXT MEETING AND ADJOURNMENT:** The next meeting will be January 23, 2023 and the December 2022 meeting was cancelled. The meeting was adjourned at 7:22 PM.

Minutes taken and transcribed by Ron Brownfield (substitute secretary)