



County of Albemarle  
COMMUNITY DEVELOPMENT DEPARTMENT

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**To:** Albemarle County Board of Supervisors  
**From:** Syd Shoaf, Senior Planner I  
**Date:** January 17, 2024  
**Re:** **SE202300049 Berkmar Self Storage Setback Modification and Stepback Waiver**  
**Parcel IDs:** 04500-00-00-112E0  
**Magisterial District:** Rio  
**School Districts:** Agnor-Hurt E.S., Burley M.S. and Albemarle H.S.  
**Zoning:** Highway Commercial (HC)

**Summary of Request for Special Exception:**

The applicant requests special exceptions for relief from two provisions of County Code § 18-4.20(a) as it applies to Parcel ID 04500-00-00-112E0 in order to develop a proposed hotel. The first request is to increase the maximum 30-foot front setback and the second request is to waive the minimum 15-foot stepback.

First, under County Code §18-4.20, a maximum front setback of 30 feet is permitted from the right-of-way or the exterior edge of a sidewalk outside of the right of way. A proposed special exception would increase the maximum front setback to allow the proposed building to be set back 55 feet from the right-of-way of Berkmar Drive.

Second, County Code §18-4.20 also requires a minimum stepback of 15 feet for each story that begins above 40 feet in height or for each story above the third story, whichever is less. A proposed special exception would waive the stepback requirement of 15 feet for the proposed 49-foot-tall hotel.

**Staff Recommendation:**

Staff recommends that the Board adopt the attached Resolution (Attachment C) to approve special exceptions to modify the 30-foot maximum front setback requirement to 55 feet and to waive the 15-foot stepback requirement for the proposed hotel.

**Attachments:**

- A. Application Materials (Special Exception Request)
- B. Staff Analysis
- C. Resolution to Approve SE202300049