



Town of Farmville Planning Commission

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

Agenda
Wednesday, January 15, 2025 @ 7:00pm

1. **Call to Order** (please silence devices)
2. **Roll Call**
3. **Approval of Agenda**
4. **Annual Organizational Meeting – Election of Officers**
 - a. Nomination and Election of Chairperson
 - b. Nomination and Election of Vice-Chairperson
 - c. Nomination and Election of Secretary
5. **Consideration of Minutes-Regular Planning Commission Meeting-December 18, 2024**
6. **Public Participation – Speakers have three (3) minutes to make statements on non-agenda items.**
7. **Public Hearing CUP25-001-** Robert A. Scott, requests a conditional use permit to allow for a single-family residence in a B-2 Transitional Commercial Zoning District. The site is located at 709 East Third Street and consists of one parcel, tax map number 0023A9(02)05-001B, containing 0.226 acre.
 - a. Staff Report
 - b. Applicant Statement
 - c. Public Hearing-Speakers have three (3) minutes to make statements.
 - d. Planning Commission Deliberation
8. **Public Hearing REZ25-001-** Request for amendment to the Official Zoning Map to rezone approximately 1.297-acres from R-1 to B-3. The site is located at 190 Milnwood Road and consists of parcel number 0023A09(0A)00-030B.
 - a. Staff Report
 - b. Applicant Statement
 - c. Public Hearing-Speakers have three (3) minutes to make statements.
 - d. Planning Commission Deliberation

9. Public Hearing CUP25-002- Holly Johnson on behalf of Dominion Energy, requests a conditional use permit to allow a public maintenance and service facility to support a public utility per Town Code Section 29-13.c. The site consists of approximately 1.297 acres on one parcel located at 190 Milnwood Road. The parcel is identified as tax map number 0023A09(0A)00-030B.

- a. Staff Report
- b. Applicant Statement
- c. Public Hearing-Speakers have three (3) minutes to make statements.
- d. Planning Commission Deliberation

10. New Business

- a. Consideration and Adoption of 2024 Annual Report and 2025 goals
- b. Consideration and Adoption of 2025 Meeting Dates
- c. Staff and Department updates
- d. Commission Items
- e. Other Items of Interest

11. Adjournment

**Town of Farmville Planning Commission
Town Council Chamber of the Town Hall
116 North Main Street, Farmville, VA 23901
Wednesday, December 18, 2024**

Planning Commission Members Present: Chairperson Cameron Patterson, Vice-Chair Jerry Davenport, Abigail O'Connor, Dr. Miller, Jennifer Fraley, Patrick Crute, and Rhett Weiss.

Planning Commission Members Absent: None

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 7:00 PM.

APPROVAL OF AGENDA

Chairperson Patterson noted the agenda was distributed and asked if there were any corrections. On a motion by Mr. Weiss, 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 – November 20, 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. Davenport, seconded by Mr. Crute, and with all present members voting "aye," the minutes from November 20, 2024, were approved as presented.

PUBLIC PARTICIPATION

Kyle Ashley provided a brief overview of a petition he put together to present to the Town of Farmville, Prince Edward County, and Cumberland County. The petition is regarding building a road for the Amish Community that would connect from Route 60 in Cumberland County to Main Street in Farmville. The Amish community has experienced the loss of 25 lives and numerous injuries in the past year while traveling. He provided a copy of the petition to the Commissioners and briefly discussed the proposal.

Public Hearing CUP24-007

Thorne Harvin on behalf of The Rosemyr Corporation, requests a conditional use permit to allow for four (4), one hundred and eighty-one (181) unit, 35,310 square foot mini warehouses (self-storage buildings), two (2), twenty-two (22) unit, 8,250 square foot mini warehouses (self-storage buildings), and one (1) 4,500 square foot office per Town Code Section 29.13.c. The proposed 17.204-acre lot is located on the west edge of Peery Drive. The property is zoned B-3 Highway Commercial.

Chairperson Patterson set forth case CUP24-007 to the Commissioners.

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

Thorne Harvin, on behalf of Rosemyr Corporation provided an introduction and brief overview along with a hand-out of the proposed request to the Commissioners. Rosemyr Corporation is the parent company to AA Self Storage; there is currently a facility located at 1505 South Main Street in Farmville. The proposed site meets the criteria to allow parking for RV's, Boats, and small trailers as well as providing climate control and standard storage.

The Commissioners and applicant had a brief discussion.

On a motion by Ms. O'Connor, seconded by Mr. Crute, and with all present members voting "aye", the public hearing was opened.

Ms. Ruth Bud, resident of Crestview Drive, shared concerns with the Commissioners. Some of her concerns were hours of operation, noise impact, lighting impact, and traffic increase. She shared that the neighborhood has endured years of frustration and safety concerns due to increased traffic flow and speeding drivers in that area.

Mr. Micheal Walker, resident of Landon Street, shared concerns about the traffic impact and lighting. He would like to see a traffic impact study done for the proposed site.

Mr. Stan Montgomery, resident of Crestview Drive, shared concerns about the traffic impact. He feels that Peery Drive has a high volume of traffic with speeding drivers using Peery Drive as a cut-through route. He suggested perhaps putting the entrance of the facility on Meriwood Farm Road.

On a motion by Mr. Crute, seconded by Ms. Fraley, and with all present members voting "aye", the public hearing was closed.

Chairperson Patterson extended the opportunity to Mr. Harvin to clarify a few items with the Commissioners such as lighting, parking, security, operating hours, and traffic. There was brief deliberation amongst the Commissioners.

On a motion by Mr. Crute, seconded by Ms. O'Connor, and with all present members voting "aye", the motion to recommend approval of CUP24-007 to Town Council with a friendly amendment to the motion by Mr. Weiss to include operating hours for customers of 6:30 am until 10:00 pm seven (7) days a week as a condition was passed.

Public Hearing REZ24-003

Request for amendment to the Official Zoning Map to rezone approximately 0.627-acres from R-1 to B-3. The site is located at 202 Milnwood Road and consists of parcel numbers 0023A09(15)00-000A and 0023A09(15)00-000B.

Chairperson Patterson set forth case REZ24003 to the Commissioners.

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

Alex Rendon, on behalf of Dominion, provided a brief introduction and overview to the Commissioners. He mentioned that he was joined by Cameron Morgan and Roger Rodriguez, Engineers of the project from Timmons Group. Dominion Power is planning to expand their existing facility on West Third Street in Farmville by utilizing the adjacent parcels. The plan is to renovate the existing main building, add additional parking, expand the yard area, put up several free-standing structures, and add a transmission function to the site. The purpose of the expansion is to improve operations.

The Commissioners clarified some items with Mr. Radan such as transmission systems, entrances and exits, and transmission infrastructure in regard to health impacts.

On a motion by Mr. Crute, seconded by Ms. Fraley, and with all present members voting "aye", the public hearing was opened.

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

On a motion by Mr. Crute, seconded by Ms. O'Connor, and with all present members voting "aye", the public hearing was closed.

There was no deliberation amongst the Commissioners. Mr. Weiss suggested that the applicants consider removing interior lot lines in the subject site.

On a motion by Mr. Crute, seconded by Mr. Davenport, and with all present members voting "aye", the motion to recommend approval of REZ24-003 to Town Council was passed.

Public Hearing CUP24-008

Holly Johnson on behalf of Dominion Energy, requests a conditional use permit to allow a public maintenance and service facility to support a public utility per Town Code Section 29-13.c. The site consists of approximately 6.770 acres on six parcels located on East Third Street and Milwood Road. The six parcels are identified as tax map numbers 0023A09(0A)00-035, 0023A09(0A)00-034, 0023A09(0A)00-033, 0023A09(0A)00-030A, 0023A09(15)00-000A, and 0023A09(15)00-000B.

Chairperson Patterson set forth case CUP-24-008 to the Commissioners.

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

Ms. O'Connor Clarified procedural items with staff regarding the REZ24-003 request. The REZ24-003 request would have to be approved by Town Council and could be added as a condition by the Commissioners.

Mr. Crute mentioned that the legend did not show the parcel identified as 190 included in the Conditional Use, but was included in the site plan. Also, according to the Town's GIS; the parcel is zoned as R1 not B3. It was obvious that parcel 190 was intended to be used.

Mr. Weiss reiterated his suggestion of removing the interior lot lines and would also add a condition as previously mentioned by the applicant's plan to eliminate entrances that currently exist on the lots that were just rezoned, so that Dominion Energy traffic is coming and going from their existing entrance on the main lot.

Mr. Rendon shared that the adjacent owners to the subject site were notified of the construction timeline.

Mr. Rodriguez reiterated parcel 190 not being submitted as part of the Conditional Use Permit request. He mentioned the parcel 190 (tower parcel) had a preexisting CUP to allow that use in the R1 zoned parcel; for that reason, the parcel was not submitted with the current CUP request.

Ms. Atkins-Austin mentioned she would have to do some additional research on the mentioned CUP on parcel 190.

Mr. Rodriguez mentioned that the CUP for parcel 190 was previously discussed with Lee Pambid, Former Director of Community Development.

Dr. Miller clarified some items with the applicants regarding the previous existing CUP discussion with Mr. Pambid.

The Commissioners, staff, and applicants continued with a brief discussion. Their plan to move forward is to either research and confirm previous CUP for parcel 190 or submit a new CUP application for parcel 190.

On a motion by Mr. Crute, seconded by Ms. O'Connor, and with all present members voting "aye", the public hearing was opened.

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

On a motion by Mr. Crute, seconded by Ms. O'Connor, and with all present members voting "aye", the public hearing was closed.

Ms. Fraley clarified some items regarding the additional conditions to be added:

- Approval of REZ24-003 from Town Council.
- Interior lot lines eliminated.
- Existing Conditional Use permit on lot 190 allows for current request or additional Rezoning and Conditional Use Permit request will be submitted for subject lot.
- Eliminate the three (3) entrances on Milnwood Road for the residential lot and Dogwood Park.

On a motion by Mr. Crute, seconded by Ms. Fraley, and with all present members voting "aye", the motion to recommend approval of CUP24-008 with noted conditions to Town Council was passed.

Public Hearing ZTA-24-001

Public hearing for Planning Commission recommendation to amend the zoning ordinance by adding Section 29-35.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.

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

The Commissioners and staff had a brief discussion.

On a motion by Mr. Crute, seconded by Mr. Davenport, and with all present members voting "aye", the public hearing was opened.

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

On a motion by Mr. Crute, seconded by Ms. O'Connor, and with all present members voting "aye", the public hearing was closed.

There was no deliberation amongst the Commissioners.

On a motion by Mr. Davenport, seconded by Mr. Crute, and with all present members voting "aye", the motion to recommend approval of ZTA24-001 to Town Council was passed.

OLD BUSINESS

There was no old business before the Commission.

NEW BUSINESS

Staff/Department Updates

- CUP24-006 – Approved by Council with the conditions listed in Sec. 29-35.d.16, limit of two (2) food trucks at one time on the property, trash and trash receptacles must be removed from the site daily, no additional signage to what is allowed for restaurants, mobile, and a one-time amendment with no fee to his

application.

- 2025 Meeting Schedule presented for your information
- Next meeting to be held January 15, 2025

Commission Updates

There were no updates from the Commissioners.

Other Items of Interest

There were no other items of interest.

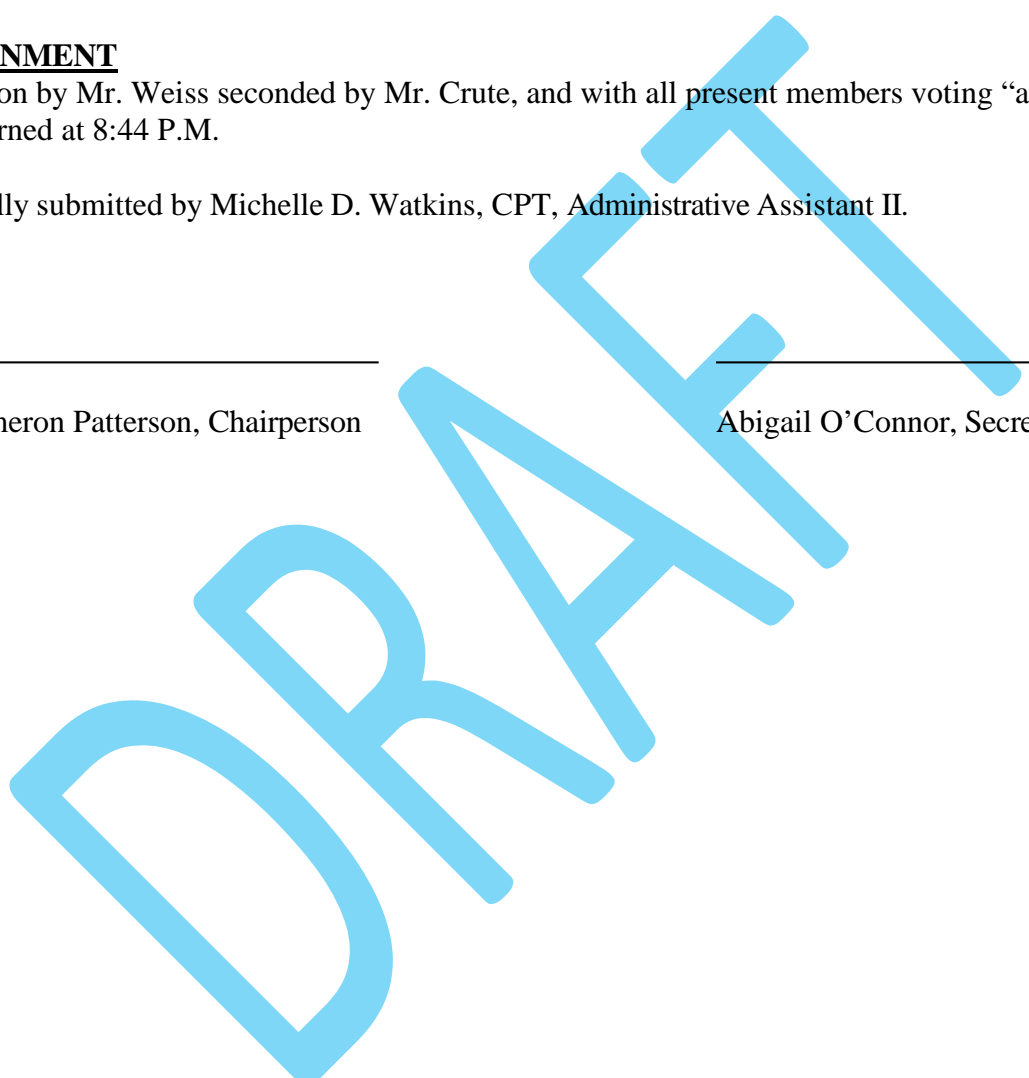
ADJOURNMENT

On a motion by Mr. Weiss seconded by Mr. Crute, and with all present members voting “aye”, the meeting was adjourned at 8:44 P.M.

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

Cameron Patterson, Chairperson

Abigail O’Connor, Secretary





Identification and Location Information

Applicant	Robert A. Scott
Property Owner	Robert T. Scott & Robert A. Scott
Location	709 East Third Street, Tax Map Number 0023A09(02)05-001B
Ward	D
Acreage	0.226 acres
Zoning	B-2 Transitional Commercial
Density	N/A
Future Land Use Recommendation	Mixed Use Commercial
Overlays	Enterprise Zone
Adjacent Zoning	B-2 Transitional Commercial to the left, right, and across East Third Street. R-2 Medium Density Residential to the rear
Adjacent Uses	Vacant parcel to the left, commercial space to the right and across East Third Street. Single-family dwellings to the rear on Longwood Avenue.
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 allow a single family dwelling, detached.

The site is located at 709 East Third Street and consists of one parcel containing 0.226 acre. The parcel is identified as tax map number 0023A09(02)05-001B.

Adjacent commercial uses include general office space and retail space. There are single family dwellings to the rear of the property on Longwood Avenue.

Zoning Ordinance Considerations

There is an existing dwelling on the site that has been vacant for more than two years. Per Town Code Section 29-41.2, if any nonconforming use (structure or activity) is discontinued for a period exceeding two (2) years after the enactment of this chapter or amendment thereto, it shall be deemed abandoned and any subsequent use shall conform to the requirements of this chapter. Staff reviewed the last date the structure was connected to town utilities to determine if the use had been discontinued for a period exceeding two years. According to staff in the Finance Department, the last time this location was active/billed was prior to the switch to Edmunds, which was completed in 2019.

A single family dwelling, detached is allowed by **Conditional Use Permit** in the B-2 Transitional Commercial District pursuant to the zoning use matrix in Section 29-22.a (Table 1, Zoning Use Matrix). Dwelling, single family detached is defined in Section 29-81- Definitions as the following:

- *Dwelling, single-family detached.* A site built or modular building designed for or used exclusively for or used exclusively as one (1) dwelling unit for permanent occupancy, which is surrounded by open space or yards on all sides, is located on its own individual lot, and which is not attached to any other dwelling by any means.

There are no standards for this specific use listed in Section 29-35.



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.

Comprehensive Plan Considerations

Future Land Use – Mixed Use Commercial

- *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 services 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.*

The site is located within the East Third Mixed Use Gateway, a focused planning area in the Comprehensive Plan. The goal in developing the East Third Mixed Use Gateway area is to establish a niche community that can live, work, and play in one location while inviting other citizens in to enjoy the



amenities the area offers. The Town has envisioned the completion of the US 460 interchange and listed it in the 2035 Transportation Plan as well as the Transportation chapter of the Comprehensive Plan. This project will spur economic development here and in adjacent areas. Development for the planning area must occur thoughtfully so that businesses and residential units infill, creating a sense of place and preserving green space for recreational uses.

Utilities

There are no new connections anticipated for this project.

Transportation/ Streets

There are no improvements anticipated 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 residential use.

Findings and Recommendations

Staff's Findings & Recommendations

- 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 of the Comprehensive Plan.
- 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 Staff recommends **approval** of the Conditional Use Permit for a single family dwelling, detached located in the B-2 Transitional Commercial district.

No staff recommended conditions at this time.

Attachments

1. Application
2. Adjacent Owner Notice
3. Mailing Affidavit
4. Vicinity and aerial maps
5. Images

TOWN OF FARMVILLE
APPLICATION FOR CONDITIONAL USE PERMIT

Please print or type

Approved: _____ Date _____
Town Manager

The undersigned owner of the following described property hereby applies for a Conditional Use Permit as provided in Chapter 29 of the Zoning Ordinance of the Town of Farmville, Virginia.

Applicant's Name: Robert A. Scott
Applicant's Address: 1361 River Rd Farmville VA 23901
Applicant's Telephone Number: (434) 390-6333

Present Land Use: (ex. Residential, commercial, etc.) _____
Zone: _____
Legal Description of Property w/ Deed Book and Page No.: _____

Tax Map: 023A9 25 1B Lot: _____ Parcel: 0023A09(02)05-001B Lot Size: 0.226 Acres
Use for which Conditional Use Permit is Requested: Residential

Will proposed use have any detrimental effects on adjoining property owners? If so, please describe (ex. Noise, dust, fumes, etc.) No

Applicant's Statement (if application is not made by property owner):

I hereby certify that I have the authority to make the foregoing application, that the information given is complete and correct to the best of my knowledge, and that development and/or construction will conform with the regulations as set forth in the Town of Farmville Zoning Ordinance, as written, and also with the description contained in the permit application.

Signature of Applicant Date _____

Property Owner(s) Statement:

I hereby certify that I/we own the above described property, that the information given is complete and correct to the best of my knowledge, and that the above person(s), group, corporation, or agent has the full and complete permission of the undersigned owner(s) to make application for a Conditional Use Permit as set forth in the Town of Farmville Zoning Ordinance, as written.

[Signature] [Signature] Date 12-9-24
Signature of Property Owner(s)

NOTE: THIS PERMIT APPLICATION IS NOT VALID UNLESS ALL PROPERTY OWNER(S) SIGNATURES ARE AFFIXED AND DATED.

APPLICATION FEE: \$500 APPLICATION FEE RECEIVED [Signature] DATE 12/9/24
Clerk

CHECKS SHOULD BE MADE PAYABLE TO THE TOWN OF FARMVILLE.
(Fees are nonrefundable, regardless of whether permit application is approved.)

RECEIVED
DEC 09 2024
BY Michelle D. Watkins



COMMUNITY DEVELOPMENT DEPARTMENT

Ashley Atkins-Austin, CZA
Director of Community Development

Phillip A. Moore, Building Official (Interim)

John Ramsay, Residential Code Inspector

**Michelle Watkins, CPT Administrative
Assistant II, Certified Permit Technician**

Date: December 31, 2024

Re: Case # CUP25-001 Notice of Public Hearing for a Conditional Use Permit to allow for a single family residence in a B-2 Transitional Commercial Zoning District.

Dear Property Owner,

You are receiving this letter because you own property next to a site that has applied for a conditional use permit as described below.

The Farmville Planning Commission will hold a public hearing on **Wednesday, January 15, 2025 at 7:00 PM** in the Council Chamber, located on the second floor of the Town Hall, 116 North Main Street, Farmville Virginia to receive public comment on the following item:

- **Case CUP25-001:** Robert A. Scott, requests a conditional use permit to allow for a single family residence in a B-2 Transitional Commercial Zoning District. The site is located at 709 East Third Street and consists of one parcel, tax map number 0023A9(02)05-001B, containing 0.226 acre.

The Farmville Planning Commission will consider the request following the public hearing. Any person(s) wishing to comment on the above matters should plan to attend this meeting or submit written comments. Please submit written comments to Michelle Watkins at mwatkins@farmvilleva.com or mail written comments to PO Drawer 368, Farmville, VA 23901, to arrive by 4:00 p.m. on Wednesday, January 15, 2025.

Note that the Town Council will hold a public hearing approximately 3 weeks later, and a separate notice will be sent to you.

Questions and comments regarding cases may be directed to the Department of Community Development, 116 North Main Street, PO Drawer 368, Farmville, Virginia, 23901 or by calling (434) 392-8465, between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday.

It is the intent of the Town to comply with the Americans with Disabilities Act. Should you need special accommodations, please contact C. Scott Davis, LP.D., Town Manager, at (434) 392-5686, prior to the meeting.

Sincerely,

Ashley Atkins-Austin, CZA
Director of Community Development

AFFIDAVIT

COMMONWEALTH OF VIRGINIA,
Town of Farmville, to-wit:

Ashley Atkins-Austin, CZA, Director of Community Development for the Town of Farmville, Virginia, being duly sworn, deposes and states, on behalf of the Planning Commission that the attached Notice of Public Hearing was sent by first class mail, pursuant to Code of Virginia Section 15.2-2204(B) on the 31st day of December 2024 to the following property owners of the Town of Farmville. The Notice of Public Hearing is for the following conditional use permit:

• **Case CUP25-001**

CNF ENTERPRISES LLC
P O BOX C
FARMVILLE, VA 23901

HUB DEPT STORE INC
1513 HEARTHGLOW LANE
RICHMOND, VA 23238

STANLEY R. & KATHY W. SMITH
1001 MILNWOOD ROAD
FARMVILLE, VA 23901

TIBA, LLC
452 HOLLY FARMS ROAD
RICE, VA 23966

MARK & LINDA JOZWICKI
462 MONROE CHURCH ROAD
RICE, VA 23966

EDWARD I. GORDON REVOCABLE TRUST
C/O PAMELA LANE GORDON
1601 LEE DRIVE
FARMVILLE, VA 23901

Ashley Atkins-Austin, CZA, Interim
Director of Community Development

Subscribed and sworn before me on this 6th day of January 2025.





Notary Public

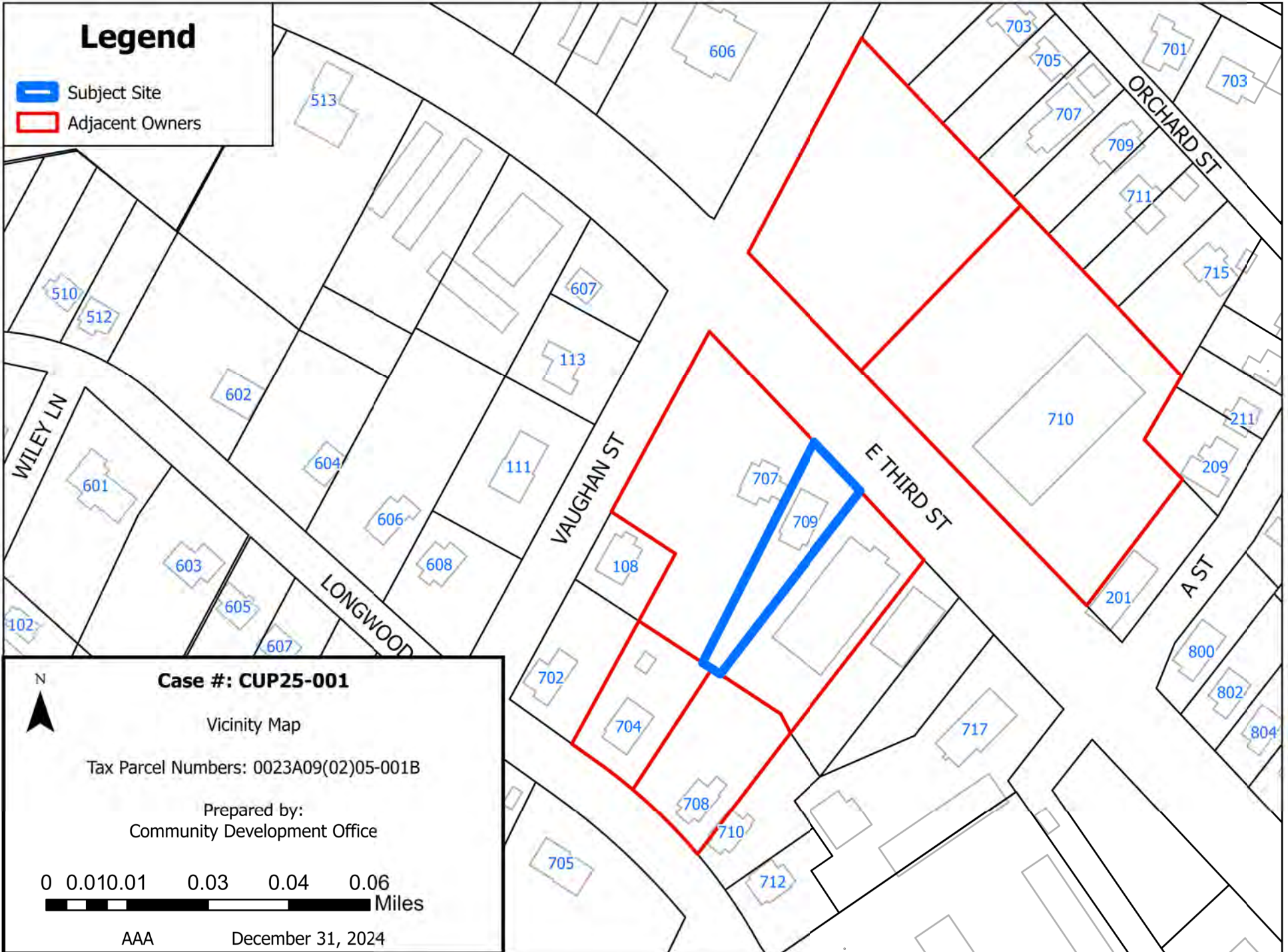
My commission expires: 12/31/2026

Registration Number: 7981993

Whenever the notices required hereby are sent by an agency, department or division of the local governing body, or their representative, such notices may be sent by first class mail; however, a representative of such agency, department or division shall make affidavit that such mailings have been made and file such affidavit with the papers in the case.

Legend

-  Subject Site
-  Adjacent Owners

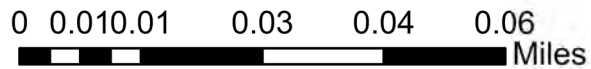


Case #: CUP25-001

Vicinity Map

Tax Parcel Numbers: 0023A09(02)05-001B



Prepared by:
Community Development Office



AAA

December 31, 2024

Legend

-  Subject Site
-  Adjacent Owners





01/09/2025 12:37 PM



MEETING DATE: Wednesday, January 15, 2025 (Planning Commission)

ITEM NO. 6

REQUEST: **CUP25-001-** Robert A. Scott, requests a conditional use permit to allow for a single-family residence in a B-2 Transitional Commercial Zoning District. The site is located at 709 East Third Street and consists of one parcel, tax map number 0023A9(02)05-001B, containing 0.226 acre.

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 CUP25-001 to the Town Council with conditions.

MOTION: _____

SECONDED: _____

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



Identification and Location Information

Applicant	Dominion Energy
Property Owner	Virginia Electric and Power Company
Location	190 Milnwood Road, Tax Map # 0023A09(OA)00-030B
Ward	D
Acreage	1.297 acre
Zoning	R1 Low Density Residential
Future Land Use Recommendation	
Overlays	None
Adjacent Zoning	B-3 Highway Commercial to the north, south, and east. R-1 Low Density Residential to the west.
Adjacent Uses	Single-family dwelling to the north, Dominion Energy to the east, Farmville Moose Lodge to the west. Proposed Dominion Energy expansion site to the south.
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 one parcel, tax map number 0023A09(OA)00-030B, containing approximately 1.297 acres from R-1 Low Density Residential to B-3 Highway Commercial. The rezoning aims to designate all Dominion Energy / Virginia Electric and Power Company owned parcels in the East Third Street / Milnwood Road area to the same zoning district.

Dominion Energy purposes to rezone this parcel as part of its project to expand the existing facilities and operations of the existing Dominion Energy site. The rezoning would allow Dominion Energy to construct additional facilities to expand their operational capabilities and improve services to the customers in the community.

There is an existing communication tower on the parcel. This use is allowed by Conditional Use Permit in both the R-1 and B-3 zoning districts. Virginia Power received a Conditional Use Permit for the communications tower in January 1999.

Zoning Ordinance Considerations

The initiation of change was made by petition (application) of the owner. The request was advertised in the Farmville Herald in the Wednesday, January 1st and Wednesday, January 8th editions.

Standards for review (Sec. 29-14 (a) (2) d.):

In determining what, if any, amendments to this chapter or the zoning district map are to be adopted, the governing body shall:

- a. Consider the proper relationship of such amendment to the entire zoning plan.



- b. Consider the integrity and validity of the zoning districts described in this chapter.
- c. Avoid isolated unplanned spot-zoning changes in the zoning district map.
- d. Recognize that a certain element of stability is desirable in land use controls, but conditions and standards will change.
- e. Consider the right of all citizens to be treated reasonably.
- f. Evaluate all changes based on the comprehensive plan and a comprehensive analysis of community conditions.

The R-1 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.*

The B-3 District's purpose and intent is a follows:

- *Highway commercial district, B-3, is intended to accommodate general business areas, highway-oriented commercial uses, and wholesaling operations which by nature or space requirements do not lend themselves to being concentrated within a centralized shopping area. This district recognizes the demand for a variety of commercial land uses which might not be compatible with the land uses in many areas of town.*

Comprehensive Plan Considerations

The Future Land Use Map shows the area as undesignated, sitting between General Commercial and Institutional designations.

Utilities

The site's current use is a communications tower. The applicant will coordinate with Public Works on using and/or abandoning existing town utilities on the site.

Transportation/ Streets

The proposed expansion to the Dominion Energy site is not expected to have an impact to Town streets or the transportation system.

Environmental

There are no known environmental impacts on the subject site.

Findings and Recommendations

Staff's Findings & Recommendations

- Staff recommends **approval** of the proposed rezoning.



116 North Main Street
Farmville, Virginia 23901
434-392-8465
www.farmvilleva.com

Department of Community Development
**Staff Report: REZ25-001 – Rezone one (1) parcel from
R-1 to B-3**

Additional Information

Attachments

1. Application
2. Mailing Affidavit
3. Adjacent Owner Notice
4. Vicinity and aerial maps
5. Images
6. Overall Layout Plan supplied by applicant with Site Plan

Re-Zoning/Zoning Amendment Request Application

Town of Farmville
P.O. Drawer 368
Farmville, Virginia 23901
434.392.5686

Request

I, Holly Johnson do hereby petition the Farmville Town Council to amend the Town Zoning Ordinance by:

Modifying the zoning district classification of the following property from R-1 zone to B-3 zone. (See Part A)

Modifying section(s) _____ of the zoning ordinance as noted below. (See Part A)

Property Description

Location:	0202 Milnwood Road		
Owner:	Virginia Electric and Power Company		
Tax Map No.	0023A09(0A)00-030B	Lot No.	Deed Book/Page No.
Applicant:	Dominion Energy		
Address:	120 Tredegar Street Richmond, VA 23219		
Phone #:			

Briefly describe the current use of the property and attach plat of property.

Property currently has an existing communications tower to support the Dominion Energy Farmville office operations

Part A

Provide a description of the proposed amendment or proposed rezoning to the zoning ordinance map. Describe the effects of the proposed use on adjacent property and the surrounding neighborhood. Describe why the applicant believes that this requested change will be advantageous to the Town.

Applicant proposes to rezone the property from Residential to Commercial as part of a project to expand the facilities and operations of the existing Dominion Energy office. This rezoning will allow Dominion Energy to obstruct additional facilities to expand their operational capabilities and improve service to the customers it serves in the community.

Part B

Provide a list of all the owners to be affected by this proposed change who are contiguous to and directly across the street from the parcel(s) proposed to be changed. Include their mailing addresses as shown on the County land records.

Name	Address
Farmville Moose Lodge #968	1409 LONGWOOD AVENUE, FARMVILLE, VA 23901
Eggleston, James William	3272 WEST THIRD STREET, FARMVILLE, VA 23901
Virginia Electric and Power Company	120 TREDEGAR STREET, RICHMOND, VA 23219

Note: All above information must be supplied by the applicant. Failure to do so will void the application. Additional sheets may be attached if necessary.

Holly Johnson

Applicant Signature

Holly Johnson

Owner Signature

Re-zoning Application Fee \$500

Zoning Amendment Fee \$500

Application Fee received By: _____ Date: _____

The above application charges are nonrefundable, regardless of whether the permit is approved or denied once submitted.

AFFIDAVIT

COMMONWEALTH OF VIRGINIA,
Town of Farmville, to-wit:

Ashley Atkins-Austin, CZA, Director of Community Development for the Town of Farmville, Virginia, being duly sworn, deposes and states, on behalf of the Planning Commission that the attached Notice of Public Hearing was sent by first class mail, pursuant to Code of Virginia Section 15.2-2204(B) on the 31st day of December 2024 to the following property owners of the Town of Farmville. The Notice of Public Hearing is for the following conditional use permit:

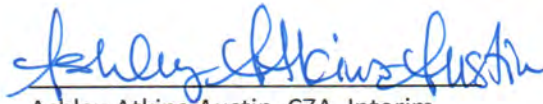
• **Case CUP25-002**

MT TRELLA PROPERTIES LLC
1561 MILLERS LANE
MANAKIN SABOT, VA 23103

VIRGINIA ELECTRIC AND POWER COMPANY
120 TREDEGAR STREET
RICHMOND, VA 23219

FARMVILLE MOOSE LODGE #968
1409 LONGWOOD AVENUE
FARMVILLE, VA 23901

VIRGINIA ELECTRIC AND POWER CO
5000 DOMINION BOULEVARD
GLEN ALLEN, VA 23060



Ashley Atkins-Austin, CZA, Interim
Director of Community Development

Subscribed and sworn before me on this 6th day of January 2025.



Notary Public

My commission expires: 12/31/2026

Registration Number: 7981993

Whenever the notices required hereby are sent by an agency, department or division of the local governing body, or their representative, such notices may be sent by first class mail; however, a representative of such agency, department or division shall make affidavit that such mailings have been made and file such affidavit with the papers in the case.



COMMUNITY DEVELOPMENT DEPARTMENT

Ashley Atkins-Austin, CZA
Director of Community Development

Phillip A. Moore, Building Official

John R.C. Ramsay
Residential Code Inspector

Michelle D. Watkins
Administrative Assistant II Permit Technician

Date: December 31, 2024

Re: Case # REZ25-001 Notice of Public Hearing to rezone approximately 1.297-acres from R-1 to B-3. The site is located at 190 Milnwood Road and consists of parcel number 0023A09(OA)00-030B.

Dear Property Owner,

You are receiving this letter because you own property that is adjacent to a site that is the subject of a proposed rezoning as described below.

The Farmville Planning Commission will hold a public hearing on **Wednesday, January 15, 2025 at 7:00 PM** in the Council Chamber, located on the second floor of the Town Hall, 116 North Main Street, Farmville Virginia to receive public comment on the following item:

- **Case REZ25-001:** Request for amendment to the Official Zoning Map to rezone approximately 1.297-acres from R-1 to B-3. The site is located at 190 Milnwood Road and consists of parcel number 0023A09(OA)00-030B.

The Farmville Planning Commission will consider the request following the public hearing. Any person(s) wishing to comment on the above matter should plan to attend this meeting or submit written comments. Please email your written comments to Michelle Watkins at mwatkins@farmvilleva.com or mail written comments to P.O. Drawer 368, Farmville, VA 23901, to arrive by Wednesday, January 15, 2025.

Note that the Town Council will hold a public hearing approximately 3 weeks later, and a separate notice will be sent to you.



Questions and comments regarding cases may be directed to the Department of Community Development, 116 North Main Street, PO Drawer 368, Farmville, Virginia, 23901 or by calling (434) 392-8465, between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday.

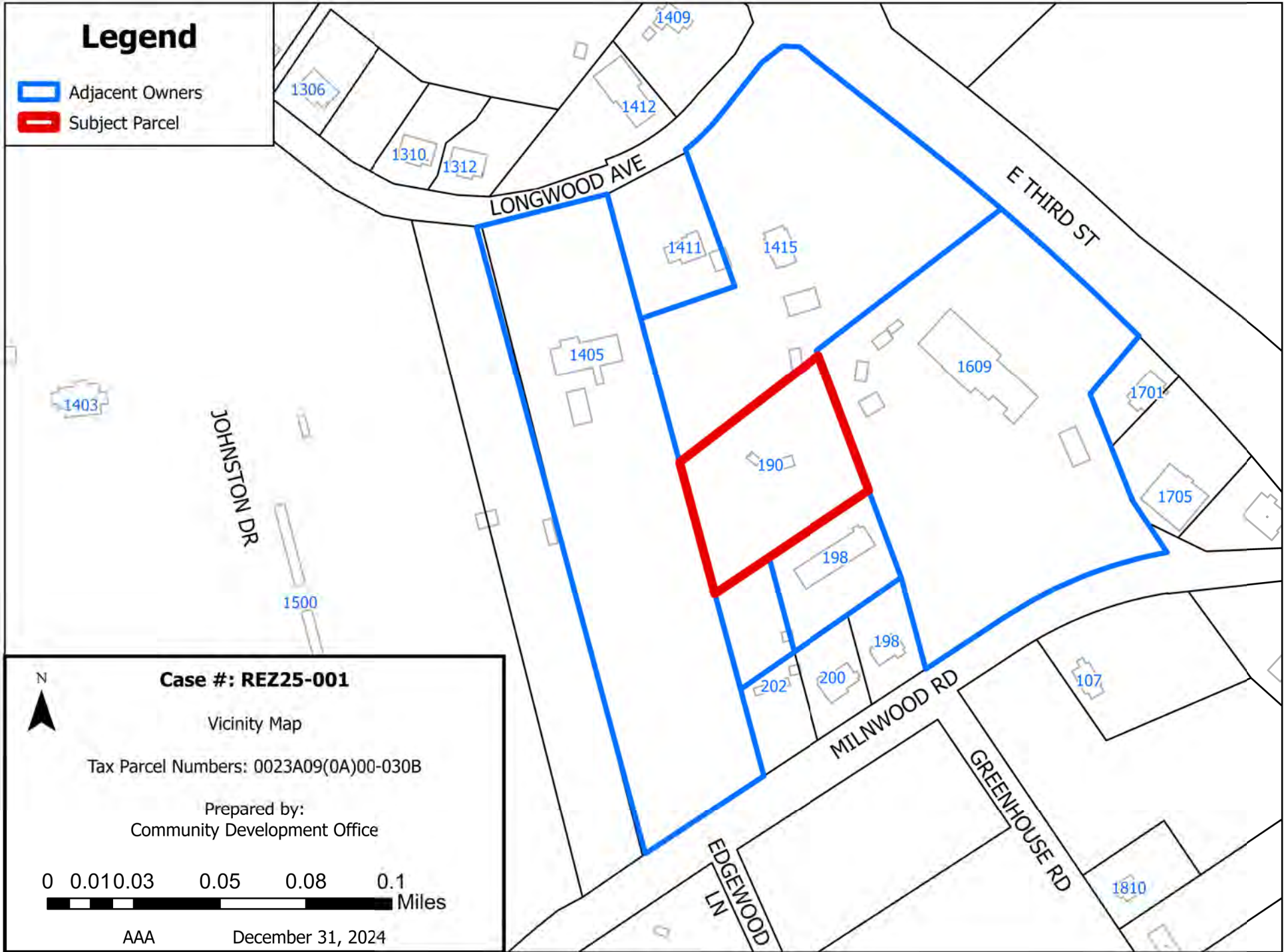
It is the intent of the Town to comply with the Americans with Disabilities Act. Should you need special accommodations, please contact C. Scott Davis, LP.D., Town Manager, at (434) 392-5686, prior to the meeting.

Sincerely,

Ashley Atkins-Austin, CZA
Director of Community Development

Legend

-  Adjacent Owners
-  Subject Parcel



Case #: REZ25-001

Vicinity Map

Tax Parcel Numbers: 0023A09(0A)00-030B



Prepared by:
Community Development Office

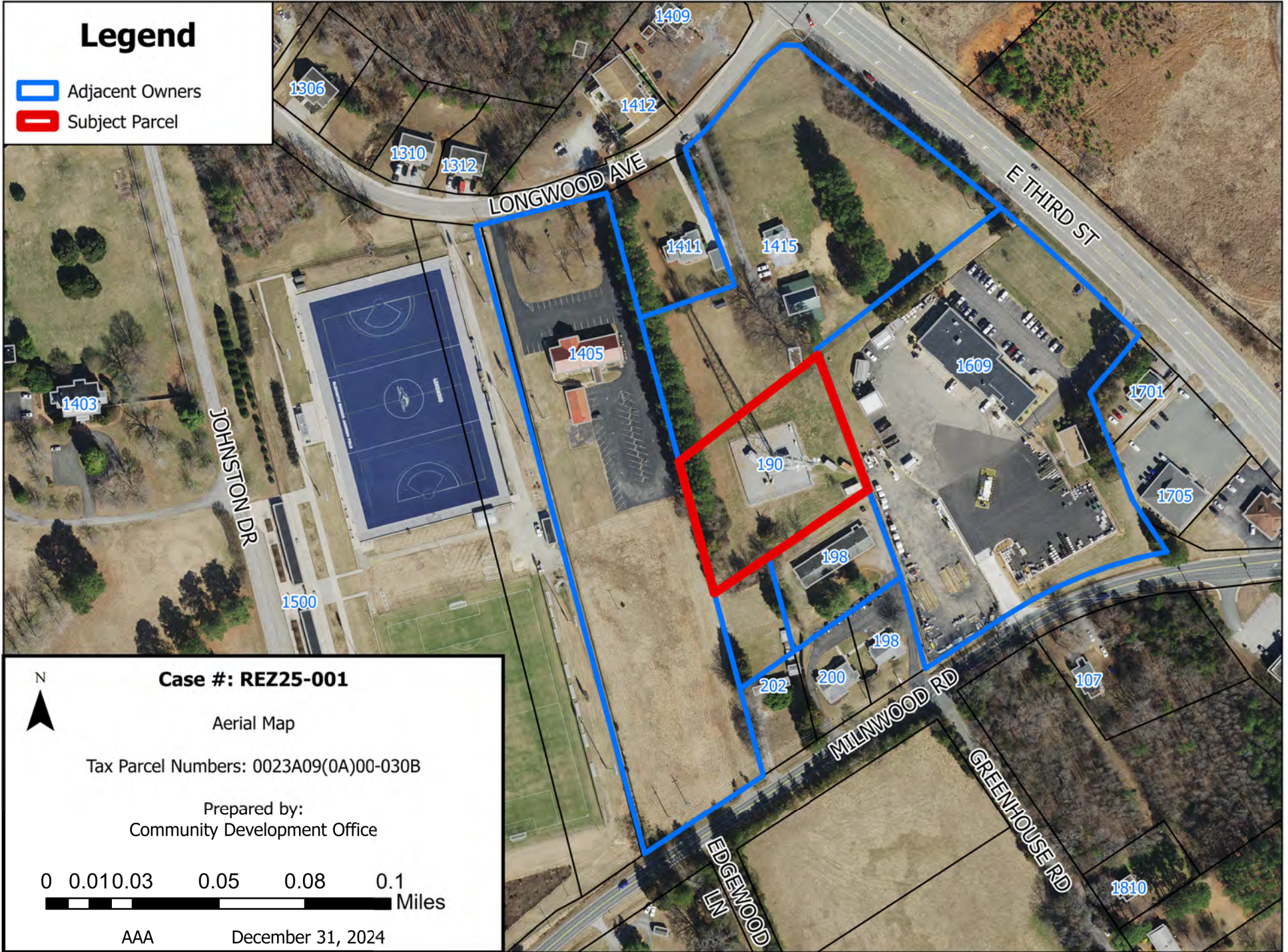
0 0.01 0.03 0.05 0.08 0.1
Miles

AAA

December 31, 2024

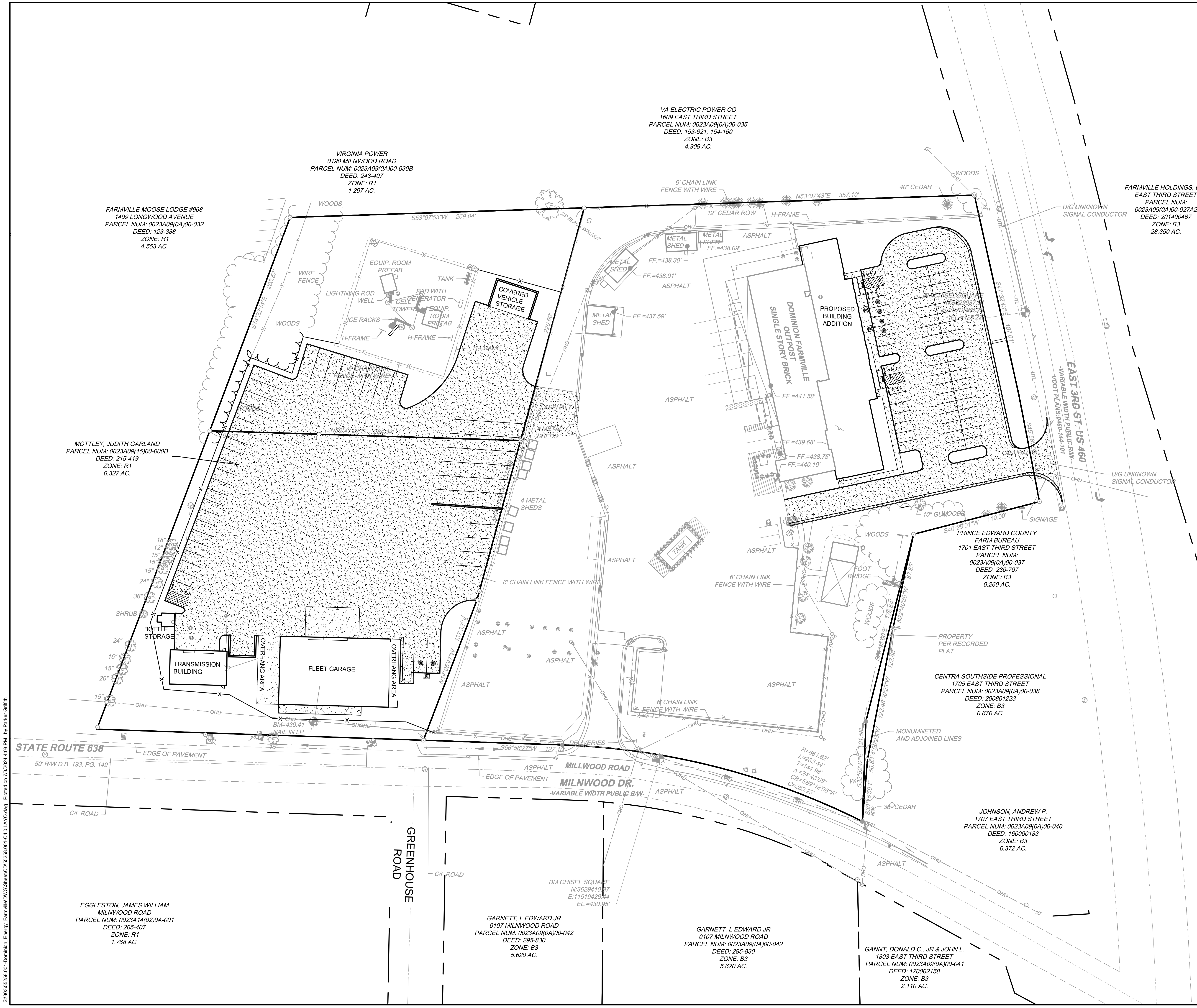
Legend

-  Adjacent Owners
-  Subject Parcel





01/09/2025 12:40 PM



GENERAL LAYOUT NOTES:

1. ALL CONSTRUCTION AND MATERIALS SHALL BE IN ACCORDANCE WITH THE CURRENT VIRGINIA DEPARTMENT OF TRANSPORTATION ROAD AND BRIDGE SPECIFICATIONS AND TOWN OF FARMVILLE SPECIFICATIONS AND STANDARDS WHERE APPLICABLE.
2. ALL DIMENSIONS ARE FROM THE FACE OF CURB UNLESS NOTED OTHERWISE.
3. VDOT STANDARD DETAILS, AS REFERENCED, TO BE CONSTRUCTED IN ACCORDANCE WITH THE MOST RECENT VERSION OF VDOT "ROAD AND BRIDGE STANDARDS".
4. QUANTITIES ARE FOR INFORMATIONAL PURPOSES ONLY. CONTRACTOR IS RESPONSIBLE FOR PERFORMING THEIR OWN QUANTITY TAKEOFF.
5. THE CONTRACTOR IS RESPONSIBLE FOR INSTALLING ALL STOP SIGNS, DIRECTIONAL SIGNS, AND STRIPING SHOWN ON THE PLANS.
6. ALL CURB AND GUTTER IS TO BE VDOT STANDARD CURB AND GUTTER.
7. ALL CURB RADII ARE 5' UNLESS OTHERWISE NOTED ON THE PLAN.
8. COORDINATE WITH ELECTRICAL FOR ELECTRICAL LIGHT POLE LOCATIONS.
9. PAVEMENT STRIPING AND TRAFFIC SIGNAGE TO BE PER MUTCD STANDARDS.

STRIPING NOTES:

1. ALL PERMANENT PAVEMENT MARKINGS DISTURBED BY CONSTRUCTION SHALL BE REPLACED BY THE CONTRACTOR IN-KIND, UNLESS OTHERWISE CALLED FOR IN THESE PLANS.
2. DO NOT PAINT INSIDE THE GUTTER PAN IN ANY AREA.
3. PAVEMENT MARKING PAINT SHALL BE THERMOPLASTIC TYPE A, WATER EMULSION BASE, TRAFFIC PAINT CONFORMING TO THE REQUIREMENTS OF SECTIONS 704 OF THE VDOT ROAD AND BRIDGE SPECIFICATIONS AND FEDERAL SPECIFICATION TT-P-1952. COLOR SHALL BE WHITE UNLESS OTHERWISE INDICATED.
4. ALL PAVEMENT MARKINGS SHALL BE INSTALLED WITH SLIP-RESISTANT PAINT.
5. CONTRACTOR SHALL TIE ALL PROPOSED PAVEMENT MARKINGS TO EXISTING MARKINGS AT THE PROJECT LIMITS.

FIRE LANE:

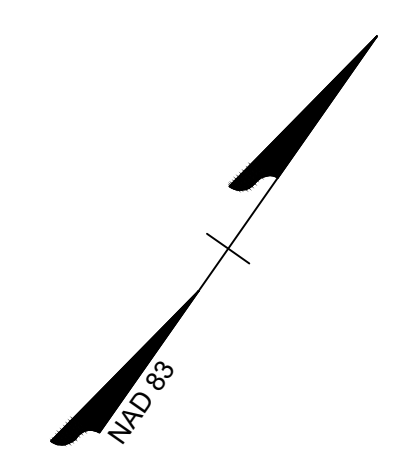
FIRE LANE SIGNAGE AND STRIPING TO MEET THE REQUIREMENTS OF THE LATEST EDITION OF THE MUTCD, THE INTERNATIONAL FIRE CODE, AND VDOT STANDARDS AND SPECIFICATIONS. FINAL PLACEMENT OF STRIPING AND SIGNAGE IS SUBJECT TO CHANGE PENDING TOWN OF FARMVILLE INSPECTION DURING INSTALLATION.

SITE LEGEND:

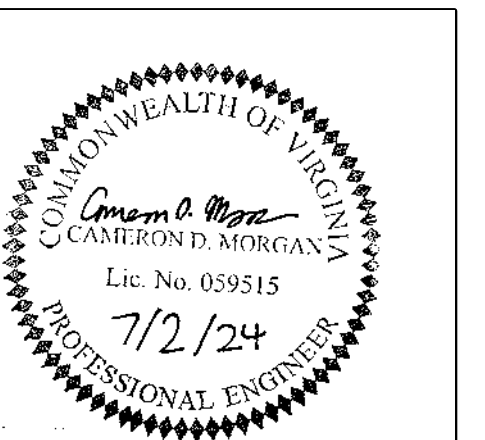
- EXISTING EDGE OF PAVEMENT
- EXISTING CURB
- CURB
- EXISTING CURB & GUTTER
- CURB & GUTTER
- ▨ TRUNCATED DOMES (FLUSH)
- PROPERTY LINE
- EXISTING TREE EDGE
- EXISTING FENCE
- X— PROPOSED FENCE
- EXISTING SIGN
- SIGN
- BOLLARD
- MONUMENT FOUND
- ⊕ TEMPORARY BENCHMARK
- ⊙ STREET LIGHT

SIGN LEGEND

- [A] STOP SIGN (MUTCD STD R1-1)
- [B] DOUBLE-SIDED "NO PARKING - FIRE LANE SIGN"
- [C] ADA PARKING SIGN
- [D] VAN ACCESSIBLE ADA PARKING SIGN
- SIGN



SCALE 1"=40'



THIS DRAWING PREPARED AT THE
CORPORATE OFFICE
 1001 Builders Parkway, Suite 300 | Richmond, VA 23225
 TEL: 804.200.0500 FAX: 804.560.1016 www.timmons.com

YOUR VISION ACHIEVED THROUGH OURS.	DATE
	07/03/2024

DRAWN BY
I. GAGARIN

DESIGNED BY
P. GRIFFITH

CHECKED BY
C. MORGAN

SCALE
 1"=40'

DIVISION ENERGY FARMVILLE

TOWN OF FARMVILLE - VIRGINIA-PRINCE EDWARD-TOWN OF FARMVILLE - VIRGINIA

OVERALL LAYOUT PLAN

JOB NO.	55258.001
SHEET NO.	C4.0

S:\03052528-001-Division_Energy_Farmville\DWG\Sheet\CD\55258-001-C4.0_LAYOUT.dwg | Plotted on 7/3/2024, 4:08 PM by Parker Griffith

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MEETING DATE: Wednesday, January 15, 2025 (Planning Commission)

ITEM NO. 7

REQUEST: **REZ25-001-** - Request for amendment to the Official Zoning Map to rezone approximately 1.297-acres from R-1 to B-3. The site is located at 190 Milnwood Road and consists of parcel number 0023A09(OA)00-030B.

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 REZ25-001 to the Town Council with conditions.

MOTION: _____

SECONDED: _____

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



Identification and Location Information

Applicant	Virginia Electric and Power Company dba Dominion Energy
Property Owner	Virginia Electric and Power Company
Location	190 Milnwood Road, Tax Map Number 0023A09(0A)00-030B
Ward	D
Acreage	1.297 acres
Zoning	R-1 Low Density Residential
Density	N/A
Future Land Use Recommendation	
Overlays	None
Adjacent Zoning	B-3 Highway Commercial to the north, south and east. R-1 Low Density Residential to the west.
Adjacent Uses	Single-family dwelling to the north, Dominion Energy to the east, Farmville Moose Lodge to the west. Proposed Dominion Energy expansion site to the south.
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 allow a public maintenance and service facility to support a public utility. The parcel was not included in the original request for Conditional Use Permit that was heard by the Planning Commission at the December 18, 2024 meeting.

The site consists of approximately 1.297 acres and is located at 190 Milnwood Road. The parcel is identified as tax map number 0023A09(0A)00-030B.

Adjacent commercial uses include the existing Dominion Energy site and property that was included in the Conditional Use Permit case for the expansion of the Dominion Energy site that was heard by the Planning Commission at the December 18, 2024 meeting. There is one single-family dwelling to the north of the site on Longwood Avenue. The property is bordered to the west by Farmville Moose Lodge property with the Longwood University athletic fields further west.

The proposal is to construct a covered vehicle storage facility and paved parking on the subject site.

Zoning Ordinance Considerations

This project was considered a public utility with a public maintenance and service facility. The public maintenance and service facility is permitted by **Conditional Use Permit** in the B-3 Highway Commercial District pursuant to the zoning use matrix in Section 29-22.a (Table 1, Zoning Use Matrix). Public utility and public maintenance and service facility are defined in Section 29-81- Definitions as the following:

- *Public utility.* Any person, firm, corporation, municipal, department or board duly authorized to furnish and furnishing, under federal, state or municipal regulations, to the public electricity, gas, steam, communications, telegraph, transportation or water.



- *Public maintenance and service facility.* A public facility supporting maintenance, repair, vehicular or equipment servicing, material storage, and similar activities including street or sewer yards, equipment service centers, and similar uses having characteristics of commercial services or contracting or industrial activities.

Standards for this specific use are listed in Section 29-35. The minimum standards for a public maintenance and service facility are as follows:

- The outside storage for supplies, materials, or heavy equipment must be in the rear yard and screened from any non-industrial zoned parcels or rights-of-way in accordance with the landscape section of this chapter.
- Outside storage areas shall not exceed thirty-five (35) percent of the total area of the site.

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.



Comprehensive Plan Considerations

Existing Land Use – B-3 Business (Highway Commercial)

- *The B-3 district is found in outlying areas of Farmville and are areas for shopping centers, national chain retailers, and light industrial uses where access to regional roads is available. The district does not match the historic downtown character of Farmville but provides a space for well-designed necessary services.*

Future Land Use – General Commercial

- *General Commercial land uses are a lower-density element of Farmville’s commercial economy. General commercial lacks the historic significance or tourism interest of the downtown but provides goods and services that are necessary to the life of the Town. These commercial uses include grocery, pharmacy, general retail, fueling, automotive services, and other day-to-day uses, and may include national chain retailers. This zone also differs from the downtown in that is primarily automobile oriented rather than pedestrian oriented like the downtown, including shopping centers that focus on providing ample parking. Despite the practical nature of general commercial uses, Farmville should expect high-quality design and construction in these areas that line important entrance corridors to the Town.*

Utilities

The site’s current use is a communications tower. The applicant will coordinate with Public Works on using and/or abandoning existing town utilities on the site.

Transportation/ Streets

There is adequate parking on site, and no improvements are required to public streets. Increase in vehicle traffic is not anticipated with the expansion of site.

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 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.



Staff's Recommendations

The Staff recommends **approval** of the Conditional Use Permit for a public maintenance and service facility in support of a public utility.

- Staff recommended conditions:
 - The outside storage for supplies, materials, or heavy equipment must be in the rear yard and screened from any non-industrial zoned parcels or rights-of-way in accordance with the landscape section of this chapter.
 - Outside storage areas shall not exceed thirty-five (35) percent of the total area of the site.
 - If the subject CUP is approved, a site plan is required for this development which meets all ordinance requirements. In accordance with the Zoning Ordinance, the plan will be submitted to the Planning Commission for review and approval.

Attachments

1. Application
2. Adjacent Owner Notice
3. Mailing Affidavit
4. Vicinity and aerial maps
5. Images
6. Overall Layout Plan supplied by applicant with site plan

TOWN OF FARMVILLE
APPLICATION FOR CONDITIONAL USE PERMIT

Please print or type

Approved: _____ Date _____
Town Manager

The undersigned owner of the following described property hereby applies for a Conditional Use Permit as provided in Chapter 29 of the Zoning Ordinance of the Town of Farmville, Virginia.

Applicant's Name: Virginia Electric and Power Company dba Dominion Energy
Applicant's Address: 120 Tredegar Street, Richmond, VA 23219
Applicant's Telephone Number: (804) 659-8175

Present Land Use: (ex. Residential, commercial, etc.) Commercial
Zone: B-3

Legal Description of Property w/ Deed Book and Page No.:
243-407

Parcel Number: 0023A09(0A)00-030B Address: 190 Milwood Rd

Tax Map: _____ Lot: _____ Parcel: _____ Lot Size: _____

Use for which Conditional Use Permit is Requested:
Public Maintenance and Service Facility in support of a Public Utility

Will proposed use have any detrimental effects on adjoining property owners? If so, please describe (ex. Noise, dust, fumes, etc.)

No detrimental effects to adjacent properties are anticipated, as this project just proposes an expansion of the already existing uses and facilities for Dominion Energy's operations.

Applicant's Statement (if application is not made by property owner):

I hereby certify that I have the authority to make the foregoing application, that the information given is complete and correct to the best of my knowledge, and that development and/or construction will conform with the regulations as set forth in the Town of Farmville Zoning Ordinance, as written, and also with the description contained in the permit application.

Holly Johnson _____ Date 12/20/2024

Signature of Applicant

Property Owner(s) Statement:

I hereby certify that I/we own the above described property, that the information given is complete and correct to the best of my knowledge, and that the above person(s), group, corporation, or agent has the full and complete permission of the undersigned owner(s) to make application for a Conditional Use Permit as set forth in the Town of Farmville Zoning Ordinance, as written.

Holly Johnson _____ Date 12/20/2024

Signature of Property Owner(s)

NOTE: THIS PERMIT APPLICATION IS NOT VALID UNLESS ALL PROPERTY OWNER(S) SIGNATURES ARE AFFIXED AND DATED.

APPLICATION FEE: \$500 APPLICATION FEE RECEIVED _____ DATE _____
Clerk

CHECKS SHOULD BE MADE PAYABLE TO THE TOWN OF FARMVILLE.
(Fees are nonrefundable, regardless of whether permit application is approved.)



COMMUNITY DEVELOPMENT DEPARTMENT

Ashley Atkins-Austin, CZA
Director of Community Development

Phillip A. Moore, Building Official (Interim)

John Ramsay, Residential Code Inspector

**Michelle Watkins, CPT Administrative
Assistant II, Certified Permit Technician**

Date: December 31, 2024

Re: Case # CUP25-002 Notice of Public Hearing for a Conditional Use Permit for a Public Maintenance & Service Facility to support a Public Utility

Dear Property Owner,

You are receiving this letter because you own property next to a site that has applied for a conditional use permit as described below.

The Farmville Planning Commission will hold a public hearing on **Wednesday, January 15, 2025 at 7:00 PM** in the Council Chamber, located on the second floor of the Town Hall, 116 North Main Street, Farmville Virginia to receive public comment on the following item:

- **Case CUP25-002:** Holly Johnson on behalf of Dominion Energy, requests a conditional use permit to allow a public maintenance and service facility to support a public utility per Town Code Section 29-13.c. The site consists of approximately 1.297 acres on one parcel located at 190 Milnwood Road. The parcel is identified as tax map number 0023A09(OA)00-030B.

The Farmville Planning Commission will consider the request following the public hearing. Any person(s) wishing to comment on the above matters should plan to attend this meeting or submit written comments. Please submit written comments to Michelle Watkins at mwatkins@farmvilleva.com or mail written comments to PO Drawer 368, Farmville, VA 23901, to arrive by 4:00 p.m. on Wednesday, January 15, 2025.

Note that the Town Council will hold a public hearing approximately 3 weeks later, and a separate notice will be sent to you.

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Sincerely,

Ashley Atkins-Austin, CZA
Director of Community Development

AFFIDAVIT

COMMONWEALTH OF VIRGINIA,
Town of Farmville, to-wit:

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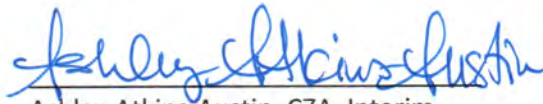
- **Case CUP25-002**

MT TRELLA PROPERTIES LLC
1561 MILLERS LANE
MANAKIN SABOT, VA 23103

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120 TREDEGAR STREET
RICHMOND, VA 23219

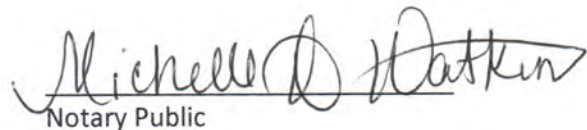
FARMVILLE MOOSE LODGE #968
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FARMVILLE, VA 23901

VIRGINIA ELECTRIC AND POWER CO
5000 DOMINION BOULEVARD
GLEN ALLEN, VA 23060



Ashley Atkins-Austin, CZA, Interim
Director of Community Development

Subscribed and sworn before me on this 6th day of January 2025.





Notary Public

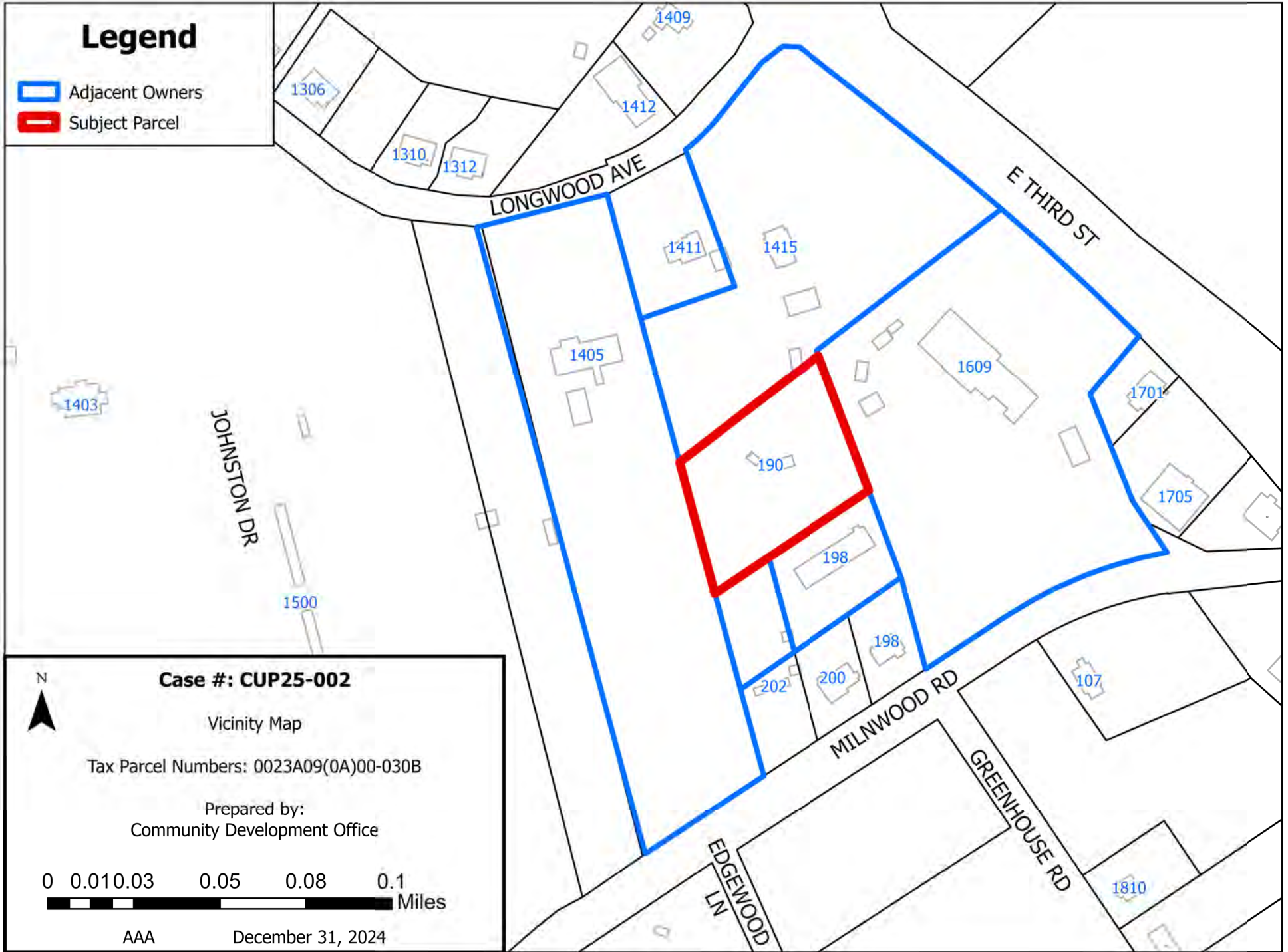
My commission expires: 12/31/2026

Registration Number: 7981993

Whenever the notices required hereby are sent by an agency, department or division of the local governing body, or their representative, such notices may be sent by first class mail; however, a representative of such agency, department or division shall make affidavit that such mailings have been made and file such affidavit with the papers in the case.

Legend

-  Adjacent Owners
-  Subject Parcel




Case #: CUP25-002

Vicinity Map

Tax Parcel Numbers: 0023A09(0A)00-030B



Prepared by:
Community Development Office

0 0.01 0.03 0.05 0.08 0.1
 Miles

AAA

December 31, 2024

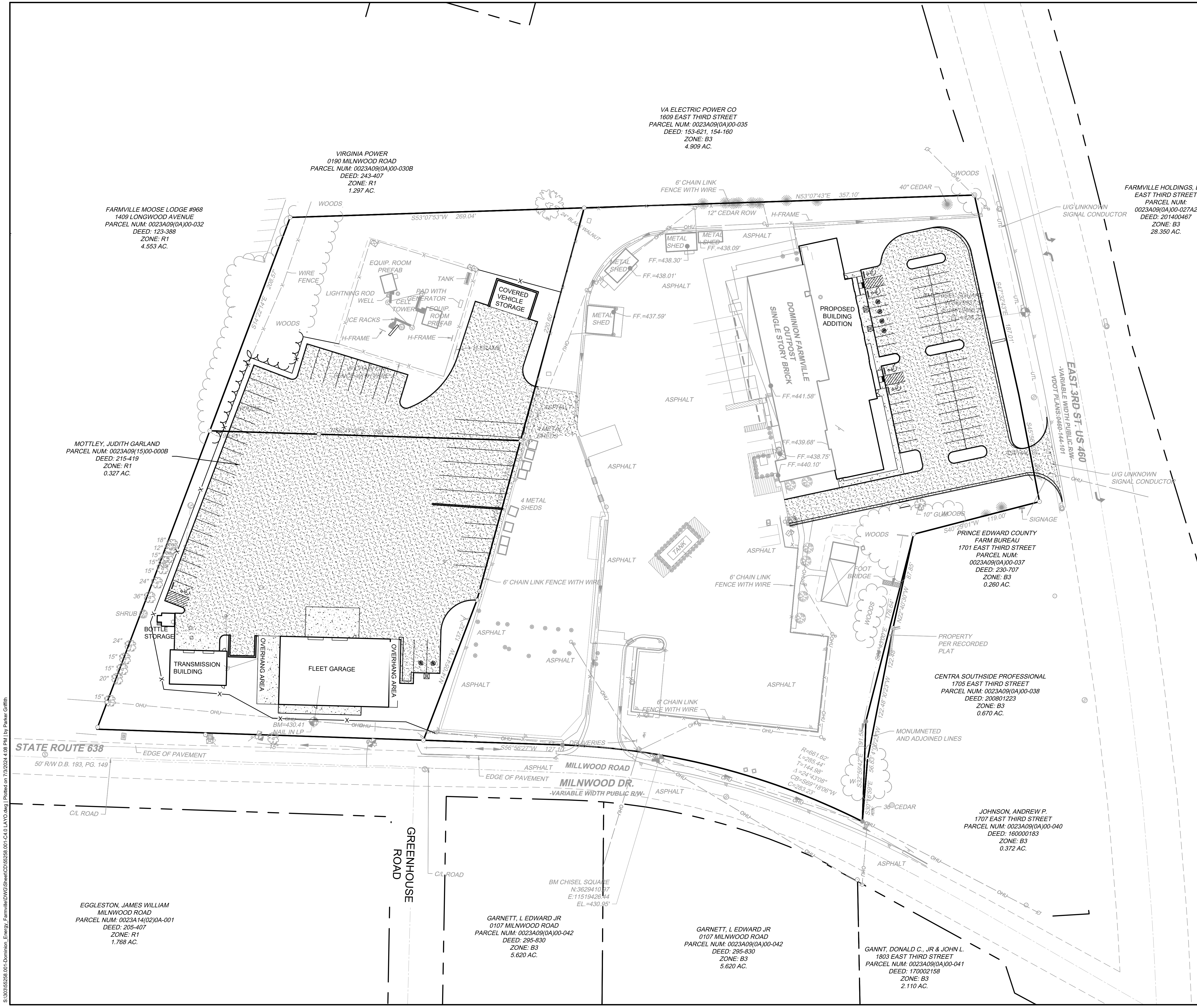
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-  Subject Parcel





01/09/2025 12:40 PM



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1. ALL PERMANENT PAVEMENT MARKINGS DISTURBED BY CONSTRUCTION SHALL BE REPLACED BY THE CONTRACTOR IN-KIND, UNLESS OTHERWISE CALLED FOR IN THESE PLANS.
2. DO NOT PAINT INSIDE THE GUTTER PAN IN ANY AREA.
3. PAVEMENT MARKING PAINT SHALL BE THERMOPLASTIC TYPE A, WATER EMULSION BASE, TRAFFIC PAINT CONFORMING TO THE REQUIREMENTS OF SECTIONS 704 OF THE VDOT ROAD AND BRIDGE SPECIFICATIONS AND FEDERAL SPECIFICATION TT-P-1952. COLOR SHALL BE WHITE UNLESS OTHERWISE INDICATED.
4. ALL PAVEMENT MARKINGS SHALL BE INSTALLED WITH SLIP-RESISTANT PAINT.
5. CONTRACTOR SHALL TIE ALL PROPOSED PAVEMENT MARKINGS TO EXISTING MARKINGS AT THE PROJECT LIMITS.

FIRE LANE:

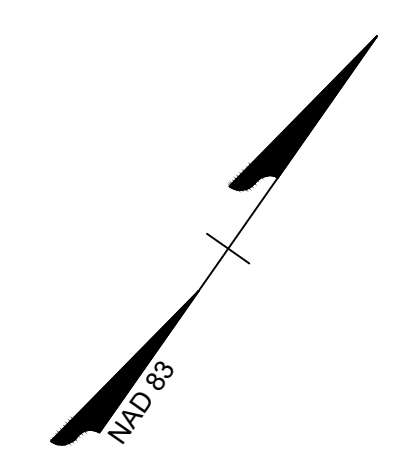
FIRE LANE SIGNAGE AND STRIPING TO MEET THE REQUIREMENTS OF THE LATEST EDITION OF THE MUTCD, THE INTERNATIONAL FIRE CODE, AND VDOT STANDARDS AND SPECIFICATIONS. FINAL PLACEMENT OF STRIPING AND SIGNAGE IS SUBJECT TO CHANGE PENDING TOWN OF FARMVILLE INSPECTION DURING INSTALLATION.

SITE LEGEND:

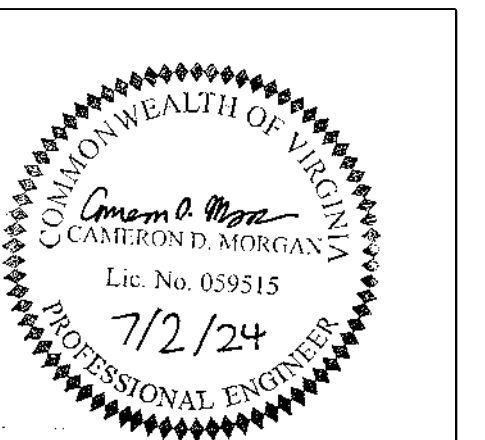
- EXISTING EDGE OF PAVEMENT
- EXISTING CURB
- CURB
- EXISTING CURB & GUTTER
- CURB & GUTTER
- ▨ TRUNCATED DOMES (FLUSH)
- PROPERTY LINE
- EXISTING TREE EDGE
- EXISTING FENCE
- X- PROPOSED FENCE
- - - EXISTING SIGN
- SIGN
- BOLLARD
- MONUMENT FOUND
- ⊕ TEMPORARY BENCHMARK
- ⊙ STREET LIGHT

SIGN LEGEND

- [A] STOP SIGN (MUTCD STD R1-1)
- [B] DOUBLE-SIDED "NO PARKING - FIRE LANE SIGN"
- [C] ADA PARKING SIGN
- [D] VAN ACCESSIBLE ADA PARKING SIGN
- SIGN



SCALE 1"=40'



THIS DRAWING PREPARED AT THE
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YOUR VISION ACHIEVED THROUGH OURS.	DATE
	07/03/2024

DRAWN BY
I. GAGARIN

DESIGNED BY
P. GRIFFITH

CHECKED BY
C. MORGAN

SCALE
1"=40'

TIMMONS GROUP

DOMINION ENERGY FARMVILLE
 TOWN OF FARMVILLE - VIRGINIA-PRINCE EDWARD-TOWN OF FARMVILLE - VIRGINIA
 OVERALL LAYOUT PLAN

JOB NO.	55258.001
SHEET NO.	C4.0

S:\03052528-001-Dominion_Energy_Farmville\DWG\Sheet\CD\55258-001-C4.0 LAYO.dwg | Plotted on 7/3/2024, 4:08 PM | by Parker Griffith

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MEETING DATE: Wednesday, January 15, 2025 (Planning Commission)

ITEM NO. 8

REQUEST: **CUP25-002-** Holly Johnson on behalf of Dominion Energy, requests a conditional use permit to allow a public maintenance and service facility to support a public utility per Town Code Section 29-13.c. The site consists of approximately 1.297 acres on one parcel located at 190 Milnwood Road. The parcel is identified as tax map number 0023A09(0A)00-030B.

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 CUP25-002 to the Town Council with conditions.

MOTION: _____

SECONDED: _____

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



Planning Commission

2024 ANNUAL REPORT TO THE TOWN COUNCIL

Section 15.2-2221 of the Code of Virginia states:

A planning commission shall make recommendations and an annual report to the governing body concerning the operation of the commission and the status of planning within its jurisdiction.

Members

Jayne Johnson, CPC
1005 Seventh Avenue
Farmville, VA 23901
Term Expires: 6/30/2026
Resigned: 1/22/2024
Ward A

Jennifer Fraley
103 Jay's Road
Farmville, VA 23901
Term Expires: 6/30/2026
Appointed: 4/10/2024
Ward A

Rhett L. Weiss, CPC
809 Fourth Avenue
Farmville, VA 23901
Term Expires: 6/30/2026
Ward B

Jerry Davenport
803 Bizarre Street
Farmville, VA 23901
Term Expires: 6/30/2025
Ward E

Cameron Patterson, CPC
420 Griffin Boulevard
Farmville, VA 23901
Term Expires: 6/30/2025
Ward C

Abigail O'Connor, CPC
818 Creekwood Trail
Farmville, VA 23901
Term Expires: 6/30/2025
At-Large

Patrick Crute
1402 Spottswood Drive
Farmville, VA 23901
Term Expires: 6/30/2025
Ward D

John D. Miller, CPC
309 Second Avenue
Farmville, VA 23901
Term Expires: 6/30/2026
At-Large

Appointments

- Cameron Patterson, CPC – Chairman
- Jerry Davenport – Vice Chairperson
- Abigail O'Connor, CPC - Secretary

Meetings:

The Planning Commission held eight (8) meetings in 2024.

2024 Work Items

The Planning Commission's workload in 2024 can be grouped into three categories of tasks: actionable items, professional development, and community engagement. The commission continues to benefit from staff education on timely topics such as Planned Unit Developments, ethics, and other items. The following includes the planning commission's actionable items:

- Reviewed and adopted resolutions to initiate zoning text amendments ZTA24-001 and ZTA24-002.
-
- Reviewed and deferred ZTA24-001. Request to amend the zoning ordinance by adding Section 29-35.b.5 – Fences to regulate the location and height of fences in residential districts.
- Reviewed and recommended approval of ZTA24-002. Request to amend regulations contained in Section 29-62.d.9.d – Sidewalks 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.
- Reviewed and recommended approval of CUP24-001, 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.
- Reviewed and recommended approval of CUP24-003. Request 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.
- Reviewed and recommended approval of CUP24-004 a conditional use permit request to allow for an accessory dwelling unit per Town Code Section 29-22 (a). The 4.500-acre site is located at 1406 Spottswood Drive and zoned R-1 low density residential.
- Reviewed and recommended approval for case ZTA24-003. Request 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.
- Reviewed and recommended denial of REZ24-001. Request 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.
- Reviewed and recommended denial of Resolution 2024-07-01 to amend the Comprehensive Plan Future Land Use Map to reflect the zoning amendment in ZTA24-003 and REZ24-001.

- Reviewed and recommended approval of ZTA24-001 to amend the zoning ordinance by adding section 29-35-b.5 – Fences. This ordinance regulates the location and height of fences in residential districts.
- Reviewed and approved POD24-001 for the construction of a one-story, 2,325 square foot restaurant with pick-up window. The 1.006-acre site is located at 2004 South Main Street on Parcel 0037000(08)00-001. This property is zoned B-3 High Commercial.
- Reviewed and recommended approval of REZ24-002. Request to amend the Official Zoning Map to provide for the rezoning of approximately 0.278-acres from B-3 to R-2. The site is located on the southeast corner of the Georgia Street and Monroe Street intersection and consists of parcel 110AV(02)0A-049A.
- Reviewed and recommended approval of CUP24-006. Request to allow a restaurant, mobile per Town Code Section 29.22.a. The site is located at the northwest corner of the intersection of Griffin Boulevard and Redford Street on parcel number 0023A03(11)10-004. This property is zoned R-3 High Density Residential.
- Reviewed and recommended approval of CUP24-007. Request to allow for four (4), one hundred and eighty-one (181) unit, 35,310 square foot mini warehouses (self-storage buildings), two (2), twenty-two (22) unit, 8,250 square foot mini warehouses (self-storage buildings), and one (1) 4,500 square foot office per Town Code Section 29.13.c. The proposed 17.204-acre lot is located on the west edge of Peery Drive. The property is zoned B-3 Highway Commercial.
- Reviewed and recommended approval of REZ24-003. Request to amend the Official Zoning Map to rezone approximately 0.627-acres from R-1 to B-3. The site is located at 202 Milnwood Road and consists of parcel numbers 0023A09(15)00-000A and 0023A09(15)00-000B.
- Reviewed and recommended approval of CUP24-008. Request to a public maintenance and service facility to support a public utility per Town Code Section 29-13.c. The site consists of approximately 6.770 acres on six parcels located on East Third Street and Milnwood Road. The six parcels are identified as tax map numbers 0023A09(0A)00-035, 0023A09(0A)00-034, 0023A09(0A)00-033, 0023A09(0A)00-030A, 0023A09(15)00-000A, and 0023A09(15)00-000B.
- Reviewed and recommended approval of ZTA24-001. Request to amend the zoning ordinance by adding Section 29-35.b.5 – Fences. This will regulate the location and height of fences in residential districts.

2025 Proposed Actions by Planning Commission and Requests to the Town Council

- Review zoning amendment, rezoning, conditional use permit request and/or other issues that may be referred to the Planning Commission by Town Council.
- Review the Comprehensive Plan, Zoning Ordinance, and Subdivision Ordinance and make necessary recommendations to Town Council for any needed updates.
- Continue the in-house professional development training with staff guidance on topics relevant to upcoming agenda items as well as trends in municipal planning. We ask that Town Council support this endeavor where appropriate financially.

- Request that Town Council continue to budget for two Planning Commissioners to attend the Certified Planning Commissioner Program that is conducted through the Land Use Education Program (LUEP) at Virginia Commonwealth University. Staff estimates that the cost for two commissioners in 2024 would be \$2,000.
- Request that Town Council budget \$875 for stipends for five Planning Commission work sessions as needed. Given the continued scope involved in recent and perspective topics we believe that this request is appropriate.
- Prepare and submit the 2025 annual report to Town Council.

On behalf of the Farmville Planning Commission, I'm pleased to provide the Commission's annual report for calendar year 2024. We would like to thank Town Council for allowing us the opportunity to serve and for the support that you provide as we serve as an advisor to Council in planning for the Town's future.



Farmville Planning Commission 2025 Meeting Schedule

Farmville Planning Commission will hold their regular monthly meetings for 2025 on the following dates:

Wednesday, January 15, 2025- **Organizational Meeting**

Wednesday, February 19, 2025

Wednesday, March 19, 2025

Wednesday, April 16, 2025

Wednesday, May 21, 2025

Wednesday, June 18, 2025

Wednesday, July 16, 2025

Wednesday, August 20, 2025

Wednesday, September 17, 2025

Wednesday, October 15, 2025

Wednesday, November 19, 2025

Wednesday, December 17, 2025

Farmville Planning Commission meetings are held in the Council Chamber on the second floor of the Town Hall, at 116 North Main Street, Farmville Virginia, at 7:00 p.m., unless otherwise scheduled.

This list does not include any special meetings which may be called from time to time.



MEMORANDUM

To: C. Scott Davis, LPD, Town Manager
From: Ashley Atkins-Austin, CZA, Director of Community Development
Date: Tuesday, January 7, 2025
Subject: Director's Monthly Report (December 2024), Department of Community Development

Statistics

Item	Amounts	Notes
Zoning Permits	7	
Building Permits	17	
	0	New single-family construction
	7	Trades (mechanical, electrical, plumbing)
	1	Other Structural (interior renovations)
	5	Other Structural (exterior improvements, decks, accessory buildings, porches, etc.)
	4	Signs
FAB Ridership	6,950 riders, 12,716 miles, 781.5 hours of service	
Fuel Sold at KVVX	13 sales Totaling \$2026.29 318.90 Gallons	317.50 gallons A V, \$2019.29 1.4 gallons Jet A, \$7.00
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 December:
 - iWorq Systems -Initial Software Demonstration Meeting (Ramsay, Watkins)
 - PermitTechNation Meeting (Watkins)
 - Local Building Officials Meeting (Ramsay)
 - Virginia House: Workforce Housing Investment Program (Austin)
 - Commonwealth Regional Council Meeting (Austin)
 - Planning Commission Meeting (Austin, Watkins)

- The Planning met on December 18, 2024. There was a public hearing held to hear cases:
 - **CUP24-007**, a Conditional Use Permit request to allow for four (4), one hundred and eighty-one (181) unit, 35,310 square foot mini warehouses (self-storage buildings), two

(2), twenty-two (22) unit, 8,250 square foot mini warehouses (self-storage buildings), and one (1) 4,500 square foot office per Town Code Section 29.13.c. The proposed 17.204-acre lot is located on the west edge of Peery Drive. The property is zoned B-3 Highway Commercial. A motion was passed to recommend the approval of CUP24-007 to Town Council.

- **CUP24-008**, a Conditional Use Permit request to allow a public maintenance and service facility to support a public utility per Town Code Section 29-13.c. The site consists of approximately 6.770 acres on six parcels located on East Third Street and Milnwood Road. The six parcels are identified as tax map numbers 0023A09(0A)00-035, 0023A09(0A)00-034, 0023A09(0A)00-033, 0023A09(0A)00-030A, 0023A09(15)00-000A, and 0023A09(15)00-000B. A motion was passed to recommend approval of CUP24-008 to Town Council.
- **REZ24-003**, a Request for amendment to the Official Zoning Map to rezone approximately 0.627-acres from R-1 to B-3. The site is located at 202 Milnwood Road and consists of parcel numbers 0023A09(15)00-000A and 0023A09(15)00-000B. A motion was passed to recommend approval of REZ24-003 to Town Council.
- **ZTA24-001**, Public hearing for Planning Commission recommendation to amend the zoning ordinance by adding Section 29-35.b.5 – Fences. This will regulate the location and height of fences in residential districts. A motion was passed to recommend approval of ZTA24-001 to Town Council.
- The Board of Zoning Appeals did not meet in the month of December 2024. No applications had been filed.
- 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.

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	Administrative Assistant II / Certified Permit Technician	mwatkins@farmvilleva.com	434-392-8465

December 2024 Arrivals and Departures

Farmville Regional Airport KFXV

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

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