

Clarke County

PLANNING COMMISSION
REGULAR MEETING MINUTES
SEPTEMBER 7, 2012



A regular meeting of the Planning Commission of Clarke County, Virginia, was held at the Town/County Joint Government Center, Berryville, Virginia, on Friday, September 7, 2012.

ATTENDANCE

George Ohrstrom, II; Chair; Anne Caldwell, Vice Chair; Robina Bouffault, Clay Brumback, Cliff Nelson, Chip Steinmetz, Richard Thuss and Jon Turkel.

ABSENT

Scott Kreider, Tom McFillen and John Staelin

STAFF

Brandon Stidham, Planning Director; Jesse Russell, Zoning Administrator; Alison Teetor, Natural Resource Planner and Debbie Bean, Recording Secretary.

Called to Order

Chair Ohrstrom called the meeting to order at 9:00 a.m.

APPROVAL OF AGENDA

The Commission voted unanimously to approve the agenda.

Yes: Bouffault, Brumback, Caldwell, Ohrstrom, Steinmetz (seconded), Thuss and Turkel (moved)

No: No one

Absent: Kreider, McFillen, Nelson and Staelin

APPROVAL OF MINUTES

The Commission voted unanimously to approve the briefing meeting minutes of July 3, 2012.

Yes: Bouffault (seconded), Caldwell (moved), Steinmetz, Thuss and Turkel

No: No one

Absent: Kreider, McFillen, Nelson and Staelin

Abstained: Brumback, and Ohrstrom

The Commission voted unanimously to approve the regular meeting minutes of July 6, 2012 with a correction to the vote count.

Yes: Bouffault (moved), Caldwell, Ohrstrom, Steinmetz, (seconded) Thuss and Turkel

No: No one

Absent: Kreider, McFillen, Nelson and Staelin

Abstained: Brumback

TEXT AMENDMENT – PUBLIC HEARING

Proposed text amendments to add new language, §10-E Merger of Parcels; to amend Article 2, Usage and Definitions; and to amend §12-E, Vacation of Plat, of the Clarke County Subdivision Ordinance; and to amend Article 9, Definitions, of the Clarke County Zoning Ordinance. The

purpose of the text amendments is to require any merger of parcels to be reviewed and approved via final plat by the Zoning Administrator for compliance with County ordinances. The text amendments would also amend the current definition of “merger” in the Ordinances to distinguish the transaction from a “vacation,” and would correct a code reference error in §12-E of the Subdivision Ordinance.

Commissioner Nelson entered the meeting.

Mr. Stidham explained this request. He said this amendment is to reconcile a technical issue between the Zoning and Subdivision Ordinances regarding mergers of parcels. He stated that currently there is no ordinance that requires Planning Staff to review and approve a plat when a property owner proposes to merge two or more existing lots. He said that an applicant only needs to submit a plat along with a deed or affidavit to the Clerk’s office for recording. He stated that due to the absence of review by the Planning Department it conflicts with Section 3-D-8 regarding Vacation or Merger of Lots or Parcels in the AOC and FOC Districts of the Zoning Ordinance. He said that this section requires DURs to be reallocated according to the table found in Section 3-D-8 when lots are merged. He stated that as a result of the Planning Staff not reviewing and approving merger plats the Planning Department cannot maintain an accurate accounting of DURs on these affected parcels. He stated that this can cause confusion and potential hardship to current and future property owners that are unaware that their DURs may have been reduced when the properties were merged. He said that if this text amendment is adopted, the conflict between the ordinances would be resolved and all plats for merger would have to be reviewed and approved by the Planning Department before being recorded. After discussion with staff and the Commission, Chair Ohrstrom asked for public comments.

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

The Commission voted unanimously to recommend approval of the above text amendment to the Board of Supervisors.

Yes: Bouffault, Brumback, Caldwell (moved), Nelson, Ohrstrom, Steinmetz (seconded), Thuss and Turkel

No: No one

Absent: Kreider, McFillen, and Staelin

SITE PLAN AMENDMENT – PUBLIC HEARING

Keystone Baptist Church (John Lewis, Agent) requests approval of an amendment to the site plan for the purpose of constructing a 15,000 square foot multi-purpose addition to the Church, located at 15 Keystone Lane, Tax Map Parcels 6-((1))-16 and 6-((1))-17, Russell Election District, zoned Agricultural Open-Space Conservation (AOC) SP-12-05

Mr. Russell explained this request. He stated that since the July Planning Commission meeting, Commissioner Nelson and staff visited the site and met with the minister of Keystone Baptist Church. He said that there was some discussion about changing the existing sign in the future but that it would not have an impact on the proposed site plan request. He stated that no additional lighting is proposed. He said that based on the layout, the actual site conditions and the Church’s need during the occasional larger events additional parking spaces appear to be appropriate. He said that any additional stormwater runoff as a result of the additional parking spaces appear to be minimal and will be

accounted for through the applicant's stormwater management plan. After discussion with staff and the Commission, Chair Ohrstrom asked for public comments.

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

The Commission voted unanimously to approve this request.

Yes: Bouffault (moved), Brumback, Caldwell, Nelson (seconded), Ohrstrom, Steinmetz, Thuss and Turkel

No: No one

Absent: Kreider, McFillen and Staelin

Board/Committee Reports

Board of Supervisors – John Staelin
No report.

Sanitary Authority
No report.

Board of Septic & Well Appeals – John Staelin
No report.

Board of Zoning Appeals – Anne Caldwell
No report.

Historic Preservation Commission – Cliff Nelson
Commissioner Nelson stated that the next meeting is scheduled for September 27, 2012 at 8:30 a.m. in the A/B meeting room.

Conservation Easement Authority – George Ohrstrom, II
Chair Ohrstrom stated the Authority is actively doing site visits.

Staff Reports

Natural Resource Activities – Alison Teetor
a. Pesticide sampling project results

Ms. Teetor said in the Planning Commission packet there is a copy of a Memorandum to David Ash, Board of Supervisors, Brandon Stidham and the Planning Commission regarding the results of pesticide sampling. She said also included was a chart showing the results of the different pesticides and a map showing where the sampling was done. She stated that a lot of the chemicals were from farming and the highest amount of chemicals were found in the Summit Point Road area.

There being no further discussion, the meeting was adjourned at 9:14 a.m. until the next regular meeting of the Commission on October 5, 2012.


George L. Ohrstrom, II, Chair


Brandon Stidham, Planning Director

Minutes prepared by Debbie Bean, Recording Secretary