



Aye: Preston C. Hunt  
Donald Gilliam  
Robert M. Jones  
Clifford Jack Leatherwood  
Chris Mason  
John “Jack” W. Peery, Jr.  
John Prengaman  
John Townsend, III

Nay: (None)

Absent: Mark Jenkins, Cannon Watson

**In Re: Public Hearing – Special Use Permit, Southern States, Inc.**

Chairman Townsend said this is the time and date advertised for a Public Hearing to receive citizen input prior to considering a request for a Special Use Permit to install one off-premise sign that will be located on a parcel owned by STEPS, Inc. The proposed location is at 100 Industrial Park Road, identified as Tax Map Parcel 023B-A-2. Notice of this public hearing was advertised according to law in the Wednesday, July 15, 2015 and Wednesday, July 22, 2015 editions of THE FARMVILLE HERALD, a newspaper published in the County of Prince Edward.

Chairman Townsend opened the public hearing.

Mr. Rob Fowler, Director of Planning and Community Development, stated the County has received a Special Use Permit application to permit the installation of one off-premise sign that will be located on a parcel owned by STEPS, Inc. The proposed location is at 100 Industrial Park Road, identified as Tax Map Parcel 023B-A-2. Mr. Fowler said the free standing sign will be approximately 13 feet in height, 39 feet square in area and will be located near the intersection of SMI Way and Industrial Park Road and will serve as a directional sign for the new Southern States Farmers Cooperative being built on SMI Way. The property is located in the I-1, General Industrial District. Section 3-104.1 of the Prince Edward County Zoning Ordinance permits off-premise signs by Special Use Permit.

Commissioner Jones recused himself from participating in the discussion and the vote as he is Chairman of the Board of Directors.

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

Commissioner Mason made a motion, seconded by Commissioner Peery, to approve for recommendation to the Board of Supervisors the Special Use Permit to allow the request by Southern States to install one off-premise sign that will be located on a parcel owned by STEPS, Inc., at 100 Industrial Park Road, identified as Tax Map Parcel 023B-A-2; the motion carried:

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

Mr. Fowler stated this will be before the Board of Supervisors at its August meeting.

**In Re: Public Hearing – Ordinance Amendments**

Chairman Townsend said this is the time and date advertised for a Public Hearing to receive citizen input prior to amendments to the Prince Edward County Zoning Ordinance. Notice of this public hearing was advertised according to law in the Wednesday, July 15, 2015 and Wednesday, July 22, 2015 editions of THE FARMVILLE HERALD, a newspaper published in the County of Prince Edward.

Chairman Townsend opened the public hearing.

Mr. Rob Fowler stated that following a review of Sections 3-104.11 and 3-104.13 of the current sign ordinance regarding Commercial and Industrial Zoned properties and processing recent sign applications in these districts, he recommended the Planning Commission consider amending the sections regarding illuminated signs. The current sign ordinance requires a Special Use Permit in order to erect an illuminated sign in these zoning districts.

The current sign ordinance regulates height, size, and placement and requires all illuminated signs be directed, shaded, or shielded that the light intensity or brightness shall not adversely affect surrounding or facing premises, nor interfere with the safe vision of operators of moving vehicles. Light shall not be permitted to shine or reflect on or into any residential structure as well.

Mr. Fowler stated that considering the existing regulations to control the negative impacts that may affect adjacent properties, staff proposes that the ordinance be amended to allow illuminated signs as a permitted use in these zoning districts.

Mr. Fowler stated that any deviation from the regulations stipulated in the sign ordinance would require a Special Use Permit.

Commissioner Leatherwood questioned the stipulations set by VDOT regarding blinking arrow signs. Mr. Fowler stated VDOT has restrictions on temporary signs. Any signs with electronic changeable copy would need to come before the Planning Commission; this ordinance amendment is strictly for illumination.

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

The Planning Commission concurred to delay action on the amendments to Section 3-104.11 and 3.104.13 to allow illuminated signs as a permitted use in the Commercial and Industrial Zoned properties until the August 2015 meeting, to allow for further consideration.

**In Re: Proposed Zoning Amendment – Ordinance to Regulate and Protect the Sandy River Reservoir**

Chairman Townsend said this is the time and date advertised for a Public Hearing to receive citizen input prior to considering an amendment to Section 83.31, (20) of the *Ordinance to Regulate and Protect the Sandy River Reservoir* regarding the setbacks for dwellings to provide more uniform development within the area. Notice of this public hearing was advertised according to law in the Wednesday, July 15, 2015 and Wednesday, July 22, 2015 editions of THE FARMVILLE HERALD, a newspaper published in the County of Prince Edward.

Chairman Townsend opened the public hearing.

Mr. Fowler stated staff is recommending the Planning Commission consider amending Section 83.31, (20) of the Prince Edward County Code pertaining to the *Ordinance to Regulate and Protect the Sandy River Reservoir and Adjacent County-Owned Properties* regarding the required setbacks for dwellings.

Mr. Fowler said that the current ordinance allows the siting of dwellings using “conventional onsite sewage systems” as defined by the Virginia Board of Health Regulations, within 500 feet of the normal pool elevation of the reservoir. Dwellings utilizing an “alternative on-site sewage system” with “secondary effluent” or better as defined by the Virginia Board of Health Regulations, and approved by the Virginia Department of Health, may be sited not closer than 200 feet from the normal pool elevation of the reservoir, so long as the soil treatment area is located not less than 500 feet from the normal pool elevation of the reservoir.

Mr. Fowler stated that after reviewing the code with the local representative of the Virginia Department of Health, staff suggests the section to provide a required setback for dwellings of 200 feet from the normal pool elevation of the reservoir, so long as the soil treatment area is located not less than 500 feet from the normal pool elevation of the reservoir. This amendment would provide a more uniform setback for dwellings and conformity for development within the area.

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

Commissioner Leatherwood made a motion, seconded by Commissioner Prengaman, to recommend to the Board of Supervisors approval of an amendment of Section 83.31, (20) of the Prince Edward County Code pertaining to the Ordinance to Regulate and Protect the Sandy River Reservoir, to provide a required setback for dwellings of 200 feet from the normal pool elevation of the reservoir so long as the soil treatment area is located not less than 500 feet from the normal pool elevation of the reservoir; the motion carried:

Aye: Preston C. Hunt  
Donald Gilliam  
Robert M. Jones  
Clifford Jack Leatherwood  
Chris Mason  
John “Jack” W. Peery, Jr.  
John Prengaman  
John Townsend, III

Nay: (None)

Absent: Mark Jenkins, Cannon Watson

**In Re: Proposed Zoning Amendment – Dormitory Housing**

Chairman Townsend said this is the time and date advertised for a Public Hearing to receive citizen input prior to considering an amendment to the Prince Edward County Zoning Ordinance adding a Special Use Permit process for Dormitories in the A1, Agricultural Conservation and A2, Agricultural Residential Districts to allow facilities providing off-campus student housing. Notice of this public hearing was advertised according to law in the Wednesday, July 15, 2015 and Wednesday, July 22, 2015 editions of THE FARMVILLE HERALD, a newspaper published in the County of Prince Edward.

Chairman Townsend opened the public hearing.

Mr. Fowler stated Prince Edward County staff was contacted regarding the process to establish dormitory type housing to allow students to occupy a dwelling / structure with on-site staff supervision off premises of the main grounds of the school. After reviewing the current zoning ordinance, there is no process to allow this type of housing for students, faculty or employees of an established college, university, independent school, or medical facility.

Mr. Fowler stated staff reviewed ordinances of other localities and suggests a proposed amendment to the zoning ordinance to provide students off campus housing options for established colleges, universities, independent schools, or medical facilities. Staff suggests that the Planning Commission add a classification of “Dormitories” as a use allowed by Special Use Permit in the A1, Agricultural Conservation and A2, Agricultural Residential zoning districts. Mr. Fowler said the applicant would still have to meet the 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 be added to Article VI, Section 6-100, Section (C):

*DORMITORIES – Buildings or structures which have on-site supervision and may contain rooms for sleeping and include common eating facilities for the housing of regular enrolled students, faculty and employees of an established college, university, independent school, or medical facility.*

Mr. Fowler stated discussion was necessary to establish requirements and conditions such as onsite staff 24/7 to provide adult supervision, and other items. He said buildings would need to meet the building code for institutional use; an architect or design professional review would need to be provided at each residence. He added not every property would work and any would need to be ADA compliant. Mr. Fowler stated there was no interest from any citizens.

Commissioner Peery asked if there is a specific number of people necessary to classify it as a dormitory. Mr. Fowler stated that the current ordinance states that up to four unrelated people may live in a dwelling and operate as a family; more than that, this would be a process that could be used. This is separate from a group home setting, this is student housing.

Commissioner Pregelman stated the conditions would need to be clarified, such as the “24/7 supervision.” Discussion followed.

Mr. Fowler stated the process would include the application, a review by the Health Department to make certain the land would perk and would be adequate for the number of people proposed for the building, and remodeling (building permits) to make it ADA compliant.

Commissioner Townsend asked if the State Code contains any language with stipulations on dormitories. Mr. Fowler said he was not aware of any but will be in touch with the County Attorney. He stated the Commission could vote to allow the ordinance change to add the definition.

Chairman Townsend stated the conditions will be set at the time of the public hearing for the Special Use Permit.

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

Commissioner Townsend made a motion, seconded by Commissioner Hunt, to postpone action on the proposed amendment regarding “Dormitories” until the August 2015 meeting; the motion carried:

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

Absent: Mark Jenkins, Cannon Watson

**Old Business**

Commissioner Mason requested others to view the LED sign approved for Grace Chapel Ministries. He stated when he approached the location coming from Appomattox, the light was quite bright. He said the Planning Commission may need to give more thought to the signs in the future. Commissioner Jones stated there will be several other lighted signs for other businesses in that area in the near future.

Mr. Fowler said he will contact Kevin Wright, VDOT, to make sure the sign is in compliance.

**New Business**

(None)

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

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

Absent: Mark Jenkins, Cannon Watson

the meeting was adjourned at 7:50 p.m.

**Next Meeting: August 18, 2015**