



February 7, 2024 – 6:30 p.m.

**Madison County Administrative Auditorium
414 N. Main Street, Madison, Virginia**

Agenda: Planning Commission Workshop

1. Call to Order
2. Determine Presence of Quorum & Review/Approval of Agenda
3. Review of Minutes from January 16, 2024, Planning Commission Workshop
4. Election of Chair and Vice-Chair of Planning Commission for term ending January 31, 2024
5. Continued Discussions:
 - A) Consideration to amend (or eliminate) article 14-9-13 (parking for medical and dental clinics) of the Zoning Ordinance
 - B) Consideration to amend article 20-15 (definition, automotive graveyard) of the Zoning Ordinance.
 - C) Preview of 2023 – 2024 DRAFT Comprehensive Plan
6. Other items from the Planning Commission or public
7. Adjournment

Madison County Planning Commission Workshop Meeting Minutes January 17th, 2024

Chairman Clay Jackson called the BoS portion of the meeting back to order at 6:34 PM. He suspended the BoS portion of the meeting to call the Planning Commission portion of the meeting to order.

The Madison County Planning Commission Workshop meeting was called to order by Chairman Carpenter at 6:36 PM. Chairman Steve Carpenter suggested to rearrange the agenda to continue with the BoS training. Commissioner Jim Smith made the motion and Commissioner Nathan Cowan seconded.

The Planning Commission meeting reconvened at 7:36 PM.

Chairman Carpenter determined there was a quorum and the first order of business was to adopt the agenda and approve the minutes from the December 6th Joint Planning Commission and Board of Supervisors meeting and December 20th Planning Commission Workshop meeting.

As a quorum was established the following members were present; Chairman Steve Carpenter, Commissioners James Graves III, Nathan Cowan, Pete Elliott, Jim Smith. and Fay Utz. Commissioner Mike Snider was on-line. Also, present were Ligon Webb, County Planner; Janet Henshaw, Secretary of Planning Commission; and Hannon Wright, County Attorney. Jonathon Weakley, County Administrator and Brian Gordon Assistant County Administrator were also present.

Commissioner Nathan Cowan moved to adopt the agenda and Jim Smith seconded. Commissioner Jim Smith suggested to change Jim "Snider" to "Smith". Commissioner Pete Elliott made the motion to adopt the December 6th minutes with changes. Commissioner James Graves III seconded. Chairman Steve Carpenter suggested to mark out "pre-pave". Commissioner Nathan Cowan made the motion to adopt the December 20th minutes with changes and Commissioner Pete Elliott seconded. These motions were carried by all members saying "Aye".

4. Public Hearing Preview (scheduled for Joint PC/BoS meeting on Wednesday, March 6, 2024)

A) Case No. S-03-24-01 – Perl and Lillie Builders LLC have applied for a byright subdivision of a 10.9-acre A1 (agriculture) zoned lot. The subdivision would create two "new" lots and a residue lot. The new lots would be 3.7-acres and 4.2-acres, and the residue lot would be 3-acres. The residue lot contains an existing dwelling addressed as 3563 Orange Road, Aroda, Virginia; and is identified on Madison County's Tax Maps as 57-115A.

County Planner Ligon Webb started off the meeting by stating that if the driveway serves 1 or 2 lots, to consider a private entrance. 3-5 lots would be low volume and 6 or more would be a commercial entrance. Revise our code to match VDOT's standard on primary roads.

Chairman Steve Carpenter questioned...the proposed entrance doesn't match the survey, where the arrow is showing? More Width and separation from other driveways? Unless the applicant can make the entrance coincide with the ordinance as of now then we can't do it.

Ligon Webb commented...open to amend to match VDOT's primary roads.

Commissioner Mike Snider questioned "VDOT" application.

Ligon Webb...meant "VDH". Typo.

Commissioner Jim Smith commented...move to a more uniform ordinance. Not to make exceptions.

Commissioner Nathan Cowan...agrees.

There were no public comments.

B) Case No. S-03-24-02 – James and Deborah Selvage have applied for a byright subdivision of a 9.7-acre A1 (agriculture) zoned lot. The subdivision would create two "new" lots and a residue lot. The new lots would be 3-acres and 3.6-acres, and the residue lot would be 3-acres. The subject lot does not contain a postal address but is located on N. Seminole Trail (roughly 450 feet from intersection with Hebron Valley Road) and is identified on Madison County's Tax Maps as 40-72.

Ligon Webb commented...the Selvage's are working with an engineer regarding the entrance. This survey is what's on record according to Mr. Blankenbaker, the surveyor.

Jim Smith questioned...in zoning C1 definition of land, how will we get around the ordinance. County tax maps show 3 parcels.

Ligon Webb commented...GIS has a disclaimer that it could be incorrect.

Commissioner Pete Elliott commented...was sold as 30 acres.

Ligon Webb commented...just because it was deeded as 30 acres doesn't mean it is one parcel.

Mike Snider...questioned variable width?

Ligon Webb stated...55 foot is minimum. Right of way may vary.

Pete Elliott commented...will have to have a road maintenance agreement.

Ligon Webb commented...that is correct.

Steve Carpenter commented...needs a lot more clarification before we can move forward.

There were no public comments.

C) Case No. SU-03-24-03 – Ms. Patricia Kurowski, President of the Board of Directors for the Homeless Animals Rescue Team Inc. (HART), has applied for a special use permit to construct and operate an animal rescue kennel on an A1 (agriculture) zoned lot. In the A1 zoning district, a kennel is allowed by SUP. The subject lot is 35-acres and contains two (2) existing dwellings. The proposed kennel structure would not exceed 10,000 square feet of area “under roof” and house/shelter no more than 50 dogs and 25 cats at any given time. If approved, a temporary kennel would be established utilizing the lot’s existing structures, or potentially temporary structures, in accordance with the Uniform Statewide Building Code (USBC). In addition, the SUP would “run with the applicant” and therefore be non-transferable or assignable. The subject property contains two postal addresses 18 and 310 Old Sparks Road, Culpeper, Virginia; and is identified on Madison County’s Tax Maps as 43-5.

Ligon Webb commented...will now have an interior courtyard with 10–12-foot walls. Individual runs. Location would be slightly different, with an access drive being established. The conditions have been revised.

Mike Snider commented...proffer #2, the way it’s written it would allow for up to 65 dogs or reword to say, “no more than 50 dogs”.

Ligon Webb commented...once permanent is open the temp facility would cease.

Patricia with HART commented...the temp facility would be repurposed for cats. Wouldn’t tear it down, wouldn’t be used for dogs.

Steve Carpenter questioned...25 cats and 50 dogs, are the overall numbers?

Patricia commented...yes.

Pete Elliott commented...after 10 violations, could revoke SUP. Could get 10 violations in the first week.

Ligon Webb stated...could reword, to state, to have an investigation after 10 calls.

Pete Elliott questioned...if went out to investigate and there's no noise ordinance?

Ligon Webb commented...through conditions we can create a noise ordinance, if heard 10-15 dogs barking for 10 minutes could violate the conditions. Excessive barking would mean multiple dogs barking for several minutes.

Commissioner Faye Utz commented...have created a situation in our minds that is unreasonable. A lot of fear, worse case scenario. We need to be reasonable.

Nathan Cowan questioned...if I had a 3-acre parcel, how many dogs could I have? Would the outside walls have a noise mitigation?

Patricia commented...purpose of the redesign is to be a good neighbor. Adult dogs will be in runs within the building.

Nathan Cowan commented...would want to see dogs being walked outside.

Pete Elliott commented...respects the right of the neighbor's land rights. The neighbors' land values decreasing.

Neighbor Mike Elias commented...messes with the harmony and balance of the community. Does not fit in that area.

Neighbor Jim Ford questioned...why there as opposed to somewhere else? Did they purchase the property after talking of the SUP?

Neighbor Jesse stated...is opposed. HART made a bad business decision. No protection from commercial change.

Neighbor Thomas Keerney commented...reference to the current kennel, we can hear the dogs. HART did not go through prior approval to purchasing the property.

Neighbor Lisa Keerney commented...very emotionally charged issue. It is not about the dog rescue. I am a real estate agent, and it will for a fact decrease the values of the properties around it. Against it at this location.

Patricia...did speak to some neighbors. Will keep a low profile, it will not look like a commercial facility, will look like a barn.

No other public comments.

5. Continued Discussions:

A) Consideration to amend (or eliminate) article 14-9-13 (parking for medical and dental clinics) of the Zoning Ordinance

B) Consideration to amend article 20-15 (definition, automotive graveyard) of the Zoning Ordinance.

6. Committee Report: Agricultural, Conservation, & Residential Committee (Faye Utz, Chair)

7. Hannon Wright, County Attorney: FOIA, COIA, and ADA Zoning Legal Training

8. Selection of nominating committee for 2024-2025 Chair, Vice-Chair, and Secretary of Planning Commission

9. Other items from the Planning Commission or public.

Ligon Webb recommends not having the February 7th Joint Meeting, since there isn't a hearing.

Pete Elliott stated...according to the by laws a chairman has to be elected by February 1st.

Steve Carpenters recommends having a February 7th meeting to have nominations and elections.

Nathan Cowan and James Graves III volunteered to be the nominating committee.

There were no other comments.

There being no other business, Commissioner Nathan Cowan made a motion to adjourn, and this was seconded by Commissioner Jim Smith. This motion was carried by all members saying "Aye". The meeting ended at 10:18 PM.

10. Adjournment

End of Minutes:

Attest:

Stephen Carpenter, Chairman of Planning Commission

Date:

Janet Henshaw, Secretary of Planning Commission

Date:



Madison County's 2024 Planning Commission Meeting Dates and Information

All Planning Commission meetings take place on Wednesdays; **the first Wednesday of each month is the joint Planning Commission and Board of Supervisors' meeting.** The joint PC/BoS meetings are held when public hearings are scheduled for land use applications (i.e., special use permits, rezonings, subdivisions, and site plans), or amendments to the County's zoning or subdivision ordinances. **Joint PC/BoS meetings begin at 7 p.m.**

The third Wednesday of each month is the Planning Commission Workshop meeting. The workshop meeting is when applications for future public hearings are discussed, and often other zoning and/or planning matters are discussed too. Though workshop meetings are not official public hearings, the public is welcomed to attend, and specific questions may be directed to the Planning Commission. **Planning Commission workshop meetings begin at 6:30 p.m.**

All meetings are held at the Madison County Administrative Auditorium located at 414 N. Main Street, Madison, Virginia.

Joint PC/BoS Meeting

February 7, 2024

March 6, 2024

April 3, 2024

May 1, 2024

June 5, 2024

PC Workshop Meeting

February 21, 2024

March 20, 2024

April 17, 2024

May 15, 2024

June 19, 2024

July 3, 2024

July 17, 2024

August 7, 2024

August 21, 2024

September 4, 2024

September 18, 2024

October 2, 2024

October 16, 2024

November 6, 2024

November 20, 2024

December 4, 2024

December 18, 2024

January 2, 2025 (Thursday)

January 15, 2025

All meeting times and supporting documents are uploaded to the County's website the Friday prior to each Wednesday meeting, and can be accessed by going to the following web address:

<https://www.madisonco.virginia.gov/AgendaCenter>

Questions, or requests for additional information can be directed to the County Planner, Ligon Webb via email: lwebb@madisonco.virginia.gov or by calling 540-948-7513