



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, March 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 – **February 15, 2023**
5. **Public Participation – Speakers have three (3) minutes to make statements on non-agenda items.**
6. **Public Hearing-Case ZTA23-002:** Public Hearing for Planning Commission recommendation to the Town Council to amend Section 29-81 – Definitions. 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
7. **Old Business**
8. **New Business**
 - a. Department update and upcoming major cases
 - b. Staff and Commission Items
 - c. Other Items of Interest
9. **Staff Updates**
10. **Adjournment**

**Town of Farmville Planning Commission
Town Council Chamber of the Town Hall
116 North Main Street, Farmville, VA 23901
Wednesday, February 15, 2023**

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

Planning Commission Members Absent: Abigail O'Connor and Dr. Miller

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 meeting to order at 7:00 PM.

APPROVAL OF AGENDA

Chairperson Patterson noted the agenda was distributed and asked if there were any corrections. On a motion by Mr. Davenport, seconded by Ms. Johnson, with all present members voting "aye", the agenda was adopted.

CONSIDERATION OF MINUTES

Minutes of Regular Planning Commission Meeting -January 18, 2023

Chairperson Patterson noted that the minutes had been likewise distributed and asked if there were any corrections or revisions. Mr. Weiss noted that at the previous public hearing recorded in the minutes, the commissioners asked questions in addition to Mr. William Coffey offering to field questions after his presentation. On a motion by Mr. Weiss, seconded by Mr. Crute, and with all present members voting "aye," the minutes from January 18, 2023 were approved with clarifications.

CONSIDERATION OF MINUTES

Minutes of Planning Commission Work Session Meeting -January 25, 2023

Chairperson Patterson noted that the minutes had been likewise distributed and asked if there were any corrections or revisions. Mr. Weiss stated that due to his virtual connection maybe his remarks weren't heard clearly. He noted that there were three (3) incorrect words recorded in the minutes regarding his remarks. On a motion by Mr. Weiss, seconded by Mr. Crute, and with all present members voting "aye," the minutes from January 25, 2023, were approved with corrections.

PUBLIC PARTICIPATION

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

PUBLIC HEARING

Public Hearing -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.

On a Motion by Mr. Crute, seconded by Mr. Davenport, and with all present members voting “aye”, the public hearing was open.

Mr. Pambid provided relevant information from the staff report with supporting slides. He 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. There were no public comments received by staff.

Staff Recommends approval of POD22-004 for a specialty food shop. There are no recommended conditions. Compliance with specialty food shop standards is met. Staff fielded questions from Commissioners.

Chairperson Patterson offered the floor to Mr. and Mrs. Huffcut for remarks. Mr. Huffcut offered his thanks to the Commissioners for their time. He and Mrs. Huffcut grew up dairy-farming, they farmed independently for 25 years. He wanted to follow in his dad’s foot steps to open an ice cream store. He expressed wanting to provide a family-oriented, kid friendly business to the citizens of Farmville.

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

The commissioners had a brief discussion regarding the driveway easements at the site. On a motion by Mr. Crute, seconded by Mr. Weiss, and with all present members voting “aye”, the motion was passed to approve POD22-004.

ADOPTION OF RESOLUTION TO INITIATE FLOODPLAIN ORDINANCE AMENDMENTS ZTA23-001 AND 002

On a motion by Mr. Davenport, seconded by Mr. Crute, and with all present members voting “aye”, the motion to adopt the resolution to initiate the ordinance amendment process for ZTA23-001 and 002 was passed.

**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

PUBLIC HEARING

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.

Mr. Pambid provided a brief background to the commissioners. Ms. Atkins-Austin presented relevant information from the staff report with supporting slides. The Commissioners and Staff had a brief discussion.

Chairperson Patterson called for a motion to open public participation. On a motion by Mr. Crute, seconded by Mr. Weiss, and with all present members voting “aye”, the motion was passed. Ms. Watkins reported that staff had not received any comments or requests to speak from the public.

Chairperson Patterson called for a motion to close public participation. On a motion by Ms. Johnson, seconded by Mr. Davenport, and with all present members voting “aye”, the motion was passed.

There was no deliberation from the Commissioners. On a motion by Mr. Weiss, seconded by Mr. Crute, and with all present members voting “aye”, the motion was passed to recommend approval of ZTA23-001 to Town Council.

OLD BUSINESS

There was no old business before the Commission.

NEW BUSINESS

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 KVVX arrivals and departures was also provided. Department updates and upcoming major cases were also mentioned.

Mr. Pambid's last day working at the Town of Farmville is February 16, 2023. He expressed that it has been a privilege to work with the Farmville Planning Commission, Board of Zoning Appeals, Town Council, and Staff. The Commissioners offered their personal thanks and presented Mr. Pambid with a Plaque in recognition of his service.

ADJOURNMENT

With no further business, Chairperson Patterson called for a motion to adjourn the meeting. On a motion by Mr. Crute, seconded by Mr. Weiss and with all present members voting "aye", the meeting was adjourned at 7:46 PM.

Respectfully submitted by Michelle D. Watkins, Administrative Assistant II

Cameron Patterson, Chairperson

Jerry Davenport, Secretary



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

ITEM NO.: 6

REQUEST: **ZTA23-002**, Public Hearing for Planning Commission recommendation to the Town Council to amend Section 29-81 – Definitions.

BACKGROUND: Written staff report and other supporting materials and verbal report by Ashley Atkins-Austin, Interim Director of Community Development

RECOMMENDATION: That the Planning Commission approves ZTA23-002 as presented by staff.

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 in 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 will 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 definition text amendments listed in **Attachment 1**.

Additional Information

For information on what definitions were amended, refer to the Ordinance Review Checklist that is included as an attachment.

Attachments

Proposed ordinance language is in **Attachment 1**. Ordinance Review Checklist from February 2, 2023 is in **Attachment 2**.

Staff Contact

Ashley Atkins-Austin, CZA, GIS Analyst/Grant Administrator
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