



Clarke County Planning Commission

MINUTES – Business Meeting

Friday, March 4, 2022 – 9:00AM

Berryville/Clarke County Government Center – Main Meeting Room

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

E – Denotes electronic participation

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

OTHER PRESENT: David Weiss (Board of Supervisors), Doug Lawrence (Board of Supervisors), Chris Boies (County Administrator), Douglas Kruhm, Lawrence and Sandy Garrison (applicants)

CALL TO ORDER: By Vice-Chair Buckley at 9:10AM.

1. Approval of Agenda

The Commission voted 9-0-1 to approve a revised agenda for March 4, 2022 moving item number five to number two and adjusting accordingly.

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

2. Resolution of Appreciation – Douglas Kruhm

Vice-Chair Buckley read the Resolution of Appreciation for Douglas Kruhm thanking him for his service on the Clarke County Planning Commission.

Mr. Weiss thanked Mr. Kruhm for his service, dedication, and friendship and presented a Resolution of Appreciation on behalf of the Board of Supervisors. Mr. Weiss noted that throughout his years of service Mr. Kruhm has been an inspiration to many.

The Commission voted 9-0-1 to approve the resolution of gratitude and appreciation to Douglas Kruhm and that it go on record of action of the Clarke County Planning Commission.

Motion to approve the Resolution of Appreciation for Douglas Kruhm:			
Ohrstrom (Chair)	ABSENT	Glover	AYE
Buckley (Vice-Chair)	AYE	Hunt	AYE
Bass	AYE	Kreider	AYE
Caldwell	AYE (Moved)	Lee	AYE
Dunning	AYE	Malone	AYE (Seconded)

3. Approval of Minutes

February 1, 2022 Work Session Meeting Minutes

Commissioner Caldwell asked for a correction on page 3 of 29 to change “Chapter II covers the implementing components” to “Chapter III covers the implementing components.”

Commissioner Bass asked that Staff could listen to the recording from February 1, 2022 to better clarify the discussion between Mr. Stidham and himself surrounding the revisions to the Comprehensive Plan. His main concern was regarding specific verbiage used.

The Commission voted 9-0-1 to approve the February 1, 2022 Work Session meeting minutes as amended.

Motion to approve the February 1, 2022 Work Session Meeting minutes as amended:			
Ohrstrom (Chair)	ABSENT	Glover	AYE
Buckley (Vice-Chair)	AYE	Hunt	AYE
Bass	AYE	Kreider	AYE
Caldwell	AYE (Moved)	Lee	AYE (Seconded)
Dunning	AYE	Malone	AYE

February 4, 2022 Business Meeting Minutes

Commissioner Caldwell on page 7 of 29 under the voting section added that Ms. Gwendolyn Malone was present but did not include an “AYE” vote next to her name.

The Commission voted 9-0-1 to approve the February 4, 2022 Business Meeting minutes as amended.

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

4. MS-22-01, Lawrence R. & Sandy L. Garrison

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

Commissioner Lee asked what outstanding items remain. Mr. Camp replied there are two typos on the plat and that the adjacent property owner needs to sign the updated easement document. He said it will be finalized when the corrected plats and easement are received and signed.

The Commission voted 9-0-1 to approve MS-22-01, Lawrence R. & Sandy L. Garrison based upon the condition that all of the necessary documents are signed prior to final approval by Staff.

Moved to approve minor subdivision <u>MS-22-01</u>, Lawrence R. & Sandy L. Garrison based upon the condition that all of the necessary documents are signed accordingly:			
Ohrstrom (Chair)	ABSENT	Glover	AYE
Buckley (Vice-Chair)	AYE	Hunt	AYE
Bass	AYE	Kreider	AYE (Moved)
Caldwell	AYE	Lee	AYE
Dunning	AYE	Malone	AYE (Seconded)

5. Board and Committee Reports

Board of Supervisors (Matthew Bass)

Commissioner Bass announced that the Board of Supervisors passed the short-term residential rental regulations. He noted that the Board also passed a resolution of appreciation for Douglas Kruhm. He said the Board is reviewing budgets but that he does not see any drastic changes in the near future.

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

Mr. Stidham said the Board met earlier this week regarding a contractor who conducted blasting for a new home with a deep basement without prior approval. He said the blasting was discovered initially through a citizen complaint. He said Staff contacted the contractor who immediately attempted to resolve the issue by filing a blasting plan. He said they were able to file the paperwork in a timely manner, paid the necessary consultant fees, and the plan was approved. Mr. Stidham said that while the contractor had blasted in the County previously, he had misunderstood the regulations. He said Staff has added a blasting checkbox to the zoning permit application to avoid this issue going forward. He noted the contractor recommended that Staff have a map that better illustrates the different areas that apply to the blasting ordinance.

Board of Zoning Appeals (Anne Caldwell)

Commissioner Caldwell noted there was a hearing on Monday for a non-conforming building in White Post that used to be the White Post store. She said the building is currently vacant and that the owner wants to upgrade it with a porch over the front and with porch protection over the back door. She said the application was unanimously approved.

Historic Preservation Commission – HPC (Bob Glover)

Mr. Camp said the next meeting is March 16th. He said the HPC submitted an application for a historic marker at Bears Den Historic District. He said they will not review applications until June and that it will be a while before we know if it is approved or not.

Mr. Camp noted the HPC will be finalizing the review of the Battle of Berryville draft report and that significant revisions were made and will be sent to a consultant.

Additionally, Mr. Camp said the HPC plans to discuss the upcoming annual HPC awards that will take place in May. He said there was a press release issued that citizens can submit their own nominations this year if they are aware of a worthy project.

Mr. Glover mentioned that the newspaper article also helped make citizens aware of blighted buildings and how to help.

Conservation Easement Authority – CEA (George L. Ohrstrom, II)

Vice-Chair Buckley noted the CEA had their annual Wingate Mackay-Smith award ceremony at the Millwood Country Club. He said Chuck Johnston was awarded and recognized for his early work on the easement authority.

Broadband Implementation Committee (Brandon Stidham)

Mr. Stidham said this Committee is on hold temporarily and that they are working with the VATI grant which was awarded in December. He continued that the Northern Shenandoah Valley Regional Commission is the project manager for this project. He said they are in the process of coordinating negotiations among all of the counties that were included in the award. He said this includes surrounding counties in our region except for Shenandoah County. He added that there is a group Zoom meeting next Friday for an update.

Other Business

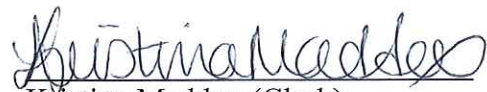
Mr. Stidham noted there is a Policy and Transportation meeting following the Planning Commission Business Meeting.

Adjournment:

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

Move to adjourn the March 4, 2022 Planning Commission Business Meeting:			
Ohrstrom (Chair)	ABSENT	Glover	AYE
Buckley (Vice-Chair)	AYE	Hunt	AYE
Bass	AYE (Seconded)	Kreider	AYE
Caldwell	AYE	Lee	AYE (Moved)
Dunning	AYE	Malone	AYE


Randy Buckley (Vice-Chair)


Kristina Maddox (Clerk)