



**COUNTY OF ALBEMARLE**  
**Department of Community Development**  
**401 McIntire Road, North Wing**  
**Charlottesville, Virginia 22902-4579**

Phone (434) 296-5832

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MEMORANDUM

TO: MEMBERS, SITE REVIEW COMMITTEE:

Adam Moore ~ VDOT (Charlottesville)	Frank Pohl ~ Engineering
Alan Mazurowski ~ Health Dept. (Charlottesville)	Richard Nelson ~ ACSA
Tim Keller ~ At-Large PC Member	Michael Dellinger ~ Inspections
Brian Becker ~ GIS	Shawn Maddox ~ Fire & Rescue
Margaret Maliszewski ~ ARB	Dan Mahon ~ Parks & Rec.
Brian Walton ~ Thomas Jefferson Soil and Water Conservation District	

FROM: Albemarle County Department of Community Development – Division of Planning

DATE: March 20, 2020

RE: Site Review Committee Meeting scheduled for Thursday, April 23, 2020 at 10 a.m. will not be held.

Please be advised that due to the Covid-19 pandemic and efforts to maintain recommended social distancing, the Site Review Meeting listed on the schedule for April 23, 2020, will not take place. Please note that you can still view the plans, comments, and provide feedback by contacting the lead reviewer, and they will provide an online link for your use. The comments will be available to view on **April 20, 2020**. We are also currently developing alternative methods that will allow virtual interactions in the near future for Site Review Meetings and public engagement.

Please note that the purpose of a Site Plan Review meeting is to provide an opportunity for the applicant and reviewers to discuss review comments. These projects are “by-right”, which means that if the proposed plans meet the minimum requirements of the County’s zoning, site plan, or subdivision ordinances, they must be approved. The public has always been invited to these meetings to learn about the project and express concerns. Recognizing the importance of maintaining this opportunity for stakeholders and members of the public, we encourage you to reach out to the lead reviewer to express any concerns or questions you may have regarding the application.

Attached is the list of site plans and subdivisions to be reviewed based on the schedule below. This list may include electronic submittals which may be accessed by clicking on the link provided. Please review these projects and send your written comments to the applicable planner as noted below.

The Submission and Review Schedule is as follows:

**SITE REVIEW COMMENTS DUE:**  
**SITE REVIEW MEETING DATE:**

**Monday, April 20, 2020**  
**Will not be held (see above)**

For the attached site plans please review each plan for compliance with the technical requirements of Chapters 14 and 18 of the Code of the County of Albemarle and/or other applicable laws enforced by your agency/department. Please either

1. Recommend approval, including conditions that must be met prior to approval of the final plan and including conditions required to be satisfied before a grading permit may be issued under chapter 17 of the Code. Any recommended conditions shall pertain to any requirements of this chapter and other applicable laws. Or,
2. Recommend denial. Any recommendation for denial shall clearly state what requirements of Chapter 18 of the Code or other applicable laws that the plan does not satisfy.

**If you have any recommendations for revisions, please feel free to provide that information. Please be clear in your comments what a “required” revision is and what a “recommended” revision is.**

If you are unable to attend the meeting, please submit your comments so they will be available at the meeting.

**PROJECT LEAD REVIEWER:** [Megan Nedostup](mailto:mnedostup@albemarle.org) [mnedostup@albemarle.org](mailto:mnedostup@albemarle.org)

**PROJECT:** [SUB202000033 Pleasant Green Phase 2 - Preliminary Plat](#)

MAGISTERIAL DISTRICT: White Hall

TAX MAP/PARCEL: 056A1010002600; 05600000011500; 055C00300000A0; 056A101-00-02500-

LOCATION: Southwest of Cling Lane and northeast of Peach Tree Drive and Orchard Drive

PROPOSAL: Request for approval of a preliminary plat for the second phase of a cluster development that includes 126 townhouse lots, open space, and trails with a new road connection to Orchard Drive.

ZONING: R6 Residential- 6 units/acre

OVERLAY DISTRICT: Flood Hazard Overlay District; Managed Slopes

ENTRANCE CORRIDOR: No

COMPREHENSIVE PLAN: Neighborhood Density Residential- 3-6 units /acre; supporting uses such as religious institutions, schools and other small-scale non-residential uses in the Crozet Master Plan.

**PROJECT LEAD REVIEWER:** [Megan Nedostup](mailto:mnedostup@albemarle.org) [mnedostup@albemarle.org](mailto:mnedostup@albemarle.org)

**PROJECT:** [SDP202000019 Pleasant Green Phase 2 - Initial Site Plan](#)

MAGISTERIAL DISTRICT: White Hall

TAX MAP/PARCEL: 056A1010002600; 05600000011500; 055C00300000A0; 056A101-00-02500-

LOCATION: Southwest of Cling Lane and northeast of Peach Tree Drive and Orchard Drive

PROPOSAL: Request for approval of an initial site plan for the second phase of a cluster development that includes 126 townhouses, open space, and trails with a new road connection to Orchard Drive.

ZONING: R6 Residential- 6 units/acre

OVERLAY DISTRICT: Flood Hazard Overlay District; Managed Slopes

ENTRANCE CORRIDOR: No

COMPREHENSIVE PLAN: Neighborhood Density Residential- 3-6 units /acre; supporting uses such as religious institutions, schools and other small-scale non-residential uses in the Crozet Master Plan.

**PROJECT LEAD REVIEWER:** [Paty Saternve](mailto:psaternve@albemarle.org) [psaternve@albemarle.org](mailto:psaternve@albemarle.org)

**PROJECT:** [SDP202000020 Valvoline - Initial Site Plan](#)

MAGISTERIAL DISTRICT: Rio

TAX MAP/PARCEL: 045000000111C0

LOCATION: Between Route 29 and Gander Drive

PROPOSAL: Request for initial site plan approval to construct a 22,534 square foot motor vehicle service and maintenance building with associated parking.

ZONING: HC Highway Commercial – commercial and service; residential by special use permit (15 units/ acre)

ENTRANCE CORRIDOR: Yes

OVERLAY DISTRICT: Steep Slopes (Preserved), AIA Airport Impact Area

COMPREHENSIVE PLAN: Commercial Mixed Use – commercial, retail, employment uses, with supporting residential (no maximum density), office, or institutional uses; Neighborhood 2 – Places 29.

**PROJECT LEAD REVIEWER:** [Tori Kanellopoulos](mailto:vkanellopoulos@albemarle.org) [vkanellopoulos@albemarle.org](mailto:vkanellopoulos@albemarle.org)  
**PROJECT:** [SDP202000022 – Cooke Taylor Property Warehouse Major Amendment—Digital Submittal](#)

MAGISTERIAL DISTRICT: Rio

TAX MAP/PARCEL: 03200-00-00-019A2

LOCATION: 1620 Quail Run, Charlottesville, VA 22911

PROPOSAL: Major Site Plan Amendment for SDP198500047 for a 5,760 sq. ft. building addition on the front of an existing 8,000 sq. ft. warehouse building, for a total 13,760 sq. ft. building. The building also has an existing internal 1,200 sq. ft. office space. Includes parking lot with 21 parking spaces.

ZONING: LI Light Industrial - industrial, office, and limited commercial uses (no residential use)

OVERLAY DISTRICT: Airport Impact Area, Steep Slopes - Managed

COMPREHENSIVE PLAN: Primarily Light Industrial - manufacturing from prepared materials, processing, fabrication, assembly, and distribution of products; and a small portion designated Office/R+D/Flex/Light Industrial - commercial, professional office; research and development, design, testing of prototypes; manufacturing, assembly, packaging; residential is a secondary use (no maximum density). Located in the Hollymead Neighborhood of the Places29 Master Plan.

Cc:

Architectural Review Board  
Krystal Brinkley  
Jennifer Whitaker  
Melvin Kosler  
Sprint-Manager of Engineering  
Ronnie Rutherford

Mary Hughes  
Irene Peterson  
United States Postal Service  
Sandy VonThelen

E-mail copy:

Board of Supervisors  
Joe Letteri  
David Benish  
Claudette Borgersen  
Steve Blaine  
Mike Heckman  
Sabrina Stanwood  
William D. Fritz

Planning Commission  
Dan Mahon  
Brad Sheffield  
Jack McClelland  
Karen Davis  
Francis MacCall  
Steve Allshouse  
Doug Walker