



Town of Farmville Planning Commission

Members

Cameron Patterson, CPC, Chair
Jayne Johnson, CPC, Vice Chair
Jerry Davenport, Secretary
Patrick Crute
Dr. John Miller, PhD, CPC
Abigail O'Connor, CPC
Rhett Weiss, CPC

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

Agenda for Wednesday, February 15, 2023 @ 7:00pm

1. **Call to Order** (please silence devices)
2. **Roll Call**
3. **Approval of Agenda**
4. **Consideration of Minutes-** Regular Planning Commission Meeting – January 18, 2023
5. **Consideration of Minutes-** Planning Commission Work Session Meeting – January 25, 2023
6. **Public Participation – Speakers have three (3) minutes to make statements on non-agenda items.**
7. **Public Hearing-Case POD22-004:** David and Amy Hufcut request site plan approval for a 30' x 35', 1,050 square foot specialty food store (ice cream) per Town Code Sections 29-13.e.2 and 29-13.e.4.e The 0.505-acre site is located on the east line of East Third Street at its intersection with Hylawn Avenue on parcel 0023A09(20)00-012. This property is zoned B-2 Transitional Commercial and is on public water and sewer.
 - a. Staff Report
 - b. Public Participation- Speakers have three (3) minutes to make statements.
 - c. Planning Commission Deliberation
8. **Adoption of Resolution to Initiate Floodplain Ordinance Amendments ZTA23-001 and 002**
9. **Public Hearing- Case ZTA23-001:** Public Hearing- Case ZTA23-001: Public Hearing for Planning Commission recommendation to the Town Council to amend Section 29-23(a) of the Floodplain Overlay District. The purpose of this amendment is to comply with certain requirements of the Virginia Department of Conservation and Recreation, Federal Emergency Management Agency, and the National Flood Insurance Program.
 - a. Staff Report
 - b. Public Participation- Speakers have three (3) minutes to make statements.
 - c. Planning Commission Deliberation
10. **Old Business**
11. **New Business**
 - a. Department update and upcoming major cases
 - b. Staff and Commission Items
 - c. Other Items of Interest
12. **Staff Updates**
13. **Adjournment**

**Town of Farmville Planning Commission
Town Council Chamber of the Town Hall
116 North Main Street, Farmville, VA 23901
Wednesday, January 18, 2023**

Planning Commission Members Present: Chairperson John Miller, Vice-Chair Cameron Patterson, Jerry Davenport, Jayne Johnson, Patrick Crute, and Rhett Weiss.

Planning Commission Members Absent: Secretary Abigail O'Connor

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 advised that Item number seven (7), Public Hearing case POD22-004 was deferred at the applicant's request and recommended removing it from the agenda. On a motion by Mr. Patterson, seconded by Ms. Johnson, with all present members voting "aye", the amended agenda was adopted with no further corrections.

ANNUAL ORGANIZATIONAL MEETING-ELECTIONS OF OFFICERS

Chairperson Miller shared that according to Article 4.1 of the Planning Commission By-laws, it states that no person shall serve more than three (3) consecutive terms per position. He noted his ineligibility to further serve as Chairperson and announced his last night presiding. He also offered his thanks to the Commissioners, Staff and Town, stating that it had been a true honor to work with everyone.

Chairperson Miller opened the floor to accept nominations for officers.

Nomination and Election of Chairperson

Mr. Patterson was nominated by Mr. Crute, seconded by Mr. Weiss, and with no further nominations, Mr. Patterson was elected by acclamation.

Nomination of Vice-Chairperson

Ms. Johnson was nominated by Mr. Davenport, seconded by Mr. Crute, and with no further nominations, Ms. Johnson was elected by acclamation.

Nomination of Secretary

Mr. Davenport was nominated by Ms. Johnson, seconded by Dr. Miller, and with no further nominations, Mr. Davenport was elected by acclamation.

Newly elected Chairperson Patterson presided over the remainder of the meeting.

CONSIDERATION OF MINUTES

Minutes of Regular Planning Commission Meeting -December 21, 2022

Chairperson Patterson noted that the minutes had been likewise distributed, Dr. Miller recommended the 2023 meeting schedule be added to the minutes. On a motion by Mr. Weiss, seconded by Mr. Davenport, and with all present members voting "aye, the minutes from December 21, 2022, were approved with amendment.

PUBLIC PARTICIPATION

Chairperson Patterson opened the public participation portion of the meeting. Ms. Watkins reported that David Tillapaugh was signed up to speak.

Mr. Tillapaugh is a new resident to Farmville by way of Michigan. He extended compliments to the Commissioners and staff on their role of the Town's operations relating to planning and architecture. He inquired if there was any formal plans for 5G development in Farmville and Prince Edward County, he has noticed numerous 5g towers present in the area. He mentioned that 5 g is a controversial technology and it is becoming the object of scrutiny by regulatory agencies and social organizations all across the country. He expressed a concern that 5g is really long term a surveillance mechanism.

Mr. Pambid advised that local government does not have a lot of deciding factors in 5G development. He recommended to Mr. Tillapaugh to reach out to service providers for development information.

PUBLIC HEARING

CUP22-003, William W. Coffey, III on behalf of The Rosemyr Corporation, requests a conditional use permit to allow a one (1) story, one hundred sixteen (116) unit, 19,870 square foot mini warehouse (self-storage building) per Town Code Section 29-13.c.

Chairperson Patterson opened the public hearing portion of the meeting.

Ms. Atkins-Austin presented relevant information from the staff report with supporting slides. She reported that the site meets all criteria for the comprehensive plan and land use map. There are no significant impacts to utilities, environment, or transportation systems and it poses no detriment to the neighborhood or adjacent properties. Staff received one comment from an adjacent property owner regarding the drive aisle to the rear of the property. Staff recommends approval with no conditions.

William W. Coffey briefly spoke to the Commissioners on the behalf of The Rosemyr Corporation. AA Storage came to Farmville roughly three years ago to the area and occupied the former Schewels building. They are currently in the need of more space. He provided a conceptual overview of the storage unit design and their intent for customer safety, he then offered to field questions from the Commissioners.

Chairperson Patterson called for a motion to close the public hearing. On a motion by Dr. Miller, seconded by Mr. Crute, and with all present member voting "aye", the motion was passed.

There was no deliberation from the Commissioners, on a motion by Mr. Davenport, seconded by Mr. Crute, and with all present members voting "aye", the motion was passed to recommend approval of CUP22-003 with no conditions to Town Council.

OLD BUSINESS

There was no old business before the Commission.

NEW BUSINESS

Adoption of 2022 Annual Report and 2023 Goals

Dr. Miller provided a brief overview of the 2022 Annual Report and Goals.

Chairperson Patterson called for a motion to Adopt the 2022 Annual Report and Goals as

presented, on a motion by Mr. Davenport, seconded by Mr. Crute, and with all present members voting “aye”, the motion was passed.

Floodplain Ordinance Update-Staff Briefing

A brief update with supporting slides were provided by Staff on what is needed and why for the Floodplain Ordinance process. A Zoning Text Amendment is needed to add language in order to address comments received from DCR(Department of Conservation and Recreation) and also remain current with DCR and FEMA(Federal Emergency Management Agency)as well as being in good standing with NFIP (National Floodplain Insurance Program). Staff will provide the mandated text and resolution to start the amendment process in the February 15, 2023 Meeting.

The overview of changes are:

- Adopting new terms and definitions
- Adding enabling authority from the state law
- Updating revised effective dates
- Clarifying particular phrases
- Calling for the designation of the floodplain administrator
- Strengthening design requirements

The statewide review is by the Virginia Department of Conservation and Recreation through the Community Assistance Visits (CAVs). There is a recommendation for enhance policies and procedures relating to management enforcement and permit review. The intention of the ordinance is to enhance community safety and mitigate repeated damage and loss to properties within the special flood hazard areas. The ordinance is connected to several elements of community operations, primarily local building and land development codes, and it will be beneficial when seeking state and federal funding. The ordinance language and resolution will be presented in the February 15, 2023, meeting.

Staff and Commission Items

- Planning Commission Work Session on Planned Unit Development is January 25, 2023 at 7:00 PM.
- Possible 2nd Community Engagement Session at the Moton Museum.
- Board of Zoning Appeals will meet on January 26, 2023 at 3:00 PM.
- Community Development Staff will hold an Information Session on Routine Residential Projects on January 27, 2023 from 10:00 am until 12:00 pm.
- Staff recommends that the Planning Commission meet on February 15, 2023.

Chairperson Patterson thanked everyone who attended the Community Engagement Session that was held on January 12, 2023 at the Moton Museum. He offered his thanks to the officers for their good work on the behalf of the Commissioners and Town. Mr. Weiss will not be in town to attend the upcoming work session and wishes to attend Virtually.

STAFF UPDATES

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. A chart of the Farmville Regional Airport KFBV arrivals and departures was also provided.

ADJOURNMENT

With no further business, Chairperson Patterson called for a motion to adjourn the meeting. On a motion by Mr. Weiss, seconded by Mr. Crute and with all present members voting “aye”, the

meeting was adjourned at 7:42 PM.

Respectfully submitted by Michelle D. Watkins, Administrative Assistant II

Cameron Patterson, Chairperson

Jerry Davenport, Secretary

DRAFT

**Town of Farmville Planning Commission
Work Session
Town Council Chamber of the Town Hall
116 North Main Street, Farmville, VA 23901
Wednesday, January 25, 2023**

Planning Commission Members Present: Chairperson Cameron Patterson, Vice-Chair Jayne Johnson, Dr. John Miller, Patrick Crute, and Abigail O'Connor.

Virtual Participation: Rhett Weiss

Planning Commission Members Absent: Secretary Jerry Davenport

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 Patterson called the Planning Commission work session to order at 7:03 PM. No official business or voting was conducted. The work session was for discussion purposes only. Commissioner Rhett Weiss joined the meeting virtually.

Chairperson Patterson noted that the agenda had been distributed and, on a consensus, the floor was opened for the Planned Unit Development discussion.

Discussion-Planned Unit Developments (PUD's)

On June 10, 2020, after several months of input and deliberation, the Town of Farmville adopted new zoning and subdivision ordinances (Chapter 29 of the Farmville Town Code) and a comprehensive plan. With this new ordinance came the understanding that it would require occasional amendment to address situations as they arise. Since adoption, Staff has fielded multiple development inquiries that include potential and desirable elements that are not currently enabled. A Planned Unit Development (PUD) ordinance allows flexibility in a development's layout, functionality, and density.

A Planned Unit Development District is a zoning district a developer would apply for as a rezoning from a standard zoning district such as R-1 to "PUD". They would propose a design that may deviate from the requirements of the zoning ordinance. The PUD rezoning application would list and propose certain design standards and a layout, and proffers would be appropriate to discuss, as well. As a rezoning case, this would involve Planning Commission and Town Council public hearings. There will also be other site plan hearings and subdivision hearings required.

Mr. Pambid introduced relevant information about the Planned Unit Developments. Staff previously sent out materials including an example PUD ordinance from the city of Lexington, staff reports, and a slide deck along with draft notes from the public engagement session held on January 12, 2023. There was a presentation of a future timeline for the PUD schedule and desired outcome of the PUD process.

Dr. Miller requested clarification of the Bulk Regulations. Mr. Pambid stated that bulk regulations are essentially defined as dimensions that are hard coded into the ordinance. Dr. Miller also wanted to clarify what districts and specific use would be designated under the PUD. Mr. Pambid referred to the Comprehensive Plan and provided some examples.

Ms. O'Connor asked how PUDs and UDAs (Urban Development Area) work together and why not

prioritize focus on the current items in the Comprehensive Plan instead of branching out into a whole new area. Mr. Pambid stated that UDAs is a VDOT process. Even though it is related, it's not administered by the local government. UDAs are not a land use regulation and is regulated from a state level process. He noted that UDAs are almost akin to a local overlay. He offered to provide more information on the topic. Ms. O'Connor was concerned about Farmville's downtown area being affected.

Chairperson Patterson asked Mr. Pambid to brief on the density bonuses based on the information provided by staff. Mr. Pambid mentioned that density bonuses are one of the more powerful incentives for developers especially in larger localities. Farmville does not currently have density bonuses in the ordinance, but it is referenced in the Comprehensive Plan.

Mr. Crute requested clarity on density bonus in relation to a structural concept. Mr. Pambid shared that there is typically a multiplier or ratio that is applied. It's not a subjective decision, it is always associated with some sort of measurable ratio. Mr. Crute wanted to verify the origin of the ratios. Mr. Pambid stated the ratio would come from a variety of sources such as industry standard, comparisons, and academic studies. Mr. Crute asked were density bonuses generally tied to the character of developments or a separate list of criteria. Mr. Pambid stated the incentives could be tied to whatever the locality wants to incentivize. Mr. Crute stated that the density bonus is not tied to zoning but to future land use that could be amended. He questioned why it was tied to minimum acreage and density. He expressed that Farmville is unique in a lot of ways that it has current or former agricultural areas which are low density uses. Mr. Pambid stated that it is the discretion of Planning Commission and Town Council what is enabled. Mr. Crute thinks that the conversation and potential map causes a lot of confusion because the map is predicated on assumptions of items that has not obtained yet. He recommended the public hearing be delayed allowing more time for advertisement and public participation.

Ms. O'Connor received clarification on an abandonment scenario she shared, where a developer is approved for a PUD but does not implement his approved plan before selling the property. Does the new property owner have to follow plans that were approved before purchasing the property. Mr. Pambid stated that approved rezoning and conditions would be applicable to the new owner and the new developer would have to comply with the master plan. If they do not want to implement the master plan, then they would have to go through the PUD application process again.

Mr. Weiss shared his thoughts on more rooftops equaling more revenue. His concern is that PUDs may potentially be a net loss to the Town or to any municipality. He shared that he is very much a proponent of the concept of PUD's, but if used incorrectly, it could put a community in Fiscal distress. There would be a lot of resonances and not the commercial tax base to go with it. Certain use of the PUD could potentially create excessive expense for the Town by having to provide school, social, fire, utility, workforce, and police services. He advised that a balanced approach is needed when using the PUD. His thoughts were to build a fiscal impact analysis into the PUD ordinance, and potentially require a physical or economic impact analysis from the developer so the Town understands what the impact would be in terms of services and the cost of services. He mentioned that Doug Stanley shared that Prince Edward County currently has a PUD and that it is basically underutilized and has not achieved its potential. Mr. Weiss suggested that the Town mirrors or synchronize with the County to prevent doing something oblivious to what the County has in its zoning ordinance about PUD. He questioned rather the track record for surrounding cities implementing PUDs be researched and reviewed.

Chairperson Patterson clarified the fiscal and economic impact analysis concept with Mr. Weiss.

He then opened the floor for public participation. Ms. Watkins reported there was no one signed up to speak. Dr. Miller shared his regard for the notion of a fiscal impact analysis but noted that some of the design considerations or benefits of a PUD may not be able to be perfectly quantified. Mr. Weiss stated that he had the more straight forward statistical version of the scope of study in mind.

Chairperson Patterson opened the floor for comment on future meeting dates to further discuss PUDs. Ms. O'Connor and Ms. Jayne Johnson suggested deference of the meeting date to allow more time to advertise to the public, perhaps including a notice in the water bill that goes out to the citizens. Mr. Crute suggested the meeting be scheduled the first week of March to allow more time for advertising. Dr. Miller mentioned that he feels that February 9, 2023, was sufficient time to proceed with the meeting. He also mentioned that the Lead on the PUD discussion, Mr. Pambid will only be available for the next couple of weeks and he would like to capitalize on his expertise. He is also respectful towards the outcome of the consensus. Ms. Johnson expressed her concern about how the discussion would be affected if Mr. Pambid's lead was no longer available. Mr. Weiss expressed he feels that the public input outweighs the departure of Mr. Pambid.

ADJOURNMENT

With no further discussion, Chairperson Patterson adjourned the meeting at 8:29 PM.

Respectfully submitted by Michelle D. Watkins, Administrative Assistant II

Cameron Patterson, Chairperson

Jerry Davenport, Secretary



MEETING DATE: Wednesday, February 15, 2023 (Planning Commission)

ITEM NO.: 7

REQUEST: **POD22-004**, David and Amy Hufcut request site plan approval for a 30' x 35', 1,050 square foot specialty food store (ice cream) per Town Code Sections 29-13.e.2 and 29-13.e.4.e

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

RECOMMENDATION: That the Planning Commission approves POD22-004 as presented by staff.

MOTION: _____

SECONDED: _____

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

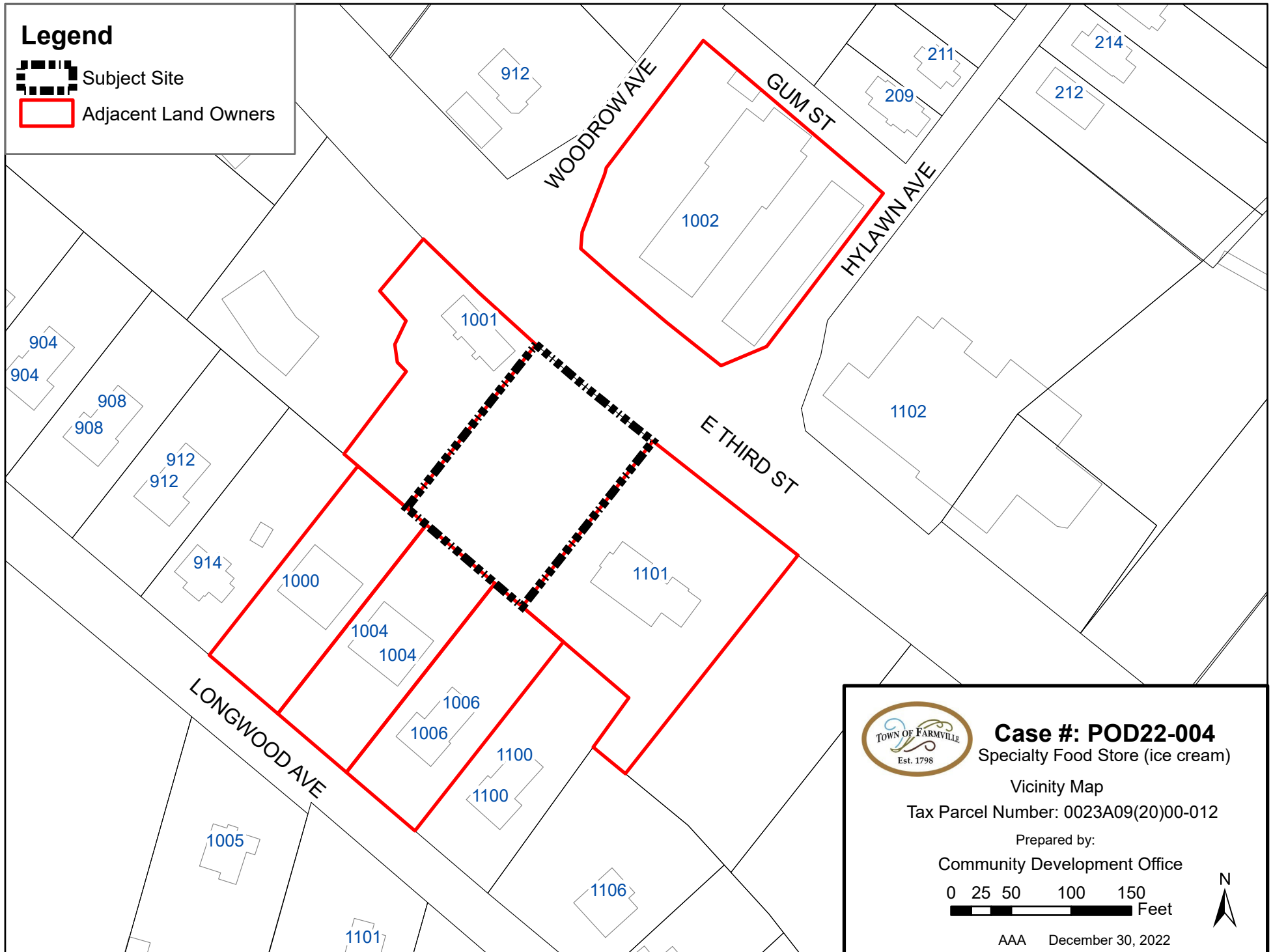
Legend



Subject Site



Adjacent Land Owners



Case #: POD22-004

Specialty Food Store (ice cream)

Vicinity Map

Tax Parcel Number: 0023A09(20)00-012

Prepared by:

Community Development Office

0 25 50 100 150 Feet

AAA December 30, 2022



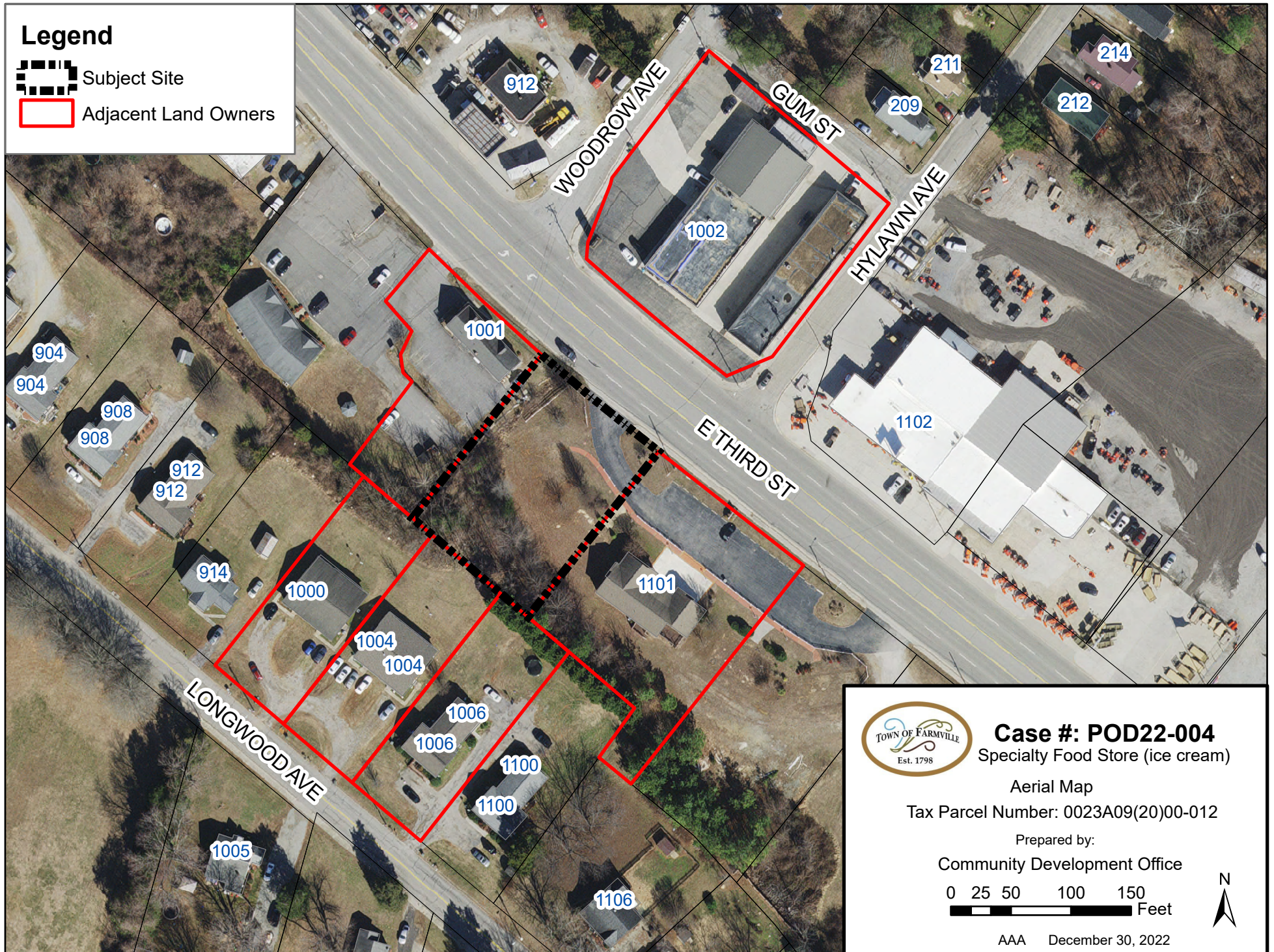
Legend



Subject Site



Adjacent Land Owners



Case #: POD22-004

Specialty Food Store (ice cream)

Aerial Map

Tax Parcel Number: 0023A09(20)00-012

Prepared by:

Community Development Office

0 25 50 100 150 Feet

AAA December 30, 2022





Identification and Location Information

Applicant	David and Amy Hufcut
Property Owner	Same
Location	1100 Block East Third Street, Tax Map # 0023A09(20)00-012
Ward	D, Council Member D. Hunter
Acreage	21,997.8 sf, 0.505 acre
Zoning	B2 Transitional Commercial
Density	N/A
Future Land Use Recommendation	Mixed Use Commercial
Overlays	Enterprise Zone
Adjacent Zoning	B2 Transitional Commercial to the left, right, and across East Third Street. R2 Medium Density Residential to the rear.
Adjacent Uses	Single family dwellings to the rear, commercial to the left, right, and across East Third Street.
Staff Contact	Lee Pambid, Director of Community Development Phone: 434-392-8465 Email: lpambid@farmvilleva.com

Background and Existing Conditions

The request is to construct a 30' x 35' structure to function as a specialty food shop serving ice cream. The structure's plans feature a 12' x 35' enclosed area for employees, storage, point-of-sale, and a bathroom. The remaining area under roof will feature the seating area and will be open on three sides.

The site features a large stand of mature deciduous trees, which will not be removed in its entirety and for which credit towards the required 15' wide buffer between a commercial and residential property. The remaining trees should far exceed this requirement.

The site is located in the Enterprise Zone, and the applicant has been made aware.

Zoning Ordinance Considerations

Authority

Site plans that propose new commercial construction are required to be reviewed by the Planning Commission pursuant to Town Code Section 29-13.e.4.e. Please note that this does not go to the Town Council. Once this is approved by the Planning Commission, any remaining items to be addressed will be handled administratively prior to signature sets being authorized.

Definition and Standards

Specialty Food Shops are permitted **by-right** in the B2 Transitional Commercial District pursuant to the zoning use matrix in Section 29-22.a (Table 1, Zoning Use Matrix). A *specialty food shop* is defined in Section 29-81- Definitions as the following:



- *Specialty food shop.* The use of land, such as a coffee, candy, or ice cream shop, where the primary client consumption is offsite with limited seating and the product is limited to one (1) type or line of food service and the food preparation is such that:
 - (1) All odors must be contained within the establishment and specialized equipment may be required to contain the odors;
 - (2) It does not involve "cooking" but the application of heat, by microwave or the boiling of water for beverages, shall not be considered "cooking" for purposes of this definition; and
 - (3) No open flame heat source is used.

Besides those stated in the definition, there are no separate design or use standards for this specific use in Section 29-35.

District's Intent

The B2 zoning district's purpose and intent is as follows (Section 29-22.j):

- *B-2 Transitional commercial; purpose and intent.* Transitional commercial district, B-2, is intended to encompass the expanding major downtown center and to provide for its orderly expansion. Business district B-2 should provide a framework for the perpetuation of a strong nucleus for the business community in which each business can enhance other businesses and where all the amenities and services of downtown can be provided. Business District B-2 is intended to accommodate shopping facilities which can supply the needs of families living in the immediate area. At the same time, business district B-2 is intended to be relatively free of the nuisance effects which businesses can render on adjacent residential areas.

Comprehensive Plan Considerations

Land Use – B-2 Business (Trans Commercial)¹ - The B-2 district is intended to be a transitional zone between downtown commercial areas, general commercial areas and residential neighborhoods. This is an appropriate place for higher density residential uses such as apartments and townhomes, but also makes room for light commercial uses such as offices, financial services, boutique retail, and other service uses that can serve neighborhood residents while fitting in with the character of nearby neighborhoods.

Land Use – Mixed Use Commercial² - The Mixed Use Commercial category is intended to be a transitional zone between downtown commercial areas and residential neighborhoods. This is an appropriate place for higher density residential uses, such as apartments and townhomes, and also provides opportunity for light commercial uses such as offices, financial services, boutique retail, and other service uses that can serve neighborhood residents while fitting in with the character of nearby neighborhoods. Restaurants and other high volume or highly-active businesses may not be appropriate for these areas. (*continued*)

¹ P. 52, Town of Farmville Comprehensive Plan, Adopted 6/10/2020

² P. 57, Town of Farmville Comprehensive Plan, Adopted 6/10/2020



Commercial and residential uses may be located in adjacent separate structures or in single structures that include both use types in a coordinated building plan. Commercial uses should occupy ground floors, street corners, or other logical spaces with exclusive entrances and parking. While uses transition between residential and commercial, building design should likewise transition between typical residential design and the appearance of Farmville's historic downtown.

Utilities

The property is on the Town's public water and sewer system, and connection to the utility system is required. The limited number of plumbing fixtures (small kitchen and one bathroom) is similar to a single-family dwelling and can be handled by the system.

Transportation/ Streets

The site is located on a loop driveway that is shared with other commercial establishments and has two connections with East Third Street. The comprehensive plan classifies East Third Street as a minor collector. No improvements are required to existing public streets, and no additional streets are proposed. No impact to the mass transit system is expected.

Environmental

The site is not located in a floodplain or other protected area. There are no impacted watercourses, steep slopes, or other atypical environmental factors. Emissions (dust, heat, noise, light, vibrations, etc.) should be minimal for this commercial use. There may be some patron-related noise and traffic during the summer months.

Findings and Recommendations

Staff's Findings

- The application appears to meet the standards of review for site plans set forth in Section 29-13.e of the Town Zoning Ordinance.
- The application is substantially consistent with the Future Land Use Map and General Commercial 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.
- The use appears to comply with the three (3) standards set forth in the definition of *specialty food shop*. Use of the site outside of these standards will constitute a zoning violation.

Staff's Recommendations

The Staff recommends **approval** of POD22-004, a site plan for a specialty food shop.

- No staff recommended conditions at this time.



Additional Information

1. This case, originally to be heard at the January 18, 2023 Planning Commission meeting, was deferred at the applicant's request to the February 15, 2023 meeting.
2. At the time of this report and after providing notice per state law, the Staff had received no comment from any member of the public or any adjacent owner.

Attachments

1. Vicinity and aerial maps
2. Proposed layout
3. Building elevations, floor plan

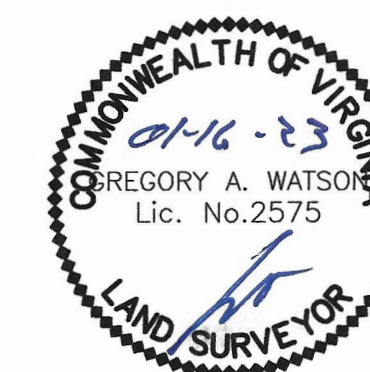
Watson and Duggan PLC
Land Surveying
1001 E. Third St., Farmville, Va. 23901
434-391-3500

Notes

1. This survey is subject to any easement of record and other pertinent facts which a title search might disclose.
2. This drawing is based on a current field survey.
3. Property Zoned B2
Building Setbacks:
Front = 25' or more from the center of any street R/W.
Side = 25' if adjacent to residential property.
Rear = 25' if adjacent to residential property.
4. Proposed Parking
6 Regular Spaces.
1 Handicapped Space
1050+150 = 7
5. 3253 Sq. Ft. of additional impervious area.

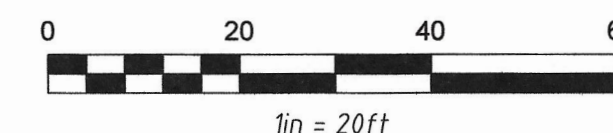
Legend

IRF = Iron Rod Found
FH = Fire Hydrant
U = Overhead Utilities



Drawing For Zoning Permit POD 22-004

Parcel 23A9-20-12
0.505 Acres
Proposed Ice Cream Shop
For: David Hufcut
Being The Property Owned By:
David J. Hufcut
Amy L. Hufcut
Instrument 202200726
Town Of Farmville,
Prince Edward County, Va.
10-04-22 22110
Revised 01-16-23



Signature Block

Community Development Director Date
Pursuant to Farmville Town Code Section 29-13(e)(5) - Period of Validity, approval of a site plan shall expire five(5) years after the date of such approval unless building permits have been obtained for construction in accordance therewith. Furthermore, no permit shall be issued for any structure in any area covered by the site plan that is required under the provisions of this article except in conformity with such site plan which has been duly approved. extensions may be provided pursuant to Code of Va. Section 15.2-2209.1 or 15.2-2209.1:1, as applicable. Also refer to Town approval letter for additional conditions, proffers, and requirements.
Expiration Date of This Plan _____ TO SCALE REVIEW



Slide B42 #6

Vicinity Map

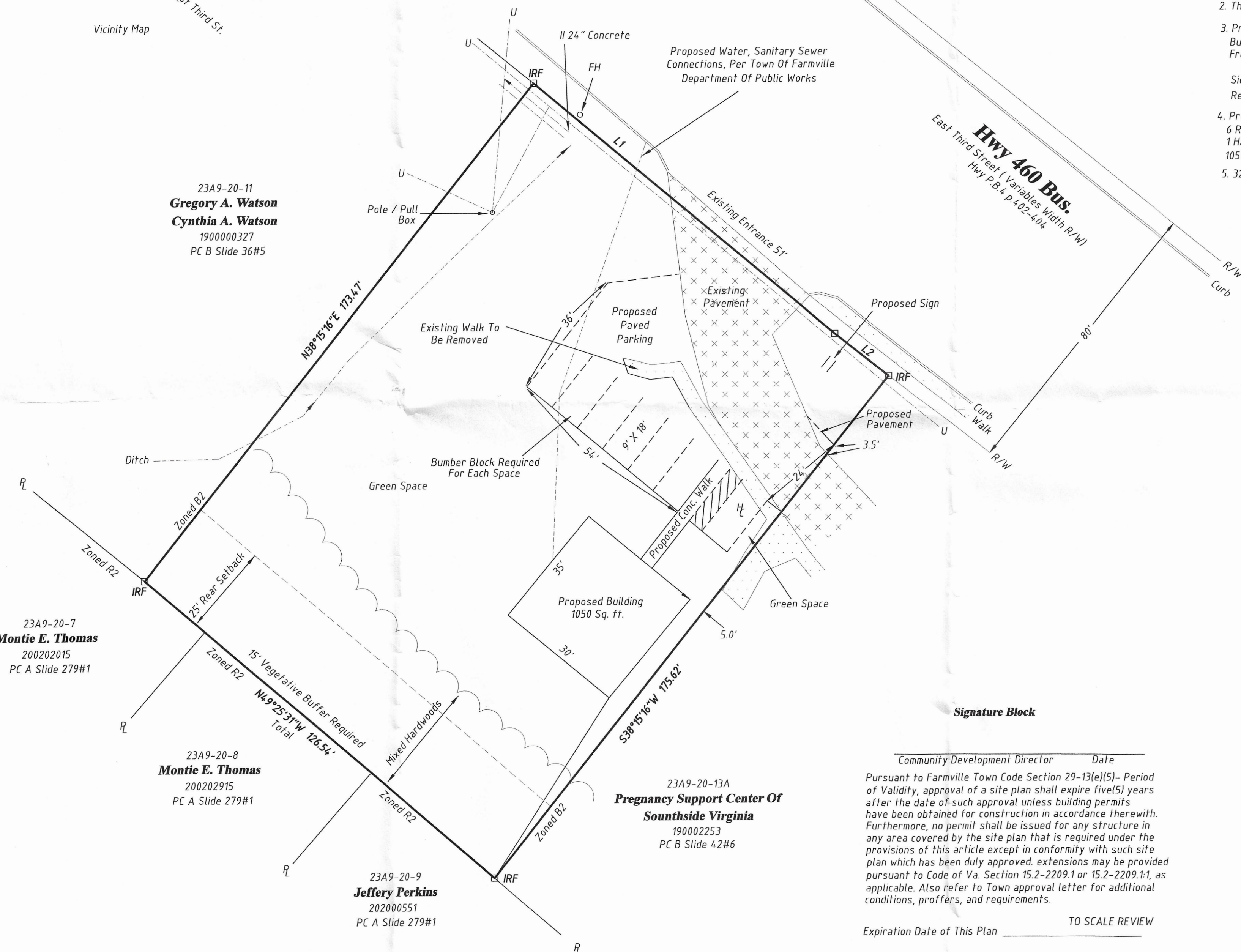
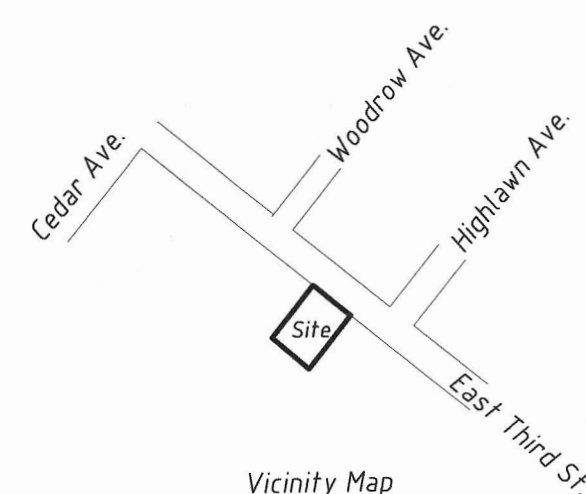
23A9-20-11
Gregory A. Watson
Cynthia A. Watson
1900000327
PC B Slide 36#5

23A9-20-7
Montie E. Thomas
200202015
PC A Slide 279#1

23A9-20-8
Montie E. Thomas
200202915
PC A Slide 279#1

23A9-20-9
Jeffery Perkins
202000551
PC A Slide 279#1

23A9-20-13A
**Pregnancy Support Center of
Southside Virginia**
190002253
PC B Slide 42#6



POD22-004

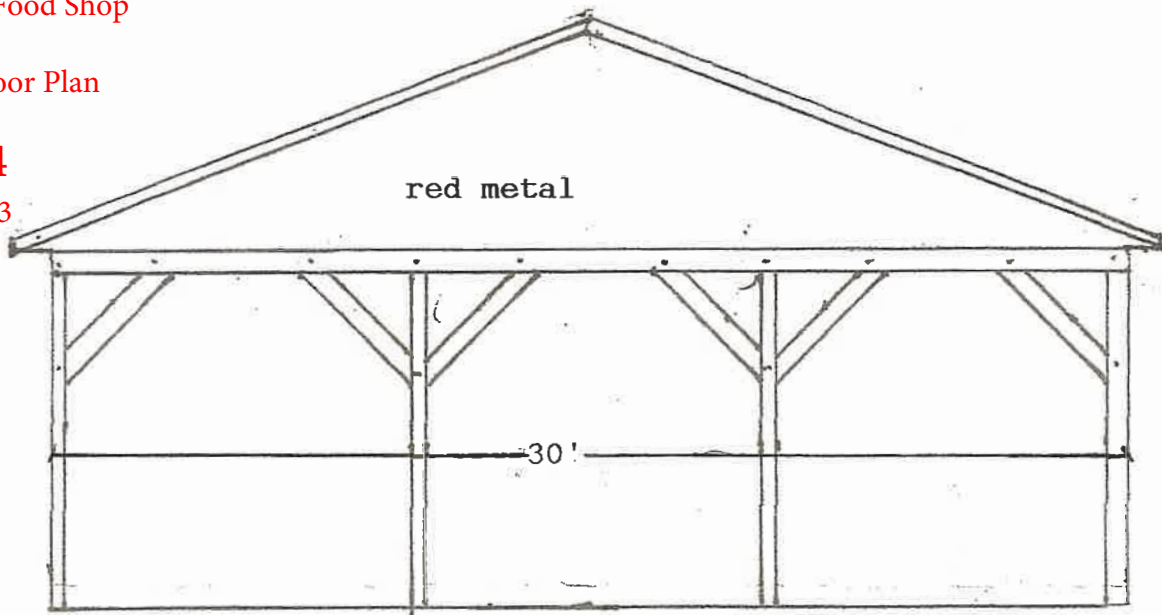
PC 2/15/2023

Hufcut Specialty Food Shop
(Ice cream stand) LAYOUT

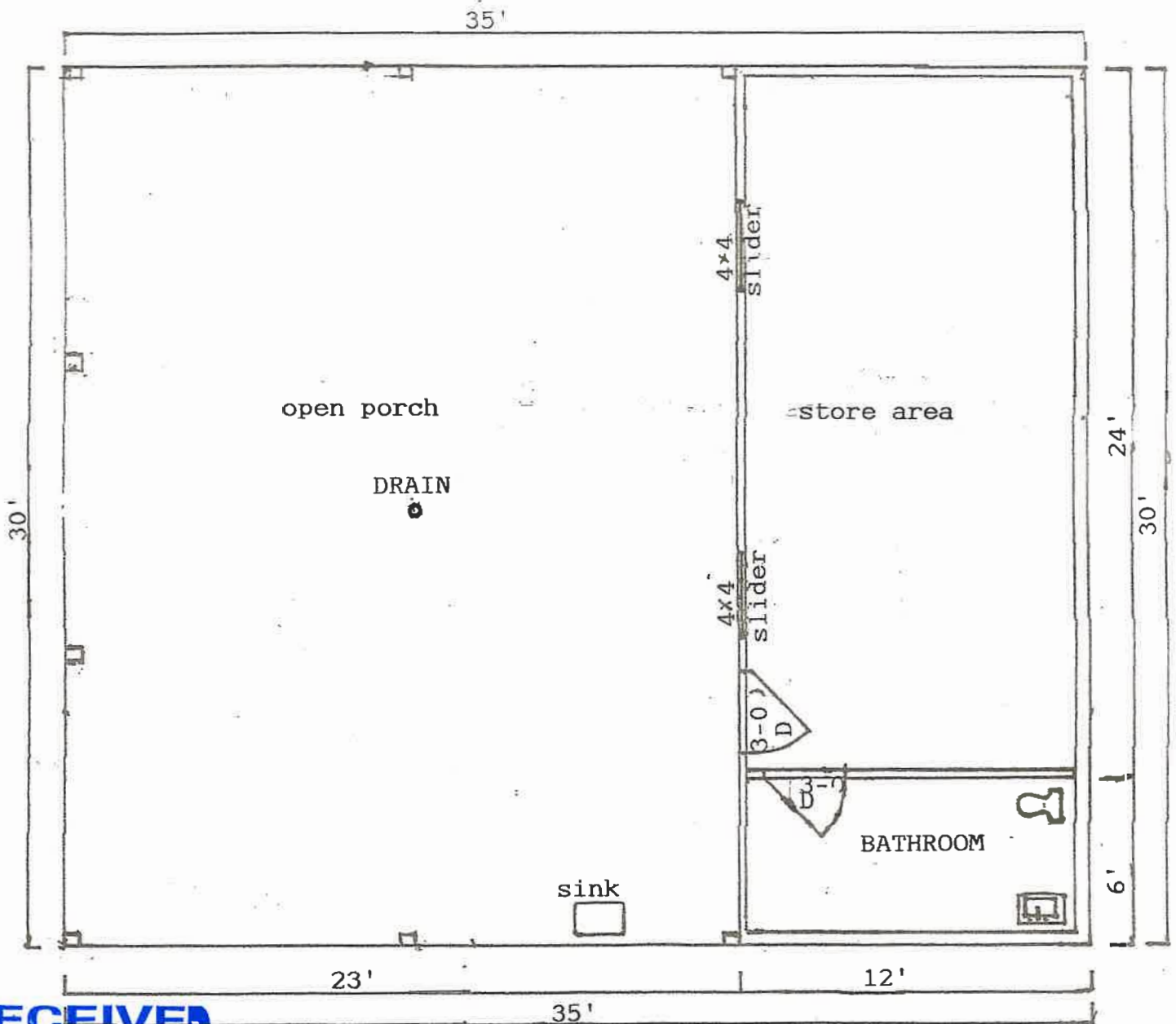
Hufcut Specialty Food Shop
(ice cream stand)
Elevations and Floor Plan

POD22-004

PC Date 2/15/2023



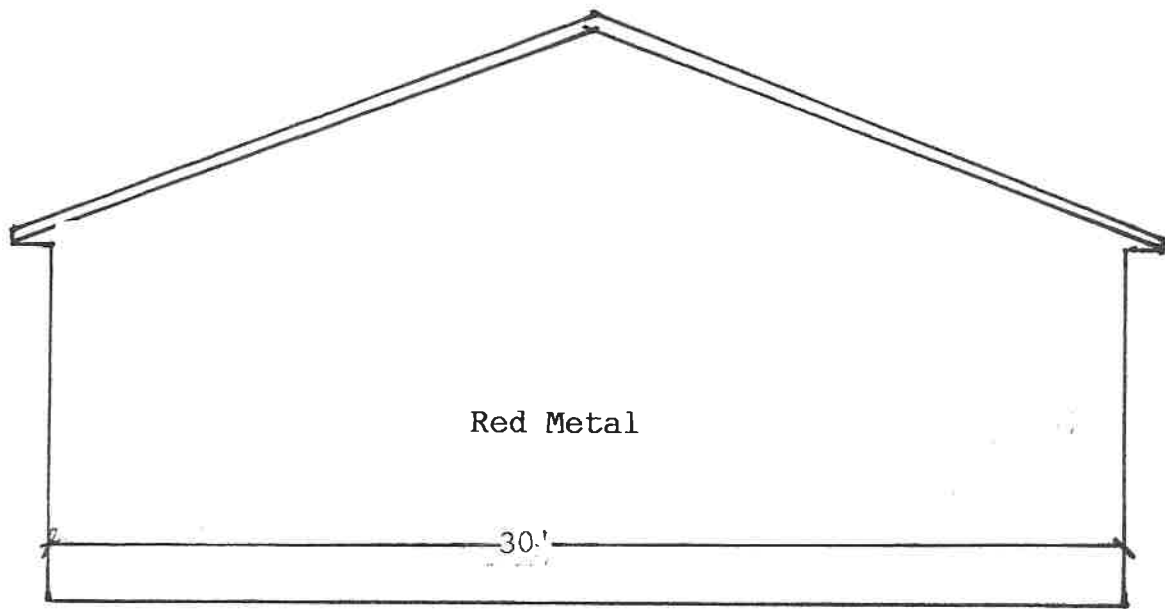
FRONT
scale 3/16=1'



scale 3/16=1'

David Hufcut

RECEIVED
FEB 03 2023



Red Metal

30'

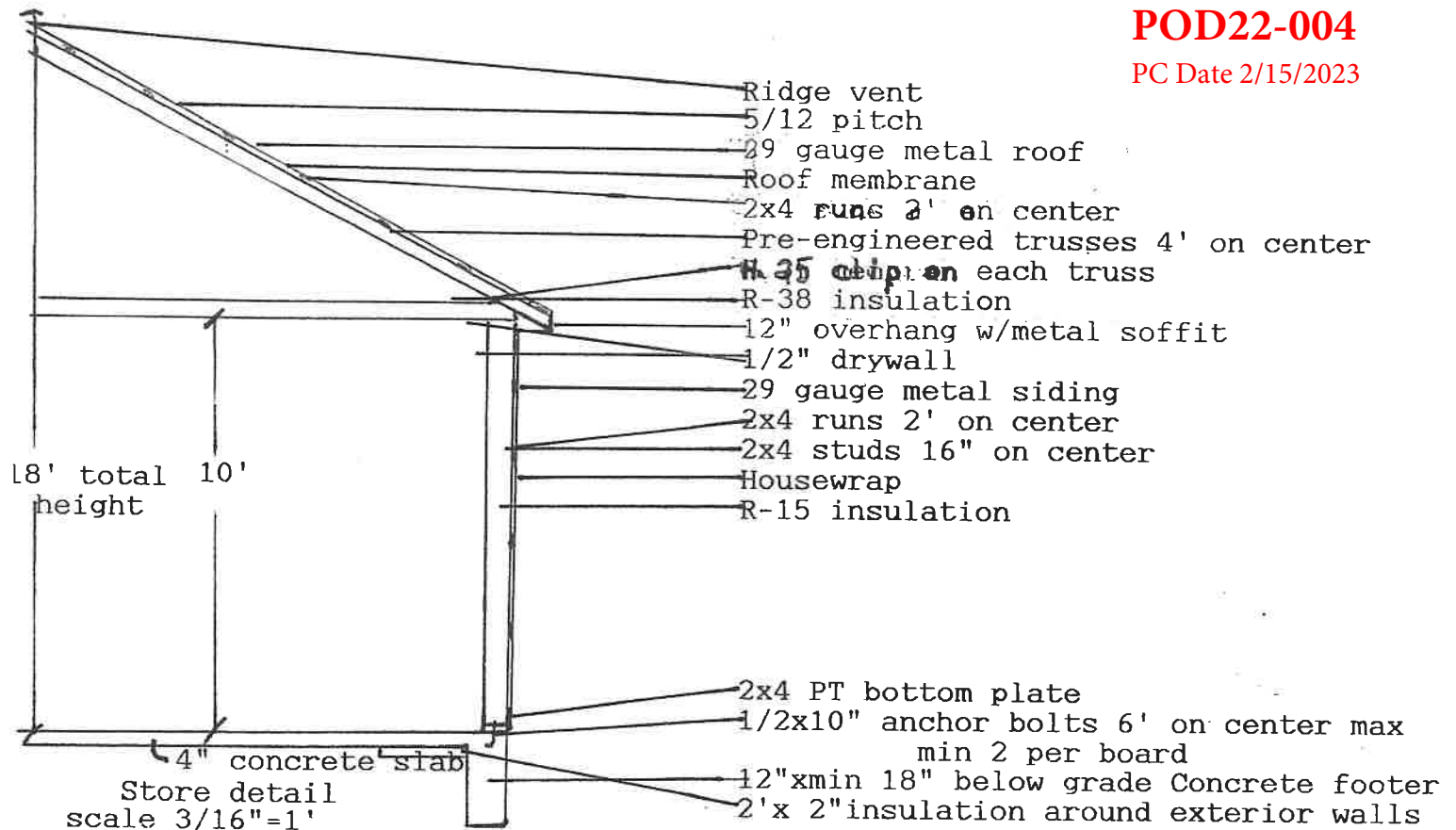
Back

Scale 3/16"=1'

Hufcut Specialty Food Shop
(ice cream stand)
Elevations and Floor Plan

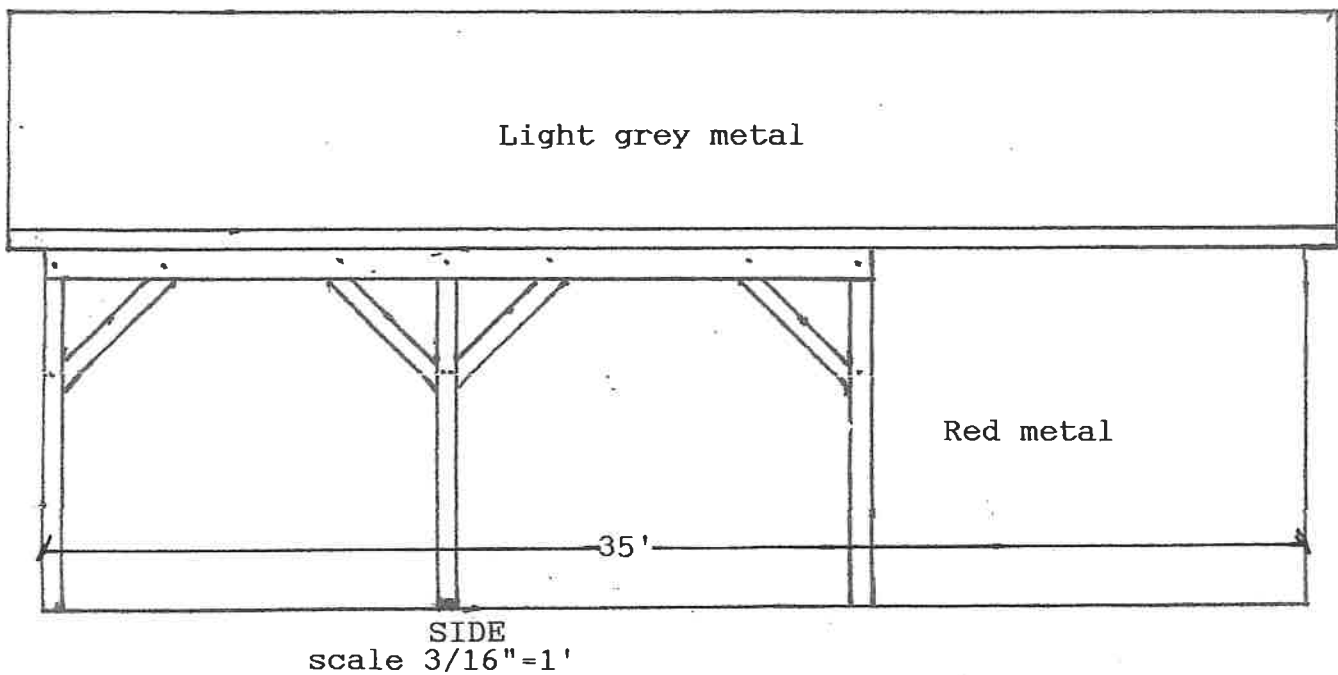
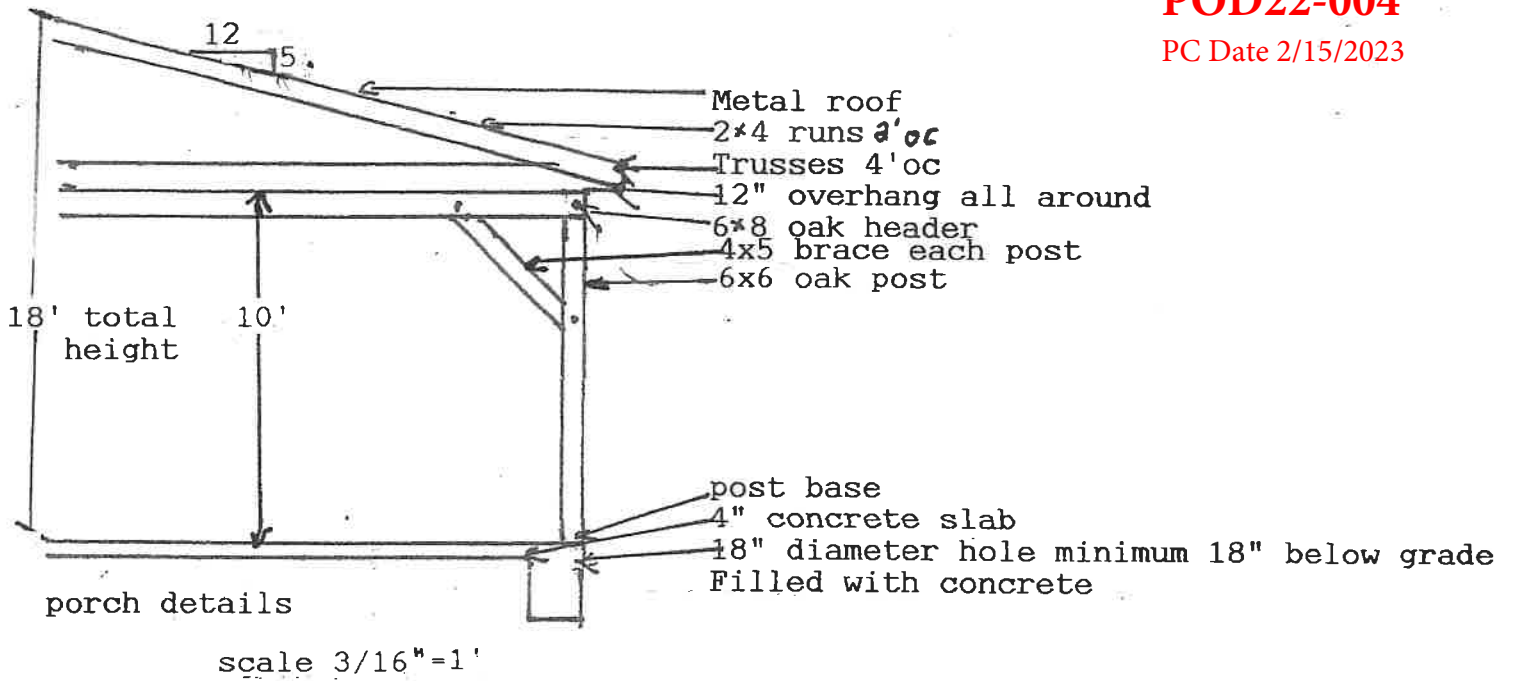
POD22-004

PC Date 2/15/2023



POD22-004

PC Date 2/15/2023





MEETING DATE: Wednesday, February 15, 2023 (Planning Commission)

ITEM NO.: 8

REQUEST: Adopt Resolution to Initiate the Ordinance Amendment Process for ZTA23-001 and 002, Amendments to the Floodplain Ordinance

BACKGROUND: Verbal report by Ashley Atkins-Austin, CZA, GIS Analyst/ Grants Manager

RECOMMENDATION: That pursuant Town Code Section 29-14.a.2.a.1.B, the Planning Commission adopt the resolution to initiate the ordinance amendment process for ZTA23-001 and ZTA23-002, Amendments to the Floodplain Ordinance.

MOTION: _____

SECONDED: _____

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

A Resolution Initiating Amendments
to the Farmville Town Code, Chapter 29, Zoning and Subdivision
to Update the Floodplain Ordinance

WHEREAS, on June 10, 2020, after 22 months of deliberation, discussion, and other due diligence, and in pursuit of advancing the public health, safety, and welfare, the Farmville Town Council adopted a revision to Chapter 29 of the Farmville Town Code; and

WHEREAS, from time to time, amendments to ordinances are needed to recognize current conditions and land use practices; and

WHEREAS, the Farmville Department of Community Development received input in 2022 from the Virginia Department of Conservation and Recreation on the state of the current Floodplain Ordinance located in Sections 29-23.a and 29-81 of the Zoning and Subdivision Ordinance; and

WHEREAS, the Floodplain Ordinance requires amendment prior to April 19, 2023, to keep pace with current practices and state and federal standards, and for the Town of Farmville to remain in good standing with the National Flood Insurance Program; 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;

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 for Zoning Text Amendments ZTA23-001 and ZTA23-002 for the amendment of Section 29-23.a entitled Floodplain Overlay District and Section 29-81 entitled Definitions, respectively.

Approved by the Farmville Planning Commission on this 15th day of February, 2023.

Approved: _____
Planning Commission Chair

Attest: _____
Secretary



MEETING DATE: Wednesday, February 15, 2023 (Planning Commission)

ITEM NO.: 9

REQUEST: Case ZTA23-001, Public Hearing for Planning Commission recommendation to the Town Council to amend Section 29-23(a) of the Floodplain Overlay District.

BACKGROUND: Written staff report and other supporting materials and verbal report by Ashley Atkins-Austin, CZA, GIS Analyst/ Grants Manager

RECOMMENDATION: That the Planning Commission recommend approval to the Town Council of ZTA23-001.

MOTION: _____

SECONDED: _____

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



Background

On **June 10, 2020**, after several months of input and deliberation, the Town of Farmville adopted new zoning and subdivision ordinances (Chapter 29 of the Farmville Town Code). The Floodplain overlay district was included the zoning and subdivision ordinances as Section 29-23(a). The Federal Emergency Management Agency (FEMA) released proposed Flood Insurance Rate Maps (FIRM) and Flood Insurance Studies (FIS) in April 2021. These products were available for public review and comments beginning in February 2022. The proposed FIRM and FIS become effective on April 19, 2023.

Staff has been coordinating with the Department of Conservation and Recreation (DCR) to amend the language for Sections 29-23(a) and 29-81 to bring our floodplain overlay district ordinance into compliance with FEMA's National Flood Insurance Program (NFIP).

Staff has participated in several trainings related to Floodplain management, including DCRs L-273 class on Managing Floodplain Development through the NFIP.

Recommendations

- ☐ The Staff recommends **approval** of the proposed ordinance text amendments listed in **Attachment 1**.

Additional Information

Staff will bring you a second zoning text amendment (ZTA23-002) in March to amend Section 29-81 - Definitions of the zoning and subdivision ordinance. ZTA23-002 is included in this month's resolution.

For information on what provisions were amended, refer to the Ordinance Review Checklist that was included in the January 18, 2023 Planning Commission Packet.

Attachments

Proposed ordinance language is in **Attachment 1**.

Staff Contact

Ashley Atkins-Austin, CZA, GIS Analyst/Grant Administrator
Phone: 434-392-8465 | Email: aaustin@farmvilleva.com

Sec. 29-23. Special and overlay district regulations.

(a) *Floodplain overlay district.*

(1) Statutory Authorization, ~~Purpose~~Purpose, and Intent.

Va. Code § 15.2-2283 specifies that zoning ordinances shall be for the general purpose of promoting the health, safety, or general welfare of the public and of further accomplishing the objectives of § 15.2-2200 which encourages localities to improve the public health, safety, convenience, and welfare of their citizens. To these ends, flood ordinances shall be designed to provide for safety from flood, to facilitate the provision of flood protection, and to protect against loss of life, health, or property from flood.

In accordance with these directed provisions, this ordinance is specifically adopted pursuant to the authority granted to localities by Va. Code § 15.2 - 2280.

The purpose of these provisions is to prevent the loss of life and property, the creation of health and safety hazards, the disruption of commerce and governmental services, the extraordinary and unnecessary expenditure of public funds for flood protection and relief, and the impairment of the tax base by:

- a. Regulating uses, activities, and development which, alone or in combination with other existing or future uses, activities, and development, will cause unacceptable increases in flood heights, velocities, and frequencies.
 - b. Restricting or prohibiting certain uses, activities, and development from locating within districts subject to flooding.
 - c. Requiring all those uses, activities, and developments that do occur in flood-prone districts to be protected and/or floodproofed against flooding and flood damage.
 - d. Protecting individuals from buying land and structures which are unsuited for intended purposes because of flood hazards.
- (2) *Applicability.* These provisions shall apply to all lands within the jurisdiction of town and identified as being in the one-hundred-year floodplain by the Federal Emergency Management Agency (FEMA).
- (3) *Compliance and liability.*
- a. No land shall hereafter be developed and no structure shall be located, relocated, constructed, reconstructed, enlarged, or structurally altered except in full compliance with the terms and provisions of this article and any other applicable ordinances and regulations which apply to uses within the jurisdiction of this article.
 - b. The degree of flood protection sought by the provisions of this article is considered reasonable for regulatory purposes and is based on acceptable engineering methods of study. Larger floods may occur on rare occasions. Flood heights may be increased by manmade or natural causes, such as ice jams and bridge openings restricted by debris. This article does not imply that districts outside the floodplain district, or that land uses permitted within such district will be free from flooding or flood damages.
 - c. Records of actions associated with administering this section shall be kept on file and maintained by the zoning administrator or other appointed official.
 - d. This section shall not create liability on the part of the town or any officer or employee thereof for any flood damages that result from reliance on this section or any administrative decision lawfully made thereunder.

-
- (4) *Abrogation and greater restrictions.* This section supersedes any article or section currently in effect in flood-prone districts. However, any underlying section shall remain in full force and effect to the extent that its provisions are more restrictive than this section.
- (5) *Penalty for violations.* Any person who fails to comply with any of the requirements or provisions of this district or directions of the zoning administrator or any authorized employee of the town shall be guilty of a misdemeanor of the first class and subject to the penalties as outlined in the administration chapter of this chapter and the fee schedule as amended by town council.

(b) Designation of the Floodplain Administrator

1. The Floodplain Administrator is hereby appointed to administer and implement these regulations and is referred to herein as the Floodplain Administrator. The Floodplain Administrator may:

- a. Do the work themselves. In the absence of a designated Floodplain Administrator, the duties are conducted by the Farmville chief executive officer.
- b. Delegate duties and responsibilities set forth in these regulations to qualified technical personnel, plan examiners, inspectors, and other employees.
- c. Enter into a written agreement or written contract with another community or private sector entity to administer specific provisions of these regulations. Administration of any part of these regulations by another entity shall not relieve the community of its responsibilities pursuant to the participation requirements of the National Flood Insurance Program as set forth in the Code of Federal Regulations at 44 C.F.R. Section 9.22.

2. Duties and Responsibilities of the Floodplain Administrator. The duties and responsibilities of the Floodplain Administrator shall include but are not limited to:

- a. Review applications for permits to determine whether proposed activities will be located in the Special Flood Hazard Area (SFHA).
- b. Interpret floodplain boundaries and provide available base flood elevation and flood hazard information.
- c. Review applications to determine whether proposed activities will be reasonably safe from flooding and require new construction and substantial improvements to meet the requirements of these regulations.
- d. Review applications to determine whether all necessary permits have been obtained from the Federal, State, or local agencies from which prior or concurrent approval is required; in particular, permits from state agencies for any construction, reconstruction, repair, or alteration of a dam, reservoir, or waterway obstruction (including bridges, culverts, structures), any alteration of a watercourse, or any change of the course, current, or cross section of a stream or body of water, including any change to the 100-year frequency floodplain of free-flowing non-tidal waters of the State.

-
- e. Verify that applicants proposing an alteration of a watercourse have notified adjacent communities, the Department of Conservation and Recreation (Division of Dam Safety and Floodplain Management), and other appropriate agencies (VADEQ, USACE), and have submitted copies of such notifications to FEMA.
 - f. Advise applicants for new construction or substantial improvement of structures that are located within an area of the Coastal Barrier Resources System established by the Coastal Barrier Resources Act that Federal flood insurance is not available on such structures; areas subject to this limitation are shown on Flood Insurance Rate Maps as Coastal Barrier Resource System Areas (CBRS) or Otherwise Protected Areas (OPA).
 - g. Approve applications and issue permits to develop in flood hazard areas if the provisions of these regulations have been met, or disapprove applications if the provisions of these regulations have not been met.
 - h. Inspect or cause to be inspected, buildings, structures, and other development for which permits have been issued to determine compliance with these regulations or to determine if non-compliance has occurred or violations have been committed.
 - i. Review Elevation Certificates and require incomplete or deficient certificates to be corrected.
 - j. Submit to FEMA, or require applicants to submit to FEMA, data and information necessary to maintain FIRMs, including hydrologic and hydraulic engineering analyses prepared by or for Farmville, within six months after such data and information becomes available if the analyses indicate changes in base flood elevations.
 - k. Maintain and permanently keep records that are necessary for the administration of these regulations, including:
 - i. Flood Insurance Studies, Flood Insurance Rate Maps (including historic studies and maps and current effective studies and maps), and Letters of Map Change; and
 - ii. Documentation supporting issuance and denial of permits, Elevation Certificates, documentation of the elevation (in relation to the datum on the FIRM) to which structures have been floodproofed, inspection records, other required design certifications, variances, and records of enforcement actions taken to correct violations of these regulations.
 - l. Enforce the provisions of these regulations, investigate violations, issue notices of violations or stop work orders, and require permit holders to take corrective action.
 - m. Advise the Board of Zoning Appeals regarding the intent of these regulations and, for each application for a variance, prepare a staff report and

recommendation.

n. Administer the requirements related to proposed work on existing buildings:

i. Make determinations as to whether buildings and structures that are located in flood hazard areas and that are damaged by any cause have been substantially damaged.

ii. Make reasonable efforts to notify owners of substantially damaged structures of the need to obtain a permit to repair, rehabilitate, or reconstruct. Prohibit the non-compliant repair of substantially damaged buildings except for temporary emergency protective measures necessary to secure a property or stabilize a building or structure to prevent additional damage.

o. Undertake, as determined appropriate by the Floodplain Administrator due to the circumstances, other actions which may include but are not limited to: issuing press releases, public service announcements, and other public information materials related to permit requests and repair of damaged structures; coordinating with other Federal, State, and local agencies to assist with substantial damage determinations; providing owners of damaged structures information related to the proper repair of damaged structures in special flood hazard areas; and assisting property owners with documentation necessary to file claims for Increased Cost of Compliance coverage under NFIP flood insurance policies.

p. Notify the Federal Emergency Management Agency when the corporate boundaries of Farmville have been modified and:

i. Provide a map that clearly delineates the new corporate boundaries or the new area for which the authority to regulate pursuant to these regulations has either been assumed or relinquished through annexation; and

ii. If the FIRM for any annexed area includes special flood hazard areas that have flood zones that have regulatory requirements that are not set forth in these regulations, prepare amendments to these regulations to adopt the FIRM and appropriate requirements, and submit the amendments to the governing body for adoption; such adoption shall take place at the same time as or prior to the date of annexation and a copy of the amended regulations shall be provided to Department of Conservation and Recreation (Division of Dam Safety and Floodplain Management) and FEMA.

q. Upon the request of FEMA, complete and submit a report concerning participation in the NFIP which may request information regarding the number of buildings in the SFHA, number of permits issued for development in the SFHA, and number of variances issued for development in the SFHA.

r. It is the duty of the Community Floodplain Administrator to take into account flood, mudslide and flood-related erosion hazards, to the extent that they are

known, in all official actions relating to land management and use throughout the entire jurisdictional area of the Community, whether or not those hazards have been specifically delineated geographically (e.g. via mapping or surveying).

(b) *Description of districts.*

- (1) *Basis of districts.* The various floodplain districts shall include areas subject to inundation by waters of the one-hundred-year-flood. The basis for the delineation of these districts shall be the flood insurance study (FIS) and the flood insurance rate maps (FIRM) for the town prepared by the Federal Emergency Management Agency, Federal Insurance Administration, dated ~~October 2, 2009~~ April 19, 2023, ~~as amended and any subsequent revisions or amendments thereto.~~

The boundaries of the Special Flood Hazard Area (SFHA) Districts are established as shown on the FIRM which is declared to be a part of this ordinance and which shall be kept on file at the Farmville offices.

- a. The floodway district is in an AE Zone and is delineated, for purposes of this article, using the criterion that certain areas within the floodplain must be capable of carrying the waters of the one-hundred-year flood without increasing the water surface elevation of that flood more than one (1) foot at any point. The areas included in this district are specifically defined in the above-referenced flood insurance study and shown on the accompanying flood boundary and floodway map or flood insurance rate map.

The following provisions shall apply within the Floodway District of an AE zone:

1. Within any floodway area, no encroachments, including fill, new construction, substantial improvements, or other development shall be permitted unless it has been demonstrated through hydrologic and hydraulic analysis performed in accordance with standard engineering practice that the proposed encroachment will not result in any increase in flood levels within the community during the occurrence of the base flood discharge. Hydrologic and hydraulic analyses shall be undertaken only by professional engineers or others of demonstrated qualifications, who shall certify that the technical methods used correctly reflect currently-accepted technical concepts. Studies, analyses, computations, etc., shall be submitted in sufficient detail to allow a thorough review by the Floodplain Administrator.
2. Development activities which increase the water surface elevation of the base flood may be allowed, provided that the applicant first applies – with Farmville’s endorsement – for a Conditional Letter of Map Revision (CLOMR), and receives the approval of the Federal Emergency Management Agency.
3. If Section 29-23.a.c.1.a.1 is satisfied, all new construction and substantial improvements shall comply with all applicable flood hazard reduction provisions of Section 29-23.a.i.1.
4. The placement of manufactured homes (mobile homes) is prohibited, except in an existing manufactured home (mobile home) park or subdivision. A replacement manufactured home may be placed on a lot in an existing manufactured home park or subdivision provided the anchoring, elevation, and encroachment standards are met.

- b. The special floodplain district shall be those areas identified as an AE zone on the maps accompanying the flood insurance study for which one hundred-year flood elevations have been provided.

-
- c. The approximated floodplain district shall be those areas identified as an A zone on the maps accompanying the flood insurance study. In these zones, no detailed flood profiles or elevations are provided, but the one hundred-year floodplain has been approximated. For these areas, the one-hundred-year flood elevations and floodway information from federal, state, and other acceptable sources shall be used, when available. Where the specific one-hundred-year flood elevation cannot be determined for this area, using other sources of data, such as the United States Army Corps of Engineers Floodplain Information Reports, United States Geological Survey Flood-Prone Quadrangles, etc., then the applicant for the proposed use, development, and/or activity shall determine this elevation in accordance with hydrologic and hydraulic engineering techniques. Hydrologic and hydraulic analyses shall be undertaken only by professional engineers or others of demonstrated qualifications, who shall certify that the technical methods used correctly reflect currently accepted technical concepts. Studies, analyses, and computations shall be submitted in sufficient detail to allow a thorough review by the town.

The Floodplain Administrator reserves the right to require a hydrologic and hydraulic analysis for any development. When such base flood elevation data is utilized, the lowest floor shall be elevated to or above the base flood level plus two feet.

During the permitting process, the Floodplain Administrator shall obtain:

- a. The elevation of the lowest floor (in relation to mean sea level), including the basement, of all new and substantially improved structures; and,
- b. If the structure has been floodproofed in accordance with the requirements of this article, the elevation (in relation to mean sea level) to which the structure has been floodproofed.

Base flood elevation data shall be obtained from other sources or developed using detailed methodologies comparable to those contained in a FIS for subdivision proposals and other proposed development proposals (including manufactured home parks and subdivisions) that exceed fifty lots or five acres, whichever is the lesser.

- d. The shallow flooding district shall be those areas identified as zone AO or AH on the maps accompanying the flood insurance study.

~~(ed)~~ *Overlay concept.*

- (1) The floodplain districts described above shall be overlays to the existing underlying districts as shown on the official zoning map, and as such, the provisions for the floodplain districts shall serve as a supplement to the underlying district provisions.
- (2) If there is any conflict between the provisions or requirements of the floodplain districts and those of any underlying district, the more restrictive provisions and/or those pertaining to the floodplain districts shall apply.
- (3) In the event any provision concerning a floodplain district is declared inapplicable as a result of any legislative or administrative actions or judicial decision, the basic underlying provisions shall remain applicable.

~~(de)~~ *District boundaries.*

- (1) The boundaries of the special flood hazard area and floodplain districts are established as shown on the flood boundary and floodway map and/or flood insurance rate map, which is declared to be a part of this article and shall be kept on file at the town offices.

-
- (ef) *District boundary changes.* The delineation of any of the floodplain districts may be revised by the town council where natural or manmade changes have occurred and/or where more detailed studies have been conducted or undertaken by the U. S. Army Corps of Engineers or other qualified agency, or an individual documents the need for such change. However, prior to any such change, approval must be obtained from the Federal Insurance Administration.
- (fg) *Interpretation of district boundaries.* Initial interpretations of the boundaries of the floodplain districts shall be made by the zoning administrator. Should a dispute arise concerning the boundaries of any of the districts, the board of zoning appeals shall make the necessary determination. The person questioning or contesting the location of the district boundary shall be given a reasonable opportunity to present his case to the board and to submit his own technical evidence if he so desires.
- (gh) *Submitting technical data.* A community's base flood elevations may increase or decrease resulting from physical changes affecting flooding conditions. As soon as practicable, but not later than six (6) months after the date such information becomes available, a community shall notify the Federal Insurance Administration of the changes by submitting technical or scientific data. Such a submission is necessary so that upon confirmation of those physical changes affecting flooding conditions, risk premium rates and floodplain management requirements will be based upon current data.
- (hi) *General provisions.*
- (1) *Permit requirement.* All uses, activities, and development occurring within any floodplain district, including placement of manufactured homes, shall be undertaken only upon the issuance of a zoning permit. Such development shall be undertaken only in strict compliance with the provisions of this section and with all other applicable codes and ordinances, as amended, including, but not limited to, the Virginia Uniform Statewide Building Code (VA USBC) and the town subdivision regulations. Prior to the issuance of any such permit, the Floodplain Administrator in consultation with the zoning administrator ~~officer~~ shall require all applications to include compliance with all applicable state and federal laws and shall review all sites to assure they are reasonably safe from flooding. Under no circumstances shall any use, activity, and/or development adversely affect the capacity of the channels or floodways of any watercourse, drainage ditch, or any other drainage facility or system.

The following provisions shall apply to all permits:

- (b) New construction and substantial improvements shall be built according to this ordinance and the VA USBC, and anchored to prevent flotation, collapse, or lateral movement of the structure.
- (c) Manufactured homes shall be anchored to prevent flotation, collapse, or lateral movement. Methods of anchoring may include, but are not limited to, use of over-the-top or frame ties to ground anchors. This standard shall be in addition to and consistent with applicable state anchoring requirements for resisting wind forces.
- (d) New construction and substantial improvements shall be constructed with materials and utility equipment resistant to flood damage.
- (d) New construction or substantial improvements shall be constructed by methods and practices that minimize flood damage.
- (e) Electrical, heating, ventilation, plumbing, air conditioning equipment, and other service facilities, including duct work, shall be designed and/or located so as to prevent water from entering or accumulating within the components during conditions of flooding.
- (f) New and replacement water supply systems shall be designed to minimize or eliminate infiltration of flood waters into the system.
- (g) New and replacement sanitary sewage systems shall be designed to minimize or eliminate

infiltration of flood waters into the systems and discharges from the systems into flood waters.

(h) On-site waste disposal systems shall be located and constructed to avoid impairment to them or contamination from them during flooding.

In addition to provisions A – H above, in all special flood hazard areas, the additional provisions shall apply:

~~(2) — Alteration or relocation of a watercourse.~~ (i) Prior to any proposed alteration or relocation of any channel or of any watercourse within this jurisdiction, a permit shall be obtained from the U. S. Army Corps of Engineers, the Virginia state Department of Environmental Quality, and the state Virginia Marine Resources Commission (a joint permit application is available from any one of these organizations). Further, more, in riverine areas, notification of the proposal shall be given by the applicant to all affected adjacent jurisdictions, the Department of Conservation and Recreation (Division of Dam Safety), and floodplain management (department of conservation and recreation) other required agencies, and the Federal Insurance Administration Emergency Management Agency.

(j) The flood carrying capacity within an altered or relocated portion of any watercourse shall be maintained.

(k) In a regulatory floodway any encroachment which would cause any increase

(ii) Specific standards.

(1) In the one hundred-year-floodplain areas where base flood elevations have been provided in the flood insurance study or generated according to the floodplain ordinance, the following provisions shall apply:

- a. *Residential construction.* New construction or substantial improvement of any residential structure (including manufactured homes) shall have the lowest floor, including basement, elevated ~~no lower than one (1) foot above to or above~~ the base flood ~~elevation level plus two (2) feet.~~
- b. *Nonresidential construction.* New construction or substantial improvement of any commercial, industrial, or nonresidential building shall have the lowest floor, including basement, elevated to ~~no lower than one (1) foot or~~ above the base flood ~~elevation level plus two (2) feet.~~ Buildings located in all A, AE, and AH zones may be floodproofed in lieu of being elevated provided that all areas of the building components below the elevation corresponding to the base flood elevation plus ~~one (1) foot two (2) feet~~ are watertight with walls substantially impermeable to the passage of water, and use structural components having the capability of resisting hydrostatic and hydrodynamic loads and the effect of buoyancy. A registered professional engineer or architect shall certify that the standards of this subsection are satisfied.
- c. *Elevated buildings.* Enclosed areas, of new construction or substantially improved structures, which are below the regulatory flood protection elevation shall:
 1. Not be designed or used for human habitation, but shall only be used for parking of vehicles, building access, or limited storage of maintenance equipment used in connection with the premises. Access to the enclosed area shall be the minimum necessary to allow for parking of vehicles (garage door) or limited storage of maintenance equipment (standard exterior door), or entry to the living area (stairway or elevator).
 2. Be constructed entirely of flood resistant materials below the regulatory flood protection elevation.

~~3. In the coastal high hazard district, follow the standards for elevation outlined in the floodplain ordinance.~~

43. Include, in zones A, AO, and AE, measures to automatically equalize hydrostatic flood forces on walls by allowing for the entry and exit of floodwaters. To meet this requirement, the openings must either be certified by a professional engineer or architect or meet the following minimum design criteria:

- A. Provide a minimum of two (2) openings on different sides of each enclosed area subject to flooding.
- B. The total net area of all openings must be at least one (1) square inch for each square foot of enclosed area subject to flooding.
- C. If a building has more than one (1) enclosed area, each area must have openings to allow floodwaters to automatically enter and exit.
- D. The bottom of all required openings shall be no higher than one (1) foot above the adjacent grade.
- E. Openings may be equipped with screens, louvers, or other opening coverings or devices, provided they permit the automatic flow of floodwaters in both directions.
- F. Foundation enclosures made of flexible skirting are not considered enclosures for regulatory purposes, and, therefore, do not require openings. Masonry or wood underpinning, regardless of structural status, is considered an enclosure and requires openings as outlined above.

d. Accessory Structures

1. Accessory structures in the SFHA will comply with the elevation requirements and other requirements of Section 29-23.a.i.b or, if not elevated or dry floodproofed, shall:

- a) Not be used for human habitation;
- b) Be limited to no more than 600 square feet in total floor area;
- c) Be useable only for parking of vehicles or limited storage;
- d) Be constructed with flood damage-resistant materials below the base flood elevation;
- e) Be constructed and placed to offer the minimum resistance to the flow of floodwaters;
- f) Be anchored to prevent flotation;
- g) Have electrical service and mechanical equipment elevated to or above the base flood elevation;
- h) Shall be provided with flood openings which shall meet the following criteria:
 - i. There shall be a minimum of two flood openings on different sides of each enclosed area; if a building has more than one enclosure below the lowest floor, each such enclosure shall have flood openings on exterior walls.
 - ii. The total net area of all flood openings shall be at least 1 square inch for each square foot of enclosed area (non-engineered flood openings), or the flood openings shall be engineered flood openings that are designed and certified by a licensed professional engineer to automatically allow entry and exit of floodwaters; the certification

requirement may be satisfied by an individual certification or an Evaluation Report issued by the ICC Evaluation Service, Inc.

iii. The bottom of each flood opening shall be 1 foot or less above the higher of the interior floor or grade, or the exterior grade, immediately below the opening.

iv. Any louvers, screens or other covers for the flood openings shall allow the automatic flow of floodwaters into and out of the enclosed area.

(jk) Standards for manufactured homes and recreational vehicles.

- (1) All manufactured homes placed, or substantially improved, on individual lots or parcels, in expansions to existing manufactured home parks or subdivisions, in a new manufactured home park or subdivision, or in an existing manufactured home park or subdivision on which a manufactured home has incurred substantial damage as the result of a flood, must meet all the requirements for new construction, including the elevation and anchoring requirements in accordance with this section.
- (2) All manufactured homes placed or substantially improved in an existing manufactured home park or subdivision in which a manufactured home has not incurred substantial damage as the result of a flood shall be elevated so that either:
 - a. The lowest floor of the manufactured home is elevated no lower than ~~one (1)~~ two (2) foot above the base flood elevation; or
 - b. The manufactured home chassis is supported by reinforced piers or other foundation elements of at least equivalent strength that are no less than thirty-six (36) inches in height above grade;
 - c. And be securely anchored to the adequately anchored foundation system to resist flotation, collapse, and lateral movement.
- (3) All recreational vehicles placed on sites must either:
 - a. Be on the site for fewer than one hundred eighty (180) consecutive days;
 - b. Be fully licensed and ready for highway use (a recreational vehicle is ready for highway use if it is on its wheels or jacking system, is attached to the site only by quick disconnect type utilities and security devices and has no permanently attached additions); or
 - c. Meet all the requirements for manufactured homes in accordance with this section.

(kl) Standards for the special floodplain district. The following provisions shall apply within the special floodplain district:

- (1) Until a regulatory floodway is designated, no new construction, substantial improvements, or other development (including fill) shall be permitted within the areas of special flood hazard, designated as zone AE on the flood rate insurance map, unless it is demonstrated that the cumulative effect of the proposed development, when combined with all other existing and anticipated development will not increase the water surface elevation of the base flood more than one (1) foot at any point within the town.
- (2) Development activities in zones A, AE, and AH, on the town flood insurance rate map which increase the water surface elevation of the base flood by more than one (1) foot may be allowed, provided that the applicant first applies, with the town's endorsement, for a conditional flood insurance rate map revision, and receives the approval of the Federal Emergency Management Agency.

(lm) Standards for approximated floodplain. The following provisions shall apply with the approximate floodplain district:

-
- (1) The approximated floodplain district shall be that floodplain area for which no detailed flood profiles or elevations are provided, but where a one hundred-year floodplain boundary has been approximated. Such areas are shown as zone A on the maps accompanying the flood insurance study. For these areas, the one hundred-year flood elevations and floodway information from federal, state, and other acceptable sources shall be used, when available. Where the specific one hundred-year flood elevation cannot be determined for this area using other sources of data, such as the U. S. Army Corps of Engineers Floodplain Information Reports, U. S. Geological Survey Flood-Prone Quadrangles, etc., then the applicant for the proposed use, development and/or activity shall determine this elevation in accordance with hydrologic and hydraulic engineering techniques. Hydrologic and hydraulic analyses shall be undertaken only by professional engineers or others of demonstrated qualifications, who shall certify that the technical methods used correctly reflect currently-accepted technical concepts. Studies, analyses, computations, etc., shall be submitted in sufficient detail to allow a thorough review by the floodplain administrator and manager.
 - (2) When such base flood elevation data is utilized, the lowest floor shall be ~~one (1)~~ two (2) ~~feet~~ feet above the base flood elevation.
- (~~m~~n) During the permitting process, the applicant shall provide:
- (1) The elevation of the lowest floor (including the basement) of all new and substantially improved structures;
 - (2) If the structure has been floodproofed in accordance with the requirements of this article, the elevation to which the structure has been floodproofed.
- (~~h~~o) *Standards for subdivision proposals.*
- (1) All subdivision proposals shall be consistent with the need to minimize flood damage;
 - (2) All subdivision proposals shall have public utilities and facilities such as sewer, gas, electrical and water systems located and constructed to minimize flood damage;
 - (3) All subdivision proposals shall have adequate drainage provided to reduce exposure to flood hazards.
 - (4) Base flood elevations for subdivision proposals or other developments greater than 50 lots or 5 acres shall be required with any preliminary plat pursuant to Section 29-63.b.
- (~~e~~p) *Variance factors.* In passing upon applications for variances, the board of zoning appeals shall satisfy all relevant factors and procedures specified in section 29-13 of this chapter and consider the following additional factors:
- (1) The showing of good and sufficient cause.
 - (2) The danger to life and property due to increased flood heights or velocities caused by encroachments. No variance shall be granted for any proposed use, development, or activity within any floodway district that will cause any increase in the one hundred-year flood elevation.
 - (3) The danger that materials may be swept on to other lands or downstream to the injury of others.
 - (4) The proposed water supply and sanitation systems and the ability of these systems to prevent disease, contamination, and unsanitary conditions.
 - (5) The susceptibility of the proposed facility and its contents to flood damage and the effect of such damage on the individual owners.
 - (6) The importance of the services provided by the proposed facility to the community.
 - (7) The requirements of the facility for a waterfront location.
 - (8) The availability of alternative locations not subject to flooding for the proposed use.

-
- (9) The compatibility of the proposed use with existing development and development anticipated in the foreseeable future.
 - (10) The relationship of the proposed use to the comprehensive plan and floodplain management program for the area.
 - (11) The safety of access by ordinary and emergency vehicles to the property in time of flood.
 - (12) The expected heights, velocity, duration, rate of rise, and sediment transport of the flood waters expected at the site.
 - (13) The repair or rehabilitation of historic structures upon a determination that the proposed repair or rehabilitation will not preclude the structure's continued designation as a historic structure and the variance is the minimum necessary to preserve the historic character and design of the structure.
 - (14) Such other factors which are relevant to the purposes of this article.
 - (15) The board of zoning appeals may refer any application and accompanying documentation pertaining to any request for a variance to any engineer or other qualified person or agency for technical assistance in evaluating the proposed project in relation to flood heights and velocities, and the adequacy of the plans for flood protection and other related matters. Variances shall be issued only after the board of zoning appeals has determined that the variance will be the minimum required to provide relief. Variances shall be issued only after the board of zoning appeals has determined that the granting of such will not result in:
 - a. Unacceptable or prohibited increases in flood heights;
 - b. Additional threats to public safety;
 - c. Extraordinary public expense;And will not:
 - d. Create nuisances;
 - e. Cause fraud or victimization of the public; or
 - f. Conflict with local laws or ordinances.

(~~pg~~) The board of zoning appeals shall notify the applicant for a variance, in writing, that the issuance of a variance to construct a structure below the one hundred-year flood elevation:

- (1) Increases the risks to life and property; and
- (2) Will result in increased premium rates for flood insurance.

(~~er~~) A record shall be maintained of the above notification as well as all variance actions, including justification for the issuance of the variances. Any variances that are issued shall be noted in the annual or biennial report submitted to the Federal Insurance Administrator.

(~~fs~~) *Existing structures in floodplain.* A structure or use of a structure or premises which lawfully existed before the enactment of these provisions, but which is not in conformity with these provisions, may be continued subject to the following conditions:

- (1) Existing structures in the floodway area shall not be expanded or enlarged unless it has been demonstrated through hydrologic and hydraulic analyses performed in accordance with standard engineering practices that the proposed expansion would not result in any increase in the base flood elevation.

-
- (2) Any modification, alteration, repair, reconstruction, or improvement of any kind to a structure and/or use located in any floodplain areas to an extent or amount of less than fifty (50) percent of its market value shall conform to the Virginia Uniform Statewide Building Code.
 - (3) The modification, alteration, repair, reconstruction, or improvement of any kind to a structure and/or use, regardless of its location in a floodplain area to an extent or amount of fifty (50) percent or more of its market value shall be undertaken only in full compliance with this article and shall require the entire structure to conform to the Virginia Uniform Statewide Building Code.

(t) [Glossary](#)

[See Chapter 29, Article VII.](#)

(Ord. No. 196 , 6-10-2020)



MEMORANDUM

To: C. Scott Davis, LPD, Town Manager
From: Leander N. "Lee" Pambid, CZA, MURP, MPA Director of Community Development
Date: Monday, February 6, 2023
Subject: Director's Monthly Report (January 2023), Department of Community Development

Statistics

Item	Amounts	Notes
Zoning Permits	6	
Building Permits	14	
	0	New single-family construction
	0	Manufactured homes
	6	Trades (mechanical, electrical, plumbing)
	3	Structural (interior renovations)
	1	Structural (exterior improvements)
	4	Signs
FAB Ridership	8,413 riders total 15,937 miles 1,139 service hours	
Fuel Sold at KVVX	27 sales totaling \$4,449.91 and 727.60 gallons	462.5 gallons AV 265.10 gallons Jet A
Arrivals/Departures at KVVX	See chart	Figures represent 7-day trailing averages only. South Boston (W78) and Mecklenburg (KAVC) also provided.

Items of interest

- The Staff participated in the following meetings and trainings in January:
 - Regional Building Officials' Meeting, 01/05 (Bowles)
 - Department of Conservation and Recreation (DCR) Community Assistance Visit (virtual), 01/05 (Atkins-Austin, Pambid, Nash, Bowles)
 - Commercial Vent Hood Training, Charlottesville (Bowles)
 - Virginia Aviation Board Region 5 Board Member Visit with Cheryl McCleskey, Farmville Regional Airport, 01/11 (Atkins-Austin, Pambid, Caldwell)
 - American Association of Code Enforcement National Check-in (virtual), 1/17 (Atkins-Austin, Bowles, Pambid, Watkins)
 - Virginia Department of Rail and Public Transit (DRPT) Vehicle Procurement Training (virtual) 1/17 (Pambid, Thompson, Adams)

- Commonwealth Regional Council (CRC) Meeting (virtual) 01/18 (Pambid)
- Virginia Building Code Officials Association (VBCOA) Region IV Meeting, Charlottesville, 01/19 (Bowles)
- Airport UAS Security Planning, FAA (virtual) 01/19 (Atkins-Austin, Pambid)
- DHCD Virginia Building Code Academy- Commercial Building Course (virtual) 1/24 – 01/26 (Bowles)
- Prince Edward/ Farmville Development Review Committee (DRC) Meeting, 01/26 (Atkins-Austin, Pambid)
- Farmville Regional Airport (KFVX) updates:
 - Additional airport usage figures are attached. Flightaware.com provides 7-day trailing averages for free, and more specific data is available for purchase. For comparison, Staff includes the same data for William M. Tuck Airport (W78) in South Boston and Mecklenburg- Brunswick Regional Airport (KAVC) in Brodnax.
- The Planning Commission met on January 18, 2023.
 - They elected Cameron Patterson as Chair, Jerry Davenport as Vice-Chair, and Jayne Johnson as Secretary.
 - They recommended approval of CUP22-003 without conditions to the Town Council.
 - They heard briefs regarding Planned Unit Developments and floodplain regulations.
- The Planning Commission held a worksession on Wednesday, January 25, 2023 on Planned Unit Developments.
- The Board of Zoning Appeals met on January 26, 2023.
 - They re-elected Pam Butler as Chair and Penny Pairet as Vice-Chair.
 - They are not scheduled to meet in February.
- Community Development held the following January events:
 - **Thursday, January 12, 2023** at 6pm at the Moton Museum- A community information and input session about potential amendments to add a **Planned Unit Developments** process to the zoning ordinance.
 - **Friday, January 27, 2023** in the morning at the Farmville Emergency Operations Center- A community information session on **how to apply for and pull permits for routine residential projects** was held for 5 participants.
- On **Monday, February 13, 2023 at 6pm**, another community information and input session is for Planned Unit Developments will be held at the Moton Museum.

Staff Contacts | Department of Community Development

Ashley Austin	GIS Analyst/ Grants Coordinator	aaustin@farmvilleva.com	434-392-2114
Nicholas Bowles	Building Official (<i>in-training</i>)	nbowles@farmvilleva.com	434-392-8465
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

January 2023 Arrivals and Departures

Farmville Regional Airport KVVX

Date	Day	KVVX Arrivals & Departures * Farmville	KVVX Notes Farmville	W78 Arrivals & Departures * South Boston	KAVC Arrivals & Departures * Mecklenburg
1/1/2023	Sunday	6		6	2
1/2/2023	Monday	6		4	0
1/3/2023	Tuesday	6		0	0
1/4/2023	Wednesday	0		0	2
1/5/2023	Thursday	6		4	2
1/6/2023	Friday	6		4	2
1/7/2023	Saturday	6		4	0
1/8/2023	Sunday	6		2	0
1/9/2023	Monday	6		2	0
1/10/2023	Tuesday	4		2	2
1/11/2023	Wednesday	4		3	0
1/12/2023	Thursday	0		4	0
1/13/2023	Friday	4		4	2
1/14/2023	Saturday	4		4	0
1/15/2023	Sunday	2		4	2
1/16/2023	Monday	3		5	0
1/17/2023	Tuesday	0		4	2
1/18/2023	Wednesday	4		5	2
1/19/2023	Thursday	0		4	0
1/20/2023	Friday	6		4	2
1/21/2023	Saturday	6		4	2
1/22/2023	Sunday	0		4	2
1/23/2023	Monday	6		3	0
1/24/2023	Tuesday	6		4	0
1/25/2023	Wednesday	0		0	2
1/26/2023	Thursday	6		4	2
1/27/2023	Friday	6		4	2
1/28/2023	Saturday	8		5	2
1/29/2023	Sunday	8		0	0
1/30/2023	Monday	8		4	2
1/31/2023	Tuesday	8		4	0

* Source: FlightAware.com- 7-day trailing averages