PRINCE EDWARD COUNTY
PLANNING COMMISSION

April 17, 2018

AGENDA

6:00 p.m.  1. Chairman will call the April meeting to order.

2. Approval of the Minutes: March 20, 2018 at 7:00 p.m.

3. Public Hearing:

Amendment to the Zoning Ordinance:

Special Use Permit: Rock and Metal, LLC

Special Use Permit for: Lapp and Associates, Inc.

Old Business

New Business

Next Meeting: April 17, 2018
Prince Edward County Planning Commission
Meeting Minutes
March 20, 2018
7:00 pm

Members Present: John “Jack” W. Peery, Jr., Vice Chairman
Donald Gilliam
Robert “Bobby” Jones
Chris Mason
Cannon Watson

Preston L. Hunt
Clifford Jack Leatherwood
Teresa Sandlin

Absent: Donald Gilliam, Mark Jenkins, John Prengaman, Chair

Staff Present: Rob Fowler, Planning & Zoning Director; Wade Bartlett, County Administrator

Vice Chairman John “Jack” W. Peery, Jr., called the March 20, 2018 meeting to order at 7:00 p.m.

Approval of Minutes: January 16, 2018
Commissioner Jones made a motion, seconded by Commissioner Sandlin, to approve the meeting minutes from January 16, 2018, as presented; the motion carried:

Aye: Preston L. Hunt
Robert M. Jones
Clifford Jack Leatherwood
Chris Mason
John “Jack” W. Peery, Jr.
Teresa Sandlin
Cannon Watson

Nay: (None)

Absent: Donald Gilliam, Mark Jenkins, John Prengaman

In Re: Public Hearing – Special Use Permit, Interstate Sign Company, Inc.
Vice-Chairman Peery announced this was the date and time scheduled for a Public Hearing to receive citizen input prior to considering a request by Interstate Sign Company, Inc. for a Special Use Permit to permit the installation of one internally lighted free-standing sign with LED digital display for the gas price and two canopy/wall signs, located at 14315 Farmville Road, on Tax Map Parcel 112-1-1A and owned by Patricia Hudson. This is an A1 Agricultural Conservation District. Notice of this hearing was advertised according to law in the Friday, March 9, 2018 and Friday, March 16, 2018 editions of THE FARMVILLE HERALD, a newspaper published in the County of Prince Edward.

Mr. Rob Fowler, Planning and Zoning Director, stated Prince Edward County received a Special Use Permit application to permit the installation of one internally lighted free-standing sign with LED digital display for the gas price and two canopy/wall signs located at 14315 Farmville Road on Tax Map Parcel 112-1-1A, owned by Patricia
Hudson. He said the proposed signs are part of an exterior renovation project for the business and the free-standing sign will be 32 square feet in area, will utilize the existing pole, and will be self-dimming at night.

Mr. Fowler said there has been no opposition to this application; there was one inquiry but when they learned where the lighting was going, there were no objections.

Mr. Fowler said the property was formerly used as a convenience store and is a legal non-conforming use. Section 3-104.11 of the Prince Edward County Zoning Ordinance permits lighted signs by Special Use Permit.

Vice-Chairman Peery opened the public hearing.

Commissioner Watson asked if this is the store that has been closed for a while; Mr. Fowler said it is.

Vice-Chairman Peery asked if the sign will have a message; Mr. Fowler said it will just announce the price of the gasoline.

There being no one further wishing to speak, Vice-Chairman Peery closed the public hearing.

Commissioner Watson made a motion, seconded by Commissioner Jones, to approve for recommendation to the Board of Supervisors the request for installation of one internally lighted free-standing sign with LED digital display for the gas price and two canopy/wall signs; the motion carried:

Aye: Preston L. Hunt
Robert M. Jones
Clifford Jack Leatherwood
Chris Mason
John “Jack” W. Peery, Jr.
Teresa Sandlin
Cannon Watson

Nay: (None)

Absent: Donald Gilliam, Mark Jenkins, John Prengaman

In Re: Special Use Permit Application – Schaffer Construction Company, Inc.
Vice-Chairman Peery announced this was the date and time scheduled for a Public Hearing to receive citizen input prior to considering a request by Schaffer Construction Company to construct Townhome units for sale on Briarwood Drive on property identified as Tax Map Parcel 038C-7-A. This is an R2, General Residential District. Notice of this hearing was advertised according to law in the Friday, March 9, 2018 and Friday, March 16, 2018 editions of THE FARMVILLE HERALD, a newspaper published in the County of Prince Edward.

Mr. Fowler stated the County has received a special use permit application to permit the construction of ten townhome units for sale located on Briarwood Drive, on property identified as Tax Map Parcel 038C-7-A and owned by Schaffer Construction Company, Inc. He said the proposed townhomes will be two stories, approximately 1,400 square feet per unit and the exterior building materials will be vinyl and faux stone. The project is adjacent to the Briery Acres Townhouse project that was developed several years ago. The proposed townhomes must comply with Section 3-100.3(B) of the Prince Edward County Zoning Ordinance.

Mr. Fowler said a similar project was done in 1994 and originally this was part of the Master Plan, but the previous Board only approved ten townhouse units; they wish to add ten more units. They will have to provide a full site plan and apply for the Stormwater ENS when the project gets to that point; it will have to meet the Zoning Ordinance Townhome standards with staggered rows, the side will have to change after every four units. He added it is recommended they leave the buffer in the rear of the property in place. He said a subdivision plan will also be necessary. The project is compatible with the Comprehensive Plan.
Mr. Fowler stated there were two inquiries which did not support or oppose the project; one adjacent neighbor opposed the project on the grounds that the area is strictly single family residential and should stay that way.

Commissioner Sandlin asked if these townhomes will be the same as the others [on site]. Mr. Fowler said they will.

Commissioner Sandlin said the community has a need for townhomes.

Mr. Fowler said the townhomes will be served by public water and sewer, which is a requirement of the Zoning Ordinance, and will follow the Townhome standards. He said there will be 35’ front, two off-street parking spaces per unit, 40’ separation between and the minimum lot width will be 16’ for each unit; they will need to create a Home Owners Association, and this meets the standards and leaves a buffer in the rear of the property and will not fill out the entire property.

Commissioner Sandlin questioned the ingress and egress; Mr. Fowler said it will be off Briery Drive.

Vice-Chairman Peery opened the public hearing.

There being no one wishing to speak, Vice-Chairman Peery closed the public hearing.

Commissioner Hunt made a motion, seconded by Commissioner Jones, to approve for recommendation to the Board of Supervisors the Special Use Permit Application of Schaffer Construction Company to construct Townhome units for sale on Briarwood Drive on property, with the following conditions:

- 35’ front yard setback
- Two off-street parking spaces per unit
- 40’ space between the two buildings
- 16’ minimum lot width for each unit
- Meet standards in Zoning Ordinance for Townhomes
- Leave buffer at back of property adjacent to existing single-family dwellings
- Create HOA to take care of exterior maintenance
- Approved Site Plan

The motion carried:


Nav:  (None)

Absent:  Donald Gilliam, Mark Jenkins, John Prengaman

**In Re: Old Business**

Mr. Fowler said the Board of Supervisors approved the Special Use Permit Application for both Mr. Gray and Mr. King during their last meeting. In Mr. Gray's project, the site plan has been received and it is currently being reviewed. He said the existing opening will be closed by Lindsay Hardwoods and will share an easement with a neighbor at the opening in the median as recommended by VDOT for safety.

**New Business**

(None.)
Vice-Chairman Peery made a motion, seconded by Commissioner Jones, to adjourn the meeting at 7:11 p.m.; the motion carried:

Aye:       Preston L. Hunt
           Robert M. Jones
           Clifford Jack Leatherwood
           Chris Mason
           John “Jack” W. Peery, Jr.
           Teresa Sandlin
           Cannon Watson

Nay:       (None)

Absent:    Donald Gilliam, Mark Jenkins, John Prengaman

Next Meeting:  TBD
Meeting Date: April 17, 2018
Item No.:
Department: Planning Commission
Staff Contact: Rob Fowler
Issue: Propose Ordinance Amendment

Summary:
Prince Edward County staff was contacted recently regarding the process to establish a Construction Camp in the I1, General Industrial District zoning district. After reviewing the current zoning ordinance there is not a use classification that would allow this type of use.

Staff suggests that the Planning Commission add a classification of “Construction Camps” as a use allowed by Special Use Permit in the following zoning districts:

I1, General Industrial Zoning District.

Applicants would have to provide public water and sewer systems, provide buffers and meet the current development standards outlined in the ordinance and comply with any additional building codes or other state agency requirements.

Staff also suggests that the following definition of Construction Camp be added to Article VI, Section 6-200.3(C)

Construction Camps: Sites that provide temporary housing (i.e. recreational vehicles) for a large influx of employees/labor drawn to the area by large extended construction projects. These camps are meant to minimize the strain on local resources, limit social impacts on the community and allow control and order to be imposed on the occupants.

Attachments:
1. Public Hearing Notice
2. Proposed Ordinance

Recommendations:

Motion _____________ Mason _____________ Hunt _____________
Second _____________ Townsend _____________ Gilliam _____________
Prengaman ___________ Jenkins _____________ Leatherwood__________

Jones ______________ Watson ____________

Peery _____________
Meeting Date: April 17, 2018
Item No.: 
Department: Planning and Community Development
Staff Contact: Rob Fowler
Issue: Special Use Permit-Rock and Metal, LLC

Summary:

The County has received a special use permit application to permit the operation of a Construction Camp providing up to 30 camp sites located at 300 SMI Way, on tax map parcel 023B-1-V owned by SMI-Owen Steel Company, Inc.

The proposed facility will provide public water and sewer to each individual site to accommodate employees associated with a long term construction project.

The property is located in an I1, General Industrial District and the use would be allowed by Special Use Permit if the Board of Supervisors approves an amendment to the Zoning Ordinance.

Staff suggests that the Planning Commission recommend the following conditions to the Board of Supervisors if it recommends approval:

- Site Plan, Erosion & Sediment/Stormwater approval by staff.
- VDOT Approval
- Existing natural buffer along property lines not be disturbed or removed.
- All lighting is glare shielded from extending beyond the property lines.
- Facilities be provided for trash
- Quite hours are maintained after 10 p.m.

Attachments:
1. Public Hearing Notice
2. Special Use Permit Application
3. List of Adjoining property owners notified of Special Use Permit
4. Sample letter sent to adjoining property owners

Recommendations:

Motion __________________ Mason ___________________ Hunt ___________________ Jones __________
Second __________________ Townsend _____________ Gilliam _____________ Watson ________
Prengaman _____________ Jenkins ___________ Leatherwood _______ Peery ___________
County of Prince Edward

PRINCE EDWARD COUNTY APPLICATION
FOR SPECIAL USE PERMIT

TO: PRINCE EDWARD COUNTY PLANNING COMMISSION  SPECIAL EXCEPTION REQUESTED:

VIA: ZONING ADMINISTRATOR

The undersigned owner of the following described property hereby applies for a Special Use permit as provided in Section 5-124 of Article V, Site Plan requirements are found in Section 4-100 of Article IV Development Standards of the Zoning Ordinance of Prince Edward County, Virginia.

Applicant's Name: Rock & Metal LLC
Applicant's Address: 1815 Price Drive Farmville, VA 23901
Applicant's Telephone Number: (434) 603-8000

Present Land Use: Rebar manufacturing

Legal Description of Property with Deed Book and Page No. or Instrument No.

Tax Map #: Acreage: 51

Narrative statement evaluating effects on adjoining properties (noise, odor, dust, fumes, etc.): (Attach additional sheet if necessary.)

Proposed Construction Campbell, normal traffic noise, morning and evening. Approx. 20-30 trk's.

Statement of general compatibility with adjacent and other properties in the zoning district. (Attach additional sheet if necessary.)

Describable with adjoining industrial zoned properties

Height of Principal Building (s): Feet: 30', Stories: 1

APPLICANT'S STATEMENT: (If not owner(s) of property):

I hereby certify that I have the authority to make the foregoing application, that the information given is complete and correct to the best of my knowledge, and that development and/or construction will conform with the regulations as set forth in the Prince Edward County Zoning Ordinance as written and also with the description contained in this permit application.

Signature of Applicant (If not property owner) Date 3-29-18

PROPERTY OWNER(S) STATEMENT:

I hereby certify that I/we own the above described property, that the information given is complete and correct to the best of my knowledge, and the above person(s), group, corporation, or agent has the full and complete permission of the undersigned owner(s) to make application for a Conditional Use permit as set forth in the Prince Edward County Zoning Ordinance as written.

Signature of Property Owner(s) Date 3-29-18

Signature of Property Owner(s) Date 3-29-18

Signature of Property Owner(s) Date 3-29-18

NOTE: THIS PERMIT APPLICATION IS NOT VALID UNLESS ALL PROPERTY OWNER(S) SIGNATURES ARE AFFIXED AND DATED. ATTACH ADDITIONAL SHEETS IF NECESSARY.

Application Fee: $300.00 Fee Received by Tim Harpe Date 3/30/18

The above mentioned application charges are nonrefundable, regardless of whether the permit application is approved or denied once submitted.

All checks for payment should be made payable to: Treasurer, Prince Edward County, Virginia.

Mail to: Department of Planning & Community Development
P. O. Box 382
Farmville, VA 23901
(434) 592-6837
Prince Edward County
Special Use Permit

Applicant: Rock and Metal, LLC
300 SMI Way
Farmville, VA 23901

Date: March 30, 2018

**Schedule B**

List of property owners and mailing addresses adjoining the parcel proposed for Special Use.

<table>
<thead>
<tr>
<th>Parcel ID</th>
<th>Owner</th>
<th>Address</th>
<th>Note</th>
</tr>
</thead>
<tbody>
<tr>
<td>023B-A-3</td>
<td>Farmers Cooperative, Inc</td>
<td>PO Box 26234</td>
<td></td>
</tr>
<tr>
<td>023B-A-5</td>
<td></td>
<td>Richmond, VA 23260</td>
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<tr>
<td>023B-A-2</td>
<td>STEPS, Inc.</td>
<td>225 Industrial Park Road</td>
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<td>Farmville, VA 23901</td>
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<tr>
<td>023B-1-U, 23B-1V1,23-A-19,23-A-18</td>
<td>Town of Farmville</td>
<td>PO Box 368</td>
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<td></td>
<td></td>
<td>Farmville, VA 23901</td>
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</tr>
<tr>
<td>023B-2-2</td>
<td>James Allsworth</td>
<td>121 N Main Street</td>
<td></td>
</tr>
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<td></td>
<td></td>
<td>Farmville, VA 23901</td>
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</tr>
<tr>
<td>0234-16-27-2</td>
<td>High Bridge Trail State Park</td>
<td>HBTSP</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Attn: Daniel Jordan</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>6888 Greenbay Road</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Greenbay, VA 23942</td>
<td></td>
</tr>
<tr>
<td>023-A-20</td>
<td>Richard Cralle</td>
<td>316 North Main Street</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Farmville, VA 23901</td>
<td></td>
</tr>
</tbody>
</table>
March 30, 2018

RE: Special Use Permit Application at 300 SMI Way

To Whom It May Concern:

The Prince Edward County Planning Commission has scheduled a Public Hearing on Tuesday, April 17, 2018 at 6:00 p.m. to consider a Special Use Permit Application by Rock and Metal, LLC. The Planning Commission meeting will be held in the Board Room on the Third Floor of the Prince Edward County Courthouse. A public hearing gives the Planning Commission the opportunity to gather citizen input prior to considering the special use request.

Request by Rock and Metal, LLC. to allow the construction of a Construction Camp located at 300 SMI Way.

The property is located on Tax Map Parcel 023B-1-V owned by SM I-Owen Steel Company, Inc. This is an 11, General Industrial District and allowed by Special Use Permit.

You are receiving this notice because you own land adjacent to this parcel. The Special Use Permit application is available for review in the Prince Edward County Department of Planning and Community Development and on the county web page at www.co.prince-edward.va.us. If you have any questions about this meeting or the permit application, I encourage you to contact me by calling 434-392-8837 or electronically at wbartlett@co.prince-edward.va.us

Sincerely,

W.W. Bartlett
County Administrator
Meeting Date: April 17, 2018

Department: Planning and Community Development

Staff Contact: Rob Fowler

Issue: Special Use Permit-Lapp Associates, Inc.

Summary:

The County has received a special use permit application to permit the operation of a Construction Camp providing up to 150 camp sites located at 300 Industrial Park Road, on tax map parcel 023B-A-1 owned by Lapp Associates, LLC.

The proposed facility will provide public water and sewer to each individual site to accommodate employees associated with a long term construction project.

The property is located in an I1, General Industrial District and the use would be allowed by Special Use Permit if the Board of Supervisors approves an amendment to the Zoning Ordinance.

Staff suggests that the Planning Commission recommend the following conditions to the Board of Supervisors if it recommends approval:

- Site Plan, Erosion & Sediment/Stormwater approval by staff.
- VDOT Approval
- Existing natural buffer along property lines not be disturbed or removed.
- All lighting is glare shielded from extending beyond the property lines.
- Facilities be provided for trash
- Quite hours are maintained after 10 p.m.

Attachments:

1. Public Hearing Notice
2. Special Use Permit Application
3. List of Adjoining property owners notified of Special Use Permit
4. Sample letter sent to adjoining property owners

Recommendations:
County of Prince Edward

PRINCE EDWARD COUNTY APPLICATION
FOR SPECIAL USE PERMIT

TO: PRINCE EDWARD COUNTY PLANNING COMMISSION
SPECIAL EXCEPTION REQUESTED:
VIA: ZONING ADMINISTRATOR

The undersigned owner of the following described property hereby applies for a Special Use permit as provided in Section 5-124 of Article V, Site Plan requirements are found in Section 4-100 of Article IV Development Standards of the Zoning Ordinance of Prince Edward County, Virginia.

Applicant’s Name: Lapp Associates, LLC
Applicant’s Address: 300 Industrial Park Rd. Farmville, VA 23901
Applicant’s Telephone Number: (434) 395-8842

Present Land Use: 20 acres Industrial Bldg. / 20 acres raw land

Legal Description of Property with Deed Book and Page No. or Instrument No.: Deed Book 160 page 355, see attached Schedule A

Tax Map # 023B-A-1 Acreage: 40

Narrative statement evaluating effects on adjoining properties (noise, odor, dust, fumes, etc.): Attach additional sheet if necessary. Proposed construction camp-normal traffic noise in morning and evening Approx. Up to 150 Splits

Statement of general compatibility with adjacent and other properties in the zoning district. (Attach additional sheet if necessary) Compatible with adjoining industrial zoned properties

Height of Principal Building(s): Feet 12' Stories

APPLICANT’S STATEMENT: (If not owner(s) of property):

I hereby certify that I have the authority to make the foregoing application, that the information given is complete and correct to the best of my knowledge, and that development and/or construction will conform with the regulations as set forth in the Prince Edward County Zoning Ordinance as written and also with the description contained in this permit application.

Signature of Applicant (If not property owner) ___________________________ Date 3-29-18

PROPERTY OWNER(S) STATEMENT:

I hereby certify that I/We own the above described property, that the information given is complete and correct to the best of my knowledge, and the above person(s), group, corporation, or agent has the full and complete permission of the undersigned owner(s) to make application for a Conditional Use permit as set forth in the Prince Edward County Zoning Ordinance as written.

Signature of Property Owner(s) ___________________________ Date 3-29-18

Signature of Property Owner(s) ___________________________ Date 3-29-18

Signature of Property Owner(s) ___________________________ Date

NOTE: THIS PERMIT APPLICATION IS NOT VALID UNLESS ALL PROPERTY OWNER(S) SIGNATURES ARE AFFIXED AND DATED. ATTACH ADDITIONAL SHEETS IF NECESSARY.

Application Fee $300.00 Fee Received by ___________________________ Date 3-30-18

The above mentioned application charges are nonrefundable, regardless of whether the permit application is approved or denied once submitted.

All checks for payment should be made payable to: Treasurer, Prince Edward County, Virginia.

Mail to: Department of Planning & Community Development
P. O. Box 382
Farmville, VA 23901
(434) 392-8837
Prince Edward County
Special Use Permit

Applicant: Lapp Associates, Inc.
300 Industrial Park Road
Farmville, VA 23901

Date: March 30, 2018

Schedule B

List of property owners and mailing addresses adjoining the parcel proposed for Special Use.

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<td>Town of Farmville</td>
<td>P O Box 368 Farmville, VA 23901</td>
<td></td>
</tr>
<tr>
<td>023-A-10</td>
<td>Farmville Park, LLC</td>
<td>Farmville Park c/o Tread Holdings Henrico, VA 23229</td>
<td></td>
</tr>
<tr>
<td>023B-2-2</td>
<td>James Allsworth</td>
<td>121 N Main Street Farmville, VA 23901</td>
<td></td>
</tr>
<tr>
<td>023-A-12</td>
<td>T. O. Denby</td>
<td>138 Beagle Lane Scottsville, VA 24590</td>
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<tr>
<td>023-A-17A</td>
<td>Liberty University, Inc.</td>
<td>1971 University Blvd Lynchburg, VA 24502</td>
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<tr>
<td>023B-2-1</td>
<td>Waterworks Players, Inc.</td>
<td>P O Box 671 Farmville, VA 23901</td>
<td></td>
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<tr>
<td>023-6-B</td>
<td>Sheltered Workshop</td>
<td>225 Industrial Park Road Farmville, VA 23901</td>
<td></td>
</tr>
<tr>
<td>023B-1-R</td>
<td>Prince Edward County</td>
<td>PO Box 382 Farmville, VA 23901</td>
<td></td>
</tr>
</tbody>
</table>
March 30, 2018

RE: Special Use Permit Application at 300 Industrial Park Road

To Whom It May Concern:

The Prince Edward County Planning Commission has scheduled a Public Hearing on Tuesday, April 17, 2018 at 6:00 p.m. to consider a Special Use Permit Application by Lapp Associates, LLC. The Planning Commission meeting will be held in the Board Room on the Third Floor of the Prince Edward County Courthouse. A public hearing gives the Planning Commission the opportunity to gather citizen input prior to considering the special use request.

Request by Lapp Associates, Inc. to allow the construction of a Construction Camp located at 300 Industrial Park Road.

The property is located on Tax Map Parcel 023B-A-owned by Lapp Associates, LLC. This is an 11, General Industrial District and allowed by Special Use Permit.

You are receiving this notice because you own land adjacent to this parcel. The Special Use Permit application is available for review in the Prince Edward County Department of Planning and Community Development and on the county web page at www.co.prince-edward.va.us. If you have any questions about this meeting or the permit application, I encourage you to contact me by calling 434-392-8837 or electronically at rfowler@co.prince-edward.va.us

Sincerely,

W.W. Bartlett
County Administrator