

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

<p><b>AGENDA TITLE:</b> SP202100005 Haupt Property</p> <p><b>SUBJECT/PROPOSAL/REQUEST:</b> Request to amend existing special use permit SP198900110 in order to expand the existing day camp use to allow for 1) an increase in the number of participants from 10 to 50; 2) an increase in the number of days of operation from 30 days per year to 45 days per year; and 3) an additional parcel to be added to the special use permit, for a total of approximately 103.56 acres on two parcels of land. No dwelling units proposed.</p> <p><b>SCHOOL DISTRICTS:</b> Western Albemarle High, Henley Middle, Brownsville Elementary schools</p>	<p><b>AGENDA DATE:</b> October 20, 2021</p> <p><b>STAFF CONTACT(S):</b> Filardo, Rapp, McDermott, Reitelbach</p> <p><b>PRESENTER(S):</b> Andrew Reitelbach, Senior Planner</p>
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**BACKGROUND:**

At its meeting on August 24, 2021, the Planning Commission (PC) conducted a public hearing and voted 7:0 to recommend approval of SP2021-00005, with the conditions and revisions as recommended by staff in the staff report, along with an addition to the conditions that the square footage of the footprint of the proposed pavilion's foundation be identified. Attachments A, B, and C are the PC staff report, action letter, and meeting minutes.

**DISCUSSION:**

The PC raised no objections to this request by the Haults to amend their originally approved special use permit, SP1989-00110, which was approved by the Board of Supervisors in February 1990. Three members of the public spoke at the PC public hearing, and several written comments were emailed to the PC. Additional comments from community members that were received after the PC staff report was published are included as Attachment G.

Much of the discussion of the PC centered on contingency plans of the proposed day camp for times of inclement weather, including where camp participants would shelter. In addition to the conditions and revisions recommended by staff in the staff report, the PC recommended that the square footage of the footprint of the proposed pavilion be identified in the proposal, with sufficient capacity to adequately shelter the camp participants in the event of inclement weather.

Since the PC meeting, the applicant has provided a revised project narrative (Attachment D) and concept plan (Attachment E) to address the PC's comments, including noting that the pavilion would need to be 750 square feet to adequately accommodate the 50 participants requested in the application. The narrative notes that the proposed pavilion would be 24' by 32', or 768 square feet. A label has been added to the concept plan that the pavilion would be a maximum of 768 square feet.

Staff has revised the proposed conditions to reflect the PC's discussions (Attachment F). Condition #1 has been updated to reference the revised concept plan and to include the size of the pavilion as a major element of the concept plan with which the applicant must conform. Condition #4 has also been revised by staff to provide greater clarity on what the applicant must provide to staff to ensure that buses and carpools are used for the transportation of camp participants.

**RECOMMENDATIONS:**

Staff recommends that the Board adopt the attached Resolution (Attachment H) to approve SP202100005 with the revised conditions, including the revised concept plan.

**ATTACHMENTS:**

A – Planning Commission Staff Report  
A1 – Location Map

A2 – Zoning Map  
A3 – Project Narrative  
A4 – Concept Plan, dated May 20, 2021  
A5 – Letter from The Nature Conservancy  
A6 – Community Comments  
B – Planning Commission Action Letter  
C – Planning Commission Minutes from August 24, 2021  
D – Revised Project Narrative  
E – Revised Concept Plan, dated September 25, 2021  
F – Revised Language of Conditions  
G – Additional Community Comments Received since August 24, 2021, PC Staff Report  
H – Resolution to Approve SP202100005