

**COUNTY OF ALBEMARLE  
TRANSMITTAL TO THE BOARD OF SUPERVISORS**

**SUMMARY OF PLANNING COMMISSION ACTION**

<p><b>AGENDA TITLE:</b> SP202000006 – Scott’s Ivy Exxon</p> <p><b>SUBJECT/PROPOSAL/REQUEST:</b> Proposed expansion of existing auto service station from three (3) auto service bays to seven (7) auto service bays. Current auto service building is approx. 1,950 sq. ft., and proposed building addition is approx. 3,200 sq. ft., for a total of 5,150 sq. ft. There are two (2) existing gas pumps, and there is no proposed change in the number of pumps.</p> <p><b>SCHOOL DISTRICTS:</b> Murray E.S.; Henley M.S.; Western Albemarle H.S.</p>	<p><b>AGENDA DATE:</b> August 19, 2020</p> <p><b>STAFF CONTACTS:</b> Filardo, Rapp, Nedostup, Kanellopoulos</p> <p><b>PRESENTER:</b> Tori Kanellopoulos, Senior Planner</p>
---	---

**BACKGROUND:**

At its meeting on June 16, 2020, the Planning Commission voted 6:1 to recommend approval of SP202000006 with conditions 1-5 as stated in the staff report.

The Planning Commission’s staff report, action letter, and minutes are attached (Attachments A, B, and C).

**DISCUSSION:**

The Planning Commission did not request any changes to the application. The Commission did request that the applicant verify sprinklering requirements for the building. Staff contacted the Building Official, who responded that sprinklering may be required during site planning and building permitting. If the total building is greater than 5,000 square feet, and no fire wall separates the original building and the addition, a sprinkler system would likely be required.

Since the Planning Commission public hearing, there have been no changes to the application. There has been one change to the staff-recommended conditions. The condition on building height has been removed, as the building height is already included on the concept plan (+/- 24 feet). Given that the building height is labeled on the concept plan, it is not necessary to include height as its own condition.

**RECOMMENDATIONS:**

Staff recommends that the Board adopt the attached Resolution (Attachment D) to approve SP202000006. As discussed in the previous section, there have been minor changes to the conditions. The revised proposed conditions are the following:

1. Development of the use must be in general accord, as determined by the Director of Planning and the Zoning Administrator, with the Conceptual Plan titled “Scott’s Ivy Exxon – Special Use Permit – Conceptual Layout Plan”, prepared by Collins Engineering, with the latest revision date of June 2, 2020. To be in general accord with the Conceptual Plan, development must reflect the following major elements within the development

essential to the design of the development and as described in the narrative and concept plan:

- a. Location and building footprint of the proposed expansion.
  - b. The number of auto service bays.
  - c. Mitigating landscaping within the stream buffer, to the satisfaction of the County Engineer.
  - d. Location and type of proposed landscaping buffer. The landscaping buffer must be a mixture of deciduous and evergreen plantings, to the satisfaction of the Planning Director.
  - e. Location of the parking areas.
2. The following restrictions to any new outdoor lighting apply:
  - a. all fixtures must be full cutoff;
  - b. lighting is limited to 20 foot-candles at the ground;
  - c. new outdoor lighting must be on a timer or motion sensor between the hours of 10 PM and 6 AM.
3. All mechanical equipment must be fully screened from the view of adjacent properties and adjacent public streets.
4. Hours of operation of the service station are limited to within 7 AM - 9 PM, Monday through Saturday. Fuel sales are permitted 24 hours per day.

**ATTACHMENTS:**

A – Planning Commission Staff Report – June 16, 2020

A1: Vicinity Maps

A2: Map of Surrounding Zoning

A3: Applicant Narrative and Concept Plan, dated June 2, 2020

A4: Additional information provided by DEQ

A5: Public Comment

A6: Monitoring Report for Ivy Exxon Site, dated March 3, 2020

A7: Close Out Report for Toddsbury Site, dated May 2, 2019

A8: BTEX Report, dated April 12, 2013

B – Planning Commission Action Letter

C – Planning Commission Minutes, June 16, 2020

D – Resolution to Approve SP202000006