

**FINAL ACTION MEMO**  
**Planning Commission Work Session and Regular Meeting of October 22, 2024**

<u>AGENDA ITEM/ACTION</u>	<u>FOLLOW-UP ACTION</u>
<p>1. <b>Call to Order.</b></p> <ul style="list-style-type: none"> <li>• Meeting called to order at 4:00 p.m. by Chair Missel.</li> <li>• PC members present were Mr. Missel; Mr. Carrazana; Mr. Bivins; Mr. Murray; Ms. Firehock; Mr. Clayborne; and Mr. Moore.</li> <li>• Staff members present were Michael Barnes, Tonya Swartzendruber, Bill Fritz, Jodie Filardo, Bart Svoboda, Andy Herrick, and Carolyn Shaffer</li> </ul>	
<p>2. <b>Work Session</b></p> <p>2a. <b>CPA202100002 AC44 DA Land Use Policies</b>            During the October 22 Work Session, staff will share information on the Development Areas Land Use Categories, Future Land Use Map, and Activity and Employment Centers.            (Tonya Swartzendruber)</p>	<p><u>Clerk:</u> None</p>
<b>Recess from Work Session</b>	
<b>Reconvene for Public Hearing</b>	
3. <b>Public Comments</b>	
<p>4. <b>Consent Agenda:</b></p> <p>a. Approval of Minutes for October 8, 2024.</p> <p><b>Action:</b> On motion of Commissioner Clayborne, seconded by Commissioner Murray, the Planning Commission approved the minutes of the October 8 meeting by a vote of 7:0.</p> <p><b>b. SE202400010 Pen Place – Planting Strip Design Exception</b></p> <p><b>Action:</b> On motion of Commissioner Clayborne, seconded by Commissioner Murray, the Planning Commission adopted the resolution to approve SE202400010 Pen Place – Planting Strip Design Exception by a vote of 7:0.</p>	<p><u>Clerk:</u> Post to website</p> <p><u>Clerk:</u> Provide certified copy of adopted resolution to CDD staff processing this application.</p>
<p>5. <b>Public Hearing</b></p> <p>5a. <b>CCP202400001 Northern Albemarle Convenience Center</b>            MAGISTERIAL DISTRICT: Rio            TAX MAP/PARCEL(S): 046000000018B1            LOCATION: Northeast corner of the intersection of Berkmar Dr. and Rio Mills Rd.            PROPOSAL: Construct a convenience center</p>	<p><u>Clerk:</u> Forward the Planning Commission's findings to the Board of Supervisors.</p>

to provide a location for community drop off of recyclable materials and bagged household trash.

ZONING: RA Rural Areas - agricultural, forestal, and fishery uses; residential density (0.5 unit/acre in development lots); Airport Impact Area Overlay

ENTRANCE CORRIDOR (EC): No

COMPREHENSIVE PLAN: Rural Areas – preserve and protect agricultural, forestal, open space, and natural, historic, and scenic resources/ density (0.5 unit/ acre in development lots)

POTENTIALLY IN MONTICELLO VIEWSHED: No

(Michael Barnes)

**Action:** On motion of Commissioner Bivins, seconded by Commissioner Firehock, by a vote of 7:0, the Planning Commission found the location, character, and extent of the Northern Albemarle Convenience Center (CCP2024-01) public facility and public use thereof, as proposed, to be in substantial accord with the Comprehensive Plan, for the reasons identified as favorable factors in the staff report.

5b.

**SP202300017 Walnut Creek Substation**

MAGISTERIAL DISTRICT: Samuel Miller

TAX MAP/PARCEL: 10100-00-00-012C0,

10100-00-00-012C1, 10100-00-00-012C2

LOCATION: 2419, 2443, 2447 Old Lynchburg Rd.

PROPOSAL: Request to establish a new Dominion Energy Virginia electric substation (switching station) to allow for new equipment, fencing, and stormwater management on 3 parcels totaling 10.95 acres.

PETITION: Section 18-10.2.2(6) Energy and communications transmission facilities (reference 18-5.1.12).

ZONING: Rural Areas – agricultural, forestal, and fishery uses; residential density (0.5 unit/acre in development lots)

OVERLAY DISTRICT: None;

ENTRANCE CORRIDOR: No

COMPREHENSIVE PLAN: Rural Area – preserve and protect agricultural, forestal, open space, and natural, historic and scenic resources; residential (0.5 unit/ acre in development lots) in Rural Area 3 in the Comprehensive Plan.

(Michael Barnes)

**Action:** On motion of Commissioner Firehock, seconded by Commissioner Bivins, by a vote of 7:0, the Planning Commission recommended approval of SP2023-17 Walnut

Clerk:

Forward the Planning Commission's recommendations to the Board of Supervisors ahead of the Board's public hearing on this application.

<p>Creek Substation with the conditions listed in the staff report, and with the additional conditions that the applicant must:</p> <ol style="list-style-type: none"> <li>1) comply with County Code § 18-4.17 regarding lighting;</li> <li>2) comply with County Code § 18-4.18 to not exceed 60 dba daytime and 55 dba at night; and</li> <li>3) provide landscaping to reflect the revised information submitted by the applicant at the PC meeting or as may be necessary to meet the screening requirements of County Code § 18-32.8.9.7.</li> </ol>	
<p>6. <b>Committee Reports:</b></p> <p><b>Commissioner Carrazana:</b> provided an update on the MPO Tech.</p>	<p><u>Clerk:</u> None.</p>
<p>7. <b>Review of Board of Supervisors Meeting:</b> Mr. Barnes reviewed the October 16, 2024, Board of Supervisors meeting.</p>	<p><u>Clerk:</u> None.</p>
<p>8. <b>AC44 Update.</b> Mr. Barnes provided an update.</p>	<p><u>Clerk:</u> None.</p>
<p>9. <b>Old Business:</b></p>	<p><u>Clerk:</u> None.</p>
<p>10. <b>New Business:</b></p>	<p><u>Clerk:</u> None.</p>
<p>11. <b>Items for follow-up</b></p>	<p><u>Clerk:</u> None.</p>
<p><b>Adjournment:</b></p> <p>Adjourn to October 29, 2024, at 5:30 p.m. The meeting adjourned at 8:25 p.m.</p>	