



# Clarke County Planning Commission

AGENDA – Business Meeting

Friday, March 4, 2022 – 9:00AM

Berryville/Clarke County Government Center – Main Meeting Room

1. **Approval of Agenda**
2. **Approval of Minutes**
  - A. February 1, 2022 Work Session
  - B. February 4, 2022 Business Meeting

## Public Hearings

-- None scheduled

## Administrative Application Reviews

3. **MS-22-01, Lawrence R. & Sandy L. Garrison.** Request approval of a two-lot Minor Subdivision for the property identified as Tax Map #22-A-39A, located south of Briggs Road (Route 617), approximately 500 feet from Lime Marl Lane, at the address of 580 Briggs Road, in the Millwood Election District, and zoned Agricultural-Open Space-Conservation (AOC).

## Board and Committee Reports

4. **Board and Committee Reports**
  - Board of Supervisors (Matthew Bass)
  - Board of Septic & Well Appeals (George Ohrstrom, II)
  - Board of Zoning Appeals (Anne Caldwell)
  - Historic Preservation Commission (Bob Glover)
  - Conservation Easement Authority (George Ohrstrom, II)
  - Broadband Implementation Committee (Brandon Stidham)

## Other Business

5. **Resolution of Appreciation – Douglas Kruhm**

## Adjourn

<b>UPCOMING MEETINGS:</b>	
<b>Policy &amp; Transportation Committee</b>	Friday, March 4 following Business Meeting – Main Meeting Room
<b>Comprehensive Plan Committee</b>	Thursday, March 10 (3:30) – Main Meeting Room
<b>Commission Work Session</b>	Tuesday, March 29 (3:00PM) -- Main Meeting Room
<b>Commission Business Meeting</b>	Friday, April 1 (9:00AM) -- Main Meeting Room
<b>Ordinances Committee</b>	TO BE SCHEDULED – April
<b>Plans Review Committee</b>	No meetings currently planned



# Clarke County Planning Commission

**DRAFT MINUTES** – Work Session

Tuesday, February 1, 2022 – 3:00PM

Berryville/Clarke County Government Center – Main Meeting Room

<b>ATTENDANCE:</b>			
George L. Ohrstrom, II (Chair/Russell)	✓E	Pearce Hunt (Russell)	✓
Randy Buckley (Vice-Chair/White Post)	✓	Scott Kreider (Buckmarsh)	✓E
Matthew Bass (Board of Supervisors)	✓	Douglas Kruhm (Buckmarsh)	X
Anne Caldwell (Millwood)	✓	Frank Lee (Berryville)	✓
Buster Dunning (White Post)	✓	Gwendolyn Malone (Berryville)	✓
Robert Glover (Millwood)	✓	Doug Lawrence (BOS alternate)	X

E – Denotes electronic participation

**NOTE:** George L. Ohrstrom, II participated electronically due to health issues related to the current pandemic. Commissioner Kreider participated electronically due to a personal matter.

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

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

## Approval of Agenda

Commissioners did not have additions to the February 1, 2022 agenda.

## Review of February 4, 2022 Business Meeting Agenda Items

Mr. Stidham noted three sets of meeting minutes to review, a minor subdivision presentation by Mr. Camp, Board and Committee reports, and the Agricultural Land Plan Five-Year Review Resolution during the upcoming Business Meeting.

Mr. Camp provided a brief overview of **MS-22-01**, Lawrence & Sandy Garrison. Members had no questions or comments.

## Old Business Items

There were no “Old Business Items” discussed.

## New Business Items

### **Discussion, Agricultural Land Plan Five-Year Review Resolution**

Mr. Stidham said the Commission will need to adopt a resolution during the next Business Meeting as the five-year adoption anniversary of the Agricultural Land Plan is February 21<sup>st</sup>. He noted the two issues in the draft resolution to be addressed including the potential merger of the Agricultural Land Plan and the Mountain Land Plan and review of the form and scale of what we would consider compatible agribusiness and agritourism activities. He said there are recommendations in both plans that talk about the support of various forms of agriculture. He used examples such as wineries, breweries, distilleries, Airbnb venues, and large-scale hydroponic lettuce facilities as new forms of agricultural operations to be addressed. He said agritourism uses and activities that have a significant public

assembly component that can bring traffic safety and other adverse impacts to agricultural areas will be discussed. He said hopefully this will lead to new policies that will help form the creation of new zoning regulations to address how the Commission wants to deal with these types of uses and activities in the future.

### **Discussion, Revisions to Comprehensive Plan Chapters II and III**

Mr. Stidham said the Comprehensive Plan Committee recently finished the initial drafts of Chapter II and III. He said Chapter II covers goals, objectives, and policies and that Chapter III covers the implementing component plans. He added that the full draft will be ready for the Commission later in the spring. He commented that most of the heavy lifting had been done and that he hopes to ensure the guidance is clearly stated with direct and consistent language. He said the plan is to update current day challenges, especially new issues that have arisen since the last update in 2013, and build upon the current plan strengths to make the revised plan stronger.

Mr. Stidham reviewed the cover memo on page 5 of 81 that lists two major goal concepts and changes that were proposed.

Mr. Stidham replied to Commissioner Bass's question that he thought it should be "are precedent setting" versus "may be precedent setting" as it draws attention that it has been examined against everything important to the County before the decision is made. He added that he did not think it puts the County in any sort of disadvantaged position legally because it is stated in the Comprehensive Plan.

Mr. Stidham reviewed recommended changes and updates to the objectives and policies within Chapter II and III of the Comprehensive Plan starting on page 6 of 81 of the packet.

Chair Ohrstrom asked a question surrounding the adaptive reuse of existing commercial and residential structures in Objective 10 Policy 6d and thought additional language could potentially be added for clarification from Item 6b. Mr. Stidham said he thought the reason the language was included in Item 6b is due to some special events that are governed by the County code. He added that it is somewhat implied with adaptive reuse that one has to meet both building and fire code requirements. Commissioner Bass said he does not think the language is needed in Item 6b as it is already in the qualified paragraph. Mr. Stidham said one more issue with Item 6d to avoid is giving the wrong impression that we are in full support of any adaptive reuse project. He said it has to be able to meet all the qualifiers in the introductory section and that we might want to reiterate something from the introduction. He added that there is time to think about this and to advise if anyone has a better way to word it.

Commissioner Lee noted on page 44, Policy 17, that the County ordinance requires pump out of septic systems per State requirements, however, he said he is not aware of such County ordinance requirements. Mr. Stidham replied that he thinks we have the requirement but we have yet to implement it. Chair Ohrstrom believed it is stated in the ordinance that people are supposed to do a pump out every five years. Vice Chair Buckley noted that Ms. Teetor had recently sent a pump out letter to residents to which Mr. Stidham replied that it was sent to encourage people to do it voluntarily. He continued that Ms. Teetor was going to track the success to see if we needed to enforce the pump out program or not. When asked by Commissioner Glover if it was successful, Mr. Stidham replied that he was not sure if Ms. Teetor had fully compiled her data.

Mr. Stidham said the Comprehensive Plan Committee met to start Chapter I in hopes that a full draft will be ready to review in the spring.

**Other Business**

Mr. Stidham asked the Commission to look at his email regarding changes or corrections to the recent contact list and to let him know if there are any changes or updates.

When asked by Vice Chair Buckley, Mr. Stidham replied that the next Comprehensive Plan Committee meeting is on Thursday, February 17<sup>th</sup> at 10:30AM. Mr. Stidham added that the Policy & Transportation Committee will hear from Staff soon to schedule a meeting for late February or the first part of March.

**ADJOURN:** The February 1, 2022 Planning Commission Work Session adjourned by consensus at 3:50PM.

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Randy Buckley (Vice Chair)

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Kristina Maddox (Clerk)



# Clarke County Planning Commission

**DRAFT MINUTES** – Business Meeting

Friday, February 4, 2022 – 9:00AM

Berryville/Clarke County Government Center – Main Meeting Room

ATTENDANCE:			
George L. Ohrstrom, II (Chair/Russell)	✓E	Pearce Hunt (Russell)	✓
Randy Buckley (Vice-Chair/White Post)	✓	Scott Kreider (Buckmarsh)	✓E
Matthew Bass (Board of Supervisors)	✓	Douglas Kruhm (Buckmarsh)	X
Anne Caldwell (Millwood)	✓	Frank Lee (Berryville)	✓
Buster Dunning (White Post)	✓	Gwendolyn Malone (Berryville)	✓
Robert Glover (Millwood)	✓	Doug Lawrence (BOS alternate)	X

E – Denotes electronic participation

**NOTE:** George L. Ohrstrom, II participated electronically due to health issues related to the current pandemic. Scott Kreider attended electronically due to personal reason.

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

**CALL TO ORDER:** By Chair Ohrstrom at 9:01AM.

## 1. Approval of Agenda

The Commission voted 10-0-1 to approve the February 4, 2022 Business Meeting agenda.

Motion to approve the February 4, 2022 Business Meeting amended agenda:			
Ohrstrom (Chair)	AYE	Hunt	AYE
Buckley (Vice Chair)	AYE (Seconded)	Kreider	AYE
Bass	AYE	Kruhm	ABSENT
Caldwell	AYE	Lee	AYE
Dunning	AYE	Malone	AYE (Moved)
Glover	AYE		

## 2. Approval of Minutes

### November 30, 2021 Work Session Meeting Minutes

Commissioner Caldwell noted a correction on page 3 of 30 within the first paragraph where it talks about the CIP and then the second paragraph talks about the Economic Development Strategic Plan. She said she thought it would make more sense if in the very first line of the second paragraph it clarified the Economic Development Strategic Plan and everywhere else it can be titled Strategic Plan. Chair Ohrstrom agreed. Mr. Stidham commented that the Economic Development Strategic Plan is used at the bottom of page 2. Commissioner Caldwell said it would be easier if it was right there and one did not have to go back and forth. Chair Ohrstrom agreed that it was confusing as the Strategic Plan is often referred to throughout the notes.

Commissioner Caldwell noted a correction on page 5 of 30 the second paragraph from the bottom or middle paragraph. She read “He said this would have the committee developing a full draft...by the end of March for the committee to review in April in hopes of presenting the full document to the Commission.” She suggested additional language such as “available to the Commission for review in May” be added.

Commissioner Caldwell read the second paragraph on page 30 of 30 where it reads “He said that the proposed changes to add language to allow the Chair serving as ex officio to serve as an alternate if there is a member absence that will help with quorum issues.” She said she thought correcting the sentence to “and that would help with quorum issues” would make more sense.

The Commission voted 9-0-2 to approve the November 30, 2021 Work Session meeting minutes as amended.

<b>Motion to approve the November 30, 2021 Work Session Meeting minutes as amended:</b>			
Ohrstrom (Chair)	<b>AYE</b>	Hunt	<b>AYE</b>
Buckley (Vice Chair)	<b>ABSTAINED</b>	Kreider	<b>AYE</b>
Bass	<b>AYE</b>	Kruhm	<b>ABSENT</b>
Caldwell	<b>AYE (Moved)</b>	Lee	<b>AYE</b>
Dunning	<b>AYE</b>	Malone	<b>AYE (Seconded)</b>
Glover	<b>AYE</b>		

**December 3, 2021 Business Meeting Minutes**

Commissioner Caldwell noted a correction on page 2 of 30 in the first paragraph, second line of text that reads, “Mr. Camp provided Chair Ohrstrom asked if there had been any feedback regarding the public hearing.” Chair Ohrstrom commented that he had been the one to ask for feedback. The revised sentence should read “Chair Ohrstrom asked Mr. Camp if there had been any feedback regarding the public hearing.”

The Commission voted 9-0-2 to approve the December 3, 2021 Business Meeting minutes as amended.

<b>Motion to approve the December 3, 2021 Business Meeting minutes as amended:</b>			
Ohrstrom (Chair)	<b>AYE</b>	Hunt	<b>AYE</b>
Buckley (Vice Chair)	<b>ABSTAINED</b>	Kreider	<b>AYE</b>
Bass	<b>AYE</b>	Kruhm	<b>ABSENT</b>
Caldwell	<b>AYE (Seconded)</b>	Lee	<b>AYE (Moved)</b>
Dunning	<b>AYE</b>	Malone	<b>AYE</b>
Glover	<b>AYE</b>		

**January 4, 2022 Annual Organizational Meeting Minutes**

Commissioner Caldwell said the second to last paragraph on page 16 of 30 needed a correction. Mr. Stidham suggested the verbiage read “He asked if someone could have a Country Inn and a couple of large short term residential rentals on the same lot. Mr. Stidham said we would require it to be a Country Inn otherwise it would be a loophole to some of those requirements.” Commissioner Caldwell agreed with the correction.

The Commission voted 10-0-1 to approve the January 4, 2022 Work Session/Organizational Meeting minutes as amended.

<b>Motion to approve the January 4, 2022 Work Session/Organizational Meeting minutes as amended:</b>			
Ohrstrom (Chair)	<b>AYE</b>	Hunt	<b>AYE</b>
Buckley (Vice Chair)	<b>AYE (Seconded)</b>	Kreider	<b>AYE</b>
Bass	<b>AYE</b>	Kruhm	<b>ABSENT</b>
Caldwell	<b>AYE (Moved)</b>	Lee	<b>AYE</b>
Dunning	<b>AYE</b>	Malone	<b>AYE</b>
Glover	<b>AYE</b>		

### 3. Administrative Application Reviews

Mr. Camp presented the minor subdivision **MS-22-01**, Lawrence R. & Sandy L. Garrison to the Commission.

Vice Chair Buckley asked whether a motion for deferral should be for a specific time such as the March Business Meeting or until such time as the application is resolved. Mr. Stidham replied that it can be deferred to the Business Meeting in March rather than such time. He said the applicant may request another deferral before the agenda is finalized.

The Commission voted 10-0-1 to defer the minor subdivision **MS-22-01**, Lawrence R. & Sandy L. Garrison to the Planning Commission’s March Business Meeting.

<b>Move to defer minor subdivision, <u>MS-22-01</u> to the March Planning Commission Business Meeting:</b>			
Ohrstrom (Chair)	<b>AYE</b>	Hunt	<b>AYE</b>
Buckley (Vice Chair)	<b>AYE (Moved)</b>	Kreider	<b>AYE</b>
Bass	<b>AYE</b>	Kruhm	<b>ABSENT</b>
Caldwell	<b>AYE</b>	Lee	<b>AYE (Seconded)</b>
Dunning	<b>AYE</b>	Malone	
Glover	<b>AYE</b>		

### 4. Board and Committee Reports

#### Board of Supervisors (Matthew Bass)

Commissioner Bass announced Ms. Catlett as the new Vice Chair on the Clarke County Board of Supervisors.

Commissioner Bass said the Board of Supervisors honored Mr. Sammy Buckley in a resolution of recognition and appreciation.

Commissioner Bass stated the Board of Supervisors renewed the Agricultural and Forestal District for another six years.

Concerning short-term residential rentals, Mr. Stidham said the text amendment was taken to the Board with the cap of a maximum of ten occupants per rental period per lot regardless of the number of permanent residents that are on the lot. He said at one of the public hearings, a speaker noted that they have a house and a number of tenant houses on their lot that were occupied by permanent renters. He said that as the cap prohibited some from doing short-term residential rentals, the draft ordinance was redone to remove the cap of ten and establish a cap of a maximum of two dwellings that can be used for a lot. He said occupancy would continue to be driven by septic system capacity and building code requirements. He added that it would allow us to disregard any structures on the lot that are occupied by permanent residents and are not going to be used for residential rental purposes.

Mr. Stidham said the concept of short-term residential rentals will only allow one customer to occupy a property with a short-term rental and that could be one person or it could be multiple people renting together under the same rental agreement. Mr. Stidham continued that when there are lodging uses in AOC and FOC, the total rental activity proposed for the entire property will be reviewed. He said he thought this would be voted on in January but Mr. Mitchell had recommended some changes and suggested that the public hearing be re-advertised. He said the public hearing is scheduled for January 15<sup>th</sup>.

Chair Ohrstrom asked if the text amendment would have to come back to the Commission. Mr. Stidham replied that the text amendment would only be returned to the Commission if the Board of Supervisors decided to consider something the Commission had not previously vetted.

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

Chair Ohrstrom said there was a public hearing on January 28, 2022 about a blasting permit at the VDOT parking lot. He said they needed to fix the drainage-way and had applied for a blasting permit. He said he thought the blasting company was very responsive to all of the questions asked.

Mr. Stidham said the Board will be reviewing a second blasting plan application soon for a project that has already been conducted without prior approval. He said he found out about it through a complaint and when he contacted the contractor, they confessed to blasting. Mr. Stidham said they are requiring the contractor to go through the blasting process. As soon as everything is in order, it will go to the Board for review. Commissioner Glover asked if the complaints were from their neighbors. Mr. Stidham replied yes and noted that he believes notifications were sent out to adjacent property owners by the blaster as required by the State. He said the blaster claims he was not aware that Clarke had a blasting ordinance but that during conversations with Staff, the blaster knew there were certain parts of the County where it was prohibited. Commissioner Bass asked if there were any punitive repercussions for this. Mr. Stidham replied there is the equitable remedy of having them go back through the process or it could be turned over to the Commonwealth's Attorney and have it prosecuted as a misdemeanor violation. When asked by Commissioner Caldwell, Mr. Stidham replied that Staff decided to go the equitable route. Commissioner Glover asked if he does a lot of work in Clarke County. Mr. Stidham replied that the contractor did the blasting in the new development in town, however, the Town does not have a blasting ordinance. He said the contractor figured since the Town did not have blasting requirements that the County would not either.

Chair Ohrstrom commented that Mr. Royston had been out there prior to blasting and wondered if he could have advised them that a blasting permit was required. He said it is possible they were not aware they would be blasting at all at that point. He also added that Clarke is one of the few counties that have a blasting ordinance. Mr. Stidham said we have thought about adding a check box to our permit applications.



Vice Chair Buckley said it may not always be noticeable at first that blasting is needed. Commissioner Caldwell agreed that adding a proposed blasting checkbox to the application is a good idea and makes the applicant aware beforehand. Mr. Stidham said it would then allow us to take them the case directly to the Commonwealth's Attorney at that point.

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

Commissioner Caldwell said there is a variance coming up at the end of the month but she has yet to see the application. She asked Jeremy to update everyone on that and also the White Post garage. Mr. Camp met with Mr. Mitchell and confirmed that the Legge matter is going to trial on April 20<sup>th</sup>. Mr. Camp responded to Commissioner Caldwell's question that he was not certain if it was going to be a jury trial or not. He said their argument is based on whether or not the building inspector that inspected the footings authorized the location when he approved the footing inspection. He said he thought that was absurd as the inspector has no knowledge of location, only to inspect the building for building code requirements and compliance.

Mr. Camp noted that another application was received for a property at 214 White Post which will be presented to the BZA on February 28<sup>th</sup>. He said the applicants wish to add a front porch on front of the building that is a non-conforming structure and they plan to expand it so they need to get a variance. He said it has been approved by the Historic Preservation Commission Executive Committee and the applicants are now waiting to see if they receive the variance.

#### **Historic Preservation Commission (Bob Glover)**

Commissioner Glover said he attended his first meeting in January. He said the main focus of the meeting was regarding letters sent to owners of derelict buildings and how the County can work with them. He said the second topic was surrounding ground penetrating radar study northwest of the town, however, there was no conclusion as of yet.

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

Chair Ohrstrom said the Conservation Easement Authority (CEA) concluded 2021 with approximately 400 acres under conservation easement.

Vice Chair Buckley added that they are having the annual Wingate MacKay-Smith conservation awards luncheon on February 11, 2022. He said the award is going to Chuck Johnson for his role in helping to set up the Easement Authority.

Mr. Stidham announced that Alison Teetor was rehired part-time at 15 hours per week to work with the Easement Authority for the next year-and-a-half.

Chair Ohrstrom said Piedmont Environmental Council (PEC) is writing an article of the County's easements that should come out sometime this month.

#### **Broadband Implementation Committee (Brandon Stidham)**

Mr. Stidham said the committee is on hiatus until the VATI grant fiber project kick-off. He said he has a call this afternoon to receive a project update.

**Other Business**

**5. Agricultural Land Plan Five-Year Review Resolution**

Mr. Stidham said that the draft resolution was presented at the last work session meeting and reiterated that the Commission is required by the State to review it every five years. He said that adoption of this resolution will put the Commission into compliance with that requirement. He said two issues were identified for review – potentially merging the Agricultural and Mountain Land Plans together and also to vet the issues of the form and scale of what we consider to be compatible agribusiness and agritourism.

The Commission voted 10-0-1 to adopt the resolution to initiate review of the 2017 Agricultural Land Plan.

<b>Move to adopt the resolution to initiate review of the 2017 Agricultural Land Plan:</b>			
Ohrstrom (Chair)	<b>AYE</b>	Hunt	<b>AYE</b>
Buckley (Vice Chair)	<b>AYE (Moved)</b>	Kreider	<b>AYE</b>
Bass	<b>AYE</b>	Kruhm	<b>ABSENT</b>
Caldwell	<b>AYE</b>	Lee	<b>AYE (Seconded)</b>
Dunning	<b>AYE</b>	Malone	<b>AYE</b>
Glover	<b>AYE</b>		

**Adjournment:**

Chair Ohrstrom encouraged everyone to carefully read Chapters II and III of the Comprehensive Plan Committee’s work to see if there is anything that may need to be changed or corrected.

Mr. Stidham said the next Comprehensive Plan Committee Meeting is on February 17, 2022 and the next Policy & Transportation Committee Meeting will potentially be after the March 4<sup>th</sup> Planning Commission Business Meeting.

The Commission voted 10-0-1 to adjourn the February 4, 2022 Planning Commission Business Meeting at 9:37AM.

<b>Move to adjourn the February 4, 2022 Planning Commission Business Meeting:</b>			
Ohrstrom (Chair)	<b>AYE</b>	Hunt	<b>AYE</b>
Buckley (Vice Chair)	<b>AYE (Seconded)</b>	Kreider	<b>AYE</b>
Bass	<b>AYE</b>	Kruhm	<b>ABSENT</b>
Caldwell	<b>AYE (Moved)</b>	Lee	<b>AYE</b>
Dunning	<b>AYE</b>	Malone	<b>AYE</b>
Glover	<b>AYE</b>		

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Randy Buckley (Vice Chair)

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Kristina Maddox (Clerk)

## MINOR SUBDIVISION (MS-22-01)

March 4, 2022 Planning Commission Meeting

**SUPPLEMENTARY STAFF REPORT** -- Department of Planning

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The purpose of this staff report is to provide information to the Planning Commission to assist them in reviewing this proposed minor subdivision. It may also be useful to members of the general public interested in this proposed subdivision.

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### CASE SUMMARY:

#### Applicant(s)

Lawrence R. & Sandy L. Garrison

#### Location:

- Tax Map Parcels #22-A-39A
- The existing site is located at 580 Briggs Rd., approximately 500 feet from Lime Marl Lane, between 538 and 620 Briggs Road.
- Millwood Election District (Anne Caldwell and Robert Glover)
- Agricultural-Open Space-Conservation (AOC) Zoning District

#### Request:

The application proposes to create 1 new lot from the existing parcel, resulting in 2 lots.

**Update:** At the February 4, 2022 Planning Commission Meeting, the Planning Commission accepted the applicant's request for a deferral of this minor subdivision application. The purpose of the deferral was to allow time for the applicant to address three issues identified in the Staff Report. Two of these issues were minor edits. The other comment related to the number of lots served by the proposed private access easement. To meet the code requirements, the applicant needed to either limit the private access easement to two lots or submit construction plans. The applicant chose the former.

On February 22, 2022 the applicant submitted the attached letter of agreement from the adjoining property owner with a draft deed of gift and easement. The agreement and deed, when executed and recorded, addresses review comment related to the number of lots served by the private access easement. Specifically, it restricts the adjacent property owner from access rights to the easement. The applicant intends to submit the corrected final plat with the final deed of gift/easement, with the required signatures, if acceptable to the Planning Commission.

#### Updated Staff Recommendation:

**Staff recommends approval of Minor Subdivision #22-01 conditional that the deed of gift and deed of easement with the adjoining property owner is signed and recorded with the corrected plat. Conditional approval is consistent with the Planning Commission's Conditional Approval Policy (1-3).**

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#### History:

December 28, 2021	Resistivity Testing Approved.
January 5, 2022	Application Submitted.
January 10, 2022	VDH comment letter to Clarke County.
January 26, 2022	VDOT comment letter to Clarke County. Staff comment letter to applicant.
February 4, 2022	Scheduled date for Planning Commission review.
February 22, 2022	Applicant submission of agreement with adjoining property owner and draft deed of
March 4, 2022 Planning Commission Meeting Packet	

Wanda J. Whitson  
620 Briggs Road  
Berryville, VA 22611

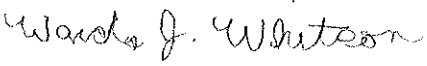
February 21, 2022

Re: Minor subdivision of Garrison property; TM 22-A-39A;  
2.5146 acres and 9.833 acres as shown on plat of survey of  
Michael R. Artz, dated December 6, 2021.

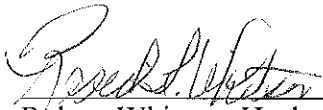
To Whom it May Concern:

Upon the approval of the above subdivision by the Clarke County Planning Commission, I agree to sign the attached deed of easement which grants the Garrisons a 40-foot exclusive private access and utility easement on my property, which also is exclusive to the Garrison property and shall not be used by my property, TM 22-A-39 Deed Book 513, Page 509.

Sincerely yours,

  
Wanda J. Whitson  
(Formerly Wanda J. Collins)

SEEN AND AGREED to:

  
Robert Whitson, Husband of Wanda J. Whitson

TM Nos.: 22-A-39 and 22-A-39A

Grantees' address:  
580 Briggs Road  
Berryville, VA 22611

Assessed: N/A  
Consideration: None

This instrument was prepared by:  
E. Scott Smalley, Esq.  
16 N. Church St.  
P.O. Box 644  
Berryville VA 22611  
(540) 955-2123  
VSB No. 18780  
This deed is prepared without the  
benefit of title examination.

This is exempt from recordation taxes under Section 58.1-811 D.

**THIS DEED OF GIFT AND DEED OF EASEMENT** made and entered into this \_\_\_\_\_ day of March, 2022, by and between Wanda J. Whitson (formerly Wanda J. Collins), party of the first part, and Lawrence R. Garrison and Sandy L. Garrison, husband and wife, parties of the second part and Robert Whitson, husband of Wanda J. Whitson, party of the third part.

WHEREAS, Wanda J. Whitson, party of the first part is the owner of 3.209 acres more or less as set forth in boundary line adjustment plat of survey prepared by Michael M. Artz, C.L.S., dated June 8, 2009 of record in the Clerk's Office of the Circuit Court of Clarke County, Virginia in Deed Book 512 at Page 51, having acquired title thereto by deed dated August 24, 2009 from Robert A. Ferreboe, et al., of record in the aforesaid Clerk's Office in Deed Book 513 at Page 509.

WHEREAS, the party of the first part desires to convey to the parties of the second part a forty (40') foot private access and utility easement as shown and described on plat of survey of Michael M. Artz, C.L.S., dated December 6, 2021 attached hereto and incorporated herein.

NOW THEREFORE THIS DEED OF EASEMENT, WITNESSETH: that for and in consideration of the sum of Ten (\$10.00) Dollars' cash in hand, and other good and valuable consideration, the receipt of which is hereby acknowledged by the party of the first part, the said party of the first part does hereby grant and convey unto Lawrence R. Garrison and Sandy L. Garrison as tenants by the entirety with right of survivorship as of common law, the following described easement, to wit:

A forty (40') foot exclusive private access and utility easement running from Va. Rt. 617 to the 12.3479 acres owned by the parties of the second part as shown on said plat of survey of Michael M. Artz, C.L.S. dated December 6, 2021 attached hereto and incorporated herein.

The tract of land of the party of the second part to which the aforesaid forty (40') foot private access and utility easement extends is all that 12.3479 more or less, owned by the parties of the second part, with reference to acquisition of title made to Deed of Boundary Line Adjustment dated August 24, 2009 between Robert J. Ferrebee, et. al., of record in the aforesaid Clerk's Office in Deed Book 513 at Page 505.

The party of the first part agrees that this forty (40') foot private access easement and utility easement as shown on the attached plat of Michael M. Artz, C.L.S., dated December 6, 2021 shall be a means on ingress and egress to and from the aforesaid lots (as may be further subdivided) and shall also be a utility easement to the above described property of Lawrence R. Garrison and Sandy L. Garrison for the purpose of placing or maintaining thereon or thereunder any and all improvements or apparatus, pipes, poles, wires, cables, conduits and other instrumentalities necessary or needful in and about the transmission, conduction and distribution of electric power, cable TV, internet, telephone, gas, water, sewer, and other public utility services.

By her signature hereto, the said party of the first part, Wanda J. Whitson, agrees that the said forty (40') private access and utility easement shall be an exclusive easement for the 12.3479 acres owned by the parties of the second part and shall not be for use by the said 3.209 acres owned by the party of the first part.

The party of the third part joins in this deed to release any interest, including any elective share interest created by Section 64.2-308.1, et. sec. of the Code of Virginia, (1950, as amended) he may have in the property herein conveyed.

This easement shall run with the land of the party of the first part and shall be binding upon and inure to the benefit of the heirs, personal representatives, devisees, successors and assigns of the parties of the first part and second part.

WITNESS the following signatures and seals this the day and year first above written.

\_\_\_\_\_  
Wanda J. Whitson (SEAL)

\_\_\_\_\_  
Robert Whitson (SEAL)

STATE OF VIRGINIA; AT LARGE

City/County of \_\_\_\_\_, to-wit:

The foregoing instrument was acknowledged before me, in the aforesaid jurisdiction, this \_\_\_\_\_ day of March, 2022 by Wanda J. Whitson and Robert Whitson.

\_\_\_\_\_  
Notary Public

My commission expires: \_\_\_\_\_

Registration No.: \_\_\_\_\_

# MINOR SUBDIVISION (MS-22-01)

February 4, 2022 Planning Commission Meeting  
STAFF REPORT -- Department of Planning

The purpose of this staff report is to provide information to the Planning Commission to assist them in reviewing this proposed minor subdivision. It may also be useful to members of the general public interested in this proposed subdivision.

## CASE SUMMARY:

### Applicant(s)

Lawrence R. & Sandy L. Garrison

### Location:

- Tax Map Parcels #22-A-39A
- The existing site is located at 580 Briggs Rd., approximately 500 feet from Lime Marl Lane, between 538 and 620 Briggs Road.
- Millwood Election District (Anne Caldwell and Robert Glover)
- Agricultural-Open Space-Conservation (AOC) Zoning District

### Request:

The application proposes to create 1 new lot from the existing parcel, resulting in 2 lots.

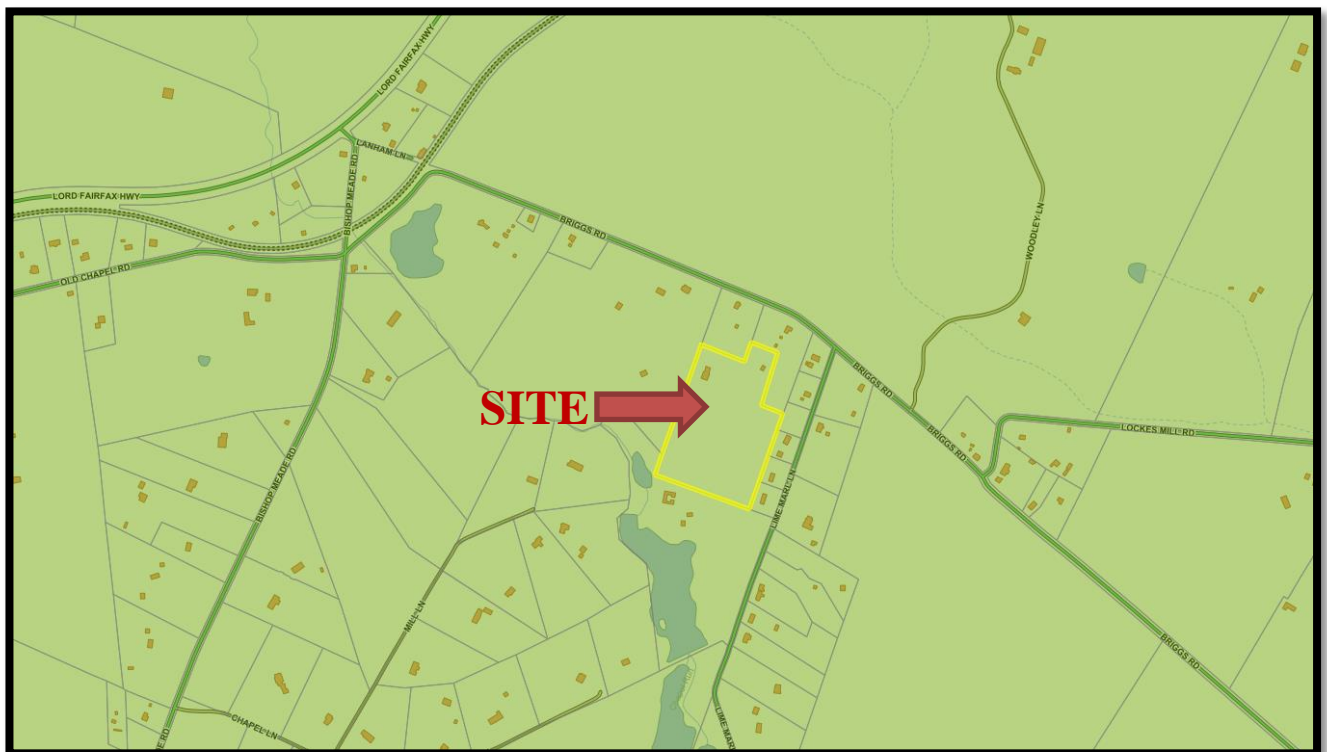
### Original Lot:

12.3479 acres (22-A-39A) – 1 dwelling, 1 DUR  
12.3479 acres

### Proposed Lots:

2.5146 acres (new) – 1 dwelling, 0 DUR  
9.8333 acres (22-A-39A) – 0 dwelling, 1 DUR  
12.3479 acres

### Vicinity Map:

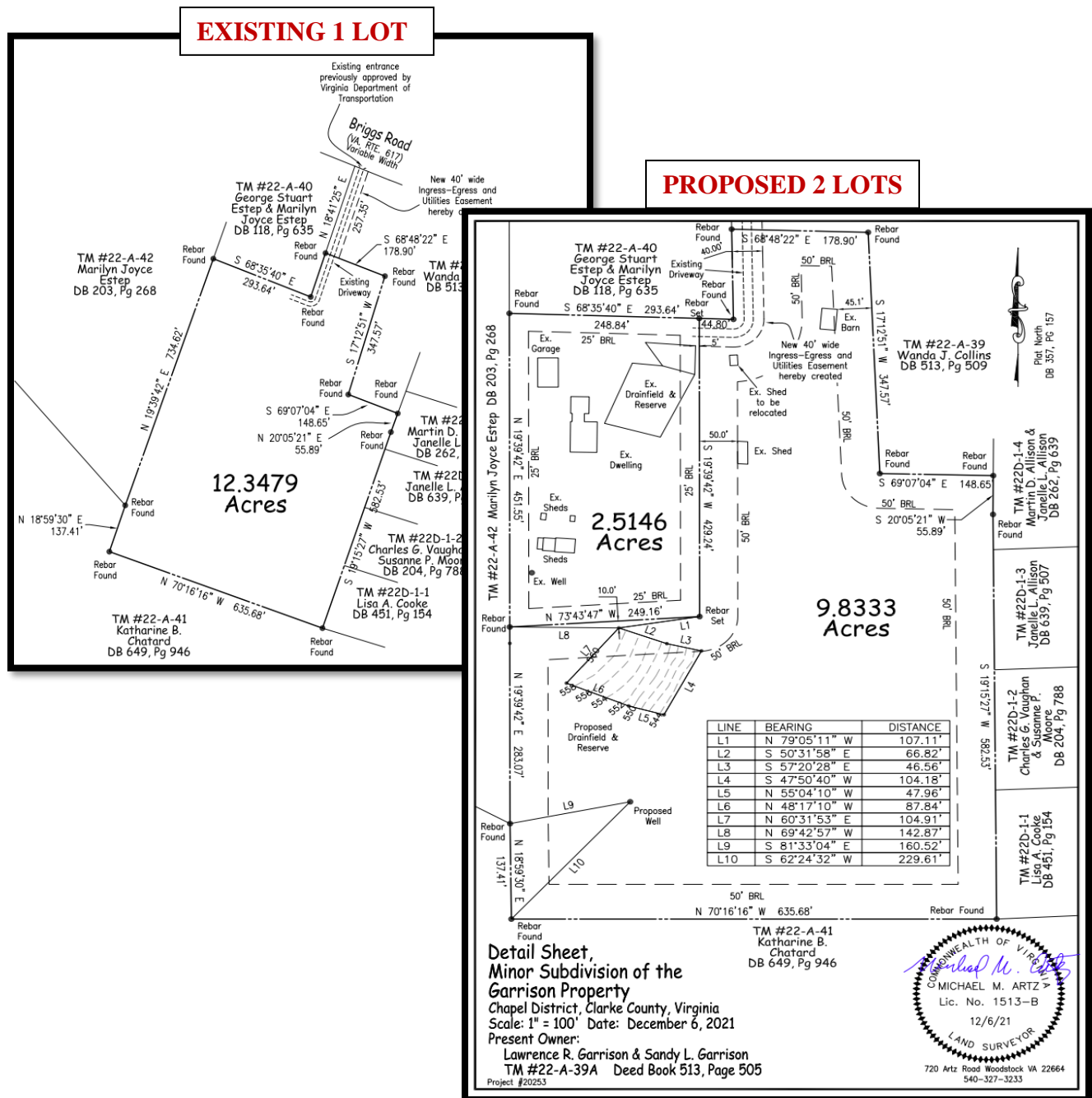




**Staff Discussion/Analysis:**

**Access:**

The house on the subject property is currently accessed from a driveway that traverses the adjoining parcel to the north, Tax Map Parcel #22-A-39 (620 Briggs Rd.). A 30-foot wide easement currently exists where the driveway is located. The subdivision proposes to establish a 40-foot wide easement over this existing driveway with a short extension for the purpose of accessing the proposed 2.5146 acre lot. The existing house (580 Briggs Rd.) is located on the 2.5146 acre lot. The 9.8333 acre lot would also share this access.



VDOT provided comments on January 26, 2022. VDOT indicated that they have no objections to the proposed subdivision, and that the exiting private entrance meets VDOT requirements for up to two single-family dwellings. Any additional uses would require the entrance to be upgraded.

Water and Sewage Disposal:

The existing house, on the proposed 2.5146-acre lot, utilizes a 3-bedroom conventional onsite sewage system with a 100% reserve area, and a Class IIIB well. The proposed 9.8333-acre lot has a 4-bedroom conventional drainfield and TL-3 trench 100% reserve area.

The VDH reviewed the subdivision application and have no objections.

Karst Plan / Resistivity Test:

Resistivity testing results were submitted by the applicant, reviewed by the County’s engineer, and approved on December 28, 2021

Staff Review Comments: Clarke County Staff provided the applicant with the following comments:

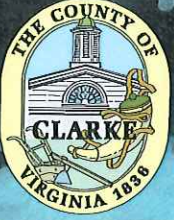
1. *Proposed 40’ wide Ingress-Egress and Utility Easement.* The proposed easement is partially on the adjacent lot, owned by Wanda F. Collins. Ms. Collins would need to be included in the minor subdivision, deed and plat, to create the proposed easement. Furthermore, unless the parcel of Ms. Collins (TM 22-A-39) is legally restricted from use of the easement, the easement would serve three lots, not two. This changes the classification from a Private Driveway to a Private Access Easement, the latter requiring compliance with Article II, Section 4.5.3 of the Subdivision Ordinance, including construction plans submitted with the subdivision application to demonstrate compliance with the minimum design standards. I discussed this with the Garrison's in the pre-application meeting.
2. *Note regarding recordation requirement.* Please include a note on the plat to the effect that indicates the date that the plat shall become null and void if not recorded within 6 months from the date evidencing approval by the approval authority, as required by Section 3.1.3 of the Subdivision Ordinance. This note should be near the approval block for the Zoning Administrator.
3. *Surveyor’s Certificate typo.* A typo exists in the third word in the last sentence of the Surveyor’s Certificate (thqt).

**Recommendation:**

**Staff recommends deferral of Minor Subdivision #22-01 until such time that the applicant submits a revised plat that addresses the review comments listed above.**

-----  
**History:**

- |                   |   |
|-------------------|---|
| December 28, 2021 | Resistivity Testing Approved.   |
| January 5, 2022   | Application Submitted.  |
| January 10, 2022  | VDH comment letter to Clarke County.  |
| January 26, 2022  | VDOT comment letter to Clarke County.<br>Staff comment letter to applicant. |
| February 4, 2022  | Scheduled date for Planning Commission review.                              |



# LAND DEVELOPMENT APPLICATION

## General Information

Date:	JAN 5, 2022	Tax Map #:	22-A-39A
Zoning District:	CHAPSL	Lot Size:	12.34 acres
Site Address:	580 BRIGGS ROAD BERRYVILLE VA 22611		
Property Owner's Name:	LAWRENCE R. + SANDY L. GARRISON		
Property Owner's Mailing Address:	580 BRIGGS RD BERRYVILLE VA 22611		
Applicant's Name: (if different than owner)			
Applicant's Mailing Address: (if different than owner)			
Phone:	540-533-2965	Email:	LSGARRISON@COMCAST.NET

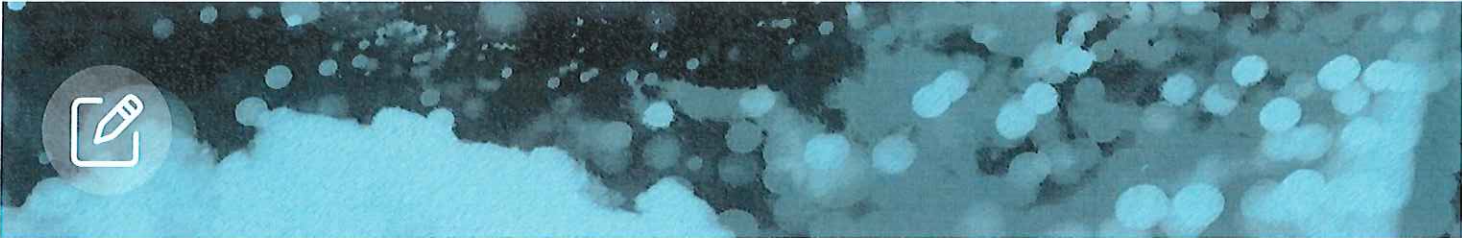
## Application Type

Site Plan	<input type="radio"/>	Major Subdivision	<input type="radio"/>
Administrative Site Plan	<input type="radio"/>	Minor Subdivision	<input checked="" type="radio"/>
Rezoning	<input type="radio"/>	Boundary Line Adjustment	<input type="radio"/>
Special Use Permit	<input type="radio"/>	Lot Consolidation / Merger	<input type="radio"/>
Karst Plan	<input type="radio"/>	Administrative Subdivision (>100 acre parcels)	<input type="radio"/>
Zoning Ordinance Text Amendment	<input type="radio"/>	Subdivision Ordinance Text Amendment	<input type="radio"/>
Other:	<input type="radio"/>		

## Application Details

Name of Project or Subdivision:	GARRISON SUBDIVISION
Existing Use(s):	OPEN SPACE -
Proposed Use(s):	BUILD A HOUSE ON NEW LOT (DAUGHTER)





### Additional Details

Description of the proposed development or subdivision:

DIVIDING 12.3479 ACRES LEAVING 2.5146 WITH THE EXISTING HOUSES. NEW LOT WILL BE 9.8333 ACRES. ACCESSING NEW LOT THROUGH EXISTING RIGHT OF WAY OFF OF BRIGGS RD.

Number of Existing Lots:

1

Number of Proposed Lots (proposed and residual):


1 to give TOTAL OF 2 LOTS

Are you requesting any exemptions, such to the maximum average lot size?

If yes, describe the justification for such request. NO

Check all that apply:

Conservation Easement	<input type="radio"/>	Floodplain	<input type="radio"/>
Historic Overlay District	<input type="radio"/>	Public Water	<input type="radio"/>
Historic Accessory Corridor	<input type="radio"/>	Public Sewer	<input type="radio"/>
Spring Conservation Overlay District	<input type="radio"/>	Karst Soils	<input checked="" type="radio"/>

  
Signature of Applicant

JAN 5  
JAN 5, 2022 1-5-22  
Date

Office Use Only

ACTION TAKEN: \_\_\_\_\_

FEE: \$4,000 (paid)

COMMENTS: \_\_\_\_\_

Zoning Administrator

Date

8469

GIS Acct #

**Minor Subdivision of the Garrison Property**

Lawrence R. Garrison & Sandy L. Garrison  
TM #22-A-39A Deed Book 513, Pg 505  
December 6, 2021 Chapel District, Clarke County, Virginia

**Vicinity Map**  
1"=1000'



**SURVEYOR'S CERTIFICATE:**

I, Michael M. Artz, a duly authorized land surveyor, do hereby certify that the land hereby subdivided is in the names of Lawrence R. Garrison & Sandy L. Garrison and was acquired as stated in the Owner's Certificate. I further certify that these tracts are properly and accurately described and are within the boundaries of the original tracts. I further certify that the monuments designated hereon have been set in accordance with the Subdivision Ordinance of Clarke County, Virginia

\_\_\_\_\_  
Certified Land Surveyor

**OWNER'S CERTIFICATE:**

The undersigned fee simple owners hereby certify that the land herein subdivided is all of the property conveyed to Lawrence R. Garrison & Sandy L. Garrison by deed dated August 24, 2009 and recorded in Deed Book 513, Page 505. Said deed being of record in the Clerk's Office of the Circuit Court of Clarke County, Virginia

This Minor Subdivision as it appears on the accompanying plat is with the free consent and in accordance with the desires of the undersigned owner of said land and the same is hereby confirmed and submitted for record in the Clerk's Office of the Circuit Court of Clarke County, Virginia.

\_\_\_\_\_  
Lawrence R. Garrison

\_\_\_\_\_  
Sandy L. Garrison

**NOTARY CERTIFICATE:**

STATE OF VIRGINIA; CITY/COUNTY OF \_\_\_\_\_, to-wit:

The foregoing owners consent and dedication was acknowledged before me by Lawrence R. Garrison and Sandy L. Garrison  
this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

My commission expires \_\_\_\_\_  
\_\_\_\_\_  
Notary Public

**CERTIFICATE OF APPROVAL**

This Minor Subdivision is approved by the undersigned in accordance with existing subdivision regulations and may be admitted to record.

\_\_\_\_\_  
date Clarke County Zoning Administrator

\_\_\_\_\_  
date Clarke County Health Department

\_\_\_\_\_  
date Chairman, Planning Commission

**Minor Subdivision of the Garrison Property**

Lawrence R. Garrison & Sandy L. Garrison  
TM #22-A-39A Deed Book 513, Pg 505  
December 6, 2021 Chapel District, Clarke County, Virginia

**AREA TABULATION & D.U.R. REALLOCATION**

	Pre Division
<u>TM #22-A-39A</u>	= 12.3479 Ac. 1 D.U.R, 1 Existing Dwelling
	Post Division
TM #22-A-39A	= 2.5146 Ac. 1 Existing Dwelling
Residual Parcel	= 9.8333 Acres, 1 D.U.R.

**AGRICULTURE OPERATIONS NOTICE:**

This property is in the Agricultural-Open Space-Conservation (AOC) Zoning District. Agriculture is the primary economic activity of this zoning district. Owners, residents, and other users of property in the AOC district may be subjected to inconvenience, discomfort, and the possibility of injury to property and health arising from agricultural operations even though conducted in accordance with best management practices and/or in accordance with existing laws and regulations of the Commonwealth and the County. Such agricultural operations may generate noise, odors, and dust, may involve the operation of machinery, including aircraft, the storage and disposal of manure, and the application of fertilizer, soil amendments, and pesticides. Owners, occupants, and users of land in the AOC district should be prepared to accept such inconveniences or discomfort as a normal and necessary aspect of living in a zoning district in a county with a strong rural character and an active agricultural sector.

**FERTILIZERS AND PESTICIDES NOTICE:**

Before fertilizers and pesticides are used for lawn or landscaping purposes, a soil test should be conducted. The application of such chemicals should be limited due to the potential for groundwater contamination and should not exceed that determined necessary by the soil test.

**VEGETATED PROPERTY BUFFERS:**

The 2.7092 acre and 9.6387 acre tracts are subject to a 25' wide vegetated property buffer along all property lines, per Clark County Zoning Ordinance, Section 7.4.1.

**VDH SUBDIVISION APPROVAL STATEMENT**

This subdivision is approved for individual onsite sewage systems in accordance with the provision of the *Code of Virginia*, and the *Sewage Handling and Disposal Regulations* (12 VAC 5-610-10 et seq., the "*Regulations*"), (and local ordinances if the locality has authorized the local health department to accept private evaluations for compliance with local ordinances).

This subdivision was submitted to the Health Department for review pursuant to § 32.1-163.5 of the *Code of Virginia* which requires the Health Department to accept private soil evaluations and designs from an Authorized Onsite Soil Evaluator (AOSE) or a Professional Engineer working in consultation with an AOSE for residential development. The Department is not required to perform a field check of such evaluations. This subdivision was certified as being in compliance with the Board of Health's regulations by Barry Hadley, Hadley, AOSE #01940001107. This subdivision approval is issued in reliance upon that certification.

Pursuant to § 360 of the *Regulations* this approval is not an assurance that Sewage Disposal System Construction Permits will be issued for any lot in the subdivision unless that lot is specifically identified as having an approved site for an onsite sewage disposal system, and unless all conditions and circumstances are present at the time of application for a permit as are present at the time of this approval. This subdivision may contain lots that do not have approved sites for onsite sewage systems.

This subdivision approval is issued in reliance upon the A.O.S.E. certification that approved lots are suitable for onsite sewage disposal systems, however actual sewage disposal system designs may be different at the time sewage disposal construction permits are issued.

**PRIVATE DRIVEWAY**

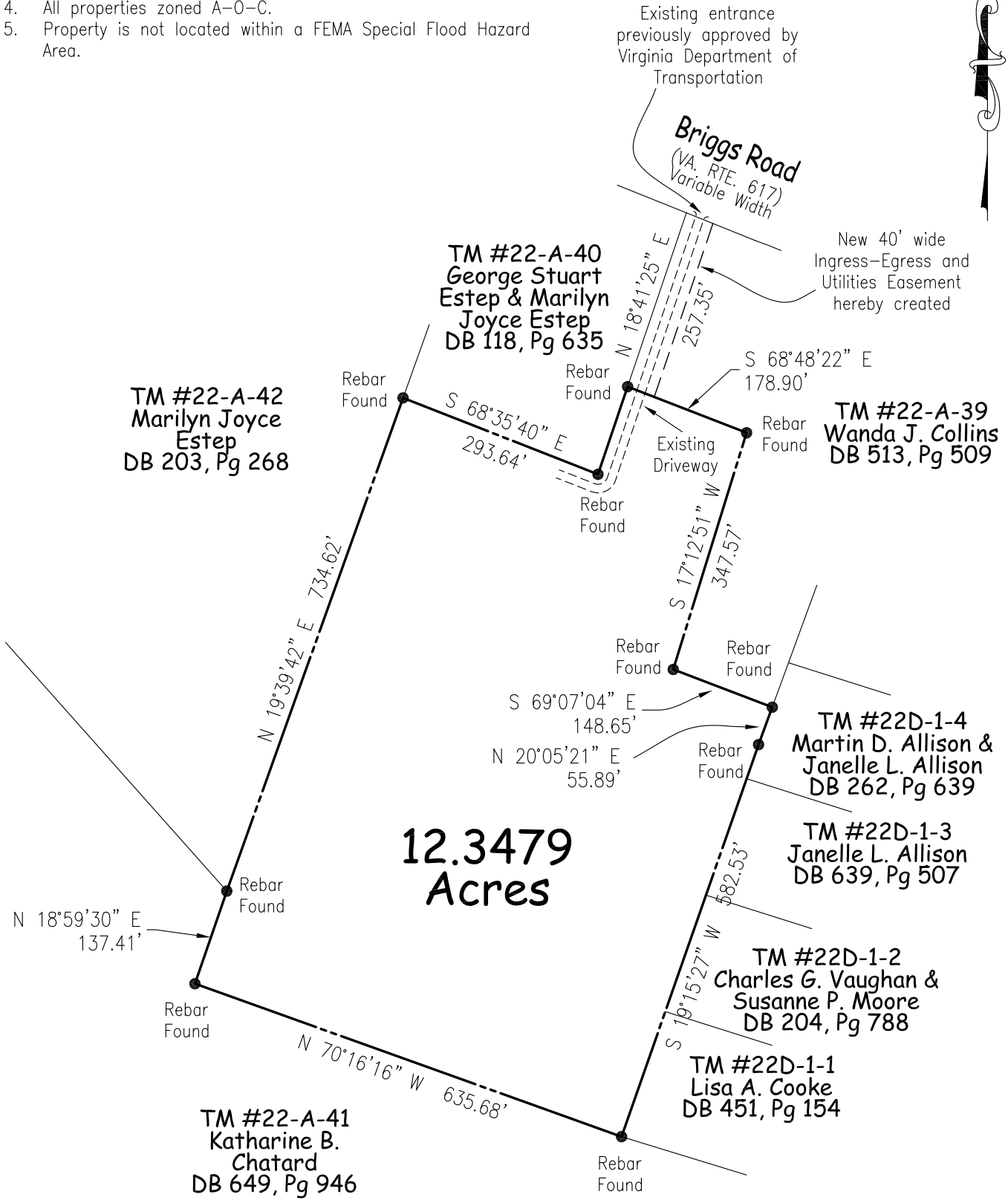
The existing private driveway/road is not built according to street specifications of and will not be maintained by, the Virginia Department of Transportation or Clarke County. The improvement and maintenance of said driveway/road shall be the sole responsibility of the owners of lots which are provided with access via the driveway/road. Said driveway/road will not be considered for inclusion into the state secondary system until it meets the applicable construction standards of the Virginia Department of Transportation. The cost of bringing said driveway/road to acceptable standards shall not be borne by the Virginia Department of Transportation nor by Clarke County.

Notes:

1. Boundary shown hereon was determined by a field run survey performed under my supervision.
2. This plat is subject to easements and restrictions of record.
3. No title report furnished.
4. All properties zoned A-0-C.
5. Property is not located within a FEMA Special Flood Hazard Area.

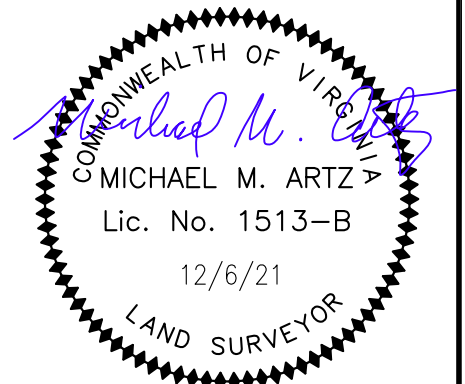


Plat North  
DB 357, PG 157

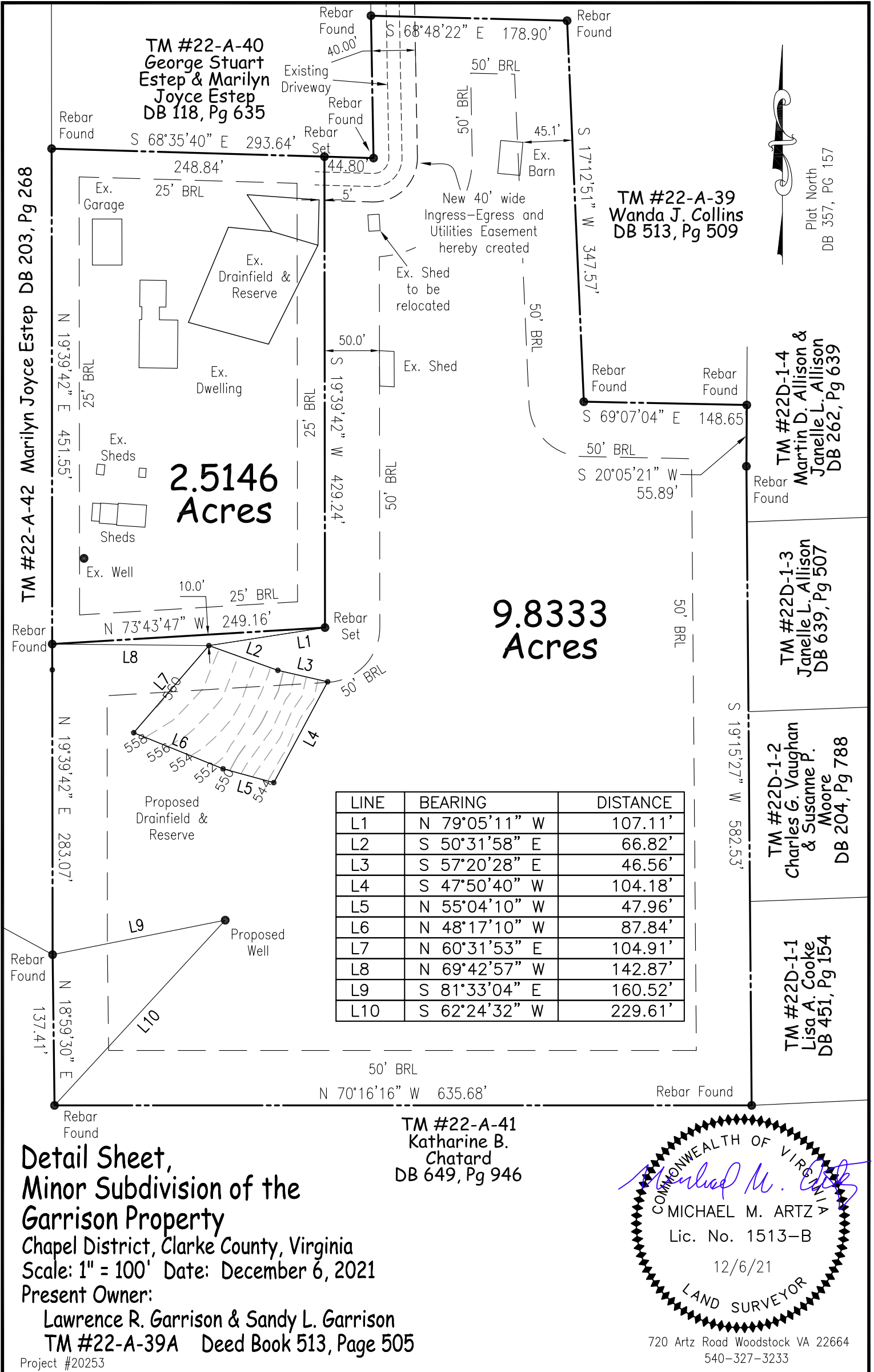


**Existing Conditions,  
Minor Subdivision of the  
Garrison Property**  
Chapel District, Clarke County, Virginia  
Scale: 1" = 200' Date: December 6, 2021  
Present Owner:  
**Lawrence R. Garrison & Sandy L. Garrison**  
**TM #22-A-39A Deed Book 513, Page 505**

Project #20253



720 Artz Road  
Woodstock VA 22664  
540-327-3233



TM #22-A-40  
George Stuart  
Estep & Marilyn  
Joyce Estep  
DB 118, Pg 635

TM #22-A-39  
Wanda J. Collins  
DB 513, Pg 509

TM #22D-1-4  
Martin D. Allison &  
Janelle L. Allison  
DB 262, Pg 639

TM #22D-1-3  
Janelle L. Allison  
DB 639, Pg 507

TM #22D-1-2  
Charles G. Vaughan  
& Susanne P.  
Moore  
DB 204, Pg 788

TM #22D-1-1  
Lisa A. Cooke  
DB 451, Pg 154

TM #22-A-41  
Katharine B.  
Chatard  
DB 649, Pg 946

2.5146  
Acres

9.8333  
Acres

LINE	BEARING	DISTANCE
L1	N 79°05'11" W	107.11'
L2	S 50°31'58" E	66.82'
L3	S 57°20'28" E	46.56'
L4	S 47°50'40" W	104.18'
L5	N 55°04'10" W	47.96'
L6	N 48°17'10" W	87.84'
L7	N 60°31'53" E	104.91'
L8	N 69°42'57" W	142.87'
L9	S 81°33'04" E	160.52'
L10	S 62°24'32" W	229.61'

**Detail Sheet,**  
**Minor Subdivision of the**  
**Garrison Property**  
Chapel District, Clarke County, Virginia  
Scale: 1" = 100' Date: December 6, 2021  
Present Owner:  
Lawrence R. Garrison & Sandy L. Garrison  
TM #22-A-39A Deed Book 513, Page 505  
Project #20253

COMMONWEALTH OF VIRGINIA  
*Michael M. Artz*  
MICHAEL M. ARTZ  
Lic. No. 1513-B  
12/6/21  
LAND SURVEYOR  
720 Artz Road Woodstock VA 22664  
540-327-3233





Clarke County Planning Department  
101 Chalmers Court, Suite B  
Berryville, Virginia 22611  
(540) 955-5132  
www.clarkecounty.gov

December 28, 2021

Lawrence R & Sandy L. Garrison  
580 Briggs Road  
Berryville, VA 22611

RE: Resistivity Test  
Tax Map#22-A-39A; 580 Briggs Road

A resistivity test was conducted on the property described above, and a report generated by Forrest Environmental Services, Inc. in December 2021 defined as Project Number 21166. The test results were sent to Terracon Consultants, Inc. for review.

Based on the engineer's report and Terracon's review (Project JD197110, Task 47) dated December 22, 2021, this site passes the resistivity test, and if all other requirements are met, may be issued a permit by the Health Department.

If you have any questions or concerns regarding this information, please call me at 540-955-5132.

Sincerely,

Kristina Maddox  
Clarke County Office Manager / Zoning Officer

c. Clarke County Health Department



# Lord Fairfax Health District

Clarke County Health Department  
100 North Buckmarsh Street  
Berryville, Virginia 22611  
Tel. (540) 955-1033 ~ Fax (540) 955-4094  
[www.vdh.virginia.gov](http://www.vdh.virginia.gov)



January 10, 2022

Jeremy F. Camp  
Senior Planner/Zoning Administrator  
101 Chalmers Court  
Berryville, Virginia 22611

RE: MINOR SUBDIVISION PRELIMINARY REVIEW COMMENTS (MS-22-01)

Applicant Name: Lawrence R. & Sandy L. Garrison  
Health Department I.D. #: 043220002  
Subdivision Name:  
Section or Phase:  
Tax Map #: 22-A-39A  
Proposed Lots: 1 New Lot

Dear Mr. Camp,

Pursuant to your written request, we have evaluated the aforementioned minor subdivision proposal, and offer the following comments at this point in the review process.

#### OWNER/APPLICANT ITEMS:

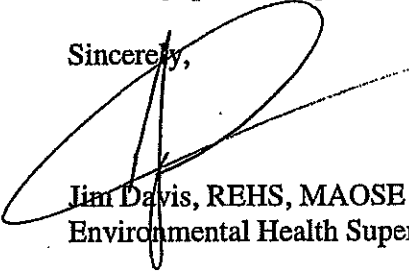
1. The applicants have applied for a Certification Letter for the proposed Residual Parcel (9.8333 Acres) as required.
2. Proposed Residual Parcel (9.8333 Acres) is vacant. The project OSE located a site for a conventional primary drainfield and TL-3/trench 100% reserve area. The site and soils were field reviewed on July 29, 2021, no outstanding issues were noted. The proposed design is for a Four (4) bedroom dwelling and will be served by a private Class IIIB well.
3. Tax Map# 22-A-39A to be (2.5146 Acres) has an existing dwelling. There is an Operation Permit on file dated November 17, 2003. The dwelling is served by a conventional onsite sewage system designed for Three (3) Bedrooms and has a 100% reserve area. The dwelling is connected to an existing Class IIIB well.

Comment Letter  
Lawrence R. & Sandy L. Garrison  
TM# 22-A-39A  
Page 2

4. This office has received a Geophysical Survey from Forrest Environmental Services, Inc. for the drainfield and reserve area identified for the proposed Residual Parcel and a county approval letter for the ERI.

This letter does not serve as an approval of the proposed minor subdivision, or its parts. If you have any questions, please contact me at (540) 955-1033

Sincerely,



Jim Davis, REHS, MAOSE  
Environmental Health Supervisor

PC: Lawrence R. & Sandy L. Garrison, Owners  
Michael M. Artz, Land Surveyor  
Barry R. Hadley, MAOSE  
Health Department File

Zimbra

jcamp@clarkecounty.gov

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**Clarke-Rt.617-Garrison TM 22-A-39A**


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**From :** Arthur Boyce <bobby.boyce@vdot.virginia.gov>  
**Subject :** Clarke-Rt.617-Garrison TM 22-A-39A  
**To :** jcamp@clarkecounty.gov

Wed, Jan 26, 2022 10:41 AM

📎 3 attachments



Dear Mr. Camp:

We have reviewed the above referenced subdivision plat dated December 6, 2021 by Michael Artz Land Surveyor for impacts to the local roadway system. We have no objections to the proposed subdivision. The existing private entrance meets VDOT requirements for up to two single-family dwellings. Any additional uses would require the entrance to be upgraded to current State standards.

We appreciate the County's efforts to include VDOT in the early planning stages for development and the opportunity to provide comments on this Subdivision of Land. We ask that you include a copy of this official public record in file for the subdivision. If you have any questions, would like to meet in the field and discuss or need further information, please do not hesitate to give me a call.

Sincerely,

*Bobby Boyce*

VDOT- Land Development Engineer  
 Shenandoah, Frederick, Clarke, & Warren Counties  
 14031 Old Valley Pike  
 Edinburg, VA 22824  
 (540) 534-3211

**From:** Jeremy Camp <jcamp@clarkecounty.gov>

**Sent:** Thursday, January 6, 2022 10:50 AM

**To:** Arthur Boyce <bobby.boyce@vdot.virginia.gov>; Walter Davis <jim.davis@vdh.virginia.gov>

**Cc:** Kristina Maddox <kmaddox@clarkecounty.gov>

**Subject:** Fwd: MS-22-01 / Tax Map 22-A-39A / (Briggs Road) Rt 617 - Request for Review Comments

Hello Gentleman,

Attached is an application and draft plats for a minor subdivision of tax map #22-A-39, owned by the Garrisons. One new lot is proposed that would have access from Briggs Road (Route

## **RESOLUTION OF APPRECIATION – DOUGLAS KRUHM**

**WHEREAS**, Douglas Kruhm was first appointed to the Clarke County Planning Commission on March 19, 2013, serving the unexpired term of former Commissioner Richard Thuss; and

**WHEREAS**, he retired from service as Commissioner representing the Buckmarsh Election District on February 8, 2022; and

**WHEREAS**, he generously contributed his many years of experience with the United States Border Patrol to help the Planning Commission protect the County's borders from development encroachments, wedding venues, and commercial dog kennels; and

**WHEREAS**, he voluntarily endured an intensive training program including a grueling 10-week home study to earn the coveted and exclusive Virginia Certified Planning Commissioner<sup>TM</sup> certification; and

**WHEREAS**, he served many terms on the Commission's various standing and special committees including the Broadband Implementation Committee and its predecessor, the Telecommunications Committee – an obvious and not-so-transparent attempt to line up blazing fast internet for himself and his neighbors on Bell Lane first; and

**WHEREAS**, he will always be remembered for his thoughtfulness, his preparation, and his willingness to contribute to all deliberations with common sense, compassion, and his unique and well-placed touch of humor;

**AND WHEREAS**, Mr. Kruhm will forever be considered an inspiration to his colleagues and staff for his perseverance and commitment to his responsibilities as a planning commissioner.

**NOW THEREFORE BE IT RESOLVED**, that the Clarke County Planning Commission publicly acknowledge a job well done, and express appreciation to Douglas Kruhm for his dedication and untiring efforts to the citizens of Clarke County; and

**BE IT FURTHER RESOLVED**, that this resolution of gratitude and appreciation shall be entered into the official record of the action of the Clarke County Planning Commission, and that a suitable copy of this action shall be provided to Mr. Kruhm as a token of the high regard and esteem in which he is held by this Commission.

Approved and ordered to be entered upon the public record of the Clarke County Planning Commission this 4<sup>th</sup> day of March, 2022.

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George L. Ohrstrom, II, Chair