

**Town of Farmville Planning Commission
Town Council Chamber of the Town Hall
116 North Main Street, Farmville, VA
23901 Wednesday, June 15, 2022**

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

Planning Commission Members Absent: Patrick Crute and Sherry Honeycutt

Staff Present: Director of Community Development Lee Pambid, IT Support 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 -May 18, 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. Davenport, seconded by Ms. O'Connor, and with all present members voting "aye," the minutes from May 18, 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.

ADOPTION OF RESOLUTION

Chairperson Miller announced the Adoption of a Resolution Initiating Amendments to Chapter 29, Zoning and Subdivision and noted that it was the Commission's first time adopting a resolution. He asked Mr. Pambid to provide the Commission with a background on the necessity of the resolution before the Commission considers it.

Mr. Pambid reported to the Commission that by reviewing the Farmville Zoning Ordinance and making sure the procedural due process was met he found that there were three ways to initiate the Zoning Text Amendment. The initiation could begin by a Resolution from the Planning Commission, Resolution from Town Council, or Petition by a Stakeholder. He noted that Staff had crafted a resolution for the Commission.

On a motion by Mr. Patterson, seconded by Ms. Johnson, and with all present members voting "aye", the motion was passed to adopt the Resolution Initiating Amendments to Chapter 29, Zoning and Subdivision for ZTA22-001 and ZTA22-002.

PUBLIC HEARING

Zoning Text Amendment ZTA22-001- Recommendation to the Town Council to amend height regulations by adding *Section 29-22.1- Additional height regulations* to regulate the height of certain structures and architectural features and provide more definitive measurements where none exist currently for said structures and features.

Chairperson Miller opened the public hearing portion of the meeting.

Mr. Pambid noted that there would be two separate public hearings to conduct. He stated that the first public hearing would be for height regulations and the second public hearing would be for sign regulations. Mr. Pambid provided a detailed staff report and presentation regarding the height regulation to the Commission. He discussed the following components:

- No existing exceptions for non-occupied features
- Other similar localities reviewed by Staff have no maximum height for said features.
- Staff did not like this and therefore included specific dimensions (50' in residential and 75' in business)
- No existing maximum for flagpoles.
- 20' recommended for flagpoles Town-wide.

Mr. Pambid concluded the staff report and presentation.

Chairperson Miller opened the public participation portion of the hearing. There were no participants that had questions or wished to speak. With no further business Chairperson Miller called for a motion to close the public hearing.

On a Motion by Ms. O'Connor, seconded by Mr. Patterson, and with all present members voting "aye", the motion to close the Public Hearing for ZTA22-001 was passed.

Mr. Patterson received a brief clarification from Mr. Pambid regarding Height and compliance with new zoning regulations.

The planning Commission briefly discussed flag sizes.

On a motion by Mr. Patterson, seconded by Mr. Davenport, and with all present members voting "aye", the motion to Recommend to the Town Council to amend height regulations by adding *Section 29-22.1- Additional height regulations*. to regulate the height of certain structures and architectural features and provide more definitive measurements where none exist currently for said structures and features was passed.

PUBLIC HEARING

Zoning Text Amendment ZTA22-002- Recommendation to the Town Council to amend certain sign regulations contained in *Section 29-31- Signs* to increase sign area and height regulations in the B-2 and B-3 districts, and to regulate political and campaign signs.

Chairperson Miller opened the second public hearing portion of the meeting.

Mr. Pambid mentioned the need for a relaxation of some restrictive requirements in the B-2 and B-3 districts. He provided the Commission with a presentation and summary of the following Components:

- Multiple inquiries for more and larger signs in B-2 and B-3.
- Increase from 50 square feet to up to 150 square feet of total sign area.
- Increase freestanding signage from 25 square feet to 50 square feet
- Increase from 1 wall sign to 2 wall signs.
- Increase painted signs from 15% to 50% of wall area
- Height limit removed for wall signs
- Still controlled by 2 square feet/ 1 linear foot of frontage

Mr. Pambid stated that the Town Manager's office requested the consideration of the timing and dimensional standards for campaign and political signs. He provided the Commission with a presentation and summary of the following components:

- Request to include timing and dimensional standards for campaign and political signs.
- Limit of up to 32sf (4'x8') and 6' tall
- Can be displayed 90 days in advance of an election with removal within 5 days afterwards.

Mr. Pambid concluded the staff report and presentation.

The Commissioners briefly shared some of their viewpoints and received clarification from Mr. Pambid regarding the Sign Regulations.

Chairperson Miller Opened the public participation portion of the hearing.

Mr. Rick Ewing, Director of Central Virginia Regional Library, shared comments about their prospective sign updates. He offered his thanks to the Commission for their consideration to amend sign regulations and allowing him to speak. Mr. Ewing shared that he and his wife has been a resident of Farmville for six years.

Mr. Rhett Weiss, new Farmville resident and newly appointed Planning Commission member, shared some questions for the Commission to consider regarding specific definitions and regulations of a flag and flagpole.

With no one else signed up or wishing to speak, Chairperson Miller asked 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 to close the Public Hearing for ZTA22-002 was passed.

The Commissioners shared some viewpoints during their deliberations.

Ms. O'Connor received a brief explanation from Mr. Pambid on the specifications of temporary signs. She stated that she felt that more definitive information should be provided regarding temporary signs.

Mr. Patterson shared that he agrees with the political and campaign sign proposal except for the 90-day timing standard to erect campaign and political signs. He shared that he felt like the 90-day timing standard should be expanded. Mr. Patterson stated that he would like to request a withdrawal of the 90-day timing standard from the recommendation to Town Council and consider further deliberation, however, he did not want to derail the recommendation process.

Mr. Davenport mentioned that he felt like the 90-day timing standard to erect campaign and political signs was appropriate, but he was open to amending the recommendation to the Town Council.

On a Motion by Mr. Patterson, Seconded by Mr. Davenport, and with all present member voting “aye”, the motion to recommend to the Town Council to amend certain sign regulations contained in *Section 29-31- Signs* to increase sign area and height regulations in the B-2 and B-3 districts with further review on the political and campaign signs regulations at the Planning Commission level was passed.

STAFF UPDATES

Mr. Pambid reported to the Commission that there was a monthly department report included in their meeting package that they had received. He noted 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 sales.

Mr. Pambid mentioned to the Commission that the Community Development Informational Session held on May 19, 2022, was successful. He noted that there was an after-event survey that was conducted that had feedback from six out of thirteen participants. He stated that staff intends to hold additional sessions in the future, with the next session perhaps gearing toward how to properly apply for residential projects.

Mr. Pambid shared that the Board of Zoning Appeals will be meeting on June 23, 2022, for a sign Variance.

Chairperson Miller and the rest of the Commission offered their congratulations to Ms. Ashley Atkins-Austin and Ms. Jayne Johnson on graduating from the Certified Planning Commission Program.

Ms. Johnson expressed how great and helpful the program was and that she highly recommends it.

Mr. Pambid mentioned that the Board of Zoning Appeals has similar programs sponsored by the VCU Land Use Education Program. He noted that it was a stated goal to have all BZA members and Planning Commissioners become certified. He shared that there is funding available, and that staff would assist with registration and accommodations.

OLD BUSINESS

Mr. Pambid provided the Commissioners with a recap and a brief update on the current ordinance review process.

NEW BUSINESS

Mr. Pambid stated that staff recommended to the Planning Commission to meet on Wednesday July 20, 2022, to discuss the next round of Zoning Text Amendments. He noted that the next round will incorporate the Moton Museum Gateway Overlay District as well as Setbacks and other adjustments.

OTHER ITEMS OF INTEREST

There were no other items on interest.

ADJOURNMENT

With no further business, Chairperson Miller called for a motion to adjourn the meeting. On a motion by Mr. Davenport, seconded by Mr. Patterson and with all present members voting “aye”, the meeting was adjourned at 8:17 PM.

Respectfully submitted by Michelle D. Watkins, Administrative Assistant II

Dr. John Miller, Chairperson

Abigail O’Connor, Secretary