

**FINAL ACTION MEMO REGULAR MEETING
Planning Commission Meeting of June 27, 2023**

<u>AGENDA ITEM/ACTION</u>	<u>FOLLOW-UP ACTION</u>
<p>1. Call to Order.</p> <ul style="list-style-type: none"> • Meeting called to order at 6:00 p.m. by Chair Clayborne. • PC members present were Chair Clayborne, Vice-Chair Missel, Mr. Bivins, Ms. Firehock, Mr. Carrazana, and Mr. Murray. Mr. Moore was absent. • Staff members present were Andy Herrick, Kevin McDermott, Alberic Karina-Plun, and Kevin McCollum. 	
<p>2. Other Matters Not Listed on the Agenda from the Public None</p>	<p><u>Clerk:</u> None</p>
<p>3. Consent Agenda a. Approval of Draft Minutes: May 23, 2023 Regular Meeting</p> <p>Action: On motion of Commissioner Murray, seconded by Commissioner Missel, by a vote of 6:0, the Planning Commission approved the minutes of the May 23, 2023 meeting, as submitted,</p>	<p><u>Clerk:</u> Post to website.</p>
<p>4. Public Hearing</p> <p>4a. SP202300002 Community Christian Academy MAGISTERIAL DISTRICT: Rio TAX MAP/PARCEL: 06100-00-00-12700 LOCATION: 1410 and 1414 Old Brook Rd PROPOSAL: Special use permit amendment for a private school. PETITION: A request for a special use permit amendment under Section 18-14.2.2 to increase the student enrollment at an existing private school from 85 to 150 students. No additional exterior changes to the buildings or site are proposed. ZONING: R-2 Residential - 2 units/acre ENTRANCE CORRIDOR: Yes OVERLAY DISTRICT: AIA Airport Impact Area COMPREHENSIVE PLAN: Neighborhood Density Residential – residential (3 – 6 units/acre) supporting uses such as religious institutions, schools, and other small-scale nonresidential uses in Neighborhood 2 of the Places 29 Master Plan. (Kevin McCollum)</p> <p>Action: On motion of Commissioner Missel, seconded by Commissioner Murray, by a vote of 6:0, the Planning Commission recommended approval of SP2023-2</p>	<p><u>Clerk:</u></p> <p>Forward Commission recommendation to Board of Supervisors ahead of the Board’s public hearing on this application.</p>

<p>Community Christian Academy with conditions as recommended in the staff report.</p> <p>4b. SP202200029 and SE202300010 Park Road Manufactured Home Park MAGISTERIAL DISTRICT: White Hall TAX MAP/PARCEL: 05600-00-00-04800 LOCATION: 934 Agatha Dr. PROPOSAL: Special use permit and special exception for a manufactured home park. PETITION: A request for a special use permit under Section 18-16.2.2 for a manufactured home park on a 14.94-acre parcel. The property is currently a non-conforming manufactured home park with 73 units. The proposal seeks to bring the property into conformance and to request an additional 14 units for a total of 87 units at a gross density of 5.82 dwelling units/acre. Associated with this request are several special exceptions to the manufactured home park special regulations outlined in Section 18-5.3. In addition, the proposal seeks to permit the existing private water and sewage infrastructure as a central water and sewage system and to expand the existing private utility infrastructure to the 14 proposed lots. ZONING: R-6 Residential - 6 units/acre ENTRANCE CORRIDOR: No OVERLAY DISTRICT: Steep Slopes – Preserved COMPREHENSIVE PLAN: Middle Density Residential – residential 6 – 12 units/acre (up to 18 units/acre considered with additional affordable housing units and/or small-scale housing types); supporting uses such as religious assembly, schools, childcare, institutional, commercial/retail, and other small-scale nonresidential uses; Neighborhood Density Residential – residential 3-6 units/acre; supporting uses such as religious assembly, schools, childcare, institutional, commercial/retail, and other small-scale non-residential uses; and Green Systems – sensitive environmental features including stream buffers, floodplains, and steep slopes; privately-owned open space; natural areas, in the Crozet Master Plan. (Kevin McCollum)</p> <p>Action: On motion of Commissioner Murray, seconded by Commissioner Firehock, by a vote of 6:0, the Planning Commission recommended approval of SP2022-29 with conditions as recommended in the staff report, with condition 2 amended to instead read: “Provide a path and trees along Park Road from Adele Street to Alfred Street.”</p>	<p>Forward Commission recommendation to Board of Supervisors ahead of the Board’s public hearing on this application.</p>
<p>5. Committee Reports:</p>	

	<p>Commissioner Firehock: Went to 5th and Avon CAC meeting, which discussed pedestrian improvements along Route 20. Went to opening of the new recycling center.</p>	
6.	<p>Board of Supervisors Meeting: Review of June 21 Meeting. Mr. McDermott provided an update of the June 21, 2023 Board meeting.</p>	
7.	<p>New Business: a. AC44 Updates</p> <p>Mr. McDermott provided updates on staff work on AC44, specifically what is happening in Phase II, as well as the major reports that are now available online for public viewing. He also discussed plans for future meetings with the Planning Commission on the Comprehensive Plan update.</p>	
8.	<p>Old Business: None</p>	
9.	<p>Items for follow-up:</p> <p>Commissioner Clayborne: Commissioner Missel, Mr. McDermott, and he have been taking notes on how to integrate staff presentations on different topics into Commission discussions on the Comprehensive Plan.</p>	
	<p>Adjournment: Adjourned at 8:17 pm to next scheduled meeting on July 11, 2023</p>	