

**FINAL ACTION MEMO REGULAR MEETING  
Planning Commission Meeting of August 23, 2022**

| <b><u>AGENDA ITEM/ACTION</u></b>   | <b><u>FOLLOW-UP ACTION</u></b> |
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| <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 Firehock.</li> <li>• PC members present were Ms. Firehock, Chair; Mr. Clayborne, Vice-Chair; Mr. Bivins; Mr. Murray; Mr. Missel; and Mr. Carrazana</li> <li>• PC Member absent was: None</li> <li>• Staff members present were: Charles Rapp, Jodie Filardo, Andy Herrick (virtual), Rebecca Ragsdale, Bill Fritz, and Alberic Karina-Plun</li> </ul>   |                                |
| <p>2. <b>Other Matters Not Listed on the Agenda from the Public</b></p>  | <p><u>Clerk:</u><br/>None</p>  |
| <p>3. <b>Consent Agenda</b><br/>Approval of Draft Minutes: June 14, 2022, June 28, 2022, July 12, 2022 &amp; July 26, 2022.</p> <p><b>Action:</b> On motion of Commissioner Bivins, seconded by Commissioner Missel, the Planning Commission approved the Consent Agenda by a vote of 6:0</p>  | <p><u>Clerk:</u><br/>None</p>  |
| <p>4. <b>Public Hearing</b></p> <p>4a. <b>SP202200011 and SE202200030 Verizon Scruby Property Tier III PWSF</b><br/>MAGISTERIAL DISTRICT: White Hall<br/>TAX MAP/PARCEL(S): 05500-00-00-01400<br/>LOCATION: The proposed facility is located adjacent to I-64 approximately 750 feet east of where Route 690 (Greenwood Station Road) crosses I-64.<br/>PROPOSAL: The applicant proposes to construct a 144 foot tall monopole tower to be used as a Personal Wireless Facility. The facility will include a lease area with ground equipment. The applicant has also requested a special exception to allow the antenna to be mounted 18 inches from the face of the tower instead of 12 inches.<br/>PETITION: Tier III Personal Wireless Service facilities are permitted by special use permit in the RA, Rural Areas district in accord with Chapter 18, Section 10.2.2(48) of the Code of Albemarle. A special exception request may be made in accord with Chapter 18, Section 5.1 of the Code of Albemarle.<br/>ZONING: RA, Rural Areas - agricultural, forestal, and fishery uses; residential density (0.5 unit/acre in development lots)<br/>OVERLAY DISTRICT(S): EC- Entrance Corridor - – Overlay to protect properties of</p> | <p><u>Clerk:</u><br/>None</p>  |

historic, architectural or cultural significance from visual impacts of development along routes of tourist PROFFERS: No  
COMPREHENSIVE PLAN: Rural Areas - preserve and protect agricultural, forestal, open space, and natural, historic and scenic resources/residential density 0.5 unit/acre in development lots. Rural Areas 3 Comp Plan Area.  
(Bill Fritz)

**Action:** On motion of Commissioner Missel, seconded by Commissioner Clayborne, the Planning Commission recommended approval of SP202200011 Verizon Scruby Property Tier III, for the reasons stated in the Staff Report.

Approved by a vote of 5:1

4b. **ZMA202100003 Clifton Inn & Collina Farm**  
MAGISTERIAL DISTRICT: Scottsville TAX MAP/PARCEL: 079000000023F0  
LOCATION: On the southeast side of Rt. 729 (North Milton Rd.) across from Stone-Robinson Elementary School  
PROPOSAL: Rezone the parcel from Planned Residential District, which allows residential (3-34 units/acre) with limited commercial uses, to Rural Areas, which allows agricultural, forestal and fishery uses, residential density (0.5 unit/acre in development lots), to allow for the improvements associated with an expansion of Clifton Inn and Collina Farm to include improvements such as drainfields and an entrance road to Collina Farm. Reference SP202100004.  
PROFFERS: No OVERLAY DISTRICT(S): Entrance Corridor; Flood Hazard; Monticello Viewshed  
COMPREHENSIVE PLAN: Rural Areas - preserve and protect agricultural, forestal, open space, and natural, historic and scenic resources; residential density (0.5 unit/acres in development lots)  
(Rebecca Ragsdale)

**Action:** On motion of Commissioner Missel, seconded by Commissioner Clayborne, the Planning Commission recommended approval of ZMA202100003 Clifton Inn & Collina Farm, for the reasons stated in the Staff Report.

Approved by a vote of 6:0

4c. **SP202100004 Clifton Inn & Collina Farm**  
 MAGISTERIAL DISTRICT: Scottsville  
 TAX MAP/PARCEL(S): 079000000023B0,  
 079000000024B0, 07900000003600 and  
 079000000023F0  
 LOCATION: 1296-1320 Clifton Inn Drive,  
 3055-3097 Collina Farm, and property on the  
 southeast side of Rt. 729 (North Milton Rd.)  
 across from Stone-Robinson Elementary  
 School and adjacent to the Rivanna River  
 PROPOSAL: To amend the historic inn and  
 tavern special use permit SP-2002-19 by  
 adding approximately 83.28 acres and  
 increasing total number of guest rooms to 71.  
 The total guest rooms includes a proposed 25  
 room expansion at Clifton for a total of 50 and  
 16 proposed rooms in future cottages at  
 Collina, for a total of 21 on that property;  
 revision to SP-2002-19 to allow for more than  
 200 guests and to allow for an 100 seat  
 restaurant at Clifton; add a 5,000 sf structure to  
 accommodate a spa and event area for up to  
 75 persons at Clifton; continue to allow 200  
 person events at Clifton until proposed event  
 structure at Collina is operational; add an  
 approx. 10,500 sf event structure at Collina to  
 hold events for up to 300 persons 12  
 times/year and in addition, allow other events  
 of up to 200 persons; to establish new parking  
 areas; and to close the existing entrance at Rt.  
 729 and establish a new entrance to Collina  
 Farm. This request is associated with ZMA-  
 2021-03, a request to rezone parcel 79- 23F  
 from PRD to RA in association with the  
 expansion under this SP request.  
 PETITION: To amend an existing Special Use  
 Permit to allow expansion of an historic inn  
 under Sections 10.2.2.27 and 5.1.61 of the  
 zoning ordinance.  
 ZONING: Parcels 079000000023B0,  
 079000000024B0, 07900000003600 are  
 zoned RA Rural Areas – agricultural, forestal  
 and fishery uses; residential density (0.5  
 unit/acre in development lots); Parcel  
 079000000023F0 is zoned PRD Planned  
 Residential Development - which allows  
 residential (3-34 units/acre) with limited  
 commercial uses.  
 OVERLAY DISTRICT(S): Entrance Corridor;  
 Flood Hazard; Monticello Viewshed  
 COMPREHENSIVE PLAN: Rural Areas -  
 preserve and protect agricultural, forestal,  
 open space, and natural, historic and scenic  
 resources; residential density (0.5 unit/acres in  
 development lots).  
 (Rebecca Ragsdale)

**Action:** On motion of Commissioner Missel,  
 seconded by Commissioner Clayborne, the

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| <p>Planning Commission recommended approval of SP202100004 Clifton Inn &amp; Collina Farm, for the reasons stated in the Staff Report with modifications to conditions. Specifically, revise Condition #6 to allow for outdoor amplified music with at a minimum, limitations on hours of operation and provisions for sound monitoring; revise Condition #8 to change “within the project area” to “areas of disturbance”; and revise Condition #9 to increase the time for the use to commence from 24 months to 60 months.</p> <p>Approved by a vote of 6:0</p> |  |
| <p>5. <b>Committee Reports:</b><br/>5<sup>th</sup> and Avon CAC met about ZMA for Sieg Property, and were mainly concerned about potential traffic problems.</p> <p>Hydraulic /Rio CAC met and listened to a presentation from Albemarle County Parks and Recreation, and discussed the importance of additional parks in the developed areas.</p>   |  |
| <p>6. <b>Old Business / New Business</b><br/>None</p>  |  |
| <p>7. <b>Items for follow-up:</b><br/>None</p>   |  |
| <p>8. Board of Supervisors Meeting: Date</p> <p>Mr. Rapp gave an overview of the August 17, 2022 Board of Supervisors meeting and actions.</p>   |  |
| <p>Adjourn to Tuesday, September 13, 2022, at 6:00 p.m., Virtual Hybrid Meeting. The meeting adjourned at 10:20 p.m.</p>   |  |