



NELSON COUNTY PLANNING COMMISSION

Meeting Agenda: October 22, 2014
General District Courtroom, 3rd Floor, Nelson County Courthouse, Lovingston

– **7:00 – Meeting Convenes / Call to Order**

– Review of Meeting Minutes from August 27th meeting

– **Public Hearing Items:**

1. **Special Use Permit #2014-007 – St. Mary’s Catholic Church / Reverend Daniel Kelly**
Consideration of a Special Use Permit application seeking approval to add a new section to the historic Lovingston Gap Cemetery pursuant to §4-1-11a of the Zoning Ordinance. The subject property is identified as Tax Map Parcel #58-A-31F, located in Lovingston. This is a 16.5-acre parcel zoned Agricultural (A-1), and is owned by Bishop Francis X. Dilorenzo, Bishop of the Catholic Diocese, St. Mary’s Church

– **Other Agenda Items:**

1. **Major Site Plan #2014-005 – Ms. Ammy George / Roudabush, Gale and Associates (Tax Map Parcel #4-A-44A / “Zenith Quest International”)**
Consideration of a Major Site Plan application, submitted by Ms. Ammy George on behalf of Zenith Quest International, seeking approval to operate an 80,000 sq. ft. warehouse and 10,000 sq. ft. office. The subject property is identified as Tax Map Parcel #4-A-44a, and is located in Afton. This is a 10-acre parcel zoned Industrial (M-2), and is owned by Zenith Quest International.

– **Other Business**

– **Adjournment**

– **Next Meeting:** November 19, 2014 | 7:00pm

**NELSON COUNTY PLANNING COMMISSION
MEETING MINUTES
August 27, 2014**

Present: Chair Philippa Proulx, Commissioners Emily Hunt, Mary Kathryn Allen and Michael Harman

Absent: Commissioner Linda Russell

Staff Present: Tim Padalino, Director of Planning & Zoning; and Stormy Hopkins, Secretary

Call to Order: Chair Proulx called the meeting to order at 7:00 P. M. in the General District Courtroom, County Courthouse, Lovington.

Approval of Minutes – June 25, 2014: Commissioner Allen made a motion to approve the minutes as corrected. Motion passed 3-0, with Commissioner Harman abstaining.

Approval of Minutes – July 23, 2014: Commissioner Allen made a motion to approve the minutes as corrected. Motion passed 3-0, with Commissioner Hunt abstaining.

Approval of Minutes – August 6, 2014: Chair Proulx noted on page 3, 2nd paragraph beginning with Mr. Padalino: remove the apostrophe change Commissioner's to **Commissioners**. Commissioner Harman made a motion to approve the minutes as corrected. Motion passed 2-0, with Commissioner Allen and Commissioner Hunt abstaining.

1. Special Use Permit #2014-006 – Batesville Gym

Mr. Padalino presented application materials for a Special Use Permit request to allow for an Activity Center. Subject property is located at 9656 Batesville Road, in Afton; further identified ~~as~~ as Tax Map Parcel #7-A-53A. This is a 2.1 acre parcel zoned Agricultural (A-1) and is owned by Mr. Edward A. Martin, Jr. ~~and Ms. Mary Jacobson~~. Mr. Padalino noted that this Special Use Permit application process started over and year and a half ago during which time the Zoning Ordinance was amended to include "activity center" as a permitted use by Special Use Permit in certain designated areas. ~~which included an amendment to the Zoning Ordinance to include an "Activity Center" use and definition.~~ Since then, the applicant has returned with a complete Minor Site Plan, in conjunction with this Special Use Permit application.

Mr. Padalino noted that the Site Plan Review Committee met on August 13th and there were comments regarding the existing entrance and the expected traffic associated with the Activity Center. Subsequently, the engineer for the project, Mr. Massie Saunders, provided a memo dated August 18, 2014 to Mr. Jeff Kessler of the Virginia Department of Transportation (VDOT) that addressed those questions. Mr. Padalino noted that he has not spoken with Mr. Kessler regarding the status of those particular issues. ~~One of the issues was in regards to the threshold of 50 vehicles per day.~~ One of the issues concerned VDOT's low volume commercial entrance threshold of 50 vehicle trips per day, calculated as 25 vehicles using the entrance for arrival to the site and departure from the site. Mr. Martin indicated that he does not anticipate more than 10-15 people using the gym on a daily basis; which would be calculated at an estimate of 20-30 vehicles per day. Mr. Padalino noted a separate issue was related to the Building Code. Mr. David Thompson, Building Official, provided written comments that a "change in use permit" would be required to go from the accessory structure to an assembly use group, called A-3. Any change in use would be handled during the building permitting process.

Mr. Padalino stated that staff recommends approval, pending resolution of technical matters that have been raised by VDOT.

Chair Proulx asked if the applicant would like to add to Mr. Padalino's presentation.

Edward Martin: Mr. Martin stated that he has been working with Mr. Saunders and another contractor to meet all the guidelines. He indicated that he's been working on this project for a year and a half.

Chair Proulx opened the public hearing at 7:05 p.m.

Larry Smith: Mr. Smith stated that he was speaking on behalf of his mother-in-law; who lives next door to Mr. Martin. Mr. Smith indicated that there were covenants ~~against~~ on the property that were signed by Mr. Martin. Mr. Smith asked if there are time limits associated with an approved Special Use Permit (SUP). Mr. Padalino indicated that unless otherwise specified, a SUP is a continuous, ongoing approval, per Article 12, Section 3-8 of the Zoning Ordinance. Mr. Smith asked if the SUP would continue if the property was sold. Chair Proulx clarified that a SUP is for the use, not the applicant. It was also noted that if a use is discontinued for two years, the SUP would lapse. Mr. Smith indicated that the covenants lists a right-of-way, restrictions on the use of a building and the number of buildings. It's his understanding that the right-of-way was given back to Mr. Martin. Chair Proulx stated that covenants are a legal issue and not a planning issue.

Chair Proulx closed the public hearing at 7:10 p.m.

Mr. Martin stated that in regards to the selling of his property, upon his death, his children know to disband the gym, sell all the equipment and everything in the house. ~~Whoever~~ ~~Whoever~~ purchases the property; would get the house and the empty building. Mr. Martin clarified that he purchased the right-of-way when he bought the property.

Commissioner Hunt asked Mr. Martin ~~is~~ if this was a for profit endeavor. Mr. Martin stated that it would take at least 5 years to make a profit. He indicated that he is opening the activity center to the public for health and therapeutic reasons (use of the equipment).

Commissioner Harman made a motion that the Planning Commission recommend to the Board of Supervisors to approve Special Use Permit application #2014-006, "Batesville Gym" Activity Center pending resolution of technical matters by Virginia Department of Transportation, Health Department and Nelson County Code as outlined in the Staff Report dated 8/20/2014 and in accordance with the Minor Site Plan dated June 30, 2014. Commissioner Hunt seconded the motion, vote 4-0.

Other Agenda Items:

1. Major Site Plan #2014-004 – Adial Cabins

Mr. Padalino noted this was a review of a Major Site Plan that is in conjunction with a Special Use Permit that was approved on August 12th by the Board of Supervisors. This is a 200.4 acre parcel, zoned Agricultural (A-1), on Adial Road, across from Synchronicity. The approved Special Use Permit will allow for construction and operation of six (6) new cabins for rental accommodations. At the August 13th Site Plan Review Committee meeting, questions were focused on Virginia Department of Transportation (VDOT) review. Mr. Padalino noted that to date he does not have an updated status. He did note that the project engineer, Mr. Justin Shimp, had recently indicated that progress was being made since that meeting to address those issues. Mr. Padalino stated that the pending issue is the location of the entrance; and that the applicant is working with VDOT to consider a new location, which would help to resolve other elements of VDOT's review comments.

Mr. Padalino then explained that he has been reviewing a separate issue with other County staff members. That issue is the requirement for the applicant to secure a bond for "required improvements," which for this project would be interpreted to mean the private road and parking areas. Mr. Padalino then noted that the Planning Commission can consider a request by an applicant to waive that bonding requirement, based on any hardship which may exist as a function of specific circumstances of the property and the application.

Chair Proulx asked what would constitute a hardship in this context. Mr. Padalino stated that in lieu of securing a bond with a bank or other institution, the applicant offered a condition that Nelson County could not issue a certificate of occupancy until an “as-built certification” is confirmed and received from a licensed engineer, to document that the private road and parking areas were constructed in accordance with applicable County specifications. Mr. Padalino referenced Article 13, Section 6-2 from the Zoning Ordinance. Chair Proulx stated that she does not have a problem with the proposal, but wants to make it clear that this is not based on a hardship but on unique circumstances as the property is not being divided. Chair Proulx also noted that she wants to make sure that both the Planning Commission and the applicant agree on a third party reviewer for the certification.

Chair Proulx asked the applicant or Mr. Shimp if they had anything further to add.

Justin Shimp - 148 Tanbark Drive, Afton: Mr. Shimp indicated that they the owners want to keep the entrance as close as possible to where it is shown on the Site Plan; however, VDOT wants the entrance moved to a different location. This is based on the fifty-five (55) mile per hour speed limit and required six hundred (600’) feet of sight distance. Mr. Shimp indicated that as an alternate to moving the entrance, an engineered traffic study could be performed; but he noted that such studies can be very expensive and he is attempting to keep the project costs down for his client. Mr. Shimp stated that the applicant’s preferred approach would be to move the entrance further down the hill approximately one hundred (100’) feet. Mr. Shimp pointed out to the Planning Commission on the Site Plan where the new entrance will be located. ~~Chair Proulx indicated that she is not comfortable with approving a Site Plan without the new entrance location.~~ Chair Proulx indicated she is generally not comfortable approving a site plan that doesn’t show the proposed entrance. After discussion, the Planning Commission then agreed that such an approach would be acceptable, contingent upon the applicant submitting an Amended Site Plan showing the new entrance location to Mr. Padalino, and the Planning & Zoning Director approving that submittal.

Mr. Shimp indicated that he would like to use a surveyor for the third party inspection, instead of an engineer. Chair Proulx wanted to clarify that either is fine; but that she wants to make sure the person is mutually agreed to in advance, and that person will submit the necessary certification indicating the required improvements have been built to County specifications prior to the issuance of a Certificate of Occupancy.

Commissioner Harman made a motion that the Planning Commission recommends approval of Major Site Plan dated May 23, 2014, “Adial Cabins” Motel #2014-004 located on Adial Road, Route 634, Nellysford, contingent upon building code approval; VDOT entrance revision approval; submission of revised Site Plan to the Planning & Zoning Department; Health Department approval as outlined in the Staff Report, dated August 20, 2014; and also a memo from Justin Shimp, dated August 19, 2014 regarding the bond. Commissioner Allen seconded the motion; the vote 4-0.

2. Consideration of Proposed Amendments to Nelson County Zoning Ordinance – BOS Referral R2014-31 “Agricultural Operations”

Chair Proulx stated that this is a review of the revised proposed amendments, following the August 6th work session. She also noted that she would like to separate the section on the proposed amendments from Mr. Padalino’s proposal on farm stands, wayside stands, etc. Chair Proulx noted that she checked with Virginia Tech on apple industry figures for production levels per tree, per acre, etc. She believes this sort of information would potentially be very helpful in determining whether a business is a “bona fide agricultural operation.” Commissioner Hunt asked about livestock and the ratio of those raised on-farm versus those raised off-farm, when it comes to meat processing. Mr. Padalino noted that “Abattoir” is an existing use in the Zoning Ordinance, which would continue to be used in connection with meat processing operations, and which eliminates the need to review that topic as part of these proposed amendments.

Commissioner Harman noted he had a few issues that he would like to discuss. One issue is with the “*Farm Brewery, Limited*” definition; that 100% of its production needs to be done on the farm. Mr. Padalino

clarified that this definition is directly from the State Code; noting the only difference is he added “farm” to the definition because “*limited brewery*” is only allowed in the Agricultural (A-1) district. Regarding the question about 100% of production materials being produced on the farm, Mr. Padalino stated that the new Code of Virginia definition was left “open ended,” and any minimum threshold for on-farm production is up for interpretation by individual localities. Commissioner Harman stated that he was fine with that aspect of the definition remaining undefined.

The second issue he had was in regards to “*Distillery*” and that there are no production limits put on this as was done for a “*Brewery*.” Mr. Harman suggested that there should be limits imposed. Mr. Padalino stated that a distillery would not be a permitted by-right use in an Agricultural (A-1) district, which results in that use not really needing any production limits. The distillery use, as proposed, would be allowed by Special Use Permit in the following districts: Agricultural (A-1), Business (B-1), and Service Enterprise (SE-1). Mr. Padalino then added that, upon receiving a SUP application for a distillery, the Board of Supervisors would have the opportunity and the authority to discuss any possible conditions regarding production limitations.

Mr. Harman then stated that his last issue is the question of what happens when a “*Farm Brewery, Limited*” produces more than 15,000 barrels, because currently there is nothing defined for such an occurrence. Mr. Padalino explained that this would not be a permissible use, stating that the amendments (as proposed) would not provide for a full scale brewery (without any limits on production) to be a permissible use in the Agricultural (A-1) district, either by-right or special use. Chair Proulx added that she felt if a limited farm brewery wanted to exceed the defined production limit, it would need to move the operation into another district.

Commissioner Harman made a motion that the Planning Commission recommend to the Board of Supervisors that the draft of proposed amendments dated, August 20, 2014, from the Planning Commission be adopted. A second was offered by Commissioner Hunt; the vote 4-0.

Other Business:

Rockfish Valley Area Plan Update: Mr. Padalino stated that the Rockfish Valley Area Project Team gathered for a kick-off meeting on August 20th to coordinate everyone’s roles, tasks, and to establish a project timeline. The members consisted of Mr. Padalino, Steve Carter, Maureen Kelly, Jean Payne, Susan Rorrer, and Andrew Crane from Nelson County staff, and Will Cockrell and Wood Hudson from the Thomas Jefferson Planning District Commission staff. Mr. Padalino noted that the “Project Work Products & Timeline” document will be updated to have revised timeframes which allow for more time prior to the first public meeting.

Mr. Padalino indicated that most of the discussion at the kick-off meeting dealt with the “Public Survey & Questionnaire” and how to improve that. He added that the Project Team would like to have a public meeting sometime in mid-October or late October. Chair Proulx asked how the surveys would be distributed. Mr. Padalino indicated in order to reach a wide variety of people, the survey would have to be distributed in multiple ways. He plans to use Survey Monkey to create an online survey, and to distribute a paper survey as well. Mr. Padalino stated that he does believe that it’s important to include a paid return postage on the mailed surveys, to maximize participation. He also noted **that** he is reviewing opportunities to have the survey available at public events.

Chair Proulx asked how the committee is defining the “Area”. Mr. Padalino stated that it would include a broader geographic area than the recently-completed Route 151 Corridor Study prepared by VDOT. He explained that the project scope will include the Rockfish Valley on either side of Route 151, from the northern County line to Beech Grove Road (Route 664); from Beech Grove Road to Reeds Gap on the Blue Ridge Parkway; and also the area on either side of River Road (Route 6) from the Substation to Woods Mill.

Mr. Padalino further noted that he essentially used the entire Rockfish River watershed (above the Route 29 bridges) for the study area boundary.

Chair Proulx stated that she had a few thoughts on the survey. First, on page 4 (Quality of Life for Residents), she recommended to include traffic and road safety as a “quality of life” issue, and not just as an “public infrastructure” issue. Second, she recommended that the survey needs to include something to identify the study area boundary and to clarify what is meant by the term “Rockfish Valley.” Mr. Padalino stated that perhaps including a map or other exhibit of the study area boundary would be helpful. Lastly, on page 7 (Environmental Stewardship), she recommended that an alternate term be used.

Chair Proulx then thanked Mr. Padalino for all his hard work on this project.

Adjournment:

At 8:20 P.M. Commissioner Hunt made a motion to adjourn.

Respectfully submitted,

Stormy V. Hopkins
Secretary

DRAFT

TO THE ZONING ADMINISTRATOR:

1. The undersigned hereby petitions the Planning Commission and/or Board of Supervisors for approval of the following (check appropriate box):

- Rezoning from _____ to _____
- Special Use Permit
- Site Plan - Preliminary (Optional)
- Site Plan - Final
- Amend text of Zoning Ordinance
- Subdivision - Regular Preliminary
- Subdivision - Regular Final
- Site Plan - Minor
- Site Plan - Major
- Other - _____

Pursuant to Article _____, Section _____ of the Nelson County Zoning Ordinance.
Pursuant to Section _____, Subsection _____ of the Nelson County Subdivision Ordinance.

Reason(s) for request: Add a new section to historic - TM 58-A-31H
Loving Gap Cemetery - TM 58-A-31F
for St Mary's Catholic Church - TM 58-A-29

2. Applicant(s) and Property Owner(s): (Please print names of applicants and property owners and indicate applicable title. If applicant is not the property owner, show relationship, i.e. lessee, contract purchaser, etc.)

Applicant Property Owner Name: Rev Daniel Kelly
 Address: 9900 Th Nelson Hwy, Lovingston VA 22949
 Tel. No.: 263 8509 Cell No. 987-0058 E-mail addr. _____
 Relationship (if applicable): Pastor, St Marys Catholic Church

Applicant Property Owner Name: Bishop Francis D. Lorenze
 Address: Diocese of Richmond, Richmond, VA
 Tel. No.: _____ Cell No. _____ E-mail addr. _____
 Relationship (if applicable): _____

Applicant Property Owner Name: _____
 Address: _____
 Tel. No.: _____ Cell No. _____ E-mail addr. _____
 Relationship (if applicable): _____

Applicant Property Owner Name: _____
 Address: _____
 Tel. No.: _____ Cell No. _____ E-mail addr. _____
 Relationship (if applicable): _____

(Use reverse if more space is needed.)

3. Location and Characteristics of Property:

a. Address of property including specific location, route numbers, street names, direction (NSEW), Magisterial District, etc.: Lovingston, Rt 29

Official tax map number: opposite St Mary's Church at 9900 Thomas Nelson Hwy

b. Acreage of property: almost 16 ac in total

c. Present use: Historic Loving Gap Cemetery

d. Present zoning classification: Agricultural

e. Zoning classification of surrounding properties: presume same

(Continued on reverse.)

4. Names of Adjacent Property Owners: Thelma J. Gorham YM 58-A-2F
RJJC & DJ Bliss, 58-A-31-10

5. Affidavit: The undersigned applicant(s) and/or property owner(s) certifies that this application and the foregoing answers, statements, and other information herewith submitted are, in all respects, true and correct to the best of their knowledge and belief. Also, the applicant(s) and/or property owner(s) gives permission for members of the Planning Commission, Board of Supervisors, and County Staff to visit and view the subject property.

x Signature: Rev Daniel L. Kelly
Signature: Rev Daniel Kelly, Pastor
Signature: Richard Plourde, Cemetery Comm
Signature: Jesse Casale, Chair, Cemetery Committee

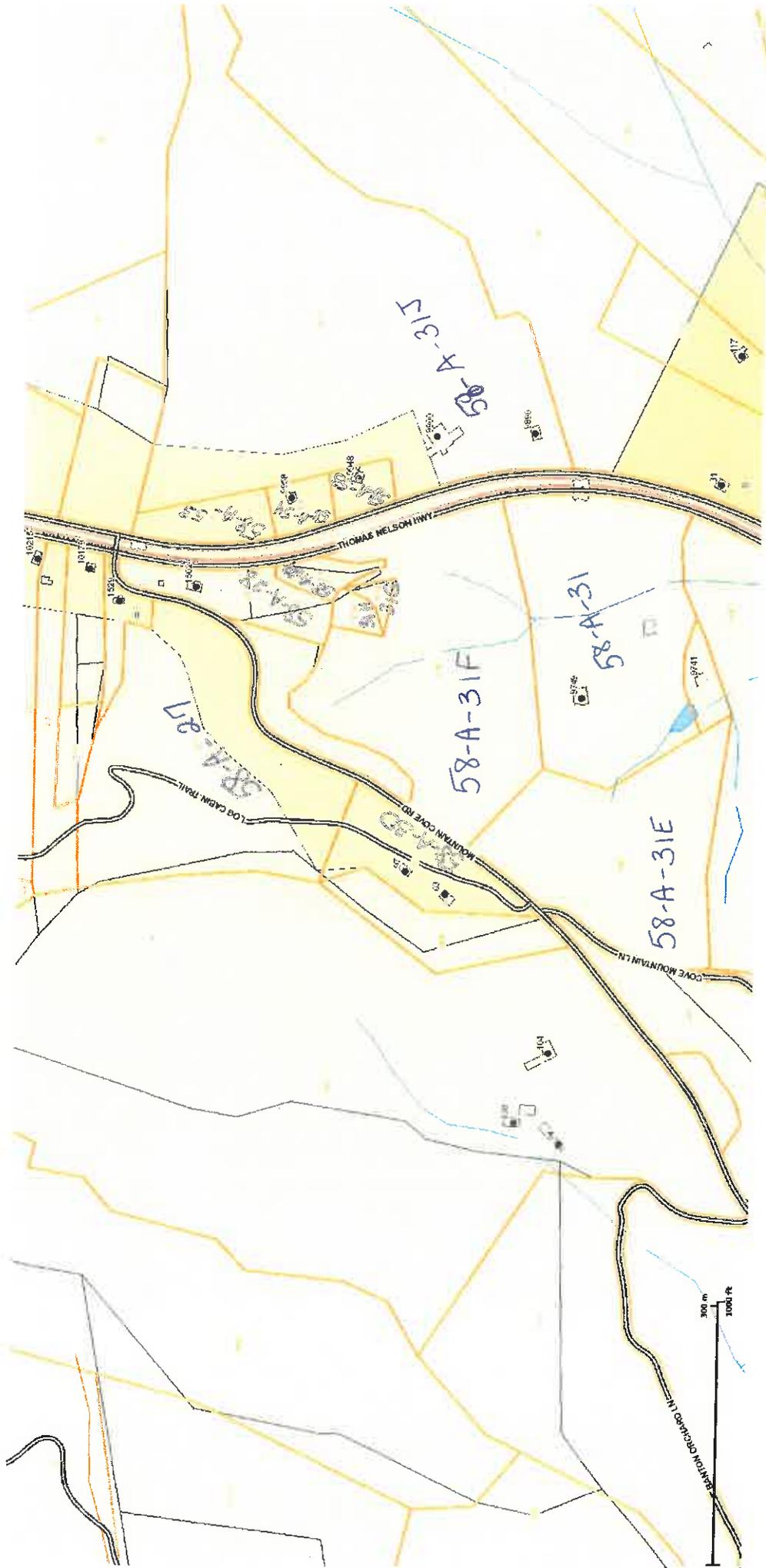
6. Additional information: _____

7. Please note: In the event of cancellation or postponement at your request after the initial newspaper advertisement for this application, an additional fee will apply for re-advertisement. The fee will be based on the actual cost of the ad, and will not apply in cases of Planning Commission or Board of Supervisor deferments.

*****TO BE COMPLETED BY PLANNING & ZONING OFFICE*****

Completed application and fee (\$ 300.00) received on September 18, 2014
Hearing Notice published on October 1st + 8th, 2014
Planning Commission action: Date of Hearing: October 22, 2014
Recommendation: _____

Board of Supervisor action: Date of Hearing: _____
Date of Decision: _____
Action: _____



Special Use Permit #2014-007 – St. Mary’s Catholic Church
MOST REVEREND FRANCIS X. DILORENZO
9900 THOMAS NELSON HWY
LOVINGSTON, VA 22949

Tax Map #
58-A-31F
58-A-29
58-A-31G
58-A-31H

Adjoining Property Owner Name
ANNE ELIZABETH H. MURRAY
620 WINDCHIME DRIVE
WILMINGTON, NC 28412

Parcel ID
58-A-31E

JOHN W. & ELIZABETH A. BAYRD
1004 RIDGECREST DRIVE
FRANKLIN, TN 37069

58-A-27
58-A-30

RICHARD J BULISSA, JR & DEBORAH J.
9749 THOMAS NELSON HWY
LOVINGSTON, VA 22949

58-A-31

THELMA J. GORHAM
1502 MOUNTAIN COVE ROAD
LOVINGSTON, VA 22949

58-A-28

LEE ROY VEST & MARGARET MURPHY WEEKS
9958 THOMAS NELSON HWY
LOVINGSTON, VA 22949

58-A-54

MARGARET MURPHY WEEKS
9948 THOMAS NELSON HWY
LOVINGSTON, VA 22949

58-A-53

WALTER F. SULLIVAN

58-A-31J

811 CATHEDRAL PLACE
RICHMOND, VA 23220



To: Madame Chair and Members, Nelson County Planning Commission
From: Tim Padalino | Director of Planning & Zoning
Date: October 15, 2014
Subject: **Staff Report for Major Site Plan #2014-005 – Zenith Quest International**

Site Address / Location: Critzer Shop Road (approximately 500' north of intersection with Rte. 6: Afton Mountain Road) / Afton / North District

Tax Map Parcel: #4-A-44A

Parcel Size: 10.0 acres

Zoning: Industrial (M-2)

Request: Applicant seeks approval of Major Site Plan #2014-005 for the proposed Zenith Quest "Afton Mountain" warehouse and office facility

Application Overview

The Department of Planning & Zoning received an application on September 19th from Mr. Hanri Kaya, the property owner and CFO for Zenith Quest International, LLC (ZQI). This application seeks approval for Major Site Plan #2014-005.

The subject property is located on the east side of Critzer Shop Road (Rte. 151), approximately five hundred (500) feet north of the intersection with Afton Mountain Road (Rte. 6) and Avon Road (Rte. 638). The eastern boundary of the property also has frontage along Family Lane, a private road serving several dwellings. The approximately 10-acre property is zoned Industrial (M-2). (*See maps on pages 6 and 7.*)

Summary of Requested Uses & Application Process

The ZQI project proposes to include eighty thousand (80,000) square feet of warehouse space across one story; and ten thousand (10,000) square feet of office space contained in a two story building. The applicant has stated that the warehouse would be used for storage of ammunition and other materials; and also for light assembly of handheld firearms.

The proposed ZQI project was included on the Site Plan Review Committee's August meeting agenda (8/13) without any (draft) site plan drawings or any other application materials having

been submitted at the time. That initial courtesy review has helped to improve the efficiency of the overall application process; and dialogue at that initial review meeting also led to a formal site visit to the property by the Planning Commission on August 28th.

Beginning with the initial courtesy review in August, the Site Plan Review Committee, Planning Commission, and County staff engaged the project team about questions and issues they feel are most relevant and pertinent, including:

- Projected traffic patterns associated with the warehouse and office operations, and any potential impacts on road safety and mobility, with particular respect to VDOT's recently-completed "Route 151 Corridor Study" which included focus on this particular area as being of highest concern and priority;
- Potentially incompatible land uses relative to neighboring properties, which is a function of that small area containing Agricultural (A-1), Residential (R-1), and Industrial (M-2) zoning districts in immediate proximity to one another, with specific request to lights, noise, and other typical "nuisance" questions; and
- Potential changes to the appearance and/or character of the area, with specific respect to Route 151's successful, expanding, high-profile tourism industry and to the project's location at the gateway into Nelson County (in Afton at the intersections of Route 6 and Route 151, which are both designated Virginia Scenic Byways).

Please also note this proposed project's proximity to a recently-funded "HSIP" roadway improvement project, which will allow VDOT to greatly improve the Route 6 – Route 151 intersection just south of the proposed project. The ZQI project team has noted that their proposed entrance (and other site plan details) fully consider and respond to the planned, funded VDOT project, including:

- providing VDOT with a grading easement for erosion and sediment control during construction of the HSIP intersection project, and
- dedicating an expanded ROW to VDOT to accommodate the roadway improvements

However, VDOT has stated that their engineered plans for the "HSIP" intersection improvement were prepared prior to this proposed ZQI project, and thus do not account for any changes in traffic patterns or volumes which may result from the ZQI project. As such, VDOT may also be able to further provide assistance to the applicants (and to Nelson County) by reviewing how the proposed ZQI project might interact with the proposed intersection upgrades, prior to construction (which is presently slated for fall of 2016).

The Major Site Plan submittal was then reviewed at the Site Plan Review Committee's September meeting (9/10); a summary of that review is included below.

Site Plan Review Committee Meeting and Comments

The Site Plan Review Committee convened on September 10th to review the Major Site Plan. The committee members' comments are as follows:

Director of Planning & Zoning: ZQI and their consultants have been understanding and responsive to all of the relevant topics raised by the Review Committee, described above. With regards to neighboring properties, scenic byways, and associated issues, please note that the Site Plan proposes the following details:

- some (partial) retention of an existing woodlot that presently separates the project from neighboring residences (note: this proposed "tree save" area correlates with the required 20' minimum setback);

- some new landscaping materials along Route 151, including canopy trees and understory trees utilizing an attractive native plant palette; and
- the location of the one-story, 80,000 SF warehouse meets the minimum required setbacks, and also provides some additional setback area by choice (Ordinance requires minimum of 20' setback from neighboring properties; Site Plan indicates the two corners of the warehouse closest to the adjoining properties will be 42.9 feet away and 69.2 feet away, respectively).

With those details in place, the project does seem to have made an effort to mitigate some of the site-specific changes that are inherently associated with any large industrial project. However, some important additional details remain to be properly addressed. Contained below are the Department of Planning & Zoning's review comments which have been provided to the applicant:

- Signage:
 - Location, size, and details of all signage are not supplied as required in Major Site Plan Checklist Item T (per Z.O. §13-4-T).
 - These required details must be addressed as part of site plan review.
- Lighting:
 - Location and type of lighting equipment, plus photometric plan, not supplied as required in Major Site Plan Checklist Item V (per Z.O. §13-4-V).
 - Note on cover sheet states that the project will use wall-mounted fixtures and that the lighting will be shown on the building permit plan for approval; however, these required details must be addressed as part of site plan review, not during the building permit application.
 - See (12-7-8K): "Lighting" ... "Outdoor lighting for parking and loading spaces shall be arranged to deflect glare away from adjoining properties and public streets. Sources of light on a lot shall be hooded or of directional type capable of shielding the light source from shining on adjoining property or public right-of-way."
- Landscaping & Screening:
 - Additional screening is needed along Route 151 (designated Virginia Scenic Byway), per the following Zoning Ordinance provisions:
 - (§12-7-8G): "minimum of fifty (50) percent of the road frontage shall be landscaped"
 - (§9-2-2): "landscaping may be required within any established or required front yard setback area"
 - Screening is required adjacent to parking lot and loading area(s) per the following Zoning Ordinance provisions:
 - (§13-4-CC): "parking areas shall not be located between the adjacent public right-of-way and the principal structure on the site unless topographic features or vegetation provide effective screening"
 - (§12-7-8N): "landscaping shall be designed and used to screen adjoining property from storage and loading operation"
 - Other general screening considerations:
 - (§9-2-1): "permitted uses may be required to be conducted ... within an area enclosed on all sides by a solid board fence or an evergreen hedge between six (6) and ten (10) feet in height"
 - (§9-2-3): "sufficient area shall be provided to adequately screen permitted uses from adjacent business and residential district"

- “Tree Save” area correlates with the minimum setback requirements (20’) as required by (§9-4)...are there opportunities to increase this tree save area to better “buffer” adjacent residential areas?
- Parking Spaces:
 - Office use = 33 spaces required (per Z.O. §12-7-6e)
 - Industrial use = 1 space required for each employee at maximum shift = (?) (per Z.O. §12-7-6c)
 - 32 spaces provided (2 handicap spaces)
 - If any of the industrial / warehouse employees (at maximum shift) are distinct and separate from the office employees, additional spaces will be required
 - 4 “off street loading spaces” are required (per Z.O. §12-7-7)
- Vehicular Traffic Volume & Patterns:
 - At the previous Site Plan Review Committee meeting, the applicant team stated that there will be six (6) vehicle trips per month associated with the warehouse operation. The vehicular patterns associated with the office use is currently unknown.
 - Information providing a summary of anticipated traffic patterns is requested (per Z. O. §13-7-B-2).
- Required Site Improvements & Bonding Requirements:
 - (§13-6-1-L): required improvements must be secured through a bond furnished by the developer in an amount calculated or approved by the Planning & Zoning Director in accordance with established specifications and construction schedules
 - (§13-6-1-M): plans and specifications for all required improvements to be installed shall be prepared by a licensed engineer
- Other Comments:
 - Checklist Item E: Remove “NCSA” from signature panel
 - Checklist Item M: Label Route 151 / Critzer Shop Road as a designated Virginia Scenic Byway (in relation to “feature of particular scenic significance”)
 - Checklist Item N: Provide preliminary plans and elevations for buildings.
 - Checklist Item EE: Is warehouse project and/or office still planned for phased construction? If so, please specify the phasing limits and proposed timing of that phased development.

VDOT: Mr. Jeff Kessler has provided written comments for this project as follows:

- Reference was made to my email of October 6, 2014 to the engineer, Chris Mulligan, PE, requesting additional information pertaining to the proposed entrance design in order to review and comment on the site plans dated September 19, 2014. A copy of VDOT’s development plan check list and standard plan notes were provided for guidance. The engineer was also requested to coordinate the entrance design with the VDOT construction plans to improve the intersection of Routes 151/6/638 (Avon).

TJSWCD: Mrs. Alyson Sappington of the Thomas Jefferson Soil & Water Conservation District provides review of the Erosion & Sediment Control Plan. She provided written review comments to the applicant on September 9th, regarding the Erosion & Sediment Control Plan. It was also acknowledged that the Stormwater Management Plans were sent to Virginia Dept. of

Environmental Quality (DEQ) on Friday, September 5th. The project will need to receive VSMP permit coverage from DEQ prior to the County's issuance of a land disturbing permit or a building permit, and prior to any site construction.

VDH: On Friday, October 10th, Mr. Tom Eick of the Virginia Department of Health noted in writing that he has not received or reviewed any soil work or OSE proposal for the project.

Nelson County Building Code Official: Mr. David Thompson was not in attendance, but provided written comments prior to the meeting. Regarding the Site Plan, Mr. Thompson noted that an approved E&S Control Plan, a Nelson County Land Disturbing Permit, and a copy of VSMP permit registration statement from DEQ are required. He also declared that a bond, cash escrow, or irrevocable letter of credit must be established to Nelson County to ensure that E&S Control measures are properly installed, maintained, and completed in accordance with the approved plan.

Nelson County Planning Commission: Mrs. Linda Russell provided written comments prior to the meeting, which were incorporated into the comments provided to the applicant by County staff.

Staff Comments

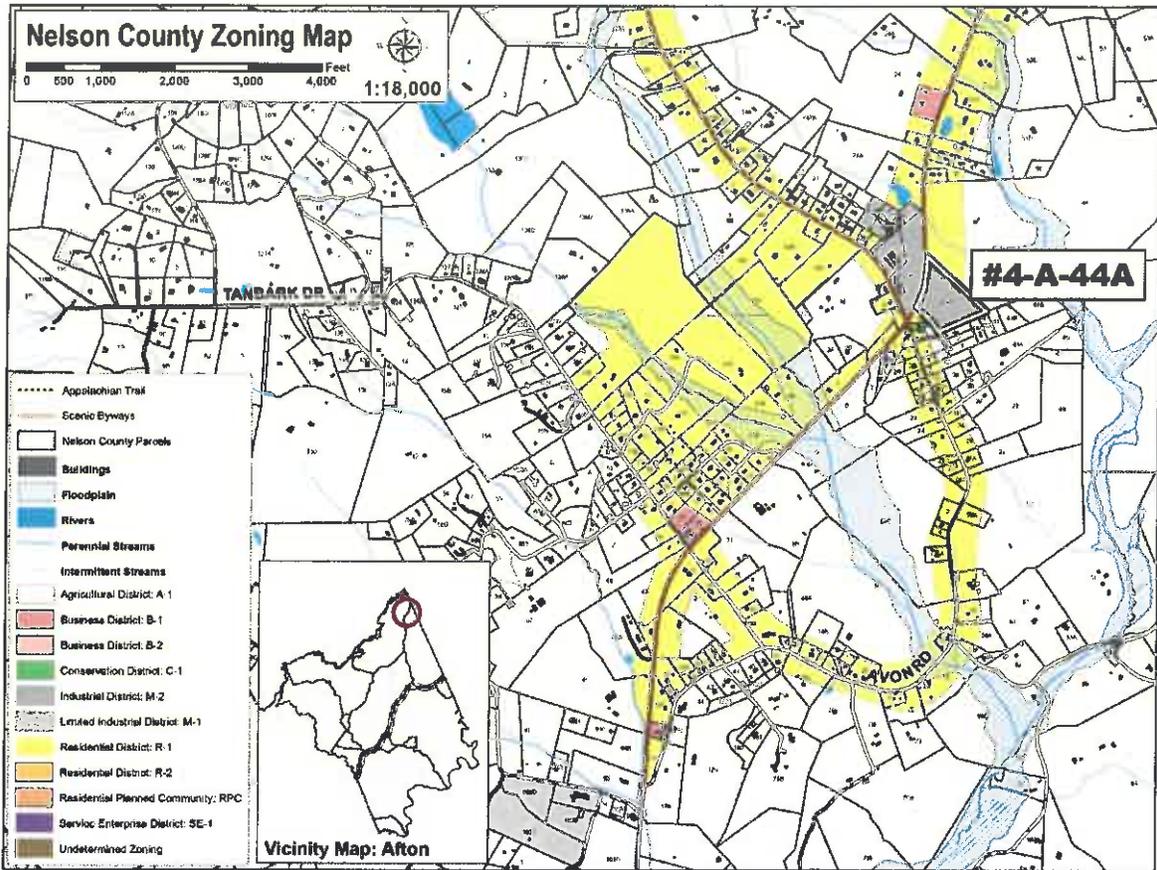
After the Site Plan Review Committee meeting, the applicant team noted that they would not be submitting a revised Site Plan for review at the October 22nd PC meeting. Rather, they indicated their preference of having the Planning Commission review the original submittal (dated 9/19) at this month's meeting, and then incorporate all of the review comments (from both the Site Plan Review Committee members and the Planning Commission) at the same time, into one revised submittal to be reviewed at the following PC meeting.

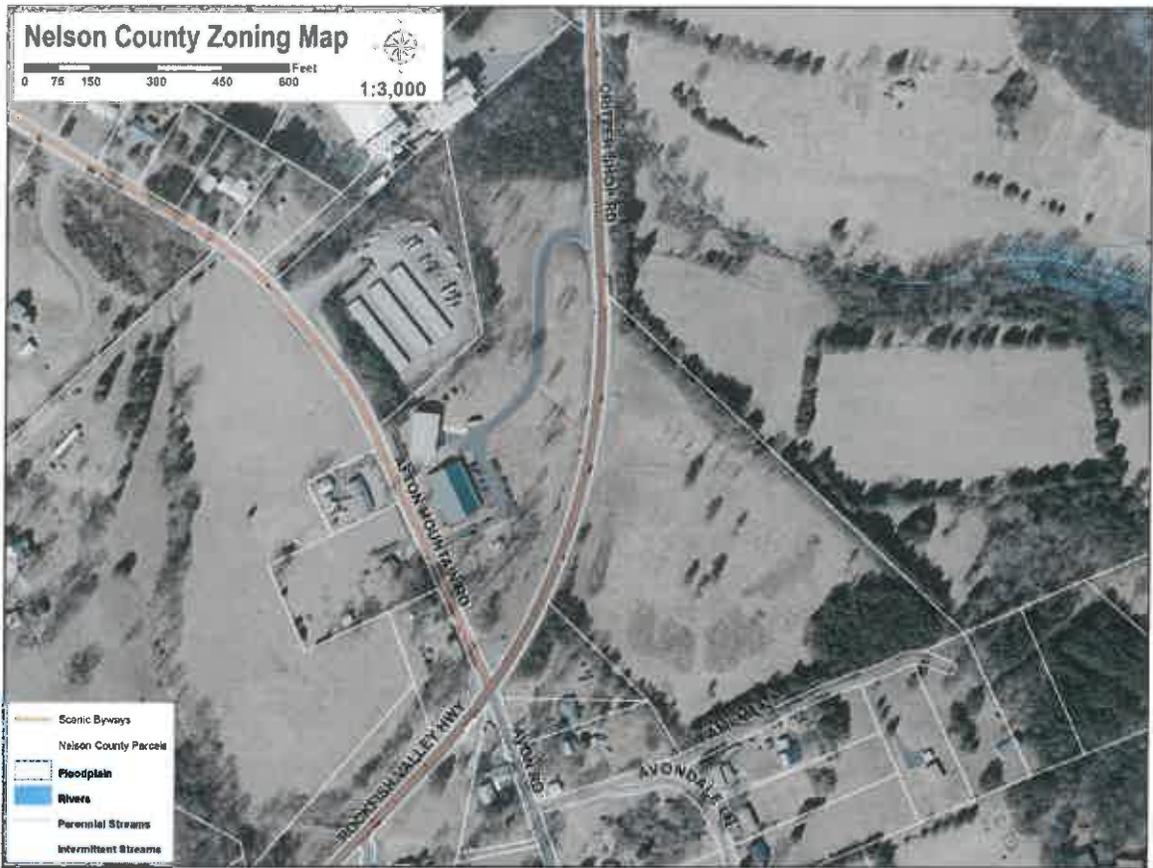
The applicant team indicated they would revise the landscape plan (Sheet 16) to include additional plant materials along Route 151, and to better screen the loading and parking areas. Those additional plant materials will likely contain some evergreen plants and some understory trees and/or shrubs, which were requested in order to help provide a fuller and more consistent buffer between the proposed project and the adjacent properties and Scenic Byway.

The applicant team also indicated they would attempt to obtain conceptual sketches or renderings of the project's architectural drawings (depicting the elevation and floor plan); but noted that the project team did not include an architect at the time of the Site Plan Review Committee meeting. The applicant team also noted their intent to provide the required information regarding exterior lighting type(s) and location(s).

On October 13th, Mrs. Ammy George provided the following information regarding estimated traffic volume: "There has been a turn lane warrant analysis prepared by Scott Dunn of the Timmons Group. ... Scott computed the Average Daily Trips as 201 vehicles (this includes the anticipated traffic from 30 employees and the truck traffic) He used the ITE Codes of General Light Industry (110) and General Office (710)." That figure (an average of 201 vehicle trips per day) is significantly higher than what was initially estimated by the applicant team. *Note: this information has been accepted and approved by VDOT; and can be reviewed at the end of this report.*

Thank you for your attention to this matter; please contact me if you have any questions about this report or this application, or if I may be of assistance in any other way.







COMMONWEALTH of VIRGINIA

DEPARTMENT OF TRANSPORTATION
4219 CAMPBELL AVENUE
LYNCHBURG, VIRGINIA 24501
VDOT.Virginia.gov

CHARLES A. KILPATRICK, P.E.
COMMISSIONER

June 9, 2014

VIA EMAIL: JUNE 9, 2014

Scott Dunn, AICP, PTP
Senior Project Manager
TIMMONS GROUP | www.timmons.com
1001 Boulders Parkway,
Suite 300
Richmond, VA 23225

RE: Rte 151 Nelson County Proposed Commercial Development (Avon Area)
Light Industrial Traffic Generation Analysis

Dear Mr. ~~Dunn~~: *Scott*

This writing is in follow up to my electronic mail communication of May 22, 2014 stating the attached supplemental traffic generation, distribution and turn lane analysis you provided to me on May 22, 2014 is acceptable. This acceptance is based on the proposed site development with the anticipated traffic of a general light industrial development with up to 30 employees, and a general office development of 10,000 sf. This analysis determined that neither a right turn lane nor a left turn lane would be warranted for a commercial entrance on Route 151. Should development of this site differ, resulting in an increase in traffic beyond the traffic generation your analysis indicated, then a new evaluation will be required.

A VDOT Land Use Permit for a commercial entrance designed in accordance with Appendix F of VDOT's Road Design Manual will be required. This design should also take into consideration the adjoining Route 151/6/638 intersection improvements. Mrs. Raina Rosado, VDOT's Project Manager (434.947.6559) can assist you with the project plans.

Please notify me if I may be of further assistance.

Sincerely,


Jeffery B. Kessler, P. E.
Area Land Use Engineer
(434) 856-8293
JefferyB.Kessler@VDOT.Virginia.gov

Attachments

CC: P. Massie Saunders, Jr.
Timothy Padalino
Raina Rosado

WE KEEP VIRGINIA MOVING

Kessler, Jeffery B., P.E. (VDOT)

From: Kessler, Jeffery B., P.E. (VDOT)
Sent: Thursday, May 22, 2014 12:30 PM
To: 'scott.dunn@timmons.com'
Cc: 'massie@saunderssurveys.com'; Clark, Matthew D. (VDOT)
Subject: Re: Rte 151 Nelson County Proposed Commercial Development (Avon Area)

Thank you Scott. Your evaluation is accepted. I have no further questions regarding traffic generation or turn lane determinations.

Massie, you may proceed accordingly.

Thanks all!
Jeff

Jeffery B. Kessler, P.E.
Area Land Use Engineer
VDOT - Lynchburg District
(434) 856-8293

From: Scott Dunn [<mailto:scott.dunn@timmons.com>]
Sent: Thursday, May 22, 2014 12:16 PM Eastern Standard Time
To: Kessler, Jeffery B., P.E. (VDOT)
Cc: Massie Saunders <massie@saunderssurveys.com>
Subject: RE: Rte 151 Nelson County Proposed Commercial Development (Avon Area)

Jeff,

Per yesterday's email, I have attached a revised sheet that includes both the light industrial and the office (the trip estimates were calculated using the rates as discussed).

Based on this summary, the site can accommodate both developments and not require auxiliary lanes.

Please review the attached and let me know if you have any questions or need additional information.

Scott

Scott Dunn, AICP, PTP
Senior Project Manager

TIMMONS GROUP | www.timmons.com
1001 Boulders Parkway, Suite 300 | Richmond, VA 23225
Office: 804.200.6955 | Fax: 804.560.1016
Mobile: 804.402.0830 | scott.dunn@timmons.com
LinkedIn: www.linkedin.com/in/wsdunn
Your Vision Achieved Through Ours

To send me .zip files or files greater than 20MB [click here](#)

Background Information

Assumed Initial Development:

General Light Industrial Development with up to 30 employees
General Office Development – 10,000 sf

Existing Traffic Data:

Route 151 AADT (2012): 8,100 vpd
Route 151 PHV_{AM SB} = 264 vph
Route 151 PHV_{AM NB} = 402 vph
Route 151 PHV_{PM SB} = 457 vph
Route 151 PHV_{PM NB} = 281 vph

Site Traffic Generation Data

Land Use:

General Light Industrial (Land Use Code 110, 9th Edition)
General Office Building (Land Use Code 710, 9th Edition)

Trip Generation:

	<u>Enter</u>	<u>Exit</u>
AM Peak	26	4
PM Peak	6	22

Site Traffic Distribution

AM: 16 vph entering northbound (Assume 60% northbound, 40% southbound)
10 vph entering southbound

PM: 2 vph entering northbound (Assume 40% northbound, 60% southbound)
4 vph entering southbound

Right Turn Lane Assessment *(RTL Guidelines for 2-Lane Highway - Appendix G)*

AM: PHV Approach Total = 402 + 16 = 418 vph
PHV Right Turns = 16 vph

No Right Turn Taper/Lane Required

PM: PHV Approach Total = 281 + 2 = 283 vph
PHV Right Turns = 2 vph

No Right Turn Taper/Lane Required

Left Turn Lane Assessment

(Figure 3-10 – Appendix G)

60 MPH Design Speed

AM: Opposing Volume = $402 + 16 = 418$ vph
Left Turn Volume = 10 vph
Advancing Volume = $264 + 10 = 274$ vph
 $\% L = 10/274 = 2.7\%$

No Left Turn Lane Required; left turns below 5%

PM: Opposing Volume = $281 + 2 = 283$ vph
Left Turn Volume = 4 vph
Advancing Volume = $457 + 4 = 461$ vph
 $\% L = 4/461 = 0.9\%$

No Left Turn Lane Required; left turns below 5%

TO THE ZONING ADMINISTRATOR:

1. **The undersigned** hereby petitions the Planning Commission and/or Board of Supervisors for approval of the following (check appropriate box):

- | | |
|---|--|
| <input type="checkbox"/> Rezoning from _____ to _____ | <input type="checkbox"/> Subdivision – Regular Preliminary |
| <input type="checkbox"/> Special Use Permit | <input type="checkbox"/> Subdivision – Regular Final |
| <input type="checkbox"/> Site Plan – Preliminary (Optional) | <input type="checkbox"/> Site Plan - Minor |
| <input type="checkbox"/> Site Plan – Final | <input checked="" type="checkbox"/> Site Plan - Major |
| <input type="checkbox"/> Amend text of Zoning Ordinance | <input type="checkbox"/> Other - _____ |

Pursuant to Article 13, Section 1-1.1 of the Nelson County Zoning Ordinance.
Pursuant to Section _____, Subsection _____ of the Nelson County Subdivision Ordinance.

Reason(s) for request: _____

2. **Applicant(s) and Property Owner(s):** (Please print names of applicants and property owners and indicate applicable title. If applicant is not the property owner, show relationship, i.e. lessee, contract purchaser, etc.)

Applicant Property Owner Name: Zenith Quest International, LLC
Address: 522 Chinguapin Dr., Lyndhurst, VA 22952
Tel. No.: 540-743-9424 Cell No. _____ E-mail addr. hkaya@zenithquestintl.com
Relationship (if applicable): _____

Applicant Property Owner Name: _____
Address: _____
Tel. No.: _____ Cell No. _____ E-mail addr. _____

Relationship (if applicable): _____
 Applicant Property Owner Name: _____
Address: _____
Tel. No.: _____ Cell No. _____ E-mail addr. _____

Relationship (if applicable): _____
 Applicant Property Owner Name: _____
Address: _____
Tel. No.: _____ Cell No. _____ E-mail addr. _____

Relationship (if applicable): _____
(Use reverse if more space is needed.)

3. **Location and Characteristics of Property:**

- a. Address of property including specific location, route numbers, street names, direction (NSEW), Magisterial District, etc.: Property is located approximately 500-feet north of the intersection of Afton Mountain Road (Rt. 638) and Critzer Shop Road (Rt. 151) on the eastern side of Rt. 151
Official tax map number: 4A-44A
- b. Acreage of property: 10.00 Ac.
- c. Present use: Vacant
- d. Present zoning classification: M-2
- e. Zoning classification of surrounding properties: M-1/R-1/A-1

(Continued on reverse.)

4. **Names of Adjacent Property Owners:** TMP 4A-29A Advancing Native Missions; TMP 7A-42 and 7A-42 Harold McCauley; TMP 7-6-5 Clara McCauley; TMP 7-6-3 Alvin Carpenter; TMP 7A-40A Augusta Meyers; TMP 7A-40B Sharon Harris; TMP 4A-44 Mount Armour, LLC

5. **Affidavit:** The undersigned applicant(s) and/or property owner(s) certifies that this application and the foregoing answers, statements, and other information herewith submitted are, in all respects, true and correct to the best of their knowledge and belief. Also, the applicant(s) and/or property owner(s) gives permission for members of the Planning Commission, Board of Supervisors, and County Staff to visit and view the subject property.

Signature: *Kaya* Hanri Kaya, CFO 9/10/14
Signature: _____
Signature: _____
Signature: _____

6. **Additional information:** _____

7. **Please note:** In the event of cancellation or postponement at your request after the initial newspaper advertisement for this application, an additional fee will apply for re-advertisement. The fee will be based on the actual cost of the ad, and will not apply in cases of Planning Commission or Board of Supervisor deferments.

*****TO BE COMPLETED BY PLANNING & ZONING OFFICE*****

Completed application and fee (\$500.00) received on 9-19-14
Hearing Notice published on October 20~~th~~ + 9th, 2014
Planning Commission action: Date of Hearing: October 22, 2014
Recommendation: _____

Board of Supervisor action: Date of Hearing: _____
Date of Decision: _____
Action: _____





To: Ammy George, Roudabush, Gale & Assoc., Inc.

From: Tim Padalino | Director of Planning & Zoning

Date: October 8, 2014

Subject: Site Plan Review Committee Comments

- Signage
 - Location, size, and details of all signage are not supplied as required in Major Site Plan Checklist Item T per (13-4-T).
 - These required details must be addressed as part of site plan review.

- Lighting
 - Location and type of lighting equipment, plus photometric plan, not supplied as required in Major Site Plan Checklist Item V per (13-4-V).
 - Note on cover sheet states that the project will use wall-mounted fixtures and that the lighting will be shown on the building permit plan for approval; however, these required details must be addressed as part of site plan review, not during the building permit application.
 - See (12-7-8K): “Lighting” ... “Outdoor lighting for parking and loading spaces shall be arranged to deflect glare away from adjoining properties and public streets. Sources of light on a lot shall be hooded or of directional type capable of shielding the light source from shining on adjoining property or public right-of-way.”

- Landscaping & Screening
 - Additional screening is needed along Route 151 (designated Virginia Scenic Byway), per the following Zoning Ordinance provisions:
 - (12-7-8G): “minimum of fifty (50) percent of the road frontage shall be landscaped”
 - (9-2-2): “landscaping may be required within any established or required front yard setback area”
 - Screening is required adjacent to parking lot and loading area(s) per the following Zoning Ordinance provisions:
 - (13-4-CC): “parking areas shall not be located between the adjacent public right-of-way and the principal structure on the site unless topographic features or vegetation provide effective screening”

- (12-7-8N): “landscaping shall be designed and used to screen adjoining property from storage and loading operation”
 - Other general screening considerations:
 - (9-2-1): “permitted uses may be required to be conducted ... within an area enclosed on all sides by a solid board fence or an evergreen hedge between six (6) and ten (10) feet in height”
 - (9-2-3): “sufficient area shall be provided to adequately screen permitted uses from adjacent business and residential district”
 - “Tree Save” area correlates with the minimum setback requirements (20’) as required by (9-4)... are there opportunities to increase this tree save area to better “buffer” adjacent residential areas?
- Parking Spaces
 - Office use = 33 spaces required per (12-7-6e)
 - Industrial use = 1 space required for each employee at maximum shift = (?) per (12-7-6c)
 - 32 spaces provided (2 handicap spaces)
 - If any of the industrial / warehouse employees (at maximum shift) are distinct and separate from the office employees, additional spaces will be required
 - 4 “off street loading spaces” are required per (12-7-7)
- Vehicular Traffic Volume & Patterns
 - At the previous Site Plan Review Committee meeting, the applicant team stated that there will be six (6) vehicle trips per month associated with the warehouse operation. The vehicular patterns associated with the office use is currently unknown.
 - Information providing a summary of anticipated traffic patterns is requested per (13-7-B-2); this may need to be a Traffic Impact Analysis report submitted to Nelson County and VDOT.
- Required Site Improvements & Bonding Requirements
 - (13-6-1-L): required improvements must be secured through a bond furnished by the developer in an amount calculated or approved by the Planning & Zoning Director in accordance with established specifications and construction schedules
 - (13-6-1-M): plans and specifications for all required improvements to be installed shall be prepared by a licensed engineer
- Other Comments:
 - Checklist Item E: Remove “NCSA” from signature panel
 - Checklist Item M: Label Route 151 / Critzer Shop Road as a designated Virginia Scenic Byway (“feature of particular scenic significance”)
 - Checklist Item N: Provide preliminary plans and elevations for buildings.
 - Checklist Item EE: Is warehouse project still planned for phased construction? If so, please specify the phasing limits and proposed timing of that phased development.



To: **Timothy M Padalino**, Director of Planning & Zoning
From: David L Thompson, Building Code Official *DLT*
Date: October 8, 2014
Re: October 8, 2014 Plan Review Meeting

COMMENTS:

1. **Minor Site Plan for Special Use Permit # 2014-007 – Reverend Daniel Kelly? St. Mary’s Catholic Church (Tax Map Parcel #58-A-31F)**
 - Erosion & Sediment Control plan approved by plan approving authority on August 18, 2014.
 - Owner/Agent or contractor to make application for a land disturbing permit prior to construction or grading.

2. **Major Site Plan #2014-005 – Ms. Ammy George/ Roudabush and Associates (Tax Map #4-A-44A / “Zenth Quest International”)**
 - Three (3) sets minimum of TJSWCD approved E&S plans required for a Land Disturbing permit application. At the time of application the permit fee must be paid in the amount of \$450.00. Additionally, a copy of the VSMP registration statement from DEQ and include or establish a performance bond, cash escrow, or irrevocable letter of credit to Nelson County to ensure the E&S measures are properly installed, maintained and the work is completed in accordance with the approved plan.
 - Building construction permit application: Two (2) sets of complete building plans with the construction drawings conforming to the Uniform Statewide Building Code and payment of permit fees are required at the time of the building permit application. The plans also need to include two (2) sets of the approved Nelson County site development plan, a copy of the well and sanitary construction permits from the Virginia Department of Health, a copy of the construction entrance permit from VDOT. Contractors and subcontractors are required to be disclosed licenses in the permit applications, including local business licenses and the DPOR contractor/tradesmen’s licenses. If the permit is to include the electrical, mechanical and plumbing work that work needs to be included on the submittal plans for the building permit. Fire protection plans may be submitted separately by the design & installation company along with a separate permit application specifically for the fire protection system.

/ Tim Padalino

From: Tim Padalino
Sent: Monday, September 29, 2014 11:41 AM
To: Steve Carter; 'Savanna Funkhouser'
Subject: RE: Request from Delegate Bell re: Zenith Quest International

Hello Ms. Funkhouser – greetings from Lovington.

Thank you for your inquiry regarding the proposed Zenith Quest International (ZQI) project on Route 151 in Afton. Steve's informative response is certainly sufficient; but as requested, I am happy to provide some additional information.

The Nelson County Planning Commission (PC) will be reviewing this Major Site Plan at their upcoming October 22nd public meeting. That Site Plan review process and approval authority have been delegated to the PC by the Board of Supervisors (in 2010), because it is not a legislative act – and it essentially only requires that the applicant satisfactorily address all of the information required on the Major Site Plan Checklist (per the County's Zoning Ordinance).

As Steve pointed out, it is typical for a Site Plan to be approved by the PC the first time it is formally reviewed as an official agenda item. It (almost) goes without saying that such a quick review/approval process is only possible if the applicant has submitted a completed application along with a site plan (completed by a licensed professional and inclusive of all required contents and info).

In the case of ZQI's "Afton Mountain" proposal, the project team (including the owners and their landscape architecture/engineering firm – Roudabush, Gale & Associates) has been proactive in their preparation and submission of a Major Site Plan. The County has also been very responsive and supportive in helping the project team clearly understand the numerous procedures and policies that pertain to their proposal.

For example, the ZQI project was included on the Site Plan Review Committee's meeting agenda (8/13) without any (draft) site plan drawings or any other application materials having been submitted at the time. That initial courtesy review helped to improve the efficiency of the application process; and dialogue at that review meeting also led to a formal site visit to the property by the Planning Commission (8/28), which was very helpful towards improving the County's understanding of the proposed project.

With all of that in mind, it is fairly likely that ZQI's Major Site Plan for the "Afton Mountain" project will be approved by the PC on October 22nd. I must disclaim that I have not yet reviewed (in detail) the recently-submitted Major Site Plan, and am not familiar with the plan's conformity with our checklist. But Roudabush, Gale & Associates have proven to be highly professional thus far, and I generally expect my pending review will find the Major Site Plan to be complete.

I can also share a some comments about the actual project itself (separate from the review process). The Site Plan Review Committee, Planning Commission, and County staff have all engaged the project team about questions and issues they feel are most relevant and pertinent, including:

- Projected traffic patterns associated with the warehouse and office operations, and any potential impacts on road safety and mobility, with particular respect to VDOT's recently-completed "Route 151 Corridor Study" which included focus on this particular area as being of highest concern and priority;
- Potentially incompatible land uses relative to neighboring properties, which is a function of that small area containing Agricultural (A-1), Residential (R-1), and Industrial (M-2) zoning districts in immediate proximity to one another, with specific request to lights, noise, and other typical "nuisance" questions; and

- Potential changes to the appearance and/or character of the area, with specific respect to Route 151's successful, expanding, high-profile tourism industry and to the project's location at the gateway into Nelson County (in Afton at the intersections of Route 6 and Route 151, which are both designated Virginia Scenic Byways).

ZQI and their consultants have been understanding and responsive to all of those topics. With regards to neighboring properties, scenic byways, and associated issues, the Site Plan proposes the following details:

- some (partial) retention of an existing woodlot that presently separates the project from neighboring residences (note: this proposed "tree save" area correlates with the required 20' minimum setback);
- some new landscaping materials along Route 151, including canopy trees and understory trees utilizing an attractive native plant palette; and
- the location of the one-story, 80,000 SF warehouse meets the minimum required setbacks, and also provides some additional setback area by choice (Ordinance requires minimum of 20' setback from neighboring properties; Site Plan indicates the two corners of the warehouse closest to the adjoining properties will be 42.9 feet away and 69.2 feet away, respectively).

With those details in place, the project does seem to have made an effort to mitigate some of the site-specific changes that are inherently associated with any large industrial project.

However, some important additional details remain to be properly addressed – including a lighting plan with the location and type/details of proposed light fixtures (Checklist Item "V"); and additional transportation information related to the warehousing / distribution operation and the office operation.

The latter will require continued assistance from VDOT, and may also require that a "Traffic Impact Assessment" report or other analysis be prepared by an appropriately-licensed professional. At the 8/13 Site Plan Review Committee meeting, the ZQI project team emphasized that the project would only result in 6 vehicular trips per month – which seems unclear, and which should be examined further and understood much better.

Finally, please note this proposed project's proximity to a recently-funded "HSIP" roadway improvement project, which will allow VDOT to greatly improve the Route 6 – Route 151 intersection just south of the proposed project. The ZQI project team has noted that their proposed entrance (and other site plan details) fully consider and respond to the planned, funded VDOT project, including:

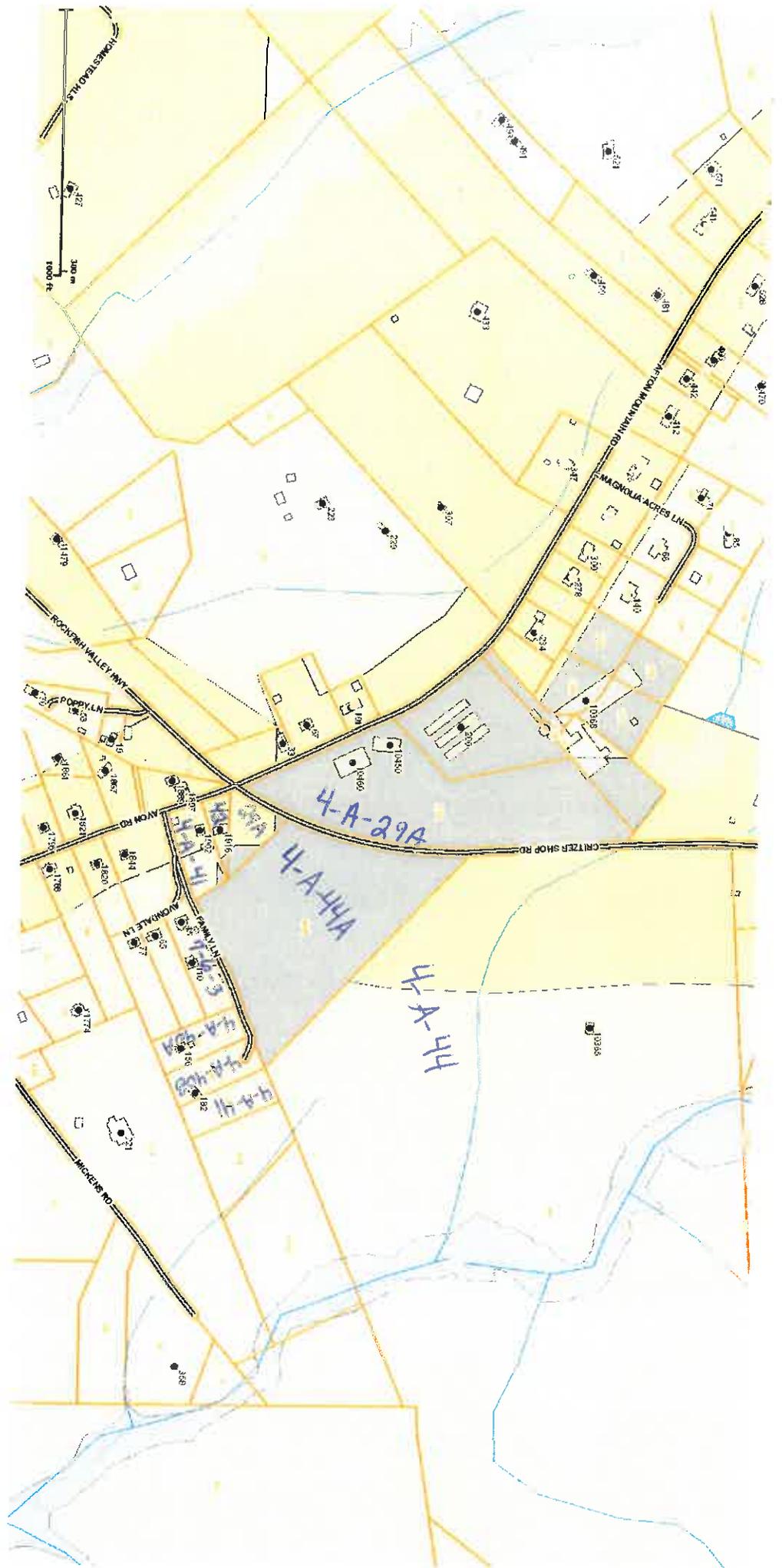
- providing VDOT with a grading easement for erosion and sediment control during construction of the HSIP intersection project, and
- dedicating an expanded ROW to VDOT to accommodate the roadway improvements

However, VDOT has stated that their engineered plans for the "HSIP" intersection improvement were prepared prior to this proposed ZQI project, and thus do not account for any changes in traffic patterns or volumes which may result from the ZQI project. As such, VDOT may also be able to further provide assistance to the applicants (and to Nelson County) by reviewing how the proposed ZQI project might interact with the proposed intersection upgrades, prior to construction (which is presently slated for 2017).

I hope this information is helpful; I understand this response is exceptionally detailed, but I did want to provide as much pertinent information as possible. If anything I've shared gives rise to the need for clarification or additional information, please let me know at your convenience. I'm happy to provide whatever assistance I can.

And please note that everything that the ZQI project team has submitted is public record and completely open for review by the public, upon request. If a copy of the Major Site Plan would be helpful, we can certainly arrange for that to be provided.

Thanks very much; sincerely,





MAJOR SITE PLAN CHECKLIST

Nelson County Dept. of Planning & Zoning

	A.	The plan shall be prepared at a scale of not less than 1"=20' except for the index sheet, unless approved by the Planning and Zoning Director.
AA	B.	If the plan is prepared on more than one sheet, match lines shall clearly indicate where the several sheets join.
✓	C.	Dimensions shall be in feet and decimals of feet to the closest one hundredth of a foot.
✓	D.	The proposed title of the project and the name of the owner(s), engineer, architect, landscape architect, surveyor, and developer, as applicable.
✓	E.	A signature panel to indicate approvals from the following: <ul style="list-style-type: none"> ○ Planning and Zoning Director ○ Virginia Department of Transportation ○ Virginia Department of Health ○ Thomas Jefferson Soil and Water Conservation District ○ Nelson County Service Authority
✓	F.	Tax Map and Parcel Number
✓	G.	Adjacent property owners
✓	H.	North arrow, scale graphic, and date.
✓	I.	Vicinity map.
✓	J.	Existing zoning and zoning district boundaries on the property in the development and on immediately surrounding properties. All special zoning requirements attached directly to the site as a result of the issuance of any Special Use Permit, variance, or rezoning.
✓	K.	The boundaries of the property in the development, including bearings and distances.
✓	L.	All existing property lines, existing streets or rights-of-way opened or unopened; buildings, watercourses, and lakes; and other existing physical features in or adjoining the project. The physical features, such as watercourses, waterways and

		lakes on the adjoining properties need only be shown in approximate scale and proportion;
✓	M.	Features of particular historic, cultural, scientific, or scenic significance as identified in the Comprehensive Plan, by the Planning and Zoning Director, or by any County department or state agency having site plan review responsibilities, or by the Virginia Department of Historic Resources the Virginia Department of Conservation and Recreation, or the Virginia Outdoors Foundation including, but not limited to, historic features, archaeological features, and graveyards.
✓	N.	Building setback lines; the location of all proposed buildings and structures, accessory and main; number of stories and height; proposed general uses for each building; and the number, size, and type of dwelling units where applicable. Preliminary plans and elevations for main and accessory buildings.
✓	O.	Type, location, height, and materials of all existing and proposed fences and walls.
✓	P.	Site coverage, showing percentage of site in buildings, parking, and open space.
✓	Q.	Existing and proposed topography and contour lines of the development site with a contour interval of two (2) feet or less.
✓	R.	The location and size of sanitary and storm sewers, gas lines, water mains, culverts, and other underground structures; all overhead utilities and supporting poles in or affecting the development area, including existing and proposed facilities; and easements for these facilities, including the width of the easement.
✓	S.	The location of all existing and proposed off-street parking and parking bays, loading spaces, and pedestrian walkways, indicating types of surfacing, dimensions of stalls, width of aisles and a specific schedule showing the number of parking spaces.
✓	T.	Final plan for all signs to be erected and/or placed on building. The plan shall show the location and size of each sign along with the purpose of the sign.
✓	U.	A final landscape plan.
✓	V.	Outdoor lighting information, including a photometric plan and location, description and photograph or diagram of each type of outdoor luminary.
✓	W.	All paving, including, without limitation, gravel or other pervious surfaces, shall be of a design and quality to support the traffic which can reasonably be expected to be generated by the proposed use.
NA	X.	Limit of one-hundred-year floodplain and floodway, as defined in Article 10 of the Zoning Ordinance.

NA	Y.	Location of any wetlands in compliance with applicable federal, state, and local definition of wetlands.
NA	Z.	The location and dimensions of proposed recreation or open space, and required amenities and improvements, including details of disposition, in accordance with any open space or recreation plan adopted by the County.
NA	AA.	Cul-de-sacs may not be construed or employed as a parking area. Suitable easements for future public water and sewer facilities necessary to serve the property shall be indicated on the plan.
✓	BB.	All new electrical, telephone, cable television, fiber optic, and other utility lines on the site shall be installed underground.
✓	CC.	To the greatest extent possible, parking areas shall not be located between the adjacent public right-of-way and the principal structure on the site unless topographic features or vegetation provide effective screening.
✓	DD.	Site planning shall consider the future development of adjacent parcels as recommended by the Nelson County Comprehensive Plan or other approved local plan and as may be indicated by any filed site plan, whether approved or under review. The site plan shall provide for safe and convenient vehicular and pedestrian circulation between sites to be occupied by complementary uses.
NA	EE.	If phasing is planned, phase lines and proposed timing of development.
	FF.	A copy of the approved final Erosion and Sediment Control and Stormwater Management Plan.
	GG.	<u>Option A</u> Preliminary Major Site Plan may be submitted to the Planning Commission for review and comment prior to submittal of the Final Site Plan for review and approval.



LAND SURVEYING
ENGINEERING
LAND PLANNING

ROUDABUSH, GALE & ASSOC., INC.

A PROFESSIONAL CORPORATION
914 MONTICELLO ROAD
CHARLOTTESVILLE, VIRGINIA 22902

PHONE (434) 293-4251
(434) 977-0205
FAX (434) 296-8220
INFO@ROUDABUSH.COM

TO: Mr. Tim Padalino, Director
Nelson County
Planning & Zoning Department
80 Front Street
Lovingsston, VA 22949

DATE: September 19, 2014
JOB #: 8572
PROJ: Zenith Quest – Afton Mountain

Attached
 Under separate cover via _____ the following items:

# of Copies	Date	Job #	
7	9/18/14	8572	Zenith Quest Afton Mountain Site Plan
1			Major Site Plan Application
1			Fee Check \$500 for Major Site Plan App. Fee (Check No. 3280)
1			Fee Check \$500 for E&S Plan Appl. Fee (Check No. 3281)
1			Major Site Plan Check List
1			Copy of Transmittal to TJSWCD for E&S Plan

These are transmitted as checked below:
 For approval
 Resubmitted w/revisions
 Other _____
 For your use
 Review/Comment
 Please return _____
 For Bids due _____
 As requested

REMARKS:
 Mr. Padalino, I have attached copies of the plans, application, and fee checks for the Zenith Quest Afton Mountain Site Plan for your review. I have sent a copy of the plans directly to Alyson Sappinton at the TJSWCD for her review of the Erosion and Sediment Control Plans. If you have any questions or comments, please feel free to contact me.

PREPARED: Ammy George
ENCLOSURES: are not as noted, kindly notify us at once.
COPY TO: Ray Miles

