

**COUNTY OF ALBEMARLE**  
**TRANSMITTAL TO THE BOARD OF SUPERVISORS**  
**SUMMARY OF PLANNING COMMISSION ACTION**

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| <b>AGENDA TITLE:</b><br>SP202400005 Tandem Friends School Increased Enrollment                                                                                                                        | <b>AGENDA DATE:</b><br>July 17, 2024                                             |
| <b>SUBJECT/PROPOSAL/REQUEST:</b><br>Request to amend previously approved Special Use Permit SP201900007 to permit an increase in the student enrollment of a private school from 250 to 400 students. | <b>STAFF CONTACT(S):</b><br>Filardo, Herrick, Barnes, McDermott, Ragsdale, Shoaf |
| <b>SCHOOL DISTRICT:</b><br>Mountain View Elementary, Walton Middle School, and Monticello High School                                                                                                 | <b>PRESENTER (S):</b><br>Syd Shoaf, Senior Planner                               |

**BACKGROUND:**

At its meeting on May 28, 2024, the Planning Commission (PC) voted 7:0 to recommend approval of SP202400005 with the conditions stated in the staff report, except for condition 1(c), which was amended to permit relocation of the middle school so as to accommodate continued secondary access to the site.

Attachments A, B, and C are the PC staff report, action letter, and meeting minutes.

**DISCUSSION:**

The PC public hearing included discussion about both traffic impacts to and from the subject property and (re)location of an approved middle school site to preserve a continued second access onto Mill Creek Drive. No members of the public spoke at the hearing. The PC recommended amending condition 1(c) to allow the middle school site to be relocated to accommodate a continued secondary access. After the meeting, Community Development staff and the County Attorney's Office proposed non-substantive revisions to clarify the condition language.

**RECOMMENDATIONS:**

Staff recommends that the Board adopt the attached Resolution (Attachment D) to approve SP202400005 Tandem Friends School Increased Enrollment, with the proposed conditions.

**PROPOSED MOTION:**

To approve SP202400005:

*I move to adopt the resolution attached to the staff report as Attachment D.*

**ATTACHMENTS:**

- A – May 28, 2024 Planning Commission Staff Report
  - A1: Existing Conditions Map
  - A2: Zoning Map
  - A3: Applicant Narrative
  - A4: Applicant Conceptual Plan
- B – May 28, 2024 Planning Commission Action Letter
- C – May 28, 2024 Planning Commission Minutes
- D – Resolution to Approve SP202400005