

COUNTY OF ALBEMARLE
TRANSMITTAL TO THE BOARD OF SUPERVISORS
SUMMARY OF PLANNING COMMISSION ACTION

AGENDA TITLE: SP202300003 Mill Creek Lot 11	AGENDA DATE: October 4, 2023
SUBJECT/PROPOSAL/REQUEST: Request for a special use permit to allow an independent office use of 11,000 square feet on a parcel also proposed for development of 8,300 square feet of industrial use (warehouse). No dwelling units proposed.	STAFF CONTACTS: Filardo, McDermott, Ragsdale, Reitelbach
SCHOOL DISTRICTS: Monticello High, Walton Middle, Mountain View Elementary	PRESENTER: Andy Reitelbach, Senior Planner II

BACKGROUND:

At its meeting on Tuesday, August 22, 2023, the Planning Commission (PC) conducted a public hearing and voted 7:0 to recommend approval of SP202300003 Mill Creek Lot 11. No community members spoke at the public hearing. The PC's staff report, action letter, and meeting minutes are attached (Attachments A, B, and C).

DISCUSSION:

At the PC meeting, staff recommended approval, with conditions, of the proposed Special Use Permit application, with an initial request for 8,900 square feet of office space.

At the meeting, the applicant amended its original request to increase the square footage to 11,000 square feet of independent office space, an increase of 2,100 square feet from the initial request.

The PC voted 7:0 to recommend approval of the amended request for 11,000 square feet of independent office space on the property. After the PC meeting, the applicant provided a revised project narrative and a revised concept plan (Attachments D and E) with the amended request of 11,000 square feet.

Based on the PC's recommendation, staff revised the proposed conditions to reflect the requested increase in square footage and the new concept plan. The language of these revised conditions is provided in Attachment F.

RECOMMENDATIONS:

Staff recommends that the Board adopt the attached Resolution (Attachment G) to approve SP202300003 Mill Creek Lot 11, with the revised conditions, including the revised concept plan.

ATTACHMENTS:

- A. Planning Commission Staff Report
 - A1. Location Map
 - A2. Zoning Map
 - A3. Project Narrative, dated April 17, 2023; last revised July 24, 2023
 - A4. Concept Plan + Exhibits, dated April 17, 2023; last revised July 24, 2023
 - A5. Analysis of Neighborhood Model Principles
- B. Planning Commission Action Letter
- C. Planning Commission Minutes from August 22, 2023
- D. Revised Project Narrative, dated April 17, 2023; last revised September 1, 2023
- E. Revised Concept Plan + Exhibits, dated April 17, 2023; last revised September 1, 2023
- F. Revised Special Use Permit Conditions
- G. Resolution to Approve SP202300003