

PLANNING COMMISSION
Berryville-Clarke County Government Center
MINUTES OF REGULAR MEETING
June 25, 2019

A meeting of the Berryville Planning Commission was held on Tuesday, June 25, 2019 at 7:30 p.m. at the Berryville-Clarke County Government Center in Berryville.

ATTENDANCE: Members of the Planning Commission present: Kim Kemp, Dale Barton, Gwen Malone, Krish Mathur, Sheryl Reid, William Steinmetz, Debbie Zimmerman

Absent: Michelle Marino, Doug Shaffer

Staff present: Christy Dunkle, Assistant Town Manager/Planner

Others present: Julie Abrera

Press present: None

CALL TO ORDER

Ms. Dunkle called the meeting to order at 7:30pm. She asked for nominations for chair and vice chair. Ms. Reid made the motion to retain Mr. Shaffer and Ms. Kemp as Chair and Vice Chair, respectively. The motion was seconded by Ms. Zimmerman. The motion passed by voice vote.

APPROVAL OF AGENDA

Vice Chair Kemp asked for approval of the agenda. Ms. Reid moved to approve the agenda as presented, seconded by Ms. Malone, the agenda was approved by voice vote.

APPROVAL OF MINUTES

Ms. Reid moved to approve the minutes of the March 27, 2018 Planning Commission meeting, seconded by Ms. Zimmerman. The motion passed by voice vote with Chair Shaffer abstaining.

New Business

Set Public Hearing – Special Use Permit – Home Occupation

Julie Wheeler Abrera, Owner, is requesting a Special Use Permit under Section 603.3(f) of the Berryville Zoning Ordinance in order to operate a home occupation (workshops) at her property located at 204 Battletown Drive, identified as Tax Map Parcel number 14A3-((2A))-21A zoned DR-2 Detached Residential. SUP 01-19

Ms. Zimmerman recused herself and left the dais.

Vice Chair Kemp asked staff to explain the request. Ms. Dunkle said that Ms. Abrera currently operates a floral design business as a home office. She asked Ms. Abrera to discuss the proposed home occupation.

Ms. Abrera said she and her husband purchased a log cabin from the southern part of the County which they have rebuilt on their property. She described the history of the circa 1830's cabin and said that the construction should be completed within the next two weeks.

Ms. Abrera said that her business, Beaumont House Design, provides floral designs for special events including weddings and business applications. She said she has no employees and currently works out of her basement. She said she teaches workshops in Virginia and Washington, DC and would like to offer them at her home. She said she would have no more than six workshops per year and that the workshops are half day and two-day classes for no more than 12 participants. She described activities offered during the workshops including bouquet and centerpiece design and installations. She added that her business offers economic development for the Town as she is creating another opportunity for visitors to come to Berryville stating that approximately 90% of the participants are from Loudoun County and Washington, DC.

Ms. Abrera said she would also like the ability to meet with clients and vendors at her home. She added that these meetings usually consist of no more than four people.

There being no further discussion, Ms. Reid made the motion to set the public hearing for the July 23, 2019 meeting, seconded by Mr. Steinmetz. The motion was approved by voice vote.

Ms. Zimmerman rejoined the meeting.

Set Public Hearing - Rezoning

Hermitage, LLC (Ron Mislowsky, Pennoni Associates, Agent) is requesting sponsorship of a Rezoning for Hermitage Phase V in order to adjust the zoning to align with the proposed lot configuration for 71 parcels on Tax Map Parcel number 14A4-((A))-23 zoned R-1 Residential and Tax Map Parcel number 14-A-11A zoned DR-1 Detached Residential-1. RZ 01-19

Vice Chair Kemp asked staff to review the request. Ms. Dunkle referenced a general map of the Hermitage Subdivision that is in her staff report. She identified the straight line that identified the original Town/County border. She said the proposed lot configuration does not align with current zoning lines. She added that the number of lots approved in the preliminary plat has been reduced to a total of 71 lots. She said Department of Environmental Quality storm water regulations require conservation areas which she referenced on the exhibits submitted by the applicant.

Ms. Dunkle reviewed her staff report and asked if there were any questions. She said the request is to sponsor the rezoning and set a public hearing on the matter for their July 23 meeting.

There being no further discussion, Ms. Reid made the motion to sponsor the request and set a public hearing for the July 23, 2019 meeting. The motion was seconded by Mr. Steinmetz. The motion passed by voice vote.

REGULAR SESSION

Citizen's Forum

Vice Chair Kemp asked if anyone wished to speak. There were no speakers.

OLD BUSINESS

PLANNING AND ZONING UPDATE

Ms. Dunkle updated the Commissioners on upcoming development applications.

OTHER

There were no other comments.

Adjourn

There being no further business, Ms. Reid made a motion to adjourn the meeting, seconded by Ms. Zimmerman, the motion passed by voice vote at 7:58pm.



Kim Kemp, Vice Chair



Christy Dunkle, Recording Secretary