

**Orange County Planning Commission  
Regular Meeting  
Thursday, January 7, 2021  
Meeting Held Electronically via Zoom video conference**

**Present:** Donald Brooks (Chairman), Jason Capelle (Vice Chairman); George Yancey; Jim Hutchison, Julie Zeijlmaker, Mark Johnson, Board of Supervisors Liaison

**Absent:**

**Staff Present:** Sandra Thornton, Planning Services Manager; Eric Lansing, Assistant County Attorney; Tracey Newman, Planning Services Associate

Due to Covid-19 concerns, this meeting was conducted virtually and live-streamed on YouTube. The meeting was held in compliance with the Orange County Continuity of Government Ordinance ("Ordinance to Effectuate Temporary Changes in Certain Deadlines and to Modify Public Meeting and Public Hearing Practices and Procedures to Address Continuity of Operations Associated with the COVID-19 Pandemic") adopted by the Board of Supervisors on April 28, 2020 pursuant to Virginia Code § 15.2-1413.

**1. Call to order and determination of quorum:**

Chairman Brooks called the meeting to order at 6:00 pm and live streaming began on YouTube. A quorum was established.

2. Chairman Brooks asked for moment of silence in remembrance of Supervisor S. Teel Goodwin's passing.

**3. Approval of agenda:**

Mr. Hutchison made a motion to amend the agenda to include nominations for Chairman and Vice-Chairman for 2021. The motion was seconded by Mr. Yancey, and carried by a vote of 5-0.

**4. Election of Chairman and Vice-Chairman**

Mr. Hutchison nominated Mr. Capelle for Chairman. Mr. Capelle declined. Mr. Yancey nominated Mr. Brooks for Chairman and he accepted the nomination.

On a motion by Mr. Hutchison for a roll call vote to elect Mr. Brooks as Chairman, seconded by Mr. Yancey, the motion carried by a vote of 5-0.

Chairman Brooks nominated Mr. Capelle for Vice-Chairman and Mr. Capelle accepted the nomination.

Mr. Yancey made a motion to close the nominations. The motion was seconded by Chairman Brooks and carried by a vote of 5-0.

On a motion by Mr. Hutchison for a roll call vote to elect Mr. Capelle as Vice-Chairman, seconded by Chairman Brooks, the motion carried by a vote of 5-0.

Chairman Brooks appointed Ms. Thornton as secretary.

**5. Approval of minutes:**

**a. January 7, 2021 regular meeting:**

On the motion of Mr. Capelle, with a second by Mr. Hutchison, the minutes were accepted as presented on a vote of 5-0.

**6. New Business: none**

**7. Public hearings:**

- a. **ZTA 20-02 continued:** The Orange County Planning Board of Supervisors has proposed to amend Sec. 70-646 (5) of the Orange County Zoning Ordinance to reduce the required setback from the right-of-way of Constitution Highway (VA Route 20) between Hardwick Mountain Drive and Maudes Lane in the Barboursville vicinity from 300 feet to 150 feet.

Chairman Brooks opened the public hearing. Mrs. Thornton advised there were no additional staff comments. She confirmed three (3) comments had been received and read the names and addresses of the commentors.

A lengthy discussion ensued among the commissioners and Mr. Johnson. It was acknowledged that many existing nonconforming lots are found throughout the county but that in this instance the required road setback is exceptionally wide.

Mr. Hutchison made a motion to approve ZTA 20-02 as written. The motion was seconded by Mr. Capelle and carried by a vote of 4-1.

Ayes: Zeijmaker, Hutchison, Capelle, Brooks

Nays: Yancey

**8. Work session:**

**a. Potential application calendar**

Mrs. Thornton reviewed the application deadline calendar working document and advised additional work is needed to take into consideration an additional step needed for Germanna-Wilderness Area rezoning applications. She also explained the various dates following submission assumes the application requires no revisions.

Mr. Yancey asked if the calendar needs to be reviewed by the county's legal department and also inquired about scheduling on the third Thursday of each month. Mr. Lansing advised adoption of the calendar would be considered "housekeeping" and that it would not be binding with respect to processing applications and agreed that it should be based on the regular monthly meeting dates. Chairman Brooks added that the second meeting of any month can be used for various types of business and requested that staff ask County Administrator Voorhees to review the calendar.

**9. Old business: None**

**10. Reports:**

**a. Board of Supervisors Report – Mark Johnson**

Supervisor Johnson expressed his appreciation for the Planning Commission's attention to the Board of Supervisors-initiated zoning text amendment. He also acknowledged that the late Supervisor Goodwin would be greatly missed.

**b. Planning Services Report – Sandra Thornton**

Mrs. Thornton referenced the letter included in the agenda package as received from Greene County concerning an upcoming zoning matter in that county. She also advised January 15, 2021, is the Application Review Committee (ARC) deadline for comments on a solar facility and a church rehabilitation facility, both of which will be on the February agenda. In addition, Mrs. Thornton advised that finalist interviews for the Planning and Development Services Director were scheduled for the following week.

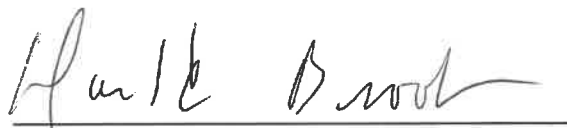
**11. Commissioner comments:**

Mr. Capelle expressed his wish for all to have a great year. He also expressed condolences for the Goodwin family.

**12. Next meeting date – February 4, 2021**

**13. Adjourn**

On the motion of Mr. Hutchison, seconded by Mr. Capelle, which carried by a vote of 5-0, the meeting adjourned at 6:59 p.m.



Donald Brooks, Chairman



Planning Commission Secretary

*The events of this meeting were captured via digital audio recording. These written minutes shall serve as the official record of actions taken during the meeting.*