



**Prince Edward County Planning Commission
Meeting Minutes
September 20, 2022
7:00 pm**

Members Present: John Pregelman, Chair Brad Fuller
 Llew W. Gilliam, Jr. Preston L. Hunt
 Clifford Jack Leatherwood Whitfield M. Paige
 John “Jack” W. Peery, Jr., Vice Chairman Teresa Sandlin
 Rhett Weiss 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 entirety 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 Pregelman called the September 20, 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 Weiss, to approve the meeting minutes from August 16, 2022 as presented; the motion carried:

Aye: Brad Fuller Nay: (None)
 Llew W. Gilliam, Jr.
 Preston Hunt
 Clifford Jack Leatherwood
 Whitfield M. Paige
 John “Jack” W. Peery, Jr.
 John Pregelman
 Teresa Sandlin
 Rhett Weiss
 Henry Womack

In Re: Public Hearing – Special Use Permit, Commercial Campground

Chairman Prengaman announced this was the date and time scheduled to receive citizen input prior to considering a request by Benjamin and Sadie Stoltzfus for a Special Use permit to operate a commercial campground on Tax Map Parcel 020-9B-22, with an address of 10064 Prince Edward Highway, Prospect, Virginia. Notice of this hearing was advertised according to law in the Wednesday, September 7, 2022 and Wednesday, September 14, 2022 editions of THE FARMVILLE HERALD, a newspaper published in the County of Prince Edward.

Mr. Love stated the County has received an application by Benjamin and Sadie Stoltzfus for a Special Use permit to operate a commercial campground on Tax Map Parcel number 020-9B-22, located at 10064 Prince Edward Highway, Prospect, VA. This parcel is in an A-1, Agricultural Conservation zoning district and requires a Special Use Permit to locate and operate a commercial campground.

County staff is of the opinion the use is generally compatible with the zoning district and will have minimal impacts on surrounding properties as far as traffic and noise.

Mr. Love stated the applicants wish to have their existing RV with two additional pads; the applicants have reviewed the potential conditions.

Mr. Love reported no comments or inquiries were received. He added that VDOT and the Health Department reviewed this project and there were no concerns and VDOT has approved the entrance.

Chairman Prengaman opened the public hearing.

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

Commissioner Sandlin questioned the VDOT approval of the driveway. Mr. Love said VDOT only has jurisdiction of their right of way, it has been reviewed and reported no issue with sight distance, and there is no issue with the entrance. He said once off the road, it is the applicant's driveway. Mr. Love added that Condition #11 states: "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."

Mr. Benjamin Stoltzfus stated VDOT did request that they widen the driveway as it is a shared driveway; VDOT told him the right-of-way is wide enough to widen the driveway.

Commissioner Leatherwood questioned the letter from VDOT showing an expiration date. Mr. Love stated that was for the filing [of the Special Use Permit application], and missed the deadline for this month. He said the applicants will have to get an active construction permit prior to doing the widening improvements, and the County will compel the applicants to do so before getting the CO [Certificate of Occupancy]. He said that if this project moves forward, the applicant will receive a fresh permit from VDOT prior to the Board meeting, and that this was valid when he applied, and since going through the process, has expired.

Commissioner Fuller raised several questions: Will there be a dump station or full service? Will there be 30-watt service electric or will there be generators in use? Will there be posted quiet-hours? Mr. Stoltzfus answered that it will have full service, with 30-watt electricity and no generators; quiet hours will be from 11:00 p.m. until 8:00 a.m. Mr. Stoltzfus stated they wish to provide something for someone that has never experienced camping.

Commissioner Weiss said there are a number of campers there already. Mr. Stoltzfus said they are no longer in use; he said he has purchased an RV, fixed it up and re-sold it, and had purchased another to fix up.

Commissioner Weiss then asked about the maximum time someone can camp there. Mr. Stoltzfus said it will be just for a few nights, usually two to three. Some discussion followed.

Commissioner Gilliam questioned the width of the driveway. Mr. Stoltzfus said there is a 30' – 50' right-of-way with no culvert.

Commissioner Gilliam then asked how Mr. Stoltzfus intends to charge. Mr. Stoltzfus said they plan to charge by the night.

Commission Gilliam asked Mr. Love is they will need to put in a curb. Mr. Love stated being that it will be low volume traffic, VDOT does not require a curb.

Commissioner Fuller asked if this will have access to the High Bridge Trail. Mr. Stoltzfus said it will; he said he has been in touch with Daniel Jordan, Park Manager, High Bridge Trail State Park, who may provide recommendations to those who wish to stay for a few nights. Mr. Love added this has been sent to Mr. Jordan and has received no comments.

Commissioner Paige asked how many campers or RVs will be on site. Chair Prengaman said the application is for a maximum of three (3) campers.

Commissioner Peery asked if there will be a sign posted. Mr. Stoltzfus said there will be no sign, and will be advertised on Airbnb.

Commissioner Paige asked if Mr. Stoltzfus will continue to refurbish campers. Mr. Stoltzfus said he will not.

Commissioner Womack made a motion, seconded by Commissioner Weiss, to recommend approval of the Special Use Permit request by Benjamin and Sadie Stoltzfus for a commercial campground on Tax Map Parcel 020-9B-22, 10064 Prince Edward Highway, Prospect, Virginia, with the following conditions:

**BENJAMIN & SADIE STOLTZFUS SUP
POTENTIAL CONDITIONS**

SITE PLAN

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 dated 7/27/2022 are hereby made part of these development conditions.
2. Final site plan approval for the Commercial Campground shall be submitted to the Prince Edward County Planning Commission for final review and approval pursuant to Article IV Development Standards of the Prince Edward County Code (Zoning Ordinance).
3. 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.
4. All buildings within the property shall be developed as a cohesive entity, ensuring that building placement, architectural treatment, parking lot lighting, landscaping, trash disposal, vehicular and pedestrian circulation and other development elements work together functionally and aesthetically.
5. All landscaping shall be mulched and maintained to the reasonable satisfaction of the Prince Edward County Planning and Community Development Director. Any vegetation found to be of poor condition shall be replaced and/or improved at the reasonable direction of the Planning and Community Development Director or his designee.

ENVIRONMENTAL

6. All pollution control measures, erosion and sediment control measures, storm water control facilities, and all construction activities shall comply with the requirements of the appropriate federal, state, and local regulations and ordinances.
7. All facilities for the provision of potable water and sanitation and wastewater disposal systems shall be approved by the Virginia Department of Health.
8. Any development activities of structural of land disturbing nature not specifically addressed by these Conditions shall be in conformance with applicable provisions of federal, state, and local statutes and regulations.
9. Development activities shall comply with Section 82-31 of the Prince Edward County Code.

TRANSPORTATION

10. All entrance permits must be authorized by the Virginia Department of Transportation (VDOT). Development activities shall comply with all requirements of VDOT.
11. 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.
12. Adequate area shall be provided on site to accommodate parking of all employees and patrons. It shall be the responsibility of the Permittee to assure that employees and patrons park only on site and not on any highway right-of-way, or on adjoining or adjacent parcels unless written consent is provided by the owner or owners thereof.

GENERAL

13. Site is limited to a total of three (3) RV campers.
14. Guests may stay no more than 30 consecutive nights in any one calendar year.
15. Quiet time shall be 11 p.m. to 8 a.m.
16. 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.
17. Outdoor storage of trash containers shall be situated at the rear of buildings and shall be appropriately screened.
18. The Permittee is responsible for the appearance of the site including litter pick-up and other orderly site appearance.
19. 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.
20. 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.

The motion carried:

Aye:	Brad Fuller	Nay:	Whitfield M. Paige
	Llew W. Gilliam, Jr.		
	Preston Hunt		
	Clifford Jack Leatherwood		
	John "Jack" W. Peery, Jr.		
	John Pregelman		
	Teresa Sandlin		
	Rhett Weiss		
	Henry Womack		

Chairman Pregelman stated the Board of Supervisors will hold a public hearing on this issue at their next regular meeting on Tuesday, October 18, 2022.

In Re: Review of Supervisors Actions

Mr. Love reported that the Board of Supervisors approved the Amendment to the Special Use Permit filed by Hampden-Sydney College Sporting Clays Team, with a one-year staff review. He said opposition was received only from the immediate neighbors.

Old Business

(None.)

New Business

Mr. Love said the County has formed a Development Review Committee, which includes the County Planner, the County Building Official, the involved power companies, the Town Water or Sewer services if in the Town, the Town Planner. He said a meeting will be held Thursday [September 22] for formation. This is to help developers on a pre-application process before they get to the special use permit point, of large commercial projects and large residential developments. He said the first application is going to be a general retail store, which is in the Kingsville area just north of the former Fishin' Pig restaurant site; there is potential for a 10,000 square foot retail store there. This is in the Highway Corridor Overlay District, so there will additional plantings and landscaping, building facade will be upgraded, and parking will be in front of the building but will be landscaped. Any dumpsters would be in an enclosed structure. That application will likely be before the Planning Commission next month.

Chairman Pregelman said that the Planning Commission was involved with the development of the County's CIP and asked about the progress on these projects. Mr. Love said he will present a report on these projects next month.

Chairman Pregelman declared the meeting adjourned at 7:33 p.m.

Next Meeting: Tuesday, October 18, 2022 at 7:00 p.m.