



Town of Farmville Planning Commission

Town Council Chambers of the Town Hall
116 North Main Street, Farmville, Virginia

Agenda Wednesday, October 19, 2022 @ 7:00pm

1. **Call to Order** (please silence devices)
2. **Roll Call**
3. **Approval of Agenda**
4. **Consideration of Minutes**
 - a. Minutes of the Regular Planning Commission Meeting – September 21, 2022
5. **Public Participation – Speakers have three (3) minutes to make statements on non-agenda items.**
 - a. Public Participation
6. **Public Hearing – ZTA22-003- Moton Museum Gateway Overlay District Zoning Ordinance Language** - Recommendation to the Town Council to amend the zoning ordinance by adding Section 29-23.1 to provide language for an overlay district for the purposes of protecting and enhancing the vicinity of the Robert Russa Moton Museum.
 - a. Staff Report
 - b. Public Hearing/ Participation-Speakers have three (3) minutes to make statements
 - c. Planning Commission Deliberation and Decision
7. **Public Hearing – REZ22-001- Establishment of the Moton Museum Gateway Overlay District Boundaries**- Recommendation to the Town Council to establish the boundaries of the Moton Museum Gateway Overlay District. Ordinance provisions of the overlay district will apply to all properties within the proposed boundaries.
 - a. Staff Report
 - b. Public Hearing/ Participation-Speakers have three (3) minutes to make statements
 - c. Planning Commission Deliberation and Decision
8. **Old Business**
9. **New Business**
 - a. Staff Items
 - b. Commission Items
10. **Staff Updates**
11. **Adjournment**

**Town of Farmville Planning Commission
Town Council Chamber of the Town Hall
116 North Main Street, Farmville, VA
23901 Wednesday, September 21, 2022**

Planning Commission Members Present: Chairperson John Miller, Vice-Chairperson Cameron Patterson, Secretary Abigail O'Connor, Jerry Davenport, Jayne Johnson, and Rhett Weiss.

Planning Commission Members Absent: Patrick Crute

Staff Present: Director of Community Development Lee Pambid, GIS Analyst/Grants Manager Ashley Atkins- Austin, and Administrative Assistant II Michelle Watkins

CALL TO ORDER

Chairperson Miller called the Planning Commission meeting to order at 7:02 PM.

APPROVAL OF AGENDA

Chairperson Miller noted the agenda was distributed and asked if there were any corrections. On a motion by Mr. Patterson, seconded by Ms. O'Connor, and with all present members voting "aye", the agenda was approved with no corrections.

CONSIDERATION OF MINUTES

Minutes of Regular Planning Commission Meeting -August 17, 2022

Chairperson Miller noted that the minutes had been likewise distributed and asked if there were any corrections or revisions. On a Motion by Mr. Weiss, seconded by Ms. Johnson, and with all present members voting "aye," the minutes from August 17, 2022, were approved as presented.

PUBLIC PARTICIPATION

Chairperson Miller opened the public participation portion of the meeting. Mr. Pambid reported that staff had not received any comments or requests to speak from the public.

PUBLIC HEARING

CUP22-002- David Furlong for Locket Creek Real Estate Group, 1306 Longwood Avenue, Conditional Use Permit for a multifamily dwelling containing four (4) apartment units per Town Code Section 29-22.a.

Ms. Atkins-Austin expounded relevant information from the staff report with supporting slides. She reported that the application appears to meet the standards of review for Conditional Use Permits set forth in Section 29-13.c.1 of the Town Zoning Ordinance. The application is substantially consistent with the Future Land Use Map and Mixed-Use Districts. There are no significant impacts to the capacities of the utility or transportation systems. There are no significant environmental impacts to the site or adjacent properties. An approval in this single instance will not have a detrimental effect on the neighborhood fabric or neighboring properties because a change to a multi-family dwelling will not change the character of the dwelling from the road or from a land use perspective.

Therefore, the staff recommends approval of the Conditional Use Permit for a multi-family dwelling with the following conditions.

- All eight (8) required off-street parking spaces may be paved with at least chip-and-tar paving. Gravel is prohibited. The parking area shall be swept free of excess gravel prior to the issuance of a certificate of occupancy.
- Required off-street parking shall be provided in bays of four (4) spaces separated by a pathway a minimum of five (5) feet in width in order to provide pedestrian access to the front units.
- Mailboxes or any other appurtenances required to serve these units shall not be located within the sidewalk or public right-of-way.
- The applicant shall provide improved pathways with clear, delineated edges from the front to the rear units.
- Improve the landing area of current steps leading from the rear exits of the main floor units.
- In addition to the standard plot plan requirements for a single-family dwelling, the applicant shall provide the following information at the time of application for zoning and building permits: the dimensions and locations of all proposed improvements including parking spaces and arrangement, trash receptacle locations, pathways, underground utility connections, and mailbox(es).
- The applicant shall provide a scaled copy of a current survey of the property.

Ms. Atkins-Austin concluded the staff's report and presentation and offered to field any questions.

Chairperson Miller opened the public hearing portion of the meeting. The Commissioners and staff had a brief discussion regarding the proposed recommended conditions.

Mr. Furlong provided the Commissioners with a packet and summarized the revised plans that was presented to staff moments before the meeting was called to order.

Mr. Pambid mentioned that the proposed changes was new information to the staff and therefore, was not accounted for in the conditions and staff report. Conceptionally, the staff had no objections to the revised proposal.

With no one else signed up so speak, Chairperson Miller called for a motion to close the Public Hearing.

On a motion by Mr. Patterson, seconded by Ms. O'Connor and with all present members voting "aye", the motion was passed to close the public hearing.

The Commissioners and staff discussed revisions to some of the proposed conditions. Mr. Furlong clarified the proposed required parking spaces and the walkway at the site. He stated that he would like to have both a rear and front option. However, his goal is to place the spaces to the rear of the site and provide a safe walkway for the residents.

On a motion by Mr. Davenport, seconded by Mr. Weiss, and with all present members voting “aye”, the motion to recommend to Town Council to approve CUP22-002 with the amended conditions was approved.

The amended conditions are as follows:

1. The parking and driveway spaces within 25’ of the right-of-way shall be paved with at least chip-and-tar paving. Gravel is prohibited. The parking area shall be swept free of excess gravel prior to the issuance of a certificate of occupancy.
2. Four (4) required off-street spaces shall be provided to the rear of the site.
3. Mailboxes or any other appurtenances required to serve these units shall not be located within the sidewalk or public right-of-way.
4. Improve the landing area of current steps leading from the rear exits of the main floor units.
5. In addition to the standard plot plan requirements for a single-family dwelling, the applicant shall provide the following information at the time of application for zoning and building permits: the dimensions and locations of all proposed improvements including parking spaces and arrangement, trash receptacle locations, pathways, underground utility connections, and mailbox(es).
6. The applicant shall provide a scaled copy of a current survey of the property.

OLD BUSINESS

Moton Museum Gateway Overlay District- Continuation of Discussion

Mr. Pambid provided an update regarding the Moton Museum Gateway overlay District. The Commissioners and staff reiterated on the major themes and the meeting that was held on September 8, 2022, at the Moton Museum.

The Commissioners had a discussion to standardize the new language for the commercial design standards from a conceptional standpoint. Staff provided an addendum containing the draft for basic language regarding the following:

- Building Materials and colors
- Height
- Lighting
- Site design, underground utilities, screening, and other requirements

NEW BUSINESS

Ordinance Amendment Resolution 2022-002 for Moton Museum Gateway Overlay

On a motion by Mr. Weiss, seconded by Ms. O’ Connor, and with all present members voting “aye”, the motion to adopt the Ordinance Amendment Resolution 2022-002 for Moton Museum Gateway overlay was passed.

Planning Commission Resolution 2022-002
Initiating an Amendment
to the Farmville Town Code, Chapter 29, Zoning and Subdivision
to Add a Moton Museum Gateway Overlay District

WHEREAS, the Moton Museum, a federally designated National Historic Landmark, is seeking, in concert with several other sites historically significant to the American Civil Rights Movement, a serial nomination and designation as a World Heritage Site through the United Nations Educational, Scientific, and Cultural Organization (UNESCO); and

WHEREAS, one UNESCO requirement for said designation is a protective buffer district around candidate sites; and

WHEREAS, the Code of Virginia, Section 15.2-2223 requires that all localities within the Commonwealth adopt a Comprehensive Plan to guide and accomplish a coordinated, adjusted, and harmonious development of the territory which will, in accordance with present and probable future needs and resources, best promote the health, safety, morals, order, convenience, prosperity and general welfare of the inhabitants, including the elderly and persons with disabilities; and

WHEREAS, on June 10, 2020, after 22 months of deliberation, discussion, and other due diligence, and in pursuit of advancing the previously said goals in the Code of Virginia, Section 15.2-2223, the Farmville Town Council adopted a Comprehensive Plan; and

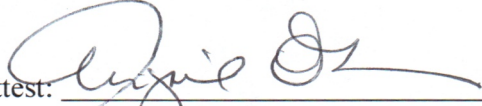
WHEREAS, the Town of Farmville's adopted Comprehensive Plan recommends a Moton Museum Gateway Overlay District for the protection and enhancement of the vicinity immediately surrounding the museum site, and an overlay district in the zoning ordinance is the most appropriate tool to accomplish such protection and enhancement; and

WHEREAS, Section 29-14.a.2.a.1.B of the Farmville Town Code and §15.2-2286(7) of the Code of Virginia allow the Planning Commission to initiate amendments to the zoning ordinance; and

NOW THEREFORE BE IT RESOLVED that the Farmville Planning Commission hereby initiates the ordinance amendment process pursuant to the appropriate local ordinance and statutory authority to add a Moton Museum Gateway Overlay District to the Farmville Town Code, Chapter 29, Zoning and Subdivision.

Approved by the Farmville Planning Commission on this 21 day of September, 2022.

Approved: 
Planning Commission Chair

Attest: 
Secretary

Staff Items

Mr. Pambid reported to the Commission that there was a monthly department report included in their meeting package that they had received. The report contained qualitative information in terms of what staff has been doing from a training standpoint and other activities in the department. He shared that the report also contained statistics on permit approval, FAB Ridership, and Airport fuel sales.

Mr. Pambid updated the Commissioners on Staff's training.

- Mr. Pambid recently completed an exam for the Certified Transportation Manager by the Virginia Association of Zoning Officials.
- Michelle Watkins has recently earned a certificate of completion for the Core course by the Jack A. Proctor Virginia Building Code Academy and will be participating in the Permit Technician Certification course by the Department of Housing and Community Development.
- Ashley Atkins-Austin has attended the Fall VAZO conference and completed an exam for Certified Zoning Administrator by the Virginia Association of Zoning Officials.

The Board of Zoning Appeals will not be meeting for the month of September. The Building Official position is still open until filled.

Commission Items

Chairperson Miller offered his thanks to the Commissioners and the staff.

ADJOURNMENT

With no further business, Chairperson Miller called for a motion to adjourn the meeting. On a motion by Mr. Weiss, seconded by Mr. Davenport and with all present members voting "aye", the meeting was adjourned at 9:09 PM.

Respectfully submitted by Michelle D. Watkins, Administrative Assistant II

Dr. John Miller, Chairperson

Abigail O'Connor, Secretary



This report is for two Planning Commission public hearings on 10/19/2022 for the following cases:

ZTA22-003, Amend Chapter 29 to Add Section 29-23.1, Moton Museum Gateway Overlay District

REZ22-001, Amend Zoning Map to Establish Moton Museum Gateway Overlay District Boundaries

Background

The Robert Russa Moton Museum is listed in a serial nomination application with other Civil Rights Movement sites for designation as a UNESCO World Heritage Site. One of UNESCO's requirements is a buffer to protect the site and the surrounding area, which includes a variety of residential, commercial, medical, and institutional uses. Southgate Shopping Center Except for the subject site and the Mary E. Branch School site, the proposed district contains no other proper historical sites or architectural exemplars, and therefore, the proposed overlay is *not to be considered a historic district*. Rather, it can be described as a neighborhood conservation district intended to encourage physically and aesthetically compatible 1) improvements to existing structures and 2) new construction.

The text is organized into 3 main parts: Administration and process, residential design requirements, and commercial design requirements. Please see additional notes regarding commercial lighting requirements in the findings and recommendations section.

The regulation will be applicable to new additions and new construction. Should the overlay language and district boundaries be adopted, existing properties are not required to build up their properties to meet the requirements.

The district boundaries were drawn to reflect a compact area to affect as few properties as possible as shown in an example from Georgia State University.

The expected result is an area that, over time, provides a sense of place ("placemaking") and visual compatibility for this cultural resource and a logical gateway and sense of arrival to Longwood University and Downtown Farmville.

Two actions are required to put this overlay district into effect.

1. The zoning ordinance must be amended to include the text of the Moton Museum Gateway Overlay District regulations. This action is case ZTA22-003.
2. The boundaries of the overlay district must be set by amending the zoning map. This action is case REZ22-001.



Notice and Community Input

Per the zoning ordinance and state law, public hearing notices have been published in the Farmville Herald, and all property owners within the proposed boundaries of the overlay district have been notified by first class mail.

As of this report's date, one property owner had contacted staff. Their concerns were the overlay's effects on cost to the property owner, effects of design requirements on property maintenance (painting, specifically), potential use restrictions (none in the overlay language but underlying zoning still applies), and the applicability of regulations to Longwood University (compliance not required for state agencies, but the University is highly encouraged to enter into an MOU/MOA for voluntary compliance).

Required Actions and Staff Findings and Recommendations

Staff recommends that the Planning Commission discuss whether to include the provisions of Section 29-23.1(j).15, *Lighting*. These provisions are highlighted in yellow with red text.

Options include the following:

- Keeping or reducing the number of provisions presented to immediately encourage or require appropriate lighting in the overlay only; or
- Deferring any lighting requirements to a later time when a comprehensive Town lighting ordinance can be discussed.

The Staff finds that the Moton Museum Gateway Overlay District is in keeping with the comprehensive plan's recommendations¹ for the formulation and adoption of such district, and therefore, recommends approval of both cases, ZTA22-003 and REZ22-001, to the Town Council. These must be separate motions to amend the zoning ordinance and to amend the zoning map.

Attachments

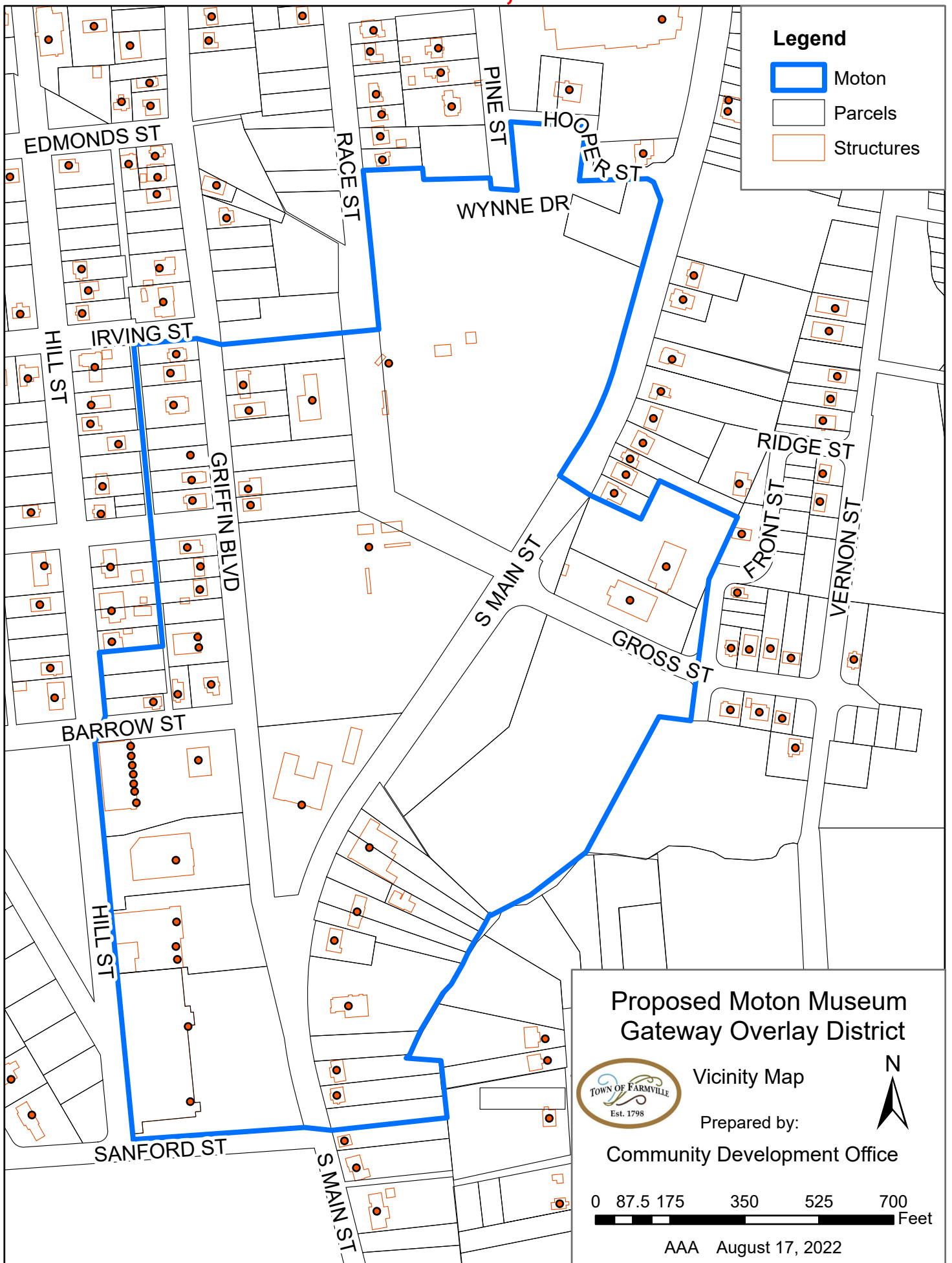
1. Attachment A: Map of proposed boundaries
2. Attachment B: Proposed language for Section 29-23.1
3. Attachment C: Pages 59 (Focused Planning Areas) and 63 (Moton Museum Gateway) of the comprehensive plan

Staff Contact

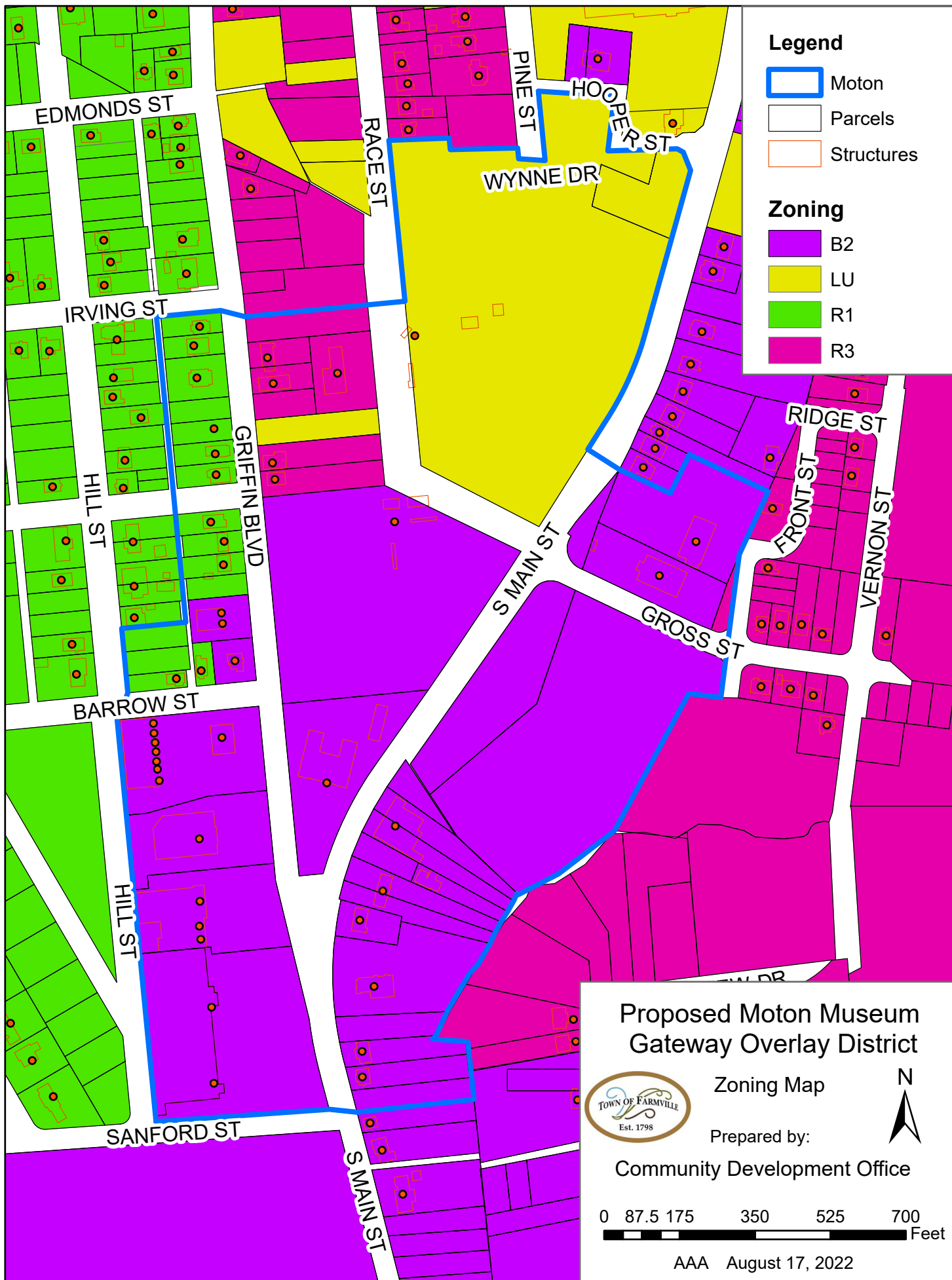
Leander N. "Lee" Pambid, CZA, MURP, MPA, Director of Community Development
Phone: 434-392-8465 | Email: lpambid@farmvilleva.com

¹ Farmville Comprehensive Plan adopted June 10, 2020, Page 63

Attachment A, ZTA22-003 and REZ22-001







Sec. 29-23.1. Robert Russa Moton Museum Gateway Overlay District

(a) Intent of district.

The intent of the Robert Russa Moton Museum Gateway Overlay District is to preserve and protect an area of important historic, architectural, archaeological, or cultural interest within the Town. In addition, the purpose of the district is to carry out comprehensive plan policies for protecting the historic character of the Town, specifically, the areas adjacent to and nearby the Robert Russa Moton Museum, which is an historical and international center of civil rights.

The district fosters the goal of protecting individual historic landmarks, not only for their own value as community resources, but also because of their contribution to the Town's unique character; to encourage the protective maintenance of nearby structures; to protect, enhance and perpetuate such buildings, structures, and landscape features which represent elements of the Town's cultural, social, economic, political and architectural history; to stabilize and improve property values; to foster civic pride in the Town's past; to protect and enhance the Town's attractions to tourists and visitors; to promote quality infill development; to support and stimulate business and strengthen the economy of the Town; and to promote the use of districts and historic resources for the education, pleasure, and welfare of the citizens of the Town.

(b) Application of the district.

1. Designation of the Moton Museum Overlay District, and any subsequent amendments thereto, shall be in accordance with Section 29-14(a) of the Town Code.
2. Regulations of the underlying zoning district shall apply.
3. In the event of conflicting regulations, the more stringent regulation shall apply.

(c) The planning commission/ town council may adopt design guidelines to assist the Town Manager in reviewing applications and to assist applicants in undertaking work properly.

(d) Procedures for reviewing work in the overlay district shall be as follows:

1. Applications for work in the overlay district requiring a certificate of appropriateness shall be made to the zoning administrator on forms provided. A processing fee may be charged for an application.
2. Applications for a certificate of appropriateness shall not require a public hearing. However, the Town Manager shall give, or require the applicant to give, all adjoining property owners written notice of the request for a certificate of appropriateness, and an opportunity to respond to the request within twenty-one (21) days of the date of the notice.
3. The Town Manager, after consulting with the Zoning Administrator, shall consider an application and make a decision within thirty days of submission.
4. Following the Town Manager's decision, the applicant shall be provided with a written statement of their findings and any applicable conditions for undertaking the proposed work.

5. If the Town Manager disapproves an application, the applicant shall be notified in writing of the findings, reasoning, and any recommendations made by them. An amended application may be filed within ninety (90) calendar days of the Town Manager's decision.
6. A certificate of appropriateness shall be valid for one year from the date of action by the Town Manager. If work has not commenced within one year, then the certificate of appropriateness shall be null and void, and a new certificate shall be required.
7. The Town Manager may refer any development proposal to the planning commission for review and approval in accordance with the provisions of this section.

(e) Certificate of appropriateness required for work.

1. A certificate of appropriateness shall be required from the Town Manager for all work undertaken in the overlay district, except for ordinary maintenance.
2. A certificate of appropriateness shall be required prior to issuing a building or zoning permit.
3. Ordinary maintenance shall not require a certificate of appropriateness.
 - a. The term "ordinary maintenance," for the purposes of this section, means exterior work that is undertaken on a frequent and routine basis to maintain the functional and structural integrity of an existing building, structure, or architectural or appurtenant features.
 - b. Furthermore, the term "ordinary maintenance" means repair work that maintains, and does not change, the architectural material, design, style, size and scale, arrangement, detailing or texture of the feature.
4. No building or structure, including signs, shall be erected, reconstructed, altered, rehabilitated, or restored within any such district unless the Town Manager finds that the work is in conformance with the design requirements adopted for the district and is architecturally compatible with the historic building, structure, and/or the existing scale and character of the district and issues a certificate of appropriateness. This includes work on walls, fences, signs, exterior light fixtures, and aboveground utility structures, among others.
5. No historic landmark, building or structure within the district shall be razed, demolished, or moved until approved and a certificate of appropriateness is issued.

(f) Standards for review.

1. In reviewing an application for a certificate of appropriateness, the Town Manager shall consider the following:
 - a. The appropriateness of the proposed alteration or construction on the character defining features of the building, structure, landscape, or district. This includes consideration of the overlay district design requirements, site context; building scale, mass and orientation; relationship to other buildings or elements; and the suitability of a material, design, style, arrangement, scale, detailing, and texture.
 - b. The consistency of the work with supplemental design guidelines that have been adopted by the Planning Commission.

- c. The applicability of adopted Secretary of the Interior standards for the treatment of historic properties with state and national designations, including guidelines for preservation, rehabilitation, restoration, reconstruction, and historic landscapes.
2. In reviewing a certificate of appropriateness application for a proposed alteration, expansion, construction, demolition or moving ("activity") of a building or structure, the Town Manager shall consider the following:
 - a. The historic significance of the individual building;
 - b. The contribution of the individual building to the overlay district;
 - c. The effect of the activity regarding the building on the overlay district;
 - d. The structural condition of the building;
 - e. The proposed new use and development of the property as it pertains to intent of the district and in accordance with adopted design guidelines.

(g) Appeals

1. Any applicant for a certificate of appropriateness or property owner with standing aggrieved by a decision of the Town Manager regarding a certificate of appropriateness may appeal the decision to the town council. After consultation with the Town Manager, the council may uphold the decision of the Town Manager, modify, or overturn the decision and issue a certificate of appropriateness.
2. Any person aggrieved by the decision of the planning commission may appeal the decision to the town council within thirty (30) calendar days.
3. A decision of the town council may be appealed to the circuit court if filed within 30 days via a certified petition. The court may affirm the decision or it may reverse or modify the decision if it finds that the decision is contrary to law or is arbitrary and capricious.

(h) District design regulations.

An application for new development shall be submitted to the Zoning Administrator and established fee paid prior to seeking a zoning permit and shall include the following information:

1. Site development plan drawn to scale showing setbacks, dimensions, and height of proposed addition or new building, and any parking areas;
2. Detailed elevation views of proposed addition or new building or structure drawn to scale showing architectural features including location, detailing, and exterior materials for porches, windows, doors, and roof (including pitch);
3. Preliminary landscape plan showing location of areas to be landscaped and existing trees to be removed or retained;
4. Utility plan showing locations of water, sewer, electricity, gas, etc., to serve the new building or structure.

(i) Residential building and site design

To encourage compatible construction of new buildings or structures and additions in the Moton Museum Gateway Overlay District, the following design requirements shall apply to non-multi-family residential buildings:

1. New building location, mass and scale.
 - a. Design new buildings to fit in with the surrounding building and development patterns;
 - b. Position and orient buildings so that they face the primary street and are set back consistent with other buildings on the street;
 - c. Size buildings that that they are similar in height, form, and scale to existing houses on the street;
 - d. The maximum overall height of new construction shall be limited to 35' in height.
 - e. Use exterior materials, architectural features, and colors that are complementary to those found in the neighborhood, particularly those of the Robert Russa Moton Museum.
2. Addition location, mass, and scale.
 - a. Make the addition subordinate to the main structure;
 - b. Use similar, compatible architectural details and materials;
 - c. Maintain the scale of the addition so that it does not overwhelm or compete with the main building (a good rule of thumb is to limit the addition to approximately one-third the size of the original structure);
 - d. Set the addition back from the face of the existing building to distinguish it from the main building wall;
 - e. Place an addition to the side or rear.
3. Roofs.
 - a. Use roof forms that reflect the existing roof patterns and pitch in the neighborhood;
 - b. Use similar exterior materials or ones that are compatible with existing roofing materials in the neighborhood;
 - c. Position any roof feature toward the rear of the building so that it is not visible from the street (e.g., skylight, chimney, solar panel, vents). Exceptions may be made for the orientation of solar panels in order to maximize their efficiency.
4. Porches and entrances.
 - a. Include a primary, visible entrance that is centrally located on the front of the building;
 - b. Include a front porch on the new building that is similar in design and scale to other front porches on the street;
 - c. Provide proper porch roof pitch to ensure proper drainage and ensure that roofing material is appropriate for the pitch;

- d. Install porch elements properly, especially railings and lattice under-pinning;
 - e. Prime and paint porch elements, rather than using unpainted, treated lumber;
 - f. Do not enclose a front porch for added interior living space.
5. Windows and doors.
- a. Include appropriately detailed and sized windows and doors similar to those found on other buildings on the street;
 - b. Include windows on all exterior walls;
 - c. Locate windows symmetrically on a building wall;
 - d. Position doors so that they are clearly visible from the street and centered within a focused entrance;
 - e. Ensure that windows and doors have sufficient trim to provide visible dimension and framing of the opening.
6. Parking.
- a. Minimize driveway and parking pavement, especially in the front yard;
 - b. Locate parking to the side or rear of the main building, if possible.
7. Accessory structures.
- a. Locate a garage, deck or patio to the rear of the house where they are not visible from the street;
 - b. Use covered risers on all stairs;
 - c. Paint or stain fences.
- (j) Commercial building and site design

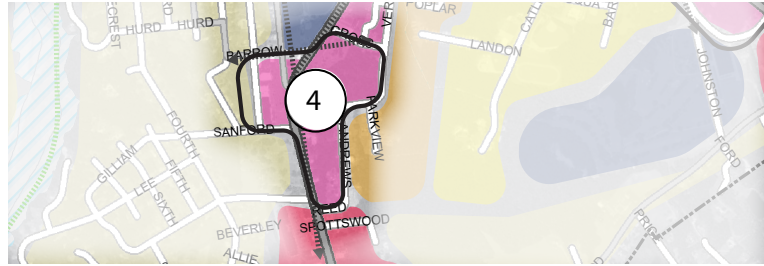
To encourage compatible construction of new sites and buildings or structures and additions in the Moton Museum Gateway Overlay District, the following design requirements shall apply to all other buildings, including multi-family buildings:

1. *Exterior veneer.* Buildings shall be clad primarily in red brick veneer similar in size, color, and bond that match the Museum building.
2. *Contemporary or modern materials.* Use of materials with modern appearances including but not limited to concrete masonry units, cinder block, stucco, exterior insulation and finish systems, corrugated or sheet metal, reflective glass, vinyl, and PVC shall be prohibited as primary building and façade materials. Use of such materials shall be limited to no more than 10% of the façade or for architectural accents and features.
3. *Height.* Overall height shall be limited to 40' in height.
4. *Orientation.* Building facades and entrances shall be oriented toward the primary means of vehicular access.
5. *Building bulk and mass.* The treatment of buildings shall include vertical architectural treatment at least every 25 feet to break down the scale of the building into smaller components.

6. *Visible architectural details.* Architectural details shall continue on all facades visible from the public right-of-way.
7. *Scale and proportion.* New commercial construction shall feature balanced ratios of height to width and the ratio of mass (building) to void (openings). The scale and mass of a proposed project shall relate to the Moton Museum, nearby buildings, and the streetscape. New construction shall incorporate high-quality architectural design and provides gradual transitions to surrounding land uses using design features, such as setbacks, height step downs, and landscaping;
8. *Landscape islands.* Parking lot landscape islands at least 9 feet in width are required at the ends of all rows of parking. Easements shall avoid islands to the greatest extent possible.
9. *Signs.* Signs shall comply with the regulations for the site's underlying zoning district.
10. *Outside storage of goods.* Outside storage of goods shall be completely screened from the view of the corridor roadway, as approved on the site plan. Outside display of goods are allowed as long as the goods are brought inside at the close of business each day.
11. *Utilities.* Utility lines, including electric, cable and telephone, to serve the development project shall be installed underground. All utility pad fixtures, meter boxes, access boxes, junctions, pedestals, and similar appurtenances. shall be shown on the Site Plan and shall be screened and integrated with the architectural elements of the site.
12. *Fences.* Fences exceeding four feet in height shall be located in the side and rear yards only. Chain-link fences, including those with slats, are prohibited.
13. *Mechanical equipment.* Mechanical equipment shall be screened from the public view and designed to be perceived as an integral part of the building.
14. *Dumpster screening.* Dumpsters shall be screened from public view with enclosures similar in appearance to the primary building. Gates shall be opaque and not sag.
15. *Lighting-* The following shall apply to any multi-family or non-residential building or site.
 - a. *Entrance lighting.* All entrances and exits in substantial buildings used for non-residential purposes and in multi-family residential developments containing more than four dwelling units shall be adequately lighted to ensure the safety of persons and the security of the buildings.
 - b. *Installed height.* Installed height of any luminaire used for outdoor lighting for non-residential and multifamily developments, except for street lighting, shall not exceed 25 feet.
 - c. *Parking lot lighting.* Any lights used to illuminate parking areas shall be so arranged as to direct light trespass and glare away from adjoining residential uses and streets.
 - d. *Full cutoff requirement.* Any luminaire with a light output equal to or greater than 1,200 lumens shall be full-cutoff. Light fixtures and lenses shall be oriented parallel to the ground.
 - e. *Canopy lighting.* All island canopy ceiling or eave fixtures shall be recessed. Canopies shall not be backlit.
 - f. *Light trespass.* In no case shall light trespass levels exceed 0.5 a foot candle at property lines.
 - g. *Floodlights and unshielded wall-mounted fixtures shall be prohibited.*

- h. Lighting of fenestration and rooflines. Outlining or illuminating of windows, doors, and rooflines with incandescent, neon, or LED string lights or bars, or similar devices shall be prohibited, except for holiday seasons between November 1 and January 15.
- i. Fixtures. With the exception of maintenance for existing fixtures containing such bulbs, the following shall be prohibited: high-pressure sodium, fluorescent, mercury vapor, and metal halide type bulbs.
- j. The maximum color temperature as measured on the Kelvin Scale shall be 5,000 (five-thousand) Kelvin.

FUTURE CONDITIONS



4 - Moton Museum Gateway

Existing Conditions

The Moton Museum Gateway is centrally located and acts as the gateway between Farmville's major shopping centers, Longwood and downtown. The gateway is named for the historic museum that sits at the intersection of South Main Street and Griffin Boulevard. The Moton Museum is a significant historical site, representing the national Civil Rights movement and the courage of the local Farmville residents who played a part. As the area has developed, the land use and transportation networks surrounding the museum obscure the site. The intersection is a natural gateway and place of transition within the Town, but little specific planning has been completed to enhance the gateway.

Griffin Boulevard runs along the western border of the Moton Museum and Longwood University. The street currently consists of two wide lanes of travel (north and south) and serves as a bypass of downtown. This encourages higher rates of speed and creates a harsh divide between the uses to the east of the street and uses to the west. South Main Street runs along the eastern border of the Moton Museum and Longwood University, bisecting it from single-family dwellings, restaurants, and vacant properties to the east. It currently serves two lanes in each direction. Travelers move hurriedly through this area, going between the shopping centers and downtown.

Development Goals

Development goals within this planning area include the creation of a welcoming gateway to the Town of Farmville; improving the safety and aesthetic appeal of both Griffin Boulevard and South Main Street to encourage Longwood pedestrians to travel throughout the Town for shopping and entertainment; and, highlighting the history and importance of the Moton Museum as a local, national, and international site of importance.

Development Tools and Strategies

Strategies to achieve this welcoming gateway include:

- Adopt zoning regulations that promote infill and redevelopment and encourage a variety of uses designed to serve both automobiles and pedestrians.
- Reduce vehicular lane width and add streetscaping with trees, sidewalk, and bicycle lanes along both Griffin Boulevard and South Main Street. Provide a southbound exclusive right-turn only lane and change the intersection to a continuous Green-T intersection. Together these measures would create a safer space for both vehicles and pedestrians.
- Work closely with Longwood to ensure compatible and cohesive development that promotes the redevelopment of this area.
- Establish an Entrance Corridor Overlay to improve signage, landscaping, and building design standards in the area.
- Promote the redevelopment of Southgate shopping center as a mixed-use hub with connections to the surrounding residential neighborhoods.
- Promote the history and importance of the Moton Museum and include signage along pedestrian trails and open spaces.



MEETING DATE: Wednesday, October 19, 2022 (Planning Commission)

ITEM NO.: 6

REQUEST: **ZTA22-003**, Amend Chapter 29 to Add Section 29-23.1, Moton Museum Gateway Overlay District

BACKGROUND: Written staff report and other supporting materials and verbal report by Lee N. "Lee" Pambid, Director of Community Development

RECOMMENDATION: That the Planning Commission recommend approval to the Town Council of **ZTA22-003** to amend Chapter 29 to add Section 29-23.1, Moton Museum Gateway Overlay District.

MOTION: _____

SECONDED: _____

Commissioner	Yes	No
O'Connor		
Weiss		
Johnson		
Davenport		
Patterson		
Crute		
Miller		



MEETING DATE: Wednesday, October 19, 2022 (Planning Commission)

ITEM NO.: 7

REQUEST: **REZ22-001**, Amend Zoning Map to Establish Moton Museum Gateway Overlay District Boundaries

BACKGROUND: Written staff report and other supporting materials and verbal report by Lee N. "Lee" Pambid, Director of Community Development

RECOMMENDATION: That the Planning Commission recommend approval to the Town Council of **REZ22-001**, to amend the zoning map to establish the Moton Museum Gateway Overlay District boundaries.

MOTION: _____

SECONDED: _____

Commissioner	Yes	No
O'Connor		
Weiss		
Johnson		
Davenport		
Patterson		
Crute		
Miller		



MEMORANDUM

To: C. Scott Davis, LPD, Town Manager
From: Leander N. "Lee" Pambid, CZA, MURP, MPA Director of Community Development
Date: Tuesday, October 11, 2022
Subject: Director's Monthly Report (September 2022), Department of Community Development

Statistics

Item	Amounts	Notes
Zoning Permits	3	
Building Permits	6	
	0	New single-family construction
	0	Manufactured homes
	3	Trades (mechanical, electrical, plumbing)
	0	Structural (interior renovations)
	3	Structural (exterior improvements)
	0	Signs
FAB Ridership	11,309 riders total 16,796 miles 1,243 service hours	
Fuel Sold at KVVX	10 sales \$4,179.82 731.0 gallons	27.1 gallons AV 704.3 gallons Jet A Reduced sales because of runway closure in Aug/Sept

Items of interest

- The Building Official recruitment is open. There is a new applicant pool, and Community Development and Human Resources are reviewing applications.
- The Staff participated in the following meetings and trainings in September:
 - Moton Museum Gateway Overlay Community Engagement Meeting (Pambid, Atkins)
 - Virginia Association of Zoning Officials (VAZO) Certified Zoning Administrator Test (Atkins- passed)
 - VAZO Certified Transportation Manager Test (Pambid- passed)
 - VAZO Fall Training Conference (Atkins)
 - VAZO Check-In (Pambid, Austin, Watkins)
 - Virginia Department of Aviation (DOAV) Flight Information Exchange (FIX) Meeting (Pambid)
 - Virginia Department of Conservation and Recreation (DCR) Floodplain Community Assistance Visit (Pambid, Atkins)
 - DCR Cooperating Technical Partners Combination Course (Pambid)
 - Virginia Building Code Academy Core Course (Watkins)

- Farmville Regional Airport (KFVX) updates:
 - The Runway Safety Area Grading Project is substantially complete.
 - The runway is completely open and all previous restrictions related to the RSA Grading Project have been lifted.
 - Scheduling of the FAA flight check is pending the clearance of several trees in certain areas at both ends of the runway.
 - Hillis-Carnes conducted subsurface investigations (test bore drill holes) in advance of the design phase for the Taxiway and Taxi Lanes Rehabilitation Project.
 - Staff compiled a comprehensive list of airport stakeholders for more efficient and thorough communication.
- The Planning Commission met on September 21, 2022.
 - They unanimously recommended approval to the Town Council of Conditional Use Permit (CUP22-002) for a four-unit multi-family dwelling at the 1300 Block of Longwood Avenue with conditions.
 - The Staff provided them with information on the Moton Museum Gateway Overlay District progress.
 - The Planning Commission is scheduled to meet on Wednesday, October 19, 2022.
 - A public hearing is scheduled for the Moton Museum Gateway Overlay District zoning text amendment (ZTA22-003) and establishment of district boundaries (REZ22-001).
- The Board of Zoning Appeals did not meet in September.
 - The Staff briefed Chair Pam Butler in-person, including ordinance amendment updates, the department update, and training and meeting possibilities for the BZA and Planning Commission.
 - They are not scheduled to meet in October.

Staff Contacts | Department of Community Development

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Phillip Moore	Building Official (<i>Interim</i>)	pmoore@farmvilleva.com	434-392-8465
Leander N. "Lee" Pambid	Director of Community Development	lpambid@farmvilleva.com	434-392-8465
Michelle Watkins	Administrative Assistant II	mwatkins@farmvilleva.com	434-392-8465