

**CLARKE COUNTY PLANNING COMMISSION**  
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# Clarke County Planning Commission

**AGENDA - Briefing Meeting**

**Tuesday, May 30, 2017 - 3:00PM**

**Berryville/Clarke County Government Center- A/B Meeting Room**

- 1. Approval of Briefing Meeting Agenda**
- 2. Review of Agenda Items for June 2, 2017 Meeting**
- 3. Old Business Items**
- 4. New Business Items**
  - a. Discussion, Application of Parking Requirements for Existing Neighborhood-Commercial-zoned Properties in Millwood
- 5. Other Business**
- 6. Adjourn**



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**TO: Planning Commission members**

**FROM: Brandon Stidham, Planning Director**

**SUBJECT: Discussion, Application of Parking Requirements for Existing Neighborhood Commercial-zoned Properties in Millwood**

**DATE: May 24, 2017**

Item #4 under New Business is a request from the Board of Supervisors to evaluate the issue of parking requirements for businesses located on Neighborhood Commercial (CN) zoned properties in the village of Millwood.

Recent re-development activity in this area – located along Millwood Road at and immediately south of the intersection with Bishop Meade Road (Rt. 255) – has raised the question of how to apply the Zoning Ordinance parking requirements as new businesses arrive and existing businesses seek to expand. Six properties in this area contain existing business buildings with either very limited space or no space at all for onsite parking. Staff is concerned that future re-development in this area and its increasing popularity among visitors to the Burwell-Morgan Mill will result in new conflicts with the County’s parking requirements.

The specific properties in question are listed below and referenced on the attached zoning maps. All of these properties are zoned Neighborhood Commercial (CN) and Historic Overlay District:

- 2037 Millwood Road. Currently vacant but under renovation. Unlikely that the property has on-site parking that meets current ordinance requirements.
- 2045 Millwood Road. Currently vacant. This building was most recently used as a hair salon and Planning Staff recently approved a business license application for a new hair salon at this location. Unlikely that the property has on-site parking that meets current ordinance requirements.
- 2049 Millwood Road. Retail store. Onsite parking spots in front of store but it is unknown whether they meet current ordinance requirements. Customers also park offsite at the Burwell-Morgan Mill property across the street and a parking area located behind the store (part of the property located at 2053 Millwood Road).
- 2053 Millwood Road. Currently vacant – most recently used as an art gallery. Parking is potentially available in front of the building and in the rear of the building. Staff granted a “site plan amendment” approval in 2012 for the art gallery but the submitted plan does not comply with Article 6 (Site Development Plans) or Section 4-J (Off-Street Parking).

- 2009 Millwood Road. Millwood Post Office. This property has onsite parking and customers also use on-street parking along Bishop Meade Road. The property is included in this list because it shares the same zoning classifications as the other properties and because it is in private ownership and could be re-developed for Neighborhood Commercial uses if it ever ceases to be a post office.
- 2038 Millwood Road. Antique business, located on the west side of Millwood Road. Onsite parking spots are located in front of store but it is unknown whether they meet current ordinance requirements.

Applicable sections of the Zoning Ordinance are as follows:

- 6-C, Waiver of Requirements. This section allows the Agent (zoning administrator) to waive any site development plan requirement in Article 6 so long as such waiver is not inconsistent with this section, the applicant establishes that undue hardship would result from strict enforcement of the section, or if the requirement is unreasonable. It appears that Planning Staff may have utilized this section in the past and “waived” direct application of parking regulations due to the area constraints on these properties.
- 4-J-1, General Specifications. Off-street parking shall be provided at the time a building is constructed or any time a building is altered, enlarged, or increased in size. Spaces are to be arranged so they are properly related to a street for access purposes and provide appropriate separation from streets and walkways. Staff believes this section also applies to a change in permitted use that requires more parking than the previous use per 4-J-10.
- 4-J-2, Construction and Design Standards. Off-street parking shall be an all-weather surface, graded with property drainage. Minimum dimension of parking spaces shall be 9’ X 18’ or 8’ X 16’ for compact cars. Drive aisles shall have a minimum 24’ width.
- 4-J-3, Prohibited in Required Yards Adjacent to Streets. Parking is not allowed in required yards adjacent to streets for 4 or more automobiles.
- 4-J-4, Buffer Required Where Adjoining Property Residential. Continuous visual buffer with 6’ minimum height shall be provided for parking lots within 50 feet of a residential property line.
- 4-J-6, To Be Located on Same Lot as Principal Use: Exceptions. Onsite parking is required unless Planning Commission grants an exception for offsite parking in conjunction with site plan review. Must meet the following – buffering and design and improvement standards, special conditions and safeguards, and requirements of satisfactory assurance that the parking will remain available for the use or structure. Staff does not have record of any exceptions granted in the past by the Commission and is unaware of any formal offsite parking easements or agreements among the property owners.

- 4-J-7, Joint Parking Facilities. Joint parking is allowed where there are multiple uses on the same lot. Joint parking is also allowed among uses on other lots as approved by the Planning Commission in conjunction with site plan review. Staff has no record of any joint parking facility requests or approvals among these properties.
- 4-J-8, Other Areas Not Used to Meet Requirements. Cannot use loading or non-parking areas to meet off-street parking requirements.
- 4-J-10, Off-Street Parking Standards. This section contains parking space calculations based on use types. Any new or expanded uses would have to provide parking in compliance with these standards.
- 4-J-11, Off-Street Loading Space. Off-street loading spaces are required. Staff does not have record of prior Staff approving any off-street loading spaces.

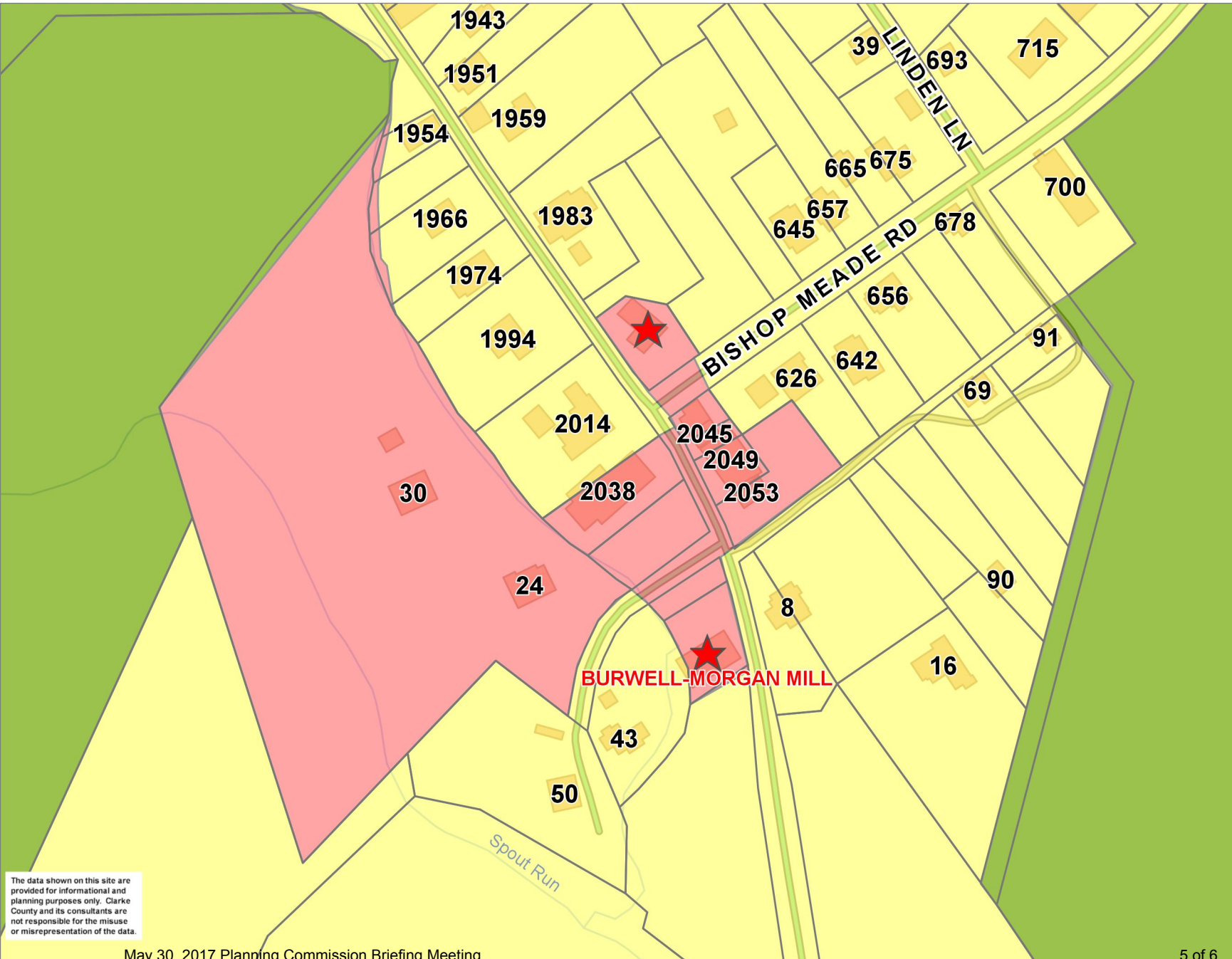
Staff notes that parking issues occur in this area at infrequent intervals resulting in all current available on and off-site spaces being occupied and patrons being forced to park along the limited shoulder area on Millwood Road. These intervals are sometimes predictable (special events held at the Burwell-Morgan Mill) but most often are not as they coincide with lunchtime and weekend patronage.

Rather than continue with using the Zoning Administrator's administrative waiver authority to address new and expanding businesses in this area, Staff recommends that the Planning Commission discuss this issue as it relates to this specific area and consider developing a text amendment.

If you have any questions or concerns in advance of the meeting, please do not hesitate to contact me.



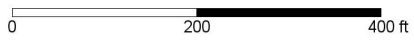
- Public
- Points of Interest
- Parcels
- County Zoning
  - Rural Residential (RR)
  - Commercial Nhbhd (CN)
  - Commercial Hwy (CH)
  - Ag/OS/Conserv (AC)
  - Forest/OS/Conserv (FC)
- Towns
- Clarke County Boundary
- Major Roads
  - Interstate
  - US Highway
  - State Highway
- Surrounding Counties Opaque
- Clarke County Roads
  - Private Roads
  - Roads
- Rail
- Buildings
- Appalachian Trail
- Streams
  - Perennial Streams
  - Intermittent Streams
- Ponds
- Rivers



The data shown on this site are provided for informational and planning purposes only. Clarke County and its consultants are not responsible for the misuse or misrepresentation of the data.

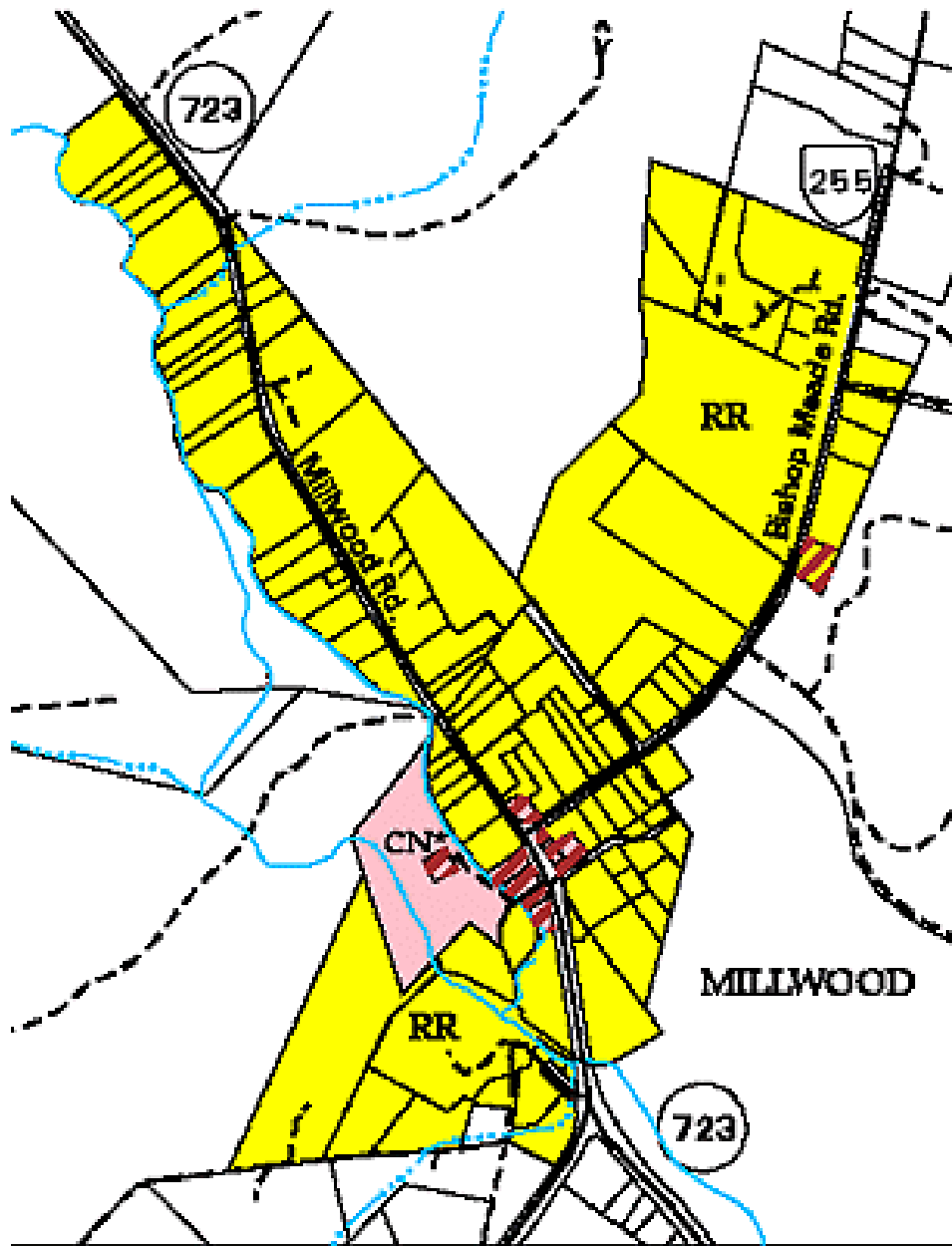
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Clarke County MapsOnline



- Hatched - Historic (H) District
- Yellow - Rural Residential (RR) District
- Pink - Neighborhood Commercial (CN) District
- White - Agricultural-Open Space-Conservation (AOC) District