

**FINAL ACTION MEMO**  
**Planning Commission Meeting of November 19, 2019**

<u><b>AGENDA ITEM/ACTION</b></u>	<u><b>FOLLOW-UP ACTION</b></u>
<p>1. <b>Call to Order.</b></p> <ul style="list-style-type: none"> <li>• Meeting called to order at 6:00 p.m. by Chair Keller.</li> <li>• PC members present were Chair Keller, Vice-Chair Bivins, Ms. More, Ms. Spain, Ms. Riley, Mr. Dotson, and Mr. Carrazana (UVA Rep.).</li> <li>• PC members absent were Ms. Firehock</li> <li>• Staff members present were David Benish, Jodie Filardo, Wayne Cilimberg, Lori Allshouse, Tori Kanellopoulos, Bill Fritz, Rachel Falkenstein, Andrew Knuppel, Andy Herrick and Carolyn Shaffer</li> </ul>	
<p>2. <b>Other Matters Not on the Agenda from the Public</b></p>	<p><u>Clerk:</u> No action required</p>
<p>3. <b>Consent Agenda</b> None</p>	<p><u>Clerk:</u></p>
<p>4. <b>Public Hearing Items</b></p> <p>4a. <b><u>VAT201900001 Special Exception for disturbance of critical slopes per 18-4.2 on TMP 63-19E</u></b>  MAGISTERIAL DISTRICT: Rivanna  TAX MAP/PARCELS: 06300-00-00-019E0  LOCATION: Parcel is located approximately 980 feet south of the end of State Route 621 (Wolf Trap Road).  PROPOSAL: Special Exception request for disturbance of critical slopes and modification of a building site to construct a single-family residence per §18-4.2.3(a).  ZONING: RA Rural Area  OVERLAY DISTRICTS: None  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) (Tori Kanellopoulos)</p> <p><b>ACTION:</b> Recommended approval of the VAT201900001 Special Exception request for disturbance of critical slopes and modification of building site for B2019-01427-SF, with conditions as stated in the staff report, by a vote of 6:0. (Ms. Firehock was absent.)</p>	<p><u>Clerk:</u> Forward Commission's recommendation to the Board of Supervisors for Board's December 18, 2019 public hearing.</p> <p><u>Staff:</u> Report back to the Board of Supervisors at the December 18, 2019 meeting.</p>

<p>5. <b>Work Session</b></p> <p>5a. <b><u>Crozet Master Plan</u></b>  In September 2019, staff was directed to begin a public participation process to update the Crozet Master Plan. Staff updated the Planning Commission on engagement efforts and feedback received during the Community Visioning phase of the public participation process, and presented proposed Guiding Principles and Goals for the Focus Area Input &amp; Design Strategies phase which will begin in January 2020.  (Andrew Knuppel, Rachel Falkenstein)</p> <p>5b. <b><u>Planning Commission's Role Future CIP Process</u></b>  Staff provided an update on the current CIP review process and reviewed and discussed with the Commission a concept for the Planning Commission's role in future CIP development and review processes.  (David Benish)</p>	<p><u>Clerk:</u></p> <p><u>Staff:</u></p> <p><u>Clerk:</u></p> <p><u>Staff:</u></p>
<p>6. Committee Reports:  <b>Ms. More:</b> Yancey Lumber Company and Crozet CAC.</p> <p><b>Mr. Bivins:</b> Kevin McDermott attended CAC meeting and discussed transportation issues. MPO Tech, Smart Scale.</p>	
<p>7. <b>Review of Board of Supervisors Meeting – None</b></p>	
<p>8. <b>New Business</b></p>	
<p>9. <b>Items for follow-up.</b></p>	
<p>10. Adjourn to December 3, 2019 at 6:00 p.m., Auditorium, Second Floor, County Office Building, 401 McIntire Road, Charlottesville, Virginia.  The meeting adjourned at 9:35 p.m.</p>	