

# Clarke County



## PLANNING COMMISSION BUSINESS MEETING MINUTES FRIDAY, APRIL 6, 2018

A regular meeting of the Planning Commission of Clarke County, Virginia, was held at the Berryville/Clarke County Government Center, Berryville, Virginia, on Friday, April 6, 2018.

### ATTENDANCE

**Present:** George L. Ohrstrom, II, Chair; Randy Buckley, Vice Chair; Anne Caldwell; Robina Bouffault; Bob Glover; Doug Kruhm, Mary Daniel; Scott Kreider; Frank Lee; Gwendolyn Malone; and Cliff Nelson.

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

### CALLED TO ORDER

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

Mr. Stidham said that the agenda has been revised with the deferral of Peter & Melanie Hitchen's proposed Major Subdivision for one month. He stated that the addition of the Draft 2018 Historic Resources Plan has been added for scheduling a public hearing for next month. He said there is a correction to the Minor Subdivision for Amelia D. Pierson Bailey, et als, due to the misspelling of her last name being incorrect (Pearson).

### APPROVAL OF AGENDA

The Commission voted to approve the revised agenda as presented.

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

**No:** No one

### APPROVAL OF MINUTES

The Commission voted to approve the Planning Commission Work Session Meeting minutes of February 27, 2018.

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

**No:** No one

The Commission voted to approve the Planning Commission Business Meeting minutes of March 2, 2018.

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

**No:** No one

**Abstained:** Caldwell

## **Continued Public Hearing - Major Subdivision Application**

### **S-17-01, Peter O. & Melanie M. Hitchen- Major Subdivision**

Request deferred for one month by Applicant.

Mr. Fincham stated that the applicant has requested to defer this proposed request for another month in order to allow time to receive final comments from the Virginia Department of Transportation and the Department of Environmental Quality.

### **Minor Subdivision**

#### **MS-18-02, Amelia D. Pierson Bailey, Trustee; Helen M. Pierson; Estate of F. Stanley Pierson.**

Request approval of a two lot Minor Subdivision for the property identified as Tax Map #25-A-27A, located in the 300 block of Saw Mill Hill Road in the Millwood Election District, zoned Forestal Open-Space Conservation (FOC).

Mr. Fincham stated that this request is for a two lot Minor Subdivision. He said that the Virginia Department of Transportation (VDOT) has reviewed the plat and offered comments including plat changes which have already been addressed by the surveyor. He stated that a permit from VDOT is required for any entrance construction. He said that both lots have been field reviewed by the Health Department. He stated that Lot 1 has an existing septic drainfield with no record and a proposed 200% reserve area as shown on the plat. He said that Lot 1 is served by a private well. He stated that Lot 2 will be served by a three bedroom alternative septic drainfield and 100% alternative septic reserve area. He said that Lot 2 will be served by a private well as shown on the plat. He stated that Health Department is prepared to sign the final plats.

Mr. Fincham stated that the Bailey Family (applicants) are here today to answer any questions the Commission might have.

After discussion with Staff and the Commission, Chair Ohrstrom called for a motion.

The Commission recommends approval of this request on condition that changes to the plat notes be included in the revised version of the plat.

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

**No:** No one

### **Draft 2018 Historic Resources Plan**

Mr. Stidham stated that this item is to schedule the public hearing for the Draft 2018 Historic Resources Plan. He said that Staff made this presentation at the April 3, 2018 Work Session Meeting and if there are any questions he will attempt to answer them but otherwise we are looking for the Commission to schedule public hearing for the May 4, 2018 Planning Commission Business Meeting.

The Commission voted to set public hearing for the 2018 Revised Historic Resources Plan for the May 4, 2018 Planning Commission meeting.

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

**No:** No one

### **Board/Committee Reports**

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

Commissioner Daniel stated that since our last meeting there have been two more meetings at the Board of Supervisors level regarding the budget. She said that the most recent meeting was earlier this week for the budget and the tax rate which there were no public comments. She said that the budget is on the County website and everyone is welcome to take a look.

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

Chair Ohrstrom stated that the Board of Septic and Well Appeals approved a well ordinance variance on March 9, 2018.

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

No report.

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

Commissioner Kruhm stated that Historic Preservation Commission approved a Certificate of Appropriateness to build a single family dwelling on the property where a house is scheduled to be demolished. He said the awards luncheon is scheduled for May 16, 2018.

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

Chair Ohrstrom stated that the Conservation Easement Authority is trying to close a few easements and we may send out a solicitation for donations.

#### **Other**

Commissioner Daniel stated there was a meeting yesterday for Broadband with representatives from Comcast and Shentel attending. She said that unfortunately they did not pledge to extend broadband to all portions of Clarke County regardless of cost or user levels. She said that the process will continue to move forward. Commissioner Bouffault stated that currently there is a price war among providers and this makes it difficult for the tower builders to find interested providers because it takes a lot of money to build a tower.

Mr. Fincham said that at the May Planning Commission meeting there will be a minor subdivision with a maximum lot size exception for the McIntire Cattle Company, Inc. He said that there will also be a Special Use Permit/Site Plan for an event venue for Kentlands. He stated there is also the possibility that Thomas Walker will file an application for a minor subdivision.

On motion by Commissioner Caldwell and seconded by Commissioner Kreider the meeting was adjourned at 9:26 a.m.



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George L. Ohrstrom, II, Chair



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Brandon Stidham, Director of Planning

Minutes prepared by Debbie Bean, Recording Secretary