

**Town of Farmville Board of Zoning Appeals
Farmville Town Hall Council Chambers
116 North Main Street, Farmville, VA
Thursday January 25, 2024**

Members Present: Chairperson Pam Butler, Sam Carey, and Zachary Preston

Member Absent: Vice-Chair Penny Pairet, Cameron Patterson

Staff Present: Director of Community Development Ashley Atkins-Austin, Administrative Assistant II Michelle Watkins

Call to Order: Chairperson Butler called the meeting to order at 3:00 pm.

Determination of Quorum: With three (3) members being present, a quorum was established.

APPROVAL OF MINUTES

Minutes of Board of Zoning Appeals Meeting- February 23, 2023

On motion by Mr. Carey, Seconded by Mr. Preston, with all present members voting “aye”, the minutes were approved with no corrections.

ELECTIONS OF OFFICERS

Election of Chair-On a motion by Mr. Preston, seconded by Mr. Carey, and with all present members voting “aye”, Ms. Pam Butler was elected as Chair.

Election of Vice-Chair-On a motion by Mr. Carey, seconded by Mr. Preston, and with all present members voting “aye”, Ms. Penny Pairet was elected Vice-Chair.

HEARING OF THE CASE

BZA24-001-VAR-Walmart Real Estate, property owner and applicant, requests a variance of fifteen additional wall signs to the two allowed per business per street frontage, a 339.79 square foot variance to the 100 square foot maximum sign area for wall signs, and a 534.79 square foot variance to the 150 square foot total signage allowed in the B-3 District as stated in Section 29-31.f.

Ms. Ashley Atkins-Austin shared with the Board that case BZA24-001-VAR was deferred by the applicant until February 22, 2024.

UNFINISHED BUSINESS

There was no unfinished business before the board.

NEW BUSINESS

Adopt Standing Meeting Schedule for 2024

On a motion by Mr. Preston, Seconded by Mr. Carey, and with all present members voting “aye”, the standing meeting schedule for 2024 was adopted as presented.

Adopt 2023 Annual Report

On a motion by Mr. Carey, seconded by Mr. Preston, and with all present members voting

“aye”, the 2023 Annual Report was adopted as presented.

Certified BZA Course

Ms. Austin provided information to the Board regarding the upcoming Certified Board of Zoning Appeals program. This course is offered by the VCU Land Use and Development Education Program. The course is virtual, study materials are provided to participants. There is funding available, please reach out to Ms. Watkins to register.

Staff updates/Other items of interest

Board members need to submit conflict of interest forms to the Town Clerk, Ms. McKay if they have not already done so.

John Ramsay is the new Residential Code Inspector for the Town of Farmville, his first day of employment was on October 30, 2023.

ADJOURNMENT

With no further business before the Board of Zoning Appeals, Chairperson. Butler called for a motion to adjourn.

On a motion by Mr. Preston, seconded by Mr. Carey, with all members present voting “aye”, the meeting was adjourned at 3:10 pm.

Respectfully submitted by Michelle D. Watkins, Administrative Assistant II

Pam Butler, Chairperson

Ashley Atkins-Austin,
Director of Community Development