



**PRINCE EDWARD COUNTY  
PLANNING COMMISSION**

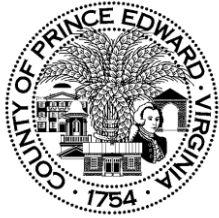
**December 18, 2018**

**AGENDA**

- 7:00 p.m.**
- 1.** Chairman will call the December meeting to order.
  - 2.** Approval of the Minutes: November 20, 2018 at 7:00 p.m. 1
  - 3.** Public Hearing: Special Use Permit: PAR 5 Development Group, LLC 5
  - 4.** Public Hearing: Special Use Permit: Jamestown Presbyterian Church 15
  - 5.** Old Business
  - 6.** New Business

**Next Meeting: TBD**





County of Prince Edward  
Planning Commission  
Agenda Summary

Meeting Date: December 18, 2018  
Item No.: 2  
Department: Planning and Community Development  
Staff Contact: Rob Fowler  
Issue: Approval of Minutes

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Summary:

Approval of Meeting Minutes – November 20, 2018

Attachments:  
Meeting Minutes

Recommendations:  
Approval

Motion \_\_\_\_\_  
Second \_\_\_\_\_  
Prengaman \_\_\_\_\_

Sandlin \_\_\_\_\_  
Paige \_\_\_\_\_  
Jenkins \_\_\_\_\_

Hunt \_\_\_\_\_  
Gilliam \_\_\_\_\_  
Leatherwood \_\_\_\_\_

Jones \_\_\_\_\_  
Watson \_\_\_\_\_  
Peery \_\_\_\_\_



Mr. Rob Fowler, Zoning Director, stated the County has received a Special Use Permit application for the construction of an unmanned microwave tower to serve as part of the telecommunications network for the Atlantic Coast Pipeline, LLC (ACP) project. The proposed location of the tower will be on the west side of Route 617, Saylers Creek Road, approximately 0.6 miles north of Route 307, Holly Farms Road, on a parcel owned by Terri Atkins Wilson, identified as Tax Map 042-A-47, Prince Edward, VA. This is an A1, Agricultural Conservation District.

Mr. Fowler said the tower will be 225' in height and will be lighted as required by the FAA with one top flashing beacon and flashing side beacons at the tower's midpoint. The lease area dimensions will be 100'X 120' and the compound will be fenced and secured. Atlantic Coast Pipeline, LLC will provide the County co-location opportunities without compensation for emergency services equipment. There are no existing towers or structures in the area that can accommodate the proposed tower which will be the backbone for the Atlantic Coast Pipeline communication network to monitor, control and ensure the security and safety of the project. This property is presently zoned A1, Agricultural Conservation, and this zoning classification permits towers, with related unmanned equipment buildings by Special Use Permit.

The Board of Zoning Appeals conducted a Public Hearing on November 20, 2018 at 10:00 a.m. to receive citizen input prior to considering action for granting a variance from Section 3.100(C)3 of the Prince Edward County Zoning Ordinance which restricts the height of towers to no greater than 199 feet in height. The Board of Zoning Appeals granted the variance on the height of the tower during their meeting.

Mr. Fowler said Staff does not have any concerns of negative impacts on the surrounding properties associated with the request.

Mr. Fowler stated that several months ago, Atlantic Coast Pipeline representatives met with Saylor's Creek Battlefield Park Rangers and performed a balloon test at key locations in the park and determined there is no adverse impact on the park or the skyline view. Mr. Fowler said Atlantic Coast Pipeline will allow the County to collocate emergency equipment on the tower but it will not be available for other commercial collocation. He added there had been no inquiries and no opposition.

Commissioner Jones stated he rents farmland from Mrs. Atkins Wilson, on the same parcel. This tower will be no asset or detriment to him, but could abstain if others view his participation as a conflict of interest. There was no opposition to Commissioner Jones participating in the public hearing.

Sarah Perkinson, Atlantic Coast Pipeline, LLC, stated the tower is for the telecommunications system for the Atlantic Coast Pipeline project. This tower will be located at a valve site for the Atlantic Coast Pipeline, on the pipeline; it allows them to communicate between the different valve sites on the project as well as the main control systems located in Bridgeport. She said it allows them to monitor the pipeline for safety, and also if there were to be any type of issue, it allows them to close the valves, including the one at this site, versus having to deploy someone out which could take more time.

Commissioner Peery asked how far apart the towers can be. Ms. Perkinson stated it varies due to topography of the land; she added that the next one over is in Nottoway County.

Commissioner Hunt questioned use by the County. Ms. Perkinson stated the County EMS may collocate but not commercial entities such as Verizon or Comcast.

Chairman Prengaman opened the public hearing.

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

Commissioner Watson made a motion, seconded by Commissioner Jenkins, to approve for recommendation to the Board of Supervisors a request for a Special Use Permit to construct a lighted microwave tower (225' in height) located on the west side of Route 617, Saylers Creek Road, approximately 0.6 mile north of Route 307, Holly Farms Road, on a parcel owned by Terri Atkins Wilson, identified as Tax Map 042-A-47; the motion carried:

Aye: Donald Gilliam  
Preston Hunt  
Mark Jenkins  
Robert M. Jones  
Clifford Jack Leatherwood  
Whitfield M. Paige  
John "Jack" W. Peery, Jr.  
John Prengaman  
Teresa Sandlin  
Cannon Watson

Nay: (None)

**In Re: Old Business**

(None)

**New Business**

(None)

Chairman Prengaman adjourned the meeting at 7:08 p.m.

**Next Meeting: December 18, 2018**



**County of Prince Edward  
Planning Commission  
Agenda Summary**

**Meeting Date:** December 18, 2018  
**Item No.:** 3  
**Department:** Planning and Community Development  
**Staff Contact:** Rob Fowler  
**Issue:** Special Use Permit-Par 5 Development Group, LLC

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**Summary:**

The County has received a special use permit application to permit the construction of a retail establishment along with an illuminated freestanding sign located in the 8200 Block of Patrick Henry Highway (US 360) on Tax Map Parcels 107-A-30, 107-A-31, 107-A-32, and 107-A-33 owned by Harvie and Rebecca Whitus.

The proposed Dollar General store will be approximately 9,100 square feet, provide a minimum of 35 parking spaces, between 6-8 employees and have illuminated signage. This is an allowed use in the A1, Agricultural Conservation District by Special Use Permit.

The store will operate between the hours of 8 a.m. to 10 p.m. Monday thru Sunday, receive one delivery by tractor trailer a week during normal operating hours, and utilize "Night Friendly" LED lighting.

**Attachments:**

1. Public Hearing Notice
2. Original Use Permit Application
3. List of Adjoining owners notified of Special Use Permit Application
4. Sample Letter Sent to Adjacent Owners

**Recommendations:**

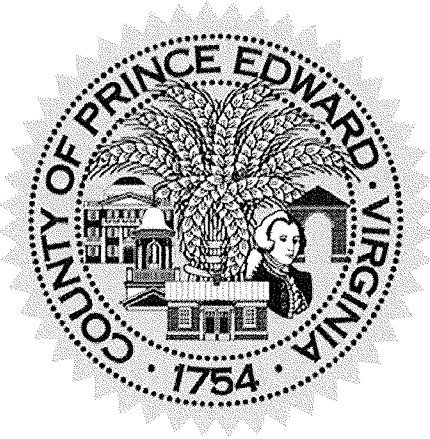
The Planning Commission will wish to hold a public hearing and render a decision concerning the Special Use Permit.

Motion \_\_\_\_\_  
Second \_\_\_\_\_  
Prengaman \_\_\_\_\_

Sanderlin \_\_\_\_\_  
Paige \_\_\_\_\_  
Jenkins \_\_\_\_\_

Hunt \_\_\_\_\_  
Gilliam \_\_\_\_\_  
Leatherwood \_\_\_\_\_

Jones \_\_\_\_\_  
Watson \_\_\_\_\_  
Peery \_\_\_\_\_



## Notice of Public Hearings

The Prince Edward County Planning Commission will hold a public hearing on **Tuesday, December 18, 2018 at 7:00 p.m.** in the Board of Supervisors Room located on the 3rd floor of the Prince Edward County Courthouse, 111 South Street, Farmville, Virginia, to receive citizen input prior to the Planning Commission making recommendations to the Board of Supervisors on the following:

1. Request by PAR 5 Development Group, LLC for a Special Use Permit to construct and operate a Retail Sales Establishment and have illuminated signage located on Tax Map Parcels 107-A-30, 107-A-31, 107-A-32, and 107-A-33, located at 8277 Patrick Henry Highway, Green Bay, VA. This is an A1, Agricultural Conservation District.
2. Jamestown Presbyterian Church for a Special Use Permit to construct a new building to operate a Private Educational Facility located on Tax Map Parcel 27-(6)-C-0, just north of 1751 Lockett Road, Rice, VA. This is an A1, Agricultural Conservation District.

Complete copies of each Special Use Permit application are available for public review in the office of the Prince Edward County Administrator, 111 South Street, 3rd Floor, Farmville, VA, or on the county website at **[www.co.prince-edward.va.us](http://www.co.prince-edward.va.us)**. It is the County's intent to comply with the Americans with Disabilities Act. Should you need special accommodations, please contact W. W. Bartlett, County Administrator at 434-392-8837.



COMMENTS: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

PERMIT/APPLICATION NO \_\_\_\_\_  
ZONING DISTRICT A1  
MAGISTERIAL DISTRICT \_\_\_\_\_  
DATE SUBMITTED 11/30/18

*County of Prince Edward*

PLEASE PRINT OR TYPE

**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: Par 5 Development Group, LLC  
Applicant's Address: 2075 Juniper Lake Road, West End, NC 27376  
Applicant's Telephone Number: (910) 944-0881 / 910-638-3071

Present Land Use: Single family residential

Legal Description of Property with Deed Book and Page No. or Instrument No. See attached Tax Property Cards

Tax Map # 107 A 30; 107 A 31; 107 A 32; 107 A 33      Acreage : ±2.22


Narrative statement evaluating effects on adjoining properties (noise, odor, dust, fumes, etc.): (Attach additional sheet if necessary.) see attached project narrative - paragraph # 2

Statement of general compatibility with adjacent and other properties in the zoning district. (Attach additional sheet if necessary.) see attached project narrative - paragraph # 3

Height of Principal Building (s): Feet 35      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.

 \_\_\_\_\_      11/28/18  
Signature of Applicant (if not property owner)      Date

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.

 11-28-18  
Signature of Property Owner(s)      Date

\_\_\_\_\_  
Signature of Property Owner(s)      Date

\_\_\_\_\_  
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 14 CKA# 16373      Date 12/3/18

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  
Famville, VA 23901  
(434) 392-8837

Prince Edward County  
Special Use Permit

Applicant: PAR 5 Development Group, LLC  
8277 Patrick Henry Highway

Date: December 4, 2018

**Schedule B**

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

Parcel ID	Owner	Address	Note
107-A34	Anthony Demarco	2647 Mountain Creek Road Farmville, VA 23901	
107-A-29 107-A-34A	Allen and Gayle Farmer	PO Box 265 Green Bay, VA 23942	
107-A-41 107-A-42	Roy Samuel Coleman	2773 Green Bay Road Green Bay, VA 23942	
107-A-43	Kenneth Morgan	PO Box 16607 Chapel Hill, NC 27516	
107-A-27	Linda Mayher & James Welton	PO Box 172 Green Bay, VA 23942	

**BOARD OF SUPERVISORS**

Pattie Cooper-Jones  
Chair

James R. Wilck  
Vice Chair

J. David Emert

Robert M. Jones

Odessa H. Pride, Ed.D.

Howard F. Simpson

C. Robert Timmons, Jr.

Jerry R. Townsend



**COUNTY OF PRINCE EDWARD, VIRGINIA**

**COUNTY ADMINISTRATOR**

W.W. Bartlett

Post Office Box 382  
111 South Street, 3<sup>rd</sup> Floor  
Farmville, VA 23901

Office: (434) 392-8837

Fax: (434) 392-6683

[wbartlett@co.prince-edward.va.us](mailto:wbartlett@co.prince-edward.va.us)

[www.co.prince-edward.va.us](http://www.co.prince-edward.va.us)

September 5, 2018

RE: Special Use Permit Application located at 8277 Patrick Henry Highway (US 360).

To Whom It May Concern:

The Prince Edward County Planning Commission has scheduled a Public Hearing on Tuesday, December 18, 2018 at 7:00 p.m. to consider a Special Use Permit Application by Par 5 Development Group, LLC. The Planning Commission meeting will be held in the Board Room on the Third Floor of the Prince Edward County Courthouse located at 111 South Street, Farmville, VA. A public hearing gives the Planning Commission the opportunity to gather citizen input prior to considering the special use request.

The request by Par 5 Development Group, LLCs to allow the construction of a retail store approximately 9,100 square in area, provide 35 parking spaces and have illuminated signage on property located on Tax Map Parcels 107-A-30,107-A-31,107-A-32, and 107-A-33 owned by Harvie and Rebecca Whitus. The property is presently zoned A1, Agricultural Conservation District, and this zoning classification permits retail sales after issuance of a 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](http://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](mailto:rfowler@co.prince-edward.va.us)

Sincerely,

Robert S. Fowler

Director

Planning and Community Development

**Project Narrative:**

Par 5 development Group, LLC is seeking a special use permit (SUP) to develop a 70' x 130' 9,100 square foot retail store with 6-8 Employees with operating hours between 8 a.m.- 10 p.m. The proposed new building has a total of 7,302 sq. ft. of retail floor space which would require a minimum of 37 parking spaces by Zoning Ordinance. There is a total of 35 standard parking spaces and 2 handicapped/van accessible spaces being proposed.

The establishment, maintenance, and operation resulting from the SUP will not be detrimental to or pose any danger to the public health, safety, morals, comfort or general welfare. Furthermore, the issuance of the SUP will not be injurious to the use and enjoyment of other properties in the immediate vicinity for the purposes already permitted, nor substantially diminish and impair property values within the surrounding neighborhood. The establishment of the SUP will not impede the normal and orderly development and improvement of the surrounding property for uses permitted in the district.

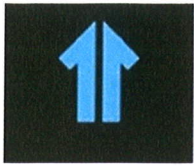
The proposed structure will incorporate an appealing architectural exterior that will not be at variance with the immediate neighborhood or character of the applicable district and will not cause a substantial depreciation of the properties in the neighborhood. All portions of the building and site design have been proposed in a manner that will meet all applicable codes and guidelines in order to be in harmony with the intended spirit and purpose of the Zoning Ordinance.

This site will be served with on-site well and septic system. Adequate facilities will be provided by the engineer for utilities, access roads, drainage & storm water areas, etc. The entrance will be designed and will meet or exceed Virginia Department of Transportation standards. The site improvements will provide ample space for consumers to park while also providing for safe ingress and egress, thereby providing for the safety of those utilizing the facility and provide for access of fire and safety equipment to the site. The parking areas have been designed to be in harmony with the adjacent properties and promote the health, safety and general welfare of the community. The parking arrangement as shown on the site concept plan is designed in order to provide a formal and flowing site with standardized parking and drive aisle, landscaping and visual appeal. Facilities will be located in order to minimize noise, glare, or odor effects on adjoining properties and properties generally in the district.

Refuse and service areas will be screened from view from public areas and surrounding properties. Trash will be removed from the business on a regular basis and the site will be kept in a neat and orderly manner. Appropriate screening and buffering will be provided of a similar type, dimension and character of the surrounding neighborhood and meets or exceeds the standards of the Zoning Ordinance.

We are requesting that the proposed pylon sign be illuminated, however site signage will be designed to not impede sight distance or constitute a nuisance. Lighting will be dark skies friendly and will not produce glare or spillover onto adjacent properties or the adjacent roadway. All setbacks and other open spaces are provided for in the concept design.

The proposed use is compatible with the surrounding neighborhood and the other properties in the zoning district. All portions of the building and site design have been proposed in a manner that will meet all applicable codes and guidelines of the Prince Edward County Zoning Code.



TO: Prince Edward County Planning Commission and Board of Supervisors

FROM: Matt Hastings, PE  
Project Manager – Land Development

RE: Par 5 Development Group, LLC – Green Bay Dollar General Site Special Use Permit Application

Summit Design and Engineering Services is filing this Land Use Application for Special Use Permit on behalf of Par 5 Development Group, LLC. The current zoning of Tax Map Parcels 107 A 30; 107 A 31; 107 A 32; & 107 A 33 which totals ±2.22 Acres is A-1, Agricultural Conservation District.

This proposed SUP would satisfy the following goals and objectives of the 2014 Prince Edward County Comprehensive Plan.

Economic Development:

**Goal:** To stabilize, balance and strengthen the economy of Prince Edward County.

**Objective 2:** Promote the retention and growth of existing County businesses, and location of new businesses in the County.

**Objective 3:** Develop a diversified economic base in the County.

**Objective 4:** To encourage the development of essential employment opportunities within Prince Edward County for the resident workforce.

Land Use:

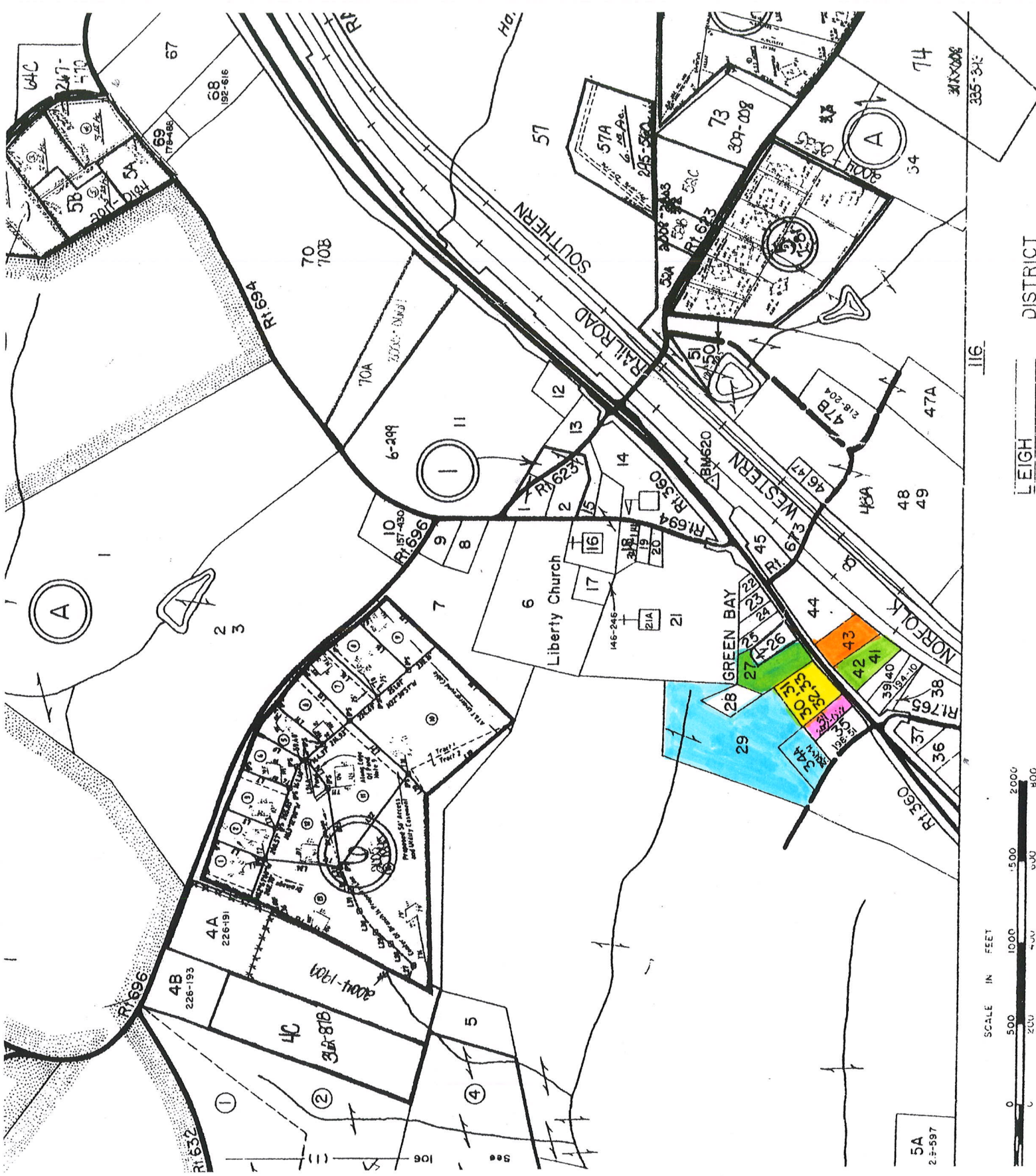
**Goal:** Ensure the optimal use of land resources within Prince Edward County, and promote and support an environmentally sound feature land use pattern that provides for a variety of community needs, minimizes conflicts between existing and proposed land uses, and can be supported by adequate public facilities.

**Objective 4:** Promote a strong and diversified industrial and commercial base which does not create significant negative impacts on residential areas, prime agricultural lands or public facilities.

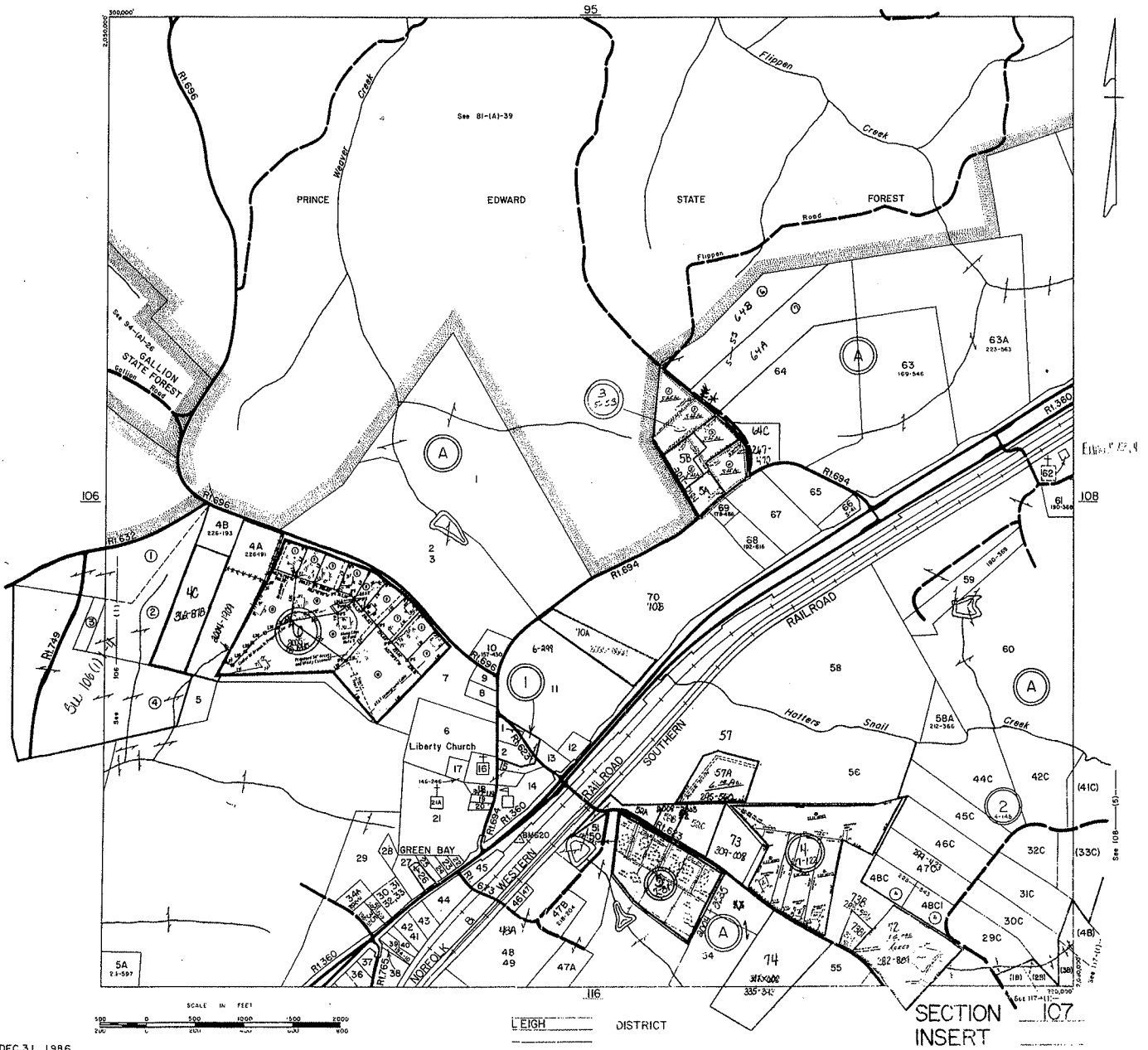
**Objective 7:** Promote Prince Edward County’s rural communities as suitable locations for appropriately scaled residential, commercial and civic development.

The proposed use in this area is compliance with the Comprehensive Plan and the intent of the A-1 district, with a mix of residential and business uses.





PRINCE EDWARD COUNTY



**PRELIMINARY SITE PLAN**

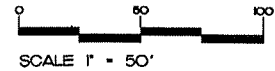
CITY, STATE - STREET:  
GREEN BAY VA - PATRICK HENRY HWY. (US ROUTE 360)

PROTOTYPE: CENTER ENTRY	DEVELOPER	DESIGNER	DATE
BLDG AREA SF: ±9,100	COMPANY: PAR 5 DEVELOPMENT GROUP, LLC	ENGINEER: FREELAND & KAUFFMAN, INC	10/24/18
ACREAGE: ±2.22	NAME: JOSEPH BLAND	NAME: TODD SIMMONS	
PARKING SPACES: 37	PHONE #: (810) 944-0881	PHONE #: (864) 672-3426	



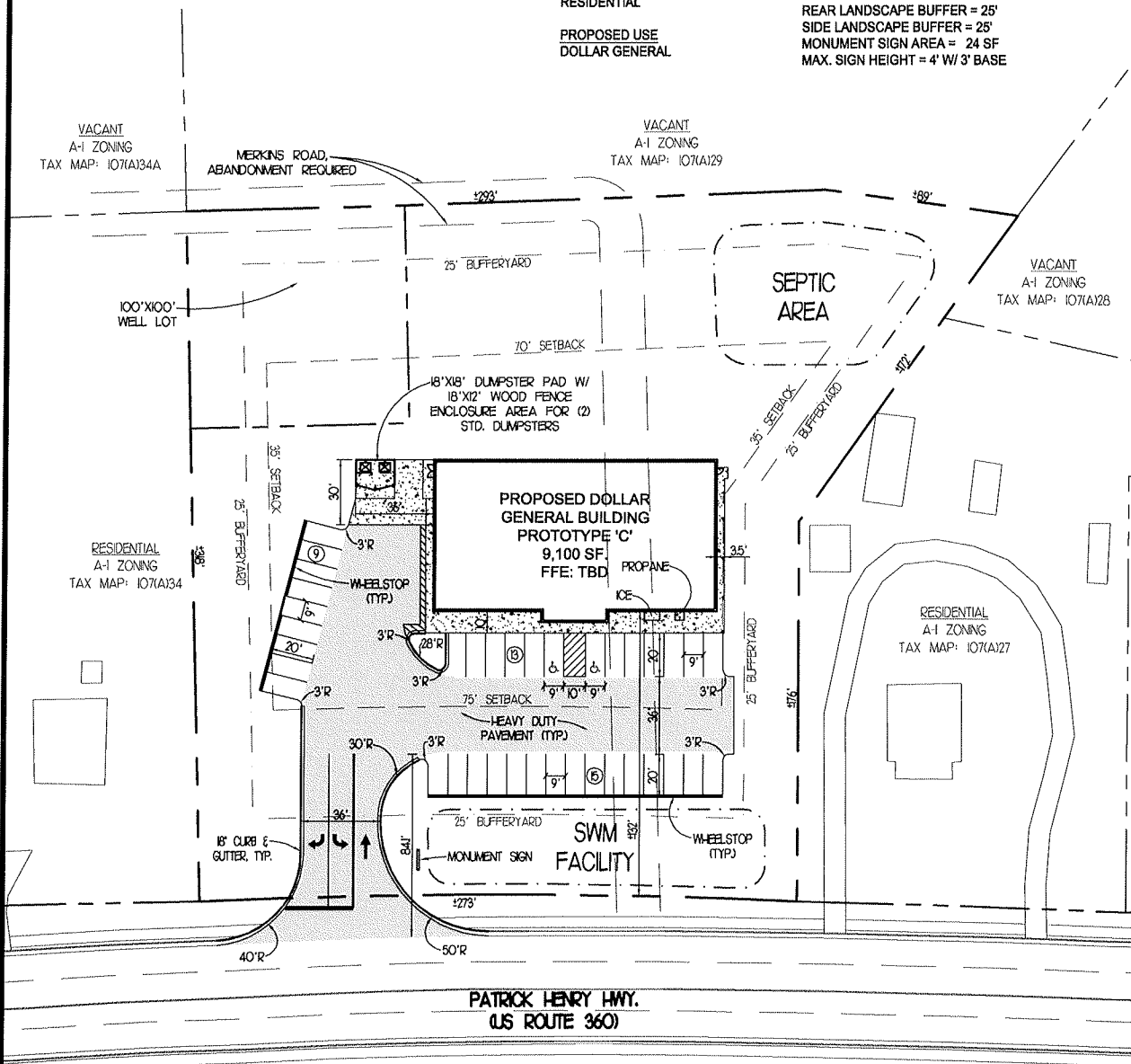
**COMMENTS: SITE PLAN - OPTION B**

PARCEL BOUNDARY INFORMATION FROM AVAILABLE GIS RECORDS. TOPOGRAPHY FROM COUNTY GIS. AN ALTA SURVEY WILL NEED TO BE PERFORMED FOR THIS SITE TO ACCURATELY SHOW THE EXISTING BOUNDARY LINES AND ANY EASEMENTS OR ENCUMBRANCES. A TOPOGRAPHIC SURVEY WILL NEED TO BE PERFORMED FOR THIS SITE TO SHOW ACCURATE ELEVATIONS. THIS EXHIBIT IS FOR REVIEW PURPOSES ONLY AND IS NOT INTENDED FOR CONSTRUCTION OR RECORDATION PURPOSES.



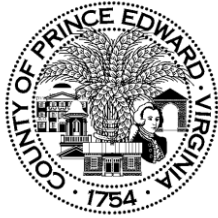
**MINIMUM REQUIREMENTS**

<b>PARCEL NUMBER</b> 107(A)30	<b>MINIMUM LOT AREA</b> - 1.5 ACRES <b>MAXIMUM BUILDING COVERAGE</b> = N/A <b>CURRENT LOT AREA</b> - ±2.22 ACRES <b>PROPOSED LOT AREA</b> - ±2.22 ACRES <b>PARKING AREA</b> - ±20,073 SF.
<b>AREA OF DEVELOPMENT</b> ±2.22 ACRES	
<b>CURRENT ZONING</b> A-1 (AGRICULTURE CONSERVATION)	<b>PARKING SPACES REQUIREMENT</b> = 9,100 SF. GFA / 250 = 37 (9'W X 18'L) <b>PARKING SPACES PROVIDED</b> = 37 (9'W X 20' L)
<b>PROPOSED ZONING</b> A-1 (NO REZONING IS ANTICIPATED TO BE REQUIRED AT THIS TIME)	<b>FRONT SETBACK</b> = 75' FROM RW LINE <b>SIDE SETBACKS</b> = 35' <b>REAR SETBACK</b> = 70'
<b>CURRENT USE</b> RESIDENTIAL	<b>MAXIMUM HEIGHT OF STRUCTURES</b> = N/A <b>FRONT LANDSCAPE BUFFER</b> = 25' <b>REAR LANDSCAPE BUFFER</b> = 25' <b>SIDE LANDSCAPE BUFFER</b> = 25'
<b>PROPOSED USE</b> DOLLAR GENERAL	<b>MONUMENT SIGN AREA</b> = 24 SF <b>MAX. SIGN HEIGHT</b> = 4' W/ 3' BASE



**UTILITIES**  
SEWER: ON-SITE SEPTIC WILL BE REQUIRED  
WATER: ON-SITE WELL WILL BE REQUIRED





**County of Prince Edward  
Planning Commission  
Agenda Summary**

**Meeting Date:** December 18, 2018  
**Item No.:** 4  
**Department:** Planning and Community Development  
**Staff Contact:** Rob Fowler  
**Issue:** Special Use Permit-Jamestown Presbyterian Church

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**Summary:**

The County has received a special use permit application to permit the construction and operation of a Private Educational Facility for up to fifty (50) children located on Tax Map 27-(6)-C-0, just north of 1751 Lockett Road, owned by Jamestown Presbyterian Church.

The proposed facility will offer full-time and part-time enrollment options for K-12 grade students. The school will operate Monday-Friday from 8:00 am to 3:00 pm. After school activities will occur from 3 p.m. -5 p.m. on occasion. The school will utilize outdoor learning and community service projects as a foundation for curriculum development and transportation will be provided by the parents.

Access to the new facility will be through the existing church parking and no new entrances are proposed.

The proposed new structure will operate in conjunction with the existing facility located within the church that currently provides services to 15 children. The Board of Supervisors granted a Special Use Permit to allow the operation in 2017/

We have not received any complaints or concerns with the original operation.

The property is located in an A-1, Agriculture Conservation District and the use is allowed by Special Use Permit.

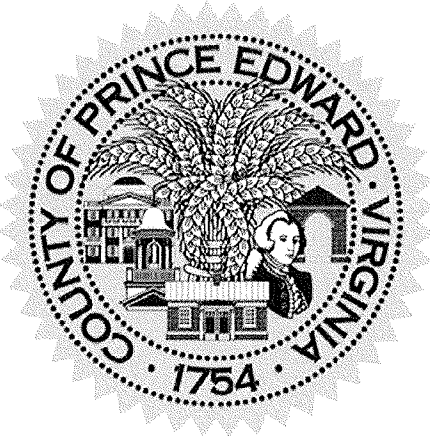
**Attachments:**

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:**

The Planning Commission will wish to hold the public hearing and render a decision concerning the Special Use Permit Request.

Motion _____	Mason _____	Hunt _____	Jones _____
Second _____	Townsend _____	Gilliam _____	Watson _____
Prengaman _____	Jenkins _____	Leatherwood _____	Peery _____



## Notice of Public Hearings

The Prince Edward County Planning Commission will hold a public hearing on **Tuesday, December 18, 2018 at 7:00 p.m.** in the Board of Supervisors Room located on the 3rd floor of the Prince Edward County Courthouse, 111 South Street, Farmville, Virginia, to receive citizen input prior to the Planning Commission making recommendations to the Board of Supervisors on the following:

1. Request by PAR 5 Development Group, LLC for a Special Use Permit to construct and operate a Retail Sales Establishment and have illuminated signage located on Tax Map Parcels 107-A-30, 107-A-31, 107-A-32, and 107-A-33, located at 8277 Patrick Henry Highway, Green Bay, VA. This is an A1, Agricultural Conservation District.
2. Jamestown Presbyterian Church for a Special Use Permit to construct a new building to operate a Private Educational Facility located on Tax Map Parcel 27-(6)-C-0, just north of 1751 Lockett Road, Rice, VA. This is an A1, Agricultural Conservation District.

Complete copies of each Special Use Permit application are available for public review in the office of the Prince Edward County Administrator, 111 South Street, 3rd Floor, Farmville, VA, or on the county website at **[www.co.prince-edward.va.us](http://www.co.prince-edward.va.us)**. It is the County's intent to comply with the Americans with Disabilities Act. Should you need special accommodations, please contact W. W. Bartlett, County Administrator at 434-392-8837.

COMMENTS: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

PERMIT/APPLICATION NO \_\_\_\_\_  
ZONING DISTRICT A1  
MAGISTERIAL DISTRICT \_\_\_\_\_  
DATE SUBMITTED 12/3/18

*County of Prince Edward*

PLEASE PRINT OR TYPE

**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: Jamestown Presbyterian Church  
Applicant's Address: 1751 Lockett Rd Rice VA 23966 P.O. Box 188  
Applicant's Telephone Number: 434 392-3861

Present Land Use: Empty Lot

Legal Description of Property with Deed Book and Page No. or Instrument No. Church property  
Instrument # 201302035, Page 3  
Deed Book 36, Page 18

Tax Map # 14-A-4 27-6-C-0      Acreage : 1.070

Narrative statement evaluating effects on adjoining properties (noise, odor, dust, fumes, etc.): (Attach additional sheet if necessary.) no negative effects simply an extension of existing facility with continued circumstances and situations

Statement of general compatibility with adjacent and other properties in the zoning district. (Attach additional sheet if necessary.) An extension of existing facility to match or improve landscape

Height of Principal Building (s): Feet 15      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 \_\_\_\_\_

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.

Marilyn W. Osborn      12-1-18  
Signature of Property Owner(s)      Date  
Renee B. Hines      12-1-18  
Signature of Property Owner(s)      Date  
Michelle J. Schannel      12-1-2018  
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 104 CK4 1943      Date 12/3/18

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

0/0

Prince Edward County  
Special Use Permit

Applicant: Jamestown Presbyterian Church

Date: December 4, 2018

**Schedule B**

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

Parcel ID	Owner	Address	Note
027-A-9A	C. Hicksie & Lisa Wells	1746 Lockett Road Rice, VA 23966	
027-6C-1	Robert Christopher Mason	1863 Lockett Road Rice, VA 23966	
027-6B-0	Mary Carroll-Hackett	1814 Lockett Road Rice, VA 23966	
027-A-8	Jamestown Presbyterian Church	1751 Lockett Road Rice, VA23966	

**BOARD OF SUPERVISORS**

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Vice Chair  
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Robert M. Jones  
Odessa H. Pride, Ed.D.  
Howard F. Simpson  
C. Robert Timmons, Jr.  
Jerry R. Townsend



**COUNTY OF PRINCE EDWARD, VIRGINIA**

**COUNTY ADMINISTRATOR**

W.W. Bartlett  
Post Office Box 382  
111 South Street, 3<sup>rd</sup> Floor  
Farmville, VA 23901  
Office: (434) 392-8837  
Fax: (434) 392-6683  
wbartlett@co.prince-edward.va.us  
www.co.prince-edward.va.us

December 4, 2018

RE: Special Use Permit Application on Lockett Road

To Whom It May Concern:

The Prince Edward County Planning Commission has scheduled a Public Hearing on Tuesday, December 18, 2018, at 7:00 p.m. to consider a Special Use Permit Application by Jamestown Presbyterian Church. 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 Jamestown Presbyterian Church to construct and operate a Private Educational Facility located next to Jamestown Presbyterian Church. The proposed facility will offer full-time and part-time enrollment options for K-12 grade students. The school will operate Monday-Friday from 8:00 am to 3:00 pm. After school activities will occur from 3 p.m. -5 p.m. on occasion. The school will utilize outdoor learning and community service projects as a foundation for curriculum development and transportation will be provided by the parents.

The property is located on Tax Map Parcels 027-(6)-C-O owned by Jamestown Presbyterian Church. This is an A1, Agricultural Conservation District and the use is 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](http://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](mailto:rfowler@co.prince-edward.va.us)

Sincerely,

Robert S. Fowler  
Director  
Planning and Community Development

## Jamestown Building Site Narrative

### Full Circle Education Center Building

The parking lot will be gravel, 136 feet by 68 feet. Parking lot is located between the new structure and Lockett Road. Edge of the lot will be no closer than 35 feet to the neighboring property and will connect to the existing parking on the church site. No new entrances will be needed.

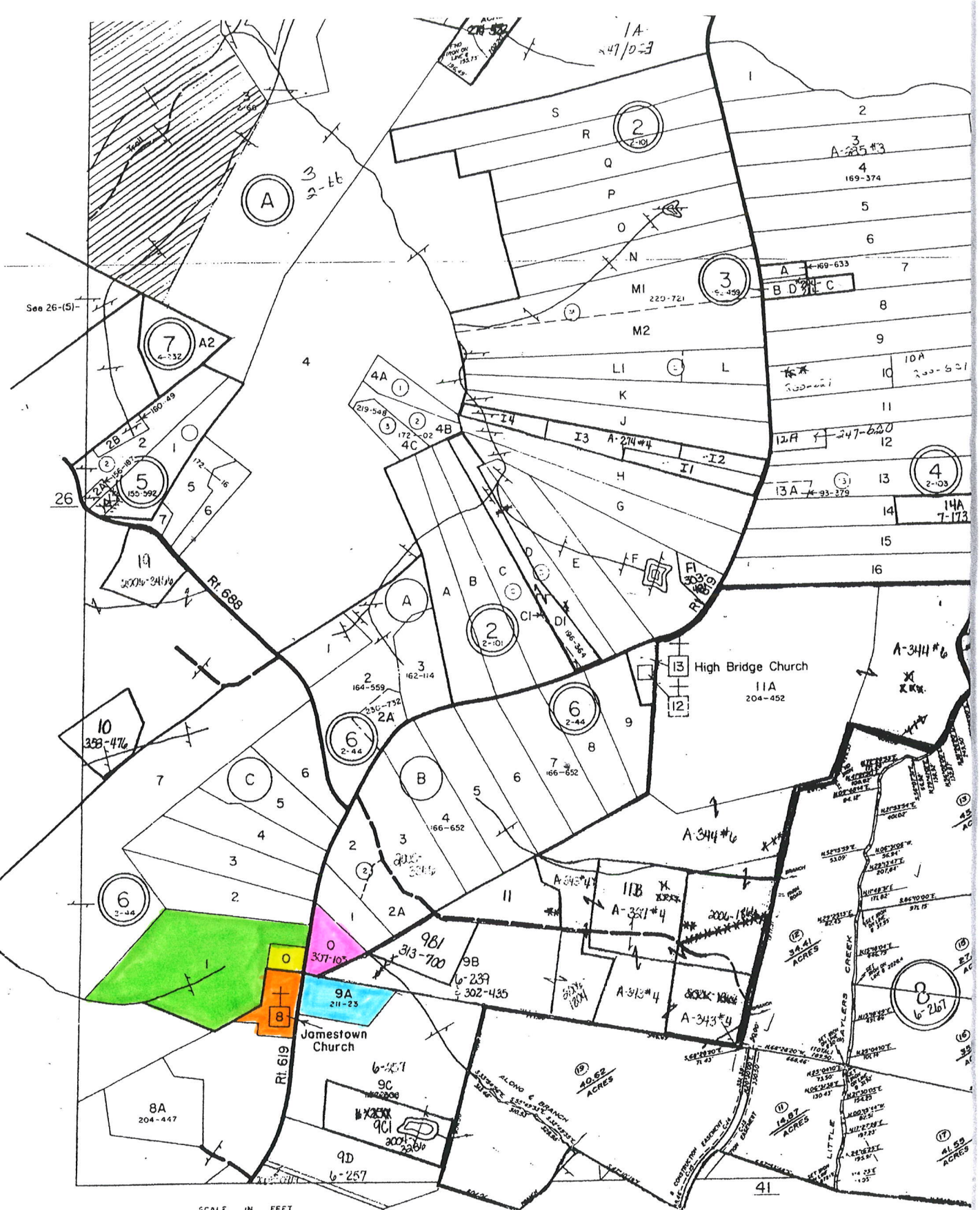
The building is a 40' by 70' structure located at least 80ft. from Lockett Road and 80ft. from the neighboring property.

The school will operate from 8 am to 3 pm Monday – Friday. Afterschool activities will occur from 3pm – 5pm on occasion. The school will offer educational services to K-12 grades. Students will provide their own lunches and snacks.

Full Circle will serve 50 students in the new structure and 15 in the existing church. There will be up to 7 teachers/staff employed.

The site will also place a sign near Lockett Road noting the school name and upcoming events.





LOCKETT DISTRICT

PRINCE EDWARD COUNTY

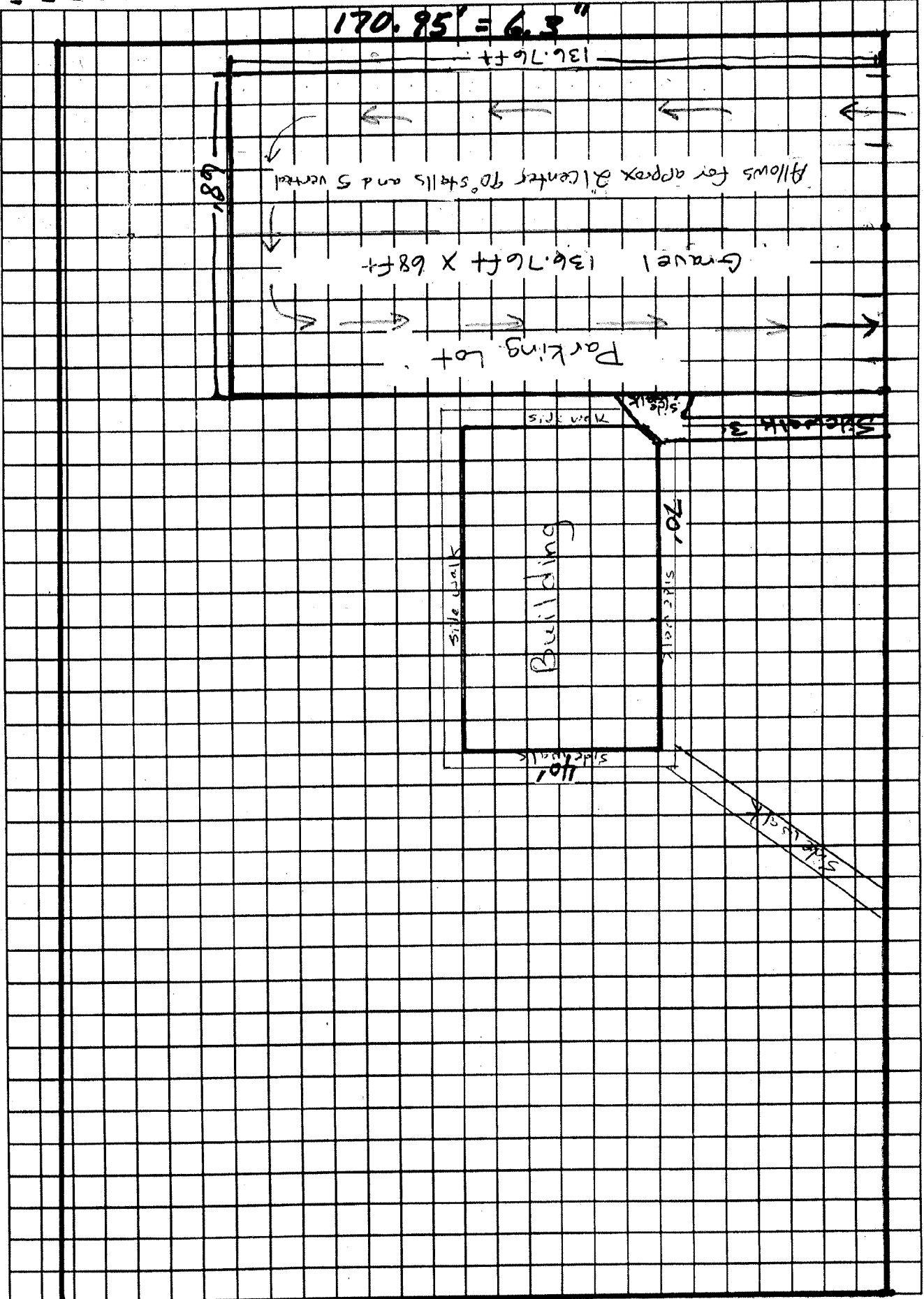




Lot

$272.83' = 10.1''$

$1sq. = 6.8388 ft$



23  
 $170.77' = 6.3''$

Scale: 1" = 27'

$272.80' = 10.1''$

41-A-1,  
MESTOWN  
EXIST.

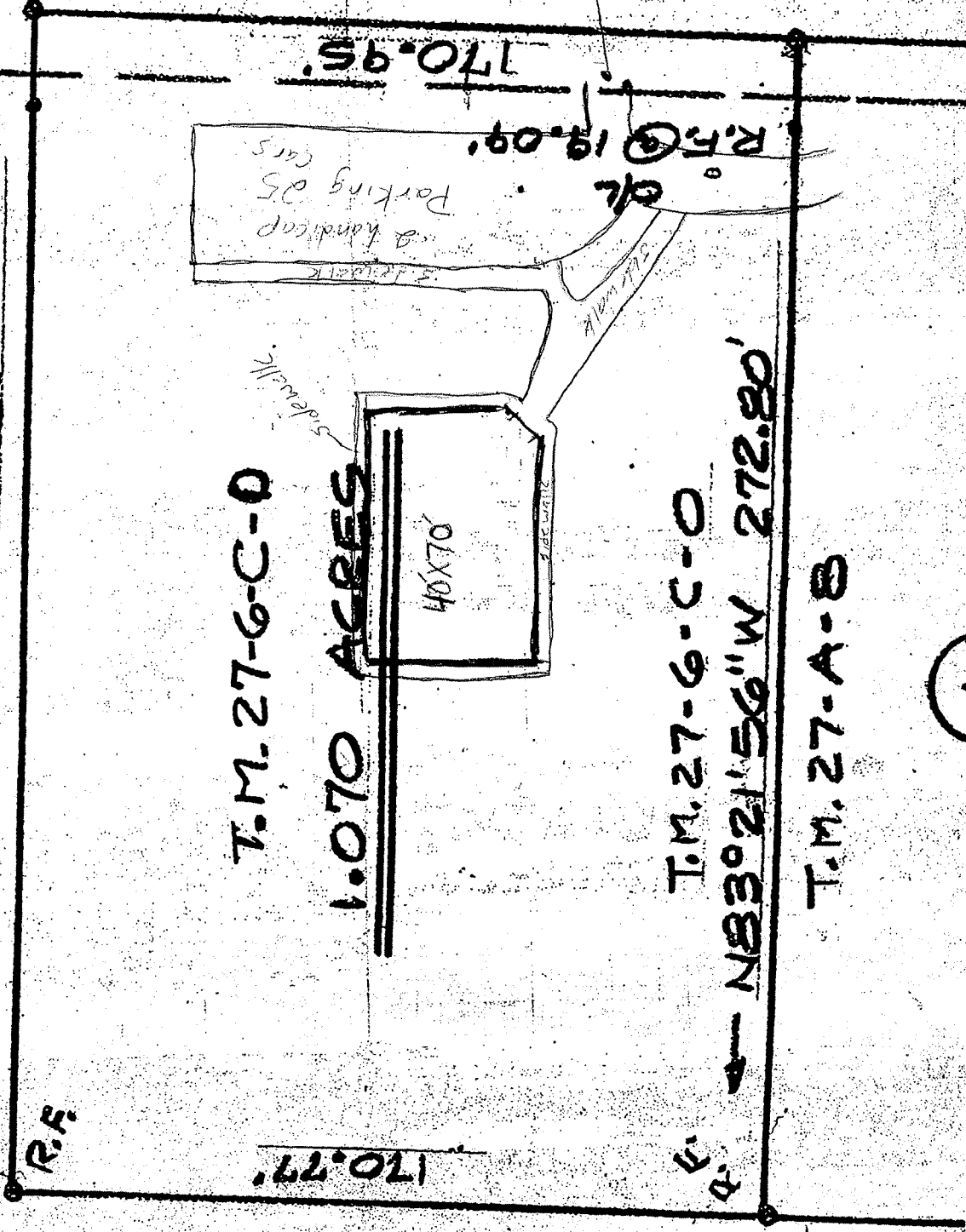
ROBERT C. MASON  
T.M. 27-6-C-1

S83°24'09"E → 272.83'

T.M. 27-6-C-0  
1.070 ACRES

T.M. 27-6-C-0  
← N83°21'56"W 272.80'

T.M. 27-A-B



R.F. BACK 1/4  
@ 20.00'

TO RTE.  
688 →

New entrance

(ESMT)

170.77'

437.61'

ED.  
(B.)