

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

<p>AGENDA TITLE: SP-2025-00005 Crozet Fellowship Church</p> <p>SUBJECT/PROPOSAL/REQUEST: Special use permit request for religious assembly use with assembly of a maximum of 400 persons.</p> <p>SCHOOL DISTRICT: Brownsville Elementary, Henley Middle, and Western Albemarle High School</p>	<p>AGENDA DATE: June 3, 2026</p> <p>STAFF CONTACT(S): Wall, Herrick, Tevendale, Barnes, McDermott, Ragsdale</p> <p>PRESENTER (S): J.T. Newberry, Senior Planner II</p>
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BACKGROUND:

The Planning Commission (PC) voted 6:0 to recommend approval of the special use permit (SP) with minor revisions to the proposed SP conditions at their April 14, 2026 meeting. No members of the public spoke during the public hearing. The PC discussed potential changes to one recommended condition, and potentially the need for an additional one:

- Revise Condition 1B to clarify that maintenance of the Water Protection Ordinance (WPO) buffer and additional 50-foot stream/forest buffer allows removal of non-native vegetation; and,
- Consider adding a new condition to require outdoor lighting be turned off following the conclusion of church activities.

Attachments A, B, and C are the PC staff report, action letter, and meeting minutes.

DISCUSSION:

Since the public hearing, staff reviewed existing provisions of County Code and believe they sufficiently address concerns raised by the Planning Commission. County Code § 17-601 of the Water Protection Ordinance specifically calls for the preservation and maintenance of native vegetation within buffers. The removal of non-native vegetation within the buffer is a permitted maintenance activity in accordance with the WPO.

Lighting is regulated by both the Zoning Ordinance and the Building Code. County Code § 18-4.17 of the Zoning Ordinance regulates outdoor lighting, which requires that outdoor lighting is full-cutoff, shielded away from public roads and adjacent rural area properties, and emits no more than ½ foot candles at the property line. Outdoor lighting for the proposed church expansion will be addressed during the site plan review. In addition, C405.2.7.2 of the Virginia Energy Conservation Code requires lighting limitations, such as automatic shut-off between midnight and 6am, and automatic shut-off from not later than one hour after business closing to not earlier than one hour before business opening.

RECOMMENDATION:

Staff recommends that the Board adopt the attached Resolution (Attachment D) to approve SP-2025-00005 Crozet Fellowship Church with the proposed conditions as set forth in Attachment A.

ATTACHMENTS:

- A. April 14, 2026 PC Staff Report
 - A1: Existing Conditions Map
 - A2: Zoning Map
 - A3: Applicant Narrative
 - A4: Applicant Conceptual Plan
- B. April 14, 2026 Planning Commission Action Letter
- C. April 14, 2026 Planning Commission Minutes
- D. Resolution to Approve SP-2025-00005