

**PRINCE EDWARD COUNTY  
PLANNING COMMISSION**

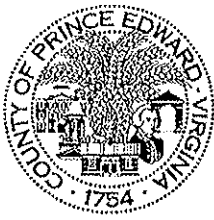
**January 21, 2014**

**AGENDA**

7:30 p.m.	1.	The County Administrator will call the January meeting to order.	1
	2.	Election of Chairman	3
	3.	Election of Vice-Chairman	3
	4.	Set Day, Time and Place of Regular Meetings	4
	5.	Adoption of Commission Bylaws	5
	6.	Approval of Minutes: December 17, 2013	9
	7.	Comprehensive Plan Update	15
	8.	Review of Board of Supervisors Action	17
	9.	Old Business	19
	10.	Information & Discussion Items	25

Next Meeting: February 18, 2014 at 7:30 p.m.





County of Prince Edward  
Planning Commission  
Agenda Summary

Meeting Date: January 21, 2014  
Item No.: 1  
Department: Planning Commission  
Staff Contact: W.W. Bartlett  
Issue: Call to Order

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**Summary:** The County Administrator will call to order the January organizational meeting of the Prince Edward County Planning Commission and welcome new member, Mark Jenkins.

**Attachments:**

**Recommendation:**

Motion _____	Mason _____	Hunt _____	Jones _____
Second _____	Townsend _____	Gilliam _____	Watson _____
Porterfield _____	Jenkins _____	Leatherwood _____	Terry _____





County of Prince Edward  
Planning Commission  
Agenda Summary

Meeting Date: January 21, 2014  
Item No.: 2-5  
Department: Planning Commission  
Staff Contact: W.W. Bartlett  
Issue: Commission Organization

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**Summary:**

- Election of Chairman
- Election of Vice-Chairman
- Set Day, Time and Place of Regular Meetings
- Adoption of Commission Bylaws

**Attachments:** 2014 Meeting Schedule  
Commission Bylaws

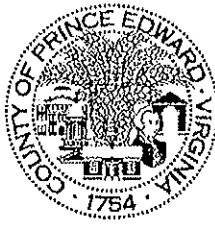
**Recommendations:** 1. Elect a Chairman  
2. Elect a Vice Chairman  
3. Establish the Regular Meeting Schedule  
4. Adopt the Bylaws

Motion \_\_\_\_\_  
Second \_\_\_\_\_  
Porterfield \_\_\_\_\_

Mason \_\_\_\_\_  
Townsend \_\_\_\_\_  
Jenkins \_\_\_\_\_

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

Jones \_\_\_\_\_  
Watson \_\_\_\_\_  
Terry \_\_\_\_\_



**Prince Edward County Planning Commission  
2014 Regular Meeting Schedule**

Tuesday, January 21, 2014

Tuesday, February 18, 2014

Tuesday, March 18, 2014

Tuesday, April 15, 2014

Tuesday, May 20, 2014

Tuesday, June 17, 2014

Tuesday, July 15, 2014

Tuesday, August 19, 2014

Tuesday, September 16, 2014

Tuesday, October 21, 2014

Tuesday, November 18, 2014

Tuesday, December 16, 2014

All meetings will be held at 7:30 p.m. in the Board of Supervisor Meeting Room, 111 South Street, 3<sup>rd</sup> Floor, Prince Edward County Courthouse, Farmville, VA 23901. This meeting schedule is subject to change, by vote of the Prince Edward County Planning Commission, and with appropriate public notice.

## Bylaws of the Prince Edward County Planning Commission

*As adopted by Prince Edward County Planning Commission on June 15, 2010, and amended.*

- 1) Meetings shall be held on a monthly basis, normally on the third Tuesday of the month at 7:30 P.M. in the Board of Supervisor's room. The schedule may be altered at any regularly scheduled meeting. Meetings may be cancelled due to lack of business, but the Commission shall meet at least every two months.
- 2) Additional meetings may be held at any time upon the call of the chairman, or by a majority of the members of the commission, or upon request of the Board of Supervisors following at least twenty-four hours' notice to each member of the commission.
- 3) The commission at its regular meeting in January of each year shall elect a chairman and vice-chairman. The recording secretary shall be the Director of Planning and Community Development or a designated alternate, who shall make an audiotape of the proceedings of each meeting and prepare minutes for the permanent records of the commission.
- 4) The duties and powers of the officers of the planning commission shall be as follows:
  - A. Chairman
    - Preside at all meetings of the commission.
    - Call special meetings of the commission in accordance with the bylaws.
    - Sign documents of the commission.
    - See that all actions of the commission are properly taken.
  - B. Vice-Chairman
    - During the absence, disability, or disqualification of the chairman, the vice-chairman shall exercise or perform all duties and be subject to all the responsibilities of the chairman.
  - C. Recording Secretary
    - Prepare an audiotape of the proceedings of each meeting of the commission.
    - Prepare minutes from the audiotape of each meeting in detail sufficient to include the tenor of public comments and the commission's reasoning underlying each decision or recommendation.
    - Circulate a copy of the minutes to each member of the commission before the next meeting.
    - Prepare the agenda for all commission meetings.

- Be custodian of commission records.
  - Inform the commission of correspondence relating to business of the commission and attend to such correspondence.
  - Handle funds allocated to the commission in accordance with its directives, state law, and county ordinances.
  - Sign official documents of the commission.
- 5) All maps, plats, site plans, and other materials submitted to the commission shall be filed in the office of the Director of Planning and Community Development and maintained for public access until the project to which they relate has been completed or vacated. Minutes of the commission's meetings shall be permanently filed in the office of the planner and maintained for public access.
  - 6) Matters referred to the commission by the Board of Supervisors shall be placed on the calendar for consideration and possible action at the first meeting of the commission after the referral and appropriate public notification.
  - 7) Matters coming to the commission shall be placed on the calendar for consideration only if the Director of Planning and Community Development certifies that the signature of all property owners directly involved have been affixed to the application or letter of request.
  - 8) A majority of the members of the commission shall constitute a quorum for the transaction of business, but no quorum shall be required for informational meetings at which no action is to be taken.
  - 9) Reconsideration of any decision of the commission may be taken when the interested party for such reconsideration makes a showing satisfactory to the chairman that, without fault or deliberate omission on his/her own part, essential facts were not presented to the chairman.
  - 10) Roberts Rules of Order for Committees shall govern the commission's proceedings in all cases not specifically ordered by these bylaws.
  - 11) Order of consideration of agenda items in a public hearing:
    - Director of Planning and Community Development or other staff member presents report including summary of all comments (written, electronic and verbal) received from interested parties and makes a recommendation.
    - Commission members may question the staff member on the presentation.
    - Proponent(s) of the agenda item make presentations as appropriate.
    - Opponent(s) of the agenda item make presentations as appropriate.
    - Applicant makes rebuttal of objections not previously covered.



- Commission members may question applicant, proponents, or opponents or may offer comments on the agenda item.
  - Commission may opt to gather additional information about the matter and take action at a future meeting, or vote on recommendation, whether approving or denying request, to Board of Supervisors.
- 12) Any member of the commission who has any personal or financial interest in any matter before the commission shall declare the nature of that interest and shall if the interest constitutes a legal conflict of interest by Virginia law recuse him/herself from the deliberations on that matter, including lobbying other members, participating in the discussions, or voting on the matter. In cases where the interests do not raise to the level of legal conflict of interest by Virginia law, a member may voluntarily recuse him/herself in the interest of avoiding the appearance of conflict. All commission members shall be sensitive to the importance of impartiality and shall endeavor to always avoid any actual or appearance of conflict of interest.
  - 13) Each member of the commission who has knowledge that he/*she* will be unable to attend a scheduled meeting of the commission shall notify the County Administrator's office at the earliest opportunity. The Director of Planning and Community Development shall notify the chairman if projected absences will produce a lack of quorum. Members who are absent from three consecutive meetings, or who are absent from more than half of the commission's meetings during a calendar year, will be referred to the Prince Edward County Board of Supervisors for possible replacement.
  - 14) The vice-chairman shall succeed the chairman if he vacates his office before his term is completed. A new vice-chairman shall be elected at the next regular meeting.
  - 15) These bylaws may be recommended for amendment at any meeting having a quorum present by a majority vote, provided that notice of such proposed amendment has been given to each member in writing at least two weeks prior to its consideration. If recommended for approval, proposed amendments must then be adopted by the Board of Supervisors before becoming effective.
  - 16) Planning Commission members are strongly encouraged to attend a Virginia Certified Planning Commissioner's Training Program within two years of their appointment to the Planning Commission. This certification course will provide a basic foundation of planning law, history, and technical expertise needed by planning commissioners to maximize their competency and ability to render legally defensible decisions and recommendations. Costs associated with the program will normally be paid by Prince Edward County.





County of Prince Edward  
Planning Commission  
Agenda Summary

Meeting Date: January 21, 2014  
Item No.: 6  
Department: Planning Commission  
Staff Contact: W.W. Bartlett  
Issue: Approval of Minutes

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**Summary:** Attached for your review and consideration are the draft minutes of the December 17, 2013 meeting of the Prince Edward County Planning Commission.

**Attachments:** Draft Minutes - December 17, 2013

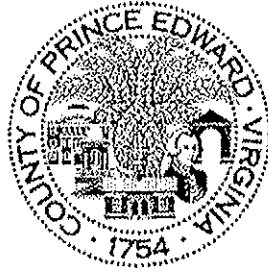
**Recommendation:** Approval.

Motion \_\_\_\_\_  
Second \_\_\_\_\_  
Porterfield \_\_\_\_\_

Mason \_\_\_\_\_  
Townsend \_\_\_\_\_  
Jenkins \_\_\_\_\_

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

Jones \_\_\_\_\_  
Watson \_\_\_\_\_  
Terry \_\_\_\_\_



Prince Edward County Planning Commission  
Meeting Minutes  
December 17, 2013  
7:30 pm

Members Present: William Porterfield, Chairman  
Chris Mason, Vice Chairman  
Donald Gilliam  
Preston L. Hunt  
Robert "Bobby" Jones  
Jack Leatherwood  
W. Parker Terry  
John Townsend  
Cannon Watson

Absent: Sam Coleman, W. Parker Terry

Staff Present: Wade Bartlett, County Administrator

The December 17, 2013 meeting was called to order at 7:30 p.m. by Chairman Porterfield.

**Minutes:** There being no changes or corrections made known, Chairman Porterfield declared the November 19, 2013 meeting minutes approved as circulated.

**Public Hearing: Special Use Permit – National Communications Tower, LLC.**

This is the time and date advertised for a Public Hearing to receive citizen input prior to considering a request for a special use permit to construct a 195-foot wireless telecommunication monopole (cellular tower) on a 144.78 parcel at 551 West Patrick Henry Highway near Keysville, Tax Map Parcel 120-A-43.

Chairman Porterfield opened the public hearing.

Commissioner Mason questioned reserving 140' radiation center. Mr. Al Doss stated the 140' is a proffer to the counties to have that space available; it was proffered in the original application. He stated he is willing to look at that radiation center; if it doesn't work for the county, a meeting is being held on December 18 to discuss the language. Mr. Doss stated the company is amenable to changing the radiation center.

Chairman Porterfield asked if the proposal is satisfactory to the County. Mr. Bartlett stated it is; he added the issue regarding emergency services is more in the western part of the county but what is being offered will help the county.

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

Chairman Porterfield requested covering the second public hearing on the towers prior to taking a vote.

**Public Hearing: Special Use Permit – National Communications Tower, LLC.**

This is the time and date advertised for a Public Hearing to receive citizen input prior to considering a request for a special use permit to construct a 195-foot wireless telecommunications tripole (cellular Tower) on an 8.92 acre parcel on West Patrick Henry Highway, Tax Map Parcel 122-A-20.

Chairman Porterfield opened the public hearing.

Mr. Doss stated the current hearing is for a tower which hands off to the first tower; the towers work together to fill the void on Route 360.

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

Chairman Porterfield made a motion to approve for recommendation to the Board of Supervisors the Special Use Permits for a 195-foot wireless telecommunication monopole tower to be constructed on a 144.78 acre parcel at 551 West Patrick Henry Highway near Keysville, Tax Map Parcel 120-A-43, and for a 195-foot wireless telecommunication tripole on an 8.92 acre parcel on West Patrick Henry Highway, Tax Map Parcel 122-A-20. Commissioner Jones seconded the motion. It was met with unanimous favor.

**Public Hearing: Special Use Permit: Retail Sales / Convenience Store Use**

This is a continued public hearing from the November 19, 2013 meeting of the Commission; the Special Use Permit for Mrs. Cheatham has been revised, changing the requested use from a restaurant to retail sales / convenience store and removing the use of a flea market, on a parcel identified as Tax Map Parcel 50-A-101 and located at 18 County Shop Road, Farmville.

Chairman Porterfield opened the public hearing. He stated that the applicant, Mrs. Patricia Cheatham, proposes to have a smoked foods store on Route 15 South near Kingsville. After considerable discussion, she has modified this greatly and has brought before the Commission a different proposal.

Mrs. Patricia M. Cheatham, applicant, presented information regarding the amendments she proposes after taking advice and listening to the comments during the last meeting. She revisited the idea and advised the Commission that Charles Dickerson has no interest in operating the flea market, and there will be no flea market. She stated there will be no restaurant, but the plans do include a specialty foods store with farmers and artisans markets at a later date; plans for the farmers and artisans markets would be delayed until the spring of 2014. Mrs. Cheatham reviewed the plan and the plat, and stated the plans include a vendor's entrance on County Shop Road and customer access on County Shop Road and from Route 15.

Some discussion followed regarding placement of existing buildings and other structures currently on site.

Ms. Lisa Meadows expressed her concerns regarding visibility from adjoining residential properties; she added that the foliage is off the trees five to six months out of the year. She requested the existing woodlands to be a buffer and that a row of evergreens be planted as additional buffer between the incompatible land uses. She stated the Ordinance sets forth the buffer should also transition between different uses. Ms. Meadows also questioned the parking lot surface. Ms. Meadows stated the lot has been cleaned up and is pleased the flea market will not be in operation. She added that her main concern is that the buffer be solid.

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

After some discussion, Commissioner Jones made a motion to recommend to the Board of Supervisors the approval of a Special Use Permit for Patricia Cheatham to operate a retail sales / convenience store on a parcel identified as Tax Map Parcel 50-A-101 and located at 18 County Shop Road, Farmville, as described in Mrs. Cheatham's proposal and as diagrammed, with the following conditions: 1) adequate gravel driveway and parking areas are maintained, 2) where a foliage barrier to the neighboring property is missing, an evergreen buffer be planted and maintained and that none will be removed, 3) and any security lighting be shielded so it may only be visible from the property. The motion passed with unanimous favor.

### **Comprehensive Plan**

Chairman Porterfield reviewed a few changes and corrections to be made in the draft Comprehensive Plan; he asked for other input from the Commissioners.

Discussion followed regarding the requirement in the Agricultural Conservation District to require a five-acre lot for residential construction. It was recommended to amend the Section to "consider lowering by right residential density no more than one unit per five acres" to be in compliance.

Commissioner Townsend requested clarification on the tables in Chapter IV regarding the Census information. Mr. Gilliam stated the Census presents the tables in this manner; changes will be made to make the information more clear. He added other changes will be made to make the layout consistent and should have all changes complete in approximately one week. Mr. Gilliam said he will send the document electronically.

Chairman Porterfield stated a "final version" should be brought to the January meeting.

### **Zoning Ordinance:**

#### **Proposed Amendments to the Zoning Ordinance**

Chairman Porterfield stated a number of proposed amendments based on years of evaluation of Zoning Uses by District. The existing Zoning Ordinance has been in existence for over six years with minimum

changes; minor amendments must be made to the document due to the passage of time or minor flaws of the original document.

Chairman Porterfield stated as the proposed amendments do not represent policy changes, they can be approved. Discussion followed.

#### **Minimum Setback Requirements for Accessory Structures**

Chairman Porterfield stated the Zoning Ordinance currently requires no minimum setback for accessory structures in the Zoning Districts other than Commercial, Industrial and College Residential. A change to these criteria is proposed. The front setback should be that the accessory structure should be to the side or rear of the principle structure, the side and rear yard setbacks should be 10' at the minimum. In the General Commercial, Industrial, and College Residential districts, there is no minimum front yard requirement and the sides and rear are five feet. It was proposed that the agricultural and residential districts be amended to include setback for accessory structures.

Discussion followed regarding amending the recommended setback from 10' to 5'.

Chairman Porterfield moved that the following amendments be made:

In the Agricultural, A-1 District, the amendment to Section 2-100.5, B: Minimum Setback Requirements, Item 2, Accessory Structures: front minimum setback: 75'; minimum side setback: 5' and minimum rear setback: 5'. In Section 2-200, Agricultural Residential, 2-200.5, Item B.: minimum setback requirements, Item 2: Accessory Structures: Front yard, 75'; side yard, 5', rear yard, 5'. This was met with unanimous favor.

Chairman Porterfield asked for any comments on proposed changes on pages 58, 59, and 60.

Mr. Bartlett stated in section 4-300.1.1: "All off-street parking areas shall be made of gravel, asphalt, porous pavement, surface treatment or concrete, surface as follows:

- 1) In excess of 5,000 feet consisting of gravel, asphalt, porous pavement, surface treatment or concrete.
- 2) Off-street parking areas of 5,000 square feet or less shall be constructed of any of the materials listed above, except that gravel parking areas shall not be permitted, unless the area devoted to parking is less than 2,500 square feet or the Administrator determines that the use for which the parking is provided is of a temporary nature. Gravel or other pervious paving materials for parking areas may be considered as a special condition."

Chairman Porterfield made a motion to amend Section 4-300.1.1 to include "Gravel or other pervious paving materials for parking areas may be considered as a special condition." The motion was met with unanimous favor.

Discussion followed regarding A-2, "Restaurant by right"; Chairman Porterfield requested "Restaurant (Commercial)" be moved to "Special Use".

Commissioner Jones made a motion to recommend the amended Zoning Ordinance to the Board of Supervisors; the motion was met with unanimous favor.

**Review of Board of Supervisors Action, November 14, 2013**

Discussion followed regarding the zoning ordinance language with respect to cell towers will be reviewed and reconstructed.

Mr. Bartlett stated there were technology issues regarding the amount of space to be allotted to the Emergency responders; there will be a committee meeting for discussion. Mr. Bartlett said that there may be a requirement of a proffer and the details will be worked out. It is not a land-use issue.

Commissioner Townsend requested a review of the general treatment of signs.

Chairman Porterfield stated a review of the current draft of the sign ordinance was to be placed on the January agenda. Discussion followed concerning clarity of "Family Divisions;" Chairman Porterfield requested that also be placed on the January agenda.

Discussion followed regarding the Zoning Ordinance amendments made; Mr. Bartlett stated the ordinance will be reprinted in the near future; it will then be distributed to all Commissioners and updated on the county web site.

Chairman Porterfield expressed his regret that Commissioner Coleman was not in attendance and stated Commissioner Coleman served on the Planning Commission for approximately 25 years. During that time, he was responsible for writing major portions of the Zoning Ordinance and was known for asking the hard questions. Commissioner Coleman was also involved in the confined animal lots and the Sandy River Overlay. Chairman Porterfield stated Commissioner Coleman was a good Planning Commissioner and good friend.

Chairman Porterfield adjourned the meeting at 9:07 p.m.

**Next Meeting:            January 21, 2014 at 7:30 p.m.**





County of Prince Edward  
Planning Commission  
Agenda Summary

Meeting Date: January 21, 2014  
Item No.: 7  
Department: Planning Commission  
Staff Contact: W.W. Bartlett  
Issue: Comprehensive Plan Update

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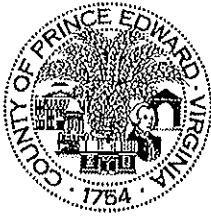
**Summary:** Attached for your review and consideration is the final draft of the updated County Comprehensive Plan. Andre' Gilliam with the Commonwealth Regional Council will be present to discuss with the Commission the final amendments. Following final review and discussion, the Planning Commission will wish to consider authorizing a Public Hearing on the draft Comprehensive Plan for its February 18, 2014 meeting.

**Attachments:** Final Draft – Comprehensive Plan Update (*Separate Bound Document*)

**Recommendation:** Authorize advertising a Public Hearing for February 18, 2014.

Motion _____	Mason _____	Hunt _____	Jones _____
Second _____	Townsend _____	Gilliam _____	Watson _____
Porterfield _____	Jenkins _____	Leatherwood _____	Terry _____





County of Prince Edward  
Planning Commission  
Agenda Summary

Meeting Date: January 21, 2014  
Item No.: 8  
Department: Planning Commission  
Staff Contact: W.W. Bartlett  
Issue: REVIEW OF BOARD OF SUPERVISORS ACTION

Summary:

The Board of Supervisors concurred with the Planning Commission’s recommendation to approve a special use permit for both cell tower requests.

The Board also approved the request to operate a retail sales/convenience store use at 18 County Shop Rd. The Board approved all the conditions recommended by the Planning Commission. In addition they added two more – (1) No operations were to occur 280 feet beyond the existing split rail fence. This was done to avoid activity in the rear of the property were little to no natural buffer existed between the property and the property on the southern border. (2) The Farm Stand/Farmers Market use could only operate from 1 April – 1 November. This was done to allow the foliage on the natural buffer to leaf-out to increase the buffering effect. The applicant agreed to both conditions. The applicant also volunteered to revise the plot plan to eliminate the southernmost line of parking and Farm Stand pole buildings and remove the proposed new retail space, which has already been removed from the property.

The Board approved the amendment to the zoning ordinance concerning the requirement of cell tower companies to provide space on the cell towers for the county’s emergency services equipment. The new language to Section 3-100.13 (C) 11 is as follows:

“ 11. Local Government Access – Owners of towers shall provide the County Co-location opportunities without compensation as a community benefit to improve radio communications for County departments and emergency services, provided it does not conflict with the co-location requirements of this section.”

This language is used by Halifax County and closely resembles that in Mecklenburg County and was recommended by Verizon. It was felt it would be best to place specific requirements during the special use process and be placed in the contract. This was done because each cell tower and the County’s needs associated with that cell tower will be unique to the site and tower.

Motion \_\_\_\_\_  
Second \_\_\_\_\_  
Porterfield \_\_\_\_\_

Mason \_\_\_\_\_  
Townsend \_\_\_\_\_  
Jenkins \_\_\_\_\_

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

Jones \_\_\_\_\_  
Watson \_\_\_\_\_  
Terry \_\_\_\_\_





County of Prince Edward  
Planning Commission  
Agenda Summary

Meeting Date: January 21, 2014  
Item No.: 9  
Department: Planning Commission  
Staff Contact: W.W. Bartlett  
Issue: Old Business

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**Summary:**

1. The County Administrator will discuss with the Planning Commission moving forward with the proposed amendments to the Zoning Ordinance.
2. Other old business.

**Attachments:** Proposed Amendments to County Zoning Ordinance

**Recommendation:** To Be Determined.

Motion \_\_\_\_\_  
Second \_\_\_\_\_  
Porterfield \_\_\_\_\_

Mason \_\_\_\_\_  
Townsend \_\_\_\_\_  
Jenkins \_\_\_\_\_

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

Jones \_\_\_\_\_  
Watson \_\_\_\_\_  
Terry \_\_\_\_\_

## **Proposed Amendments to the County Zoning Ordinance**

*These proposed amendments are based on years of evaluation of Zoning Uses by District.*

### **Agriculture Conservation - AI**

Add the following uses '**by-right**':

- G Garden Center (commercial)

Add the following uses '**by-right**' with **Use & Design Standards**:

- G Clubs (civic)

Add the following Uses by '**Special Use Permit**':

- G Assisted Care Residence (civic- should it be residential?)
- G Correction Facilities (civic)
- G Life Care Facility (civic)
- G Nursing Home (civic)
- G Automobile Rental/ Leasing (commercial)
- G Flea Market (commercial)
- G Scrap & Salvage Services (Industrial)
- G Aviation Facilities (Miscellaneous)

Add the following Uses by '**Special Use Permit**' with **Use & Design Standards**:

- G Auto Dealership, Used (commercial)

Uses which require further discussion to determine whether to include in the AI district and in which category above to include them:

- G Truck Yard (commercial)

### **Agriculture Residential- A2**

Add the following uses '**by-right**':

Add the following Uses by '**Special Use Permit**':

- G Automobile Rental/ Leasing (Commercial)
- G Hotel/ Motel/ Motor Lodge (Commercial)
- G Scrap & Salvage Services (Industrial)
- G Restaurant (Commercial)

### **Low Density Residential- RI**

There are presently no RI districts in the county.

Add the following Uses by '**Special Use Permit**':

- G Assisted Care Residence (Residential)

### **General Residential- R2**

R2 is found inside the 460-Bypass.

Add the following Uses by '**Special Use Permit**':

- G Assisted Care Residence (Residential)

## **Proposed Amendments to the County Zoning Ordinance**

*These proposed amendments are based on years of evaluation of Zoning Uses by District.*

### **Medium Density Residential- R3**

Presently the only R3 district is the parcel where the Worsham School Lofts is located. It is the only zoning district which permits Multi-family Dwelling use.

Add the following Uses by 'Special Use Permit':

- G Assisted Care Residence (Residential)

### **General Commercial- C1**

Add the following Uses by 'Special Use Permit':

- G Scrap & salvage Services (Industrial Use type)
- G

### **College Residential- CR**

Add the following Uses by 'Special Use Permit' with Use & Design Standards:

- G Multi-family Dwelling (residential use type)

### **Village Center - VC**

Add the following uses 'by-right':

- G Farm Stand (Agricultural)
- G Family Day Care Home (residential/civic / commercial)
- G Post Office (civic)
- G Agricultural Services (Commercial Use)
- G Assembly Hall (commercial)
- G Funeral Services (commercial)
- G Garden Center (commercial)
- G Studio, Fine Arts (commercial)

Add the following uses 'by-right' with Use & Design Standards:

- G Accessory Apartment (residential)
- G Bed & Breakfast (commercial)

Add the following Uses by 'Special Use Permit':

- G Two Family Dwelling "Duplex" (residential)
- G Assisted Care Residence (residential)
- G Communication Services (commercial) (radio, tv, recording studios, etc)
- G Flea Market (commercial)
- G Hotel/Motel/Motor Lodge (commercial)
- G Laundry (commercial)
- G Veterinary Hospital / Clinic (commercial)

Add the following Uses by 'Special Use Permit' with Use & Design Standards:

- G Multi-family Dwelling (residential)
- G Townhouse (residential)
- G Outdoor Gathering (commercial)

## **Proposed Amendments to the County Zoning Ordinance**

*These proposed amendments are based on years of evaluation of Zoning Uses by District.*

### **Minimum Setback Requirements for Accessory Structures:**

Presently the Zoning Ordinance requires no minimum setback for accessory structures in Zoning Districts other than Commercial, Industrial, and College Residential. At the December 17, 2013 meeting the Commission approved a change as follows:

In Agricultural Conservation District (A-1) amend Section 2-100.5, B,2 to require minimum setbacks of 75' for the front yard, and 5' minimum setbacks for both side and rear yards. The same setback requirements were also approved for the Agricultural Residential (A-2) district.

In the General Industrial, College Residential, Village Center, and C1 districts there are no front yard requirements and a 5' setback for side and rear yards. Residential districts have no front, side or rear yard setback requirements



## Proposed Amendments to the County Zoning Ordinance

*These proposed amendments are based on years of evaluation of Zoning Uses by District.*

### USE TYPE by CATEGORY

- G Move "Family Day Care Home" out of Residential Use Type and into Civic Use or Commercial Use.
- G Move Assisted Care Residence out of Civic Use Type and into Residential Use Type.
- G Are Halfway House, Life Care Facility, and Nursing Home Civic Use Types? (Would Commercial? Residential? Use Types better describe these uses?)

**FAMILY DAY CARE HOME-** A single family dwelling in which more than five but less than 10 **individuals, are received for care, protection and guidance during only part of a twenty-four hour day. Individuals related by blood, legal adoption or marriage to the person who maintains the home shall not be counted towards this total. The care of 5 or less individuals for portions of a day shall be considered a home occupation.**

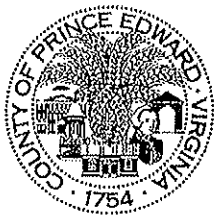
**HALFWAYHOUSE-** An establishment providing **residential accommodations, rehabilitation, counseling, and supervision to persons suffering from alcohol or drug addiction, to persons reentering society after being released from a correctional facility or other institution, or to persons suffering from similar disorders or circumstances.**

**NURSING HOME-** A use providing bed care and in-patient services for persons requiring regular medical attention but excluding a facility providing surgical or emergency medical services and excluding a facility providing care for alcoholism, drug addiction, mental **disease, or communicable disease. Nursing homes have doctors or licensed nurses on duty.**

**ASSISTED CARE RESIDENCE -** An establishment that provides shelter and services which may include **meals, housekeeping, and personal care assistance primarily for the elderly. Residents are able to maintain a semi-independent life style, not requiring the more extensive care of a nursing home. Residents will, at a minimum, need assistance with at least one of the following: medication management, meal preparation, housekeeping, money management, or** Personal hygiene. At least one nurse's aide is typically on duty, with medical staff available when needed.

**LIFE CARE FACILITY-** A residential facility primarily for the continuing care of the elderly, providing for transitional housing progressing from **independent living in various dwelling units, with or without kitchen facilities, and culminating in nursing home type care where all related uses are located on the same lot. Such facility may include other services integral to the personal and therapeutic care of the residents.**





County of Prince Edward  
Planning Commission  
Agenda Summary

Meeting Date: January 21, 2014  
Item No.: 10  
Department: Planning Commission  
Staff Contact: W.W. Bartlett  
Issue: Information & Discussion Items

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Summary:

Attachments: Updated Contact List for Planning Commission

Recommendation:

Motion \_\_\_\_\_  
Second \_\_\_\_\_  
Porterfield \_\_\_\_\_

Mason \_\_\_\_\_  
Townsend \_\_\_\_\_  
Jenkins \_\_\_\_\_

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

Jones \_\_\_\_\_  
Watson \_\_\_\_\_  
Terry \_\_\_\_\_

## Prince Edward County Planning Commission

<u>Commissioner</u>	<u>Term Expires</u>	<u>Email</u>	<u>Packet</u>
Robert M. Jones 2456 Poor House Rd. Rice, VA 23966-2428 Phone: 434-392-3401 (h) 434-315-3749 (cell)	Dec. 31, 2015 Board Representative Concurrent w/Board Term	<a href="mailto:rmjfarmer59@gmail.com">rmjfarmer59@gmail.com</a>	e-mail
W.W. Porterfield, Chairman 4 Venable Lane Farmville, VA 23901 Phone: 434-223-8308 (h) 434-607-7629 (cell)	Dec. 31, 2014	<a href="mailto:wporterfield@hsc.edu">wporterfield@hsc.edu</a>	e-mail
Mark Jenkins 7220 Green Bay Rd. Rice, VA 23966 Phone: 434-392-8523 (h) 434-392-3141 (w)	Dec. 31, 2017	<a href="mailto:tmjenkins@centurylink.net">tmjenkins@centurylink.net</a>	e-mail
Christopher Mason, Vice-Chairman 1863 Lockett Rd. Rice, VA 23966-2215 Phone: 434-395-7500 (h) 434-392-1910 (w)	Dec. 31, 2015	<a href="mailto:christophers1910@gmail.com">christophers1910@gmail.com</a>	US Mail & e-mail
John F. Townsend, III 11234 Five Forks Rd. Farmville, VA 23901 Phone: 434-223-7582 (h) 434-392-4469 (w) Fax: 434-392-5348	Dec. 31, 2017	<a href="mailto:jtowsen@earthlink.net">jtowsen@earthlink.net</a>	e-mail
Preston L. Hunt 193 R.R. Eppes Rd. Meherrin, VA 23954 Phone: 434-736-2132	Dec. 31, 2016		US Mail
Donald Gilliam 4606 Heights School Rd. Pamplin, VA 23958-3125 Phone: 434-248-6353	Dec. 31, 2016		US Mail
Clifford Jack Leatherwood 517 E. Second Street Farmville, VA 23901-1505 Phone: 434-392-6252	Dec. 31, 2014	<a href="mailto:lleather@embargmail.com">lleather@embargmail.com</a>	US Mail & e-mail
Cannon Watson PO Box 387 Farmville, VA 23901 Phone: 434-392-1046 (h) 434-392-9813 (w)	Dec. 31, 2014	<a href="mailto:cannononradio@gmail.com">cannononradio@gmail.com</a>	e-mail
W. Parker Terry, Jr. 601 Pinecrest Dr. Farmville, VA 23901-2067 Phone: 434-390-8015 (h) 434-392-4183 (w)	Dec. 31, 2014 (appt 6/11/13)	<a href="mailto:pterry@kinex.net">pterry@kinex.net</a>	e-mail