

**ALBEMARLE COUNTY PLANNING**  
**STAFF REPORT SUMMARY**

<b>Proposal:</b> SP202200005 Community Christian Academy at RiverStone Church	<b>Staff:</b> Kevin McCollum, Senior Planner
<b>Planning Commission Public Hearing:</b> June 28, 2022	<b>Board of Supervisors Hearing:</b> August 3, 2022
<b>Owner:</b> 1515 Insurance LLC and Beam Reach LLC	<b>Applicant:</b> Kimberly Moore
<b>Acreage:</b> 3.44 acres	<b>Special Use Permit for:</b> Request to establish a private school use in an existing building in accordance with Section 18-20.4.2 and 23.2.2(6) of the Zoning ordinance.
<b>TMP:</b> 046B2-01-00-00200 <b>Location:</b> 1515 Insurance Lane, Charlottesville VA 22911	<b>By-right use:</b> PUD- Planned Unit Development – residential (3 – 34 units per acre), mixed with commercial, service and industrial uses. By special use permit, this facility may have up to 100 students.
<b>Magisterial District:</b> Rivanna	<b>Conditions:</b> Yes <b>EC:</b> No
<b>Proposal:</b> Special use permit to allow private school use for up to 100 students in an existing building.	<b>Requested # of Dwelling Units:</b> 0
<b>DA (Development Area):</b> Community of Hollymead in the Places29 Master Plan	<b>Comp. Plan Designation:</b> Commercial Mixed Use – commercial, retail, employment uses, with supporting residential (no maximum density), office, or institutional uses
<b>Character of Property:</b> The existing building, is currently used by the RiverStone church. The parcel includes existing parking, a play area in the rear, and is surrounded by some green space.	<b>Use of Surrounding Properties:</b> Office uses and an existing Montessori School. There are nearby single and multi-family residential uses.
<b>Factors Favorable:</b> 1. Institutional uses, such as private schools, are consistent with the master plan. 2. The proposed school is accessed from adequate public roads for the use. 3. No detrimental impacts to adjoining properties are anticipated.	<b>Factors Unfavorable:</b> 1. None identified.
<b>Recommendation:</b> Staff recommends approval of SP202200005, Community Christian Academy at RiverStone Church with conditions.	

**STAFF PERSON:** Kevin McCollum, Senior Planner  
**PLANNING COMMISSION:** June 28, 2022  
**BOARD OF SUPERVISORS:** August 3, 2022

**PETITION:**

PROJECT: SP202200005 Community Christian Academy at RiverStone Church

MAGISTERIAL DISTRICT: Rivanna

TAX MAP/PARCEL: 046B2-01-00-00200

LOCATION: 1515 Insurance Lane

PROPOSAL: A special use permit request for a private school use.

PETITION: A request for a special use permit under Section 18- 20.4.2 to use existing space within the RiverStone Church located at 1515 Insurance Ln which measures 3.44 acres for a private school serving up to 100 upper-elementary to high-school students. The proposed school plans to use the existing building and parking area while operating from 7:30am-3:30pm Monday through Friday.

ZONING: PUD Planned Unit Development - residential (3 – 34 units per acre), mixed with commercial, service and industrial uses

ENTRANCE CORRIDOR: Yes

OVERLAY DISTRICT: EC Entrance Corridor, AIA Airport Impact Area and Steep Slopes - Managed

COMPREHENSIVE PLAN: Commercial Mixed Use – commercial, retail, employment uses, with supporting residential (no maximum density), office, or institutional uses in the Community of Hollymead in the Places29 Master Plan.

**CHARACTER OF SURROUNDING AREA:**

The subject property is located at 1515 Insurance Lane and is setback about 350' from Seminole Trail. The property is located between the two entrances to the Hollymead PUD Neighborhood, which are N Hollymead Drive and S Hollymead Drive. (Attachment 1). To the west of the property, there are six buildings within the Hollymead office complex to Insurance Lane, which are mainly used as office spaces, including for engineering, medical, and insurance businesses. There is an existing Montessori School at 1562 Insurance Lane. The Hollymead PUD also consists of single-family and multi-family homes, a clubhouse, and the Hollymead Elementary School. Specifically, residences are located to the north, east, and south of the property.

**PLANNING AND ZONING HISTORY:**

SP197200156 – Hollymead Planned Community – Approved special use permit for PUD Planned Unit Development.

SDP199200035 – State Farm Service Center Final – Approved final site plan for the commercial/office area of the Hollymead PUD. This site plan provides the layout for the existing building and parking lot area of the 1515 Insurance Lane site.

**DETAILS OF THE PROPOSAL:**

The applicant has requested a special use permit to establish a private school for up to 100 upper-elementary to high-school students (Attachment 2) in the nearly 12,000 square foot existing building. The school would operate from 7:30am to 3:30pm Monday through Friday from mid-August to early June. The school does not intend to have consistent after-school activities on the property and would therefore have limited overlap with the existing Church's hours. Adjacent to the building is a large parking lot for parking and student pick-up and drop-off circulation. There is an existing basketball hoop and gaga-ball located in the grassy area on the side of the building. The applicant has suggested a fence will be provided to prevent any balls

SP202200005 Community Christian Academy at RiverStone Church

Planning Commission | June 28, 2022

from potentially rolling into the road. The conceptual plan (Attachment 3) provides an overview of the proposed site layout. Minimal site changes will be made.

### **COMMUNITY MEETING:**

The required community meeting for the proposal was held with the Places29 North Community Advisory Committee (CAC) on Thursday, April 14, 2022. The applicant shared details and answered questions regarding the proposal to the CAC and members of the public who were present. No concerns were raised during the meeting; however, Staff has received several emails from residents expressing concerns regarding the exterior play areas. The applicant has taken these comments into account and has revised the narrative and conceptual plan to include a fence surrounding this area and has provided additional information relative to school activities.

### **ANALYSIS OF THE SPECIAL USE PERMIT REQUEST:**

Special Use Permits are evaluated under reasonable standards, based on zoning principles which include the proposal's compliance with the Comprehensive Plan. Any impacts caused by the proposal may be addressed through conditions which must be reasonably related and roughly proportional to the impacts.

***Section 33.8(A) states that the Commission, in making its recommendation, shall consider the following factors:***

***1. No substantial detriment. Whether the proposed special use will be a substantial detriment to adjacent parcels.***

The adjacent parcels to the west are within the office complex area and are all designated Commercial Mixed Use in the Places29 Master Plan and are all within the same PUD Zoning District. The intensity and scale of the use is consistent with surrounding uses, which include offices and a Montessori school. The proposed changes to the property are minor and include a fence and directional signage in the parking lot. There are existing residential uses located nearby but are buffered from the use by open space and wooded areas on the parcel along with N. and S. Hollymead Drive. The applicant has worked to address the concerns raised by nearby residents regarding outdoor play areas. A fence is proposed to prevent recreational balls from rolling away from the site and into the roads.

Staff finds that the use will not be a detriment to adjacent properties.

***2. Character of the nearby area is unchanged. Whether the character of the adjacent parcels and the nearby area will be changed by the proposed special use.***

The existing uses of buildings within the office complex include engineering, medical, insurance offices, and the Montessori school. There are no proposed changes to the exterior of the building and parking area. This area of the PUD is already zoned for commercial uses and staff does not believe the school would change the character of the adjacent parcels or negatively affect nearby residential uses.

***3. Harmony. Whether the proposed special use will be in harmony with the purpose and intent of this chapter,***

The purpose and intent of the PUD is to provide for a mixture of uses and housing types. The proposed school is consistent with the intended scale of non-residential uses in the PUD.

**with the uses permitted by right in the district,**

The proposed school would not affect by-right uses in the district on this property or adjacent properties.

**with the regulations provided in Section 5 as applicable,**

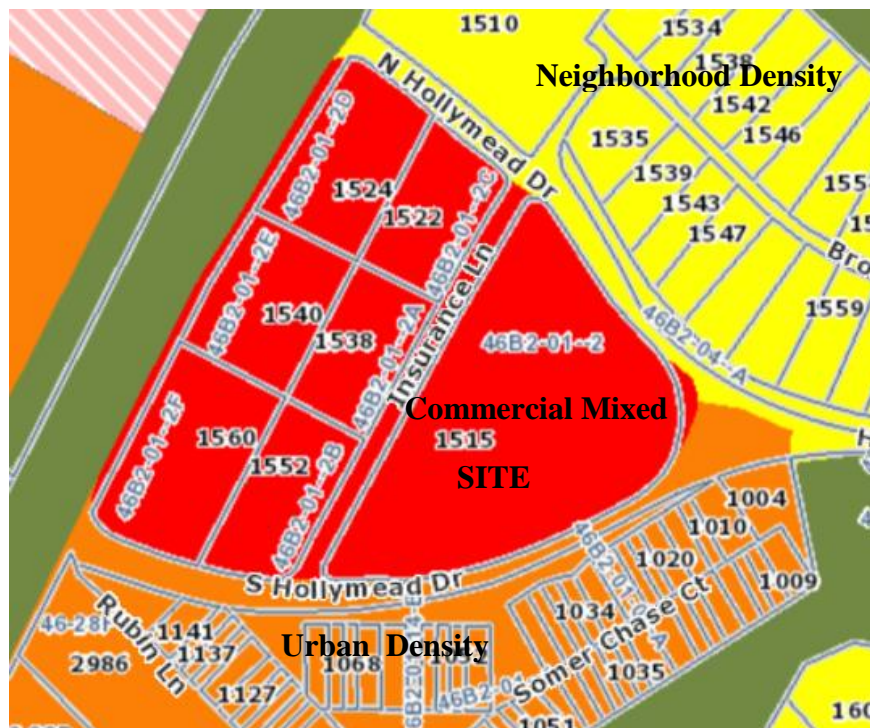
No supplementary regulations apply for this use.

**and with the public health, safety, and general welfare.**

The entrance to the site is from Insurance Lane, which connects N. Hollymead Drive and S. Hollymead Drive, both of which are public roads. The proposal has been evaluated by VDOT and they provided no objection. The applicant has worked with transportation planning staff to confirm there is adequate stacking distance for cars during pick up and drop off on the site and would not overflow onto the adjacent roadways. A condition of approval is recommended regarding pick-up and drop-off car line management on-site. Staff recommends pavement markings delineating parking spaces and that directional signage for the drop-off line be provided.

**4. Consistency with the Comprehensive Plan. Whether the proposed special use will be consistent with the Comprehensive Plan.**

The Places29 Master Plan, within the Comprehensive Plan, designates this property as Commercial Mixed Use. Properties with this designation may include institutional uses such as schools, office uses, and multifamily uses. Both institutional and office uses are listed as secondary uses under this designation. Nearby properties are designated Urban Density and Neighborhood Density Residential and also list institutional as a secondary use.



Since no physical improvements to the site are proposed, a detailed Neighborhood Model Analysis has not been done by staff.

**SUMMARY:**

**Staff finds the following factors favorable to this request:**

1. Institutional uses, such as private schools, are consistent with the master plan.
2. The proposed school is accessed from adequate public roads for the use.
3. No detrimental impacts to adjoining properties are anticipated.

**Staff finds the following factor(s) unfavorable to this request: None identified**

**RECOMMENDED ACTION:**

Based on the findings contained in this staff report, staff recommends approval of the special use permit application SP202200005 Community Christian Academy at RiverStone Church with the following conditions:

1. Development of the use shall be in general accord with the conceptual plan To be in general accord with the Conceptual Plan, development shall reflect the following major elements within the development essential to the design of the development.
  - a. Location of buildings and school.
  - b. Location of parking areas.
  - c. Site access including pick-up and drop-off locations and circulation as shown on the Concept Plan. Signage and pavement markings may be required at the time of Zoning Clearance to ensure safe vehicular circulation.Minor modifications to the plan which do not conflict with the elements above may be made to ensure compliance with the Zoning Ordinance or improve safety.
2. The maximum enrollment shall not exceed one hundred (100) students.
3. The hours of operation for the school shall be limited to 7:30am-3:30pm Monday through Friday.

**POSSIBLE PLANNING COMMISSION MOTION- SP202200005:**

A. Should the Planning Commission **choose to recommend approval** of this special use permit:

**Move to recommend approval of SP202200005, Community Christian Academy at RiverStone Church, with conditions as stated in the staff report.**

B. Should the Planning Commission **choose to recommend denial** of this special use permit:

**Move to recommend denial of SP202200005, Community Christian Academy at RiverStone Church. *Should a commissioner motion to recommend denial, he or she should state the reason(s) for recommending denial.***

**ATTACHMENTS**

- Attachment 1 – Location Map and Aerial Map
- Attachment 2 – Application Narrative
- Attachment 3 – Conceptual Plan