FSM Public Review Committee Meeting Summary

October 3, 2012

In attendance: Bill Fissel (Chairman), Joe Paciulli (Vice Chairman), Michael Capretti, Linda Erbs, Cody Francis, Matthew Kroll, and Gary Van Alstyne. Absent: Jeremy Clem, Kevin Murray, and Drew Thomas.

The meeting started with the Chairman and committee members making a conflict of interest statement.

The Chairman indicated that the Phase 1 item was approved by the Board of Supervisors during the business meeting earlier in the day.

Administrative items discussed included the following:

- The November 21, 2012 (if needed meeting), January 2, 2013, and July 3, 2013 meetings were removed from the meeting schedule.
- A PRC member on the Bond Subcommittee requested a delay in reporting to the committee and it was agreed that the subcommittee will provide a report at the November 7, 2012 meeting.
- The Tree Subcommittee will present at the November 14, 2012 meeting.
- The month of December will focus on Chapter 8.
- An individual has expressed interest in filling the vacant position on the PRC. Staff will follow-up and provide feedback to the committee on the status of the nomination.

No members from the public spoke during the public input session of the meeting.

A Zoning staff member was present at the meeting to discuss zoning plot plans. Staff explained that it would be difficult to identify all requirements for zoning plot plans in the FSM due to the need for flexibility and the fact that the Zoning Ordinance gives the Zoning Administrator the ability to request site-specific information. It was decided that staff would draft FSM text outlining the minimum requirements for the zoning plot plan and forward it to the committee. Staff recommended that the zoning plot plan and the individual lot grading plan remain separate. Staff noted that contour lines depicted on the Individual Lot Grading Plan would affect the legibility of scanned documents and could cause delays in the zoning review. The PRC agreed not to combine the plans.

The meeting continued with discussion on Chapter 5 and related sections of Chapter 8, including the following:

- The timing of inspections in relationship to the location plat process was discussed. The location plat must be submitted prior to requesting the framing inspection.
- The location plat must be prepared by a licensed land surveyor or civil engineer.
- The reference to “which has an approved lot grading permit” in the staff text was removed from the location plat requirements in Chapter 8.
- Sheet size and scale requirements were added to the location plat section in Chapter 8.
- The PRC agreed with staff’s recommendation to replace the rainfall intensity and depth tables with a website link that points to the County website where tables would be maintained with the current VDOT and NOAA data.

- The PRC agreed with staff's recommendation to remove the parameters and definitions of the Manning's Equation and simply state that the capacity of storm sewer systems shall be determined per the design criteria found in Chapter 5 of the VDOT Drainage Manual.
- The PRC agreed to keep staff's proposed tables related to preferred design references and frequently used design criteria at the beginning of Chapter 5. It was stated that the values in the tables still need to be confirmed by design professionals (i.e. discussion not complete).
- The easement summary table and other easement related information (easement width, pipe size, etc.) was moved to FSM Section 5.201. There was a discussion on language regarding easements for preserved (natural) open channels that convey greater than 2 cfs and there was general agreement that drainage easements over natural channels should terminate onsite where jurisdictional waters and wetlands are delineated on the property.
- A PRC member agreed to work with staff on the easement table. Another PRC member agreed to work with staff on the other Chapter 5 tables.

The meeting ended with a brief discussion on schedule and the end of the year deliverable to the Board of Supervisors. The Chapter 6 comments, including the text that the PRC worked on a couple of years ago, will be discussed at the next meeting, followed by a Chapter 5 update. The PRC also requested that staff follow-up with County Administration staff to obtain clarity on the schedule and recommendations for moving forward.

The next PRC meeting will be held on October 17th from 3:00 to 5:00.

Meeting was adjourned at approximately 6:10 PM.