

Planning Commission Meeting Minutes
March 23, 2015
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The Town of Orange Planning Commission held a meeting at 7:00 p.m., in the Town of Orange Community Meeting Room. Planning Commission members present were: Vice-Chairman Robert Langford, Commissioners Charles Lovell & Page Sullenberger. Staff members present were Director of Community Development John Cooley, AICP, CZA and Deputy Town Clerk Kimberly Strawser, CZA, CMC. Councilmember Richard Langford was also present. Chairman Benjamin Sherman and Commissioner Schafer were absent.

CALL TO ORDER

Vice-Chairman Langford called the meeting to order. The Deputy Town Clerk called roll and noted that there was a quorum present.

DISPOSITION OF PLANNING COMMISSION MEETING MINUTES OF NOVEMBER 24, 2014

Motion was made by Commissioner Sullenberger, seconded by Commissioner Lovell to approve the meeting minutes of November 24, 2014 as presented. On vote Chairman Sherman – absent, Vice-Chairman Langford – aye, Commissioner Lovell – aye, Commissioner Schafer – absent, and Commissioner Sullenberger – aye. Motion carried unanimously.

REVIEW & DISCUSSION OF REVISION TO THE PLANNING COMMISSION BYLAWS

Town Attorney stated that staff reviewed the proposed changes brought forward by Commissioner Schafer. The Town Attorney reviewed and discussed the proposed revisions to the Planning Commission Bylaws with the Commission. The Town Attorney stated that the majority of the revisions were housekeeping items.

After discussion the following change were made, section III #5 – change “may” to “shall”, section IV – add “following the applicants presentation the chair shall call for a staff report” after the word “Commissioners”, and section VII – add “by the local governing body” after the word “removal”.

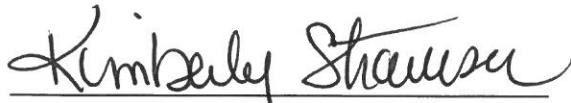
It was consensus of the Commission to have the Deputy Town Clerk make the requested changes and then forward to Commissioners Schafer for review. The Commission will review and vote on bylaws at their next meeting.

CONTINUED DISCUSSING OF ZONING ORDINANCE UPDATES

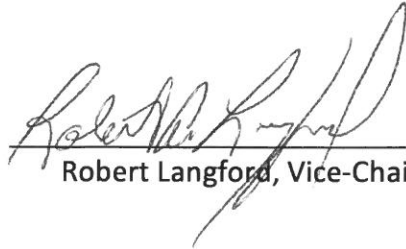
It was consensus of the Commission to table this discussion to their next meeting when all members of the Commissioner were present.

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With no further business to come before the Commission, the meeting adjourned at 7:38 p.m.



Kimberly Strawser, CZA, CMC
Deputy Town Clerk



Robert Langford, Vice-Chairman

Planning Commission Meeting Minutes
May 26, 2015
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The Town of Orange Planning Commission held a meeting at 7:00 p.m., in the Town of Orange Community Meeting Room. Planning Commission members present were: Chairman Benjamin Sherman, Vice-Chairman Robert Langford, Commissioners Charles Lovell, Don Schafer & Page Sullenberger. Staff members present were Director of Community Development John Cooley, AICP, CZA and Deputy Town Clerk Kimberly Strawser, CZA, CMC. Councilmember Richard Langford was also present.

CALL TO ORDER

Chairman Sherman called the meeting to order. The Deputy Town Clerk called roll and noted that there was a quorum present.

DISPOSITION OF PLANNING COMMISSION MEETING MINUTES OF MARCH 23, 2015

Motion was made by Commissioner Sullenberger seconded by Commissioner Lovell to approve the meeting minutes of March 23, 2015 as amended. On vote Chairman Sherman – aye, Vice-Chairman Langford – aye, Commissioner Lovell – aye, Commissioner Schafer – aye, and Commissioner Sullenberger – aye. Motion carried unanimously.

REVIEW AND DISCUSSION FOR PROPOSAL OF 23 LOTS AT 11455 RAPIDAN ROAD

Mr. Christopher Hemp of 1216 Emily Ln., Richmond, Virginia appeared before the Commission to discuss his proposal at 11455 Rapidan Road called Selma Estates. Mr. Hemp stated that the property is 6.35 acres and he is proposing a 23 lot subdivision. Mr. Hemp stated further that this development would provide smaller lots with downsized housing. Mr. Hemp stated that this type of development would allow easier maintenance for senior residents.

The Director of Community Development stated that tonight's discussion is an extremely preliminary review of the information submitted by Mr. Hemp, as well as a very quick review of Town Code and what may be required for this type of development. The Director of Community Development then said he would very quickly go over the preliminary site data, including that the zoning is Rural Residential, the land use restricted to single family dwelling, and the tract is 6.35 acres. The Director of Community Development stated that he had met with Mr. Hemp and discussed the preliminary proposal but had not received a subdivision application as of yet. The Director of Community Development stated that since this is a preliminary discussion other agency reviews have not been done at this time. The Director of Community Development stated that currently 9 lots could be done on this parcel by right without a public hearing. Clustering of nine lots would also not require a public hearing;

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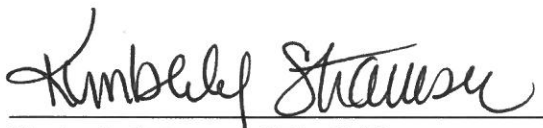
however clustering requirements are not "spelled" out in the Town's zoning ordinance. The Director of Community Development reported that the Town does allow clustering but how to move forward would need to be discussed further with applicant. The Director of Community Development stated that staff had received 4 letters of support of the proposed subdivision and numerous telephone calls in opposition.

There was discussion by the Commission members, including questions of whether the proposed road would meet VDOT standards and whether the lots would be restricted to sales to the elderly (Mr. Hemp replied that they would not). After discussion, Chairman Sherman stated that the Director of Community Development and Mr. Hemp would discuss the next step of action and bring it back to the Commission.

CONTINUED REVIEW & DISCUSSION OF REVISIONS TO THE PLANNING COMMISSION BYLAWS

After discussion, motion was made by Commissioner Schafer seconded by Commissioner Sullenberger to approve the proposed changes to the Planning Commission Bylaws as presented. On vote Chairman Sherman – aye, Vice-Chairman Langford – aye, Commissioner Lovell – aye, Commissioner Schafer – aye, and Commissioner Sullenberger – aye. Motion carried unanimously.

With no further business to come before the Commission, the meeting adjourned at 7:39 p.m.



Kimberly Strawser, CZA, CMC
Deputy Town Clerk



Robert Langford, Vice-Chairman

Planning Commission Meeting Minutes
September 14, 2015
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The Town of Orange Planning Commission held a meeting at 7:00 p.m., in the Town of Orange Community Meeting Room. Planning Commission members present were: Chairman Benjamin Sherman (arrived at 7:44 p.m.), Vice-Chairman Robert Langford, Commissioners Charles Lovell, Don Schafer & Page Sullenberger. Staff members present were Director of Community Development John Cooley, AICP, CZA, Town Attorney Gail Starling Marshall and Deputy Town Clerk Kimberly Strawser, CZA, CMC. Councilmember Richard Langford was also present.

CALL TO ORDER

Vice-Chairman Langford called the meeting to order. The Deputy Town Clerk called roll and noted that there was a quorum present.

DISPOSITION OF PLANNING COMMISSION MEETING MINUTES OF MAY 26, 2015

Motion was made by Commissioner Sullenberger seconded by Commissioner Lovell to approve the meeting minutes of May 26, 2015 as presented. On vote Chairman Sherman – absent, Vice-Chairman Langford – aye, Commissioner Lovell – aye, Commissioner Schafer – aye, and Commissioner Sullenberger – aye. Motion carried unanimously.

REVIEW OF HEMP PRELIMINARY SUBDIVISION PLAT (11455 RAPIDAN ROAD/SELMA ESTATES) & DISCUSSION OF AMENDMENT TO ZONING ORDINANCE REGARDING CLUSTERING

The Director of Community Development reviewed his comment letter with the Commission that was sent to Mr. Hemp regarding the preliminary subdivision plat application for proposed Selma Estates Cluster Development. The Director of Community Development reported that as of now the proposed application does not meet criteria currently. The Director of Community Development stated that as of now town ordinance isn't consistent with state statute. The Director of Community Development reported that the Town Attorney provided a memo regarding clustering. The Town Attorney suggested that a committee be formed in order to prepare a cluster ordinance.

After lengthy discussion, it was consensus of the Commission to prepare a cluster ordinance because of its reference in the town's zoning ordinance. A subcommittee would be formed with the following as members –Vice-Chairman Langford, Commissioner Lovell, Commissioner Schafer, and Director of Community Development John Cooley. It was consensus of the Commission for the subcommittee to meet on Monday, September 28th at 6:00 p.m., to prepare a time line. The Commission also requested that staff to check on the possibility of having a joint public hearing with Town Council at their November 2nd work session.

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September 28, 2015
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Cluster Ordinance subcommittee meeting was held at 6 p.m., prior to the regular Planning Commission meeting.

The Town of Orange Planning Commission held a meeting at 7:00 p.m., in the Town of Orange Community Meeting Room. Planning Commission members present were: Vice-Chairman Robert Langford, Commissioners Charles Lovell, Don Schafer & Page Sullenberger. Staff members present were Director of Community Development John Cooley, AICP, CZA, and Deputy Town Clerk Kimberly Strawser, CZA, CMC. Councilmember Richard Langford was also present. Chairman Sherman was absent.

CALL TO ORDER

Vice-Chairman Langford called the meeting to order. The Deputy Town Clerk called roll and noted that there was a quorum present.

DISPOSITION OF PLANNING COMMISSION MEETING MINUTES OF SEPTEMBER 14, 2015

Motion was made by Commissioner Sullenberger seconded by Commissioner Lovell to approve the meeting minutes of September 14, 2015 as presented. Commissioner Schafer reminded Vice-Chairman Langford that the Planning Commission By-laws state that no vote is necessary. With no additions or corrections meeting minutes stand approved.

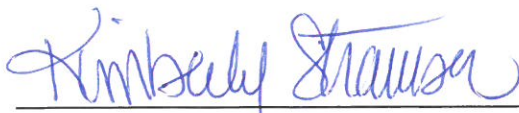
CONTINUED DISCUSSION OF CLUSTER ORDINANCE

It was the consensus of the Commission as recommended by staff to have a subcommittee meeting to discuss cluster ordinance on October 12th at 6p.m.

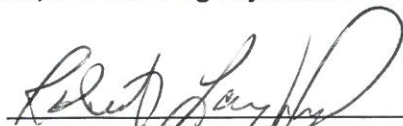
REVIEW & DISCUSSION OF AMENDMENT TO ARTICLE 14 – DEFINITIONS – SPECIFICALLY SHOPPING CENTER/INDUSTRIAL PARK/OFFICE PARK SECTIONS

The Director of Community Development gave the Commission the “first stab” of the definitions for shopping center, industrial park & office parks. After discussion it was the consensus of the Commission that staff to come up with definitions for offices uses, accessory uses, and supporting uses and bring back to the Commission.

With no further business to come before the Commission, the meeting adjourned at 8:04 p.m.



Kimberly Strawser, CZA, CMC
Deputy Town Clerk



Robert Langford, Vice-Chairman

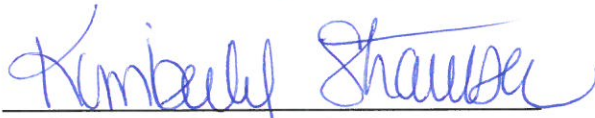
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October 12, 2015
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The Town of Orange Planning Commission held a work session meeting at 6:00 p.m., in the Town of Orange Community Meeting Room. Planning Commission members present were: Chairman Benjamin Sherman, Vice-Chairman Robert Langford, Commissioners Charles Lovell, Don Schafer & Page Sullenberger. Staff members present were Director of Community Development John Cooley, AICP, CZA, Deputy Town Clerk Kimberly Strawser, CZA, CMC and Planning Assistant Linda Chambers. Councilmember Richard Langford was also present.

CONTINUED DISCUSSION OF CLUSTER ORDINANCE

The Director of Community Development presented to the Commission the first *DRAFT* of the Cluster Development Ordinance for Rural Residential zoning district. The Commission and staff reviewed and a discussion was held.

With no further business to come before the Commission, the meeting adjourned at 7:42 p.m.



Kimberly Strawser, CZA, CMC
Deputy Town Clerk



Chairman Benjamin Sherman

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October 26, 2015
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The Town of Orange Planning Commission held a meeting at 7:00 p.m., in the Town of Orange Community Meeting Room. Planning Commission members present were: Chairman Benjamin Sherman, Vice-Chairman Robert Langford, Commissioners Charles Lovell and Donald Schafer. Staff members present were Director of Community Development John Cooley, AICP, CZA, and Deputy Town Clerk Kimberly Strawser, CZA, CMC. Councilmember Richard Langford was also present. Commissioner Sullenberger was absent.

CALL TO ORDER

Chairman Sherman called the meeting to order. The Deputy Town Clerk called roll and noted that there was a quorum present.

DISPOSITION OF PLANNING COMMISSION MEETING MINUTES OF SEPTEMBER 28TH & OCTOBER 12, 2015

Minutes stand approved with no corrections or additions.

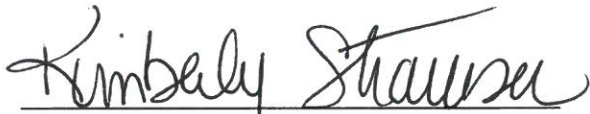
REVIEW & DISCUSSION OF 2015 – 2020 CAPITAL IMPROVEMENTS PLAN

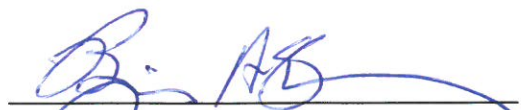
The Director of Community Development stated that at direction of the VDOT to include the 5 roads we are requesting funding for to be included in the CIP. A brief discussion was held. The Director of Community Development stated that staff will move forward with updates to the CIP and move towards advertising for public hearing.

CONTINUED DISCUSSION OF CLUSTER ORDINANCE

Staff and the Commission continued to review and a discussion was held on the *DRAFT* Rural Residential Cluster Ordinance.

With no further business to come before the Commission, the meeting adjourned at 8:10 p.m.


Kimberly Strawser, CZA, CMC
Deputy Town Clerk


Benjamin Sherman, Chairman

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November 9, 2015
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The Town of Orange Planning Commission held a work session meeting at 6:00 p.m., in the Town of Orange Public Works Conference Room. Planning Commission members present were: Chairman Benjamin Sherman, Vice-Chairman Robert Langford, Commissioners Charles Lovell & Don Schafer. Staff members present were Director of Community Development John Cooley, AICP, CZA, Deputy Town Clerk Kimberly Strawser, CZA, CMC and Planning Assistant Linda Chambers. Councilmember Richard Langford was also present. Commissioner Page Sullenberger was absent.

CALL TO ORDER

Chairman Sherman called the meeting to order. The Deputy Town Clerk called roll and noted that there was a quorum present.

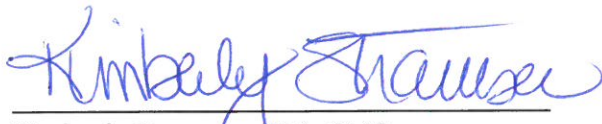
CONSIDERATION OF *DRAFT* RURAL RESIDENTIAL CLUSTER ORDINANCE

After discussion, motion was made by Commissioner Lovell, seconded by Commissioner Schafer to authorize staff to schedule a public hearing for the proposed Rural Residential Cluster Ordinance. On vote Chairman Sherman – aye, Vice-Chairman Langford – aye, Commissioner Lovell – aye, Commissioner Schafer – aye, and Commissioner Sullenberger – absent. Motion carried unanimously.

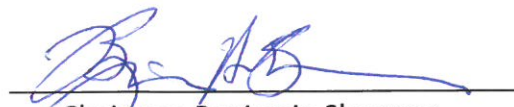
CONTINUED DISCUSSION OF THE 2016-1021 CAPITAL IMPROVEMENTS PLAN

The Director of Community Development stated that in the coming week he will be forwarding the CIP to all department heads for review and if they have any items that need to be included in the CIP. After discussion, the Director of Community Development stated further that staff will continue with updates to the CIP and will bring back to the Commission once it is complete for their review.

With no further business to come before the Commission, the meeting adjourned at 6:28 p.m.



Kimberly Strawser, CZA, CMC
Deputy Town Clerk



Chairman Benjamin Sherman