

# Scottsville Planning Commission

Regular Meeting  
Monday, June 5, 2023, 7:00 p.m.  
Victory Hall  
401 Valley Street  
Scottsville, Virginia

*Members:*  
Molly Angevine  
Lisa Caltabiano, *chair*  
Matthew Johnson  
Dan Gritsko, *Council liaison*  
Shannon Strassner, *vice-chair*

## *Agenda*

1. Call to order, establish a quorum, and agree to agenda 7:00 p.m.
2. Review and approval of past meeting minutes: 5/1/2023
3. Report on relevant actions by the Town Council 7:05 p.m.
4. Matters from the public 7:10 p.m.
5. Old business 7:20 p.m.
  - a. Zoning Text Amendment: Homestays
  - b. VDOT Approval Received for East Village Subdivision
  - c. Consider Establishment of a committee: round-table discussions with VDOT regarding street safety concerns and other VDOT matters.
6. New business 7:45 p.m.
  - a. Comprehensive Plan Discussions: Summer 2023
7. Adjournment 8:15 p.m.

In addition to accessible facilities at Town Hall, remote public access and participation is available [online at this link or call](#) 301-715-8592, then enter meeting ID 823 4720 4889 and pass code 1744.

The Town of Scottsville is committed to the letter and spirit of the Americans with Disabilities Act. Anyone who requires an auxiliary aid or service for effective communication, or a modification of policies or procedures to participate in a program, service, or activity of the Town of Scottsville should contact the Town Administrator at 401 Valley Street, Scottsville, VA 24590, telephone 434-286-9267, as soon as possible but no later than 48 hours before the scheduled event.

## **Planning Commission**

**June 5, 2023**

### **Staff Report**

**5.a. Consideration of Zoning Text Amendment, Homestays:** I have been in contact with Maxie with Berkeley Group about this. I believe the issue at hand is who would inspect the property for fire safety. That can either be done by the State Fire Marshal or a certified Fire safety inspector. I have asked Maxie to consider language in the proposed text amendment that would require the property owner to provide the Town Administrator with a certificate of fire safety from the State Fire Marshal or a Certified Fire Safety Inspector. This way it makes the property owner responsible for any cost that may be involved in having the property inspected. I have asked Maxie to supply a draft text amendment for your consideration and further discussions. If I receive that information before the June 5<sup>th</sup> meeting, I will provide that to you.

**5.b. VDOT Approval Received for East Village Subdivision:** I have received correspondence from the Virginia Department of Transportation that the East Village Subdivision plans submitted by Line+Grade Civil Engineering have VDOT approval. I have advised the owner/developer they are now eligible to apply for their land use permit through VDOT.

**5.c. Consider Establishment of a committee: round-table discussions with VDOT regarding street safety concerns and other VDOT matters:** The attached correspondence with VDOT regarding is showing the recommendation of Patrick Moore with VDOT and Chairperson Caltabiano to have round table meetings with VDOT and representatives from the Town. I would suggest that the Planning Commission appoint two members, the Town Council appoint two members (if they wish), Lincoln Lewis, and Town Staff. I suggest two town council members because I think these meetings can become continued meetings to address VDOT issues in the Town.

**6. Comprehensive Plan Discussions: Summer 2023:** Scottsville's 2023 Fellow, Lincoln Lewis, will present to Planning Commission: Recap of the Planning Commission's previous meeting, document review, review of structure of 2018 Comprehensive Plan and priority areas of focus, community engagement process and materials, discussion on next steps. Materials will be provided prior to meeting.