

**Town of Farmville Planning Commission
Town Council Chamber of the Town Hall
116 North Main Street, Farmville, VA 23901
Wednesday, October 19, 2022**

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

Planning Commission Members Absent: No Commissioners were absent

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 7:00 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. Johnson, and with all present members voting "aye", the agenda was approved with no corrections.

CONSIDERATION OF MINUTES

Minutes of Regular Planning Commission Meeting -September 21, 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. O'Connor, and with all present members voting "aye," the minutes from September 21, 2022, were approved as presented.

PUBLIC PARTICIPATION

Chairperson Miller opened the public participation portion of the meeting. Ms. Watkins reported that Staff had not received any comments or requests to speak from the public.

PUBLIC HEARING

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.

Staff Report

Mr. Pambid provided relevant information from the staff report with supporting slides. The report combined the cases ZTA22-003 and REZ22-001. The key components discussed were:

- Future Timeline of Moton Museum Gateway Overlay District.
- Public Input and Notice- Multiple meetings, Engagement session at Moton Museum, Public Hearings, local publications (The Farmville Herald), email (1), and phone calls (2).
- Recap of Overlay District-Definition, Examples.
- Recap of Major Themes-Design Requirements, Process, Design guidelines from other localities.

In conclusion, Staff found that the proposed ordinance language was consistent with the Comprehensive Plan, therefore, recommended approval of both cases.

Public Hearing/Participation

Chairperson Miller opened the public hearing portion of the meeting.

Mr. Tom Dennison, local resident and retired architect, provided the Commissioners with some insight on the proposed language. He spoke about constant and unpredictable change in the residential districts, effects of the Overlay language, and possible consideration of additional inclusions to the Overlay District such as the courthouse and schools.

With no one else signed up to speak, Chairperson Miller closed the public hearing.

Planning Commission Deliberation and Decision

Vice-Chair Patterson provided the Commissioners with a background of the Moton Museum and the World Heritage program. The World Heritage status is the highest form of historic designation that a site can receive.

The Commissioners and staff had a brief discussion about the proposed language of the Overlay District. The provisions for porch elements were discussed and revised, and all references to lighting were removed..

With no further deliberation, Chairperson Miller called for a motion to vote. On a motion by Ms. Johnson, seconded by Mr. Weiss, with a recorded vote of six (6) “ayes” and one (1) abstention, the motion was passed to recommend to Town Council to approve ZTA22-003 with revised language. Vice-Chair Patterson abstained from voting due to his affiliation with the Moton Museum as Executive Director.

PUBLIC HEARING

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.

Staff Report

The Staff’s previous combination report also covered this case.

Public Hearing/Participation

Chairperson Miller opened the public hearing portion of the meeting. Ms. Watkins reported that staff had not received any comments or requests to speak from the public.

Chairperson Miller called for a motion to close the public hearing. On a motion by Mr. Crute, seconded by Ms. O’Connor, with a recorded vote of six (6) “ayes” and one (1) abstention, the motion was passed to close the public hearing. Vice-Chair Patterson abstained from voting due to his current affiliation as the Executive Director of Moton Museum.

Planning Commission Deliberation and Decision

Commissioners and Staff had a brief discussion. On a Motion by Mr. Weiss, seconded by Mr. Crute, with a recorded vote of six (6) “ayes” and one (1) abstention, the motion was passed to recommend to Town Council to approve REZ-001. Vice-Chair Patterson abstained from voting due to his affiliation with the Moton Museum as Executive Director.

OLD BUSINESS

Commissioners and Staff briefly discussed the interest in further review, recommendations, and

future public hearings for the political signs and height regulations language.

NEW BUSINESS

Staff Items

Staff recommended an informational discussion about Planned Unit Development at the next Planning Commission meeting.

Commission Items

Commissioners and Staff had a brief discussion about moving forward with their ongoing interest to coordinate meetings with other bodies within the town and county to establish relationships, useful trainings and discuss items of mutual interest as they relate to their roles.

STAFF UPDATES

A monthly department report was included in the Commission's meeting packet. The report contained qualitative information 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.

The Board of Zoning Appeals does not have any applications and will not meet in October.

The Building Official positions is open for the third round of applications. There have been four (4) applicants screened. Interviews have been scheduled for the upcoming week.

Staff's ongoing trainings and certifications are as follows:

- Lee Pambid recently completed an exam for the Certified Transportation Manager by the Virginia Association of Zoning Officials.
- Michelle Watkins completed the Core Course by the Jack A. Proctor Virginia Building Code Academy as well as the Permit Technician Certification Course by the Department of Housing and Community Development.
- Ashley Atkins-Austin has become a Certified Planning Commissioner, Certified Board of Zoning Appeals, and Certified Zoning Administrator.

ADJOURNMENT

With no further business, Chairperson Miller called for a motion to adjourn the meeting. On a motion by Mr. Davenport, seconded by Ms. O'Connor and with all present members voting "aye", the meeting was adjourned at 8:25 PM.

Respectfully submitted by Michelle D. Watkins, Administrative Assistant II

Dr. John Miller, Chairperson

Abigail O'Connor, Secretary