

**CLARKE COUNTY
PLANNING COMMISSION
MINUTES
2007 June 1 – 9:00 a.m.
BOARD OF SUPERVISORS MEETING ROOM**

A regular meeting of the Planning Commission of Clarke County, Virginia was held at the County Circuit Courthouse, Berryville, Virginia, on Friday, 2007 April 6.

ATTENDANCE

Beverly McKay, Chair; Jay Arnold, Barbara Batterton, Anne Caldwell, Mary Daniel, A.R. Dunning, Jr., Pat McKelvy, Cliff Nelson, Kathy Smart and Bob Wade

ABSENT

George L. Ohrstrom, II

STAFF

Charles Johnston, Planning Administrator; Jesse Russell, Zoning Administrator; Nancy Olin, Enforcement Officer; Debbie Bean, Recording Secretary.

CALL TO ORDER

Chair McKay called the meeting to order at 9:05 a.m.

APPROVAL OF AGENDA

The agenda was unanimously approved with the addition of a brief discussion by Rick Travers with VIEW Engineering, the County's engineering consultant on the status of the proposed high school.

Yes: Arnold, Batterton, Caldwell (moved), Daniel, Dunning, McKay, McKelvy, Nelson, Smart (seconded) and Wade

No: No one

Absent: Ohrstrom

APPROVAL OF MINUTES

The briefing minutes for 2007 May 1 were unanimously approved.

Yes: Arnold (seconded), Batterton, Caldwell, Daniel, Dunning, McKay, McKelvy (moved), Nelson, Smart and Wade

No: No one

Absent: Ohrstrom

The regular minutes for 2007 May 4 were unanimously approved with one correction.

Yes: Arnold, Batterton, Caldwell, Daniel, McKay, McKelvy (moved), Nelson, Ohrstrom, Smart (seconded) and Wade

No: No one

Absent: Ohrstrom

The special briefing minutes for 2007 May 17 were unanimously approved.

Yes: Arnold (moved), Batterton, Caldwell, Daniel, Dunning, McKay, McKelvy, Nelson (seconded), Smart and Wade

No: No one

Absent: Ohrstrom

MINOR SUBDIVISION

Richard Dimmel requests approval for a one-lot subdivision for Tax Map 29-((A))-18, located at 6004 John Mosby Highway, Greenway Magisterial District, zoned Agricultural-Open Space-Conservation (AOC). MS-07-02

Mr. Russell explained this request. He stated the Planning Commission had visited the site and the applicant has agreed to shift the drainfield downhill, show the house location on the plat as specified by the Planning Commission, extend the vegetated buffer on the west side of the property, and revise the plat showing the cul-de-sac as a "T" shaped turn around. Mr. Russell recommended approval with these conditions. After discussion with staff and the Commission, Chair McKay called for a motion.

The Planning Commission voted to approve this request on conditions that the plat be amended with the :

1. Drainfield shifted downhill;
2. House location shown on the plat as specified by the Planning Commission;
3. Vegetated buffer on west side of property extended as specified by Planning Commission and shown on plat;
4. Cul-de-sac shown as a "T" shaped turn around.

Yes: Arnold, Batterton, Caldwell, Daniel, Dunning, McKay, McKelvy, Nelson (seconded), Smart (moved) and Wade

No: No one

Absent: Ohrstrom

MINOR SUBDIVISION

Frank S. Pierson, Jr. and Amelia D. Bailey request approval for a two-lot subdivision for Tax Map 25-((A))-29B, located at Saw Mill Hill Road, Battletown Magisterial District, zoned Agricultural-Open Space-Conservation (AOC) MS-07-04

Chair McKay read a letter to the Planning Commission that was received from Frank S. Pierson, Jr., the applicant, asking for a postponement until the July Planning Commission meeting.

Mr. Russell stated that Commissioners Caldwell and Wade visited the site. Commissioner Wade took pictures at the site and presented them to the Planning Commission to view. Commissioner Caldwell and Wade stated there is ample sight distance in both directions at the site.

There being no further discussion, Chair McKay called for a motion.

The Planning Commission voted unanimously to postpone action on this request until the 6 July 2007 meeting as per written request from the applicant.

Yes: Arnold, Batterton, Caldwell, Daniel, Dunning (seconded), McKay, McKelvy (moved), Nelson, Smart and Wade

No: No one

Absent: Ohrstrom

TEXT AMENDMENT – PUBLIC HEARING

The Clarke County Planning Commission will consider the amendment of the Clarke County Zoning Ordinance, Section 3-E-1, Flood Plain District and Section 9-B, Definitions, so as to reference the new Flood Insurance Rate Map developed by FEMA and bring the ordinance section onto compliance with State Flood Plain regulations. TA-07-05

Mr. Johnston explained this item. He stated that this amendment was part of the process for Federal Emergency Management Agency to accept updated flood plain maps for insurance purposes. FEMA has asked the County to bring the pertinent County Zoning Ordinance sections into compliance with State Flood regulations. After discussion with staff and the Commission, Chair McKay asked for public comments.

Robina Rich Bouffault, area resident, was present and asked if this amendment is adopted that it be provided to the “Friends of the Shenandoah” so that they might be able to share these rules to the public.

There being no further public comments, Chair McKay called for a motion.

The Commission voted unanimously to recommend approval of this amendment to the Clarke County Board of Supervisors.

Yes: Arnold, Batterton, Caldwell, Daniel (moved), Dunning, McKay, McKelvy, Nelson, Smart (seconded) and Wade

No: No one

Absent: Ohrstrom

COMPREHENSIVE PLAN AMENDMENT – PUBLIC HEARING

The Clarke County Planning Commission will consider the amendment of Clarke County Comprehensive Plan so as to add a Transportation Plan as an Implementing Component.

Mr. Johnston explained this item. He stated that this is an element to the Comprehensive Plan to serve as a policy basis for transportation decisions. He said this includes information as to different routes in the County, traffic volume, etc. Commissioner Dunning stated that the building of homes has outgrown our roads. He stated that the County needs to govern how the building of homes can affect our transportation infrastructure. After discussion with staff and the Commission, Chair McKay asked for public comments.

Carl Anderson, area resident, asked about the possibility of widening Springsbury Road. He stated he is concerned that the farms are disappearing in the County.

Robina Rich Bouffault, area resident, stated she wants the County to work on the transportation problem.

Barbara Byrd, Clarke County Board of Supervisors member, was present and stated her concerns about the traffic.

Sylvia Talley, Berryville area resident, stated she has concerns about the transportation plans for Route 7 and Wickliffe Road.

There being no further public comments, Chair McKay called for a motion.

The Planning Commission voted unanimously to recommend to the Board of Supervisors approval of the proposed amendment.

Yes: Arnold, Batterton, Caldwell (seconded), Daniel, Dunning, McKay, McKelvy (moved), Nelson, Smart and Wade

No: No one

Absent: Ohrstrom

Chair McKay stated that Rick Travers with VIEW Engineering, the County's engineering consultant, had arrived and he asked Mr. Travers to give a brief overview of the status of the proposed High School site.

Mr. Travers presented a copy of the latest proposed electrical resistivity lines. He stated they need to stake the lines and he does not see this being completed by the Tuesday night meeting. He stated he has been talking with John Finnigan, Senior Project Manager with Brailsford and Dunlavey, regarding the stormwater issues. Several Commissioners had questions regarding the overflow of the water going into Chapel Run.

Commissioner Caldwell suggested the site plan committee meet after the 2007 June 5 meeting to go over these issues. The Planning Commissioners are concerned with the 100-day deadline approaching on 2007 June 22 and there is still a substantial lack of information that is needed before this proposal can move forward.

There being no further discussion, Chair McKay moved on to the next item on the agenda.

COMPREHENSIVE PLAN AMENDMENT – SET PUBLIC HEARING

The Clarke County Planning Commission will consider the amendment of Clarke County Comprehensive Plan so as to revise and update the Capital Improvements Program Implementing Component of the Plan.

Mr. Johnston explained this item. After discussion with staff and the Commission, Chair McKay called for a motion.

The Commission voted unanimously to set public hearing for the next regular meeting of the Commission on 2007 July 6.

Yes: Arnold, Batterton, Caldwell (moved), Daniel (seconded), Dunning, McKay, McKelvy, Nelson, Smart and Wade

No: No one

Absent: Ohrstrom

REPORTS

Board of Supervisors – **Pete Dunning**

Commissioner Dunning stated that a public hearing is scheduled for 2007 June 19 for the text amendment regarding private access easements.

Sanitary Authority – **Pete Dunning**

Commissioner Dunning gave a brief discussion regarding the increasing cost of hooking up to water and sewer in the last few years.

Board of Septic & Well Appeals – Pete Dunning

Commissioner Dunning stated that a public hearing is scheduled for 2007 June 14 regarding a proposed variance from the well ordinance. He stated that as of 2007 July 1 all drain field permits for new homes and additions will have to be recorded.

Board of Zoning Appeals – Anne Caldwell

Nothing to report.

Historic Preservation Commission – Cliff Nelson

Commissioner Nelson stated that the annual awards meeting was held on 2007 May 22 at the Battletown Inn. He stated the next meeting is scheduled for 2007 September 27.

Conservation Easement Authority – Pat McKelvy

Commissioner McKelvy stated that Ms. Teetor has been successful at working to get grant money. She stated that a number of properties are under consideration for easement.

Natural Resource Activities – Alison Teetor

Nothing to report.

Enforcement Officer – Nancy Olin

Ms. Olin's progress reports for 2007 May 1 thru 2007 May 31 were reviewed. Mr. Russell commended Ms. Olin for her work on the clean up of Jones' junkyard.

There being no further discussion, the meeting was adjourned at 11:08 a.m. until the special meeting of the Planning Commission on 2007 June 5 at 7:30 p.m. and the next regular meeting on 2007 July 6.

Beverly B. McKay, Chair

Charles Johnston, Clerk to the Commission

Minutes prepared by
Debra L. Bean, Recording Secretary