



**Prince Edward County Planning Commission
Meeting Minutes
December 15, 2015
7:00 pm**

Members Present: John Townsend, Chairman Chris Mason, Vice Chairman
 Donald Gilliam Preston L. Hunt
 Mark Jenkins Robert “Bobby” Jones
 Jack Leatherwood John “Jack” W. Peery, Jr.
 John Prengaman Cannon Watson

Staff Present: Rob Fowler, Director of Planning & Community Development; Wade Bartlett,
 County Administrator

Chairman Townsend called the December 15, 2015 meeting to order at 7:00 p.m.

Approval of Minutes: November 18, 2015:

Chairman Townsend requested any changes or corrections be made known.

Chairman Townsend made a motion, seconded by Commissioner Peery, to approve the November 18, 2015 minutes as presented; the motion carried:

Aye:	Preston C. Hunt	Nay:	(None)
	Donald Gilliam		
	Mark Jenkins		
	Robert M. Jones		
	Clifford Jack Leatherwood		
	Chris Mason		
	John “Jack” W. Peery, Jr.		
	John Prengaman		
	John Townsend, III		
	Cannon Watson		

In Re: Public Hearing – Amendment to the Subdivision Ordinance

Chairman Townsend said this is the time and date advertised for a Public Hearing to receive citizen input prior to considering an amendment to the Subdivision Ordinance regarding Road improvements and Bonding. Notice of this public hearing was advertised according to law in the Friday, December 4, 2015

and Friday, December 11, 2015 editions of THE FARMVILLE HERALD, a newspaper published in the County of Prince Edward.

Chairman Townsend opened the public hearing.

Mr. Rob Fowler, Director of Planning and Community Development, stated that after reviewing Section 4 – General Regulations of the current Subdivision Ordinance, staff recommends amending Section 4-4, which deals with Improvements to provide (1) Additional measures to ensure better development of streets, roads and entrances; and (2) to ensure that developers comply with current Virginia Department of Transportation’s secondary street acceptance requirements and pavement guidelines; and (3) to address bonding requirements to ensure they are developed and completed as approved by the County.

Mr. Fowler stated the Planning Commission discussed, at the November 18, 2015 Planning Commission meeting, the proposed changes will provide the County and its citizens with better roads and allow VDOT to provide general maintenance and services going forward for new subdivisions. These amendments are not more restrictive, but clarify certain aspects of the Ordinance and expand upon them. He added it will clarify the expectations for a developer. Mr. Fowler stated the standards are for safety reasons, to allow First Responders and other emergency vehicles safe access, for example.

Chairman Townsend asked for more information regarding bonds. Mr. Fowler then stated when VDOT has a recurrent bond, it generally has a yearly renewal, and may be approved or disapproved until the bond is no longer necessary. He added the County Attorney has been requested to further research this issue before presentation to the Board of Supervisors. Discussion followed.

Commissioner Prengaman questioned the definition of “all-weather surface” and stated it may need to be better defined. Mr. Fowler stated the FHA has a definition; the County will likely have to provide an additional definition.

Commissioner Prengaman asked if the County is required to provide VDOT specifications to the developers. Mr. Fowler stated when subdivision plans are submitted, they are presented to VDOT for their approval process; the developers must design and engineer the projects to VDOT standards to be accepted into the state road system. Further discussion followed.

There being no one further wishing to speak, Chairman Townsend closed the public hearing.

Commissioner Mason made a motion, seconded by Commissioner Prengaman, to approve for recommendation to the Board of Supervisors the amendments to the Subdivision Ordinance with the stipulations of a definition of the “all-weather surface” and a final review by the County Attorney for clarification; the motion carried:

Aye:	Preston C. Hunt	Nay:	(None)
	Donald Gilliam		
	Mark Jenkins		
	Robert M. Jones		
	Clifford Jack Leatherwood		
	Chris Mason		
	John “Jack” W. Peery, Jr.		
	John Prengaman		
	John Townsend, III		
	Cannon Watson		

Old Business

Mr. Fowler reported the Board of Supervisors approved, at their December 8, 2015 meeting, the Special Use Permit application from SBA Communications and the Special Use Permit application from Dominion Virginia Power.

New Business

Mr. Fowler stated the Special Use Permit application for a Bed & Breakfast will be held at the January 19, 2016 meeting; he stated they are located on a six-acre tract in the Tuggle area.

Mr. Wade Bartlett, County Administrator, stated that the County has received a request for reconsideration of the buffer requirements from Tim Tharpe between his property and his neighbor's property located at Pisgah Church Road and Route 460. Mr. Bartlett stated the Planning Ordinance does have buffer requirements between differing zones. Mr. Bartlett stated he does not recommend waiving the requirements set forth in the Zoning Ordinance; commercial activities are on-going.

Mr. Fowler stated the site plan presented by Mr. Tharpe at the time of application and rezoning for his first location included a buffer. He added a letter has been sent to Mr. Tharpe requesting compliance by January 5 [2016], by either presenting a plan to the office or by having the buffer installed. Mr. Fowler stated there is a citizen volunteer who is in the process of checking sites in the County for compliance.

Chairman Townsend made a motion and adopted by the following unanimous vote:

Aye:	Preston C. Hunt Donald Gilliam Mark Jenkins Robert M. Jones Clifford Jack Leatherwood Chris Mason John "Jack" W. Peery, Jr. John Prengaman John Townsend, III Cannon Watson	Nay: (None)
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the meeting was adjourned at 7:30 p.m.

Next Meeting: January 19, 2016