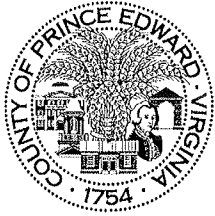


**PRINCE EDWARD COUNTY
PLANNING COMMISSION
January 17, 2017**

AGENDA

1. Chairman will call the January meeting to order. 1
 - a. Commission Organization 1
2. Approval of the Minutes: October 25, 2016 & December 13, 2016 7
3. Public Hearing: Special Use Permit-Angela Whittaker 21
4. Public Hearing: W. C. Newman Co., Inc. & Adams Construction 29
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County of Prince Edward
Planning Commission
Agenda Summary

Meeting Date: January 17, 2017
Item No.: 1-a
Department: Planning and Community Development
Staff Contact: Rob Fowler
Issue: Commission Organization

Summary:

1. Election of Chairman
2. Election of Vice Chairman
3. Set Day, Time and Place of Regular Meetings
4. Adoption of Commission Bylaws

Attachments: 2017 Meeting Schedule
Commission Bylaws

Recommendation: Elect Chairman
Elect Vice-Chairman
Establish the Regular Meeting Schedule
Adopt Bylaws

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



COUNTY OF PRINCE EDWARD, VIRGINIA

PRINCE EDWARD COUNTY PLANNING COMMISSION

2017 Regular Meeting Schedule

Tuesday, January 17, 2017

Tuesday, February 21, 2017

Tuesday, March 21, 2017

Tuesday, April 18, 2017

Tuesday, May 16, 2017

Tuesday, June 20, 2017

Tuesday, July 18, 2017

Tuesday, August 15, 2017

Tuesday, September 19, 2017

Tuesday, October 17, 2017

Tuesday, November 21, 2017

Tuesday, December 19, 2017

**Bylaws Of
Prince Edward County Planning Commission**

- 1) Meetings shall be held on a monthly basis, normally on the third Tuesday of the month at 7:00 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) 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.
- 8) 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 own part, essential facts were not presented to the chairman.
- 9) Roberts Rules of Order for Committees shall govern the commission's proceedings in all cases not specifically ordered by these bylaws.
- 10) 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 make 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.
- 11) 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.
- 12) 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.
- 13) 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.
- 14) 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.

- 15) 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.

Revision adopted during April 14, 2015 Board of Supervisors meeting.

Meeting Date: January 17, 2017
Item No.: 2
Department: Planning and Community Development
Staff Contact: Rob Fowler
Issue: Approval of Minutes

Summary:

Approval of Meeting Minutes – October 25, 2016 and December 13, 2016

Attachments: Meeting Minutes

Recommendation:



**Prince Edward County Planning Commission
Meeting Minutes
October 25, 2016
7:00 pm**

Members Present: John Townsend, Chairman Chris Mason, Vice Chairman
Donald Gilliam Preston L. Hunt
Mark Jenkins Jack Leatherwood
John Pregelman
Absent: Robert "Bobby" Jones, John "Jack" W. Peery, Jr., Cannon Watson
Staff Present: Rob Fowler, Director of Planning & Community Development

Chairman Townsend called the October 25, 2016 meeting to order at 7:00 p.m.

Approval of Minutes: August 16, 2016:

Chairman Townsend requested any changes or corrections be made known.

Chairman Townsend made a motion to approve the August 16, 2016 minutes as presented; the motion carried:

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

In Re: Public Hearing – Special Use Permit – Barry and Gwendolyn Martin

Chairman Townsend said this is the time and date advertised for a Public Hearing to receive citizen input prior to the Planning Commission making recommendations to the Board of Supervisors concerning a Special Use Permit application to permit the operation of a Bed and Breakfast in an existing dwelling located at 248 Pisgah Church Road on Tax Map Parcel 041-19-1, owned by Barry and Gwendolyn Martin. Notice of this public hearing was advertised according to law in the Friday, October 14, 2016 and Friday, October 21, 2016 editions of THE FARMVILLE HERALD, a newspaper published in the County of Prince Edward.

Mr. Fowler reported a Special Use Permit application was received to permit the operation of a Bed and Breakfast in an existing dwelling located at 248 Pisgah Church Road on Tax Map Parcel 041-19-1, owned by Barry and Gwendolyn

Martin. The property is presently zoned A1, Agricultural Conservation, and this zoning classification permits Bed and Breakfast by Special Use Permit.

Chairman Townsend opened the public hearing.

Barry Martin presented his intent to convert a hay barn into a one-bedroom apartment, initially for his family use, but also to make it available to the public to rent for a special event. He stated this would not be a long-term rental. The structure is in the middle of 31.7 acres and is adjacent to the High Bridge Trail.

Commissioner Pregelman asked about parking; Mr. Martin stated there is a circular driveway, three quarters of a mile long.

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

Chairman Townsend made a motion, seconded by Commissioner Jenkins, to approve for recommendation to the Board of Supervisors the special use permit application to permit the operation of a Bed and Breakfast in an existing detached dwelling located at 248 Pisgah Church Road on Tax Map Parcel 041-19-1 owned by Barry and Gwendolyn Martin; the motion carried:

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

In Re: Public Hearing – Proposed Zoning Amendment: Manufactured Home

Chairman Townsend said this is the time and date advertised for a Public Hearing to receive citizen input prior to the Planning Commission making recommendations to the Board of Supervisors concerning amendments to the Zoning Ordinance regarding the Manufactured Home Subdivision classification. Notice of this public hearing was advertised according to law in the Friday, October 14, 2016 and Friday, October 21, 2016 editions of THE FARMVILLE HERALD, a newspaper published in the County of Prince Edward.

Mr. Fowler said staff recommends removing the language regarding Manufactured Home Subdivision from the A1, Agricultural Conservation and A2, Conservation Residential zoning classifications along with the definition of Manufactured Home Subdivision from Article VI, Section 6-200.3 (C). He stated there were no inquiries or opposition received regarding this issue.

Chairman Townsend opened the public hearing.

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

Chairman Townsend made a motion, seconded by Commissioner Pregelman, to approve for recommendation to the Board of Supervisors the removal of the language regarding Manufactured Home Subdivision from the A1, Agricultural Conservation and A2, Conservation Residential zoning classifications and the definition of Manufactured Home Subdivision from Article VI, Section 6-200.3(C); the motion carried:

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

ARTICLE II DISTRICT REGULATIONS

Sec. 2-100 A1 Agricultural Conservation District

Sec. 2-100.1 Statement of Intent

The A1 Agricultural Conservation District applies to those areas designated as agricultural and forestal on the future land use map of the Prince Edward County Comprehensive Plan. Agricultural, forestry and related uses are encouraged within A1 Districts. Very low-density residential and related uses are allowed in recognition that very low density residential development can be compatible with agricultural and forestry activities. The A1 District also allows certain limited commercial uses in recognition of the County's historic development patterns.

Sec. 2-100.3 Permitted Uses

(A) The following uses are permitted by right in the A1 Agricultural Conservation District, subject to all other applicable requirements contained in this ordinance. An asterisk (*) indicates that the use is subject to additional, modified or more stringent standards as listed in Article III, Use and Design Standards.

1. Agricultural Use Types

- Agriculture * Commercial Feed Lots *
- Farm Employee Housing Farm Stand
- Forestry Operation
- Stable *

2. Residential Use Types

- Accessory Apartment * Home Occupation * Manufactured Home
- Manufactured Home, Accessory * Manufactured Home, Emergency * ~~Manufactured Home Subdivision~~
- Residential Human Care Facility Single Family Dwelling, Detached Two Family Dwelling

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.

HOME OCCUPATION - An accessory use of a dwelling unit for gainful employment involving the on-site production, provision, or sale of goods and/or services.

MANUFACTURED HOME - A single or multi-sectional manufactured home. MANUFACTURED HOME,

ACCESSORY - A manufactured home that is subordinate to a single-family dwelling on a single lot.

MANUFACTURED HOME, EMERGENCY - A manufactured home used temporarily for the period of reconstruction or replacement of an uninhabitable dwelling lost or destroyed by fire, flood, or other act of nature, or used temporarily as housing relief to victims of a federally declared disaster in accordance with Sec. 300-100.3.

~~MANUFACTURED HOME SUBDIVISION - A 10 acre or larger community of manufactured home dwellings with lots that are subdivided for individual ownership.~~

MANUFACTURED HOME PARK - A 3 acre or larger tract of land intended to accommodate a manufactured home community of three or more spaces for lease or condominium ownership. A manufactured home park is also referred to as a “mobile home park”.

In Re: Public Hearing – Proposed Zoning Amendment: Retail Sales

Chairman Townsend said this is the time and date advertised for a Public Hearing to receive citizen input prior to the Planning Commission making recommendations to the Board of Supervisors concerning amendments to the Zoning Ordinance regarding Retail Sales Establishments. Notice of this public hearing was advertised according to law in the Friday, October 14, 2016 and Friday, October 21, 2016 editions of THE FARMVILLE HERALD, a newspaper published in the County of Prince Edward.

Mr. Fowler reported Prince Edward County staff was contacted regarding the process to establish retail sales operations in the A1, Agricultural Conservation zoning district. After reviewing the current zoning ordinance, there are several uses listed under Commercial Use types that have sales of merchandise associated with their use, but by definition do not clearly provide for an establishment selling retail products.

Mr. Fowler stated staff suggests that the Planning Commission add a classification of “Retail Sales Establishments” as a use allowed by Special Use Permit in the A1, Agricultural zoning district. Applicants would have to 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 Retail Sales be added to Article VI, Section 6-200.9:

Retail Sales – The business of selling merchandise directly to customers for their own use.

Mr. Fowler stated there were inquiries from businesses and two districts do allow Retail Sales by right and by Special Use Permit for a convenience store, but does not define outside of that. He stated the Special Use Permit application process allows the Planning Commission and the Board of Supervisors to restrict, scale, and add conditions while allowing growth. He stated there was no opposition to this amendment.

Chairman Townsend questioned the definition regarding retail sales. Mr. Fowler stated a definition exists regarding sales and rentals; this language can be added to the existing definition to expand upon it. Discussion followed.

Commissioner Mason expressed his concerns regarding opening the Agricultural districts up to retail sales with no protections. These establishments should be in the commercial corridors and not by homes. Commissioner Mason

added that when Special Use Permit applications are used, the Planning Commission and Board of Supervisors can restrict square footage and add conditions. Discussion followed.

Chairman Townsend opened the public hearing.

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

Chairman Townsend stated the recommendation of Retail Sales by Special Use Permit in A1 and A2 would mean that 90% of county would be eligible. He said the revised Comprehensive Plan covers the intention and spirit of where the County wants business, and there are special strategic areas where businesses will be. We want to preserve open land.

Mr. Fowler stated he spoke with other localities that have a lot of agriculture; some of those would find an area in their Corridor, zone it commercial and at the back of that area would still be zoned agricultural. He said unless there is a very defined standard in the ordinance that stresses the use, it could resemble Route 29 in the Amherst area. He said the Comp Plan calls for Route 460 to be the commercial growth area, we likely do not want to open the County up to just any business, but the Special Use Permit process provides the County with a certain level of protection. Discussion followed.

Commissioner Pregelman stated "Retail Sales" is up for interpretation; discussion followed.

Chairman Townsend made a motion, seconded by Commissioner Hunt, to recommend to the Board of Supervisors approval of the amendment of the Zoning Ordinance to allow by Special Use Permit in the A1, Agricultural Conservation and A2, Agricultural Residential districts, the current definition of "Retail Sales"; the motion carried:

Aye:	Donald Gilliam Preston C. Hunt Mark Jenkins Clifford Jack Leatherwood John Pregelman John Townsend, III	Nay:	Chris Mason
Absent:	Robert M. Jones John "Jack" W. Peery, Jr. Cannon Watson		

In Re: Public Hearing – BRW Enterprises, LLC

Chairman Townsend said this is the time and date advertised for a Public Hearing to receive citizen input prior to the Planning Commission making recommendations to the Board of Supervisors concerning a Special Use Permit application to permit retail sales of sporting goods, firearms and ammunition within an existing building located at 152 Patrick Henry Highway on Tax Map Parcel 120-A-32A, owned by Jason Badeaux. Notice of this public hearing was advertised according to law in the Friday, October 14, 2016 and Friday, October 21, 2016 editions of THE FARMVILLE HERALD, a newspaper published in the County of Prince Edward.

Mr. Fowler reported Prince Edward County staff was contacted regarding a Special Use Permit application to permit retail sales of sporting goods, firearms and ammunition within an existing building located at 152 Patrick Henry Highway on Tax Map Parcel 120-A-32A, owned by Jason Badeaux. This property is currently being used as a restaurant and a separate space has been constructed to operate the sporting goods and retail. This is an allowed use in the A1, Agricultural Conservation District by Special Use Permit.

Mr. Fowler stated the building has three entrances and the owners are working with the ATF to obtain a license to operate; they have met requirements to obtain a barricade. There have been no inquiries or opposition.

Chairman Townsend opened the public hearing.

Jason Badeaux stated he currently owns and operates a restaurant at the location. He and Jacob Romaine, owner of the pawn shop in Farmville, discussed operating a sporting goods, firearms and ammunition shop. He said the building is in Prince Edward County and the parking area is in Charlotte County.

Chairman Townsend questioned the proposed hours of operation for the retail shop; Mr. Badeaux stated the shop would be closed Sunday, and it would be open Monday through Saturday from 12:00 noon until 7:00 p.m. The hours at the restaurant are 12:00 noon through 9:00 p.m. during the week, and from 12:00 noon until 2:00 a.m. on Friday and Saturday. There is a cinderblock wall separating the two establishments.

Commissioner Hunt questioned the sale of liquor at the restaurant and the proximity of the gun shop. Mr. Badeaux stated alcohol license is for consumption in the restaurant and the regular customers are in local hunt clubs. He added there are other check stations nearby.

Mr. Badeaux stated their intended merchandise would include fishing rods, tackle; dog food; firearms, muzzleloaders; camping items. They do not intend to add onto the building; the retail space is approximately 800 sq ft., less than one-third of the building. He stated he would like to put a lighted box sign on the left and on the building, matching that on the restaurant.

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

Chairman Townsend made a motion, seconded by Commissioner Prengaman, to approve for recommendation to the Board of Supervisors the special use permit application to permit retail sales of sporting goods, firearms and ammunition within an existing building located at 152 Patrick Henry Highway on Tax Map Parcel 120-A-32A, owned by Jason Badeaux, to comply with the regulations as set forth by the ATF and building code, and any future expansion would require an additional Special Use Permit; the motion carried:

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

Chairman Townsend advised Mr. Badeaux that it will now go before the Board of Supervisors, who may add stipulations.

Old Business

(None)

New Business

(None)

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

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

the meeting was adjourned at 7:47 p.m.

Next Meeting: November 29, 2016



**Prince Edward County Planning Commission
Meeting Minutes
December 13, 2016
7:30 pm**

Members Present: John Townsend, Chairman Chris Mason, Vice Chairman
 Preston L. Hunt Mark Jenkins
 Jack Leatherwood Robert “Bobby” Jones,
 John “Jack” W. Peery, Jr., John Pregelman
 Cannon Watson
Absent: Donald Gilliam
Staff Present: Rob Fowler, Director of Planning & Community Development

Chairman Townsend called the December 13, 2016 meeting to order at 7:30 p.m.

In Re: Public Hearing – Amendments to Prince Edward County Zoning Ordinance

Chairman Simpson announced that this was the date and time scheduled for a public hearing on amendments to the Prince Edward County Zoning Ordinance. Notice of this hearing was advertised according to law in the Wednesday, November 30, 2016 and Wednesday, December 7, 2016 editions of THE FARMVILLE HERALD, a newspaper published in the County of Prince Edward.

Planning Commission Chairman John Townsend, III, called to order the Prince Edward County Planning Commission.

Mr. Rob Fowler, Planning and Community Development Director, stated Prince Edward County staff was contacted recently regarding the process to establish a Transitional Living Facility in the A1, Agricultural Conservation zoning district. After reviewing the current Zoning Ordinance, there is not a use classification that would allow this type of activity. He said staff suggests that the Board of Supervisors and the Planning Commission add a classification of “Transitional Living Facilities” as a use allowed by Special Use Permit in the A1, Agricultural Conservation (Article II, Section 2-100.3(B)2, and A2, Agricultural Residential (Article II, Section 2-200.3(B)2 zoning districts. Mr. Fowler stated applicants would have to 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 Transitional Living Facility be added to Article VI, Section 6-200.3(C):

***Transitional Housing Facility** – A facility providing housing/shelter primarily to homeless or transient persons and which may provide ancillary services such as counseling and/or vocational training. Number of occupants to be determined by special use permit, Fire and Building Codes.*

Supervisor Gray questioned if the definition is adopted, does that mean the facility is approved; Mr. Fowler stated each issue is separate.

Supervisor Timmons asked if these could be located anywhere in the county; Mr. Fowler stated it is proposed for only A1 and A2 districts. Mr. Fowler said they would need to follow the building and fire codes and there are limits on occupancy. He added anyone wishing to operate a facility would have to follow the Special Use Permit process; there is no regulation by the State or licensing for this type of facility. During the Special Use Permit process, the Planning Commission and Board of Supervisors will be able to specify the number of people that may stay at the facility at a time, the number of volunteers and staff, the hours of operation, and other factors, and it is up to the Board to set the limitations for each request. Discussion followed.

Supervisor Timmons made a motion, seconded by Supervisor Wilck, to take no action tonight and send the issues back to the Planning Commission for more information prior to a recommendation of their findings.

Supervisor Jones stated both the Board and the Commission are in attendance for the public hearing, as well as citizens for the purpose of the hearing; he suggested hearing the public opinion and then decide whether to send it back to the Planning Commission or move forward.

Supervisor Timmons withdrew his motion.

Supervisor Jones joined the Planning Commission; he presented the petition regarding possible rezoning.

Mr. Fowler stated there has been contact from surrounding property owners, two in opposition, one in support of the project. There has been no direct contact regarding the amendment, only the potential facility.

Mr. Bartlett reminded all that the issue presently before the Board and Planning Commission is to determine the outcome of the amendment to the Zoning Ordinance only. The next public hearing would be on the Special Use Request.

Chairman Simpson opened the public hearing.

Monroe Preston, owner of the property and Chairman of the local Salvation Army, stated he has been working with the homeless for six to eight years. He said there is a need in this community. Mr. Preston said an agreement has been drawn up to use the house as a temporary overnight, emergency shelter, with no intention on anyone staying for an extended period of time. He added the house and the organization are both insured.

Debora Warner, Rescue Mission Secretary and Treasurer, stated over the past six years, people have been given shelter in local churches. She explained the intake process, then stated the people are given dinner, they have access to bathing facilities, and may sleep safely. In the morning, the people are given breakfast and a bag lunch, and are taken back to town. She presented several examples of typical people helped.

Supervisor Timmons questioned the process used to verify the information given on the intake forms. Ms. Warner stated they search belongings and research through the Virginia State registry online; they also have a working relationship with the Sheriff's office and an account with BeenVerified.

Supervisor Timmons stated there is a petition of surrounding property owners opposed to the facility. Ms. Warner stated they were not aware of it, no one approached them.

Supervisor Gray asked if anyone has come to them to voice their concerns. She said there has been no contact or comments made to them. She added there have been no issues from anyone that has stayed with them; they did receive a donation of toys and clothes.

Discussion followed regarding the potential safety issues and concerns from surrounding property owners.

Planning Commissioner Peery questioned the largest number of people assisted at one time in the history of the organization. Ms. Warner stated the most was three years ago, six people were assisted. Normally it is one or two people.

Supervisor Townsend asked if there has ever been any incidents of violence. Ms. Warner stated there has been no violence. Discussion followed on the type of people normally served. Mr. Preston stated they refer people to STEPS, Crossroads and other churches for more assistance, depending on their circumstances. Ms. Warner added the intake is done at the Beulah AME Church.

Johnna Shular, President of the Farmville Area Rescue Mission (FARM), stated the program was started in 2010 and there have been no issues. More than ten organizations work in conjunction to assist people. The organization is faith-based, and the proposed location would only house four people, genders would be separate. There are statistics to show the need; a couple hundred people have been assisted since 2012, and STEPS has a Rapid

Rehouse Grant that can assist people further. From July 1 to November 1 [2016], 28 families have been assisted through a Homeless Solutions grant, and 17 were diverted to FARM. Discussion followed.

Deana Bennett, Hampden District, presented concerns regarding the facility and the lack of or miscommunication regarding the shelter for the homeless overnight. She stated the proper channels were not followed and is concerned that proper procedure won't be followed in the future. She said the safety of the neighbors must be considered, as there are elderly and children in the area. While the project is admirable, the residents need assurance that there will be background checks and the property values will not decline. Ms. Bennett stated it had been reported in the newspaper that long-term housing may be in the future plans for the shelter. She requested the Commission and the Board find out more about the proposed facility prior to making a decision.

Stephanie Aprzese spoke in favor of the homeless shelter, as she went through homelessness herself. She said the Rescue Mission took her in and now she has her own apartment, works two jobs and will attend Longwood University in the fall. She said she supports the facility, adding there is a need in this community.

Supervisor Cooper-Jones stated there is truly a need, although it may not be a good location. She stated STEPS and the FARM provide assistance to many, while most of us do not see the need. She then commended and thanked the organizations and Mr. Bartlett for his assistance in finding help for someone recently.

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

Planning Commissioner Chairman Townsend questioned the Commission members on any discussion.

In his role on the Planning Commission, Supervisor/Commissioner Jones said the need is there and the issue needs to be looked at, but there isn't enough information currently to make that decision. He said the neighbors need to be considered also.

Commissioner Jones made a motion, seconded by Commissioner Leatherwood, to revisit this issue at the January 2017 Planning Commission meeting, to allow time for more information to be gathered from other localities, in regard to stipulations and other determining factors. The motion carried unanimously:

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

Commission Chairman Townsend presented the Planning Commission's recommendation to the Board of Supervisors to delay action and revisit the issue at the January 2017 Planning Commission meeting, and to present a further recommendation after that time.

Supervisor Timmons made a motion, seconded by Supervisor Townsend, to accept the Planning Commission's recommendation table action and send the issue back to the Planning Commission for further information; the motion carried:

Aye:	Pattie Cooper-Jones	Nay: None
	Calvin L. Gray	
	Robert M. Jones	
	Odessa H. Pride	
	Howard F. Simpson	
	C. Robert Timmons, Jr.	
	Jerry R. Townsend	
	Jim R. Wilck	

Planning Commission Chairman Townsend adjourned the Planning Commission at 8:41 p.m.

Next Meeting: January 17, 2017



County of Prince Edward
 Planning Commission
 Agenda Summary

Meeting Date: January 17, 2017
 Item No.: 3
 Department: Planning and Community Development
 Staff Contact: Rob Fowler
 Issue: Special Use Permit-Angela Whittaker

Summary:

The County has received a special use permit application to permit the operation of a Private Educational Facility for up to thirty (30) children located at 1751 Lockett Road, on tax map parcel 0027-A-B and 041-A-A owned by Jamestown Presbyterian Church.

The proposed facility will offer full-time and part-time enrollment options for 9-15 year old students. The school will operate Monday-Friday from 7:30 am to 5:00 pm. 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 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 _____
 Second _____
 Prengaman _____

Mason _____
 Townsend _____
 Jenkins _____

Hunt _____
 Gilliam _____
 Leatherwood _____

Jones _____
 Watson _____
 Peery _____



January 3, 2017

Please publish the following public hearing notice in THE FARMVILLE HERALD on Friday, January 6, and Friday 13, 2017.



Notice of Public Hearings

The Prince Edward County Planning Commission will hold a public hearing on Tuesday, January 17, 2017 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. Amend the Zoning Ordinance to allow Transitional Living Facilities in the A1, Agricultural Conservation and A2 Agricultural Residential Districts by Special Use Permit.
2. Request by Farmville Area Rescue Mission for a Special Use Permit to operate a Transitional Living Facility located at 3777 Back Hampden Sydney Road on property identified as Tax Map Parcel 036-3-A. This is an A1, Agricultural Conservation District.
3. Request by Par 3 Development Group, LLC for a Special Use Permit to operate a Retail Sales Establishment located on Tax Map 41-A-27. This is an A1, Agricultural Conservation District.
4. Request by Angela Whittaker for a Special Use Permit to operate a private Educational Facility located on Tax Map Parcel 027-A-B and 041-A-1. This is an A1, Agricultural Conservation District.
5. Request by W. C. Newman Co., Inc. and Adams Construction for a Special Use Permit to allow a lighted monument sign. This is an A2, Agricultural Residential District.

A complete copy of the proposed amendments to the Zoning Ordinance and the Special Use Permit applications 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. 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.

NOT OVER 300 RINGS

COMMENTS: _____

PERMIT/APPLICATION NO _____
ZONING DISTRICT A-1
MAGISTERIAL DISTRICT _____
DATE SUBMITTED 11/23/16

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: Angela Whittaker Full Circle Education Center Inc.
Applicant's Address: 342 Sayers Hill Dr Rice VA 23966
Applicant's Telephone Number: (434) 607-1578

Present Land Use: Church / Jamestown Presbyterian Church

Legal Description of Property with Deed Book and Page No. or Instrument No. 1751 Lockett Rd. Rice VA
Land = map # 041-A-1 (approx. 1 acre)
Church - approx. 3 acres 027-A-B

Tax Map # _____ Acreage: 3.75

Narrative statement evaluating effects on adjoining properties (noise, odor, dust, fumes, etc.): (Attach additional sheet if necessary.) No negative impacts are anticipated.

Statement of general compatibility with adjacent and other properties in the zoning district. (Attach additional sheet if necessary.) Since property is already used as a church and the school activities are during business hours, the compatibility with adjacent land should be compatible.
Height of Principal Building (s): Feet approximately 25ft. Stories 1 story w/ basement

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.

Angela Whittaker
Signature of Applicant (if not property owner)

11-8-16
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.

Beverly B. Hines - trustee
Signature of Property Owner(s)

11-15-16
Date

Signature of Property Owner(s)

Date

Prince Edward County
Special Use Permit

Applicant: Angela Whittaker

Date: January 5, 2017

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-A-8A	Kacey M. Potter	1595 Lockett Road Rice, VA 23966	
027-6B-0	Mary Carroll-Hackett	1814 Lockett Road Rice, VA 23966	
027-A-9B	Allan Ritter	6098 Deer Run Lane Midlothian, VA 23112	
041-A-2	Howard M. Estes	1494 Lockett Road Rice, VA 23966	
041-A-3	James Wilson	199 Wilson Drive Rice, VA 23966	

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COUNTY ADMINISTRATOR
W.W. BARTLETT

POST OFFICE BOX 382
FARMVILLE, VA 23901

(434) 392-8837 VOICE
(434) 392-6683 FAX

WBARTLETT@CO.PRINCE-EDWARD.VA.US

COUNTY OF PRINCE EDWARD, VIRGINIA

January 4, 2017

RE: Special Use Permit Application at 1751 Lockett Road

To Whom It May Concern:

The Prince Edward County Planning Commission has scheduled a Public Hearing on Tuesday, January 17, 2017 at 7:00 p.m. to consider a Special Use Permit Application by Angela Whittaker. 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 Angela Whittaker to operate a Private Educational Facility located at Jamestown Presbyterian Church. The proposed facility will offer full-time and part-time enrollment options for 9-15 year old students and operate Monday-Friday from 7:30 a.m. to 5:00 p.m. 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-A-B and 041-A-and 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. 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,

Robert S. Fowler
Director
Planning and Community Development

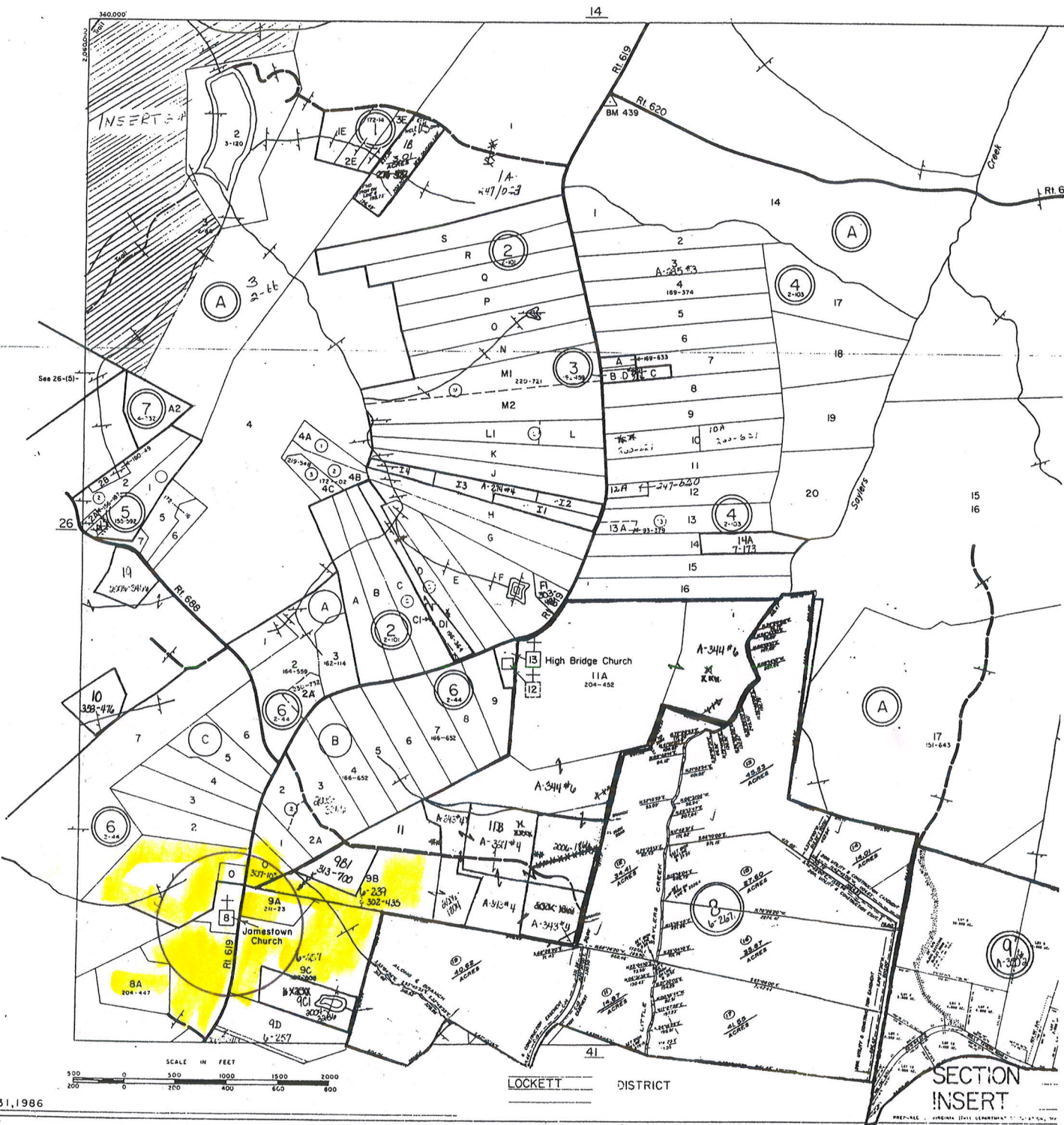
Full Circle Nature School

Description of School Programs and Operations

12-6-16

Full Circle Nature School will provide full-time and part-time enrollment options for 9 to 15 year old students. Enrollment will be open to no more than 30 students on a full-time basis. The school is a private tuition based educational program operated by Full Circle Education Center INC, a pending 501c3 non-profit education company. The school will operate Monday – Friday from 7:30 am – 5:00 pm. The school will utilize outdoor learning and community service projects as a foundation for curriculum development. Students will provide their own meals and snacks. Transportation will be provided by parents.

PRINCE EDWARD COUNTY



REVISED: DEC. 31, 1986



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

Meeting Date: January 17, 2017
Item No.: 4
Department: Planning Commission
Staff Contact: Rob Fowler
Issue: Special Use Permit-W. C. Newman Co., Inc. and Adams Construction

Summary:

The County has received a special use permit application to permit the installation of one lighted free standing sign located at 10630 Prince Edward Highway on tax map parcel 21-A-83B owned by High Bridge Realty, Inc.

The free-standing sign will be approximately 6' in height, and 32 square feet of signage. The property is zoned A2, Agricultural Residential District. Section 2-200.3 of the Prince Edward County Zoning Ordinance permits lighted signs by Special Use Permit.

Attachments:

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

Recommendations:

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

Motion _____
Second _____
Pregaman _____

Mason _____
Townsend _____
Jenkins _____

Hunt _____
Gilliam _____
Leatherwood _____

Jones _____
Watson _____
Peery _____



January 3, 2017

Please publish the following public hearing notice in THE FARMVILLE HERALD on Friday, January 6, and Friday 13, 2017.



Notice of Public Hearings

The Prince Edward County Planning Commission will hold a public hearing on Tuesday, January 17, 2017 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. Amend the Zoning Ordinance to allow Transitional Living Facilities in the A1, Agricultural Conservation and A2 Agricultural Residential Districts by Special Use Permit.
2. Request by Farmville Area Rescue Mission for a Special Use Permit to operate a Transitional Living Facility located at 3777 Back Hampden Sydney Road on property identified as Tax Map Parcel 036-3-A. This is an A1, Agricultural Conservation District.
3. Request by Par 3 Development Group, LLC for a Special Use Permit to operate a Retail Sales Establishment located on Tax Map 41-A-27. This is an A1, Agricultural Conservation District.
4. Request by Angela Whittaker for a Special Use Permit to operate a private Educational Facility located on Tax Map Parcel 027-A-B and 041-A-1. This is an A1, Agricultural Conservation District.
5. Request by W. C. Newman Co., Inc. and Adams Construction for a Special Use Permit to allow a lighted monument sign. This is an A2, Agricultural Residential District.

A complete copy of the proposed amendments to the Zoning Ordinance and the Special Use Permit applications 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. 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 AR
MAGISTERIAL DISTRICT _____
DATE SUBMITTED 12/15/16

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: W.C. NORMAN Co., Inc. & ADAMS CONSTRUCTION
Applicant's Address: P.O. Box 374 Farmville, VA 23901
Applicant's Telephone Number: (434) 547-6422

Present Land Use: CONCRETE PLANT & ASPHALT PLANT 224

Legal Description of Property with Deed Book and Page No. or Instrument No. Tax Map Parcel 21-A-83B

Tax Map # 21A-83B Acreage: 50.01

Narrative statement evaluating effects on adjoining properties (noise, odor, dust, fumes, etc.): (Attach additional sheet if necessary.) PERMIT IS FOR THE ERECTION OF A LIGHTED SIGN AT ENTRANCE. NO EFFECTS ON ADJOINING PROPERTY, (SEE ATTACHED)

Statement of general compatibility with adjacent and other properties in the zoning district. (Attach additional sheet if necessary.) COMPATIBLE: ONLY FOR ERECTION OF LIGHTED SIGN

Height of Principal Building (s): Feet N/A Stories N/A

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] W.C. NORMAN Co., Inc. 12/15/16
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.

Signature of Property Owner(s) Date

Signature of Property Owner(s) Date

Prince Edward County
Special Use Permit

Applicant: W.C. Newman Co., Inc. & Adams Construction
Date: January 4, 2017

Schedule B

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

Parcel ID	Owner	Address	Note
021-A-69 021-A-115 021-A-73	L. Garrick Hudson, Et Al	1311 Tuggle Road Farmville, VA 23901	
021-A-26	Appomattox PE Presbyterian Church	198 Church Road Prospect, VA 23960	
021-A-9B	David & Robyn Simpson	P.O. Box M Farmville, VA 23901	
021-A-83J	David & Robyn Simpson	1369 Simpson Road Prospect, VA 23960	
021-A-83I 021-A-83	Earl C. Motley	157 Tony Drive Concord, VA 24538	
021-A-115A	Leon Garrick Hudson & Angela Hall	1311 Tuggle Road Farmville, VA 23901	
021-A-75			
021-A-76 021-A-77A 021-A-77	Latonya Allen Payne, Et Al	989 Tuggle Road Farmville, VA 23901	
021-A-80	Viola Jackson	1109 Tuggle Road Farmville, VA 23901	
021-A-81			

021-A-82 Maude Welton 1153 Tuggle Road
Farmville, VA 23901

021-A-79	Zandra Smith Moor-EI, Et Al	3441 East 139 th Street Cleveland, OH 44120
021-5-1		
021-A-113	Joyce Hurff, Et Al	5704 57 th Way West Palm Beach, FL 33409
021-A-95	Warren Armstead, Jr.	43 Township Road South Point, OH 45980
021-A-96		
021-A-83	Hudson Investment Properties, LLC C/O Gail Hudson	1600 Westbrook Ave Tower 850 Richmond, VA 23227
021-A-83E	Timothy Tharpe	1815 Price Drive Farmville, VA 23901
021-5-2	James & Brenda Cross	1272 Tuggle Road Farmville, VA 23901

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(434) 392-8837 VOICE
(434) 392-6683 FAX

WBARTLETT@CO.PRINCE-EDWARD.VA.US

COUNTY OF PRINCE EDWARD, VIRGINIA

January 4, 2017

RE: Special Use Permit Application at 10630 Prince Edward Highway

To Whom It May Concern:

The Prince Edward County Planning Commission has scheduled a Public Hearing on Tuesday, January 17, 2017 at 7:00 p.m. to consider a Special Use Permit Application by W. C. Newman, Co., Inc. and Adams Construction. 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.

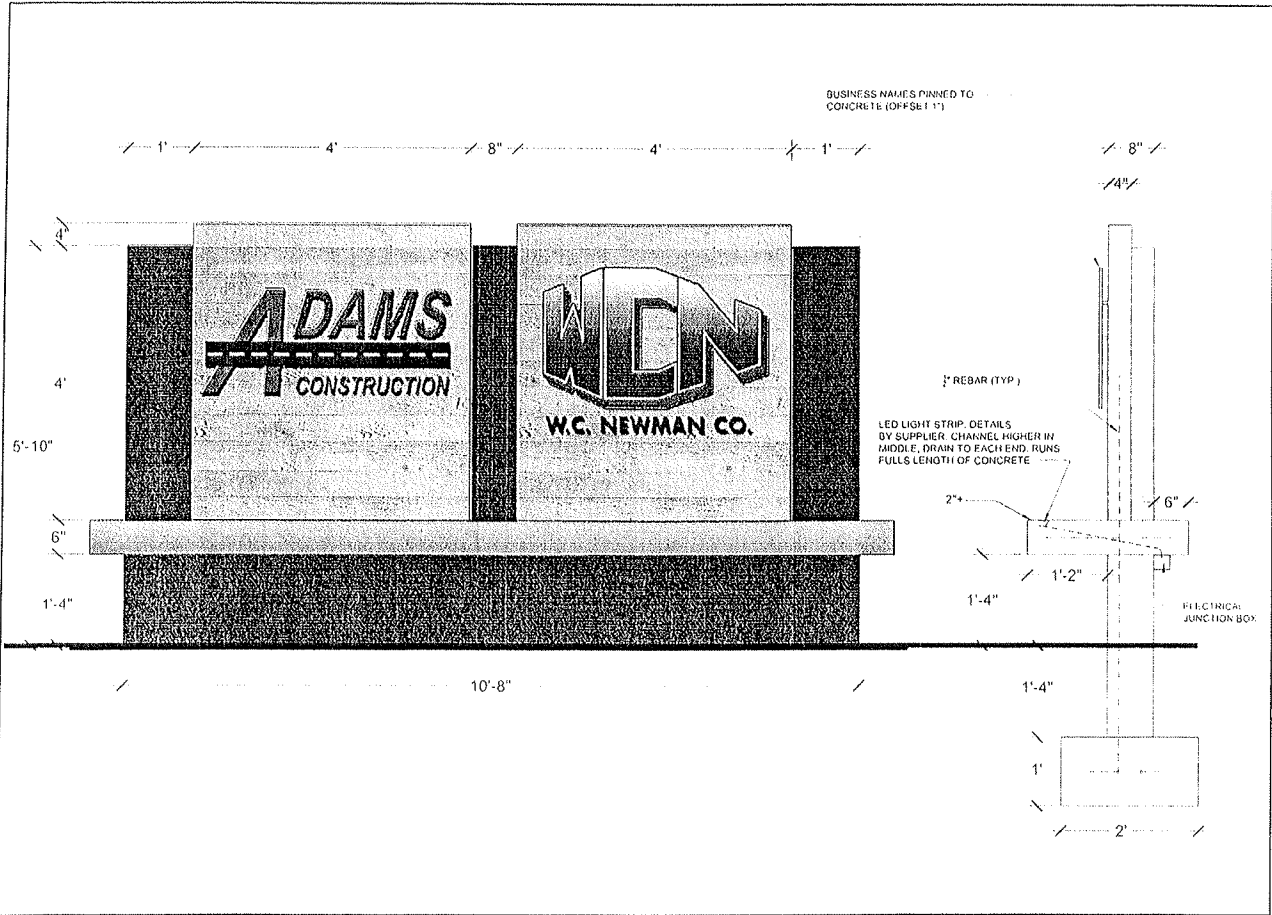
This Special Use Permit application is a request to install one lighted freestanding sign 6' in height and approximately 32 square feet of signage. This request is a use that is allowed in the A2, Agricultural Residential District by a Special Use Permit.

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. 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,

Robert S. Fowler
Director
Planning and Community Development

STEP 4 2016-11-29 17:01 Z:\COMMERCIAL\WGN-ADAMS\SIGN WALL.DWG



HD
HARVEY DESIGN
LAND ARCHITECTS
 811 Lakeside, Suite 200, Spring Valley, VA
 Tel: 434-888-5392
 www.HDVA.com

SIGN CONCEPT FOR CR ABBOTT

COMM NO:
 DATE: NOVEMBER 2016
 DRAWN: BAH
 DESIGN: PSH
 CHECK: PSH
 SCALE: 3/4"=1'-0"
 SHIT. NO.:



County of Prince Edward
Planning Commission
Agenda Summary

Meeting Date: January 17, 2017
Item No.: 5
Department: Planning and Community Development
Staff Contact: Rob Fowler
Issue: Special Use Permit-Par 3 Development Group, LLC

Summary:

The County has received a special use permit application to permit the construction of a retail establishment located at the southwest corner of the intersection of Prince Edward Highway (US 460) and Rices Depot Road on Tax Map Parcel 41-A-27 owned by Talmadge and Mary Yeatts.

The proposed store will be approximately 7,500 square feet and provide 31 parking spaces and operate as a Dollar General Store. This is an allowed use in the A1, Agricultural Conservation District by Special Use Permit.

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 _____

Mason _____
Townsend _____
Jenkins _____

Hunt _____
Gilliam _____
Leatherwood _____

Jones _____
Watson _____
Peery _____



January 3, 2017

Please publish the following public hearing notice in THE FARMVILLE HERALD on Friday, January 6, and Friday 13, 2017.



Notice of Public Hearings

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2. Request by Farmville Area Rescue Mission for a Special Use Permit to operate a Transitional Living Facility located at 3777 Back Hampden Sydney Road on property identified as Tax Map Parcel 036-3-A. This is an A1, Agricultural Conservation District.
3. Request by Par 3 Development Group, LLC for a Special Use Permit to operate a Retail Sales Establishment located on Tax Map 41-A-27. This is an A1, Agricultural Conservation District.
4. Request by Angela Whittaker for a Special Use Permit to operate a private Educational Facility located on Tax Map Parcel 027-A-B and 041-A-1. This is an A1, Agricultural Conservation District.
5. Request by W. C. Newman Co., Inc. and Adams Construction for a Special Use Permit to allow a lighted monument sign. This is an A2, Agricultural Residential District.

A complete copy of the proposed amendments to the Zoning Ordinance and the Special Use Permit applications 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. 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 A-1
MAGISTERIAL DISTRICT District 2
DATE SUBMITTED _____

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 3 Development Group, LLC
Applicant's Address: 2075 Juniper Lake Road, West End, NC 27376
Applicant's Telephone Number: (910) 944-0881

Present Land Use: Vacant Lot

Legal Description of Property with Deed Book and Page No. or Instrument No. Portion of property deeded to Talmadge H. Yeatts and Mary T. Yeatts as recorded in Deed Book 158 Page 21
AKA MARY B YEATTS

Tax Map # Portion of 41-A-27 Acreage : 1.965 acres

Narrative statement evaluating effects on adjoining properties (noise, odor, dust, fumes, etc.): (Attach additional sheet if necessary.) No anticipated effects on adjoining property owners. Landscape buffer along residential district. Commercial entrance will have a turn lane to mitigate traffic ingress/egress. Nighttime friendly lighting with full cut-off shields. No noise, odor, dust, fumes, etc.

Statement of general compatibility with adjacent and other properties in the zoning district. (Attach additional sheet if necessary.) In addition to the above statement, the property owner strives to be courteous and respectful neighbors. All measures will be taken to be compatible with adjacent and nearby properties.

Height of Principal Building (s): Feet 21.0' Stories 1 story

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.

Talmadge H. Yeatts _____
Signature of Property Owner(s) Date 11-3-16
AKA Mary B Yeatts _____
Signature of Property Owner(s) Date 11-03-2016
Mary T Yeatts _____
Signature of Property Owner(s) Date 11-03-16

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 _____

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: Par 3 Development

Date: January 4, 2017

Schedule B

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

Parcel ID	Owner	Address	Note
041-A-28	Jennifer Dempsey	955 Rices Depot Road Rice, VA 23966	
041-A-31	Starr Jones	89 Pisgah Church Road Rice, VA 23966	
041-2-1B	Virginia Estes	57 Gully Tavern Road Rice, VA 23966	
041-6-A	Carolyn Bowman	24120 Prince Edward Highway Rice, VA 23966	
041-6-B1	Rice Volunteer Fire Department	P.O. Box 67 Rice, VA 23966	
041-7-3A 041-7-3C	Gregory Hicks	24095 Prince Edward Highway Rice, VA 23966	
041-7-3B	Dennis Daniels	10610 W. Bunker Hill Road Rice, VA 23966	
041-7-A 041-7-4D	Samuel Baker	P.O. Box 181 Rice, VA 23966	
041-7-4E	Joel & Joyce Yankey	82 Gully Tavern Road, Rice, VA 23966	

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COUNTY ADMINISTRATOR
W.W. BARTLETT

POST OFFICE BOX 382
FARMVILLE, VA 23901

(434) 392-8837 VOICE
(434) 392-6683 FAX

WBARTLETT@CO.PRINCE-EDWARD.VA.US

COUNTY OF PRINCE EDWARD, VIRGINIA

January 4, 2017

RE: Special Use Permit Application at Southwest Corner of the intersection fo Prince Edward Highway (US 460) and Rices Depot Road

To Whom It May Concern:

The Prince Edward County Planning Commission has scheduled a Public Hearing on Tuesday, January 17, 2017 at 7:00 p.m. to consider a Special Use Permit Application by Par 3 Development Group, 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 Par 3 Development Group, LLC. to allow the construction of a retail store approximately 7,500 square in area and provide 31 parking spaces on property located on Tax Map Parcel 41-A-27 owned by Talmadge and Mary Yeatts. 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. 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,

Robert S. Fowler
Director
Planning and Community Development

October 31, 2016

Planning Commission
Department of Planning & Community Development
P.O. Box 382
Farmville, VA 23901



Re: Proposed Dollar General Store - Special Use Permit - Rice, Virginia

Planning Commission:

Par 3 Development Group, LLC (P3DG) would like to request a Special Use Permit for a proposed Dollar General Store in an A1 Agriculture Conservation District. Per Article II, Section 2-100.3 (B) of the Prince Edward County Code of Ordinances, a commercial use store is permitted by Special Use Permit in the A1 Agriculture Conservation District.

The proposed site is located on a 1.965 acre portion of Tax Map Number 41-A-27 at the southwest corner of the intersection of Prince Edward Highway (US 460) and Rices Depot Road (SR 600). The 7,500 square foot store will have 31 parking spaces, an ingress/egress entrance with right turn lane and taper, truck loading/unloading area with a dumpster pad, buffer and parking lot landscaping, and stormwater management BMPs.

It is the intentions of the developer to purchase the portion of Tax Map Number 41-A-27, and allow for the original property owner to remain a resident of the residual parcel. There are no adverse effects to adjoining properties or other properties in the area. The right turn lane will mitigate traffic ingress/egress. Landscaping will be utilized along the residential district boundaries to buffer the store. Nighttime friendly lighting will be used to illuminate only necessary areas, and full cut-off shields eliminate light pollution. All measures will be taken to ensure safety and compatibility with adjacent and nearby properties.

Par 3 Development Group, LLC believes there is enough justification to grant a Special Use Permit for the aforementioned development.

If there are any questions, comments, or concerns or if you require further information please contact me at (910) 944-0881 or zac@par5development.com. Thank you for your time and consideration.

Respectfully,



Zachary D. Ivey
Assistant Development Manager
Par 5 Development Group, LLC



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

Meeting Date: January 17, 2017
Item No.: 6
Department: Planning and Community Development
Staff Contact: Rob Fowler
Issue: Proposed Ordinance Amendment

Summary:

Prince Edward County staff was contacted recently regarding the process to establish a Transitional Housing Facility in the A1, Agricultural Conservation 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 “Transitional Housing Facilities” as a use allowed by Special Use Permit in the following zoning districts:

A1, Agricultural Conservation and A2, Agricultural Residential

Applicants would have to 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 Transitional Housing Facility be added to Article VI, Section 6-200.3(c).

Transitional Housing Facility – A facility providing housing / shelter primarily to homeless or transient persons and which may provide ancillary services such as counseling and/or vocational training. Number of occupants to be determined by special use permit, Fire and Building Codes.

Attachments:

1. Public Hearing Notice
2. Proposed Ordinance

Recommendations:

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

Motion _____
Second _____
Prengaman _____

Mason _____
Townsend _____
Jenkins _____

Hunt _____
Gilliam _____
Leatherwood _____

Jones _____
Watson _____
Peery _____



January 3, 2017

Please publish the following public hearing notice in THE FARMVILLE HERALD on Friday, January 6, and Friday 13, 2017.



Notice of Public Hearings

The Prince Edward County Planning Commission will hold a public hearing on Tuesday, January 17, 2017 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. Amend the Zoning Ordinance to allow Transitional Living Facilities in the A1, Agricultural Conservation and A2 Agricultural Residential Districts by Special Use Permit.
2. Request by Farmville Area Rescue Mission for a Special Use Permit to operate a Transitional Living Facility located at 3777 Back Hampden Sydney Road on property identified as Tax Map Parcel 036-3-A. This is an A1, Agricultural Conservation District.
3. Request by Par 3 Development Group, LLC for a Special Use Permit to operate a Retail Sales Establishment located on Tax Map 41-A-27. This is an A1, Agricultural Conservation District.
4. Request by Angela Whittaker for a Special Use Permit to operate a private Educational Facility located on Tax Map Parcel 027-A-B and 041-A-1. This is an A1, Agricultural Conservation District.
5. Request by W. C. Newman Co., Inc. and Adams Construction for a Special Use Permit to allow a lighted monument sign. This is an A2, Agricultural Residential District.

A complete copy of the proposed amendments to the Zoning Ordinance and the Special Use Permit applications 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. 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.

(B) The following uses are permitted by special use permit in the A2 Agricultural Residential District, subject to all other applicable requirements contained in this ordinance. An asterisk (*) indicates that the use is subject to additional, modified or more stringent standards as listed in Article III, Use and Design Standard

1. Agricultural Use Types

(None)

2. Residential Use Types

Family Day Care Home *
Single Family Dwelling, Attached
Townhouse *
Transitional Living Facility

3. Civic Use Types

Assisted Care Residence
Clubs
Correction Facilities
Cultural Services
Halfway House
Life Care Facility
Nursing Home

4. Office Use Types

Financial Institutions
General Offices

5. Commercial Use Types

Automobile Repair Services - Minor
Campgrounds
Commercial Outdoor Sports and Recreation
Construction Sales and Services
Convenience Store Day Care
Center * Equipment Sales
and Rental Flea Market
Funeral Services
Garden Center

from this definition are drug or alcohol rehabilitation centers, half-way houses and similar uses.

SINGLE FAMILY DWELLING - A site built or modular building designed for or used exclusively as one dwelling unit for permanent occupancy.

DETACHED - A single family dwelling which is surrounded by open space or yards on all sides is located on its own individual lot, and which is not attached to any other dwelling by any means.

ATTACHED - Two single family dwellings sharing a common wall area, each on its own individual lot.

TOWNHOUSE - A grouping of three or more attached single family dwellings in a row in which each unit has its own front and rear access to the outside, no unit is located over another unit, and each unit is separated from any other unit by one or more common walls.

TRANSITIONAL LIVING FACILITY- **A facility providing housing/shelter primarily to homeless or transient persons and which may provide ancillary services such as counseling and/or vocational training. Number of occupants to be determined by special use permit, Fire and Building Codes.**

TWO FAMILY DWELLING - The use of an individual lot for two dwelling units which share at least one common wall, each occupied by one family. A two family dwelling is also referred to as a "duplex."



County of Prince Edward
Planning Commission
Agenda Summary

Meeting Date: January 17, 2017
Item No.: 7
Department: Planning and Community Development
Staff Contact: Rob Fowler
Issue: Special Use Permit-Farmville Area Rescue Mission

Summary:

The County has received a special use permit application from Farmville Area Rescue Mission to permit transitional housing within an existing single-family residence located at 3777 Back Hampden Sydney Road on Tax Map Parcel 036-3-A owned by Preston Monroe. The property is zoned A1, Agricultural Conservation, and this zoning classification permits Transitional Housing by Special Use Permit.

The property is approximately 1.5 acres, no exterior improvements are planned and the location has ample parking on site.

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 _____
Second _____
Prengaman _____

Mason _____
Townsend _____
Jenkins _____

Hunt _____
Gilliam _____
Leatherwood _____

Jones _____
Watson _____
Peery _____



January 3, 2017

Please publish the following public hearing notice in THE FARMVILLE HERALD on Friday, January 6, and Friday 13, 2017.



Notice of Public Hearings

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11 P.M. - 7 A.M.

COMMENTS: _____

PERMIT/APPLICATION NO _____
ZONING DISTRICT A1
MAGISTERIAL DISTRICT _____
DATE SUBMITTED 11/21/16

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: Monroe D. Preston
Applicant's Address: P.O. Box 232 Farmville, VA 23901
Applicant's Telephone Number: 434 392-3859

Present Land Use: Residential: Proposed Special Use Temporary, Overnight emergency shelter
Legal Description of Property with Deed Book and Page No. or Instrument No. LOT A Deed Book 287 Page 765

Tax Map # 36-3-A+B Acreage: 1.5

Narrative statement evaluating effects on adjoining properties (noise, odor, dust, fumes, etc.): (Attach additional sheet if necessary.) NO effects from noise, odor, dust or fumes.

Statement of general compatibility with adjacent and other properties in the zoning district. (Attach additional sheet if necessary.) We are the 4th house on left, first 3 houses are rental properties. Two of the 3 are duplexes. There is a lot "B" between residential houses

Height of Principal Building (s): Feet Unknown Stories One (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.

Shanna Shular (Farm President) 11/21/2016
Signature of Applicant (if not property owner) Date

PROPERTY OWNER'S STATEMENT
I hereby certify that I am the owner of the above described property and the information herein is true 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.

Monroe D. Preston 11/21/2016
Signature of Property Owner(s) Date

Signature of Property Owner(s) _____
Date _____

IF YOU ARE NOT THE PROPERTY OWNER, ALL PROPERTY OWNER(S) SIGNATURES ARE REQUIRED.

Application Fee \$300.00 Fee Received by [Signature] Date 11/21/16

COPIES OF DEEDS AND RECORDS SUBMITTED

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

Prince Edward County
Special Use Permit

Applicant: Farmville Area Rescue Mission/Monroe Preston
Date: January 4, 2017

Schedule B

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

Parcel ID	Owner	Address	Note
036-3-C	Priscilla Pollard Live Estate C/O Richard Pollard	3833 Back Hampden Sydney Road Farmville, VA 23901	
036-3-D 036-A-61	Joseph & Frances Huddleston	4228 Back Hampden Sydney Road Farmville, VA 23901	
036-A-61A	Debora Epps	3556 Back Hampden Sydney Road Farmville, VA 23901	
036-A-61B	Clyde Huddleston	4228 Back Hampden Sydney Road Farmville, VA 23901	
036-A-61C	Opal Mae Jania	3744 Back Hampden Sydney Road, Farmville, VA 23901	
036-A-61D	Rodney & Christopher Huddleston	3612 Back Hampden Sydney Road Farmville, VA 23901	
036-A-67B	Thomas Huddleston, Rodney Huddleston & Trainer Thomas	3612 Back Hampden Sydney Road, Farmville, VA 23901	

BOARD OF SUPERVISORS

HOWARD F. SIMPSON
CHAIRMAN

PATTIE COOPER-JONES
VICE CHAIRMAN

CALVIN L. GRAY
ROBERT M. JONES
CHARLES W. MCKAY
C. ROBERT TIMMONS, JR.
JERRY R. TOWNSEND
JAMES R. WILCK



COUNTY ADMINISTRATOR
W.W. BARTLETT

POST OFFICE BOX 382
FARMVILLE, VA 23901

(434) 392-8837 VOICE
(434) 392-6683 FAX

WBARTLETT@CO.PRINCE-EDWARD.VA.US

COUNTY OF PRINCE EDWARD, VIRGINIA

January 4, 2017

RE: Special Use Permit Application at 3777 Back Hampden Sydney Road

To Whom It May Concern:

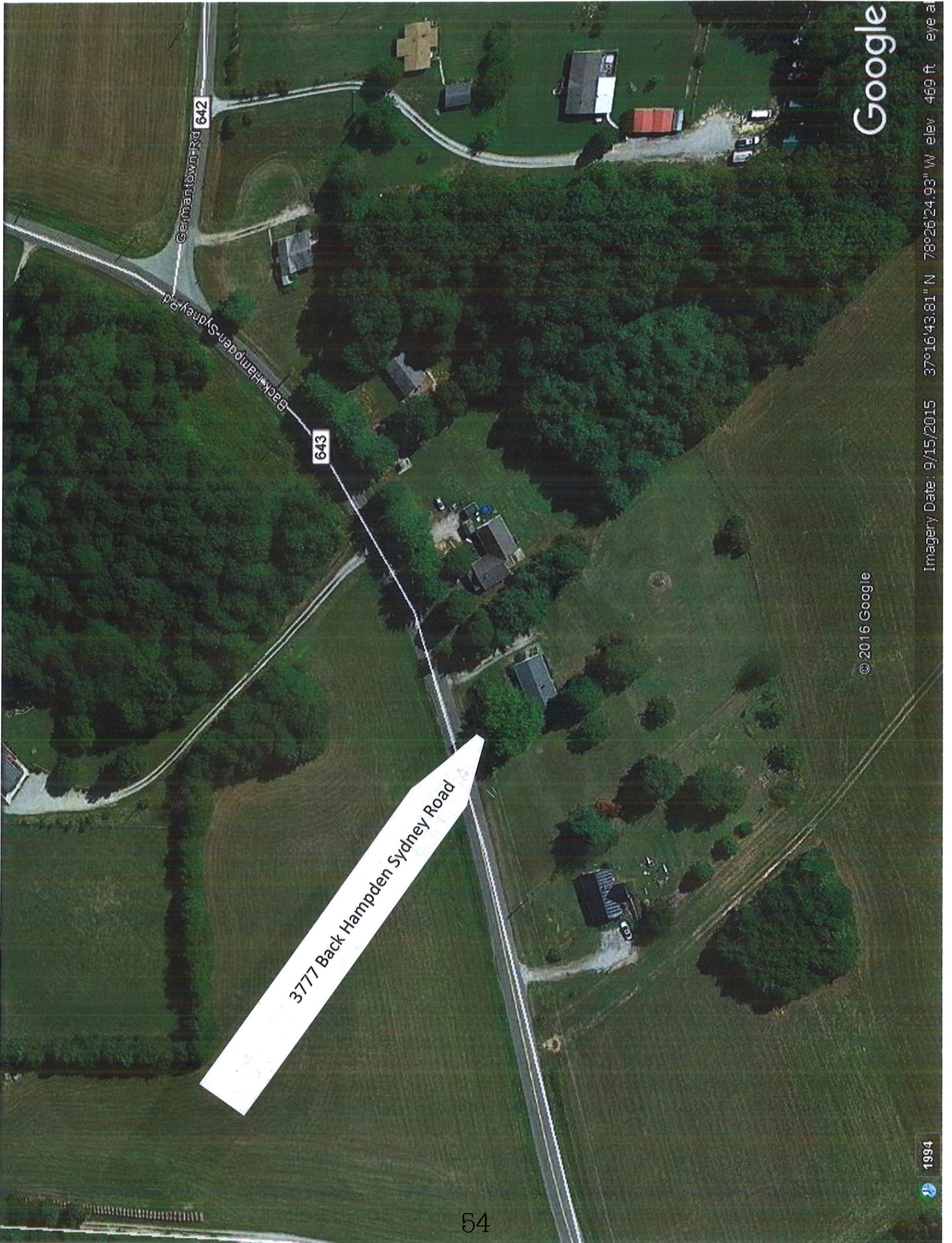
The Prince Edward County Planning Commission has scheduled a Public Hearing on Tuesday, January 17, 2017 at 7:00 p.m. to consider a Special Use Permit Application by Farmville Area Rescue Mission/Monroe Preston. The meeting will be held in the Board Room on the Third Floor of the Prince Edward County Courthouse. A public hearing gives the Planning Commission the opportunity to gather citizen input prior to considering the special use request.

The County has received a request by Farmville Area Rescue Mission/Monroe Preston to permit the operation of a Transitional Living Facility in an existing swelling located at 3777 Back Hampden Sydney Road on Tax Map 036-3-A owned by Monroe Preston. The property is presently zoned A1, Agricultural Conservation District, and this zoning classification permits a Transitional Living Facility 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,

Robert S. Fowler
Director
Planning and Community Development



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Imagery Date: 9/15/2015 37°16'43.81" N 78°26'24.93" W elev 469 ft eye a

1994

3777 Back Hampden Sydney Road