

# Clarke County

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Planning Commission  
**Regular Meeting Minutes**  
January 6, 2017



A regular meeting of the Planning Commission of Clarke County, Virginia, was held at the Berryville/Clarke County Government Center, Berryville, Virginia, on Friday, January 6, 2017.

## **ATTENDANCE**

George L. Ohrstrom, II, Chair; Anne Caldwell, Vice Chair; Robina Bouffault; Mary Daniel (arrived late); Scott Kreider; Doug Kruhm; Frank Lee; Gwendolyn Malone; Cliff Nelson and Jon Turkel.

## **ABSENT**

Randy Buckley

## **STAFF**

Brandon Stidham, Planning Director; Ryan Fincham, Senior Planner/Zoning Administrator; and Debbie Bean, Recording Secretary.

## **CALLED TO ORDER**

Brandon Stidham, as Clerk to the Commission, called the meeting to order at 1:00 p.m. and introduced the annual organizational meeting.

## **ELECTION OF CHAIR AND VICE CHAIR**

Mr. Stidham opened the floor for nominations for Chair to the Commission. Commissioner Caldwell nominated George L. Ohrstrom, II to continue serving as Chair, seconded by Commissioner Bouffault. No other nominations were offered. Mr. Stidham closed the floor to nominations.

The Commission voted to elect George L. Ohrstrom, II as Chair of the Planning Commission for 2017.

**Yes:** Bouffault (seconded), Caldwell (moved), Kreider, Kruhm, Lee, Malone, Nelson, Ohrstrom and Turkel

**No:** No one

**Absent:** Buckley and Daniel

Mr. Stidham turned the meeting over to Chair-Elect Ohrstrom.

Chair Ohrstrom asked for nominations for Vice Chair to the Commission. Commissioner Bouffault moved to nominate Anne Caldwell to continue serving as Vice Chair, seconded by Commissioner Kruhm. No other nominations were offered. Chair Ohrstrom closed the floor to nominations.

The Commission voted to elect Commissioner Caldwell as Vice Chair to the Planning Commission for 2017.

**Yes:** Bouffault (moved), Caldwell, Kreider, Kruhm (seconded), Lee, Malone, Nelson, Ohrstrom and

Turkel  
**No:** No one  
**Absent:** Buckley and Daniel

#### **COMMITTEE ASSIGNMENT FOR 2017**

The 2017 committee assignments were approved by consensus.

#### **2017 MEETING SCHEDULE**

The Commission voted to approve the meeting schedule for 2017 as presented.

**Yes:** Bouffault, Caldwell (seconded), Kreider, Kruhm, Lee, Malone (moved), Nelson, Ohrstrom and Turkel

**No:** No one

**Absent:** Buckley and Daniel

#### **2017 BY-LAWS**

The Commission voted to approve the By-Laws for 2017 as presented.

**Yes:** Bouffault, Caldwell, Kreider, Kruhm (moved), Lee (seconded), Malone, Nelson, Ohrstrom and Turkel

**No:** No one

**Absent:** Buckley and Daniel

#### **2017 PROJECT PRIORITIES**

The Commission voted to approve the 2017 Project Priorities as revised.

**Yes:** Bouffault (moved), Caldwell (seconded), Kreider, Kruhm, Lee, Malone, Nelson, Ohrstrom and Turkel

**No:** No one

**Absent:** Buckley and Daniel

#### **APPROVAL OF AGENDA**

The Commission voted to approve the revised Agenda as presented.

**Yes:** Bouffault, Caldwell, Kreider (seconded), Kruhm, Lee, Malone, Nelson (moved), Ohrstrom and Turkel

**No:** No one

**Absent:** Buckley and Daniel

#### **APPROVAL OF MINUTES**

The Commission voted to approve the briefing meeting minutes of November 29, 2016.

**Yes:** Bouffault (seconded), Caldwell (moved), Kreider, Kruhm, Lee, Malone, Nelson, Ohrstrom and Turkel

**No:** No one

**Absent:** Buckley and Daniel

The Commission voted to approve the regular meeting minutes of December 2, 2016.

**Yes:** Bouffault, Caldwell, Kreider (moved), Kruhm, Lee (seconded), Malone, Nelson, Ohrstrom and Turkel

**No:** No one

**Absent:** Buckley and Daniel

**Set Public Hearing Items**

**TA-17-01, Agricultural Business Uses**

Mr. Stidham explained this text amendment and noted changes from the January 3 briefing meeting. He said that the Commission recommends adding farm\_machinery sales and service and farm supplies sales as permitted uses to the Agricultural-Open Space-Conservation (AOC) District subject to Commission site development plan review if the total floor area of the proposed building or buildings is less than 12,000 square feet, and as a special use if the total floor area of the proposed building or buildings is 12,000 square feet or greater. He stated that the 12,000 square foot floor area threshold corresponds to the building code requirement that a sprinkler system must be provided for fire suppression. He said that the Commission also recommends adding new definitions and new supplementary regulations for the uses. After discussion with Staff and the Commission, Chair Ohrstrom called for a motion to set public hearing.

The Commission voted to set public hearing for this text amendment for the next regular meeting of the Commission.

**Yes:** Bouffault, Caldwell (moved), Kreider, Kruhm, Lee, Malone (seconded), Nelson, Ohrstrom and Turkel

**No:** No one

**Absent:** Buckley and Daniel

**Public Hearing Items**

**Revised 2016 Agricultural Land Plan**

Mr. Stidham stated that the revised 2016 Agricultural Land Plan included in the meeting packet contains edits that were requested by the Planning Commission at the November 29 briefing meeting. He said the edits were specifically to remove reference to "horticulture" to be consistent with the approach being taken by the Commission in reviewing agricultural business use regulations in the AOC District. After discussion with Staff and the Commission, Chair Ohrstrom opened the public hearing.

There being no public comments, Chair Ohrstrom closed the public hearing and called for a motion.

The Commission voted to recommend approval of the 2016 Revised Agricultural Land Plan as presented to the Board of Supervisors to set public hearing.

**Yes:** Bouffault (moved), Caldwell, Kreider, Kruhm (seconded), Lee, Malone, Nelson, Ohrstrom and Turkel

**No:** No one

**Absent:** Buckley and Daniel

Commissioner Daniel arrived at 1:10 pm

## **Boundary Line Adjustment – Planning Commission Review**

### **BLA-16-17, Auggie LTD, Partnership**

Mr. Fincham gave a brief presentation on this request. He said that the applicants are requesting approval of a Boundary Line Adjustment for the properties identified as Tax Map #8-A-35 and 8-A-35A. He said that according to Clarke County Subdivision Ordinance §10-F, “Any plat depicting a merger or boundary line adjustment involving a residual lot that was the subject of an administrative land division within the previous two year period shall require approval by the Planning Commission.” He stated that in this case, the applicant has applied for an administrative land division and a boundary line adjustment simultaneously. He said that the administrative land division divides Parcel 8-A-35 consisting of 277.77 acres into two parcels of 176.9405 acres and 100.8295 acres. He stated that the applicant explained that the purpose of the two-step proposal is for estate planning purposes. After discussion with Staff and the Commission, Chair Ohrstrom called for a motion.

The Commission voted to approve this request.

**Yes:** Bouffault (seconded), Caldwell, Daniel, Kreider, Kruhm, Lee, Malone, Nelson (moved), Ohrstrom and Turkel

**No:** No one

**Absent:** Buckley

### **Board/Committee Reports**

#### **Board of Supervisors (Mary Daniel)**

Commissioner Daniel stated that the organizational meeting of the Board of Supervisors is coming up at the next Board of Supervisors meeting. She said that the Board is starting to work on the budget.

#### **Board of Septic & Well Appeals (George Ohrstrom, II)**

No report.

#### **Board of Zoning Appeals (Anne Caldwell)**

No report.

#### **Historic Preservation Commission (Doug Kruhm)**

Commissioner Kruhm stated that the next meeting of the Historic Preservation Commission is scheduled for January 18, 2017 at 4:00 p.m.

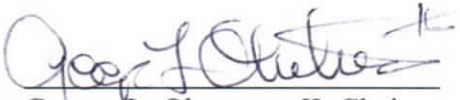
#### **Conservation Easement Authority (George Ohrstrom, II)**

Chair Ohrstrom stated that the Conservation Easement Authority had a banner year in 2016 and he is hoping 2017 will be the same. Vice Chair Caldwell said she would like to see a map with all the properties that are currently in easement with the new ones hi-lighted for the next meeting of the Commission.

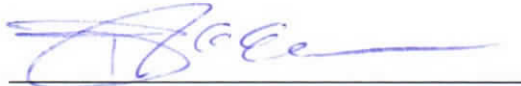
**Other Business**

Commissioner Bouffault said that she has prepared a three page chart with information on broadband which she distributed to the Commission and Staff. She said that the chart is general information for the public to see what is out there.

On motion by Commissioner Nelson and seconded by Commissioner Kreider the meeting was adjourned at 1:38 p.m.



George L. Ohrstrom, II, Chair



Brandon Stidham, Director of Planning

Minutes prepared by Debbie Bean, Recording Secretary