



# Clarke County Planning Commission

MINUTES – Work Session

Tuesday, February 28, 2023 – 3:00PM

Berryville/Clarke County Government Center – Main Meeting Room

ATTENDANCE:			
George L. Ohrstrom, II (Chair/Russell)	✓	Ronnie “Ron” King (Buckmarsh)	✓
Randy Buckley (Vice-Chair/White Post)	✓	Scott Kreider (Buckmarsh)	✓ <sup>E</sup>
Terri Catlett (Board of Supervisors)	✓	Frank Lee (Berryville)	✓
Buster Dunning (White Post)	✓	Gwendolyn Malone (Berryville)	✓
Robert Glover (Millwood)	✓	John Staelin (Millwood)	✓
Pearce Hunt (Russell)	✓	Doug Lawrence (BOS alternate)	X

E – Denotes electronic participation

**STAFF PRESENT:** Brandon Stidham (Director of Planning), Jeremy Camp (Senior Planner/Zoning Administrator), Kristina Maddox (Office Manager/Zoning Officer), Chris Boies (County Administrator)

**OTHERS PRESENT:** David Frank (Pennoni), Langdon Greenhalgh (Carter Hall Estate, LLC)

**CALL TO ORDER:** By Mr. Stidham at 3:00PM.

**1. Approval of Agenda**

The Commission had no additions to the agenda as presented by Staff.

**2. Review of March 3 Business Meeting Agenda Items**

**A. Conflicts of Interest**

Mr. Stidham noted Commissioners Buckley and Dunning have conflicts of interest with the Carter Hall Estate special use permit (SUP) application and will not participate in the discussion.

**B. Agenda Review**

Mr. Stidham reviewed two corrections to the February 3, 2023 Business Meeting minutes and noted the changes have been corrected on the copies provided. The first change was a run-on sentence that was clarified and the second correction was editorial changes to Mr. Greenhalgh’s comments on page 11.

Mr. Camp updated the Commission on the status of the Carter Hall Estate, LLC special use permit and site plan development application. He said at the February Business Meeting, the Commission voted to continue the public hearing to March in order to allow the applicant sufficient time to address the citizen issues and concerns, to allow citizens additional time to comment, and to allow Staff review time for new information submitted by the applicant on February 16, 2023. He said as of February 28, 2023, the applicants plan to make substantial changes to the application including removing events altogether including the tents, stormwater pond, conservatory building, and that they request a thirty-day deferral to make such changes to their site plan and application. He added that up until this point, Staff’s denial recommendation was based on the higher intensity use originally proposed by Carter Hall which created a number of negative impacts on surrounding rural properties. He said the new changes proposed by the applicant would help to mitigate those impacts but may not address all concerns entirely. He continued



that it is the Commissioner's decision whether to defer for thirty days to review the new proposal which would contain only the fifteen-room country inn.

Langdon Greenhalgh spoke on behalf of the Carter Hall ownership and noted they wish to pause their SUP application process as of today and to defer their application for consideration until the April 7, 2023 public hearing. He continued that as part of their deferment, they will revise their application to remove events related to the country inn accessory use.

Chair Ohrstrom asked if the Commission would need to set public hearing for the new application. Mr. Stidham replied that they would only be submitting an amended application to remove the accessory use and that the public hearing can be continued. Commissioner Staelin asked if citizens could still speak at the public hearing on Friday to which Mr. Stidham said they could hold it after the presentation but encourage comments in light of the proposed changes or defer their comments until the April public hearing.

Chair Ohrstrom asked if the applicants were certain they could get all agency approvals by the thirty-day deadline and suggested deferring sixty days instead. Mr. Greenhalgh said they have already started some of the discussions and processes and they are hopeful they will be able to do everything within thirty days. He continued that at the conclusion of the application process, Carter Hall Estate will assess the final terms set by Clarke County and determine whether or not it will be a viable business or not.

David Frank (Pennoni) said based on the staff report they plan to revise the current site plan to include the removal of the pool, trails, conservatory, stormwater facilities, and gatehouse. He added they plan to continue to make improvements on Bishop Meade Road such as the old stone wall which hinders sight distance. He continued that the physical improvements to the property will be limited to the entrance in addition to any Health Department drainfield requests. He said agency meetings are being scheduled and that he fully anticipates a quick turnaround of the revised site plan approvals.

Commissioner Glover asked if Carter Hall Estate as a country inn would have to obtain a special use permit for events and conferences later on. Mr. Stidham replied that they would have to complete a new application with the same accessory use to the country inn.

Commissioner Staelin asked if there are currently two uses on the property – the grandfathered use as the non-profit and the event center use for conferences. Mr. Frank said the application will now convert the existing main building within the country inn framework and bring that under the country inn and remaining facilities on the property will remain grandfathered. Mr. Frank added it will be made clear once the site plan is updated and the building uses are updated. Commissioner Glover asked about the permitted grandfathered use of Project Hope's convention center. Mr. Stidham replied that they are permitted to use the administration building for the nonprofit organization. He said Project Hope operated as one entity, therefore Carter Hall is only permitted to have one entity make use of that grandfathered status. He added they could have their own meetings but not host minor commercial public assembly activities nor allow outside non-profit organizations to host meetings as these activities would require a special use permit.

Mr. Camp reviewed two minor subdivision applications. Commissioner had no questions or comments on MS-23-02, 624 Old Waterloo Road, LLC. When Mr. Camp reviewed MS-23-04, Donald and Dianna DeWitt, Commissioner Lee asked how many DURs the residual lot of the subdivided property had

remaining to which Mr. Camp responded none. Mr. Camp replied that the applicant is aware that they are only permitted to build a 600 square foot minor dwelling even though there are two drainfields when asked by Commissioner Lee. After a discussion regarding the entrance of the property, Mr. Camp said the direct access for the residue lot would be on Wadesville Road when asked by Commission Staelin.

**C. Status of Deferred Applications**

Mr. Stidham said the Commission will eventually review two deferred applications including Horus Virginia LLC solar farm special use permit and site plan and then also new application for a campground along the Opequon that was filed complete but still has some deficiencies they are working on.

**3. Old Business**

None scheduled.

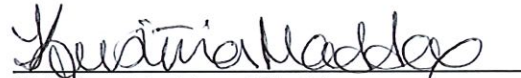
**4. New Business**

None scheduled.

**ADJOURN**

The February 28<sup>th</sup> Planning Commission Work Session adjourned by consensus at 3:30PM.

  
George L. Ohrstrom, II (Chair)

  
Kristina Maddox (Clerk)