

PRINCE EDWARD COUNTY PLANNING COMMISSION August 16, 2022

AGENDA

Due to COVID-19, the Prince Edward County Planning Commission and Board of Supervisors are operating public meetings pursuant to judicial guidelines for masking and social distancing in the Prince Edward County Courthouse. While meetings are open to in-person participation, there is limited available seating. Citizens are strongly encouraged to participate in meetings through written comments and/or remote participation by calling: 1-844-890-7777, Access Code: 390313 (If busy, please call again.) Additionally, citizens may view Planning Commission and Board meetings live in their entirety at the County's YouTube Channel, the link to which is provided on the County's website.

Public Hearing comments for Planning Commission meetings are subject to the "Citizen Guide for Providing Input During Public Participation and Public Hearings for Prince Edward County Government Meetings" effective August 1, 2021.

7:00 p.m. 1. Call to Order: John Prengaman, Chairman

- **2.** Quorum
- **3.** Pledge of Allegiance
- **4.** Approve Minutes
- **5. Public Hearing** Hampden Sydney College SUP Amendment Shooting Range

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- **6.** Review of Supervisors Actions
- 7. Old Business
- **8.** New Business
- **9.** Adjournment

Next Meeting: Tuesday, September 20, 2022 at 7:00 p.m.

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County of Prince Edward
Planning Commission
Agenda Summary

		-	
Me	etino	Date:	

August 16, 2022

Item No.:

4

Department:

Planning and Community Development

Staff Contact:

Robert Love

Issue:

Approval of Minutes

Summary:

For approval.

Attachments:

September 21,2021 Draft Planning Commission meeting minutes.

Motion	Paige	Hunt	Womack
Second	Sandlin	Gilliam	Peery
Prengaman	Fuller	Leatherwood	Weiss



Prince Edward County Planning Commission Meeting Minutes June 21, 2022 7:00 pm

Members Present:

John Prengaman, Chair

John "Jack" W. Peery, Jr., Vice Chairman

Brad Fuller

Preston L. Hunt

Clifford Jack Leatherwood

Whitfield M. Paige

Teresa Sandlin

Cannon Watson

Henry Womack

Staff Present:

Robert Love, Planning/Zoning Director

Due to the COVID-19 Emergency, the Prince Edward County Board of Supervisors is operating pursuant to and in compliance with its "EMERGENCY CONTINUITY OF OPERATIONS ORDINANCE." Effective August 1, 2021, the Board has re-opened meetings to in-person participation by the public; however, there could still be limited available seating. Citizens are strongly encouraged to participate in meetings through in-person participation, written comments, and/or remote participation by calling: 1-844-890-7777, Access Code: 390313 (If busy, please call again.) Additionally, citizens may view the Board meeting live in its entirely at the County's YouTube Channel, the link to which is provided on the County's website.

Public Participation and Public Hearing comments for Planning Commission meetings will be subject to the "Citizen Guide for Providing Input During Public Participation and Public Hearings For Prince Edward County Government Meetings" effective August 1, 2021.

Chairman Prengaman called the June 21, 2022 meeting to order at 7:00 p.m., established there was a quorum, and led the Pledge of Allegiance.

In Re: Approval of Minutes

Commissioner Peery made a motion, seconded by Commissioner Paige, to approve the meeting minutes from May 17, 2022 as presented; the motion carried:

Aye:

Brad Fuller

Nay: (None)

Preston Hunt

Clifford Jack Leatherwood

Whitfield M. Paige

John "Jack" W. Peery, Jr.

John Prengaman Teresa Sandlin

Cannon Watson

Henry Womack

In Re: Public Hearing - Ordinance Amendment

Chairman Prengaman announced this was the date and time scheduled to receive citizen input prior to considering an ordinance amendment to amend and re-ordain Appendix B of the Prince Edward County Code (Zoning) Section 3.100.11 to provide for general standards of development for Meat packing and related industries. Notice of this hearing was advertised according to law in the Wednesday, June 8, 2022 and Wednesday, June 15, 2022 editions of THE FARMVILLE HERALD, a newspaper published in the County of Prince Edward.

Mr. Love stated the Prince Edward County Ordinance does not provide any development standards as it relates to Meat packing and related industries. This use is typically issued with a Special Use Permit in the A-1 zones; it is a by-right in Industrial zones. A recent Special Use Permit, which was ultimately withdrawn by the applicant for a meat processing facility, drew a large amount of public comment and requests for standards of development to be added to the Zoning Code.

At the May meeting, staff presented a prepared Draft with new language and description of development standards for meat packing and related industries in the Ordinance.

Mr. Love stated he shared the draft amendment with Mr. Abdus-Sabur; he said two minor changes were proposed. The first is regarding #7. Outdoor Holding Pen, and said that if there is a sick animal, it must be kept separate from the rest of the animals while waiting for a veterinarian. He said that has been changed to allow that but the pen must be completely screened from view. In #2. "screen wire" was removed and said USDA and VDACS have several methods that can offer other protection from birds, insects and vermin.

Mr. Love stated this will apply to any future special use permit or any location in the Industrial Zone, as it applies to meat packing and related industries.

Chairman Prengaman opened the public hearing.

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

Chair Prengaman stated the list is very encompassing. He added that there was little feedback during the Planning Commission meeting previously, and the main issue had been the selected location.

Commissioner Hunt made a motion, seconded by Commissioner Sandlin, to recommend approval of the Ordinance Amendment to amend and re-ordain Appendix B of the Prince Edward County Code (Zoning) Section 3-100.11, as follows:

Sec. 3-100.11. - Miscellaneous uses.

Meat packing and related industries

This section shall not be construed to prohibit persons who are actually farmers from killing their own cattle, sheep, swine, goats and fowl for their own family use.

(A) General Standards

- 1. It shall be unlawful to operate any establishment where animals or fowl, dead or alive, are processed or where food or feed is manufactured or processed, unless such place or establishment is maintained and operated in a clean and sanitary manner at all times.
- 2. All outside windows, except for those in receiving and feed rooms, should have protection to exclude insects, birds, and other vermin.
- 3. Total building(s) square footage shall not exceed 20,000 square feet (SF).
- 4. No building shall be within 1,000 feet of any residential dwelling or school at the time the facility is established.
- 5. All buildings, animal unloading/staging areas shall be a minimum of 50 feet from all property lines.

- 6. All operations must be under roof and screened from view from adjoining properties and public streets.
- 7. Any outdoor holding pens for animals shall be screened from view.
- 8. Noise, light, vibration, or odor associated with the processing operation shall not be perceptible beyond the site boundary/property lines.
- 9. All internal roads used for public access shall be of compacted earth, or have a minimum of a four (4) inch stone base, or shall be paved.
- 10. All exterior lighting shall be designed and installed so as to minimize glare onto adjoining properties or any public access road. All lighting shall be full cut-off type fixtures.
- 11. Outdoor storage of dumpster/trash containers shall be situated at the rear of buildings and shall be appropriately screened per Prince Edward Zoning Ordinance, Section 4-200.15.
- 12. A type C buffer yard shall be required in accordance with section 4-200.3. Additional buffering and screening may be required as specified by the Zoning Administrator.
- 13. A certified engineer's report is required and shall include a detailed waste management plan.
- 14. If applicable and where installed, any septic system shall have an alarm system installed in order to detect any problem or malfunction that may occur.

The motion carried:

Aye:

Brad Fuller

Nay: (None)

Preston Hunt

Clifford Jack Leatherwood

Whitfield M. Paige

John "Jack" W. Peery, Jr.

John Prengaman Teresa Sandlin

Cannon Watson

Henry Womack

Chairman Prengaman stated the Board of Supervisors will hold a public hearing on this issue at their next regular meeting on Tuesday, July 19, 2022.

In Re: Review of Supervisors Actions

(None.)

Old Business

(None.)

New Business

Mr. Love said the Board will need to use the room on July 19. There are no current applications for special use or rezonings, and to that end, the Planning Commission will not meet in July but he does anticipate business for the August meeting.

Chairman Prengaman declared the meeting adjourned at 7:09 p.m.

Next Meeting: Tuesday, August 16, 2022 at 7:00 p.m.



County of Prince Edward Planning Commission Agenda Summary

Meeting Date:

August 16, 2022

Item No.:

5

Department:

Planning and Community Development

Staff Contact:

Robert Love

Issue:

Special Use Permit – Outdoor Shooting Range - Permit Amendment

Summary:

The County has received an application from Scott Schmolesky on behalf of Hampden Sydney College to amend the existing Special Use Permit to extend operating hours for the purpose of allowing up to two weekend shooting events per semester on Tax Map Parcel 064-A-45, with an address of 7128 Farmville, Road, Farmville, VA, Attachment (1). This parcel is in an A1, Agricultural Conservation zoning district and shooting ranges are allowed in the district only after approval of a special use permit.

The public hearing notice was published in the August 3, 2022 and August 10, 2022 editions of the Farmville Herald, Attachment (2). The list of adjoining property owners and the sample letter sent to each can be found in Attachments (3) and (4). Attachment (5) is a copy of the tax map page that depicts the tax map parcel the shooting range will be located and surrounding property. The parcel is outlined in blue.

The purpose of the Special Use Permit is to extend the operating hours of the existing sporting clay and skeet shooting range facility. The range is currently being used solely by the Hampden-Sydney College shooting team. The college wishes to expand the operation of the site in order to allow up to two weekend shooting events per semester. Events will occur exclusively during daylight house with a duration of approximately five hours or less of active range time. Participants will be limited to students of shooting teams both Hampden Sydney and any competing teams, their parents, H-SC alumni and staff. Attachment (6) is a list of updated Potential Conditions as recommended by staff.

County staff is of the opinion the buffer area is adequate. The use is generally compatible with the zoning district but will have some minimal impact on surrounding properties such as noise.

Attachments:

- 1. Special Use Permit Application
- 2. Notice of Public Hearing
- 3. List of adjoining property owners
- 4. Sample Letter sent to adjoining property owners
- 5. Plat of Tax Parcel
- 6. Potential Conditions

Recommendations:

1. Conduct the Public Hearing and render a decision concerning the request for the Special Use Permit.

Motion	Paige	Hunt	Womack
Second	Sandlin	Gilliam	Peery
Prengaman	Fuller	Leatherwood	Weiss



County of Prince Edward Planning Commission Agenda Summary

Recommended Motions:

I move that the Planning Commission recommend approval of the Special Use Permit amendment request by Hampden Sydney College to expand the operating hours of the shooting range to allow for two shooting match events per college semester with the following conditions:

OR

I move that the Planning Commission recommend denial of the Special Use Permit amendment request by Hampden Sydney College due to the following: (list reasons)

OR

I move that the Planning Commission table the Special Use Permit amendment request by Hampden Sydney College until the next meeting in order to: (list reasons)

aige	Hunt	Womack
andlin	Gilliam	Peery
ıller	Leatherwood	Weiss
3	ndlin	ndlin Gilliam

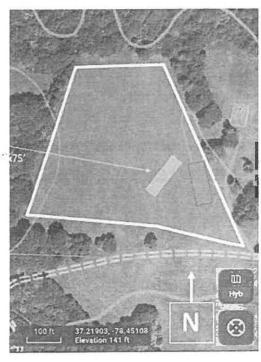
COMMENTS:	PERMIT/APPLICATION NO ZONING DISTRICT MAGISTERIAL DISTRICT DATE SUBMITTED 6 29 2022 RANGE
County o	f Prince Edward
PRINCE EDWAR	D COUNTY APPLICATION CIAL USE PERMIT
TO: PRINCE EDWARD COUNTY PLANNING OVIA: ZONING ADMINISTRATOR	COMMISSION SPECIAL EXCEPTION REQUESTED:
The undersigned owner of the following describe provided in Section 5-124 of Article V, Site Plan requirem Standards of the Zoning Ordinance of Prince Edward Co	ed property hereby applies for a Special Use permit as ents are found in Section 4-100 of Article IV Development unty, Virginia.
Applicant's Name: Scuff Sch mu (25 1) Applicant's Address: Hape Sud 23 1 Applicant's Telephone Number: (434)	(3//7g-2 20 BUX 5-23943
Present Land Use: Shooting rung? for	
Legal Description of Property with Deed Book and Page	No. or Instrument No. 253.81 UC135 -
Tax Map #	Acreage: 253.8/
Narrative statement evaluating effects on adjoining proper necessary.) No CHRIS CONTO	erties (noise, odor, dust, fumes, etc.): (Attach additional sheet if
Statement of general compatibility with adjacent and other necessary.) 7/2 /// d 3/y/m +3/-	er properties in the zoning district. (Attach additional sheet if
with offer adjust propert	<i>h</i> '
Height of Principal Building (s). Feet	Stories
APPLICANT'S STATEMENT: (if not owner(s) of property	y):
I hereby certify that I have the authority to ma complete and correct to the best of my knowledge, a the regulations as set forth in the Prince Edward Coudescription contained in this permit application. Signature of Applicant (if no property owner)	ake the foregoing application, that the information given is nd that development and/or construction will conform with unty Zoning Ordinance as written and also with the Date
PROPERTY OWNER(S) STATEMENT: I hereby certify that I/We own the above desc correct to the best of my knowledge, and the above to the description of the description	ribed property, that the information given is complete and person(s), group, corporation, or agent has the full and make application for a Conditional Use permit as set forth in
Signature of Property Owner(s)	Date

Application Summary

H-SC requests permission to extend operating hours of the Slate Hill range facility to include two weekend events per semester. Events would adhere to the following parameters:

- o Participants will be limited to students, their parents and H-SC alumni and staff.
- o No more than ten shooters will use the range at one time.
- The range will not be used on Sundays.
- o Events will occur exclusively during daylight hours, and be limited to a total active range use time of 5 hours or less.
- All events will be organized and supervised by trained Range Safety Officers.
- Adequate signage and parking for events will be provided on H-SC property.
- o A schedule of intended use for weekend events will be provided before the beginning of each semester.
- All previously defined limitations pertaining to shot size, range dimensions, cooperation with neighboring property owners and safety procedures will be observed.

H-SC also requests to make improvements to the range facility at Slate Hill to include a permanent shooting stand structure as well as a storage and planning facility, oriented approximately as shown below:



Storage Facility
No larger than 40'x80'



Storage Facility
No larger than 40'x80'

rlove@co.prince-edward.va.us

From:

rlove@co.prince-edward.va.us

Sent:

Wednesday, June 29, 2022 10:40 AM

To:

'rlove@co.prince-edward.va.us'

Subject:

FW: Special Use Permit Inquiry

From: Snell, Steve <steve.snell@vdot.virginia.gov>

Sent: Tuesday, May 24, 2022 5:14 PM **To:** Charles E. Horton <<u>chorton@hsc.edu</u>>

Cc: Charles Edwards < charlesd.edwards@vdot.virginia.gov>

Subject: Re: Special Use Permit Inquiry

Charles,

From our conversation it sounds like your use will stay the same so no VDOT right of way permit is needed for the existing entrance.

Thanks, Steve

On Mon, May 9, 2022 at 12:28 PM Charles E. Horton < chorton@hsc.edu > wrote:

Hi Steve,

My name is Charles Horton, and I'm the Sporting Clays Team coach for Hampden-Sydney College. Our team currently practices at Slate Hill plantation off Route 15, at the location shown on the attached satellite imagery. We'll be applying for a slightly expanded Special Use Permit shortly, and I was told you may be able to assist with the requisite VDOT letter for this process. Just let me know what you need from my end to get things started, and I look forward to talking with you soon.

V/R,

Charles E. Horton III Sporting Clays Team Coach H-SC '12

Steve Snell, P.E. Assistant Resident Engineer Farmville Residency 434-610-6319



Please publish the following public hearing notice in THE FARMVILLE HERALD on Wednesday, August 3, 2022 and August 10, 2022.



NOTICE OF PUBLIC HEARINGS

The Prince Edward County Planning Commission will hold the following a **PUBLIC HEARING** on Tuesday, August 16, 2022, commencing at 7:00 p.m. in the Board of Supervisors Room, Prince Edward County Courthouse, 111 N. South Street, 3rd Floor, Farmville, Virginia, to receive citizen input prior to considering the following:

1. A request by Scott Schmolesky on behalf of Hampden Sydney College to amend the existing Special Use Permit to extend operating hours for the purpose of allowing up to two weekend shooting events per semester on Tax Map Parcel 064-A-45B, with an address of 7128 Farmville, Road, Farmville, VA.

Citizen input for Public Hearings of the Planning Commission will be received by Karin Everhart, Deputy Clerk to the Planning Commission, using one of the following methods:

- 1. <u>In-Person Participation</u>: While county meetings have re-opened to the public, there is still limited seating. <u>To enter the Prince Edward County Courthouse</u>, individuals are required at all times to wear a mask and to socially distance. The Planning Commission appreciates the public's cooperation with these measures as the courthouse continues to operate under judicial order.
- 2. <u>Written Comments</u>: Please limit word count to no more than 500 words. Comments must be received by 2:00 p.m. the day of the meeting.
 - a. **Mailed**: Planning Commission
 - P.O. Box 382, Farmville, VA 23901.
 - b. **E-Mailed**: info@co.prince-edward.va.us
- 3. Remote Participation: Citizens may participate remotely during the meeting. To call in to the meeting, please dial: 1-844-890-7777. When prompted for an Access Number: 390313. Citizens are encouraged to pre-register with the County Administrator's Office at 434-392-8837 by 2:00 p.m. the day of the meeting. Callers must be on the line and ready to speak when called upon by the Chair. Please state your name and district of residence. Based upon the # of speakers, the Chair will determine the time allotted to each speaker.
- 4. <u>County YouTube Channel</u>: Citizen may also view the monthly Board of Supervisors meeting live (no public input) at the County's YouTube Channel: (link is also on County website under Meetings & Public Notices.) https://www.youtube.com/channel/UCyfpsa5HEjlWejBSc5XwplA/featured.

A copy of the Special Use Permit is available for public review on the County's web site at www.co.prince-edward.va.us or in the Prince Edward County Administrator's Office, 111 N. South Street, 3rd Floor, Farmville, VA. It is the County's intent to comply with the Americans with Disabilities Act. Should you have questions or require special accommodations, please contact the County Administrator's Office at 434-392-8837.

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Prince Edward County

SUP Request

Applicant: Hampden Sydney College Tax Map: 064 - A - 45B

Schedule B

List of adjoining Property owners and mailing addresses for the property for a SUP proposed for an amendment to allow up to two outdoor shooting events per semester.

Parcel ID	Owner	Address	Note
064-A-149	RAYMOND L. CHERNAULT	7064 FARMVILLE ROAD FARMVILLE,	
063-A-47		VA 23901	
063-A-48	JOSEPHINE ELIZABETH BOURNE C/O BARBARA SIMO	5470 DARLINGTON HEIGHTS ROAD CULLEN, VA 23934	
063-A-49A	PATRICK L & SUSAN CHRISTY MCHUGH	3240 SAVANNAHS TRAIL MERRITT ISLAND, FL 32953	
063-A-50	WAYNE E. WRIGHT	7394 ABILENE ROAD FARMVILLE, VA 23901	
063-A-52	FREDERICK J. & LINDA M. GOUBILE	7324 ABILENE ROAD FARMVILLE, VA 23901	
064-A-45	KENNETH B. & ROSEMARY P. WORTHY LIVING TRUST	250 BRIARWOOD DRIVE FARMVILLI VA 23901	Е,
064-A-28	JULIA PAIGE & RONALD G. CALDWELL	8742 ABILENE ROAD FARMVILLE, VA 23901	
064-A-58 064- 7-4 6	NANCY B. CHERNAULT	6480 FARMVILLE ROAD FARMVILI VA 23901	LE,

BOARD OF SUPERVISORS

Odessa H. Pride, Ed.D.
Chairman
Llew W. Gilliam, Jr.
Vice Chairman
J. David Emert
Pattie Cooper-Jones
Carol R. Stiff
Jerry R. Townsend
Cannon Watson



COUNTY OF PRINCE EDWARD, VIRGINIA

Director of Planning and Community Development

Robert Love

Post Office Box 382
111 N. South Street, 3rd Floor
Farmville, VA 23901

Office: (434) 392-8837 Fax: (434) 392-6683

rlove@co.prince-edward.va.us www.co.prince-edward.va.us

August 1, 2022

To: Property Owners.

From: Robert Love, Director of Planning and Community Development

Subject: Special Use Request – Prince Edward County

The Prince Edward County Planning Commission will hold a public hearing on August 16, 2022 at 7:00 p.m. to receive citizen input on a request by Scott Schmolesky on behalf of Hampden Sydney College for an amendment to the existing Special Use Permit to extend operating hours for the purpose of allowing up to two weekend shooting events per semester on Tax Map Parcel 064-A-45B, with an address of 7128 Farmville, Road, Farmville, VA. This parcel is located in the A1 (Agricultural Conservation) zoning district. This use requires approval of a Special Use Permit in this zoning district.

You are receiving this notice because you own land in the vicinity of the property requested to be approved for the special use permit. Following the hearing the Prince Edward County Planning Commission may vote to recommend approval or denial of the request.

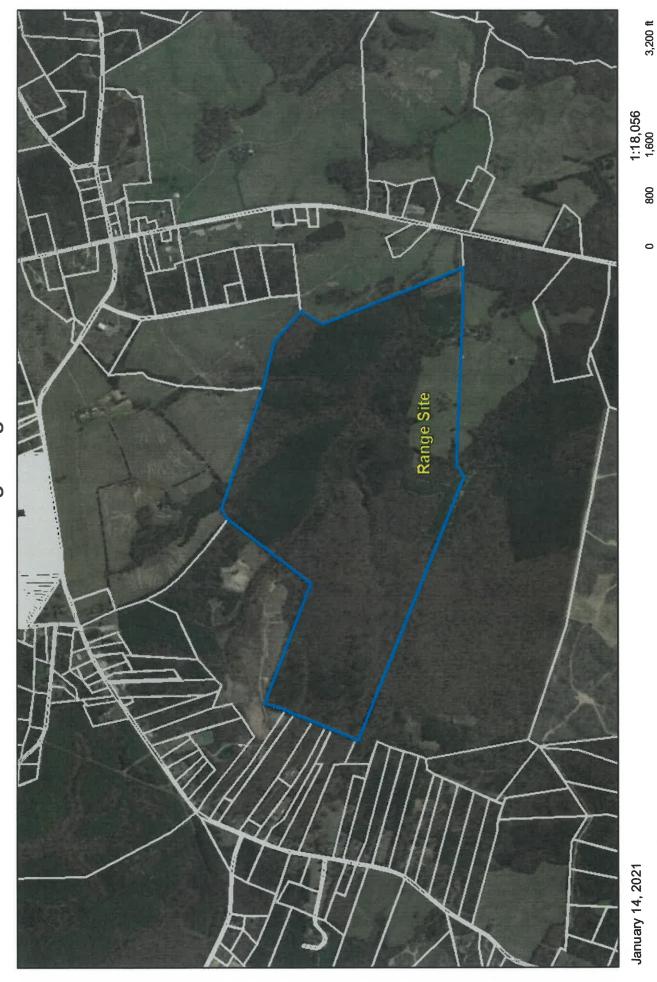
Due to the Coronavirus and to ensure the safety of the public and County Boards/Commissions the Board of Supervisors adopted an Emergency Ordinance modifying procedures for public meetings and public hearing practices. Instructions of how to listen or participate in the meeting and public hearing are contained on the reverse side of this letter.

If you have any questions or comments, please do not hesitate to contact me at: 434-392-8837 ext. 307 or by email at: rlove@co.prince-edward.va.us

714

Robert Love

Director of Planning and Community Development



1,000 m 3,200 ft

Virginia Geographic Information Network (VGIN)

Farmville Boundary County Boundary Road Centerline

800

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HAMPDEN-SYDNEY COLLEGE SUP POTENTIAL SITE CONDITIONS - AMENDED

- 1. Development activities on the site shall be limited to those as specified in the Special Use Permit Application and Site Plan. The final locations of incidental facilities may be adjusted provided no such adjustment violates any buffers, setbacks, or other statutory requirement. The concepts reflected in the filed special use permit amendment dated 06/27/2022 are hereby made part of these development conditions.
- 2. Any proposed expansion of the operation, change of activities or additional facilities or activities shall be submitted to the Prince Edward County Planning and Community Development office for review prior to implementation. Any changes may be subject to Permit amendment procedures, including Public Hearings.
- 3. Practices will take place only during daylight on weekdays during the academic year and will not exceed 2 hours in duration.
- 4. A schedule of shooting match events shall be provided to the Prince Edward County Planning and Community Development office prior to the beginning of each school semester.
- 5. Shooting match events shall be limited to participation by students, their parents, and Hampden-Sydney College staff and alumni.
- 6. Shooting match events will be limited to two weekends per semester and shall take place only during daylight hours with a total active range time of five (5) hours. In no case shall any shooting match event be held on a Sunday.
- 7. Only shotguns and bird shot will be used during practices and/or practices.
- 8. The H-SC Sporting Clays team will coordinate with neighbors to avoid use of the range during times when hay is being harvested on the adjacent property.
- 9. The road leading along the edge of the property will be maintained by H-SC in good condition.
- 10. All practices and shooting match events will be organized and supervised by an appropriately qualified Range Safety Officer (RSO).
- 11. All individuals using the range will be properly trained in safety and firearms handling prior to use of the facility.
- 12. The facility will be maintained by the H-SC sporting clays team in good condition, with hulls and any consumable items disposed of at the end of each practice.
- 13. This Permit is non-transferable, except and unless written notice from the Permittee regarding the transfer, and a signed document from the proposed new Permittee is received by the Planning and Community Development Office which states that the new Permittee agrees to comply with all terms and Conditions imposed with the original Permit Issuance. If the proposed new Permittee desires to amend the original Permit Conditions, amendments must be addressed by the Prince Edward County Planning Commission and Board of Supervisors through the Special Use Permit process.
- 14. Failure of Permittee to full conform to all terms and conditions may result in revocation of this Special Use Permit if said failure or failures are not corrected or addressed to the satisfaction, not to be unreasonably withheld, of the County within thirty (30) days of written notice from the County.

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