

Scottsville Planning Commission

Regular Meeting
Monday, February 6, 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: December 5
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. Comprehensive Plan process and 2023 goals
6. New business 8:30 p.m.
 - a. Zoning text amendment, Homestays
 - b. Upcoming subdivision review, East Village
 - c. Recommendation on Bird Street sidewalk project
7. Adjournment 9:00 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 895 5443 5233 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.

Staff Reports

5a. Comprehensive Plan and 2023 goals

Chair Caltabiano and Mayor Smith met and agreed on the importance of a shared, facilitated meeting to help the Town set goals and vision for the future. This is especially important after controversial land use decisions. Please hold Saturday, March 18 work a planning retreat, facilitated by staff from the University of Virginia Institute of Government. This will help set priorities for the Comprehensive Plan update and other projects.

Comprehensive Plan preparation can continue. On March 6, former intern Chris Warring will present his capstone project from VCU's Masters in Urban and Regional Planning, a set of scenario studies for Scottsville's long-term growth. This will provide better context for strategy.

Planning Commission previously discussed establishing several community teams to support the Comprehensive Plan process. This is a sound best practice to engage neighbors and improve the quality and legitimacy of the plan. Recruitment for these teams could begin now, for a roughly one-year commitment of team meetings focused on specific goals.

- Data Team. Help Scottsville get the facts for a solid plan! Use Census, economic, VDOT, and other sources to understand trends for Scottsville's future, and communicate them visually.
- Outreach Team. Everyone deserves a voice for Scottsville's future. From social media to community events, let's talk with our neighbors about what's important. Help us plan the events and build trusting relationships, even with folks who don't ever come to formal public meetings.
- Document Team. Nobody wants to read a hundred pages of bureaucratic text. A clearly written, visually interesting plan will tell Scottsville's story. Help us with visual layout and clear writing.

Recommendation: discuss and endorse the team concepts, with any changes, to begin recruiting.

6a. Zoning Text Amendment, Homestays

Planning consultant Maxie Brown of Berkley Group prepared this homestays ordinance and report. Planning Commission provided direction at the December meeting, after several months of work.

The change here is to distinguish between by-right homestays, where the permanent resident has travelers in an extra room; and SUP tourist lodgings, where the manager is off-site and the entire property is used. Town Council requested this distinction to reduce the regulatory burden on simple projects but control the issue of lost housing stock to tourist-rental conversions. The draft zoning text amendment preserves safety oversight and tax revenue, but enhances property rights and tourism potential.

Recommendation: call a public hearing on the Homestays zoning text amendment for March 6, 2023.

6b. Upcoming subdivision review, East Village

The commission will have a significant administrative project beginning in March, with a new subdivision review. The engineering team at Line & Grade, of Charlottesville, has formally inquired and scheduled a pre-application meeting for a project called East Village. No plans or drawings have been submitted yet, but they will be later in February.

East Village is the by-right development of the roughly 150-acre tract with access from Blenheim and Albevana Springs Road. Several parcels are under contract from Virginia Land Company to Southern Development Homes. About 50 acres of flatter land are zoned Village Residential, and the larger portion is zoned Rural Areas. Depending on access and topography, the subdivision plan will probably show between 45 and 55 lots for new houses.

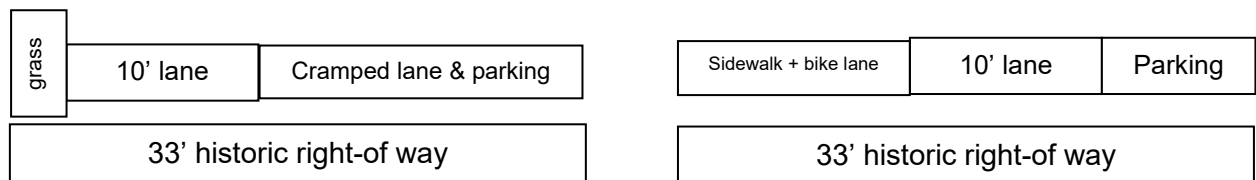
By-right land use means the basic property rights for the land; no legislative action by the Town Council is needed. Instead, the Planning Commission acts in a ministerial role, joining the technical review of the zoning administrator and partner agency staff.

Recommendation: review the Subdivision Ordinance and its requirements before the March meeting.

6c. Recommendation on Bird Street sidewalk project

Town staff and Town Council request advice on this infrastructure project. Since 2018, the Commission has focused on west downtown as a priority for sidewalk improvements. In 2019, the Town applied for and won a \$320,000 VDOT grant to build sidewalks on Bird Street near the library. However, the pandemic paused work on the project, and construction costs have increased. The VDOT contract required the Town pay for all cost overruns, and the Town has serious budget concerns this year.

Throughout this same time, the community discussed a one-way street design with some interest. The turn from Bird Street onto Valley Street, especially northbound, has long been a safety concern. There are also parking concerns for the two churches on Bird Street, and limited right-of-way to build proper sidewalks. The West Downtown Small Area Plan supports the concept of one-way vehicle traffic on parts of Bird Street or Harrison Street. VDOT engineers recommend studying the one-way concept and cancelling the current project. The Town can then re-apply with an improved plan. These diagrams show the potential improved “road diet” on Bird Street near the two churches.



Recommendation: a motion advising Town Council to cancel the existing Bird Street sidewalk project with VDOT and study a future one-way alignment and new VDOT grant application.