



Town of Farmville

Town Council

November 9, 2022 at 7:00 PM
Council Chamber of the Town Hall
116 North Main Street, Farmville, VA

AGENDA

1. **Call to Order and Welcome Guests**
2. **Invocation by Rev. Tochi Iwuji, Pastor of St. Theresa Catholic Church**
3. **Pledge of Allegiance led by Vice-Mayor Reid**
4. **Roll Call**
5. **Presentation by Brown, Edwards & Company, L.L.P. of the Town's 2021-2022 Audit**
 - a. Presenter - Chris Murray, CPA and Director of Brown, Edwards & Company, L.L.P.
6. **Prince Edward County Update - Doug Stanley, County Administrator**
7. **Public Hearing-Ordinance No. 213-Adding Section 29-23.1 of Article IV of Chapter 29-Zoning and Subdivision known as Robert Russa Moton Museum Gateway Overlay District**
8. **Public Hearing-Ordinance No. 214-Amending the Official Zoning Map of the Town of Farmville to provide for the Robert Russa Moton Museum Gateway Overlay District**
 - a. Public Hearing Notice
9. **Public Comment Period - Please Limit Comments to Three Minutes**
10. **Request Approval of the Consent Agenda**
 - a. Draft Minutes of the Regular Council Meeting held on October 12, 2022.
11. **Request Approval of the Finance Report**
 - a. Finance Report
12. **OLD BUSINESS**
 - a. Request Adoption of Ordinance No. 213-Adding Section 29-23.1 of Article IV of Chapter 29-Zoning and Subdivision known as Robert Russa Moton Museum Gateway Overlay District
 - b. Request Adoption of Ordinance No. 214-Amending the Official Zoning Map of the Town of Farmville to provide for the Robert Russa Moton Gateway Overlay District
13. **NEW BUSINESS**
 - a. Request Adoption of Ordinance No. 215-Permits the installation of a water meter inside of the business known as NaturChem Inc. in order to more accurately reflect the water consumed and the water returned to the town sewage system by the business
 - b. Discussion of Farmville Downtown Partnership using the caboose as an office
14. **Staff Reports**
15. **Standing Committee Reports**

16. Comments by the Mayor and Members of Town Council

17. Closed Session

- a. 2.2-3711(A)(39) Discussion related to economic development
- b. 2.2-3711(A)(1) Discussion of performance of the Town Manager and discussion of performance of the Clerk of Council



Town of Farmville

Agenda Item Summary

MEETING DATE: November 9, 2022

ITEM NUMBER: 5.a. – Presenter - Chris Murray, CPA and Director of Brown, Edwards & Company, L.L.P.

BACKGROUND: Verbal report by the Town Manager.

A detailed review of the audit will be provided at a Finance and Ordinance Committee meeting scheduled for 6:00 PM, November 9, 2022.

Chris Murray, CPA and Director of Brown, Edwards & Company, L.L.P., will provide an overview of the audit.

RECOMMENDATION: Accept the 2021-2022 Audit, as presented.

FISCAL IMPACT:

ATTACHMENTS: None

David E. Whitus
Mayor

Mary H. McKay
Clerk of Council



COUNCIL
A. D. "Chuckie" Reid
Brian Vincent
Daniel E. Dwyer
Donald L. Hunter
Greg Cole
Sallie O. Amos
Tommy Pairat

Town of Farmville
Town Council
PUBLIC HEARING NOTICE

The Farmville Town Council will hold public hearings on Wednesday, November 9, 2022, at 7:00 PM in the Council Chamber, located on the second floor of the Town Hall, 116 North Main Street, Farmville, Virginia, to receive public comment on the following items:

- **Ordinance No. 213 – Moton Museum Gateway Overlay District Zoning Ordinance Language - 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.**
- **Ordinance No. 214 - Establishment of the Moton Museum Gateway Overlay District Boundaries - 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.**

Full texts of the proposed ordinance amendments are available by contacting the Clerk of Council at (434) 392-9465 and online at www.farmvilleva.com.

The Farmville Town Council will consider the amendments following each public hearing. Any person(s) wishing to comment on the above matters should plan to attend this meeting or submit written comments. If you do not feel comfortable attending the meeting, you can participate by contacting the Clerk of Council's office and ask to participate in the public hearing by phone. Once a person has formally made this request, they will be provided a conference call number. Please send your requests to Mary McKay at mmckay@farmvilleva.com or by calling (434) 392-9465 by 5:00 PM on Wednesday, November 9, 2022.

Questions and comments related to these public hearings may be directed to the Department of Community Development, 116 North Main Street, PO Drawer 368, Farmville, Virginia, 23901 or by calling (434) 392-8465, between the hours of 8:00 AM and 5:00 PM, Monday through Friday.

It is the intent of the Town to comply with the Americans with Disabilities Act. Should you need special accommodations, please contact C. Scott Davis, LP.D., Town Manager, at (434) 392-5686, prior to the meeting.



Town of Farmville

Agenda Item Summary

MEETING DATE: November 9, 2022

ITEM NUMBER: 10.a. – Draft Minutes of the Regular Council Meeting held on October 12, 2022.

BACKGROUND: The Consent Agenda includes Draft Minutes of the Regular Council Meeting held on October 12, 2022.

RECOMMENDATION: Approve the Consent Agenda, as presented.

FISCAL IMPACT:

ATTACHMENTS:

1. 2022-10-12 Council Meeting Minutes-DRAFT

REGULAR MEETING OF THE FARMVILLE TOWN COUNCIL
HELD ON OCTOBER 12, 2022

At the regular meeting of the Farmville Town Council held on Wednesday, October 12, 2022, at 7:00 PM, in the Council Chamber of the Town Hall, located at 116 North Main Street, Farmville, Virginia, there were present Mayor D.E. Whitus, presiding, and Council Members S.O. Amos, G.C. Cole, D.L. Hunter, A.D. Reid and B.R. Vincent.

The staff present were Town Manager C. Scott Davis, Town Attorney Gary Elder, Director of Community Development Lee Pambid, Finance Director Julie Moore, Chief of Police Andy Ellington, Director of Public Works Robin Atkins, IT Support Ashley Atkins-Austin, Deputy Clerk Jacqueline Vaughan, and Clerk Mary McKay.

Mayor Whitus called the meeting to order and welcomed all guests. Congratulations was expressed to Vice-Mayor Reid as President-Elect of the Virginia Municipal League.

Rev. Susie Thomas, Pastor of Farmville United Methodist Church provided the Invocation, followed by the Pledge of Allegiance led by Vice-Mayor Reid.

The Clerk called the roll, noting Council members D.E. Dwyer and T.M. Pairet as absent.

**PUBLIC HEARING – CONDITIONAL USE PERMIT – CASE CUP22-002 – TO ALLOW
FOR A MULTIFAMILY DWELLING CONTAINING FOUR APARTMENT UNITS AT 1306
LONGWOOD AVENUE**

With no one signed up or wishing to speak, the Public Hearing was closed.

PUBLIC HEARING – PROPOSED CHANGES TO TOWN OF FARMVILLE CHARTER

With no one signed up or wishing to speak, the Public Hearing was closed.

PUBLIC COMMENT PERIOD

Susan Sullivan, Director of the University Center and Student Activities at Longwood University and Chair of the Heart of Virginia Festival, addressed Council. She thanked the Town Council and staff for their support of the Heart of Virginia Festival and Longwood University's First Friday Back in the Game event. Ms. Sullivan provided Council and staff Longwood University scarves.

Jen Cox, Director of Local and Community Relations at Longwood University and Vice-Chair of the Farmville Area Chamber of Commerce, addressed Council mentioning the following items:

- This year's Longwood University scarf displays a map of the Town of Farmville, reflecting the partnership of Longwood University and the Town of Farmville. She thanked Ashley Atkins-Austin for providing the map.
- The Virginia Children's Book Festival is being held October 12-14, 2022.
- An admissions event with 600 registrations is scheduled for this weekend, which includes prospective students and their families.
- Season basketball tickets are on sale along with special edition T-shirts.
- The Chamber of Commerce monthly networking lunches have resumed.
- The Holiday House Tour is scheduled for December 10, 2022, from 9:00 AM-2:00 PM.
- The Farmville Area Chamber of Commerce will partner with the Town on the annual tree lighting at the downtown Plaza.
- Applications are being accepted for the next Leadership Farmville program.

REQUEST APPROVAL OF THE CONSENT AGENDA

On a motion by Mr. Cole, seconded by Mr. Hunter, and with all Council members voting "aye", the consent agenda was approved as presented. The consent agenda includes the draft minutes of the September 7, 2022 Work Session, the draft minutes of the September 14, 2022 Special Meeting, and the draft minutes of the September 14, 2022 Regular Council Meeting.

REQUEST APPROVAL OF THE FINANCE REPORT

On a motion by Mr. Vincent, seconded by Mr. Reid, and with all Council members voting "aye", the finance report was approved as presented.

BACKGROUND: Finance Director reported the Airport Fund had an approximate \$708,000 increase due to grant money being received for expenses to be paid in October. The fiscal year 2023 bond payment was made on October 3, 2022, so the Set-Aside Account will be down next month. In September, \$18,915.31 was earned with the funds invested at the Local Government Investment Pool (LGIP), making a total of \$34,448.95 earned since investing with LGIP two months ago.

REQUEST APPROVAL OF RESOLUTION 2022-10-01 PROVIDING ARPA FUNDS FOR GENERAL GOVERNMENT USE FOR NEW PLAYGROUND EQUIPMENT AT WILCK'S LAKE

Mr. Vincent made a motion to approve Resolution 2022-10-01 to replace the playground equipment at Wilck's Lake, seconded by Mr. Hunter. An amended motion was made by Mr.

Vincent to approve Resolution 2022-10-01 providing ARPA Funds for General Government Use for the new playground equipment at Wilck's Lake, with an amended second by Mr. Hunter, and with a recorded vote of Council members Amos, Cole, Hunter, Reid, and Vincent voting "yes", the motion passed unanimously.

BACKGROUND: Mr. Vincent reported approximately a year ago, he and Public Works Director Robin Atkins looked at the needed repairs at the playground. It was determined the most economical solution was to replace the equipment and the playground was closed while seeking replacement options. The resolution will approve for not more than \$35,000 to be spent to procure the equipment.

Resolution #2022-10-01

Providing American Rescue Plan Act Funds for General Government Use

WHEREAS, the Town of Farmville received funds from the United States Treasury through the American Rescue Plan Act in June of 2021 and the second phase of funding in June 2022; and

WHEREAS, the United States Treasury has issued a final ruling on the use of said funds by local governments; and

WHEREAS, general government use is an allowed use of American Rescue Plan Act Funding; and

WHEREAS, Town Council recognizes the need for enhanced recreation equipment;
NOW THEREFORE,

BE IT RESOLVED BY THE TOWN OF FARMVILLE TOWN COUNCIL:

1. The Town of Farmville Town Council approves the funding of new playground equipment at Wilck's Lake with a not to exceed cost of \$35,000 from the American Rescue Plan Act funds.
2. This resolution shall be in full force and effect upon passage.

Approved:

Mayor

Attest: _____
Clerk of Council

I certify that the above resolution was:

Adopted on _____.

Ayes: _____. Nays: _____. Absent: _____. Abstain: _____.

The Honorable A.D. "Chuckie" Reid: _____.

The Honorable Sallie O. Amos _____.

The Honorable Daniel E. Dwyer _____.

The Honorable Tommy Pairet _____.

The Honorable Brian Vincent _____.

The Honorable Donald L. Hunter _____.

The Honorable Greg Cole _____.

**REQUEST APPROVAL OF CONDITIONAL USE PERMIT – CASE CUP22-002 – TO
ALLOW FOR A MULTIFAMILY DWELLING CONTAINING FOUR APARTMENT UNITS
AT 1306 LONGWOOD AVENUE**

Mr. Hunter made a motion to approve the conditional use permit for a multifamily dwelling containing four apartment units at 1306 Longwood Avenue with the conditions as presented by the Planning Commission, seconded by Mr. Cole, and with a recorded vote of Council members Cole, Hunter, Reid, Vincent, and Amos voting "yes", the motion passed unanimously.

BACKGROUND: Town Manager referenced the detailed report provided to Council for the property located at 1306 Longwood Avenue. The Planning Commission recommended Council approve the Conditional Use Permit with six conditions listed:

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.

REQUEST APPROVAL OF RESOLUTION 2022-10-02 PROPOSED CHANGES TO TOWN OF FARMVILLE CHARTER

Mr. Hunter made a motion to approve Resolution 2022-10-02 Proposed Changes to Town of Farmville Charter, seconded by Mr. Cole, and with a recorded vote of Council members Vincent, Amos, Cole, Hunter, and Reid voting “yes”, the motion passed unanimously.

BACKGROUND: Council members were provided a presentation on the proposed changes by Attorney Jeff Gore of Hefty, Wiley, and Gore, at the September 14, 2022 Regular meeting. A copy of the proposed changes also was provided to Council members. A Public Hearing was held this evening with no one requesting or wishing to comment.

Mr. Hunter noted that approximately two years ago, it was determined the Charter needed to be updated. He added the proposed changes are not being done because of an election.

Mayor noted conversation about updating or changing the Charter has been ongoing for a long time as the current Charter is out of date. If approved by the General Assembly, the effective date will be July 1, 2023.

Resolution #2022-10-02

**Repeal Town of Farmville Charter adopted in 1956 and Request 2023
General Assembly Approve a New Charter for the Town of Farmville**

WHEREAS, the Town of Farmville Town Council has reviewed the existing Charter adopted by the Virginia General Assembly in 1956 and realizes there are numerous obsolete provisions; and

WHEREAS, the Town Council has hired outside legal counsel to draft a new Charter eliminating the obsolete provisions and bringing the Charter in line with current Town operating procedures; and

WHEREAS, the Town Council has advertised for and provided a public hearing to receive public comments on the proposed new Charter pursuant to Section 15.2-202 of the Code of Virginia.

NOW THEREFORE BE IT RESOLVED BY THE TOWN OF FARMVILLE TOWN COUNCIL that:

1. The town of Farmville Town Council approves the form of the new Charter presented to it at the public hearing, with any amendments adopted following such hearing, and requests the 2023 Virginia General Assembly to approve the new Town Charter and to repeal the existing Town Charter.
2. This resolution shall be in full force and effect upon passage.

Approved:

Mayor

Attest:

Clerk of Council

I certify that the above resolution was:

Adopted on: _____

Ayes: _____. Nays: _____. Absent: _____. Abstain: _____

The Honorable A.D. "Chuckie" Reid

The Honorable Sallie O. Amos

The Honorable Daniel E. Dwyer

The Honorable Tommy Pairt

The Honorable Brian Vincent

The Honorable Donald L. Hunter

The Honorable Greg Cole

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Farmville, Town of
County of Prince Edward

History of incorporation
Established, 1798, c. 59.

Incorporation and charter, 1833, c. 191.

Charter, 1847, c. 218; repealed 1852, c. 380.

Charter, 1852, c. 380; repealed 1870, c. 298.

Charter, 1870, c. 298; repealed 1890, c. 196.

Charter, 1890, c. 196; repealed 1912, c. 162.

Charter, 1912, c. 162; repealed 1956, c. 315.

Current charter

Charter, 1956, c. 315.

Amendments to current charter

1968, c. 580 (§§ 3, 26 [repealed], 26.1 [added], 27 through 29 [repealed], 30)

Incorporation, Boundaries, and Powers Generally

§ 1. Incorporation.

The inhabitants of the territory comprised within the present corporate limits of the town of Farmville, Virginia, as the same now are or may hereafter be established by law, are hereby declared to be a body politic and corporate under the name of town of Farmville, and as such shall have perpetual succession, may sue and be sued, contract and be contracted with, and may have a corporate seal which it may alter, renew, or amend at its pleasure.

§ 2. Corporate boundaries.

The boundaries of the town shall remain as now established unless changed in accordance with applicable law.

§ 3. Powers.

The powers set forth in Title 15.2 of the Code of Virginia as in force on the date that this act takes effect, and all acts amendatory thereof, and all other powers that are now or may be conferred upon or delegated to towns under the Constitution and laws of the Commonwealth and all other powers pertinent to the conduct of a town government the exercise of which is not expressly prohibited by said Constitution and laws and which, in the opinion of the town council are necessary and desirable to promote the general welfare of the town and the safety, health, peace, good order, comfort, convenience, and morals of its inhabitants, are fully and completely conferred upon the Town of Farmville as though such powers specifically were enumerated in this Charter, and no enumeration of particular powers in this Charter shall be held to be exclusive but shall be held to be in addition to this general grant of powers.

In addition to the powers granted by other sections of this Charter, the town shall have the power to raise annually by taxes and assessments, as permitted by general law, in the town, such sums of money as

the council shall deem necessary to pay the debts and defray the expenses of the town, in such manner as the council shall deem expedient. In addition to, but not as a limitation upon, this general grant of power the town shall have power to levy and collect ad valorem taxes on real estate and tangible personal property and machinery and tools; to levy and collect taxes for admission to or other charge for any public amusement, entertainment, performance, exhibition, sport, or athletic event in the town, which taxes may be added to and collected with the price of such admission or other charge; to levy and collect taxes on hotel and motel rooms; to levy and collect privilege taxes, local general retail sales and use tax as provided by law, and capitation taxes; unless prohibited by general law, to require licenses, prohibit the conduct of any business, profession, vocation, or calling without such a license, and require taxes to be paid on such licenses in respect to all businesses, professions, vocations, and callings that cannot, in the opinion of the council, be reached by the ad valorem system; and to require licenses of all owners of vehicles of all kinds for the privilege of using the streets and other public places of the town, require taxes to be paid on such licenses, and prohibit the use of streets, alleys, and other public places in the town without such license, said town to have the power to require as a condition precedent to the issuance of motor vehicle licenses the exhibiting by the motor vehicle license applicant of adequate proof of the payment of all personal property taxes then due and payable to the town by the license applicant.

In addition to the other powers conferred by law, the Town of Farmville shall have the power to impose, levy, and collect, in such manner as its council may deem expedient, a consumer or subscriber tax upon the amount paid for the use of water, gas, electricity, telephone, and any other public utility service within the town or upon the amount paid for any one or more of such public utility services, and may provide that such tax shall be added to and collected with bills rendered consumers and subscribers for such services.

Administration and Government.
The Mayor and Council.

§ 4. Powers enumerated.

All powers of the Town of Farmville as a body politic and corporate shall be vested in the town council.

The council shall be the policy-determining body of the town and shall be vested with all of the rights and powers conferred by state law on councils in towns, not inconsistent with this Charter. In addition to the foregoing, the council shall have the following powers:

- (1) To have full power to inquire into the official conduct of any office or officer under its control and to investigate the accounts, receipts, disbursements, and expenses of such townemployees; for these purposes it may subpoena witnesses, administer oaths, and require theproduction of books, papers, and other evidence; and in case any witness fails or refuses to obey any such lawful order of the council, he shall be deemed guilty of a misdemeanor.*
- (2) To fix a schedule of compensation for all town officers and employees. The council may define certain*

classes of town employees whose salaries shall be set by the town manager.

- (3) To prescribe the amount and condition of surety bonds to be required of such officers and employees of the town as the council may designate.*

The town manager, the clerk of the council, and the town attorney shall serve at the pleasure and will of town council. Where the selection and tenure in office of officers and employees are otherwise specified in this Charter, the Constitution of Virginia, or state statute, those provisions shall govern.

§ 5. Election, term, and filling of vacancies.

The Council and the Mayor shall be elected in the manner provided by law as follows:

The terms of the three members of the council who were elected in May 2020, shall expire on December 31, 2024. At the regular municipal election to be held on the first Tuesday in November 2024, and every four years thereafter three councilmen shall be elected for a term of four years each. The term of the mayor and the four members of the council who were elected at the regular municipal election in November 2022 shall expire on December 31, 2026. Terms of office shall begin on the first day of January next following their election. Each council member and the mayor elected as hereinabove provided shall serve for the term stated or until his successor has been elected and qualified.

The council shall have five members elected from wards and two members elected at-large. The three members elected in November 2024 and thereafter shall be one from ward D, one from ward E, and one at-large. The four members elected in November 2026 and thereafter shall be one from ward A, one from ward B, one from ward C, and one at-large. The mayor shall be elected at-large. Any vacancy in the office of any council member elected from a ward must be filled by a qualified voter actually residing in the ward in which the vacancy shall have occurred. Each member of council may receive a salary to be fixed by the council, payable at such times and in such manner as the council may direct. The mayor may receive a salary to be fixed by the council, payable in such manner and at such times as the council may direct.

§ 6. Oath of office.

The mayor and other municipal officers of the town, before entering upon the duties of their respective offices, shall be sworn in according to the laws of the Commonwealth by any one authorized to administer oaths, which said oaths shall be subscribed in writing and filed with the clerk of the council.

The failure of any person elected or appointed to an office under this Charter to qualify within thirty days after the commencement of the term for which he was elected or appointed, or if elected or appointed to fill a vacancy, for thirty days after such election or appointment, shall vacate his office.

§ 7. Duties of mayor generally.

The mayor shall preside over the meetings of the council, shall have the same right to speak therein as other members of council. The mayor shall not have a vote as other members of council unless there is a tie but

shall have power to veto. The mayor's veto can be overridden by a two-thirds vote of the elected members of the council. The mayor shall have authority to appoint such committees of the council as deemed necessary and expedient in the proper administration of the town government.

The mayor shall be recognized as the head of town government for all ceremonial purposes, the purpose of military law, and the service of civil process. The mayor shall authenticate, by their signature, such instruments as the council, this Charter, or the laws of the Commonwealth may require.

§ 8. Selection and duties of vice mayor.

At the first meeting of each new and succeeding council elected hereunder, council shall elect from its membership one of its members to serve as vice mayor. The vice mayor shall preside over meetings of the council in the absence of the mayor and may vote on all matters. The vice mayor shall not have a veto power.

Council Procedures.

§ 9. Meetings generally.

The council shall, by ordinance, fix the time and place of its meetings. It shall have authority to adopt such rules as it may deem proper for the regulation of its proceedings. All appropriations of money shall be by roll call vote and the vote shall be recorded in the minutes of the council.

§ 10. Quorum.

The mayor and four council members, or in the absence of the mayor, five council members, shall constitute a quorum for the transaction of business.

§ 11. Special meetings.

The mayor or any three members of the council may call special meetings of the council after a written notice to each member of council, with the purpose of the meeting stated therein, served personally on each member of the council and the mayor, or left at his usual place of business or residence if he be not found with due diligence, or such meeting may be held at any time, without any service of notice, provided all members of the council attend. No business other than that mentioned in the call shall be considered at such meeting unless all members of council are present.

§ 12. Clerk of Council.

The council shall appoint a clerk to the council to serve at the pleasure of the council. The clerk shall

keep the journal of the council's proceedings and shall record all ordinances in a book kept for the purpose. The clerk shall be the custodian of the corporate seal of the town and shall be the officer authorized to use and authenticate it. The clerk shall receive such compensation as may be determined by the council.

Enactments.

§ 13. Ordinances and resolutions.

Except as otherwise provided in this Charter, state law or the Constitution of Virginia, an affirmative vote of a majority of the members of council present shall be necessary to adopt any ordinance or resolution. An ordinance or resolution may be presented and enacted at the same meeting.

Town Manager

§ 14. Appointment and term of office.

There shall be a town manager who shall be responsible to the council for the proper administration of the town government. He shall be appointed for an indefinite period and shall hold office at the pleasure of the council. At the time of his appointment he need not be a resident of the town or the Commonwealth, but during his tenure of office he shall reside within the town unless such requirement is waived by council.

§ 15. Duties of town manager.

- (1) To see that all laws and ordinances of the town are enforced.*
- (2) To exercise supervision and control over all administrative departments and divisions, unless otherwise provided by resolution or ordinance of the council.*
- (3) To attend all regular meetings of council with the right to take part in the discussion but having no vote.*
- (4) To recommend to the council for adoption such measures as he may deem necessary or desirable.*
- (5) To execute all contracts on behalf of the town.*
- (6) To prepare and submit to the council the annual budget.*
- (7) To keep the council advised as to the present and future needs of the town and as to all operations of its government.*

(8) *To perform all such duties as may be prescribed by the Charter or be required of him by the council.*

§ 16. *Absence or disability.*

During the absence or disability of the town manager or in case of a vacancy, the council shall designate some properly qualified person to perform the duties of the office during such absence, disability or vacancy.

§ 17. *Council-manager relationship.*

Except for the purpose of conducting administrative inquiries and hearings by the council or a committee thereof, the mayor and members of the council shall deal with the administrative service solely through the town manager, and neither the council nor any member thereof shall give orders to any subordinates of the town manager, either publicly or privately.

§ 18. *Council members and Mayor not to succeed to office of town manager.*

No council member, or the mayor, shall be appointed as town manager during the term for which he has been elected nor within one year after the expiration of his term.

Financial Administration

§ 19. *Fiscal year.*

The fiscal year of the town shall be from July 1 through June 30 inclusive.

§ 20. *Submission and adoption of budget; hearings and tax levy.*

No later than the first day of May annually the town manager shall prepare and submit to the council a budget presenting the financial plan for conducting the affairs of the town for the ensuing fiscal year. Such budget shall be set up in the manner provided by law and shall include such information as council, by ordinance or resolution, may require.

Hearings on the budget shall be held and notice thereof given and the budget adopted in accordance with general laws of the Commonwealth.

The tax levy for each fiscal year shall be made and a budget for the fiscal year shall be adopted prior to the first day of the fiscal year for which they were made or adopted.

§ 21 Borrowing powers.

The council may, in the name of and for the use of the town, incur indebtedness by issuing its bonds or notes for the purposes, in the manner, and to the extent provided for in this Charter and by the general law of Virginia.

§ 22. Purpose for which bonds or notes may be issued; manner of issuance.

Bonds and notes in anticipation of bonds when the issuance of bonds has been authorized as hereinafter provided may be issued for any purpose for which towns are authorized to issue bonds by the Constitution or general laws of the Commonwealth.

Notes in anticipation of collection of revenue may be issued when authorized by the council at any time during the fiscal year. Bonds and notes of the town may be issued in any manner provided by general law.

§ 23. Audits generally.

At the close of each fiscal year the council shall cause to be made an independent audit of the accounts, books, records, and financial transactions of the town by the auditor of public accounts of the Commonwealth or by a firm of independent certified public accountants to be selected by the council. The report of such audit shall be filed within such time as the council shall specify, and one copy thereof shall be available for public inspection in the office of the clerk of the council at any time during regular business hours. Upon the death, resignation, or termination of employment of any town officer or employee, council may order an audit of the accounts, books, records, and financial transactions of that office.

Town Attorney

§ 24. Town Attorney appointment and qualifications.

There shall be a town attorney appointed by council, and he shall hold office at the pleasure of the council and shall receive such compensation as council may determine. He shall be an attorney at law licensed to practice under the laws of the Commonwealth. The town attorney shall be the chief legal adviser of the council, the town manager, and all departments, boards, commissions, and agencies of the town in all matters affecting the interest of the town. He shall represent the town in all civil proceedings except in cases where other counsel is appointed. It shall be his duty to perform all services as may be required by the laws of the Commonwealth, this Charter, or by ordinance.

General Provisions

§ 25. Contractual relationships.

The town may enter into contractual relationships with the Commonwealth; the Commonwealth's departments, bureaus, boards, and agencies; neighboring political subdivisions; or private agencies for the performance of all or any part of the functions or purposes of the town, on such terms and for such periods as the council may determine to be in the public interest, where such contractual relations are not specifically prohibited by the Constitution and general laws of the Commonwealth.

§ 26. Applicability of state law; conflicts with jurisdiction of State Corporation Commission.

If there is omitted from this Charter any provision essential to the valid sale or granting, renewing, extending, or amending of any franchise, privilege, lease, or right of any kind to use any public property in the town, the provisions of the general law with reference to this subject shall supply such omissions, provided that nothing contained in this Charter shall affect any franchise heretofore granted or any contract heretofore made with a public utility corporation, nor shall anything contained in this Charter be construed to conflict with the jurisdiction of the State Corporation Commission.

§ 27. Severability; short title.

If any clause, sentence, paragraph, or part of this Charter shall for any reason be adjudged by any court of competent jurisdiction to be invalid, such judgment shall not affect, impair, or invalidate the remainder of said Charter, but shall be confined in its operations to the clause, sentence, paragraph, or part thereof directly involved in the controversy in which such judgment shall have been rendered.

This act may for all purposes be referred to or cited as the Town of Farmville Charter of 2023 and shall be effective on July 1, 2023.

STAFF REPORTS

Town Manager provided a report:

- October is Fire Prevention Month, and this week is recognized as Fire Prevention Week. Everyone is asked to check their smoke detectors and ensure there is nothing that could cause a fire in their home and have an escape plan.
- A weight-bearing study was completed on the bridge at Grosses Creek on Fourth Street and the bridge will need to be replaced in the near future. Signs have been posted for the 14-ton weight limit.
- An assessment of energy efficiency is being completed on the town buildings as well as looking at the Information Technology infrastructure and the current support provided to the Town.
- An update was provided on the need to replace the fire engine at the Farmville Fire Department.
- Halloween is Monday, October 31, 2022, and the Halloween Parade will be held downtown.

Public Works Director Robin Atkins provided a brief update on the cleanup campaign to be held on Monday, October 17, 2022.

STANDING COMMITTEE REPORTS

Mr. Cole reported the Finance and Ordinance Committee met on September 29, 2022, to review routine financial reports.

COMMENTS BY THE MAYOR AND MEMBERS OF TOWN COUNCIL

Mr. Vincent mentioned he graduated from Leadership Farmville with Jen Cox and encouraged anyone with an interest in the area to enroll in the program. He also had the opportunity to volunteer at the Virginia Children's Book Festival as an author escort and provided a shout out for the event.

There being no other business, on a motion by Mr. Hunter, seconded by Mr. Vincent, and with all Council members voting "aye", the meeting was adjourned at 7:28 PM.

APPROVED:

ATTEST:

David E. Whitus, Mayor

Mary H. McKay, Clerk of Council



Town of Farmville

Agenda Item Summary

MEETING DATE: November 9, 2022

ITEM NUMBER: 11.a. – Finance Report

BACKGROUND: Verbal Report by the Finance Director.

RECOMMENDATION: Approve the Finance Report, as presented.

FISCAL IMPACT:

ATTACHMENTS: None



Town of Farmville

Agenda Item Summary

MEETING DATE: November 9, 2022

ITEM NUMBER: 12.a. – Request Adoption of Ordinance No. 213-Adding Section 29-23.1 of Article IV of Chapter 29-Zoning and Subdivision known as Robert Russa Moton Museum Gateway Overlay District

BACKGROUND: Verbal Report by the Town Manager.

At the September 7, 2022 Work Session, Community Development Director Lee Pambid provided a presentation on the Proposed Moton Museum Gateway Overlay District.

A Community Meeting and Conversation event was held at the museum on September 8, 2022, to discuss the World Heritage Initiative and the proposed overlay district.

A Public Hearing is scheduled for November 9, 2022, on the proposed ordinance.

RECOMMENDATION: Adopt Ordinance No. 213-Adding Section 29-23.1 of Article IV of Chapter 29-Zoning and Subdivision known as Robert Russa Moton Museum Gateway Overlay District

FISCAL IMPACT:

ATTACHMENTS:

1. STAFF REPORT ZTA22-003 REZ22-001 Moton Museum Gateway Overlay District TC 2022-11-03
2. ATTACH 1 Moton Museum Gateway Overlay District Boundaries
3. Ordinance 213 Moton Overlay Zoning Amendment



This report is for two Town Council public hearings on 11/9/2022 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.

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 were notified by first class mail.

As of this report's date, four property owners 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).

Actions to Date, Findings and Recommendations

The Planning Commission held public hearings for both ZTA22-003 and REZ22-001 on Wednesday, September 21, 2022 at 7pm. It voted 7-0 to **recommend approval** of both cases. It deleted all references to lighting and agreed to take up the issue of lighting generally at a future time.

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.

Staff Contact

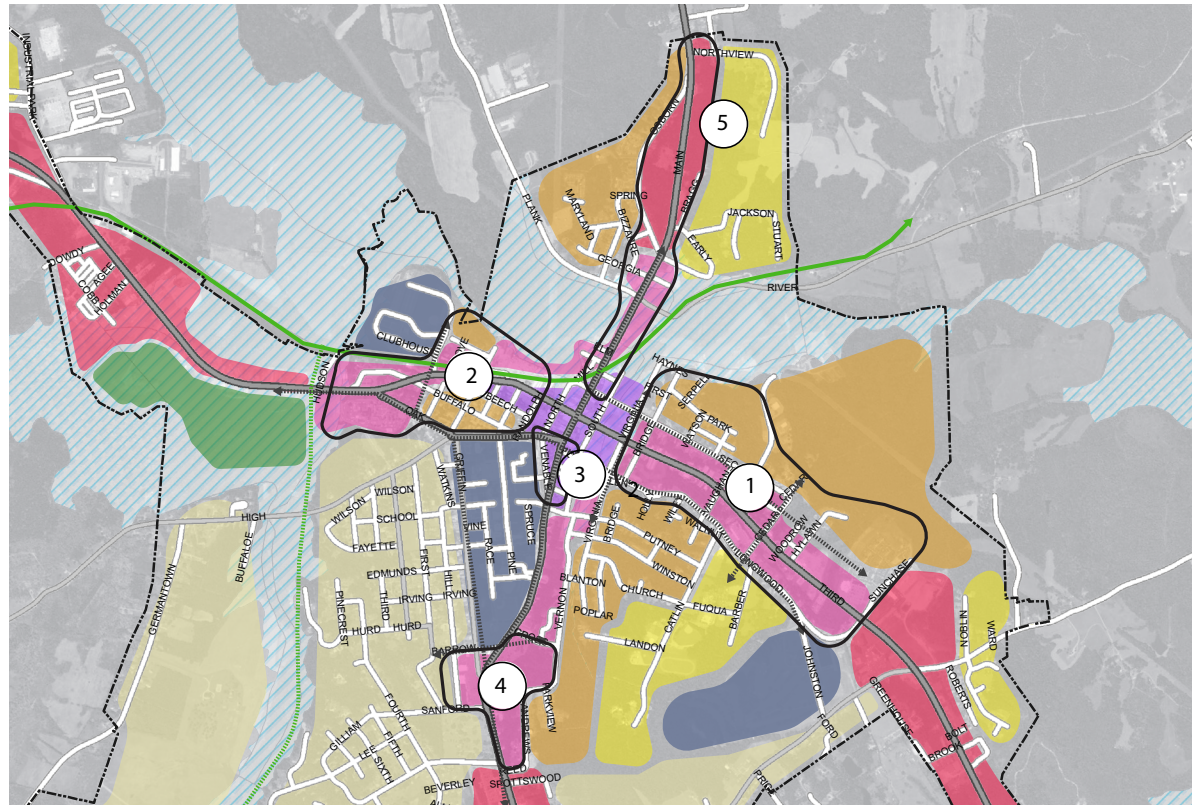
Leander N. "Lee" Pambid, CZA, MURP, MPA, Director of Community Development
Phone: 434-392-8465 | Email: lpambid@farmvilleva.com

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

FUTURE CONDITIONS

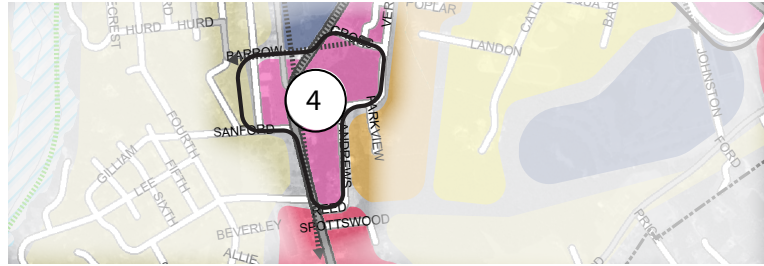
FOCUSED PLANNING AREAS

Focus Planning Areas are planning sub-areas within the community where more detailed, small area planning and implementation of certain policies, investments, incentives, or regulations may be applied in order to preserve, improve, or otherwise influence the future of these areas. The Focus Areas defined here are meant to be guides for focusing planning efforts. The following Focused Planning Areas are key locations for change, in which Farmville has the opportunity to create organized and attractive Town entrances, add residential density that supports the Town's economy and tax base, and create unique neighborhoods that attract investment and visitation.



LESS SPECIFIC ↑ ↓ MORE SPECIFIC	Land Use	Type of activity (Residential, Commercial, etc) occurring within a geographic area.
	Focus Areas	Neighborhood or area sharing characteristics and/or specific strategies for growth and development.
	Zoning	Legal use and development standards tied to individual parcels and lots. Ordinances are the tools used to achieve the strategies and goals of land use and focus area plans.

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.

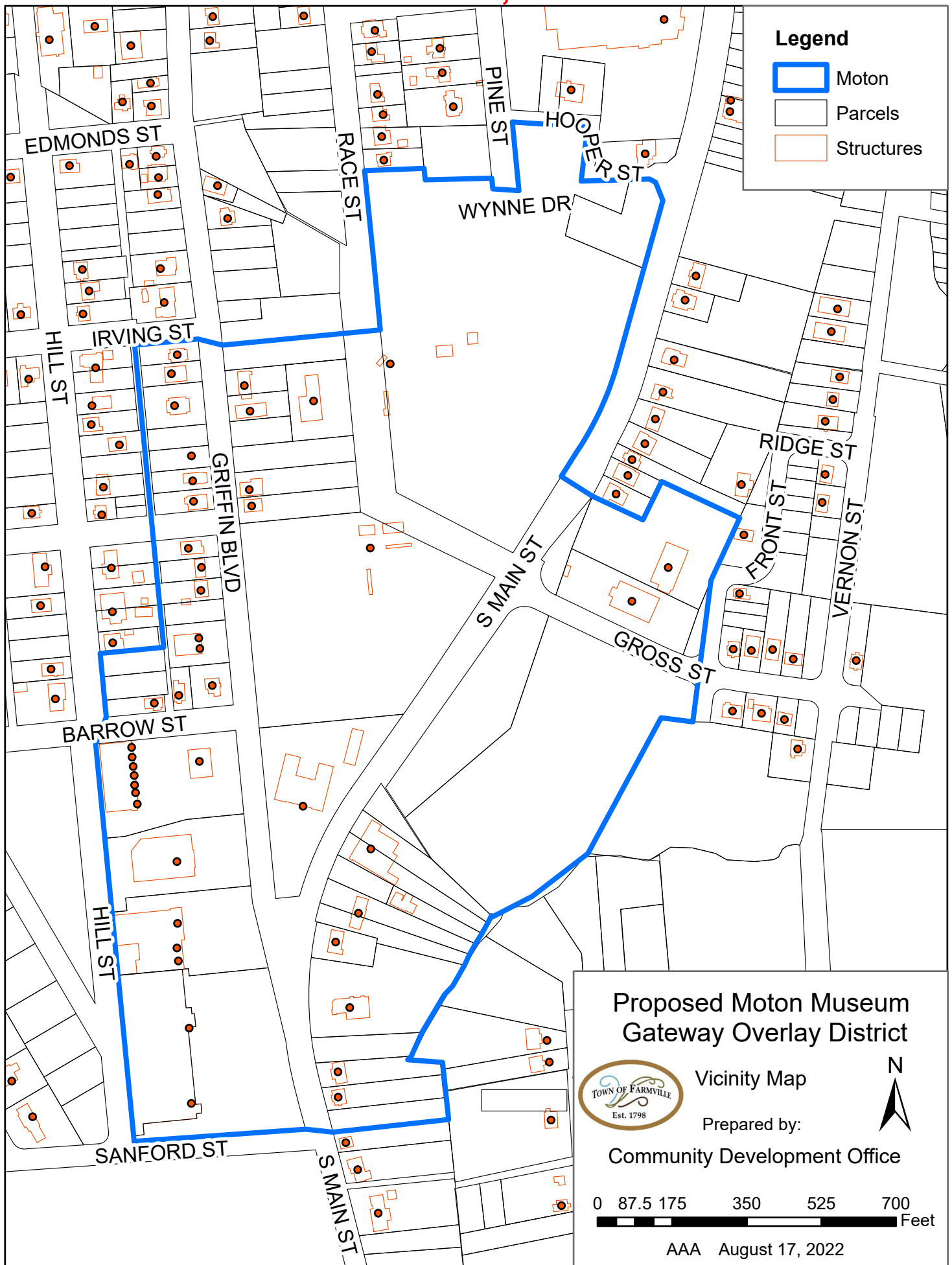
Development Goals

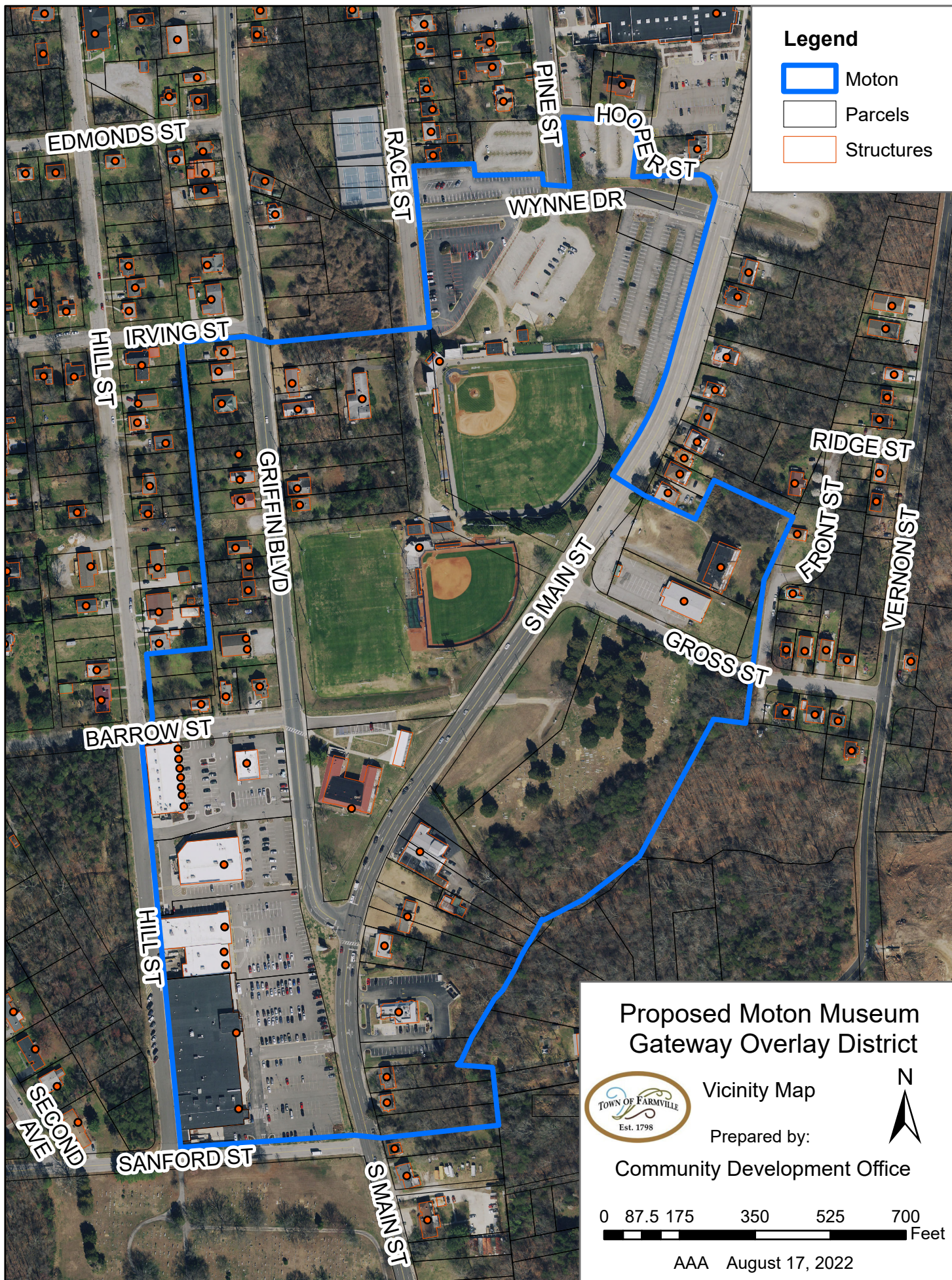
Development goals within this planning area include the creation of a welcoming gateway to the Town of Farmville; improving the safety and aesthetic appeal of both Griffin Boulevard and South Main Street to encourage Longwood pedestrians to travel throughout the Town for shopping and entertainment; and,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

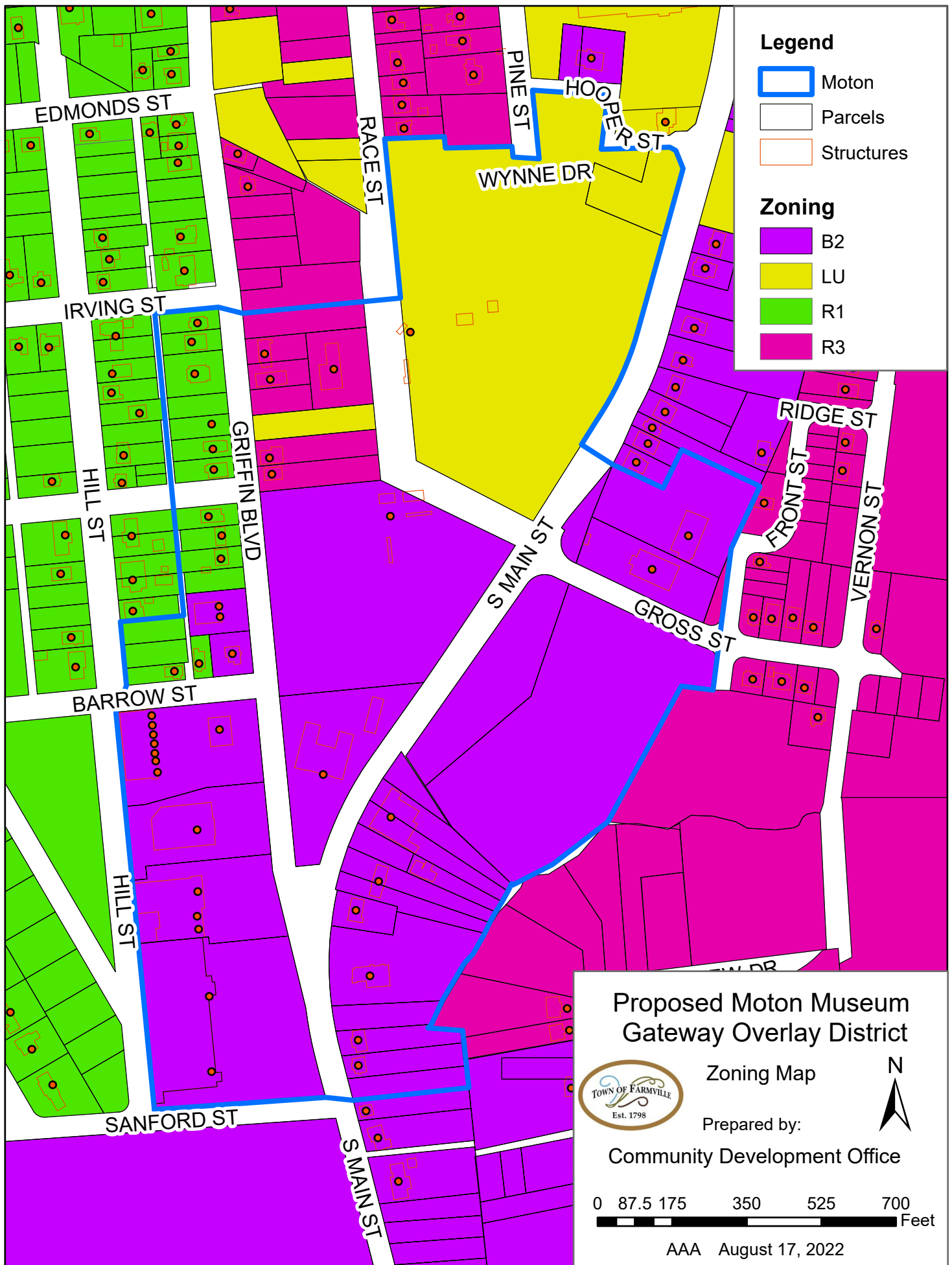
Development Tools and Strategies

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.







ORDINANCE NO. 213

Adding Section 29-23.1 of Article IV of Chapter 29 – Zoning and Subdivision known as Robert Russa Moton Museum Gateway Overlay District.

THE TOWN OF FARMVILLE HEREBY ORDAINS:

1. Section 29-23.1 of Article IV of Chapter – Zoning and Subdivision is added as follows:

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 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. Porch elements shall have a finished appearance. Unpainted or unstained lumber shall be prohibited;*
 - 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. *Fence elements shall have a finished appearance. Unpainted or unstained lumber shall be prohibited.*

(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.*

2. This ordinance shall be in full force and effect upon approval.

Approved: _____
Mayor

Attest: _____
Clerk of Council

I certify that the above ordinance was:

Adopted on _____.

Ayes: _____. Nays: _____. Absent: _____. Abstain: _____.

The Honorable A.D. "Chuckie" Reid: _____.

The Honorable Sallie O. Amos _____.

The Honorable Daniel E. Dwyer _____.

The Honorable Tommy Pairat _____.

The Honorable Brian Vincent _____.

The Honorable Donald L. Hunter _____.

The Honorable Greg Cole _____.



Town of Farmville

Agenda Item Summary

MEETING DATE: November 9, 2022

ITEM NUMBER: 12.b. – Request Adoption of Ordinance No. 214-Amending the Official Zoning Map of the Town of Farmville to provide for the Robert Russa Moton Gateway Overlay District

BACKGROUND: Verbal Report by the Town Manager.

At the September 7, 2022 Work Session, Community Development Director Lee Pambid provided a presentation on the Proposed Moton Museum Gateway Overlay District.

A Community Meeting and Conversation event was held at the museum on September 8, 2022, to discuss the World Heritage Initiative and the proposed overlay district.

A Public Hearing is scheduled for November 9, 2022, on the proposed ordinance.

RECOMMENDATION: Adopt Ordinance No. 214-Amending the Official Zoning Map of the Town of Farmville to provide for the Robert Russa Moton Gateway Overlay District.

FISCAL IMPACT:

ATTACHMENTS:

1. Ordinance 214 Zoning Map Moton Overlay District
2. Zoning Map

ORDINANCE NO. 214

Amending the Official Zoning Map of the Town of Farmville to provide for the Robert Russa Moton Museum Gateway Overlay District.

WHEREAS, the Town Council of the Town of Farmville has amended the Zoning and Subdivision Ordinance to include the Robert Russa Moton Museum Gateway Overlay District and the Zoning Map needs to be amended; and

WHEREAS, the amended Zoning Map (Exhibit 1) reflects the changes in the Zoning Ordinance and serves as the Official Zoning Map of the Town; and

NOW, THEREFORE, BE IT ORDAINED, by the Town Council of the Town of Farmville, this Zoning Map Amendment (Exhibit 1) repeals and replaces the current Zoning Map in its entirety; and

BE IT FURTHER ORDAINED that this ordinance shall be effective on upon passage.

Approved: _____
Mayor

Attest: _____
Clerk of Council

I certify that the above ordinance was:

Adopted on its first reading on _____.

Ayes: _____. Nays: _____. Absent: _____. Abstain: _____.

The Honorable A.D. "Chuckie" Reid: _____.

The Honorable Sallie O. Amos _____.

The Honorable Daniel E. Dwyer _____.

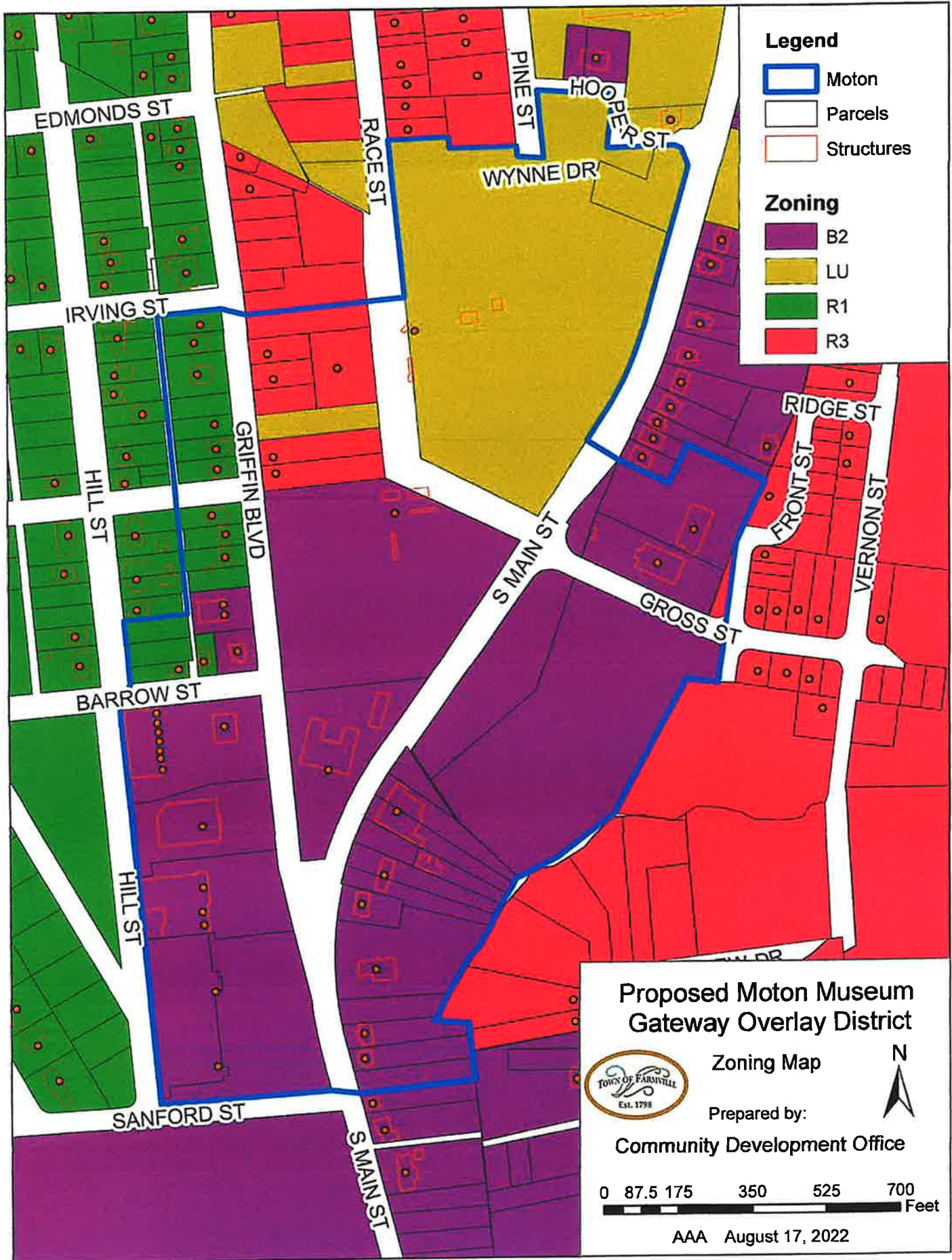
The Honorable Tommy Pairet _____.

The Honorable Brian Vincent _____.

The Honorable Donald L. Hunter _____.

The Honorable Greg Cole _____.

Exhibit 1





Town of Farmville

Agenda Item Summary

MEETING DATE: November 9, 2022

ITEM NUMBER: 13.a. – Request Adoption of Ordinance No. 215-Permits the installation of a water meter inside of the business known as NaturChem Inc. in order to more accurately reflect the water consumed and the water returned to the town sewage system by the business

BACKGROUND: Verbal Report by the Town Manager.

This topic was discussed at the October 25, 2022 Finance and Ordinance Committee Meeting. A request was received from NaturChem to help offset some of the cost of their sewer bill. The sewer bill is 120% of the usage of the water bill. The majority of the business' water usage is being placed into their truck tanks and is not going back into the town's sewer system. The installation of a water meter inside NaturChem will determine more accurately the amount of water being returned to the Town sewer system.

NaturChem's water bill will not change.

RECOMMENDATION: Adopt Ordinance No. 215-Permits the installation of a water meter inside of the business known as NaturChem Inc. in order to more accurately reflect the water consumed and the water returned to the town sewage system by the business

FISCAL IMPACT:

ATTACHMENTS:

1. Ordinance 215 NaturChem Discount Water Meter

ORDINANCE NO. 215

PERMITS THE INSTALLATION OF A WATER METER INSIDE OF THE BUSINESS KNOWN AS NATURCHEM INCORPORATED IN ORDER TO MORE ACCURATELY REFLECT THE WATER CONSUMED AND THE WATER RETURNED TO THE TOWN SEWAGE SYSTEM BY THE BUSINESS

WHEREAS, the Town of Farmville provides water meters to monitor water usage in buildings located in the Town of Farmville; and

WHEREAS, bills for water/sewer are based on the premise that a similar amount of water enters and exits the premises; and

WHEREAS, NaturChem Incorporated has requested that the Town reduce its utility bill on the basis that it brings in water that is used for the use of mixing with chemicals and is never released back into the Town sewer system;

WHEREAS, the Town of Farmville is willing to assist NaturChem Incorporated by providing it with a second meter that will measure the amount of water entering its tanks for producing a water/chemical mixture (and thereby not being released into the Town sewer system);

NOW THEREFORE BE IT ORDAINED by the Farmville Town Council this 9th day of November, 2022, that a water meter will be installed inside of NaturChem Incorporated for the purpose of measuring the water that enters the business's chemical tanks, and that the utility bill for this business shall be calculated by subtracting the amount of water that is reflected on the interior meter from the amount of water that enters the building on the exterior meter. NaturChem shall be solely responsible for the cost of the installation of the water meter and shall be required to obtain any and all necessary plumbing permits.

Approved: _____
Mayor

Attest: _____
Clerk of Council

I certify that the above ordinance was:

Adopted on its first reading on _____.

Ayes: _____. Nays: _____. Absent: _____. Abstain: _____.

The Honorable A.D. “Chuckie” Reid: _____.

The Honorable Sallie O. Amos _____.

The Honorable Daniel E. Dwyer _____.

The Honorable Tommy Pairt _____.

The Honorable Brian Vincent _____.

The Honorable Donald L. Hunter _____.

The Honorable Greg Cole _____.



Town of Farmville

Agenda Item Summary

MEETING DATE: November 9, 2022

ITEM NUMBER: 13.b. – Discussion of Farmville Downtown Partnership using the caboose as an office

BACKGROUND: Verbal report by the Town Manager.

RECOMMENDATION:

FISCAL IMPACT:

ATTACHMENTS: None



Town of Farmville

Agenda Item Summary

MEETING DATE: November 9, 2022

ITEM NUMBER: 17.a. – 2.2-3711(A)(39) Discussion related to economic development

BACKGROUND: Mr. Mayor,

I move that the Farmville Town Council convene in closed meeting pursuant to the Code of Virginia, in accordance with the provisions of paragraph A.39 of Section 2.2-3711, for the discussion related to economic development.

CERTIFICATION OF CLOSED MEETING

WHEREAS, the Farmville Town Council has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3712 of the Code of Virginia requires a certification by the Farmville Town Council that such closed meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED that the Farmville Town Council hereby certifies that, to the best of each member's knowledge, only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Farmville Town Council.

RECOMMENDATION:

FISCAL IMPACT:

ATTACHMENTS: None



Town of Farmville

Agenda Item Summary

MEETING DATE: November 9, 2022

ITEM NUMBER: 17.b. – 2.2-3711(A)(1) Discussion of performance of the Town Manager and discussion of performance of the Clerk of Council

BACKGROUND: Mr. Mayor,

I move that the Farmville Town Council convene in closed meeting pursuant to the Code of Virginia, in accordance with the provisions of paragraph A.1 of Section 2.2-3711, for the discussion of performance of the Town Manager and discussion of performance of the Clerk of Council.

CERTIFICATION OF CLOSED MEETING

WHEREAS, the Farmville Town Council has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3712 of the Code of Virginia requires a certification by the Farmville Town Council that such closed meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED that the Farmville Town Council hereby certifies that, to the best of each member's knowledge, only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Farmville Town Council.

RECOMMENDATION:

FISCAL IMPACT:

ATTACHMENTS: None