



Town of Farmville Planning Commission

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

Agenda
Wednesday, June 20, 2024 @ 7:00pm

- 1. Call to Order** (please silence devices)
- 2. Roll Call**
- 3. Approval of Agenda**
- 4. Consideration of Minutes-** Regular Planning Commission Meeting – **April 17, 2024**
- 5. Public Participation – Speakers have three (3) minutes to make statements on non-agenda items.**
- 6. Public Hearing CUP24-003-** for Melbin Abel Ramirez’s request for a conditional use permit to allow an automobile repair service per Town Code Section 29-22.a. The 0.836-acre site is located at 513 East Third Street on Parcel 0023A04(23)08-002. This property is zoned B-2 Transitional Commercial.
 - a. Staff Report
 - b. Public Participation-Speakers have three (3) minutes to make statements.
 - c. Planning Commission Deliberation
- 7. Public Hearing CUP24-004-** for James and Lisa Gantt’s request for a conditional use permit to allow an accessory dwelling unit per Town Code Section 29-22.a. The 4.500-acre site is located at 1406 Spottswood Drive on Parcel 0023A13(0A)00-048. This property is zoned R-1 Low Density Residential.
 - a. Staff Report
 - b. Public Participation-Speakers have three (3) minutes to make statements.
 - c. Planning Commission Deliberation
- 8. Public Hearing-ZTA24-003-**Public hearing for Planning Commission recommendation to Town Council to amend Section 29-22.a – Table 1: Zoning Use Matrix of Article III of Chapter 29- Zoning and Subdivision by allowing restaurant, mobile by Conditional Use Permit in the R-3 zoning district.
 - a. Staff Report
 - b. Public Participation-Speakers have three (3) minutes to make statements.
 - c. Planning Commission Deliberation

9. Public Hearing-REZ24-001- for Planning Commission recommendation to Town Council to amend the Official Zoning Map to provide for the rezoning of properties along Griffin Boulevard from High Street to Edmunds Street from R-1 to R-3.

- a. Staff Report
- b. Applicant Presentation
- c. Public Participation-Speakers have three (3) minutes to make statements.
- d. Planning Commission Deliberation/Vote

10. Public Hearing-Resolution 2024-07-01- for Planning Commission recommendation to Town Council to amend the Comprehensive Plan Future Land Use Map to reflect the zoning amendment in ZTA24-003 and REZ24-001.

- a. Staff Report
- b. Applicant Presentation
- c. Public Participation-Speakers have three (3) minutes to make statements.
- d. Planning Commission Deliberation/Vote

11. Old Business

12. New Business

- a. Staff and Department updates
- b. Commission Items
- c. Other Items of Interest

13. Adjournment

**Town of Farmville Planning Commission
Town Council Chamber of the Town Hall
116 North Main Street, Farmville, VA 23901
Wednesday, April 17, 2024**

Planning Commission Members Present: Chairperson Cameron Patterson, Vice-Chair Jerry Davenport, Abigail O'Connor, Dr. John Miller, Rhett Weiss.

Planning Commission Members Absent: Patrick Crute

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

CALL TO ORDER

Chairperson Patterson called the Planning Commission meeting to order at 7:02 PM.

APPROVAL OF AGENDA

Chairperson Patterson noted the agenda was distributed and asked if there were any corrections. On a motion by Dr. Miller, seconded by Ms. O'Connor, and with all present members voting "aye", the agenda was adopted with no corrections.

CONSIDERATION OF MINUTES

Minutes of Regular Planning Commission Meeting -January 17, 2024

Chairperson Patterson noted that the minutes had been likewise distributed and asked if there were any corrections or revisions. On a motion by Mr. Weiss, seconded by Mr. Davenport, and with all present members voting "aye," the minutes from January 17, 2024 were approved as presented.

PUBLIC PARTICIPATION

There was no public participation.

ADOPTION OF RESOLUTION NO. RES24-001

Initiating Amendments to the Farmville Town Code, Chapter 29, Zoning and Subdivision to add fences.

On a Motion by Dr. Miller, seconded by Ms. O'Connor, and with all present members voting "aye", Resolution No. RES24-001 was adopted.

**Planning Commission Resolution RES24-001
Initiating an Amendment
to the Farmville Town Code, Chapter 29, Zoning and Subdivision to add
Fences.**

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 has found the need for standards for use of fences in residential districts; 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

ZTA24-001 for the amendment of Section 29-35.b of the Town Code for standards for specific uses.

Approved by the Farmville Planning Commission on this 17th day of April, 2024.

Approved: _____
Planning Commission Chair

Attest: _____
Secretary

ADOPTION OF RESOLUTION NO. RES24-002

Initiating Amendments to the Farmville Town Code, Chapter 29, Zoning and Subdivision to add Sidewalks.

On a Motion by Ms. O'Connor, seconded by Mr. Davenport, and with all present members voting "aye", Resolution No. RES24-002 was adopted.

Planning Commission Resolution RES24-002
Initiating an Amendment
to the Farmville Town Code, Chapter 29, Zoning and Subdivision to add
Sidewalks.

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

WHEREAS, the Farmville Comprehensive Plan, adopted June 10, 2020, maintains that low and moderate density residential areas should support transportation by both car and on foot; 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 Amendment ZTA24-002 for the amendment of Section 29-62.d.9.d of the Town Code for specific sidewalk construction regulations and Section 29-13.e.4.c of the Town Code to add sidewalk construction regulations to the site plan requirements.

Approved by the Farmville Planning Commission on this 17th day of April, 2024.

Approved: _____
Planning Commission Chair

Attest: _____
Secretary

PUBLIC HEARING-ZTA24-001-FENCES

Public hearing for Planning Commission recommendation to amend the zoning ordinance by adding Section 29-25.b.5 – Fences. This will regulate the location and height of fences in residential districts.

Chairperson Patterson set forth case ZTA24-001 to the Commissioners and asked for a motion to open the public hearing.

On a motion by Mr. Davenport, Seconded by Ms. O'Connor, and with all present members voting "aye", public hearing ZTA24-001 was opened.

Ms. Ashley Atkins-Austin provided relevant information from the staff report with supporting slides. In 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 landscaping requirements that were specifically for developments or redevelopments that required approved site plans, properties that were seeking rezoning to R-3, B-1, B-2, or B-3 districts, and for properties seeking a conditional use permit in a R-3, B-1, B-2, or B-3 zoning district. Walls and fences were listed in this code section with requirements for location and maintenance. Over the last few years, staff has received numerous calls questioning height and placement standards for fencing in the R-1 and R-2 zoning districts. In a comparison of other jurisdictions' fence regulations, the Staff determined that the lack of standards for height and location of fences was undesirable and therefore included standards that would be relevant to residential zoning districts.

To more clearly state this, the Staff proposes amendments to Article IV, Section 29-35.b. of the zoning ordinance to add more specific regulations regarding the height and placement of fences. The amendment adds Section 29-35.b.5, Fences. Attachment 1 is a redlined version of the ordinance showing these amendments. Staff recommend approval of ZTA24-001.

The Commissioners had a brief discussion with Staff to clarify items such as the setback regulations and the intent and language of the proposed ordinance amendment.

Chairperson Patterson opened the floor for public participation.

Ms. Watkins read a written statement to the Commissioners from Tom Dennison, Resident of the Town of Farmville. He asked the Commissioners to please consider:

- o Neighborhood fence clutter
- o Fire Department access
- o Fence maintenance access
- o Dressy side out
- o Visibility into property by police cruiser

The Commissioners shared some of their concerns and suggestions regarding the height regulations of the fence.

On a motion by Mr. Weiss, Seconded by Ms. O'Connor and with all present members voting "aye", the motion was passed to defer ZTA24-001 until further clarifications that the fence height running from the side property lines to the façade of the house be allowed up to eight feet tall; and that structure setbacks wouldn't be required for fences in rear and side yard; and that those revisions are made in the proposed language.

Chairperson Patterson called for a motion to close the public hearing. On a motion by Dr. Miller, seconded by Mr. Davenport, and with all present members voting "aye", public hearing ZTA24-001 was closed.

PUBLIC HEARING-ZTA24-002-SIDEWALKS

Public Hearing for Planning Commission recommendation to amend regulations contained in Section 29-62.d.9.d – Sidewalks to require dedication of land construction of sidewalks in residential districts, R-1, R-2, and R-3. And to amend Section 29-13.e.4.c to require the construction of sidewalks for projects that

must submit a site plan.

Chairperson Patterson set forth case ZTA24-002 to the Commissioners and asked for a motion to open the public hearing.

On a motion by Ms. O'Connor, Seconded by Mr. Weiss, and with all present members voting "aye", public hearing ZTA24-002 was opened.

Ms. Ashley Atkins-Austin provided relevant information from the staff report with supporting slides. 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 sidewalks were required for properties being subdivided in the B-1, B-2, and B-3 zoning districts. In keeping with the Comprehensive Plan recommendation that "major streets should be redesigned with sidewalks and other pedestrian amenities over the long term" and "provide full pedestrian connections", staff proposes amending **Article VI, Section 29-62.d.9.d** to require 5' sidewalks for R-1, R-2, and R-3 districts in addition to the B-1, B-2, and B-3 districts when subdividing. In addition, all projects that require a site plan per Sec. 29-13.e.2.a, Staff proposes amending **Article II, Section 29-13.e.4.c.** to require the construction of a 5' sidewalk along the street or roadway leading to the facility. Staff recommend approval of ZTA.

The Commissioners had a brief discussion with Staff to clarify items in the ordinance language and its intent.

Chairperson Patterson opened the floor for public participation.

Ms. Watkins read a written statement to the Commissioners from Tom Dennison, Resident of the Town of Farmville. He asked the Commissioners to please consider:

- o For Uniformity; that the Town install sidewalks, i.e. water & sewer connections
- o Americans with Disabilities Act
- o Follow the grade of the street/curb
- o Selective enforcement: if requiring walks were no other exists

The Commissioners had a brief discussion regarding the language and the context of the regulations of the proposed sidewalk ordinance.

On a motion by Mr. Weiss, seconded by Ms. O'Connor, and with all present members voting "aye", the motion was passed to recommend approval of ZTA24-002 to the Town Council with revisions to Section 29-13 (e) (4) (c) 16. to read; Construction of a 5' sidewalk along the street or roadway and a 5' sidewalk leading to the building.

Chairperson Patterson called for a motion to close public hearing ZTA24-002. On a motion by Mr. Davenport, seconded by Ms. O'Connor, and with all present members voting "aye", public hearing ZTA24-002 was closed.

PUBLIC HEARING-CUP24-001

High Bridge Solar, LLC's request for a conditional use permit to allow for a utility service, major (utility scale solar facility) per Town Code Section 29.22.a. The 131 acre site is located at the terminus of Cedar Avenue, northeast of its intersection with East Second Street on Parcel 0024000(0A)00-006. This property is zoned R-3 High Density Residential.

Chairperson Patterson set forth case CUP24-001 to the Commissioners and asked for a motion to open the public hearing.

On a motion by Ms. O'Connor, Seconded by Mr. Davenport, and with all present members voting "aye", public hearing CUP24-001 was opened.

Ms. Ashley Atkins-Austin provided relevant information from the staff report with supporting slides.

The Town of Farmville has received a conditional use permit request for a twelve (12) megawatt (MW) solar energy facility proposed to be located in residential district, R-3. This is the first request the town has received for this type of facility. The Town of Farmville's zoning ordinance does not establish specific standards for solar energy facilities. Staff has referenced the Prince Edward County code, Appendix B, Article VII – Alternative Energy Facilities to guide conditions and applicant submittals.

The 131-acre site is located at the end of Cedar Avenue northeast of its intersection with East Second Street on parcel number 0024000(OA)00-006. The site is currently privately owned with one residence and is mainly forested terrain. The parcel contains a powerline easement and an access road for this utility.

Staff recommended approval of CUP24-001 for a utility service, major (utility scale solar facility) with the following conditions. *See Attachment 1 for conditions.

Mr. Weiss indicated that there had not been a 2232 review conducted which is typically scheduled alongside the project's public hearing and requested clarification from Ms. Ashley Atkins-Austin. There was discussion about whether the review is required under Section 15.2-2232 in the Code of Virginia and whether the 2232 review had been waived by the Town. Mr. Weiss shared several key items such as indicating that the focus of the review is to identify whether the proposed project fits with the Comprehensive Plan of the locality.

Ms. Watkins reported that staff had not received any comments or requests to speak from the public.

Alexandria Walling, representative of High Bridge Solar, LLC, shared some comments from their legal representative regarding the 2232 review and the sighting agreement negotiation with the Town.

Ms. Walling shared a presentation with the Commissioners. Some of the key items provided in the presentation were:

- Introduction & background of the solar company
- Proposed Site Plan
- Site Design Criteria
- Erosion & Sediment Control and Stormwater Management
- Decommissioning
- Compliance with the Town of Farmville Comprehensive Plan
- Third Party Studies
- Fiscal and Economic Analysis Report
- Effect on Community & Neighborhood Character

Sean Millot, Representative of Kimley-Horn and Associates civil engineering firm; spoke on the behalf of High Bridge Solar reiterating items listed in the erosion and sediment control segment of the presentation. He also reiterated items regarding the decommissioning plan which was also included in the presentation.

Ms. Walling added that they have been looking at some of Prince Edward County's standards to model proposals on the decommissioning. High Bridge Solar will also be subject to further state regulations under the PBR process.

Ms. Walling concluded her presentation and encouraged feedback.

Commissioners and staff had a brief deliberation. Chairperson Patterson shared thoughts about the ordinance being updated to reflect solar projects.

Chairperson Patterson called for a motion. On a motion by Dr. Miller, seconded by Ms. O'Connor, with 4 present members voting "aye", and 1 present member abstaining due to concerns of 2232 review compliance, the motion to recommend approval of CUP24-001 to Town Council subject to town attorney review of compliance with Virginia State Code Sec. 15.2-2232 and with conditions listed in attachment 1 was passed.

OLD BUSINESS

There was no old business before the Commission.

NEW BUSINESS

Staff/Department Updates

Ms. Atkins-Austin shared that Town Council had appointed Jennifer Fraley as Planning Commissioner for Ward A. Commissioners and Staff welcomed Ms. Fraley, she was in attendance in the audience.

Ms. Atkins-Austin also shared that Michelle Watkins, Administrative Assistant II of Community Development Department has earned her Permit Technician certification from the International Code Council.

COMMISSION UPDATES

There were no updates from the Commissioners.

ADJOURNMENT

With no further business, the meeting was adjourned by voice acclamation at 8:45 PM.

Respectfully submitted by Michelle D. Watkins, CPT, Administrative Assistant II2

Cameron Patterson, Chairperson

Abigail O'Connor, Secretary



Identification and Location Information

Applicant	Melbin Abel Ramirez
Property Owner	Linda Dinh
Location	513 East Third Street, Tax Map # 0023A04(23)08-002
Ward	D, Council Member D. Hunter
Acreage	36,397 sq. ft.; 0.836 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 and R3 medium and high 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	Ashley Atkins-Austin, Director of Community Development Phone: 434-392-8465 Email: aaustin@farmvilleva.com

Background and Existing Conditions

The request is to operate an automobile repair service that specializes in tires at 513 East Third Street. The previous use of the site was automobile sales.

The site is located on East Third Street, Business 460, a major thoroughfare through town. Adjacent businesses are Fisher Auto Parts, Rockwell Audio, and self-storage units. There is an existing tree buffer between the site and single-family dwellings located on Longwood Avenue. The parcel is currently zoned B-2, Transitional Commercial District. In the B-2 district, automobile repair services are allowed by Conditional Use Permits.

Zoning Ordinance Considerations

Automobile repair services are permitted by **Conditional Use Permit** in the B2 Transitional Commercial District pursuant to the zoning use matrix in Section 29-22.a (Table 1, Zoning Use Matrix). An *automobile repair service* is defined in Section 29-81- Definitions as the following:

- *Automobile repair service.* A use which provides for the minor repair and/or maintenance of automobiles, but does not include towing service or body work. The retail sale and dispensing of motor fuels may be allowed as permitted in this chapter.

The B3 District's purpose and intent is as follows:

- *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.

Standards for this specific use are listed in Section 29-35. All automobile repair services shall meet the following minimum standards:

- a. All vehicles stored on the premises in excess of seventy-two (72) hours shall be placed in a storage yard.
- b. No exterior display or storage of new or used automobile parts is permitted.
- c. There shall be no storage of motor vehicles in landscaped areas or within ten (10) feet of the public road right-of-way.
- d. The use shall be designed to ensure proper functioning of the site in regards to vehicle stacking, circulation, and turning movements.

Comprehensive Plan Considerations

Land Use – B-2 Business (Transitional 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. 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.*

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

² P. 56, Town of Farmville Comprehensive Plan, Adopted 6/10/2020



Utilities

The property is connected to the Town's public water and sewer system.

Transportation/ Streets

There is adequate parking on site, and no improvements are required to public streets.

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.

Findings and Recommendations

Staff's Findings

- The application appears to meet the standards of review for Conditional Use Permits set forth in Section 29-13.c.1 of the Town Zoning Ordinance.
- The application is consistent with the Future Land Use Map and Mixed Use 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.

Staff's Recommendations

The Staff recommends **approval** of the Conditional Use Permit for an automobile repair service.

- Staff recommended conditions:
 - All vehicles stored on the premises in excess of seventy-two (72) hours shall be placed in a storage yard.
 - No exterior display or storage of new or used automobile parts is permitted.
 - There shall be no storage of motor vehicles in landscaped areas or within ten (10) feet of the public road right-of-way.
 - The use shall be designed to ensure proper functioning of the site in regards to vehicle stacking, circulation, and turning movements.

Attachments

1. Vicinity and aerial maps
2. Images



Standards for Review

Section 29-13.c- Standards for review (of a Conditional Use Permit)

1. Conditional use permits may be issued for any of the uses for which a conditional use permit is required by the provisions of this chapter, provided that the governing body, upon a recommendation by the planning commission, shall find that:
 - A. The proposed use will not affect adversely the health or safety of persons residing or working in the neighborhood of the proposed use.
 - B. The proposed use will not be detrimental to the public welfare or unduly injurious to property values or improvements in the neighborhood.
 - C. The proposed use will not be in conflict with the policies and principles of the town's adopted comprehensive plan.
 - D. Adequate public services, including streets and other trafficways, utilities, police and fire protection, are or reasonably will be available to support the proposed use.
2. In granting any conditional use permit, the governing body shall give due consideration to these relevant factors, as well as to any other reasonable land use and zoning considerations as may be required by the nature of the proposed use or as may be otherwise appropriate to effectuate the intent of this chapter, and the governing body shall designate such conditions as it deems necessary to carry out the intent of this chapter. The application for such conditional use permit shall be accompanied by such written and graphic material as may be necessary to enable the planning commission and the governing body to make the recommendation and findings set forth above.

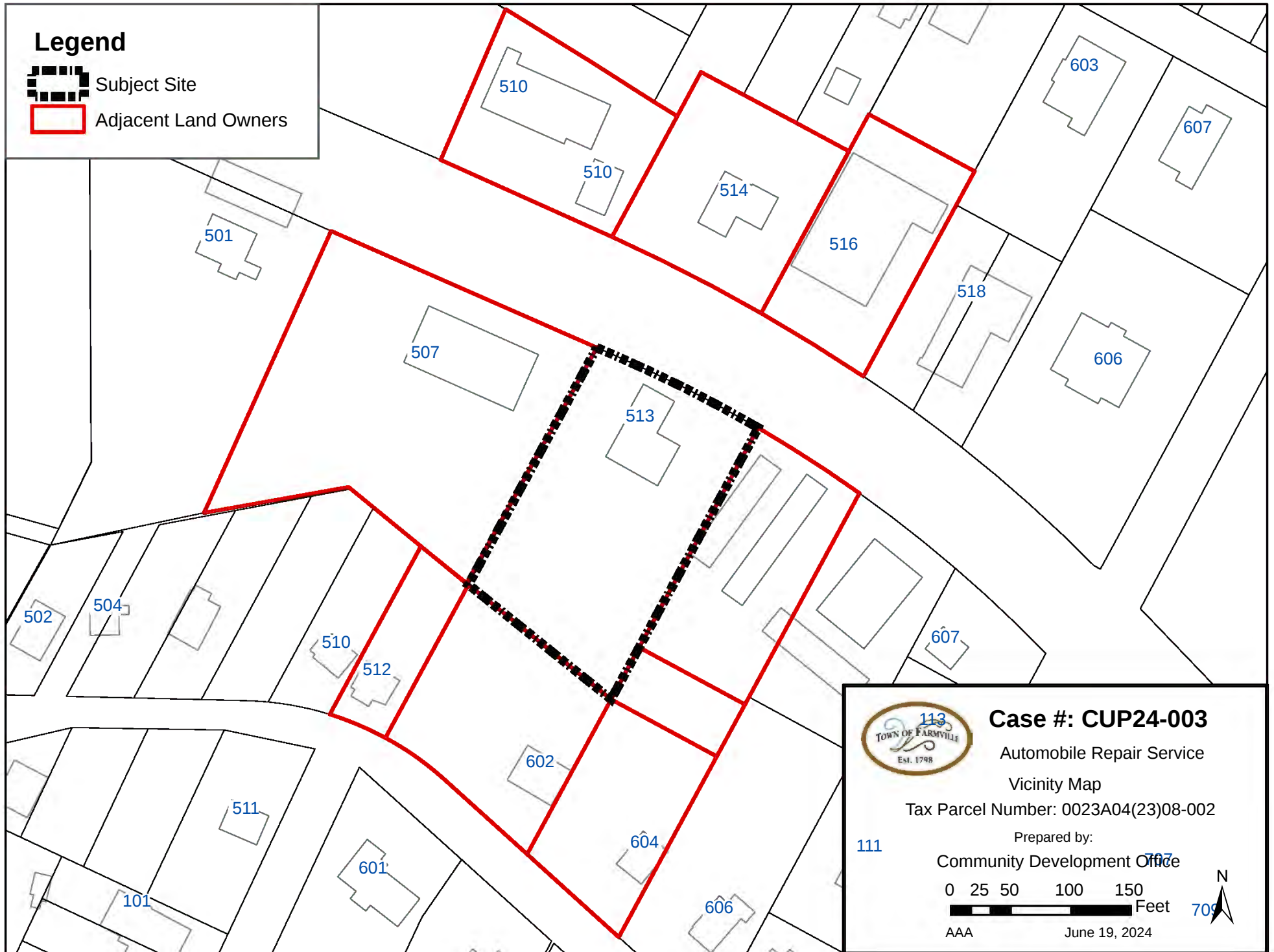
Legend



Subject Site



Adjacent Land Owners



Case #: CUP24-003

Automobile Repair Service

Vicinity Map

Tax Parcel Number: 0023A04(23)08-002

Prepared by:

Community Development Office

0 25 50 100 150 Feet

AAA

June 19, 2024



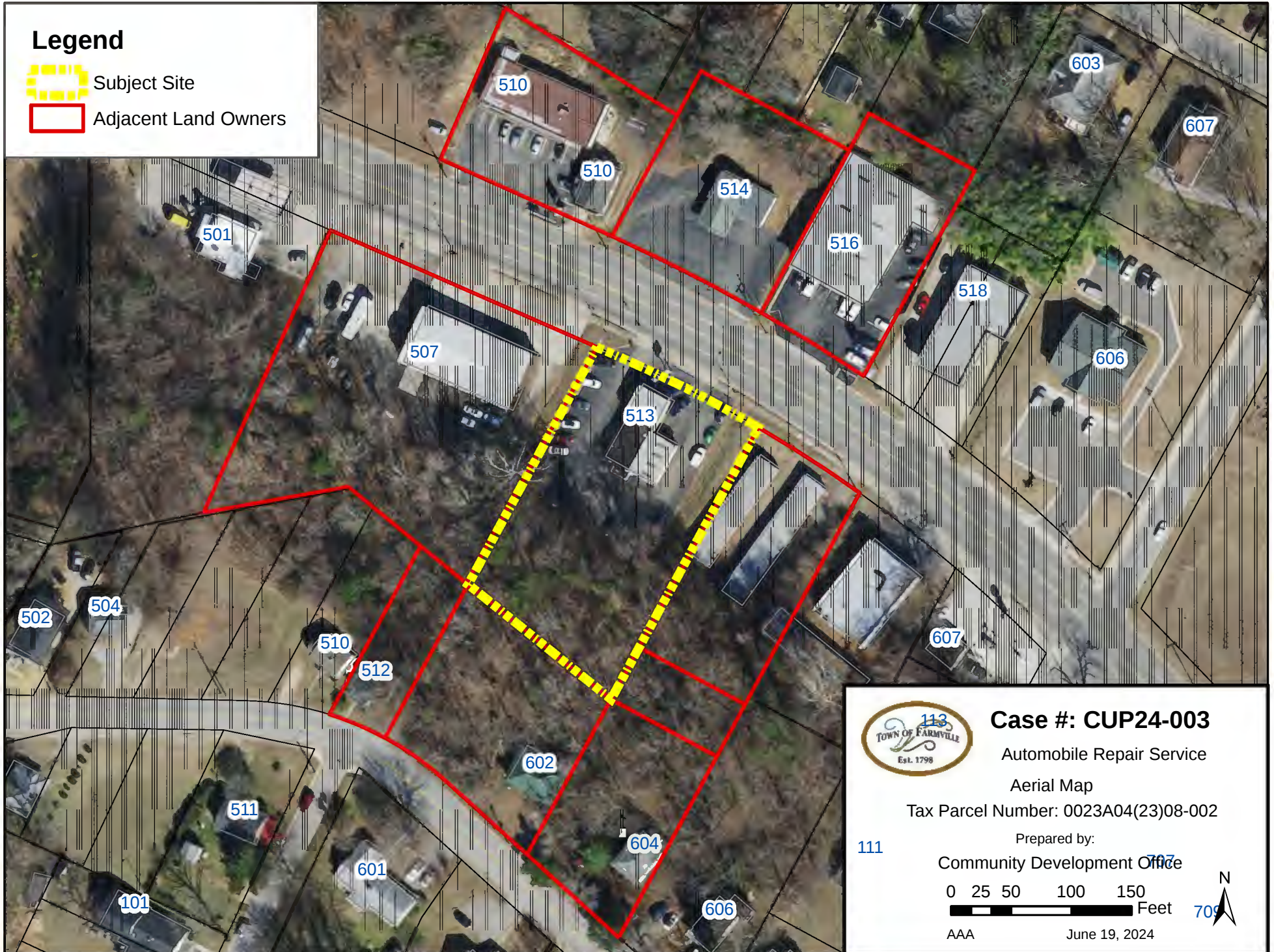
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Subject Site



Adjacent Land Owners



Case #: CUP24-003

Automobile Repair Service

Aerial Map

Tax Parcel Number: 0023A04(23)08-002

Prepared by:

Community Development Office

0 25 50 100 150 Feet

AAA

June 19, 2024









MEETING DATE: Wednesday, June 20, 2024 (Planning Commission)

ITEM NO. 6

REQUEST: **CUP24-003-** for Melbin Abel Ramirez's request for a conditional use permit to allow an automobile repair service per Town Code Section 29-22.a. The 0.836-acre site is located at 513 East Third Street on Parcel 0023A04(23)08-002. This property is zoned B-2 Transitional Commercial.

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

RECOMMENDATION: That the Planning Commission recommends approval of CUP24-003 with conditions noted in staff report.

MOTION: _____

SECONDED: _____

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



Identification and Location Information

Applicants	James & Lisa Gantt
Property Owner	James & Lisa Gantt
Location	1406 Spottswood Drive, Tax Map # 0023A13(0A)00-048
Ward	D, Council Member D. Hunter
Acreage	135,154sf, 3.103 acre
Zoning	R1 Low Density Residential
Future Land Use Recommendation	Low Density Residential
Overlays	None
Adjacent Zoning	R1 Low Density Residential to the front of the parcel. B3 Highway Commercial to the left, right and rear of property.
Adjacent Uses	Single-family dwellings to the front of the property. Commercial properties to the right and rear of the property. Area to the left is zoned commercial but is a vacant portion of the College Plaza Shopping Center property.
Staff Contact	Ashley Atkins-Austin, CZA, Director of Community Development Phone: 434-392-8465 Email: aaustin@farmvilleva.com

Background and Existing Conditions

The property is zoned R-1 low density residential and consists of a single-family dwelling with two accessory structures (sheds), a pool and a deck at the pool.

Zoning Ordinance Considerations

Accessory Dwellings are permitted by **Conditional Use Permit** in the R1 Low Density Residential District pursuant to the zoning use matrix in Section 29-22.a (Table 1, Zoning Use Matrix).

An *Accessory Dwelling (or Accessory Dwelling Unit)* is defined in Section 29-81- Definitions as the following:

- *A dwelling that exists as part of a principal dwelling or on the same lot as the principal dwelling and is subordinate in size to the principal dwelling.*

The R1 District's purpose and intent is as follows:

- *Low density residential district, R-1, encompasses low-density single-family residential areas, both existing and planned. This district should provide a suitable environment for families who desire quiet spacious homesites with the amenities of suburban living, without fear of encroachment of dissimilar uses.*

Comprehensive Plan Considerations

Land Use Goals and Strategies

Goal: Plan for a balance of compatible land uses meeting the community and economic needs of a growing town.



Strategy: Allow for a wider mix of residential types, *including accessory dwellings* and live/work units.

Utilities

The property has access to the Town's public water and sewer system.

Transportation/ Streets

No significant impact to public streets.

Environmental

The site is a standard residential lot and 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 standard for a residential use.

Findings and Recommendations

Staff's Findings

- The application appears to meet the standards of review for Conditional Use Permits set forth in Section 29-13.c.1 of the Town Zoning Ordinance.
- The application appears to meet the Comprehensive Plan's land use goals and strategies.
- 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.
- An approval in this single instance will not have a detrimental effect on the neighborhood fabric or neighboring properties because the accessory structure is residential in character and is immediately adjacent to its own primary structure and no others. Additionally, the zoning ordinance allows for one single accessory dwelling with proper review and approval.

Recommendations

The Staff recommends **approval** of the Conditional Use Permit for an accessory dwelling.

Conditions:

- The structure shall comply with all setback requirements that apply to the primary structure.
- Any accessory dwelling shall comply with all applicable requirements of the state department of health and the Virginia Uniform Statewide Building Code.
- No signage advertising or promoting the existence of the structure shall be permitted on the exterior of the structure or anywhere on the property.



Additional Information

1. In response to the CUP application question, *Will proposed use have any detrimental effects on adjoining property owners? If so, please describe (ex. Noise, dust, fumes, etc.),* the applicants stated:

"None – build site is in far corner of property, away from neighbors."

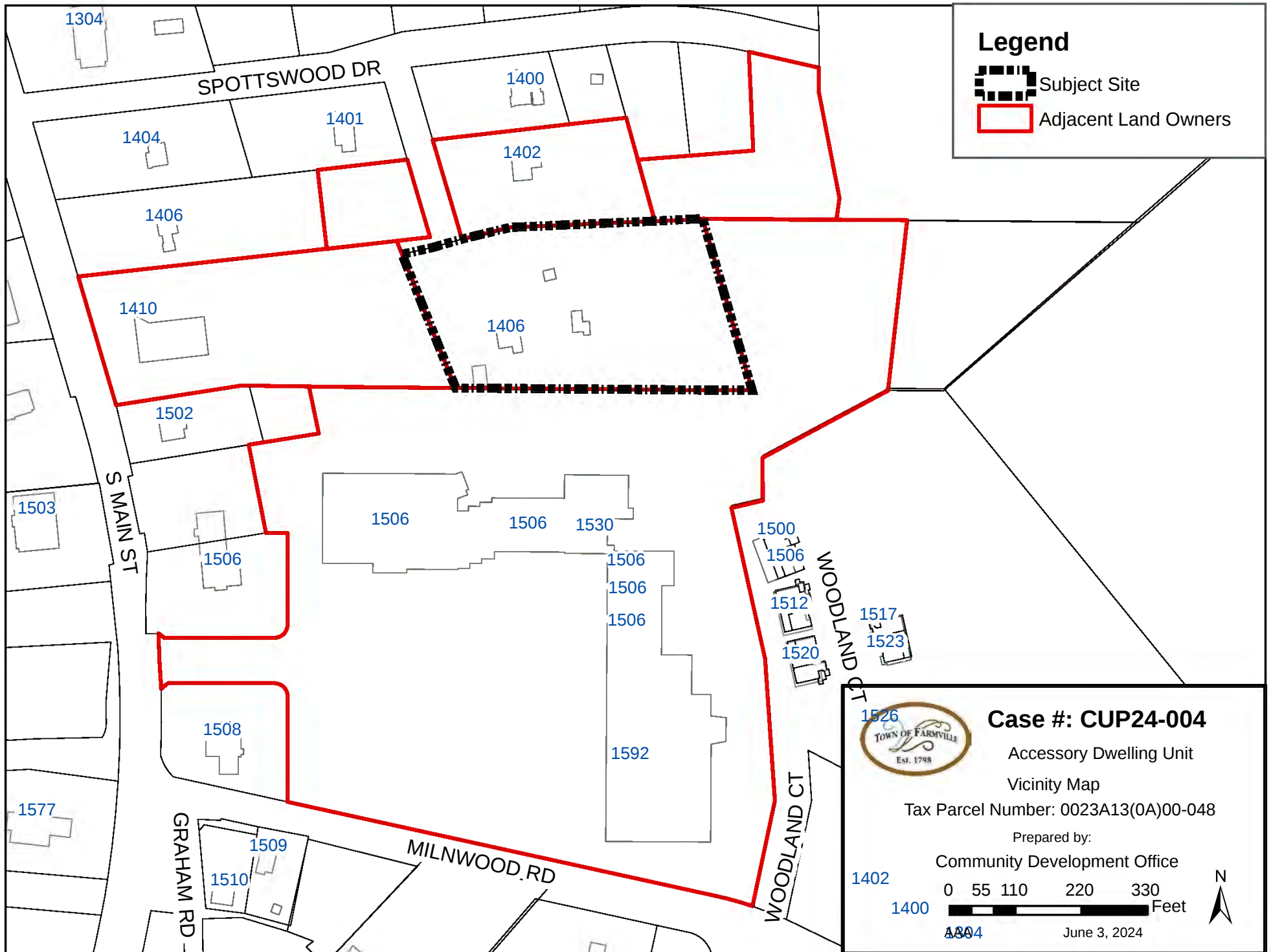
2. There are no other zoning or code enforcement violations pending.

Attachments

1. Vicinity and aerial maps
2. Images
3. Rendering

Section 29-13.c- Standards for review (of a Conditional Use Permit)

1. Conditional use permits may be issued for any of the uses for which a conditional use permit is required by the provisions of this chapter, provided that the governing body, upon a recommendation by the planning commission, shall find that:
 - A. The proposed use will not affect adversely the health or safety of persons residing or working in the neighborhood of the proposed use.
 - B. The proposed use will not be detrimental to the public welfare or unduly injurious to property values or improvements in the neighborhood.
 - C. The proposed use will not be in conflict with the policies and principles of the town's adopted comprehensive plan.
 - D. Adequate public services, including streets and other trafficways, utilities, police and fire protection, are or reasonably will be available to support the proposed use.
2. In granting any conditional use permit, the governing body shall give due consideration to these relevant factors, as well as to any other reasonable land use and zoning considerations as may be required by the nature of the proposed use or as may be otherwise appropriate to effectuate the intent of this chapter, and the governing body shall designate such conditions as it deems necessary to carry out the intent of this chapter. The application for such conditional use permit shall be accompanied by such written and graphic material as may be necessary to enable the planning commission and the governing body to make the recommendation and findings set forth above.







06/11/2024 03:00 PM

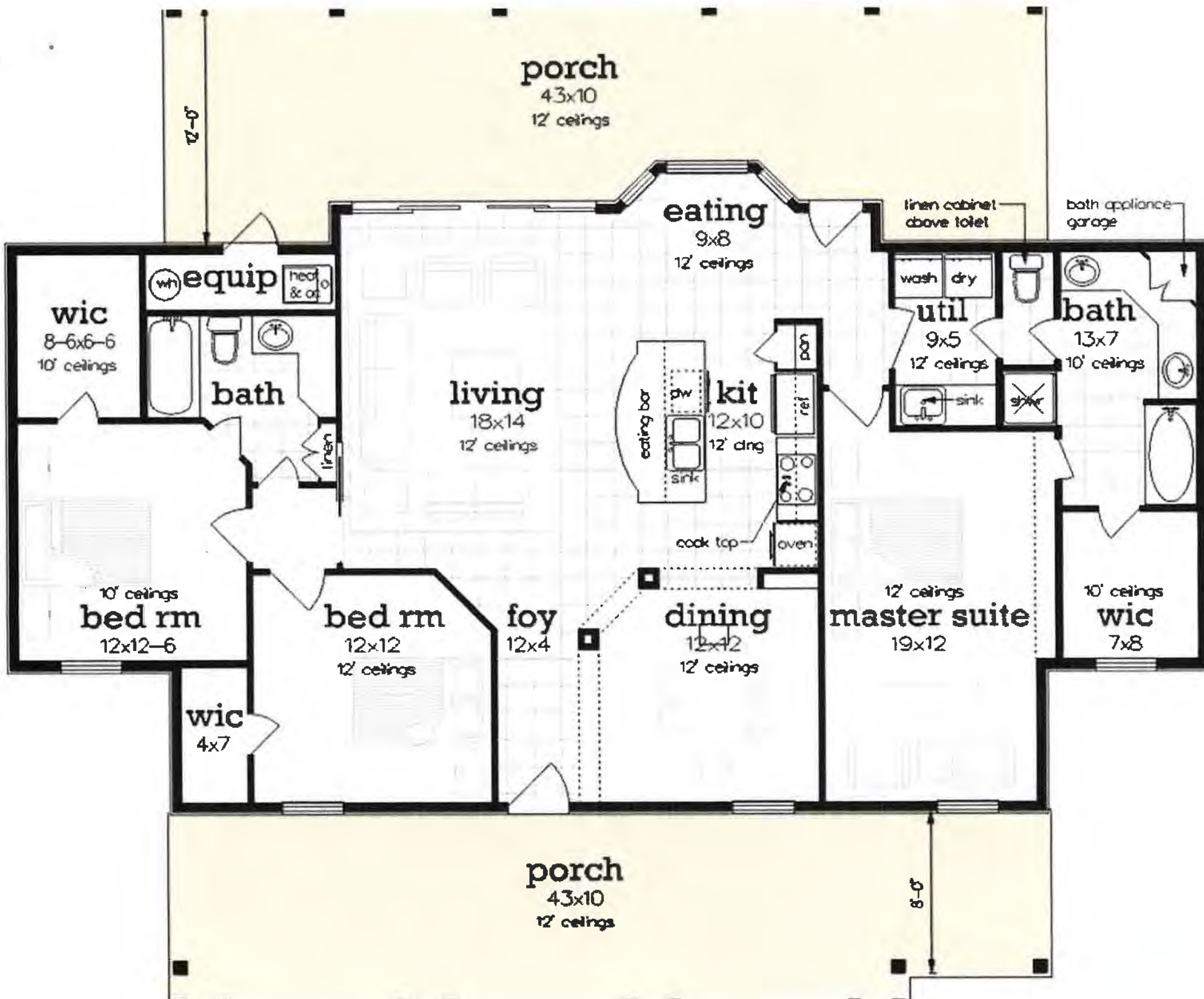


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06/11/2024 03:07 PM







MEETING DATE: Wednesday, June 20, 2024 (Planning Commission)

ITEM NO. 7

REQUEST: **CUP24-004-** for James and Lisa Gantt's request for a conditional use permit to allow an accessory dwelling unit per Town Code Section 29-22.a. The 4.500-acre site is located at 1406 Spottswood Drive on Parcel 0023A13(0A)00-048. This property is zoned R-1 Low Density Residential.

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

RECOMMENDATION: That the Planning Commission recommends approval of CUP24-004 with conditions noted in staff report.

MOTION: _____

SECONDED: _____

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



116 North Main Street
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Department of Community Development

Staff Report: ZTA24-003 | Section 29-22 (a) Table 1: Zoning Use Matrix of Article III of Chapter 29 – Zoning and Subdivision is amended by allowing Restaurant, mobile to be a conditional use in the R-3 High Density Residential District

Background

In 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 a zoning use matrix that provides all use types and all zoning districts where the use type is permitted or permitted with approval of a conditional use permit in accordance with the requirements of Article II of Chapter 29. The proposed amendment would allow an owner of a mobile restaurant to apply for a conditional use permit for a restaurant, mobile located in the R-3 zoning district.

To more clearly state this, the Staff proposes amendments to **Section 29-22 (a) Table 1: Zoning Use Matrix** of the zoning ordinance to amend Restaurant, mobile to be allowed with approval of a conditional use permit. **Attachment 1** is an amended version of the ordinance.

Recommendations

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

Additional Information

None

Attachments

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

Staff Contact

Ashley Atkins-Austin, CZA, Director of Community Development
Phone: 434-392-8465 | Email: aaustin@farmvilleva.com

ZTA24-003: That Section 29-22 (a) Table 1: Zoning Use Matrix of Article III of Chapter 29 – Zoning and Subdivision is amended by allowing Restaurant, mobile to be a conditional use in the R-3 High Density Residential District
For Planning Commission Meeting on June 20, 2024

ATTACHMENT 1

Use Types	R-1 Low Density Residential	R-2 Medium Density Residential	R-3 High Density Residential	R-4 Mobile Homes	B-1 Downtown Commercial	B-2 Transitional Commercial	B-3 Highway Commercial
B: By-right C: Conditional							
Residential							
Accessory Dwelling	C	B	B				
Group home	B	B	B				
Manufactured home				B			
Multi-family dwelling			B			C	B
Single family dwelling, attached	B	B	B			C	
Single family dwelling, detached	B	B	B			C	
Townhouse dwelling		B	B			B	C
Two-family dwelling		B	B			C	
Civic							
Cemetery	B						
Clubs			C		B	B	B
Education facility, college/university	C	C	C		C	C	C
Education facility, primary/secondary	C	C	C		C	C	C
Emergency shelter						B	B
Public assembly			C		C	C	
Public maintenance and service facility		C					C
Public use	C	C	C	C	B	B	B
Public park and recreation area	C	C	C	C	C	C	
Religious assembly	C	C	C		B	B	B
Shelter					B	B	B

ZTA24-003: That Section 29-22 (a) Table 1: Zoning Use Matrix of Article III of Chapter 29 – Zoning and Subdivision is amended by allowing Restaurant, mobile to be a conditional use in the R-3 High Density Residential District
For Planning Commission Meeting on June 20, 2024

ATTACHMENT 1

Commercial							
Auction barn					C	C	C
Automobile rental/leasing						C	B
Automobile repair service					C	C	B
Automobile sales						C	B
Bed and breakfast	C	C	C		B	B	
Brewery or distillery					C	C	B
Business or trade school					C	C	B
Car wash						C	C
Clinic					B	B	B
Commercial indoor recreation/amusement					B	B	B
Commercial outdoor recreation/amusement	C					C	B
Commercial vehicle repair							C
Communications service					B	B	B
Construction sales and service							B
Construction yard							C
Consumer repair service					B	B	B
Day care center	C	C	C		C	B	C
Equipment sales and rental							C
Family home day care	C	C	C		C	B	C
Farmer's market						B	B
Financial institution					B	B	B
Funeral homes						B	B

ZTA24-003: That Section 29-22 (a) Table 1: Zoning Use Matrix of Article III of Chapter 29 – Zoning and Subdivision is amended by allowing Restaurant, mobile to be a conditional use in the R-3 High Density Residential District
For Planning Commission Meeting on June 20, 2024

ATTACHMENT 1

Garden center						B	B
Gasoline stations						B	B
Greenhouse, commercial						B	B
Home occupations, class A	B	B	B	B			
Home occupations, class B			C		C	C	
Hospitals		C	C		C	C	C
Hotels, motels					B	B	B
Kennel						C	C
Laboratory, research, and development						B	B
Laundry, commercial							B
Life care facility			C			C	C
Manufacturing							C
Manufacturing, small-scale							B
Micro-brewery					B	B	B
Mini distillery					B	B	B
Mini warehouse						C	C
Mixed use structure					B	B	B
Nursing home			C			C	C
Office, general			C		B	B	B
Office, medical			C		B	B	B
Outdoor display						C	C
Personal improvement services			C		B	B	B
Personal services			C		B	B	B
Recycling center							C
Restaurant, general					B	B	B
Restaurant, mobile			C		B	B	B

ZTA24-003: That Section 29-22 (a) Table 1: Zoning Use Matrix of Article III of Chapter 29 – Zoning and Subdivision is amended by allowing Restaurant, mobile to be a conditional use in the R-3 High Density Residential District
For Planning Commission Meeting on June 20, 2024

ATTACHMENT 1

Restaurants, drive in						C	B
Shopping center						C	B
Short-term rental business	B	B	B		B		
Specialty food shop			B		B	B	B
Store, adult							C
Store, general					B	B	B
Store, grocery					B	B	B
Store, liquor					B	B	B
Store, neighborhood convenience	C	C	B		B	B	B
Store, specialty					B	B	B
Studio, fine arts					B	B	B
Tasting room					B	B	B
Tattoo parlor and/or body piercing salon						B	B
Transportation terminals						C	C
Veterinary hospital/clinic					C	C	B
Warehouse							B
Wholesale sales						C	B
Winery					C	C	B
Miscellaneous							
Accessory structure	B	B	B	B	B	B	B
Amateur radio tower	B	B	B	B	B	B	B
Broadcasting or communication tower	C	C	C			C	C
Cemetery, private	C						
Garage, private	B	B	B		C	C	C
Parking facility					C	C	C
Recreation facility, private	B	B	B			C	

ZTA24-003: That Section 29-22 (a) Table 1: Zoning Use Matrix of Article III of Chapter 29 – Zoning and Subdivision is amended by allowing Restaurant, mobile to be a conditional use in the R-3 High Density Residential District
For Planning Commission Meeting on June 20, 2024

ATTACHMENT 1

Utility service, major	C	C	C			C	C
Utility service, minor	B	B	B	B	B	B	B



MEETING DATE: Wednesday, June 20, 2024 (Planning Commission)

ITEM NO. 8

REQUEST: **ZTA24-003-** Public hearing for Planning Commission recommendation to Town Council to amend Section 29-22.a – Table 1: Zoning Use Matrix of Article III of Chapter 29- Zoning and Subdivision by allowing restaurant, mobile by Conditional Use Permit in the R-3 zoning district.

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

RECOMMENDATION: That the Planning Commission recommends approval of ZTA24-003 to the Town Council.

MOTION: _____

SECONDED: _____

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



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Department of Community Development

Staff Report: REZ24-001 – Amend Official Zoning Map to provide for the rezoning of twenty-one (21) parcels from R-1 to R-3

Identification and Location Information

Applicants	Town of Farmville
Property Owner	Multiple owners
Location	Griffin Boulevard from High Street to Edmunds Street, Tax Map # 0023A03(11)02-002, 0023A03(11)02-003, 023A03(11)02-005, 0023A03(11)02-006, 0023A03(11)02-009, 0023A03(11)10-006, 0023A03(11)10-003, 0023A03(11)10-004, 0023A07(06)18-006, 0023A07(06)18-006A, 0023A07(06)18-007, 0023A07(06)18-008A, 0023A07(06)18-009, 0023A07(06)18-011, 0023A07(06)18-008, 0023A07(07)06-003A, 0023A07(07)06-003, 0023A07(07)06-004, 0023A07(07)06-005, 0023A07(07)06-006A, and 0023A07(07)06-006C
Ward	C
Acreage	
Zoning	R1 Low Density Residential
Future Land Use Recommendation	Low Density Residential
Overlays	None
Adjacent Zoning	R1 Low Density Residential to the rear. R-3 and Longwood University across Griffin Boulevard.
Adjacent Uses	Single-family dwellings to the rear. Longwood University, single-family residential, and a barber shop across Griffin Boulevard.
Staff Contact	Ashley Atkins-Austin, CZA, Director of Community Development Phone: 434-392-8465 Email: aaustin@farmvilleva.com

Background and Existing Conditions

The request is to rezone 21 lots from R-1 Low Density Residential to R-3 High Density Residential. The area consists of 21 parcels, tax map numbers 0023A03(11)02-002, 0023A03(11)02-003, 023A03(11)02-005, 0023A03(11)02-006, 0023A03(11)02-009, 0023A03(11)10-006, 0023A03(11)10-003, 0023A03(11)10-004, 0023A07(06)18-006, 0023A07(06)18-006A, 0023A07(06)18-007, 0023A07(06)18-008A, 0023A07(06)18-009, 0023A07(06)18-011, 0023A07(06)18-008, 0023A07(07)06-003A, 0023A07(07)06-003, 0023A07(07)06-004, 0023A07(07)06-005, 0023A07(07)06-006A, and 0023A07(07)06-006C.

Zoning Ordinance Considerations

The R3 District's purpose and intent is as follows:

- *High density residential district, R-3, encompasses high-density residential areas, both existing and planned, as well as certain compatible public, semipublic, and very limited commercial land uses. This district should provide a suitable environment for persons desiring the amenities of apartment living and the convenience of being closest to shopping and employment centers and other community facilities.*



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Department of Community Development

Staff Report: REZ24-001 – Amend Official Zoning Map to provide for the rezoning of twenty-one (21) parcels from R-1 to R-3

Comprehensive Plan Considerations

The Comprehensive Plan Existing Land Use Map designates the subject parcels as Institutional, Commercial, Residential, and Vacant. The Future Land Use designates the subject parcels as Low Density Residential.

The proposed rezoning to R-3 is consistent with Future Land Use designation of Moderate Density Residential. The area consists of smaller lot sizes, closer proximity to Farmville's downtown core, and a greater urban character. Moderate Density Residential would encourage new residential and light commercial uses, strengthened connections to existing neighborhoods and the downtown core through pedestrian connections and public spaces. All new development in this area should match the history, style, and character of the Town in their design and materials.

Utilities

No effect to utilities at this time.

Transportation/Streets

A rezoning will cause no impact to transportation or town streets.

Environmental

No environmental impacts.

Findings and Recommendations

Staff's Findings

- The rezoning would require a zoning map change.
- The rezoning would require an amendment to the Comprehensive Plan.

Recommendations

Staff recommends **approval** of the proposed rezoning and amendments to the official zoning map.

Additional Information

Attachments

1. Vicinity map
2. Proposed Official Zoning Map
3. Proposed Future Land Use Map

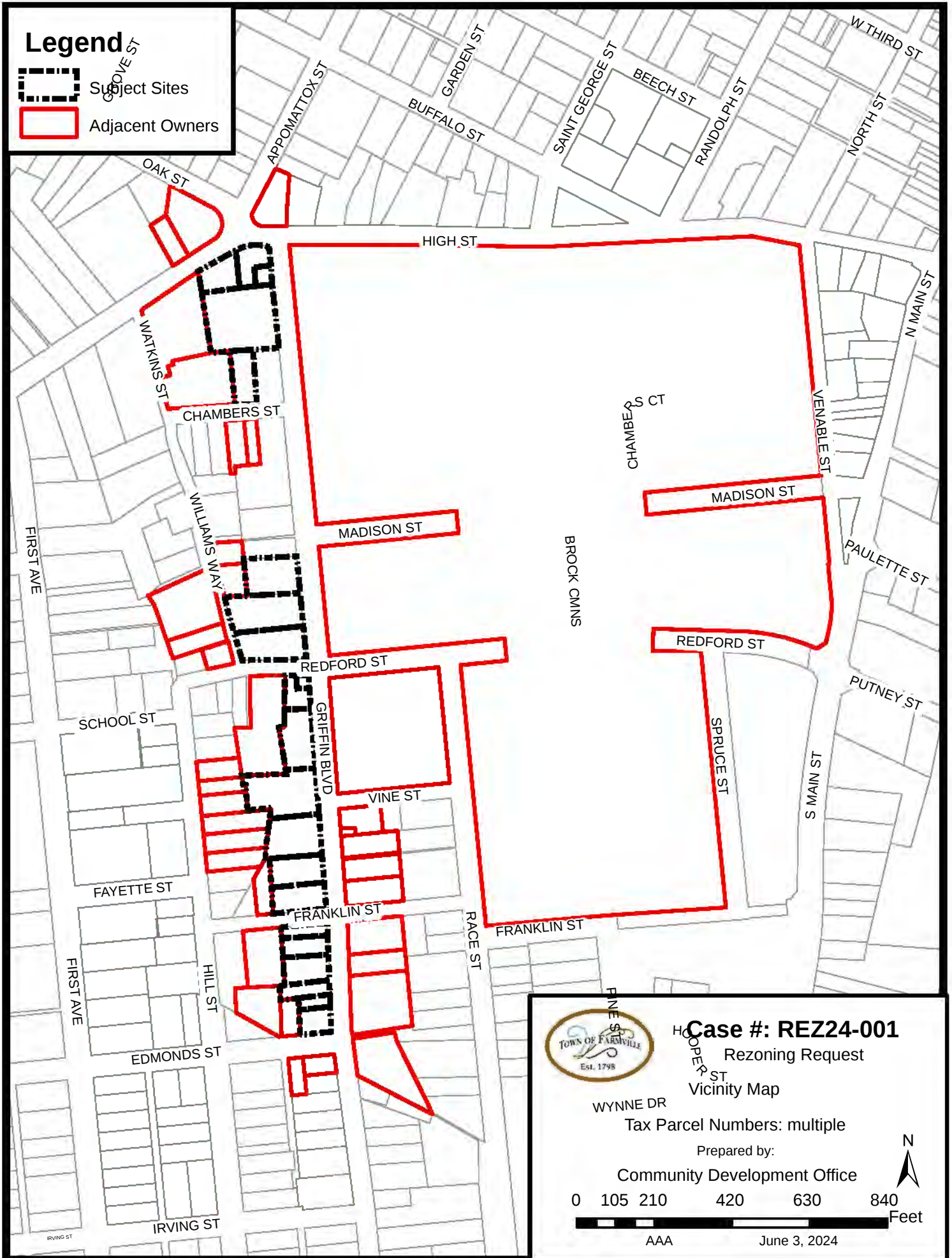
Legend



Subject Sites



Adjacent Owners



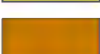
Proposed Town of Farmville Zoning Map

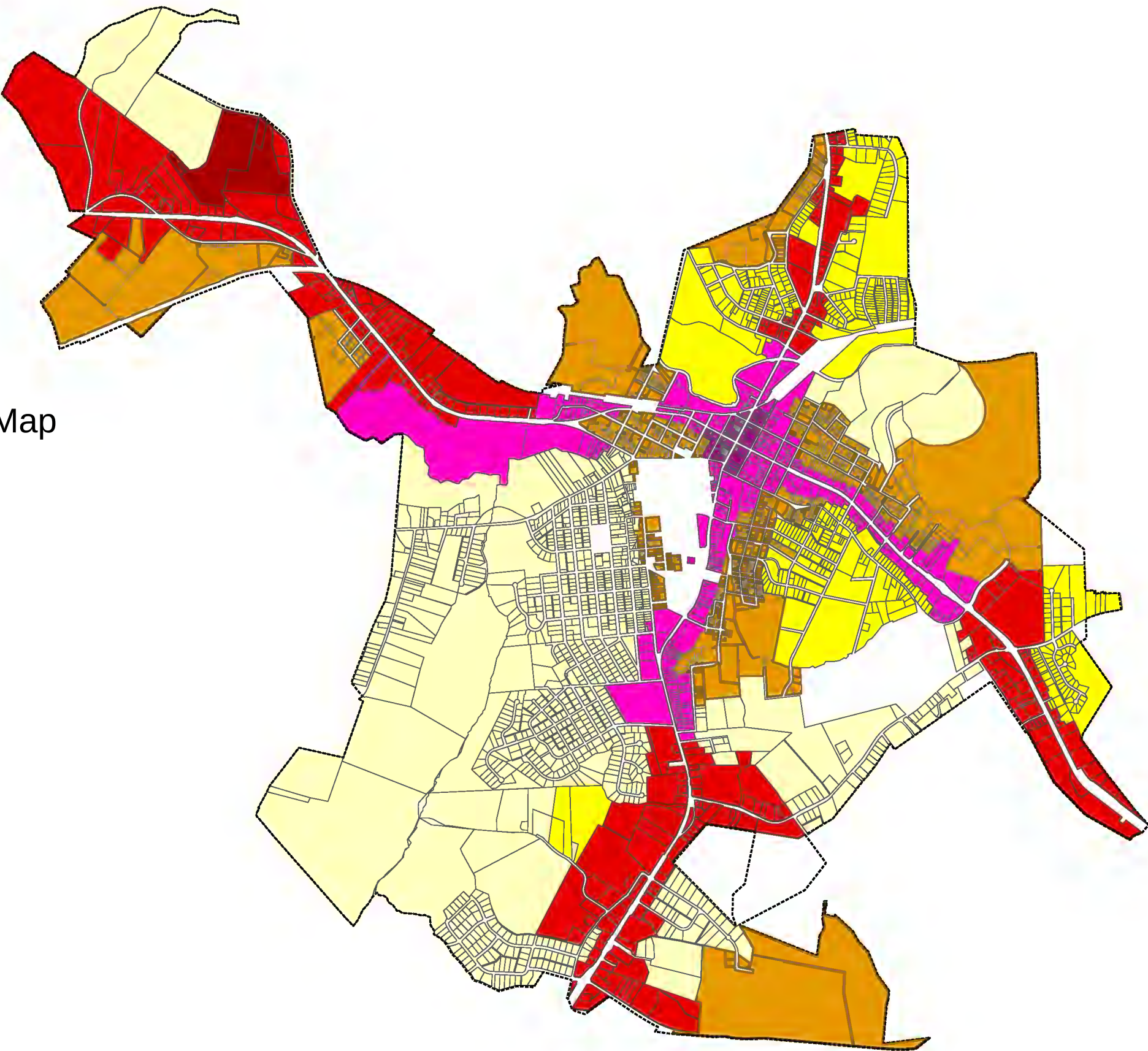
June 20, 2024

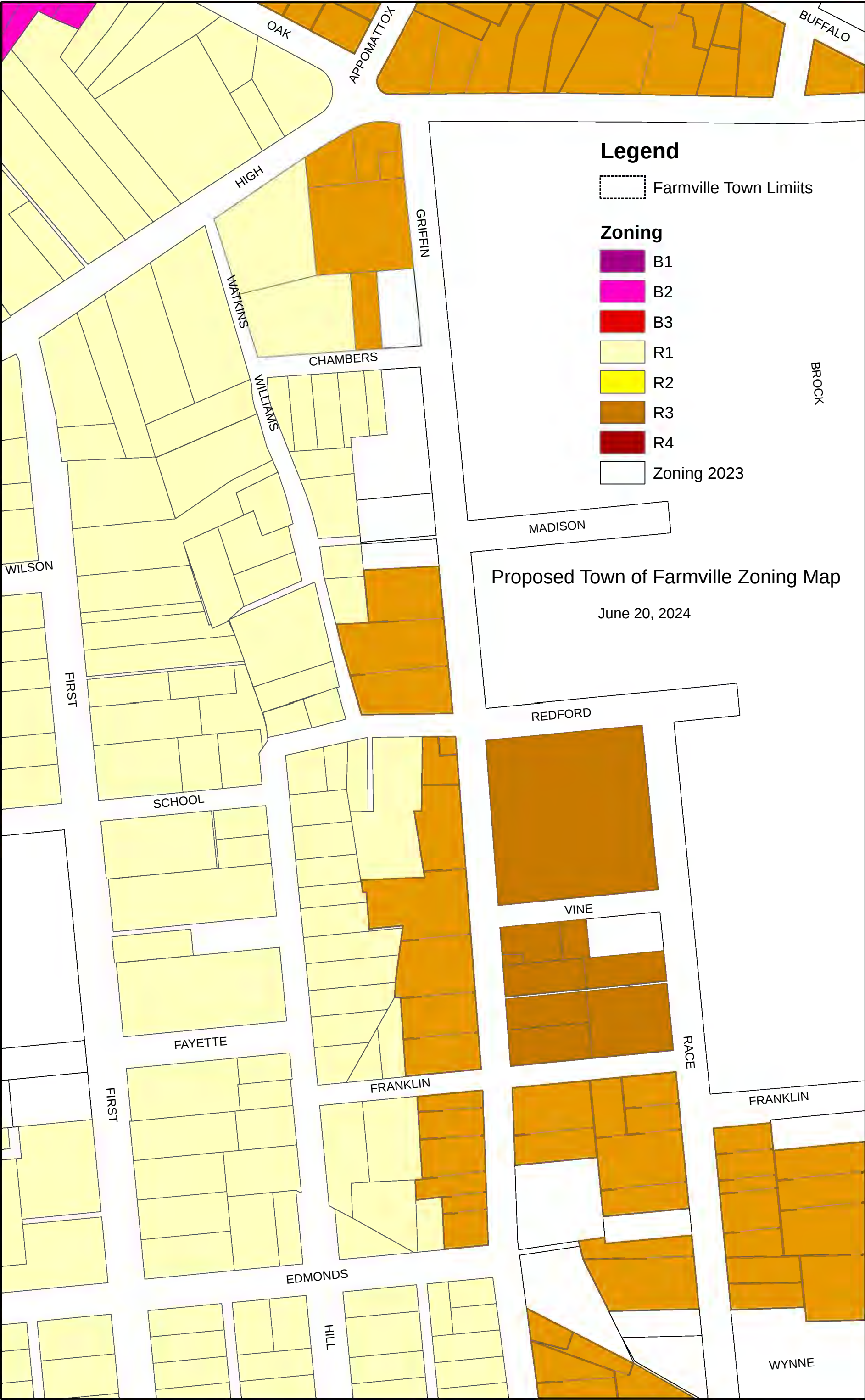
Legend

 Farmville Town Limiits

Zoning

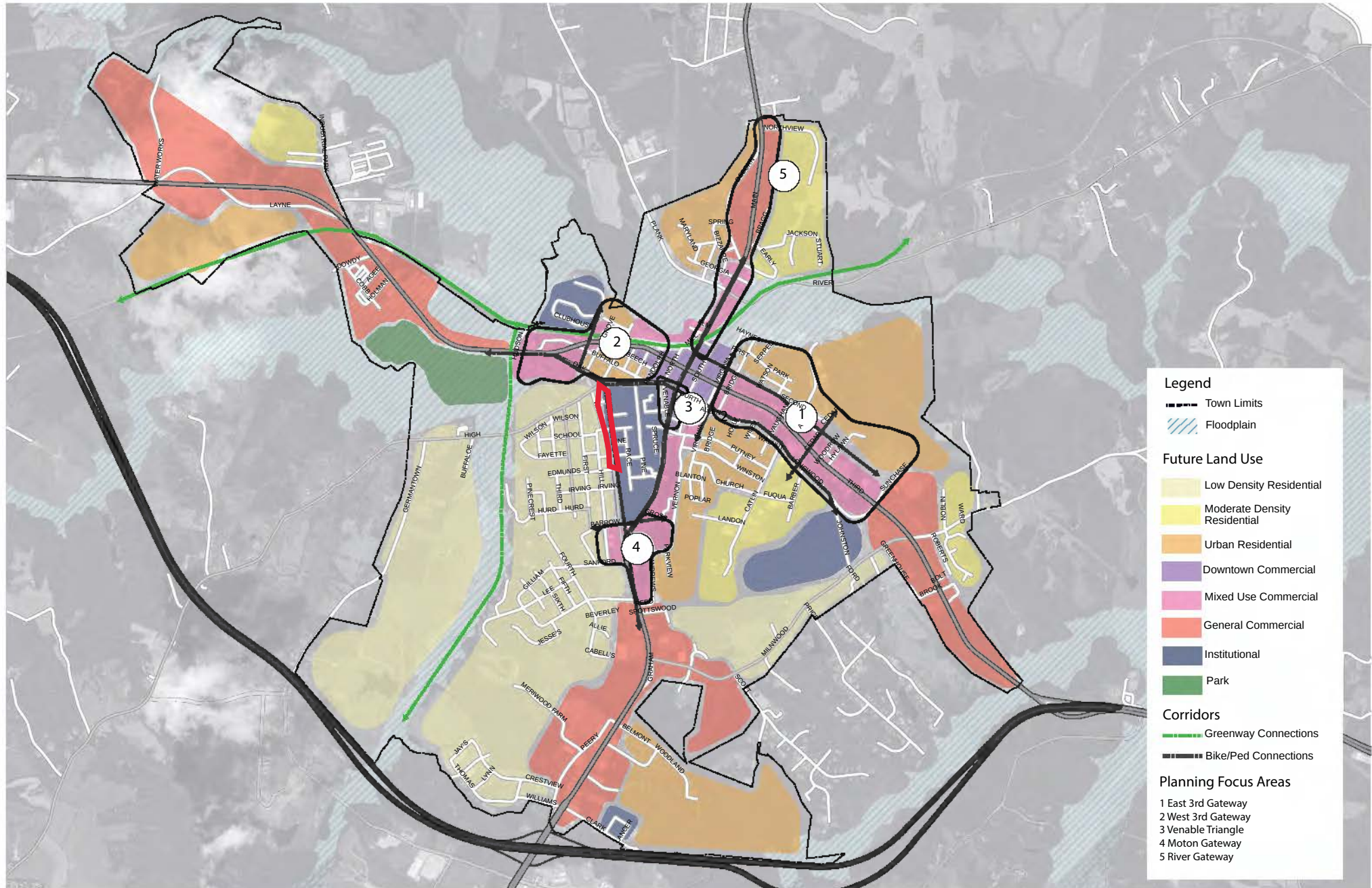
-  B1
-  B2
-  B3
-  R1
-  R2
-  R3
-  R4





Proposed Future Land Use

Red outline is proposed Urban Residential





MEETING DATE: Wednesday, June 20, 2024 (Planning Commission)

ITEM NO. 9

REQUEST: **REZ24-001-** for Planning Commission recommendation to Town Council to amend the Official Zoning Map to provide for the rezoning of properties along Griffin Boulevard from High Street to Edmunds Street from R-1 to R-3.

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

RECOMMENDATION: That the Planning Commission recommends approval of REZ24-001 to the Town Council.

MOTION: _____

SECONDED: _____

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

RESOLUTION NO. 2024-07-01

WHEREAS, the Town of Farmville seeks to establish an amendment to the Comprehensive Plan; and

WHEREAS, the Comprehensive Plan is the Town's key policy document for land use, development, housing, infrastructure, transportation, and related economic and social issues; and

WHEREAS, the Comprehensive Plan needs to be amended to reflect the zoning amendment in ZTA24-003 and the official zoning map amendment in REZ24-001; and

NOW, THEREFORE BE IT RESOLVED that the Planning Commission of the Town of Farmville hereby recommends to council that the Comprehensive Plan Amendment repeals and replaces the adopted Comprehensive Plan in its entirety; and

Approved by the Farmville Planning Commission on this 20th day of June 2024.

Approved: _____
Planning Commission Chair

Attest: _____
Secretary



MEETING DATE: Wednesday, June 20, 2024 (Planning Commission)

ITEM NO. 10

REQUEST: **Resolution No. 2024-07-01-** for Planning Commission recommendation to Town Council to amend the Comprehensive Plan Future Land Use Map to reflect the zoning amendment in ZTA24-003 and REZ24-001.

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

RECOMMENDATION: That the Planning Commission adopt Resolution No. 2024-07-01.

MOTION: _____

SECONDED: _____

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



MEMORANDUM

To: C. Scott Davis, LPD, Town Manager
From: Ashley Atkins-Austin, CZA, Director of Community Development
Date: Thursday, June 6, 2024
Subject: Director's Monthly Report (May 2024), Department of Community Development

Statistics

Item	Amounts	Notes
Zoning Permits	12	
Building Permits	20	
	0	New single-family construction
	8	Trades (mechanical, electrical, plumbing)
	3	Other Structural (interior renovations)
	6	Other Structural (exterior improvements, decks, accessory buildings, porches, etc.)
	3	Signs
FAB Ridership	3,596 riders, 11,537 miles, 638 service hours	
Fuel Sold at KVVX	54 sales totaling \$9828.54 1689.30 Gallons	1016.20 gallons A V 673.10 gallons Jet A
Arrivals/Departures at KVVX	See chart	Figures represent 7-day trailing averages only. South Boston (W78) also provided for comparison.

Items of interest

- The Staff participated in the following meetings and trainings in May:
 - o Permittechnation Monthly meeting (Watkins)
 - o Women in Code Enforcement and Development (WICED) quarterly meeting (Watkins)
 - o James Madison Building and Code Officials Association Regional Meeting (Ramsay, Watkins)
 - o Maintenance Inspection Training (Ramsay)
 - o Local Building Officials Meeting (Ramsay)
 - o NG9-1-1 GIS Users Group Meeting (Austin)
 - o 911 Net Training (Austin)
 - o VESTEX Drill (Austin)
 - o VDOT Urban Program Webinar (Austin)

- o NG9-1-1 Discussion (Austin)
- Farmville Regional Airport (KFVX) updates:
 - o 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.
- The Planning Commission did not meet in the month of May 2024. No public hearings were scheduled or advertised.
- The Board of Zoning Appeals did not meet in the month of May 2024. No applications had been filed.

Staff Contacts | Department of Community Development

Ashley Austin	Director of Community Development	aaustin@farmvilleva.com	434-392-2114
Phillip Moore	Building Official	pmoore@farmvilleva.com	434-392-8465
John Ramsay	Residential Code Inspector	jramsay@farmvilleva.com	434-392-8465
Michelle Watkins, CPT	Administrative Assistant II / Certified Permit Technician	mwatkins@farmvilleva.com	434-392-8465

May 2024 Arrivals and Departures

Farmville Regional Airport KFBX

Date	Day	KFBX Arrivals & Departures * Farmville	KFBX Notes Farmville	W78 Arrivals & Departures * South Boston
5/1/2024	WEDNESDAY	10		8
5/2/2024	THURSDAY	10		8
5/3/2024	FRIDAY	9		9
5/4/2024	SATURDAY	0		8
5/5/2024	SUNDAY	0		0
5/6/2024	MONDAY	0		8
5/7/2024	TUESDAY	9		8
5/8/2024	WEDNESDAY	6		8
5/9/2024	THURSDAY	6		0
5/10/2024	FRIDAY	5		6
5/11/2024	SATURDAY	9		6
5/12/2024	SUNDAY	9		4
5/13/2024	MONDAY	9		6
5/14/2024	TUESDAY	8		6
5/15/2024	WEDNESDAY	8		4
5/16/2024	THURSDAY	10		4
5/17/2024	FRIDAY	12		8
5/18/2024	SATURDAY	6		0
5/19/2024	SUNDAY	0		8
5/20/2024	MONDAY	7		8
5/21/2024	TUESDAY	6		7
5/22/2024	WEDNESDAY	8		8
5/23/2024	THURSDAY	10		8
5/24/2024	FRIDAY	0		6
5/25/2024	SATURDAY	0		4
5/26/2024	SUNDAY	6		4
5/27/2024	MONDAY	6		5
5/28/2024	TUESDAY	6		5
5/29/2024	WEDNESDAY	6		6
5/30/2024	THURSDAY	6		6
5/31/2024	FRIDAY	8		8

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