

PRINCE EDWARD COUNTY PLANNING COMMISSION

October 25, 2016

AGENDA

7:00 p.m. 1.		Chairman Townsend will call the October meeting to order.	
	2.	Approval of the Minutes: August 16, 2016	1
	3.	Public Hearings: a. Amendments to the Zoning Ordinance	5
		b. Special Use Permit for Barry and Gwendolyn Martin	7
		c. Special Use Permit for BRW Enterprises, LLC	15

Next Meeting: November 29, 2016 at 7:00 p.m.



Meeting Date:

October 25, 2016

County of Prince Edward Planning Commission Agenda Summary

Item No.:	2		
Department:	Planning and Community D	Development	
Staff Contact:	Rob Fowler		
Issue:	Meeting Minutes		
Summary:			
Meeting minutes ar	e attached for your review and a	pproval.	
Attachments: 1. Minutes of A	ugust 16, 2016		
Recommendations	: :		
Approval.			
Motion	Mason Townsend	Hunt Gilliam	Jones



Prince Edward County Planning Commission Meeting Minutes August 16, 2016 7:00 pm

Members Present: John Townsend, Chairman Chris Mason, Vice Chairman

Donald Gilliam Preston L. Hunt

Jack Leatherwood John "Jack" W. Peery, Jr.

John Prengaman Cannon Watson

Absent: Mark Jenkins, Robert "Bobby" Jones

Staff Present: Rob Fowler, Director of Planning & Community Development

Chairman Townsend called the August 16, 2016 meeting to order at 7:00 p.m. stating its purpose was for a work session to discuss a particular issue.

Approval of Minutes: May 17, 2016:

Chairman Townsend requested any changes or corrections be made known.

Chairman Townsend made a motion to approve the May 17, 2016 minutes as presented; the motion carried:

Aye: Donald Gilliam Nay: (None)

Preston C. Hunt

Clifford Jack Leatherwood

Chris Mason

John "Jack" W. Peery, Jr. John Townsend, III

Cannon Watson

Absent: Mark Jenkins, Robert M. Jones

In Re: Review of Subdivision Ordinance - Manufactured Homes

Mr. Fowler reported that during his research on other localities' ordinances, this would be a challenging thing to create development standards. He said other ordinances do not set forth regulations on manufactured homes to create subdivisions; they are treated as stick built. Mr. Fowler reported the County Administrator and County Attorney feel it best to hold a public hearing to strike the whole use and definition of the current ordinance in the A1 and A2 zoning districts. He said the updated Subdivision Ordinance would make it very challenging for someone to develop the roads to the Secondary Roads to VDOT standards for a subdivision for a manufactured home; he added other community development professionals like the manufactured home park development standards but to do a subdivision would be very challenging.

Mr. Fowler recommended the Planning Commission hold a public hearing in September and recommend to the Board that those uses from A1 and A2 and their definitions be stricken from the current ordinance. They would be treated the same as a stick-built subdivision in the future.

Chairman Townsend stated an exception would be, for example, a family subdivision and that would be on a case by case basis. He added that would also ensure the well and septic is done correctly and it wouldn't be shared. Discussion followed.

Chairman Townsend made a motion, seconded by Commissioner Mason, to hold a public hearing on the Subdivision Ordinance amendment to strike the manufactured home use and definitions from the A1 and A2 zoning districts; the motion carried:

Nay:

(None)

Aye: Donald Gilliam

Preston C. Hunt

Clifford Jack Leatherwood

Chris Mason

John "Jack" W. Peery, Jr. John Townsend, III

Cannon Watson

Absent: Mark Jenkins, Robert M. Jones

Old Business

(None)

New Business

(None)

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

Aye: Donald Gilliam Nay: (None)

Preston C. Hunt Mark Jenkins Robert M. Jones Chris Mason

John "Jack" W. Peery, Jr.

John Prengaman John Townsend, III Cannon Watson

Absent: Clifford Jack Leatherwood

the meeting was adjourned at 7:09 p.m.

Next Meeting: September 20, 2016



County of Prince Edward Planning Commission Agenda Summary

Meeting Date: October 25, 2016

Item No.: 3a

Department: Planning and Community Development

Staff Contact: Rob Fowler

Issue: Proposed Zoning Amendments

Summary:

Prince Edward County staff was contacted recently 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.

Staff suggests that the Planning Commission add a classification of "Retail Sales Establishments" 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 Retail Sales be added to Article VI, Section 6-200.9 section (C) as well.

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

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)

Attachments:

1. Public Hearing Notice

Recommendations:

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

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



County of Prince Edward Planning Commission Agenda Summary

Meeting Date: October 25, 2016

Item No.: 3b

Department: Planning and Community Development

Staff Contact: Rob Fowler

Issue: Special Use Permit-Barry and Gwendolyn Martin

Summary:

The County has received a 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 property is presently zoned A1, Agricultural Conservation, and this zoning classification permits Bed and Breakfast 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	Mason	Hunt	Jones
Second	Townsend	Gilliam	Watson
Prengaman	Jenkins	Leatherwood	Peery



NOTICE OF PUBLIC HEARINGS

The Prince Edward County Planning Commission will hold public hearings on Tuesday, October 25, 2016 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 retail sales including firearms and ammunition in the A1, Agricultural Conservation and A2 Agricultural Residential Districts by Special Use Permit; and amend the A1, Agricultural Conservation and A2, Agricultural Residential Districts pertaining to Manufactured Home Subdivisions.
- Request by Barry and Gwendolyn Martin for a Special Use Permit to operate a Bed and Breakfast located at 265 Pisgah Church Road on property identified as Tax Mad Parcel 041-19-1. This is an A1, Agricultural Conservation District.
- 3. Request by BRW Enterprises, LLC for a Special Use Permit to allow retail sales located at 152 Patrick Henry Highway on property identified as Tax Map 120-A-32A. This is an A1, Agricultural Conservation 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.

	<u> </u>
COMMENTS:	PERMIT/APPLICATION NO
	ZONING DISTRICT
	MAGISTERIAL DISTRICT
	DATE SUBMITTED 12 16
Country	of Duines Edward
PLEASE PRINT OR TYPE	of Prince Edward
	RD COUNTY APPLICATION
FOR SP	PECIAL USE PERMIT
TO: PRINCE EDWARD COUNTY PLANNING	COMMISSION SPECIAL EXCEPTION BEOLIESTED.
VIA: ZONING ADMINISTRATOR	COMMISSION SPECIAL EXCEPTION REQUESTED:
The undersigned owner of the following descri	ibed property hereby applies for a Special Use permit as
Standards of the Zoning Ordinance of Prince Edward C	ements are found in Section 4-100 of Article IV Development
- · · · · · · · · · · · · · · · · · · ·	• •
Applicant's Name: BATERY W + 61	MENDOLYN J. MARTINI CHURCH ROAD RICE, VA. 23966
Applicant's Address: 248' P156A1+	CHURCH TROAD TRICE, VA. 23966
Applicant's Telephone Number: (434 392-	6044 (910-622-0805) CCU
Present Land Use: FARM	•
	Tiere Paris Fo
Legal Description of Property with Deed Book and Pag	e No. or instrument No. RICKU BEND FA
3-Dd1V1510N LOT 1	D-5KFY 2004-3560
1 9 13 10 1	
Tax Map # 04/-19-/	Acreage: 31.770
Narrative statement evaluating effects on adjoining pro-	perties (noise, odor, dust, fumes, etc.); (Attach additional sheet if
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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

Signature of Property Owner(s)

Fee Received by

Date

Date 10/3/16

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

ROBERT Fouler

Prince Edward County Application for Special Use Permit

Applicant's Name: Barry W & Gwendolyn J Martin

Applicant's Address 248 Pisgah Church Road, Rice, VA 23966

Applicant's Telephone Number: 434-392-6049 (home), 910-622-0885 (mobile)

Continuation from application dated 9/15/16

Narrative Statement evaluating effects on adjoining properties (noise, odor, dust, fumes, etc.):

The primary use will be for our daughter's family to spend the night when visiting. She, her husband and their son all have allergies to our pets which prohibit them for spending more than a few hours in our house. They have taken to sleeping in a tent in the back yard, which during warm and dry weather is fine but won't do once it gets wet or cold.

We have considered possibly using this for <u>occasional</u> single family housing for small families coming to the area for the Rails to Trails, or parents attending graduation of their children, or other family events at Longwood and Hampden Sydney. Since this will be within constant sight of our home we would be able to ensure that people using the dwelling for this type of use were who they said they were and that they behaved accordingly while on our property.

Statement of general compatibility with adjacent and other properties in the zoning district

Since this is for occasional housing for short term family and guests, we see no negative impact to the adjoining neighbors, other than a shared driveway with our neighbor Earl Townsend (246 Pisgah Church Road). Our daughter already travels this driveway when she visits so there would be no increase traffic for that. The only additional traffic would be the possible occasional rental.

Prince Edward County Special Use Permit

Applicant:

Barry & Gwendolyn Martin

Date: October 12, 2016

Schedule B

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

Parcel ID	Owner	Address	Note
040-3-2	Crystal Howard	648 Rices Depot Road	
		Rice, VA 23966	
041-A-45		P.O. Box 57	
	George & Linda Lewis	Rice, VA 23966	
041-A-44	James & Beth Anne Bell	P.O. Box 895	
		Farmville, VA 23901	
041-A-46	Bryan & Caryn Kayton	P.O. Box 68	
		Rice, VA 23966	
041-A-50	William & Brenda Collins	342 Pisgah Church Road	
		Rice, VA 23966	
	! !		

BOARD OF SUPERVISORS

HOWARD F. SIMPSON CHAIRMAN

PATTIE COOPER-JONES

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

October 11, 2016

RE: Special Use Permit Application at 248 Pisgah Church Road

To Whom It May Concern:

The Prince Edward County Planning Commission has scheduled a Public Hearing on Tuesday, October 25, 2016 at 7:00 p.m. to consider a Special Use Permit Application by Barry and Gwendolyn Martin. 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.

The County has received a request by Barry and Gwendolyn Martin to permit the operation of a Bed and Breakfast in an existing building located at 248 Pisgah Church Road on Tax Map 041-19-1 owned by Barry and Gwendolyn Martin. The property is presently zoned A1, Agricultural Conservation District, and this zoning classification permits a Bed and Breakfast by Special Use Permit.

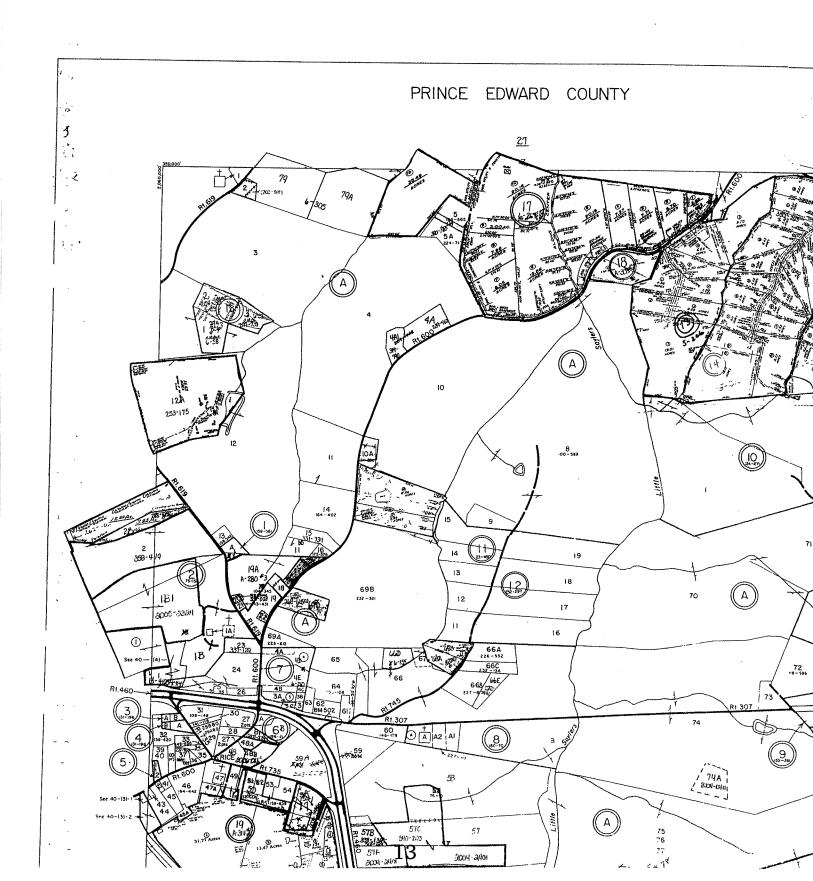
You are receiving this notice because you own land adjacent to this parcel. The Special Use Permit application is available for review in the Prince Edward County Department of Planning and Community Development and on the county web page at www.co.prince-edward.va.us. If you have any questions about 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





County of Prince Edward Planning Commission Agenda Summary

Meeting Date: October 25, 2016

Item No.: 3c

Department: Planning and Community Development

Staff Contact: Rob Fowler

Issue: Special Use Permit-BRW Enterprises, LLC

Summary:

The County has received a special use permit application to permit retails 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.

The 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.

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	Mason	Hunt	Jones
Second	Townsend	Gilliam	Watson
Prengaman	Jenkins	Leatherwood	Peery



NOTICE OF PUBLIC HEARINGS

The Prince Edward County Planning Commission will hold public hearings on Tuesday, October 25, 2016 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 retail sales including firearms and ammunition in the A1, Agricultural Conservation and A2 Agricultural Residential Districts by Special Use Permit; and amend the A1, Agricultural Conservation and A2, Agricultural Residential Districts pertaining to Manufactured Home Subdivisions.
- 2. Request by Barry and Gwendolyn Martin for a Special Use Permit to operate a Bed and Breakfast located at 265 Pisgah Church Road on property identified as Tax Mad Parcel 041-19-1. This is an A1, Agricultural Conservation District,
- 3. Request by BRW Enterprises, LLC for a Special Use Permit to allow retail sales located at 152 Patrick Henry Highway on property identified as Tax Map 120-A-32A. This is an A1, Agricultural Conservation 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/
	MAGISTERIAL DISTRICT,
	DATE SUBMITTED 9/15/11

PLEASE PRINT OR TYPE PRINCE EDWARD COUNTY APPLICATION FOR SPECIAL USE PERMIT 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 Telephone Number: Present Land Use: Resturant Legal Description of Property with Deed Book and Page No. or Instrument No. 150 VA 3947 120-A-32A Acreage: Narrative statement evaluating effects on adjoining properties (noise, odor, dust, fumes, etc.): (Attach additional sheet if necessary.) Statement of general compatibility with adjacent and other properties in the zoning district. (Attach additional sheet if Height of Principal Building (s): Feet 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. Signature of Property Owner(s) Signature of Property Owner(s) Date Signature of Property Owner(s) Date NOTE: THIS PERMIT APPLICATION IS NOT VALID UNLESS ALL PROPERTY OWNER(S) SIGNATURES ARE AFFIXED AND DATED. ATTACH ADDITIONAL SHEETS IF NECESSARY. Fee Received by **Application Fee** \$300.00

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:

BRW Enterprises, LLC

Date: October 12, 2016

Schedule B

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

Parcel ID	Owner	Address	Note
120-A-27	Calvin & Berta Duffer	7035 Cabbage Patch Road, Keysville, VA 23947	
120-A-31 120=A-32	James Whitlock C/O Ryan Norton	504 King Street Keysville, VA 23947	
041-19-2	524 Pisgah Church Road, LLC	24478 Prince Edward Highway Rice, VA 23966	

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

October 11, 2016

RE: Special Use Permit Application at 152 Prince Edward Highway

To Whom It May Concern:

The Prince Edward County Planning Commission has scheduled a Public Hearing on Tuesday, October 25, 2016 at 7:00 p.m. to consider a Special Use Permit Application by BRW Enterprises, 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 BRW Enterprises, LLC to allow retail sales of sporting/outdoor supplies, firearms and ammunition in an existing building located at 152 Prince Edward Highway on Tax Map 120-A-32A owned by Jason Badeaux. The property is presently zoned A1, Agricultural Conservation District, and this zoning classification permits retail sales after issuance of a Special Use Permit.

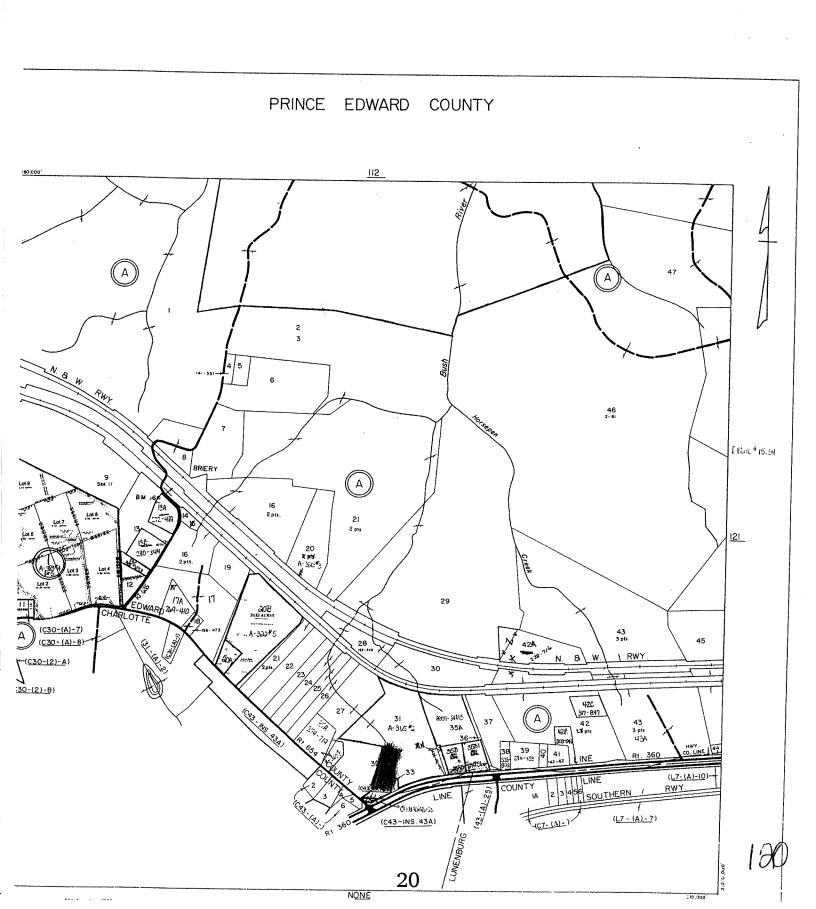
You are receiving this notice because you own land adjacent to this parcel. The Special Use Permit application is available for review in the Prince Edward County Department of Planning and Community Development and on the county web page at www.co.prince-edward.va.us. If you have any questions about 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 & Fowler

Director

Planning and Community Development



Tri-County Guns & Ammo Narrative

Our mission is to provide a local outdoor supply/sporting goods store servicing Prince Edward and surrounding counties. We plan to supply items for camping, hunting, dog kennels, fishing, boating, canoeing/kayaking, hiking, competitive shooting, recreational shooting, trapping, tracking, and archery. We will also apply to become a check station and a licensed agent for the Virginia Department of Game and Inland Fisheries in order to sell hunting and fishing licenses. With the close proximity of various ponds, lakes, rivers, public wildlife management areas, and private hunting clubs we feel that this would provide a valuable service in this area. Our planned hours of operation are 12:00 pm –7:00 pm Monday – Saturday and closed Sundays as well as Thanksgiving and Christmas.

Sincerely,

Jason, Jake, & David