



# Albemarle County

## Meeting Agenda Board of Supervisors

*Supervisor, Rivanna District Norman G. Dill*  
*Supervisor, Rio District Ned L. Gallaway*  
*Supervisor, White Hall District Ann H. Mallek*  
*Supervisor, Jack Jouett District Diantha H. McKeel*  
*Supervisor, Samuel Miller District Liz A. Palmer*  
*Supervisor, Scottsville District Rick Randolph*  
*County Executive, Jeffrey B. Richardson*  
*Clerk, Claudette K. Borgersen*

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Wednesday, January 10, 2018

6:00 PM

Lane Auditorium

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1. Call to Order.
2. Pledge of Allegiance.
3. Moment of Silence.
4. Adoption of Final Agenda.
5. Brief Announcements by Board Members.
6. Recognitions:
7. From the Public: Matters Not Listed for Public Hearing on the Agenda.
8. Consent Agenda (on next sheet)

### Action Items:

9. [18-107](#) Pantops Master Plan Update  
*(Elaine Echols, Chief of Long Range Planning)*
10. [18-102](#) Action Plan on Redevelopment of Southwood Mobile Home Park in Partnership with Habitat for Humanity  
*(Kristy Shifflett, Senior Project Manager for Strategic Planning/ Dan Rosensweig, President and CEO, Habitat for Humanity of Greater Charlottesville)*

### Public Hearings:

11. [18-118](#) SP201700017 Greenmont Hopworks Processing Facility. PROJECT: SP201700017 Greenmont Hopworks Processing Facility MAGISTERIAL DISTRICT: Samuel Miller TAX MAP/PARCEL(S): 12100-00-00-09200 LOCATION: 1463 Plank Road PROPOSAL: Construct a hops-processing facility, including a 10,000-square-foot structure. PETITION: Commercial fruit or agricultural produce packing plant under section 10.2.2.23 of the Zoning Ordinance on a 5.75-acre parcel. No dwelling units proposed. ZONING: RA Rural Area - agricultural, forestal, and fishery uses; residential density (0.5 unit/acre in development lots) OVERLAY DISTRICT(S): Entrance Corridor COMPREHENSIVE PLAN: Rural Area – preserve and protect agricultural, forestal, open space, and natural, historic and scenic resources; residential (0.5 unit/ acre in development lots).

*(Scott Clark, Senior Planner)*

12. [18-119](#) ZTA201700008 Manufactured Homes. To receive comments on its intent adopt the following ordinance changes to the Albemarle County Code: Amend Sections 18-3.1, 18-5.3, 18-5.3.2, 18-5.3.2, 18-5.3.3, 18-5.3.4, 18-5.3.5, 18-5.3.6, 18-5.3.7, 18-5.3.7.1, 18-5.3.7.2, 18-5.3.7.3, 18-5.3.7.4, 18-5.3.7.5, 18-5.3.8, 18-5.3.8.1, 18-5.3.8.2, 18-5.3.8.3, 18-5.3.8.4, 18-5.3.8.5, 18-5.3.8.6, 18-5.3.8.7, 18-5.5, 18-5.5.1, 18-5.5.2, 18-5.5.3, 18-5.5.4, 18-5.5.5, 18-5.5.6, 18-5.6, 18-5.7, 18-5.7.1, 18-10.2.1, 18-10.2.2, 18-11.3.1, 18-12.2.1, 18-12.2.2, 18-12.4.3, 18-13.2.2, 18-14.2.2, 18-15.2.2, 18-16.2.2, 18-17.2.2, 18-18.2.2, and 18-24.2.1 to replace the term “mobile home” with manufactured home; Amend Sections 18-5.3, 18-5.5, and 18-5.7 to replace a numeric ordering system with an alphabetical and numeric ordering system; Amend Section 18-5.8 to establish new regulations for temporary industrialized buildings including a written statement provided by the site owner to the Zoning Administrator detailing the purpose and activities to be conducted in the temporary industrialized building, new diligent pursuit or good cause requirements for an extension of the temporary industrialized building’s location on the site, and permitting the Zoning Administrator to impose reasonable conditions on temporary industrialized buildings; Amend Sections 18-5.3, 18-5.7, and 18-5.8 to capitalize the term Zoning Administrator; Amend Sections 18-5.3, 18-5.5, to capitalize the term Board of Supervisors; Amend Section 18-5.3 to remove the Planning Commission’s authority to issue a special use permit for a manufactured home park, capitalize the terms Building Official and Fire Marshal, establish new design guidelines for streets located in manufactured home parks, replace the term Virginia Department of Highways and Transportation with Virginia Department of Transportation, and require all exterior lighting in a mobile home park to be approved by the Zoning Administrator; Amend Sections 18-5.3 and 18-5.8 to update manufactured home and temporary industrialized building skirting requirements; Amend Section 18-5.5 to replace the term conventional homes with single-family dwellings, remove the Planning Commission’s authority to issue a special use permit for a manufactured home subdivision, and replace the term Code of Albemarle with County Code; Amend Section 18-5.6 to replace the term zoning districts with districts, and to restate that manufactured homes may only be used as primary residences on individual lots; Amend Section 18-5.7 to capitalize the term Building Official, delete the requirement that water and sewerage facilities must be approved by the Zoning Administrator and to restate that the property owner must certify the intended use of the manufactured home; and Amend Sections 18-22.2.1, 18-24.2.1, 18-26.2, and 18-30.6.5 to replace the term temporary mobile homes with temporary industrialized buildings.

*(Leah Brumfield, Senior Planner)*

13. [18-141](#) Ordinance to Authorize Monetary Bonus. To receive public comment on its intent to adopt an ordinance to authorize the payment of a monetary bonus in the amount of up to \$25,000 to the former Interim County Executive for his service in that position.

*(Greg Kamptner)*

**14. From the Board: Committee Reports and Matters Not Listed on the Agenda.**

**15. From the County Executive: Report on Matters Not Listed on the Agenda.**

**16. Closed Meeting.**

**17. Certify Closed Meeting.**

**18. Boards and Commissions:**

- 18.1. [18-145](#) Board Member Committee Appointments

- 18.2. [18-144](#) Vacancies and Appointments

*(Travis Morris)*

**19. Adjourn to January 30, 2018, 6:00 p.m., Lane Auditorium.**

**CONSENT AGENDA****8. FOR APPROVAL (by recorded vote):**

- 8.1. [18-142](#) Approval of Minutes: October 11, 2017
- 8.2. [18-140](#) Ordinance to Amend County Code Chapter 1, General Provisions  
*(Greg Kamptner)*
- 8.3. [18-112](#) Ringwood Farm Road Name Change  
*(Andrew Walker)*

**8. FOR INFORMATION (no vote necessary):**

- 8.4. [18-143](#) Copy of letter dated December 29, 2017, from Ronald L. Higgins, Chief of Zoning/Deputy Zoning Administrator to John R. Thach of the Collett M. Thach Trust and the Edigh C Thach Trust c/o Hantzmon Wiebel, RE: LOD2014-00022 - OFFICIAL DETERMINATION OF PARCELS OF RECORD & DEVELOPMENT RIGHTS - Tax Map 57, Parcel 72 (Property of Collett M, Thach Trust and Edith C. Thach Trust) Samuel Miller Magisterial District.

Thank you for attending today's public hearing. During the 2018 Calendar Year, the Chair is Ann H. Mallek and the Vice-Chair is Norman G. Dill.

During the time set aside for "Matters Not Listed for Public Hearing on the Agenda", individuals may address the Board of Supervisors concerning any issue not listed on the agenda for Public Hearing. Individuals are allowed three minutes to speak, unless otherwise decided. A sign-up sheet is provided at the meeting.

During Public Hearings, the Board will only acknowledge speakers addressing the item listed for Public Hearing. Speakers are limited to one appearance of three minutes per public hearing item. A sign-up sheet is provided at the meeting and you may sign up online in advance of the meeting at <http://www.albemarle.org/bosspeakers/>. Speakers will be called forward in an alternating pattern of in person sign ups and online sign ups. Applicants are limited to a ten minute presentation of their proposal and are allowed a five minute rebuttal at the close of the public hearing.

Time keeping is conducted through a timer and a light system at the podium. The green light will go on when you begin speaking and this begins your allotted time; a yellow light indicates you have one minute to finish your comment; a red light indicates your time has expired. If more than 10 speakers are signed up to speak, the time allotted to speak will be reduced to two minutes and the yellow light will indicate you have 30 seconds to finish your comment. In order to give all speakers equal treatment and courtesy, the Board requests that speakers adhere to the following guidelines:

When called to the speaker's podium, state your name and magisterial district;

Address comments directly to the Board as a whole;

Give written statements and other supporting material to the Clerk;

If you represent a group or organization, you may ask others present to raise their hands and be recognized;

If you exceed your allotted time, you will be asked to end your comments;

If a speaker does not use all allocated time, the unused time may not be shared with another speaker;

Speakers are permitted one opportunity to comment during each of the public comment periods per meeting;

Back-and-forth debate is prohibited;

Do not speak from your seat or out of turn;

Persons in the audience are encouraged to raise their hands to indicate their support or opposition to speakers at the podium or any item during the meeting;

Please refrain from applause and other forms of approval or disapproval, as a courtesy to each speaker;

Signs are permitted in the meeting room so long as they are not attached to any stick or pole and do not obstruct the view of persons attending the meeting.

**All comments are live streamed, recorded and published on the Albemarle County website.**

**Please turn off all pagers and cellular telephones.**

Clerk, Board of County Supervisors  
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