



Town of Farmville

Town Council

February 5, 2025 at 6:00 PM
Council Chamber of the Town Hall
116 North Main Street, Farmville, VA

AGENDA

1. **Call to Order**
2. **Roll Call**
3. **Adoption of Agenda**
4. **Declaration of Personal Interest**
5. **Infrastructure Asset Management Plan by Matt Gross with Hurt & Proffitt**
6. **Fire Station Expansion Presentation by Greg Gilbert of Bignell Watkins Hasser Architecture and Interiors**
7. **Farmville Downtown Partnership Presentation by Jake Romaine**
8. **Finance Report**
 - a. Report by Finance Director
9. **Discussion: Amend Official Zoning Map to rezone approx. 1.924 acres from R-1 to B-3 (202 Milnwood Rd and 190 Milnwood Rd)**
 - a. Proposed Ordinance No. 238
10. **Discussion: Conditional use permit to allow a public maintenance and service facility to support a public utility (E Third St and Milnwood Rd)**
 - a. Proposed Resolution No. 2025-02-01
11. **Discussion: Conditional use permit to allow a public maintenance and service facility to support a public utility (190 Milnwood Rd)**
 - a. Proposed Resolution No. 2025-02-02
12. **Discussion: Conditional use permit to allow a single family residence in a B-2 Transitional Commercial Zoning District (709 E Third St)**
 - a. Proposed Resolution No. 2025-02-03
13. **Planning Commission 2024 Annual Report**
 - a. 2024 Annual Report to the Town Council
14. **Board of Zoning Appeals 2024 Annual Report**
 - a. 2024 Annual Report to the Town Council
15. **Discussion on Building Official Position**
16. **Town Manager's Report**
17. **Comments by Mayor and Town Council**
18. **Closed Session**

- 2.2-3711 (A)(1) Discussion of prospective candidates for Farmville Industrial Development Authority appointments and Discussion of the contractual payment for legal services provided by the Town Attorney
- a.



Town of Farmville

Agenda Item Summary

MEETING DATE: February 5, 2025

ITEM NUMBER: 8.a. – Report by Finance Director

BACKGROUND:

RECOMMENDATION:

FISCAL IMPACT:

ATTACHMENTS:

1. Salary Report - December 2024
2. Revenue Report - December 2024
3. Revenue - General Fund - December 2024
4. Revenue - General Fund CY and PY Comparisons - December 2024
5. Revenue All Fund CY Compared PY - December 2024
6. Revenue All Funds - December 2024
7. Expense - Department - December 2024
8. Expense - Department CY and PY Comparison - December 2024
9. Expense All Fund CY Compared PY - December 2024
10. Expense All Funds - December 2024

December 2024 - Salaries

Below are the departments with explanations that are over their 6 Month Actual to Budget.

This percentage should be at 100% or below.

		<u>Actual/Budget</u>	
10-312	Salaries-Overtime-Police	150.00%	Shift Coverage and Special Events Coverage.

FY25 INFORMATION

Total All Funds

Expended YTD	3,825,191
6 Mo Budget Amt	<u>4,123,965</u>
	(298,774)

Expended through December for Salaries is **\$298,774 less** than our
6 Month Budget Amount.

FY24 INFORMATION (PRIOR YEAR)

Total All Funds

Expended YTD	3,561,351
6 Mo Budget Amt	<u>3,817,157</u>
	(255,806)

Expended through December for Salaries is **\$255,806 less** than our
6 Month Budget Amount.

TOWN OF FARMVILLE, VIRGINIA
REVENUE REPORT
AS OF DECEMBER 31, 2024

Account Id	Description	Current Revenue	YTD Revenue	Anticipated	% Realized
10-1101-0001	CURRENT REAL PROP TAXES	381,505	773,649.80	810,000.00	95.5100
10-1102-0001	CURRENT PUBLIC SERVICE CORP TA	61,967	62,261.03	62,590.00	99.4700
10-1103-0001	CURRENT PERSONAL PROPERTY TAX	95,965	241,621.60	273,030.00	88.5000
10-1106-0001	PENALTIES-TAXES	1,304	1,519.77	1,500.00	101.3200
10-1106-0002	INTEREST-TAXES	62	463.97	1,500.00	30.9300
10-1106-0003	PENALTY-PP TAX	1,055	1,076.51	500.00	215.3000
10-1106-0004	INTEREST-PP TAX	33	46.50	150.00	31.0000
10-1107-0001	DELINQUENT TAXES	849	5,335.76	5,000.00	106.7200
10-1200-0001	CONSUMPTION TAX	-	11,377.98	27,000.00	42.1400
10-1201-0001	SALES TAX	-	167,725.42	450,000.00	37.2700
10-1202-0001	UTILITY TAX	-	154,673.95	360,000.00	42.9600
10-1203-0001	BUSINESS LICENSE TAX	485	9,547.24	1,620,000.00	0.5900
10-1203-0099	PENALTY-BUSINESS LICENSES	-	-	5,000.00	0.0000
10-1204-0001	BANK FRANCHISE TAXES	-	-	235,000.00	0.0000
10-1204-0004	RIGHT OF WAY ACCESS FEE	-	8,373.40	16,000.00	52.3300
10-1205-0001	MOTOR VEHICLE LICENSES	-	1,668.18	87,000.00	1.9200
10-1206-0001	COMMUNICATION SALES & USE TAX	-	114,831.66	360,000.00	31.9000
10-1210-0001	LODGING TAX	81,671	510,052.39	800,000.00	63.7600
10-1211-0001	FOOD TAX	350,413	1,961,375.46	3,800,000.00	51.6200
10-1211-0099	PENALTY/INT-FOOD/LODGING TAX	92	1,151.41	2,000.00	57.5700
10-1220-0001	SANITATION FEE	31,069	192,752.19	390,000.00	49.4200
10-1301-0001	FERN BEAUTIFICATION PROJECT	-	1,000.00	2,900.00	34.4800
10-1302-0002	BRANCH OUT TREE PROGRAM	-	125.00	5,000.00	2.5000
10-1302-0003	VFIC GRANT	9,421	9,420.84	15,000.00	62.8100
10-1303-0005	VARIANCE FEE	-	-	250.00	0.0000
10-1303-0006	CONDITIONAL-USE-PERMITS	-	500.00	500.00	100.0000
10-1303-0007	ZONING & RE-ZONING FEES	2,050	4,750.00	1,000.00	475.0000
10-1303-0008	BUILDING PERMITS	1,978	21,662.15	32,000.00	67.6900
10-1303-0009	SURVEYOR-SITE INSPEC-E&S, RENTAL EQUIP	-	-	200.00	0.0000

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10-1303-0010	PARTY BIKE PERMIT	-	-	365.00	0.0000
10-1303-0020	STATE SURCHRG-BLDG PERMIT FEE	40	425.17	500.00	85.0300
10-1303-0032	KARATE PROGRAM REVENUE	-	790.00	1,000.00	79.0000
10-1303-0033	PICKLEBALL PROGRAM REVENUE	-	158.00	500.00	31.6000
10-1303-0071	FOOTBALL PROGRAM REVENUE	-	19,224.10	21,250.00	90.4700
10-1303-0072	SOFTBALL PROGRAM REVENUE	-	-	1,500.00	0.0000
10-1303-0073	SUMMER CAMP REVENUE	-	7,460.00	18,250.00	40.8800
10-1303-0077	SPONSORSHIP-JINGLE BELL RUN	250	1,000.00	500.00	200.0000
10-1303-0078	REGISTRATION FEE-JINGLE BELL R	1,095	1,240.00	2,000.00	62.0000
10-1303-0079	REVENUE-ADULT BASKETBALL LEAGU	-	-	2,000.00	0.0000
10-1303-0084	ADULT SOFTBALL-REVENUE	-	-	50.00	0.0000
10-1307-0001	PLAN REVIEW-BLDG INSPECTOR	-	-	500.00	0.0000
10-1307-0002	CERTIFICATE OF OCCUPANCY-BLDG	-	-	100.00	0.0000
10-1308-0001	FINGERPRINT FEE	40	50.00	20.00	250.0000
10-1309-0001	SURVEYOR-PLAN REVIEW	-	-	500.00	0.0000
10-1311-0001	BURN PERMIT	400	400.00	400.00	100.0000
10-1401-0001	COURT FINES & COSTS	-	50,146.89	85,000.00	59.0000
10-1401-0002	PARKING FINES	1,500	6,575.21	25,000.00	26.3000
10-1401-0003	Parking Fines-Payments	-	(4,146.66)	-	0
10-1401-0004	LIENS ON REAL ESTATE	40	599.32	500.00	119.8600
10-1402-0003	E-CITATION	-	3,616.30	8,000.00	45.2000
10-1501-0001	INTEREST-REPO	8,036	65,667.93	155,087.49	42.3400
10-1501-0002	INT-BENCHMARK-ARPA-COVID-RESTRICTED	3,707	29,260.50	-	0
10-1501-0003	INTEREST-MEDICAL COMPENSATION	201	2,062.27	7,000.00	29.4600
10-1501-0004	INTEREST-ACCOUNTS RECEIVABLE	-	8.36	100.00	8.3600
10-1501-0006	INTEREST-MM-BENCHMARK-E911	19	144.71	50.00	289.4200
10-1501-0013	INTEREST-SET ASIDE ACCOUNT	18,256	107,276.74	150,000.00	71.5200
10-1501-0015	INTEREST-E911 RESERVE	1,250	8,381.31	15,000.00	55.8800
10-1501-0021	INT-CK ACCT-BENCHMARK-E-CITATION	5	27.44	30.00	91.4700

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10-1501-0072	INT-CHECKING-BENCHMARK	15,702	116,783.30	230,000.00	50.7800
10-1502-0001	RENT-BURN BUILDING	-	-	500.00	0.0000
10-1502-0002	RENT-WILCK LAKE	-	1,200.00	2,500.00	48.0000
10-1502-0005	SALE OF FIXED ASSETS	3,043	27,494.00	15,000.00	183.2900
10-1502-0006	SALE OF MATERIAL	-	103.90	1,500.00	6.9300
10-1502-0008	SALE OF COPIES	58	421.00	500.00	84.2000
10-1502-0009	CEMETERY LOTS	3,200	7,200.00	17,000.00	42.3500
10-1502-0010	SALE OF POSTAGE	2	2.46	25.00	9.8400
10-1502-0011	SALE OF ROLL OUT CARTS	100	1,000.00	1,000.00	100.0000
10-1502-0012	RENT-TRAIN STATION	350	6,625.00	14,000.00	47.3200
10-1502-0013	RENT-PARKING-VENABLE ST	450	1,350.00	2,700.00	50.0000
10-1502-0014	RENT-TOWN PKG-NORTH ST	-	300.00	300.00	100.0000
10-1502-0018	LEASE-SOUTH ST CONF-FIRE PROG	1,279	7,676.52	15,353.04	50.0000
10-1502-0020	RENT-RIVERFRONT PARK	-	-	250.00	0.0000
10-1502-0021	FARMER'S MARKET REVENUE	630	7,970.00	5,000.00	159.4000
10-1502-0024	RENT-SPORTS ARENA	2,600	10,400.00	12,500.00	83.2000
10-1502-0025	RENT-PROB/PAROLE BLDG	4,046	24,732.42	47,649.48	51.9000
10-1502-0026	RENT-BALL FIELD-SPORTS ARENA	-	-	1,000.00	0.0000
10-1503-0001	EXCESS SALE-TACS	-	6,505.74	-	0
10-1607-0003	PARKING METERS REVENUE	5,571	30,482.94	44,000.00	69.2800
10-1610-0001	RENTAL PARKING SPACES	325	2,175.00	8,700.00	25.0000
10-1620-0001	RESIDENTAL PARKING	10	725.00	2,000.00	36.2500
10-1620-0002	LONGWOOD STREETS	-	-	-	0
10-1620-0099	PENALTY-SANITATION FEE	325	2,610.80	5,100.00	51.1900
10-1630-0001	CIGARETTE TAX	11,250	82,500.00	200,000.00	41.2500
10-1899-0002	SALE OF SERVICE-ADMIN	-	-	1,200.00	0.0000
10-1899-0004	MISC REVENUE	-	3,847.43	100.00	3,847.4300
10-1899-0005	SALE OF SERVICE-PUBLIC WORKS	-	1,504.00	5,000.00	30.0800
10-1899-0006	SALE OF SERVICE-GRAVE OPENINGS	2,200	8,100.00	22,000.00	36.8200

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10-1899-0007	SALE OF SERVICE-DUMP TK	-	-	500.00	0.0000
10-1899-0010	SERVICE CHARGE-BAD CHECKS-A/R	-	50.00	100.00	50.0000
10-1899-0014	SALE OF SER-DISPATCH-HAMPDEN S	-	-	6,000.00	0.0000
10-1899-0015	SALE OF SERVICE-BAD CHECKS-TAXES	-	50.00	-	0
10-1899-0017	SALE OF SER-FALSE BURG ALARM	20	565.00	2,000.00	28.2500
10-1899-0033	SALE OF SERVICE-POLICE	-	1,111.03	1,100.00	101.0000
10-1899-0035	SALE OF SERVICE-LIBRARY MAINT	-	12,543.60	600.00	2,090.6000
10-1899-0097	DONATIONS-FOURTH OF JULY CELEBRATION	-	150.00	17,000.00	0.8800
10-1901-0003	AMINISTRATIVE SERV-FUND 15	-	44,945.99	250,000.00	17.9800
10-1901-0004	REIMB-FUND 10-ADMIN SERV	58,205	349,227.49	250,000.00	139.6900
10-1901-0005	RECOVERY-JURY DUTY FEES	30	609.78	500.00	121.9600
10-1901-0010	RECOVERY-VML INS-DAMAGE VEHICLES/PROP	-	3,278.03	50,000.00	6.5600
10-1902-0001	DAMAGE TO TOWN PROPERTY	-	-	5,000.00	0.0000
10-1903-0001	REFUNDS - CO-OPS	-	-	500.00	0.0000
10-2201-0003	ROLLING STOCK TAXES	-	82.12	100.00	82.1200
10-2201-0005	MOBILE HOME TITLING TAX	-	-	1,000.00	0.0000
10-2201-0006	CAR RENTAL TAX	-	29,355.21	75,000.00	39.1400
10-2401-0029	GRANT-DISPATCH-VDEM	1,275	2,553.19	4,000.00	63.8300
10-2401-0030	GRANT-VA911-HANDLING EQ	-	-	200,000.00	0.0000
10-2402-0001	WIRELESS	-	50,750.38	117,000.00	43.3800
10-2404-0007	LITTER & RECYCLING GRANT	-	5,985.00	2,500.00	239.4000
10-2404-0008	VRSA-EDUCATION GRANT	-	3,016.74	-	0
10-2404-0010	AID TO LAW ENFORCEMENT	-	111,190.00	215,000.00	51.7200
10-2404-0011	FIRE ALLOCATION	-	38,299.00	-	0
10-2404-0032	GRANT-VML-SAFETY	4,000	4,000.00	4,200.00	95.2400
10-2404-0063	GRANT-TDO-ECO	104	3,926.00	-	0
10-2405-0004	MARKETING/TOURISM LOCAL REVENUE	-	-	2,000.00	0.0000
10-2501-0020	GRANT-VA DEPT FORESTRY - FIRA	-	1,400.00	62,000.00	2.2600
10-2502-0019	ALCOHOL GRANT-2024	-	(200.00)	-	0

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Account Id	Description	Current Revenue	YTD Revenue	Anticipated	% Realized
10-2504-0019	GRANT-DMV-ALCOHOL-25	-	-	26,335.00	0.0000
10-2504-0020	GRANT-BULLETPROOF VEST-FED	-	-	3,700.00	0.0000
10-2504-0027	GRANT-DMV-SPEED-25	-	-	24,500.00	0.0000
10-4100-0099	CARRY OVER FUNDS FY 24	-	-	316,216.42	0.0000
10-4104-0004	INSURANCE RECOVERIES-RETIREMEN	-	2,050.99	-	0
10-4104-0008	FROM FIDA-BOND PYMT-2012 ISSUE	-	3,022.63	36,431.34	8.3000
10-4104-0015	FM LIBRARY-APPROP LEASE RENT	-	180,000.00	180,000.00	100.0000
10-4104-0016	FM CKING-MEDICAL COMPENSATION BENEFIT	-	-	250,000.00	0.0000
10-4104-0018	FM SETASIDE ACCT-BONDS	-	-	934,537.52	0.0000
10-4104-0022	LEASE PROCEEDS	39,084	438,633.70	769,445.30	57.0100
10-4104-0025	FM SETASIDE ACCT-CIP PROJECTS	-	-	1,213,869.97	0.0000
10-4104-0026	Lease Purchase Revenue - BOA	-	-	1,185,576.96	0.0000
10-4104-0027	FM SETASIDE ACCT-ABM PROJECT - BOA	-	-	75,675.03	0.0000
10-4104-0028	FM-E911 RESERVE	-	-	93,493.65	0.0000
10-4107-0004	FM-PE CO-INstant ALERT	-	6,480.00	2,000.00	324.0000
10-4107-0006	FM-LONGWOOD-DISPATCH SERV	-	350,000.00	350,000.00	100.0000
10-4113-0004	FROM FARMVILLE FIRE DEPT-PAYME	-	-	35,000.00	0.0000
TOTAL FUND 10 (GENERAL FUND)		1,208,619	6,552,115	17,276,081	37.93%
15-2404-0007	HIGHWAY FUNDS	571,116	1,142,231.34	2,224,346.00	51.3500
15-4100-0004	CARRYOVER FUNDS VDOT FY24	-	-	10,959.79	0.0000
15-4100-0050	USE OF PY FUND BALANCE	-	-	128,166.54	0.0000
TOTAL FUND 15 (HIGHWAY MAINTENANCE FUND)		571,116	1,142,231	2,363,472	48.33%
40-1501-0001	Interest - Unrestricted	4,111	27,618.22	25,000.00	110.4700
40-1501-0002	Interest - RESTRICTED	7,679	60,607.51	-	0
40-1501-0004	INTEREST-ACCOUNTS RECEIVABLE	3	90.53	2.00	4,526.5000
40-1502-0007	LEASE-JACKSON HTS WATER TANK	4,646	16,262.40	27,878.40	58.3300
40-1502-0009	LEASE-ANDREWS DR WATER TANK	4,908	21,231.73	40,468.44	52.4600
40-1620-0001	WATER SERVICE	334,335	1,016,089.63	1,882,000.00	53.9900
40-1620-0002	WATER TAPS	-	21,250.00	30,000.00	70.8300

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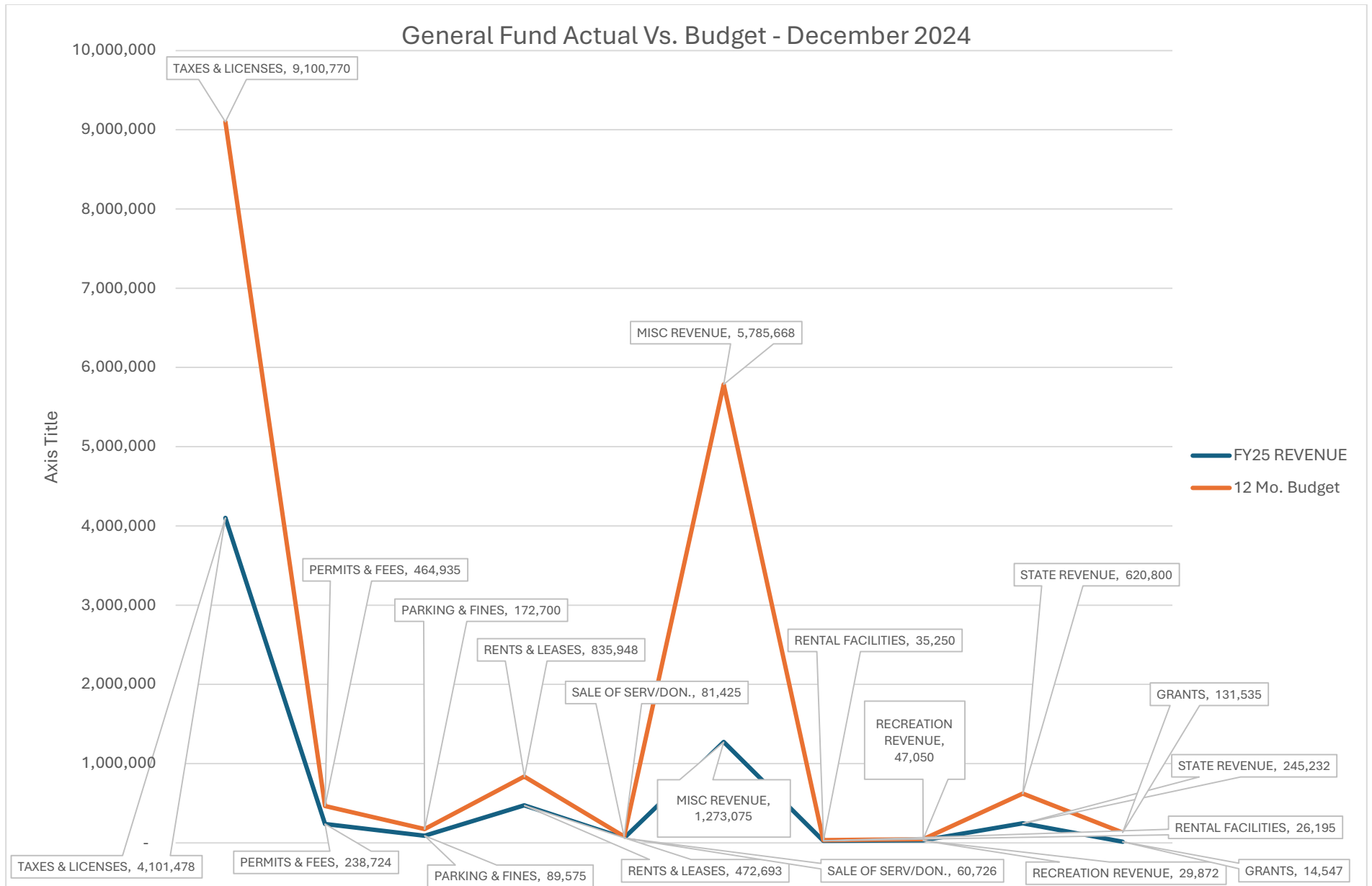
Account Id	Description	Current Revenue	YTD Revenue	Anticipated	% Realized
40-1620-0003	SURCHARGE-MULTIPLE METERS	15,492	46,480.00	93,000.00	49.9800
40-1620-0004	SALE OF WATER	1,254	7,351.50	10,000.00	73.5200
40-1620-0010	METER CREDIT ONE TIME	(22,184)	(22,184.00)	-	0
40-1620-0099	PENALTY-WATER SERVICE	(57)	7,573.37	18,000.00	42.0700
40-1899-0010	SERVICE CHARGES	-	5,276.67	10,000.00	52.7700
40-1899-0011	SERVICE CRG-BAD CHECK	100	700.00	750.00	93.3300
40-1899-0012	SALE OF SERVICE-TESTING	1,600	9,440.00	10,000.00	94.4000
40-2510-0007	ARPA REVENUE RECOGNIZED	-	-	1,311,738.21	0.0000
40-4100-0050	USE OF PY FUND BALANCE	-	-	276,943.00	0.0000
40-4100-0098	CARRY OVER FUNDS FY 24	-	-	295,650.00	0.0000
40-4102-0001	FM PE CO-APPOMATTOX RIVER-USGS	-	-	8,930.00	0.0000
40-4104-0025	FM SETASIDE ACCT - CIP AND DEBT	-	-	887,527.51	0.0000
TOTAL FUND 40 (WATER FUND)		351,886	1,217,788	4,927,888	24.71%
42-1501-0001	Interest - Unrestricted	9,315	54,416.96	25,000.00	217.6700
42-1501-0004	INTEREST-ACCOUNTS RECEIVABLE	-	-	2.00	0.0000
42-1502-0005	SALE OF FIXED ASSETS	28	28.00	-	0
42-1620-0099	PENALTY-SEWER SERVICE	(65)	8,778.50	17,500.00	50.1600
42-1630-0001	SEWER SERVICE	399,688	1,211,210.11	2,258,000.00	53.6400
42-1630-0002	SEWER TAPS	-	7,500.00	28,800.00	26.0400
42-1899-0005	SALE OF SERVICE-PUBLIC WORKS	-	-	400.00	0.0000
42-1899-0012	SALE OF SERVICE-LEACHATE-CUMBERLAND	-	12,870.00	25,000.00	51.4800
42-1899-0013	SALE OF SERVICE-SEWER TREAT	2,400	12,600.00	10,000.00	126.0000
42-2404-0005	VML SAFETY GRANT	-	-	2,000.00	0.0000
42-2510-0007	ARPA REVENUE RECOGNIZED	-	-	3,629,296.00	0.0000
42-4100-0050	USE OF PY FUND BALANCE	-	-	171,512.00	0.0000
42-4100-0087	CARRYOVER FUNDS FY24	-	-	235,836.37	0.0000
42-4104-0025	FM SETASIDE ACCT - CIP PROJECTS	-	-	184,428.60	0.0000
TOTAL FUND 42 (SEWER FUND)		411,366	1,307,404	6,587,775	19.85%
44-1502-0005	SALE OF FIXED ASSETS	-	25,100.00	-	0

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44-1520-0001	PASSENGER FARES	988	4,707.10	8,800.00	53.4900
44-1521-0002	CONTRIBUTION-LONGWOOD [1500]	89,400	178,800.00	178,800.00	100.0000
44-1521-0003	CONTRIBUTION-P E COUNTY	-	12,500.00	25,000.00	50.0000
44-1901-0010	RECOVERY-VML INS-VEHICLE DAMAGE	-	-	10,000.00	0.0000
44-2403-0001	MISC GRANTS	-	-	10,000.00	0.0000
44-2410-0003	STATE FORMULA GRANT	-	210,911.00	185,000.00	114.0100
44-2414-0001	STATE GRANT-2 BUSES	-	49,834.00	-	0
44-2510-0001	GRANT-STATE PASS THRU-FED	41,515	120,477.50	350,000.00	34.4200
44-2512-0001	RTAP REVENUE	182	181.70	-	0
44-2514-0001	FEDERAL GRANT-3 BUSES	-	249,168.60	-	0
44-4100-0050	USE OF PY FUND BALANCE	-	-	158,270.12	0.0000
44-4100-0098	CARRY OVER FUNDS FY 24	-	-	311,460.00	0.0000
TOTAL FUND 44 (TRANSPORTATION FUND)		132,085	851,680	1,237,330	68.83%
45-1501-0001	INT-CK ACCT-BENCHMARK	38	232.80	400.00	58.2000
45-1502-0001	RENT-HANGER SPACE	-	-	6,660.00	0.0000
45-1502-0002	AIRPORT MAINTENANCE FEE	-	-	2,040.00	0.0000
45-1690-0001	SALE OF AV GAS	-	20,181.58	65,000.00	31.0500
45-1691-0001	SALE OF JET FUEL	-	25,306.50	70,000.00	36.1500
45-1899-0001	DONATIONS-PRINCE ED COUNTY	3,800	7,600.00	7,600.00	100.0000
45-2401-0008	STATE GRANT-AWOS MAINT	1,140	1,140.00	3,600.00	31.6700
45-2401-0013	STATE GRANT-MAINTENANCE	-	-	31,500.00	0.0000
45-2401-0014	STATE GRANT-WEED KILL	-	-	1,000.00	0.0000
45-2401-0056	GRANT-STATE-DBE Plan Update FY26-28	-	-	1,200.00	0.0000
45-2401-0057	GRANT-STATE-Envir Assess Fuel Farm	-	-	16,000.00	0.0000
45-2401-0058	GRANT-STATE-TRACTOR-DOAV	-	-	18,500.00	0.0000
45-2403-0001	MISC GRANTS	-	-	50,000.00	0.0000
45-2501-0056	GRANT-FED-DBE Plan Update FY26-28	-	-	13,500.00	0.0000
45-2501-0057	GRANT-FED-Envir Assess Fuel Farm	-	-	180,000.00	0.0000
45-2501-0058	GRANT-FED FAA PROJECTS	-	-	437,400.00	0.0000

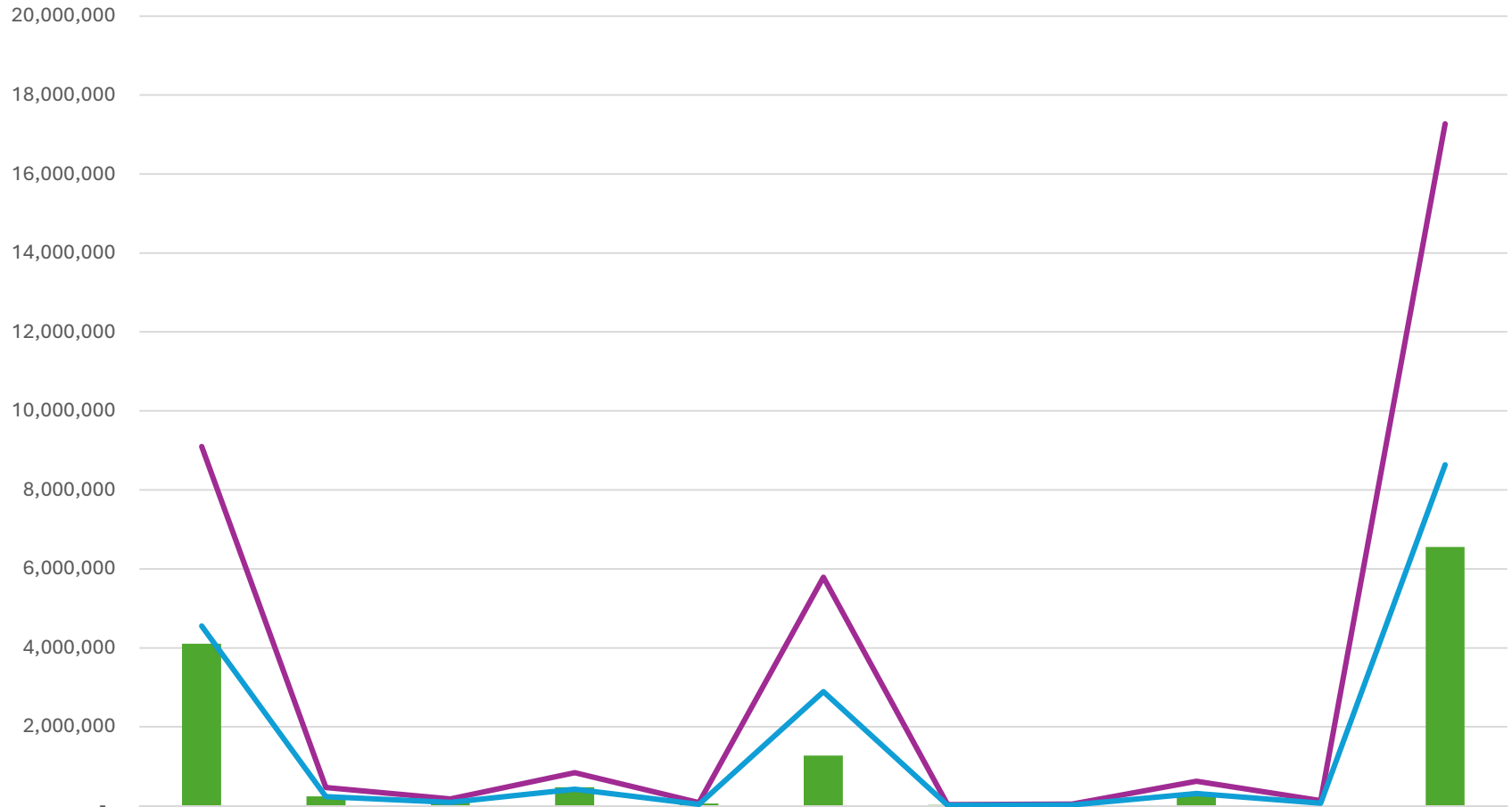
**TOWN OF FARMVILLE, VIRGINIA
REVENUE REPORT
AS OF DECEMBER 31, 2024**

Account Id	Description	Current Revenue	YTD Revenue	Anticipated	% Realized
45-4100-0050	USE OF PY FUND BALANCE	-	-	209,827.49	0.0000
45-4100-0087	CARRYOVER FUNDS FY24	-	-	6,859.68	0.0000
45-4101-0001	FM-SOUTHSIDE ELECTRIC-CAPITAL CREDITS	534	533.69	-	0
TOTAL FUND 45 (AIRPORT FUND)		5,512	54,995	1,121,087	4.91%
70-1501-0001	INTEREST	2	9.83	-	0
70-1501-0003	INT-PRNG TASK FORCE	0	2.46	-	0
70-2404-0001	ASSET FORFEITURE-STATE	-	220.50	-	0
TOTAL FUND 70 (NARCOTICS FUND)		2	233	-	0%
Final Totals		2,680,585	11,126,445	33,513,633	33.20%



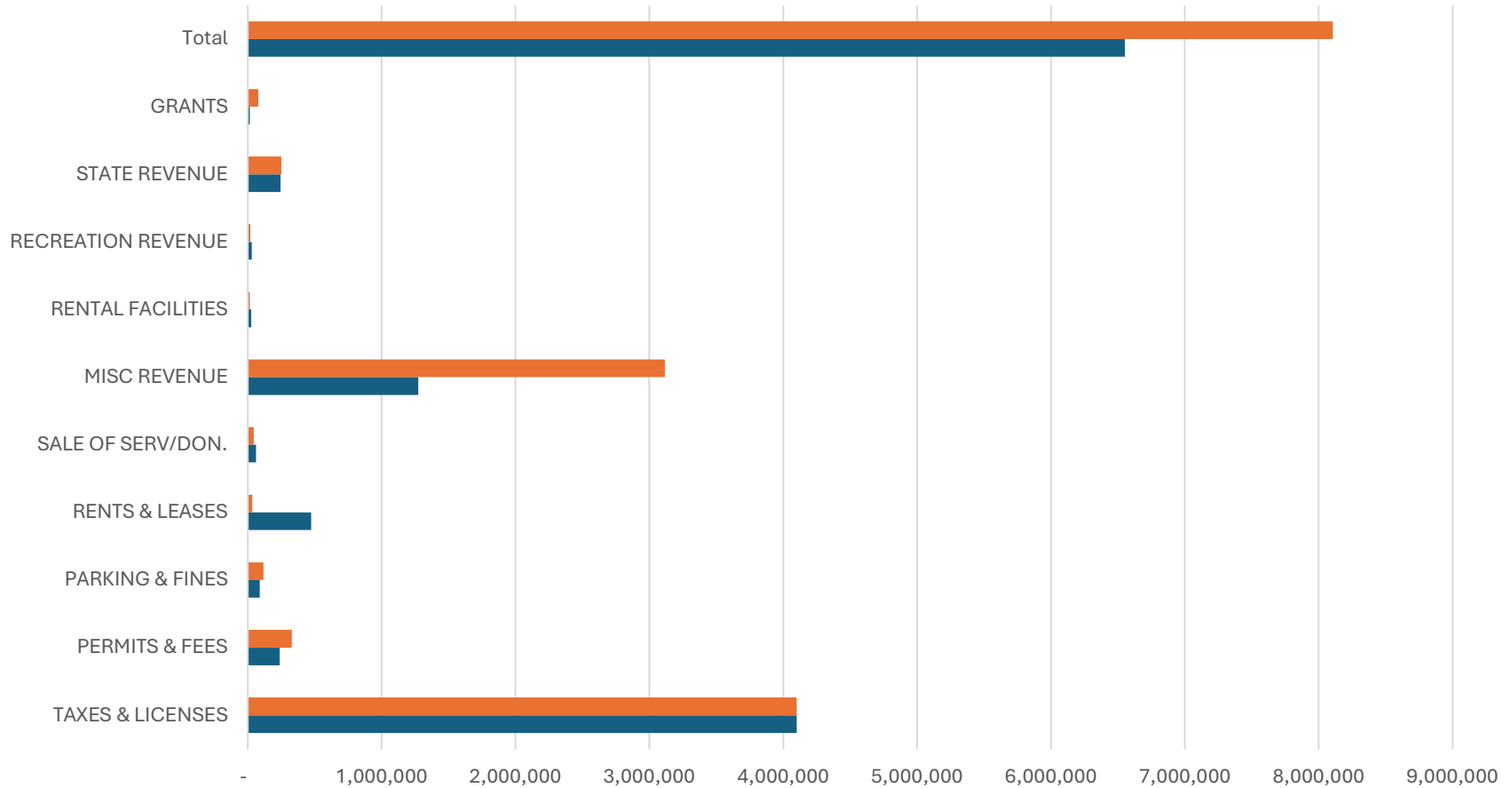
Note: Budget amounts are above the line, and actual amounts are below the line.

December 2024 General Fund - YTD Revenue Vs. Budget



■ FY25 REVENUE
 — 12 Mo. Budget
 — 6 Mo. Budget

December 2024 Actual vs. December 2023 Actual



	TAXES & LICENSES	PERMITS & FEES	PARKING & FINES	RENTS & LEASES	SALE OF SERV/DON.	MISC REVENUE	RENTAL FACILITIES	RECREATION REVENUE	STATE REVENUE	GRANTS	Total
FY24 REVENUE	4,101,371	328,599	117,783	33,151	44,440	3,116,072	15,865	18,726	251,446	77,904	8,105,357
FY25 REVENUE	4,101,478	238,724	89,575	472,693	60,726	1,273,075	26,195	29,872	245,232	14,547	6,552,117

■ FY24 REVENUE ■ FY25 REVENUE

Notes on comparisons:

Permits and Fees: No ICA per diem in FY25.

Parking and Fines: Fewer court fines were received in FY25.

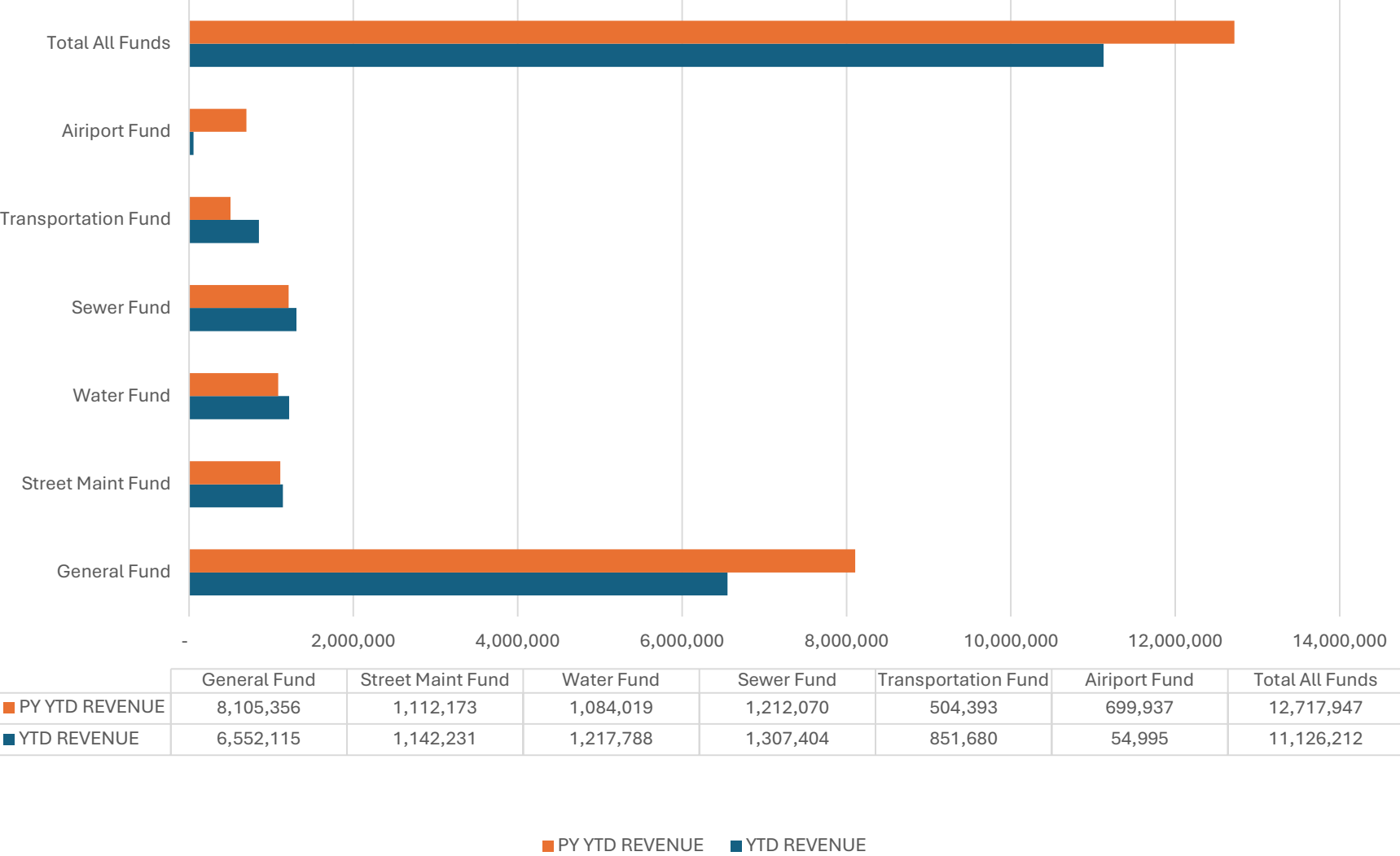
Rents and leases: The increase is related to the lease proceeds received for purchasing financed capital items such as police cars.

Miscellaneous Revenue: The Bank of America Loan proceeds (general fund portion) were received in the prior year.

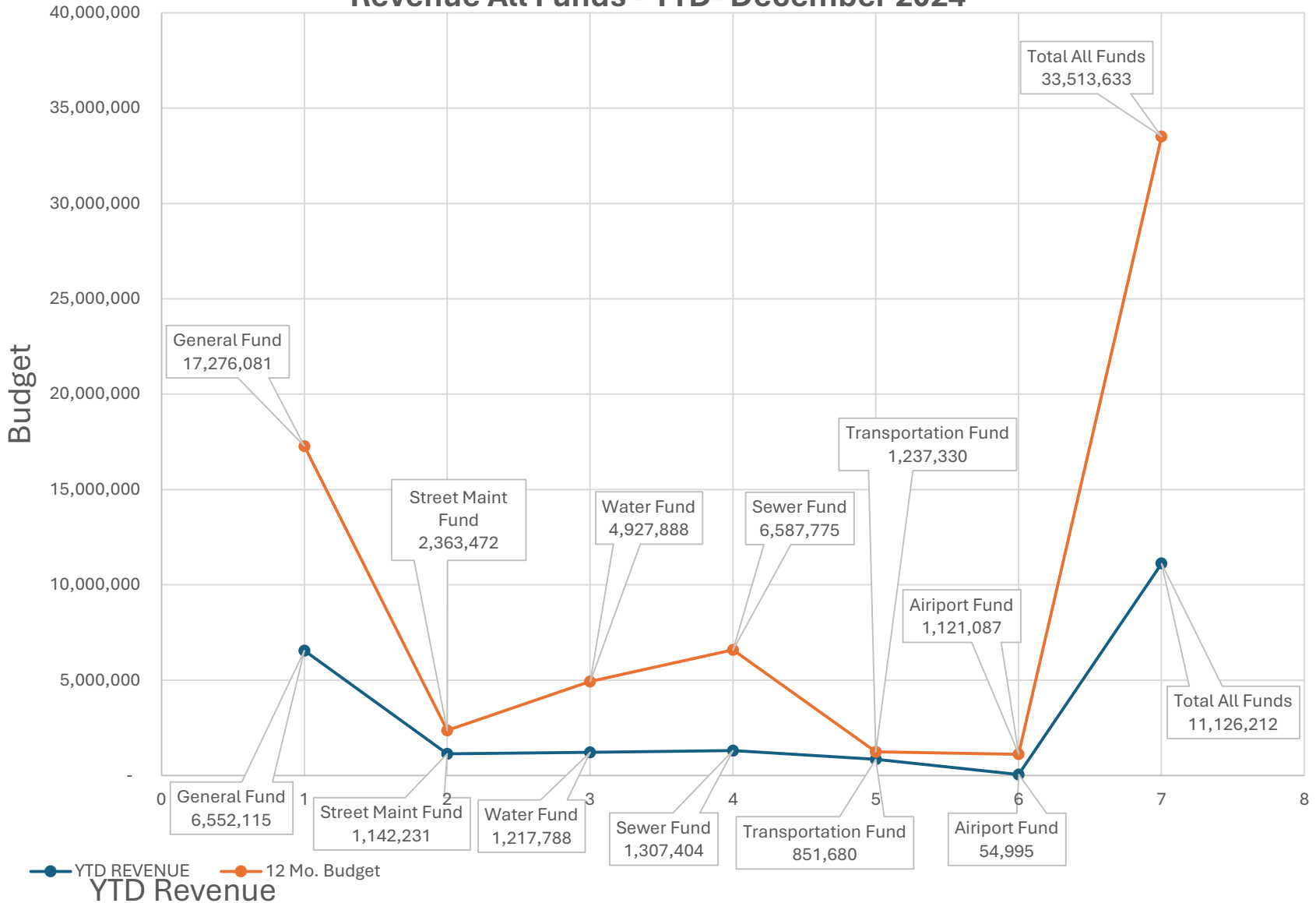
Recreation Revenue: There was an increase in football registration and camp revenue compared to the prior year.

Grants: A grant for ARPA law enforcement was received in the prior year; no such grant was noted in FY25.

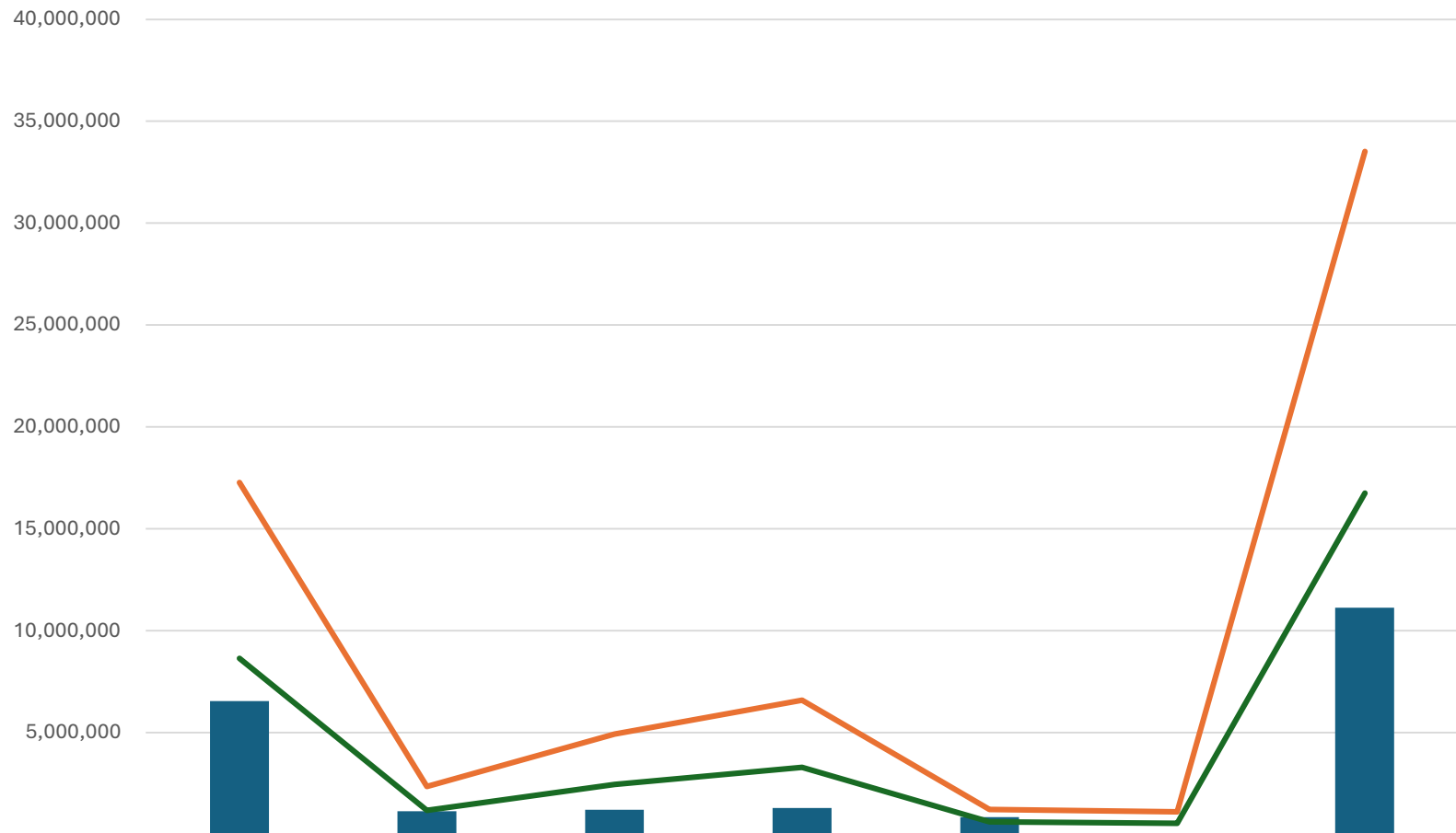
CURRENT DECEMBER 2024 COMPARED TO PRIOR DECEMBER 2023 YTD REVENUE



Revenue All Funds - YTD- December 2024



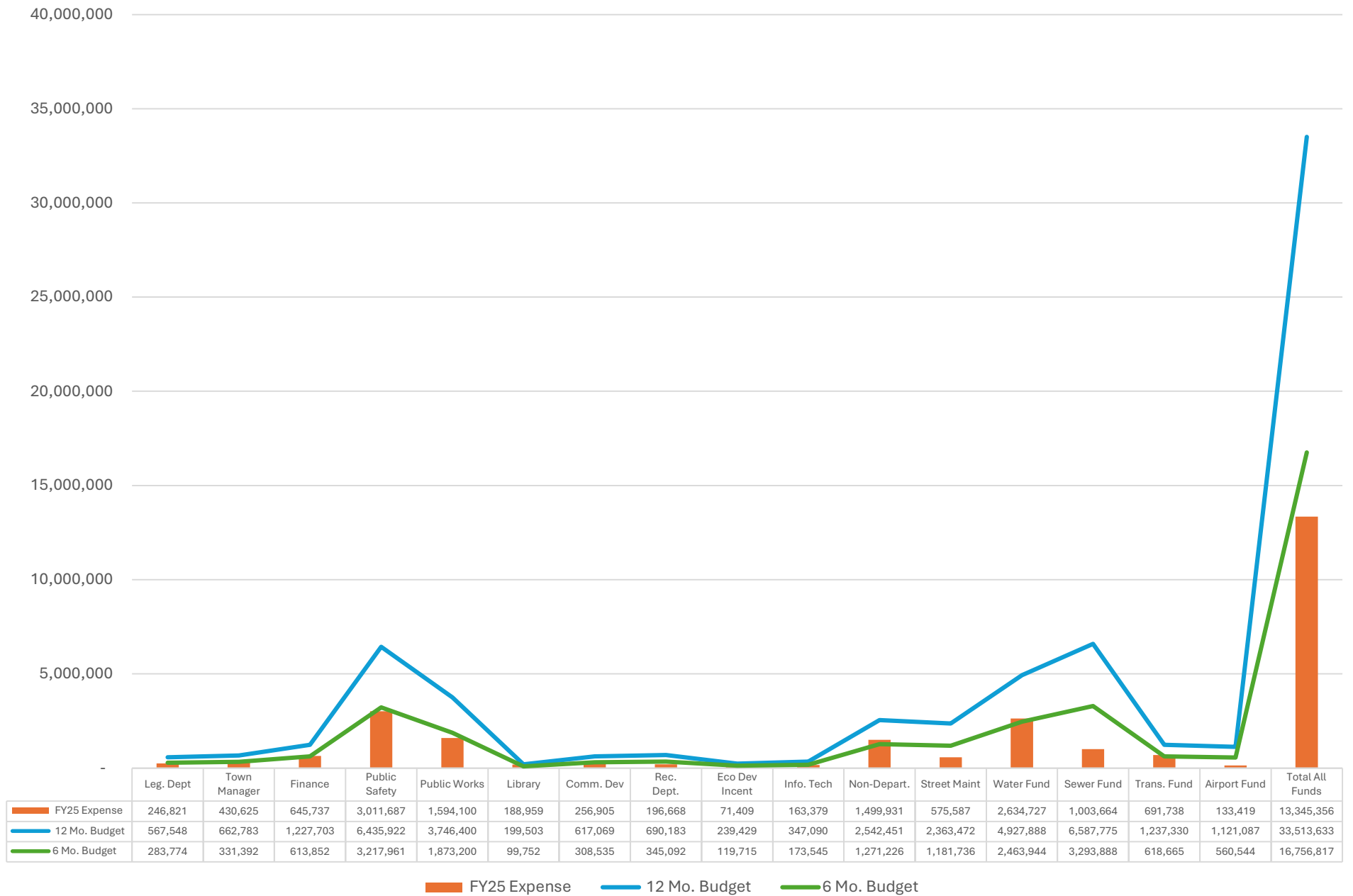
December 2024 Actual Vs. Budget



	General Fund	Street Maint Fund	Water Fund	Sewer Fund	Transportation Fund	Airiport Fund	Total All Funds
YTD REVENUE	6,552,115	1,142,231	1,217,788	1,307,404	851,680	54,995	11,126,212
12 Mo. Budget	17,276,081	2,363,472	4,927,888	6,587,775	1,237,330	1,121,087	33,513,633
6 Mo. Budget	8,638,041	1,181,736	2,463,944	3,293,887	618,665	560,544	16,756,817

■ YTD REVENUE
 — 12 Mo. Budget
 — 6 Mo. Budget

December 2024 - YTD Expenses Vs. 12 Month Budget and 6 Month Budget



Current Year Vs. Budget Notes:

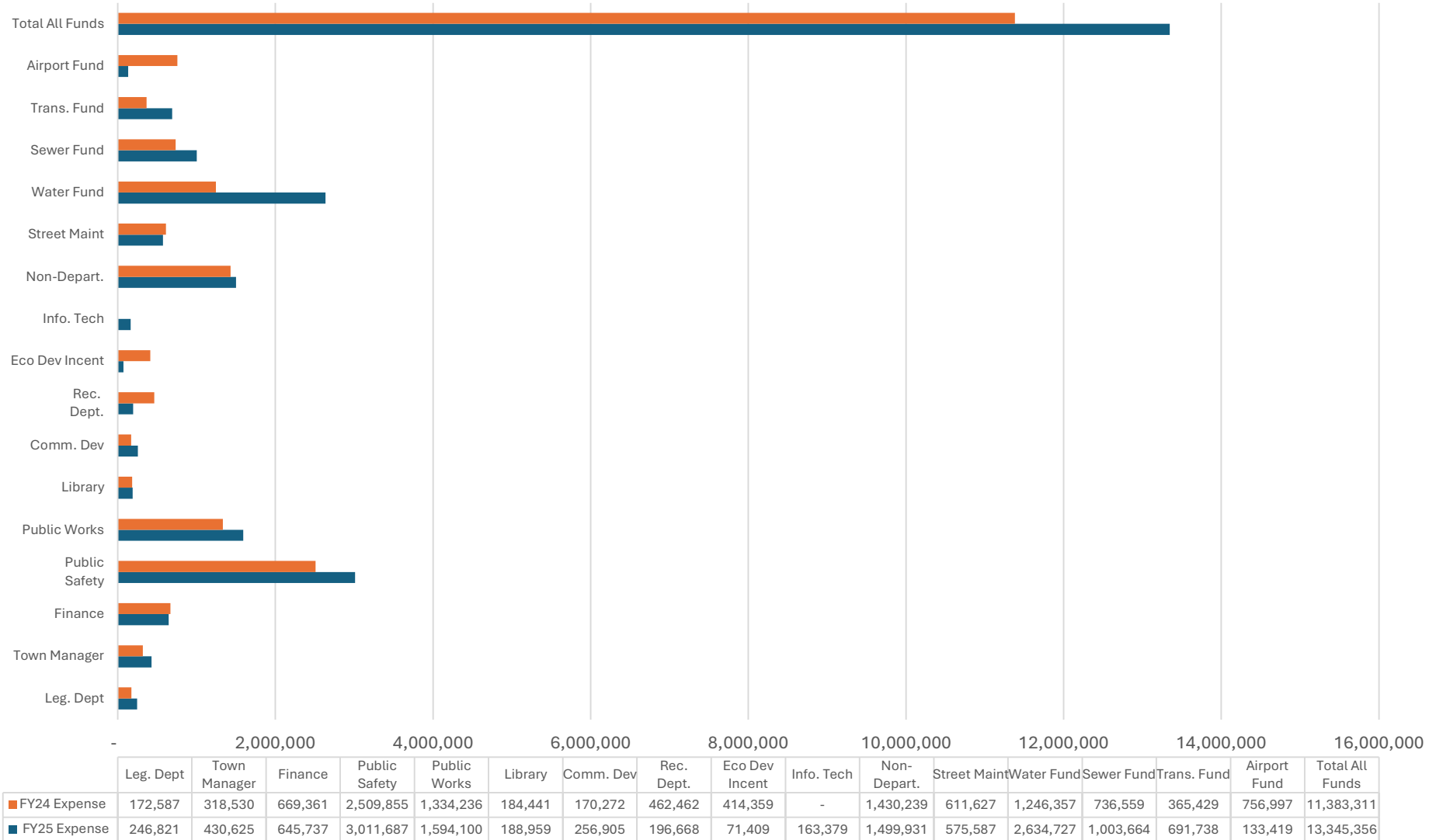
Town Manager: Engineering fees for Hurt & Proffitt for the manhole study that was not budgeted.

Finance: The audit fees were paid all in one month for FY25.

Library: The appropriation to the library was paid at the end of July 2024.

Non-Departmental: The bond payment was made in September 2024.

Current Year Expenses Vs. Prior Year Expenses - December 2024



■ FY24 Expense
 ■ FY25 Expense

Notes on comparisons:

Legislation: More medical compensation paid out in FY25 than in FY24.

Town Manager: More engineering costs in FY25 than in FY24 for Hurt & Proffitt manhole study.

Finance: In the prior year, expenses reflected the purchase of the OpenGov software.

Public Safety: Five police cars and a firefighter vehicle were purchased in FY25, and the payment for the fire radios was made.

Public Works: A pickup truck and mini excavator were purchased in FY25.

Community Development: Paid for retail strategies already in FY25.

Recreation: In the prior year, the expenditures were linked to the acquisition of splash pad equipment in July 2023.

Economic Development Incentives: A \$350,000 contribution was made to the IDA in the prior year.

Non-Departmental: ABM Interest payment and the FY24 capital lease purchase payment were made.

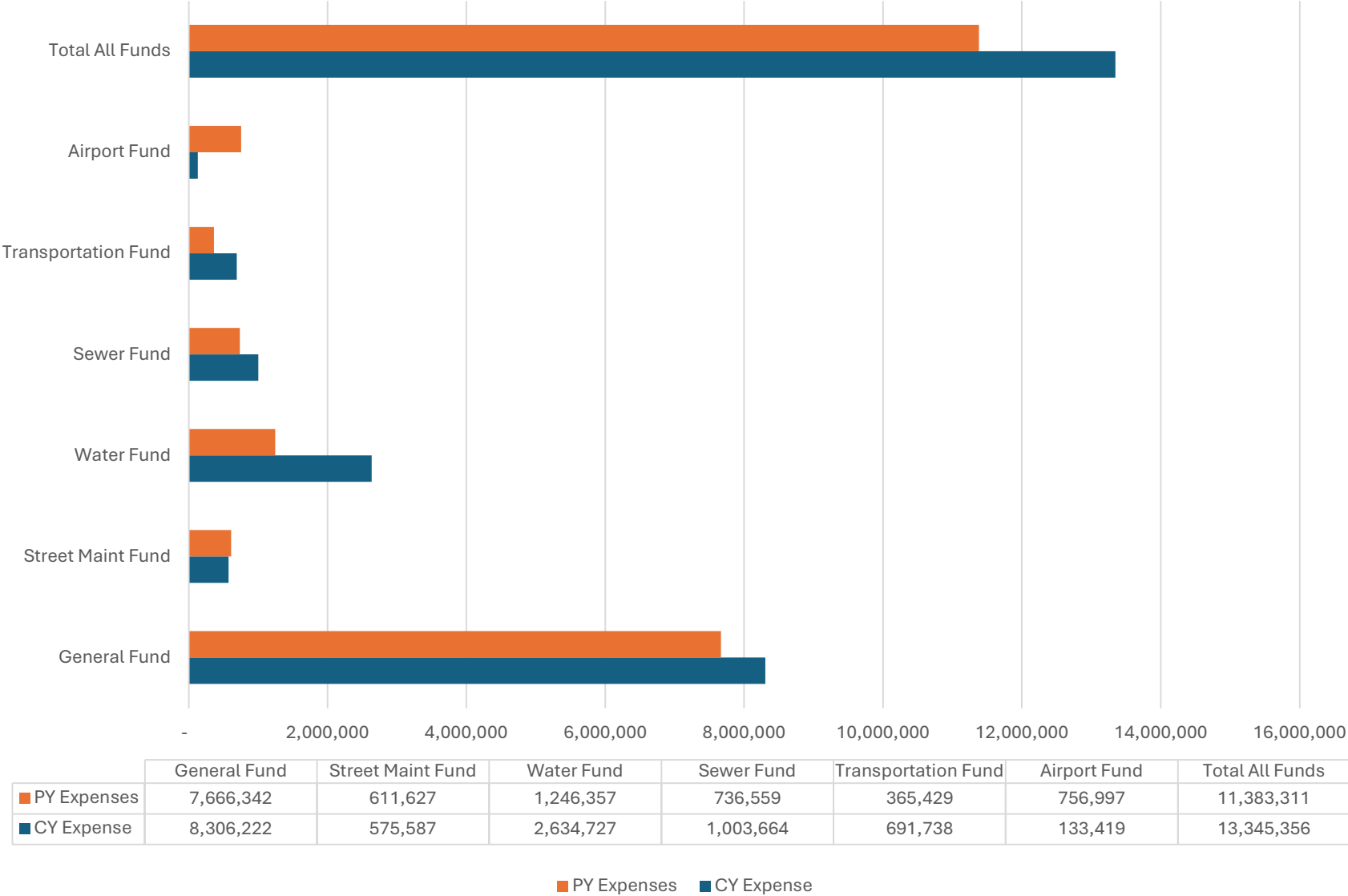
Water Fund: This year's increase in expenses is related to ABM's July payment and payment made on the oxidation tank.

Sewer Fund: This year's expenses increase is related to purchasing a service truck with a crane and sludge removal costs.

Transportation Fund: Two buses were received and paid for in FY2025.

Airport Fund: In the prior year, there was an ongoing project, Taxiway Pavement Construction. No such project is ongoing for FY25.

Fund Total Expenses Current Year Vs. Prior Year - December 2024



Notes on comparisons:

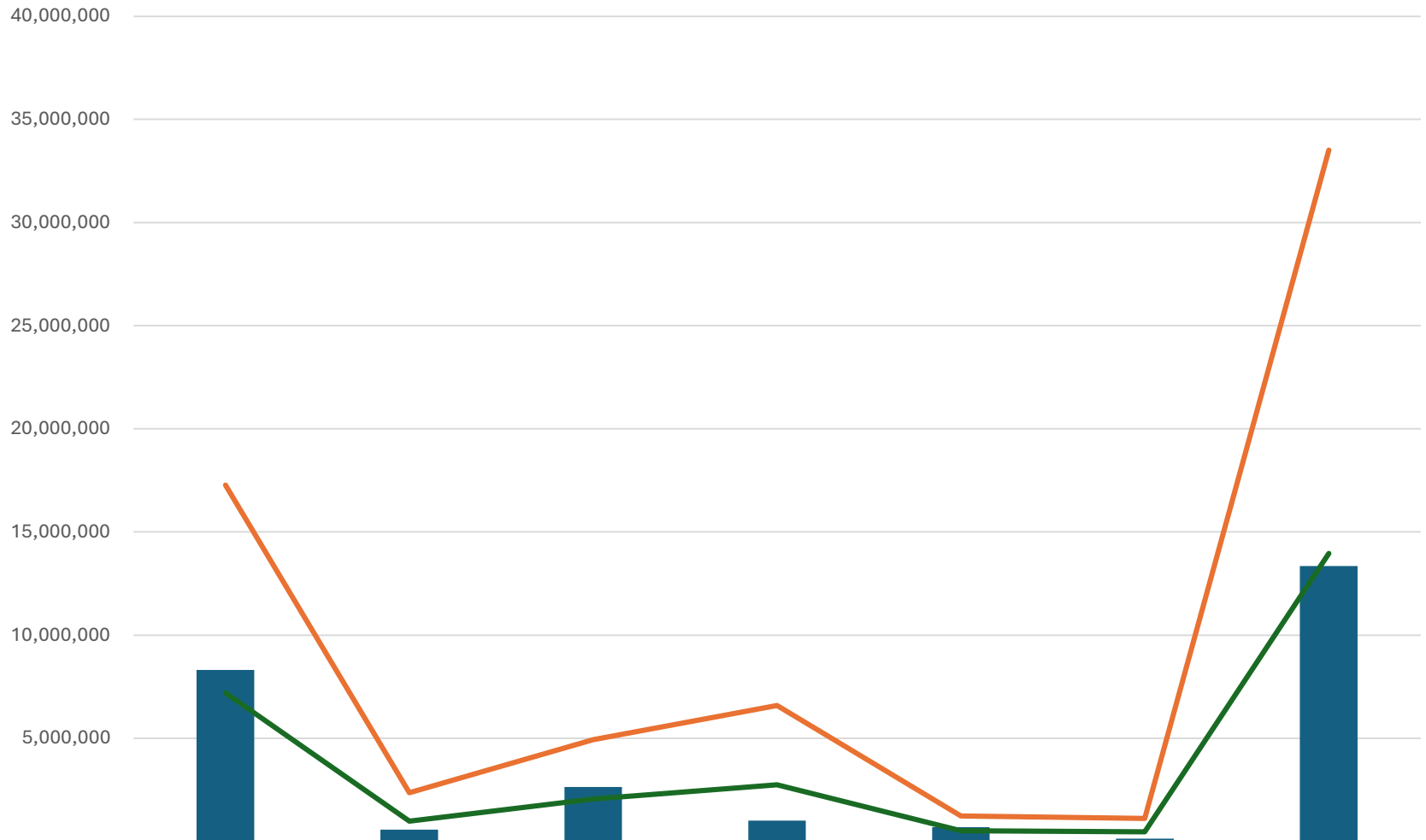
Water Fund: The ABM interest payment made in July 2024 increased the Water fund expenses along with the ARPA Oxidation tank project.

Sewer Fund: Increase due to the service truck with a crane and chemicals ordered in July 2024.

Transportation Fund: Two buses were received and paid for in 2025.

Airport Fund: In the prior year, a project, Taxiway Pavement Construction, was ongoing; no such project is currently underway in FY25.

December 2024 YTD Expenses Vs. Budgeted Amounts - by Fund



	General Fund	Street Maint Fund	Water Fund	Sewer Fund	Transportation Fund	Airport Fund	Total All Funds
CY Expense	8,306,222	575,587	2,634,727	1,003,664	691,738	133,419	13,345,356
12 Mo. Budget	17,276,081	2,363,472	4,927,888	6,587,775	1,237,330	1,121,087	33,513,633
6 Mo. Budget	7,198,367	984,780	2,053,286	2,744,906	515,554	467,120	13,964,014

■ CY Expense
 — 12 Mo. Budget
 — 6 Mo. Budget



Town of Farmville

Agenda Item Summary

MEETING DATE: February 5, 2025

ITEM NUMBER: 9.a. – Proposed Ordinance No. 238

BACKGROUND: Community Development Director Ashley Atkins-Austin will provide a verbal report.

RECOMMENDATION:

FISCAL IMPACT:

ATTACHMENTS:

1. Town Council Staff Report - Ord. No. 238
2. Ord No 238



116 North Main Street
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Department of Community Development
**Staff Report: REZ24-003 & REZ25-001 – Rezone three
(3) parcels from R-1 to B-3
Ordinance No. 238**

Identification and Location Information

Applicant	Dominion Energy
Property Owner	Virginia Electric and Power Company
Location	Milnwood Road, Tax Map # 0023A09(15)00-000A and 0023A09(15)00-000B and 190 Milnwood Road, Tax Map # 0023A09(0A)00-030B
Ward	D
Acreage	1.924 acre
Zoning	R1 Low Density Residential
Future Land Use Recommendation	
Overlays	None
Adjacent Zoning	B-3 Highway Commercial to the north and east. R-1 Low Density Residential to the south and west.
Adjacent Uses	Single-family dwelling to the north, Dominion Energy to the east, Farmville Moose Lodge to the west. Undeveloped land across Milnwood Road.
Staff Contact	Ashley Atkins-Austin, CZA, Director of Community Development Phone: 434-392-8465 Email: aaustin@farmvilleva.com

Background and Existing Conditions for REZ24-003

On November 20, 2024 Dominion energy submitted a request to rezone approximately 0.627 acre from R-1 Low Density Residential to B-3 Highway Commercial. The area consisted of two parcels, tax map numbers 0023A09(15)00-000A (hereafter referred to as Parcel A) and 0023A09(15)00-000B (hereafter referred to as Parcel B).

Dominion Energy proposed to rezone Parcel A and Parcel B as part of its project to expand the 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.

Parcel A contains a manufactured home with an accessory building. Parcel B is a mostly undeveloped parcel with several accessory structures.

Planning Commission Actions on REZ24-003

The Planning Commission held a public hearing for REZ24-003 on December 18, 2024, at 7:00 pm.

- Alex Rendon was present on behalf of Dominion Energy. He provided a brief introduction and overview to the Commissioners. Cameron Morgan and Roger Rodriguez, engineers for the Dominion Energy Expansion Project, both from Timmons Group, were in attendance as well. There were no other citizen comments at the public hearing and no comments were received prior to the hearing.



Department of Community Development

Staff Report: REZ24-003 & REZ25-001 – Rezone three (3) parcels from R-1 to B-3 Ordinance No. 238

- Commissioners clarified items with Mr. Rendon such as transmission systems, site entrances and exits, and transmission infrastructure in regard to health impacts.
- Commissioners suggested the applicant consider removing the interior lot lines of the subject sites.
- Commissioners questioned whether 190 Milnwood Road, tax map # 0023A09(0A)00-030B, should be included in the rezoning request.
- The Commission voted 7-0 to **recommend approval** of the rezoning of 0023A09(15)00-000A and 0023A09(15)00-000B to Town Council.

Background and Existing Conditions for REZ25-001

On December 23, 2024, Dominion Energy submitted a request to rezone one parcel located at 190 Milnwood Road, identified as tax map number 0023A09(0A)00-030B and 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 proposes to rezone this parcel as part of its project to expand the 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.

Planning Commission Actions on REZ25-001

The Planning Commission held a public hearing for REZ25-001 on January 15, 2025, at 7:00 pm.

- Alex Rendon, on behalf of Dominion Energy, and Cameron Morgan and Roger Rodriguez, engineers for the Dominion Energy Expansion Project, both from Timmons Group, were in attendance. There were no citizen comments at the public hearing and no comments were received prior to the hearing.
- The Commission voted 7-0 to **recommend approval** of rezoning of 0023A09(0A)00-030B to Town Council.

Zoning Ordinance Considerations

The initiation of change was made by petition (application) of the owner. The initial request was advertised in the Farmville Herald Wednesday, December 4, 2024, and Wednesday, December 11, 2024, editions. The second request was advertised in the Farmville Herald Wednesday, January 1, 2025, and Wednesday, January 8, 2025, editions.



Department of Community Development
**Staff Report: REZ24-003 & REZ25-001 – Rezone three
(3) parcels from R-1 to B-3
Ordinance No. 238**

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 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.



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Department of Community Development
**Staff Report: REZ24-003 & REZ25-001 – Rezone three
(3) parcels from R-1 to B-3
Ordinance No. 238**

Environmental

There are no known environmental impacts on the subject site.

Findings and Recommendations

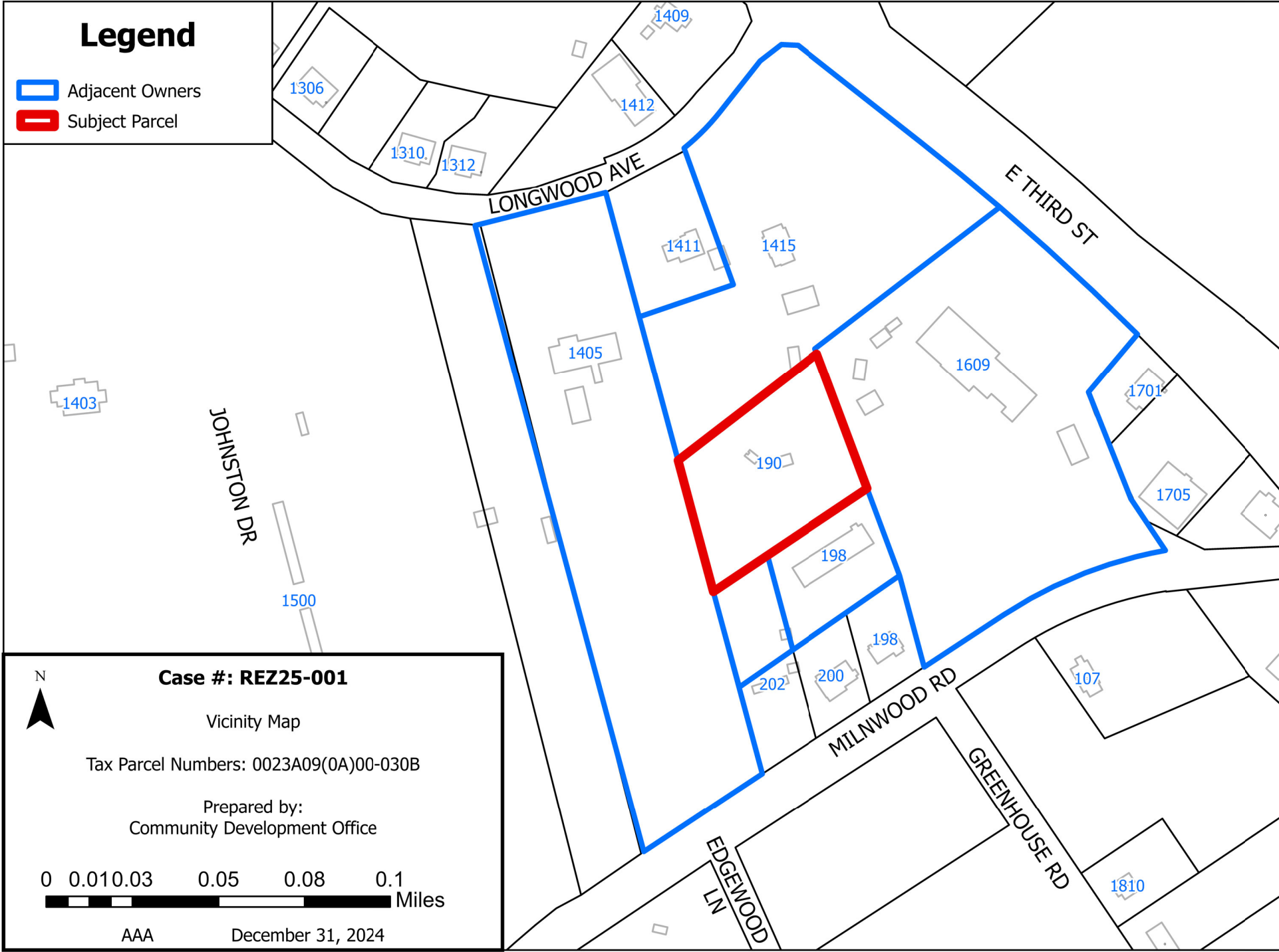
Staff's Findings & Recommendations

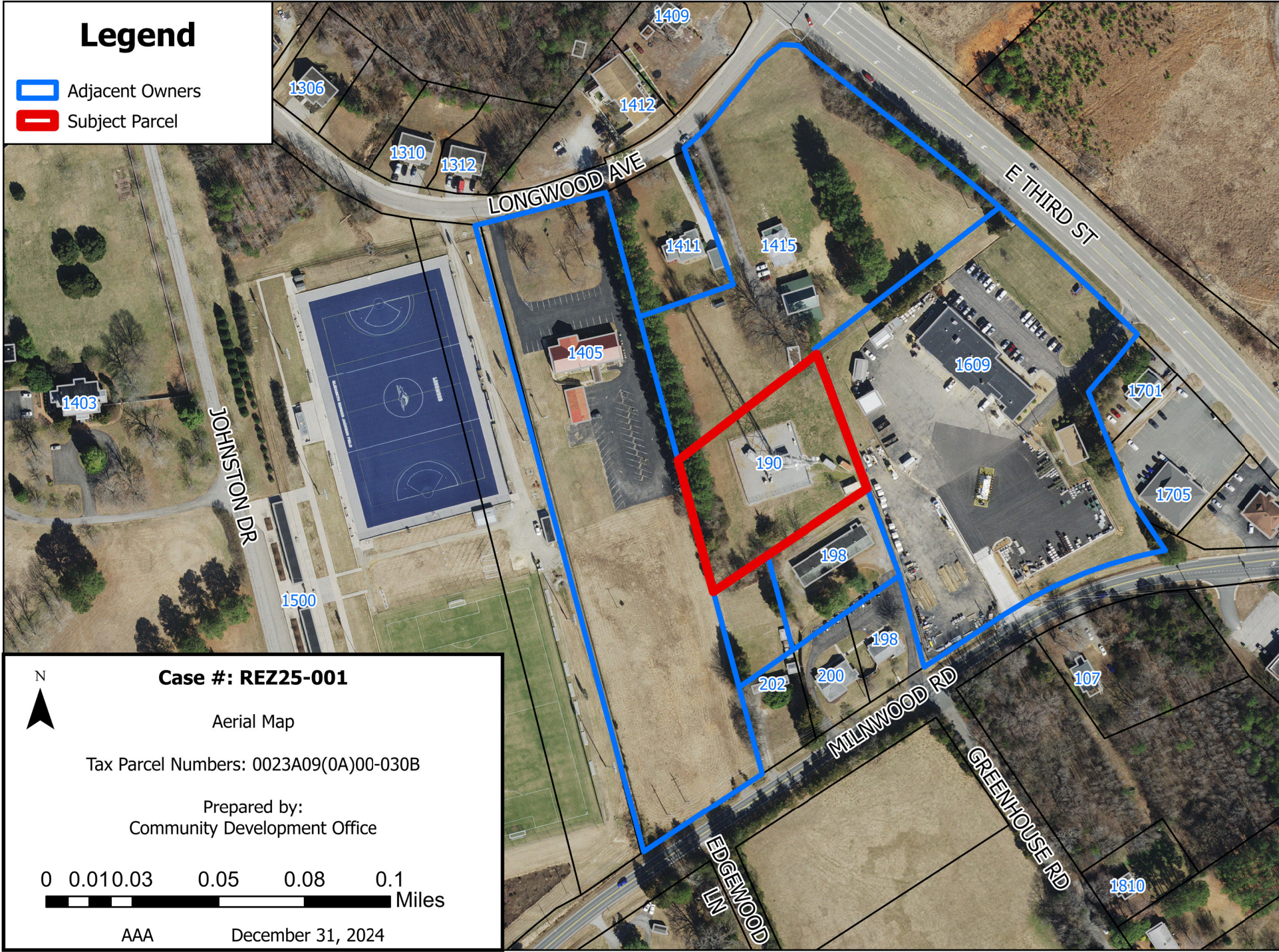
- Staff recommends **approval** of the proposed rezoning.

Additional Information

Attachments

1. Vicinity and aerial maps
2. Images
3. Exhibit 1 – Full Zoning Map
4. Exhibit 2 – Enlarged Zoning Map of area













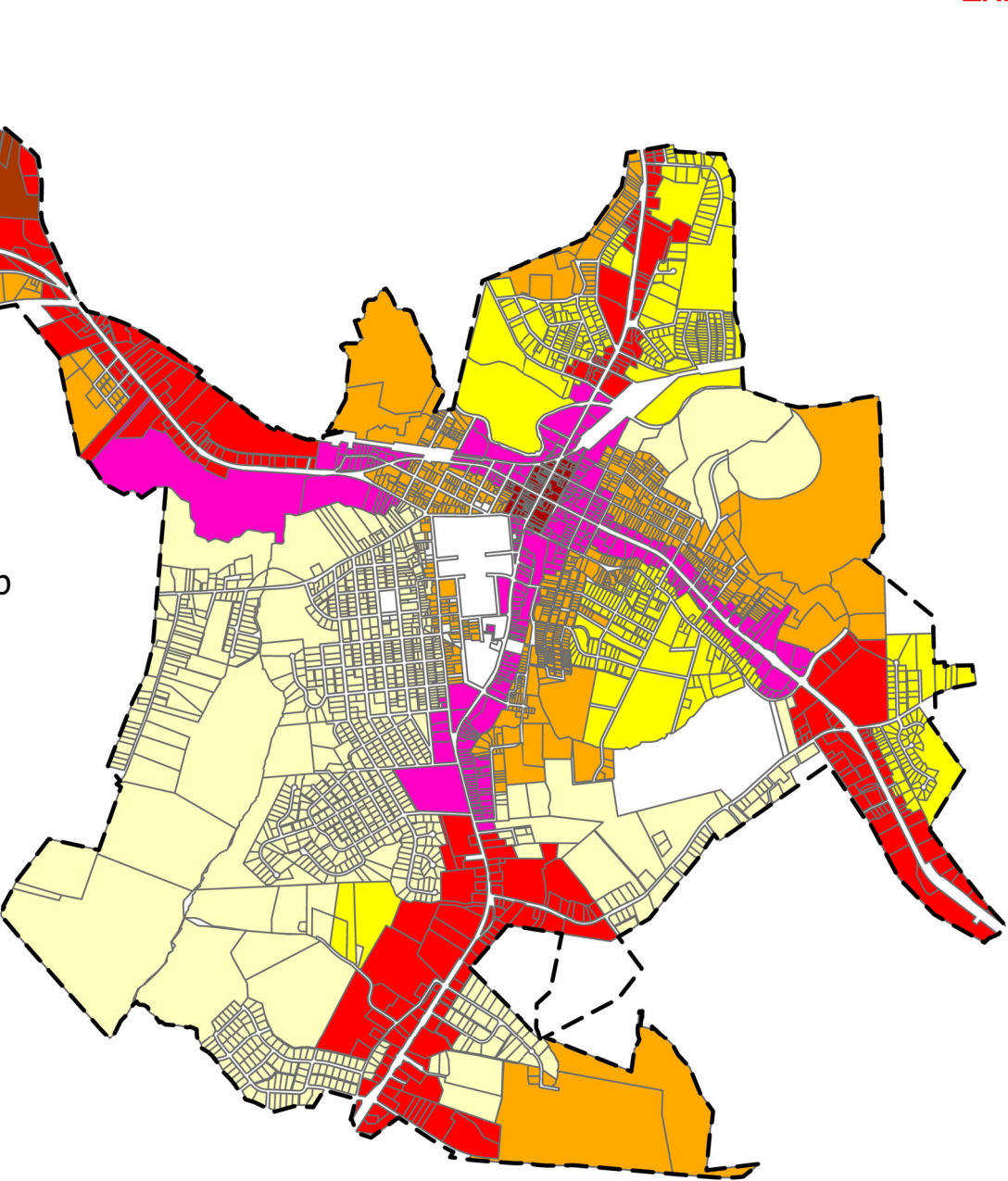
Town of Farmville Zoning Map
January 29, 2025

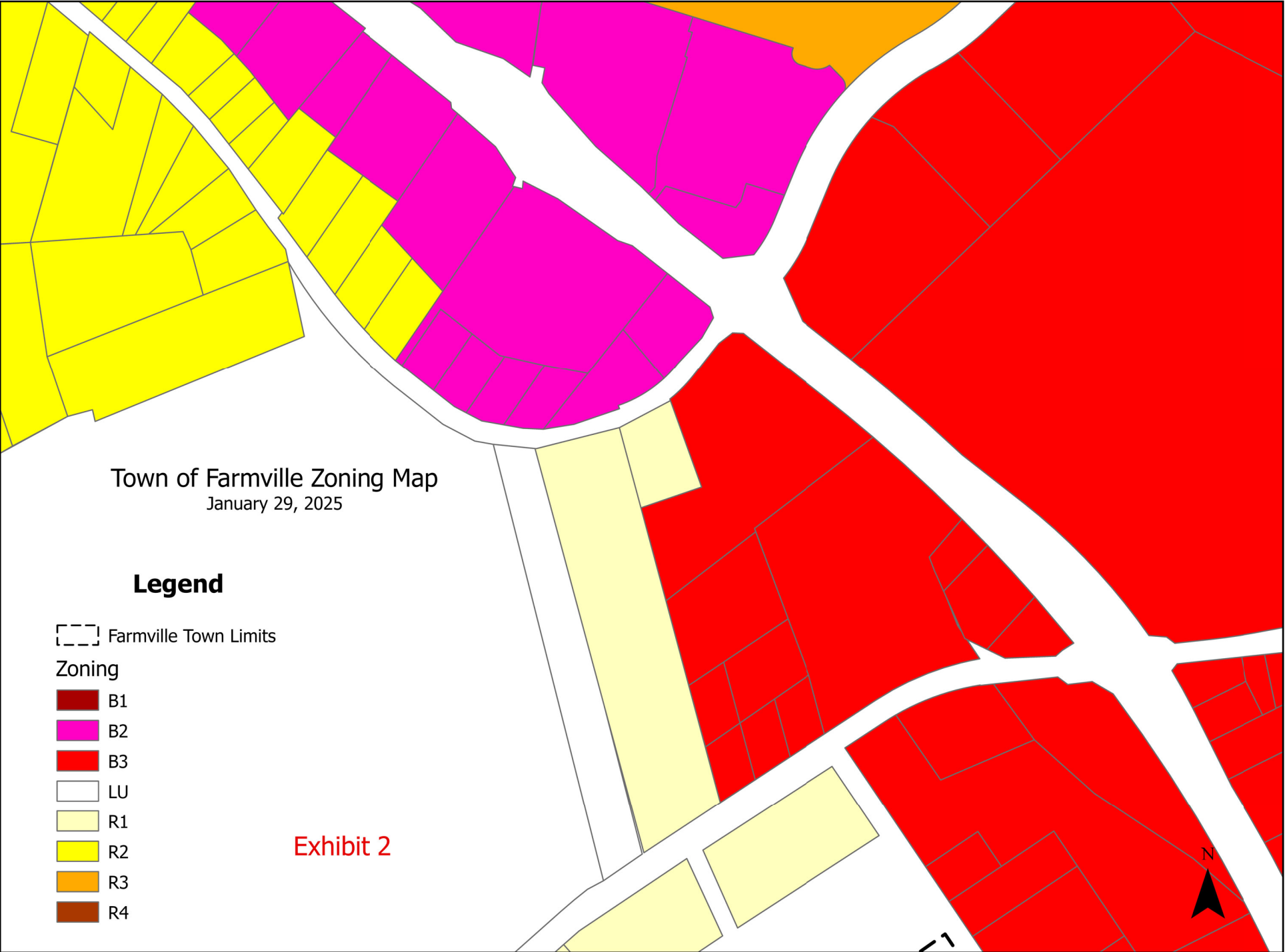
Legend

 Farmville Town Limits

Zoning

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





ORDINANCE NO. 238

Amending the Official Zoning Map of the Town of Farmville to provide for the rezoning of approximately 1.924 acres from R-1 to B-3. The request consists of three parcels, identified as tax map parcel numbers 0023A09(15)00-000A, 0023A09(15)00-000B, and 0023A09(0A)00-030B, located at 202 Milnwood Road and 190 Milnwood Road.

WHEREAS, the property owner of parcels 0023A09(15)00-000A, 0023A09(15)00-000B, and 0023A09(0A)00-030B has requested their parcels be rezoned from R-1 to B-3; and

WHEREAS, the amended Official Zoning Map (Exhibit 1) reflects the rezoning and serves as the Official Zoning Map of the Town; and

NOW, THEREFORE, BE IT ORDAINED, by the Town Council, this Zoning Map Amendment (Exhibit 1) repeals and replaces the current Zoning Map in its entirety; and

BE IT FURTHER ORDAINED that this ordinance shall be effective upon passage.

Approved: _____
Mayor

Attest: _____
Clerk of Council

I certify that the above ordinance was:

Adopted on its first reading on _____.

Ayes: _____. Nays: _____. Absent: _____. Abstain: _____.

The Honorable A.D. "Chuckie" Reid: _____.

The Honorable Sallie O. Amos _____.

The Honorable Daniel E. Dwyer _____.

The Honorable Tommy Pairet _____.

The Honorable Donald L. Hunter _____.

The Honorable Adam Yoelin _____.

The Honorable John Hardy _____.



Town of Farmville

Agenda Item Summary

MEETING DATE: February 5, 2025

ITEM NUMBER: 10.a. – Proposed Resolution No. 2025-02-01

BACKGROUND: Community Development Director Ashley Atkins-Austin will provide a verbal report.

RECOMMENDATION:

FISCAL IMPACT:

ATTACHMENTS:

1. Town Council Staff Report - Res 2025-02-01
2. Resolution 2025-02-01



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

Department of Community Development
**CUP24-008 – Public Maintenance and Storage Facility
in support of a Public Utility**
Resolution No. 2025-02-01
Staff Report for 02/12/2025 Town Council Meeting

Identification and Location Information

Applicant	Virginia Electric and Power Company dba Dominion Energy
Property Owner	Virginia Electric and Power Company
Location	East Third Street and Milnwood Road, 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
Ward	D
Acreage	6.770 acres
Zoning	B-3 Highway Commercial & R-1 Low Density Residential
Density	N/A
Future Land Use Recommendation	General Commercial
Overlays	Enterprise Zone
Adjacent Zoning	B-3 Highway Commercial to the north and east. B-3 High Commercial across East Third Street. R-1 Low Density Residential to the west. Both B-3 High Commercial and R-1 Low Density Residential to the south.
Adjacent Uses	One single-family dwelling to the south. Two single-family dwellings to the north. Undeveloped property across East Third Street. Commercial property to the east. Farmville Moose Lodge to the west.
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 site consists of approximately 6.770 acres and encompasses 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.

Adjacent commercial uses include general office space. There is one single-family dwelling across Milnwood Road from the site and two single-family dwellings on Longwood Avenue adjacent to the site. A cell tower is adjacent to the site and on property owned by Virginia Electric and Power Company, it is part of a separate Conditional Use Permit. The property is bordered to the west by Farmville Moose Lodge property with the Longwood University athletic fields further west.

The proposal is to demolish the manufactured home, office buildings (Dogwood Park I), and mini warehouse on Milnwood Road. Dominion Energy proposes to expand the existing Dominion Energy building that fronts on East Third Street and construct a fleet garage and transmission building on the property expansion.



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 it 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 existing Dominion Energy building on East Third Street and the office buildings and manufactured home on Milnwood Road have connections to the Town's public water and sewer system. Minor changes are anticipated to the connections to town utilities.

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 Recommendation

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:
 1. 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.
 2. Outside storage areas shall not exceed thirty-five (35) percent of the total area of the site.
 3. 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.

Planning Commission Actions

The Planning Commission held a public hearing on Wednesday, December 18, 2024, at 7:00 pm:

- Alex Rendon, on behalf of Dominion Energy, and Cameron Morgan and Roger Rodriguez, engineers for the Dominion Energy Expansion Project, both from Timmons Group, were in attendance. There were no citizen comments at the public hearing and no comments were received prior to the hearing.
- Commissioners discussed adding a condition that REZ24-003 needs to be approved prior to approval of the CUP24-008. And discussed items related to eliminating interior lot lines and eliminating entrances along Milnwood Road.
- Commissioners questioned whether 190 Milnwood Road, tax map # 0023A09(0A)00-030B, should be included in the request. Mr. Rodriguez shared that he had an inquiry conversation with Mr. Pambid and the parcel in question had an existing CUP for the communications tower to be allowed on residential property.
- The Commission voted 7-0 to **recommend approval** of the Conditional Use Permit, CUP24-008, with seven (7) conditions.
 1. Approval of REZ24-003 from Town Council



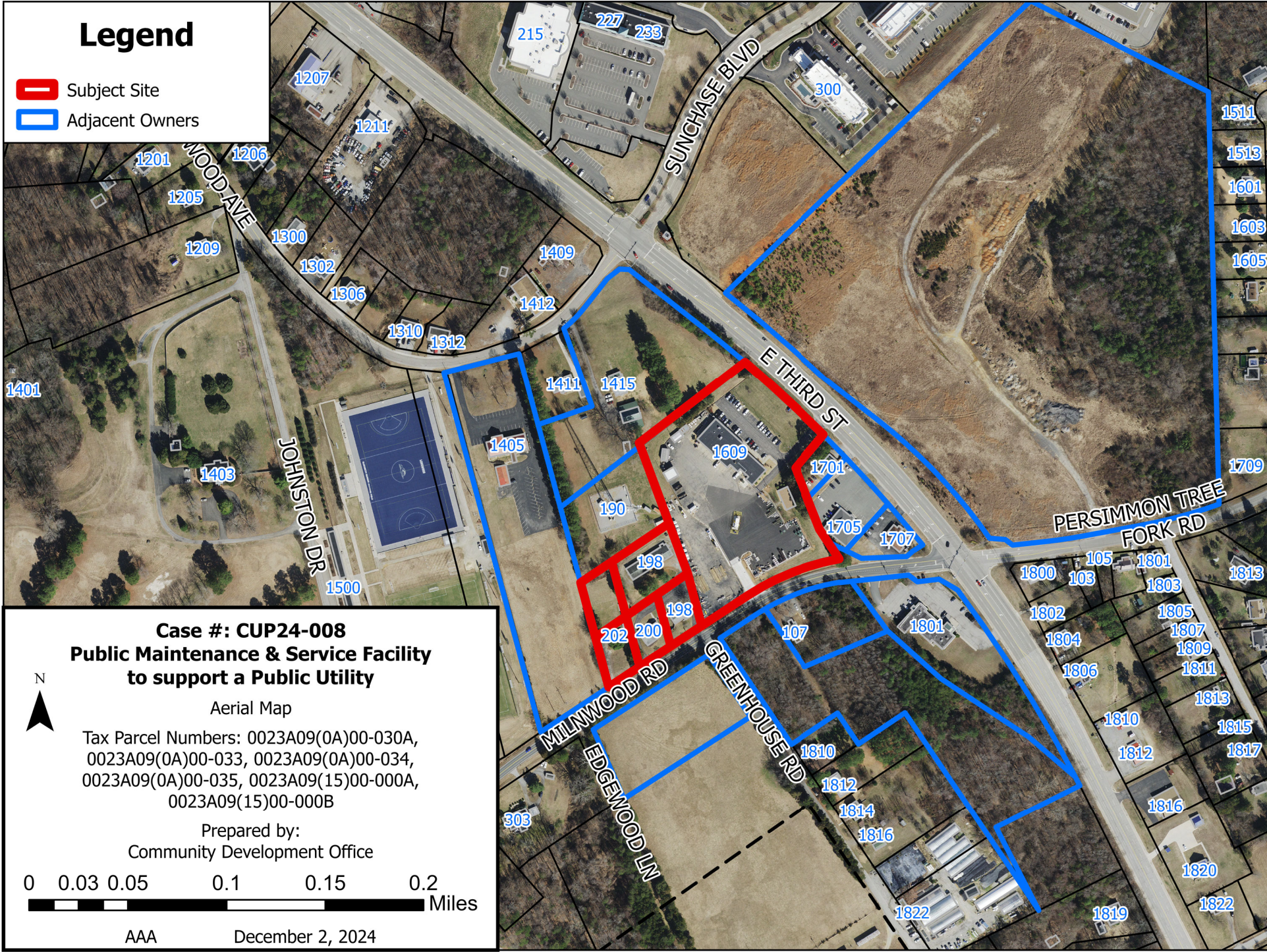
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Farmville, Virginia 23901
434-392-8465
www.farmvilleva.com

Department of Community Development
**CUP24-008 – Public Maintenance and Storage Facility
in support of a Public Utility**
Resolution No. 2025-02-01
Staff Report for 02/12/2025 Town Council Meeting

2. Eliminate interior lot lines.
3. Existing Conditional Use Permit on 190 Milnwood Road allows for the current request or additional Rezoning and Conditional Use Permit request will be submitted for subject lot.
4. Eliminate the three (3) entrances on Milnwood Road that lead to the single family dwelling, Dogwood Park II offices, and the self-storage facility.
5. 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.
6. Outside storage areas shall not exceed thirty-five (35) percent of the total area of the site.
7. 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. Vicinity and aerial maps
2. Images
3. Overall Layout Plan supplied by applicant with site plan



Legend

- ▬ Subject Site
- ▬ Adjacent Owners

Case #: CUP24-008 Public Maintenance & Service Facility to support a Public Utility

Aerial Map

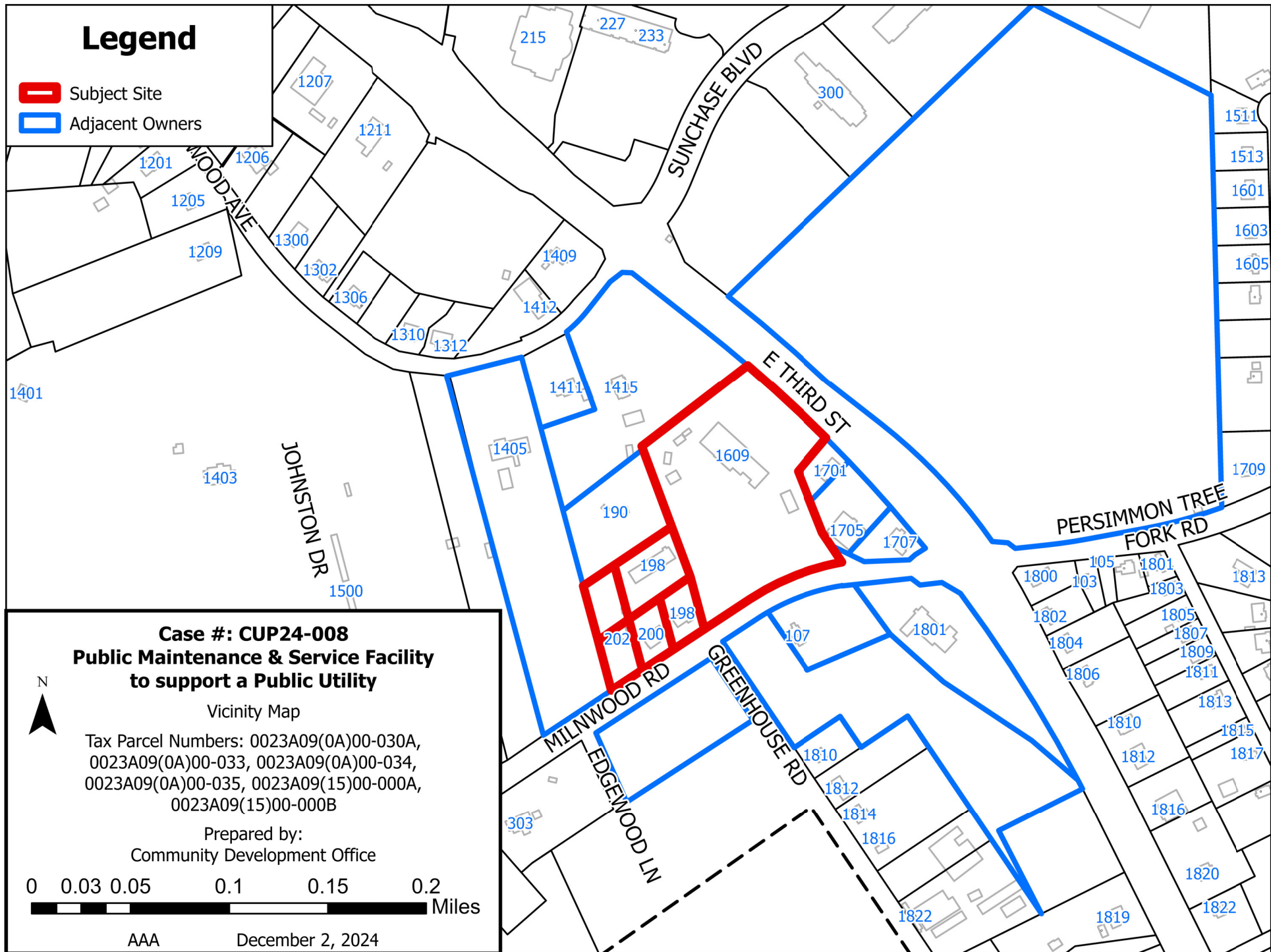
Tax Parcel Numbers: 0023A09(0A)00-030A,
0023A09(0A)00-033, 0023A09(0A)00-034,
0023A09(0A)00-035, 0023A09(15)00-000A,
0023A09(15)00-000B

Prepared by:
Community Development Office

0 0.03 0.05 0.1 0.15 0.2
Miles

AAA

December 2, 2024





12/12/2024 02:21 PM





12/12/2024 02:18 PM



12/12/2024 02:18 PM





12/12/2024 02:13 PM



12/12/2024 02:11 PM

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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:

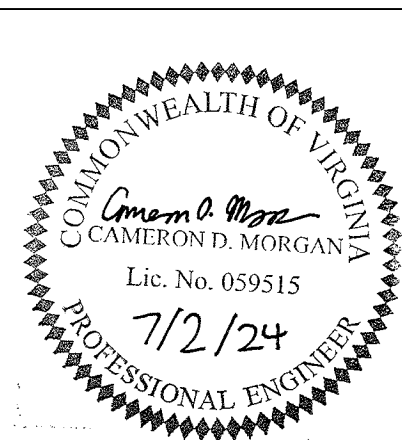
- EXISTING EDGE OF PAVEMENT
- EXISTING CURB
- CURB
- EXISTING CURB & GUTTER
- CURB & GUTTER
- TRUNCATED DOMES (FLUSH)
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- EXISTING TREE EDGE
- EXISTING FENCE
- PROPOSED FENCE
- EXISTING SIGN
- SIGN
- BOLLARD
- MONUMENT FOUND
- TEMPORARY BENCHMARK
- STREET 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'

0 40' 80'



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REVISION DESCRIPTION	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

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Resolution No. 2025-02-01

To grant 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 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.

WHEREAS, Holly Johnson filed an application on behalf of Dominion Energy for a conditional use permit to allow for 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; and

WHEREAS, after a public hearing and due consideration, the Planning Commission recommends approval of this conditional use permit with seven conditions; and

WHEREAS, the Town Council finds that the conditional use permit application complies with Town Code Section 29-22 (a); and

WHEREAS, upon recommendation of the Planning Commission and after holding a public hearing on this Resolution, the Town Council finds that the public necessity, convenience, general welfare, and good planning and zoning practice allows for this conditional use permit be granted; NOW THEREFORE,

BE IT RESOLVED BY THE TOWN OF FARMVILLE TOWN COUNCIL:

1. The Town of Farmville Town Council grants a conditional use permit with seven conditions to Dominion Energy to allow a 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.
2. This resolution shall be in full force and effect upon passage.

Approved: _____
Mayor

Attest: _____
Clerk of Council

I certify that the above resolution was:

Adopted on _____.

Ayes: _____. Nays: _____. Absent: _____. Abstain: _____.

The Honorable A.D. “Chuckie” Reid: _____.

The Honorable Sallie O. Amos _____.

The Honorable Daniel E. Dwyer _____.

The Honorable Tommy Pairt _____.

The Honorable John F. Hardy _____.

The Honorable Donald L. Hunter _____.

The Honorable Adam Yoelin _____.

DRAFT

Conditions

1. Approval of REZ24-003 from Town Council
2. Eliminate interior lot lines.
3. Existing Conditional Use Permit on 190 Milnwood Road allows for the current request or additional Rezoning and Conditional Use Permit request will be submitted for subject lot.
4. Eliminate the three (3) entrances on Milnwood Road that lead to the single family dwelling, Dogwood Park II offices, and the self-storage facility.
5. 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.
6. Outside storage areas shall not exceed thirty-five (35) percent of the total area of the site.
7. 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.



Town of Farmville

Agenda Item Summary

MEETING DATE: February 5, 2025

ITEM NUMBER: 11.a. – Proposed Resolution No. 2025-02-02

BACKGROUND: Community Development Director Ashley Atkins-Austin will provide a verbal report.

RECOMMENDATION:

FISCAL IMPACT:

ATTACHMENTS:

1. Town Council Staff Report - Res. No. 2025-02-02
2. Resolution 2025-02-02



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

Department of Community Development
**CUP25-002 – Public Maintenance and Storage Facility
in support of a Public Utility**
Resolution No. 2025-02-02
Staff Report for 02/12/2025 Town Council Meeting

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:



Department of Community Development
**CUP25-002 – Public Maintenance and Storage Facility
in support of a Public Utility**
Resolution No. 2025-02-02
Staff Report for 02/12/2025 Town Council Meeting

- **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.

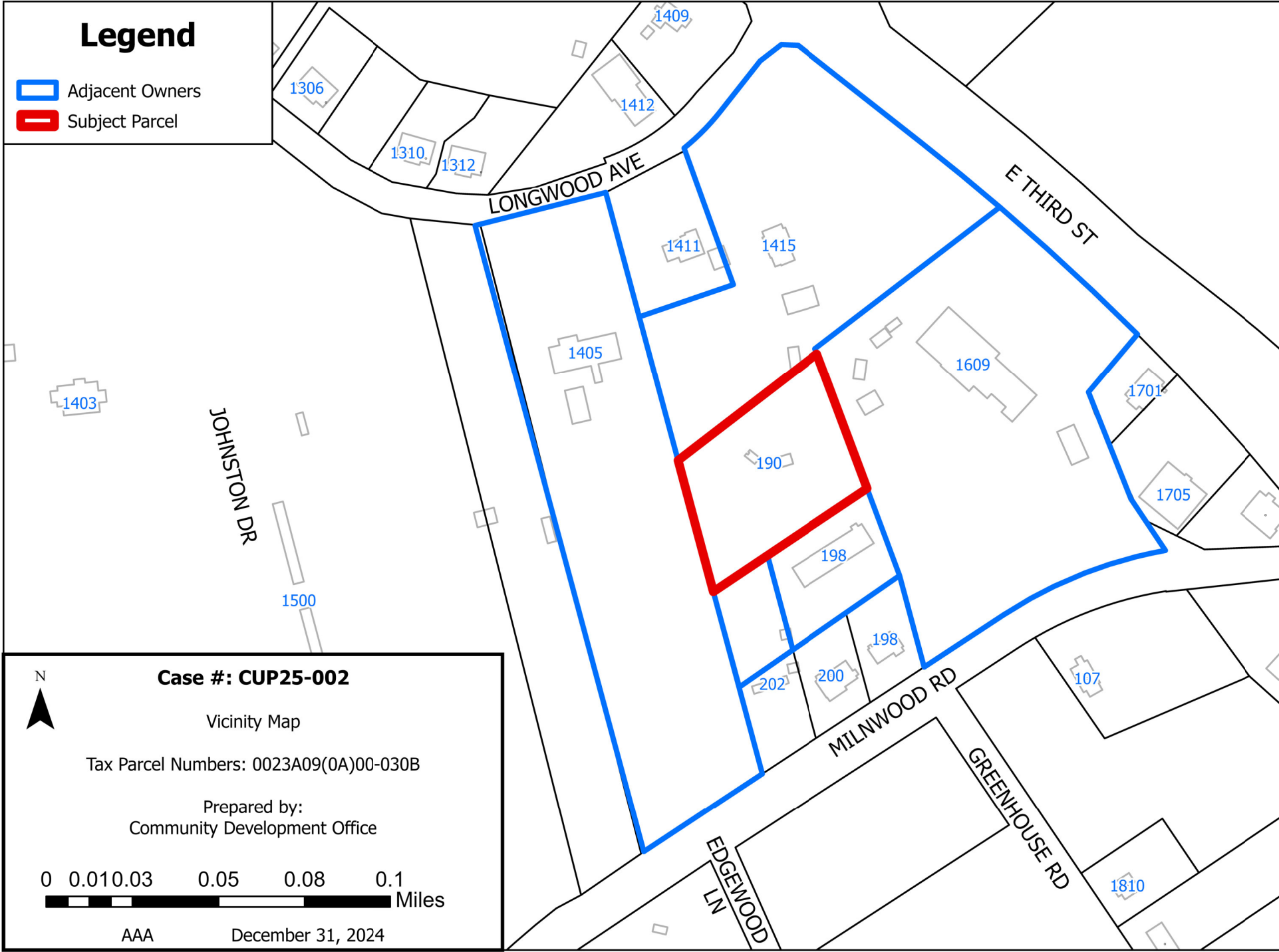
Planning Commission Actions

The Planning Commission held a public hearing on Wednesday, January 15, 2025, at 7:00 pm:

- Alex Rendon, on behalf of Dominion Energy, and Cameron Morgan and Roger Rodriguez, engineers for the Dominion Energy Expansion Project, both from Timmons Group, were in attendance. There were no citizen comments at the public hearing and no comments were received prior to the hearing.
- Commissioners had a brief discussion concerning the 35% covered storage allowed on the parcel and the conditions.
- The Commission voted 7-0 to **recommend approval** of the Conditional Use Permit, CUP25-002, with three (3) 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.
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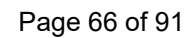
Attachments

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2. Images
3. Overall Layout Plan supplied by applicant with site plan



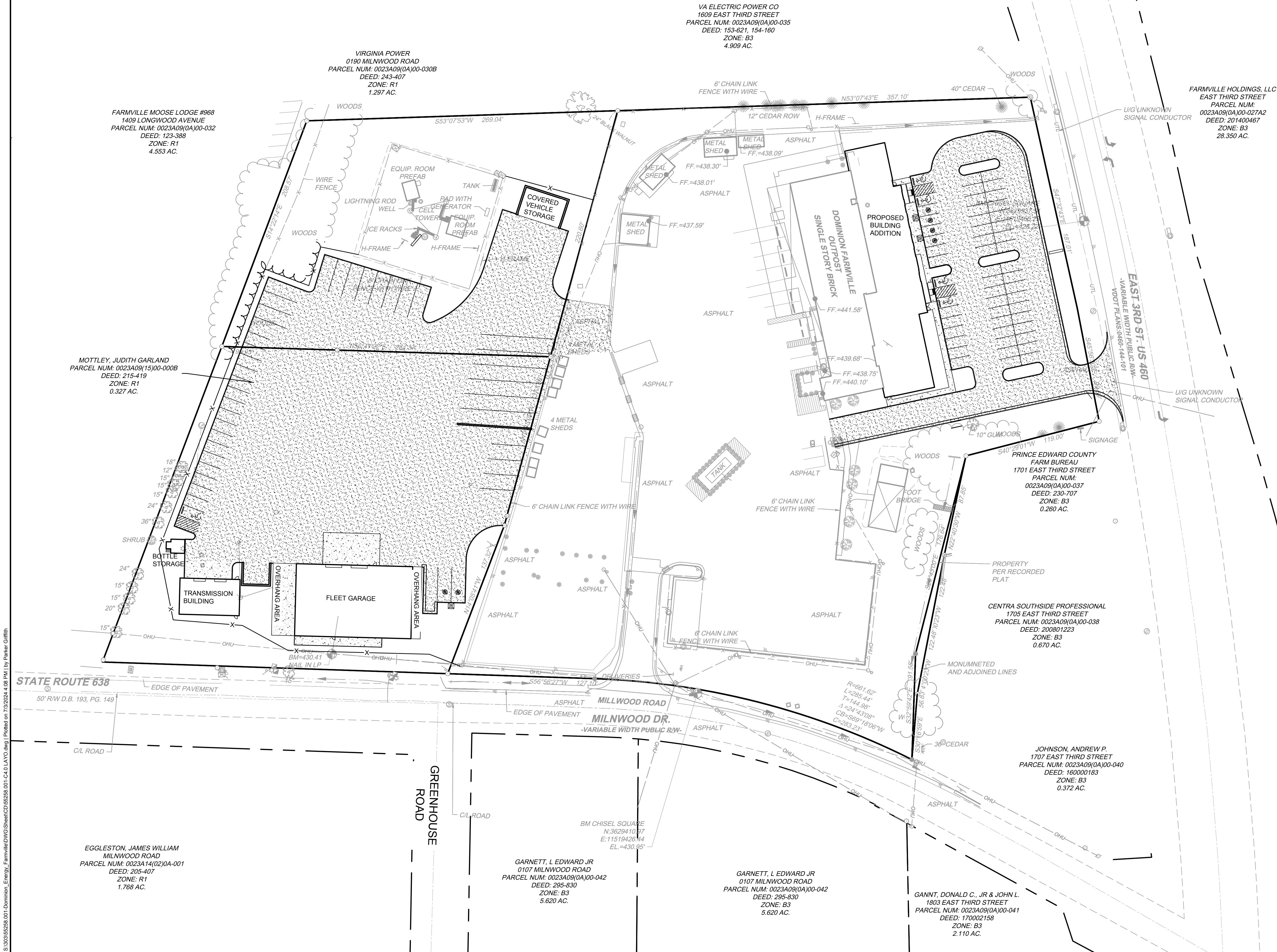
 Adjacent Owners

 Subject Parcel





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- GENERAL LAYOUT NOTES:
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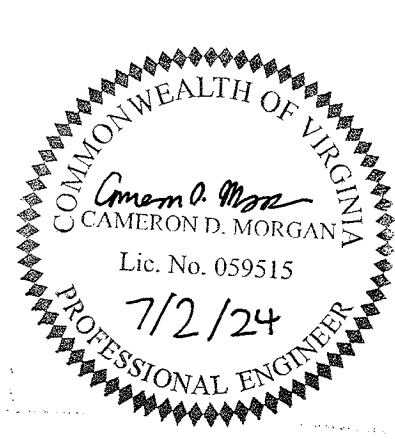
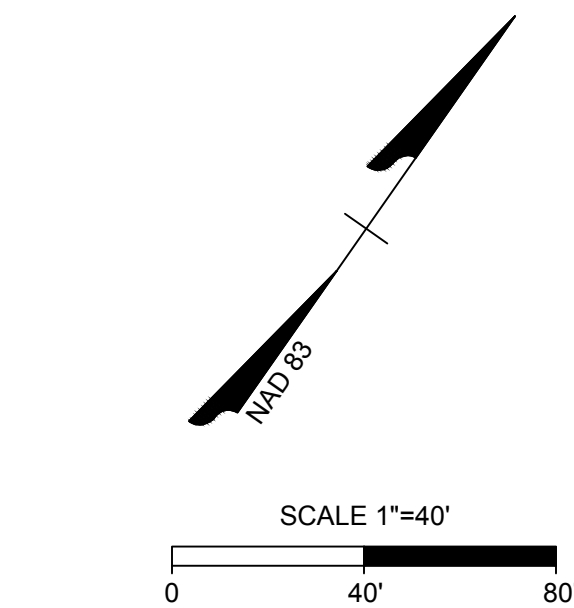
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 2. DO NOT PAINT INSIDE THE GUTTER PAN IN ANY AREA.
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- SITE LEGEND:
- EXISTING EDGE OF PAVEMENT
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 - TRUNCATED DOMES (FLUSH)
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- SIGN LEGEND
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 - SIGN



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REVISION DESCRIPTION	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

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Resolution No. 2025-02-02

To grant 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.

WHEREAS, Holly Johnson filed an application on behalf of Dominion Energy for a conditional use permit to allow for 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; and

WHEREAS, after a public hearing and due consideration, the Planning Commission recommends approval of this conditional use permit with three conditions; and

WHEREAS, the Town Council finds that the conditional use permit application complies with Town Code Section 29-22 (a); and

WHEREAS, upon recommendation of the Planning Commission and after holding a public hearing on this Resolution, the Town Council finds that the public necessity, convenience, general welfare, and good planning and zoning practice allows for this conditional use permit be granted; NOW THEREFORE,

BE IT RESOLVED BY THE TOWN OF FARMVILLE TOWN COUNCIL:

1. The Town of Farmville Town Council grants a conditional use permit with three conditions to Dominion Energy to allow a 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.
2. This resolution shall be in full force and effect upon passage.

Approved: _____
Mayor

Attest: _____
Clerk of Council

I certify that the above resolution was:

Adopted on _____.

Ayes: _____. Nays: _____. Absent: _____. Abstain: _____.

The Honorable A.D. “Chuckie” Reid: _____.

The Honorable Sallie O. Amos _____.

The Honorable Daniel E. Dwyer _____.

The Honorable Tommy Pairet _____.

The Honorable John F. Hardy _____.

The Honorable Donald L. Hunter _____.

The Honorable Adam Yoelin _____.

DRAFT

Conditions

1. 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.
2. Outside storage areas shall not exceed thirty-five (35) percent of the total area of the site.
3. 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.

DRAFT



Town of Farmville

Agenda Item Summary

MEETING DATE: February 5, 2025

ITEM NUMBER: 12.a. – Proposed Resolution No. 2025-02-03

BACKGROUND: Community Development Director Ashley Atkins-Austin will provide a verbal report.

RECOMMENDATION:

FISCAL IMPACT:

ATTACHMENTS:

1. Town Council Staff Report - Res. No. 2025-02-03
2. Resolution 2025-02-03



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

Department of Community Development

CUP25-001 – Single family dwelling

Resolution 2025-02-03

Staff Report for 02/12/2025 Town Council Meeting

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 and retail space. There are single family dwellings to the rear of the property on Longwood Avenue.

Zoning Ordinance Considerations

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

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.

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.

Planning Commission Actions

The Planning Commission held a public hearing on Wednesday, January 15, 2025, at 7:00 pm:

- Robert (Taylor) Scott and Robert A. Scott were present to answer questions about the application. There were no other citizen comments at the public hearing and no comments were received prior to the meeting.
- Commissioners discussed off-street parking at the site.
- Commissioners voted 7-0 to **recommend approval** of the Conditional Use Permit, CUP25-001, with one condition to Town Council
 1. The applicant provide adequate off-street parking for residents of the single family dwelling.

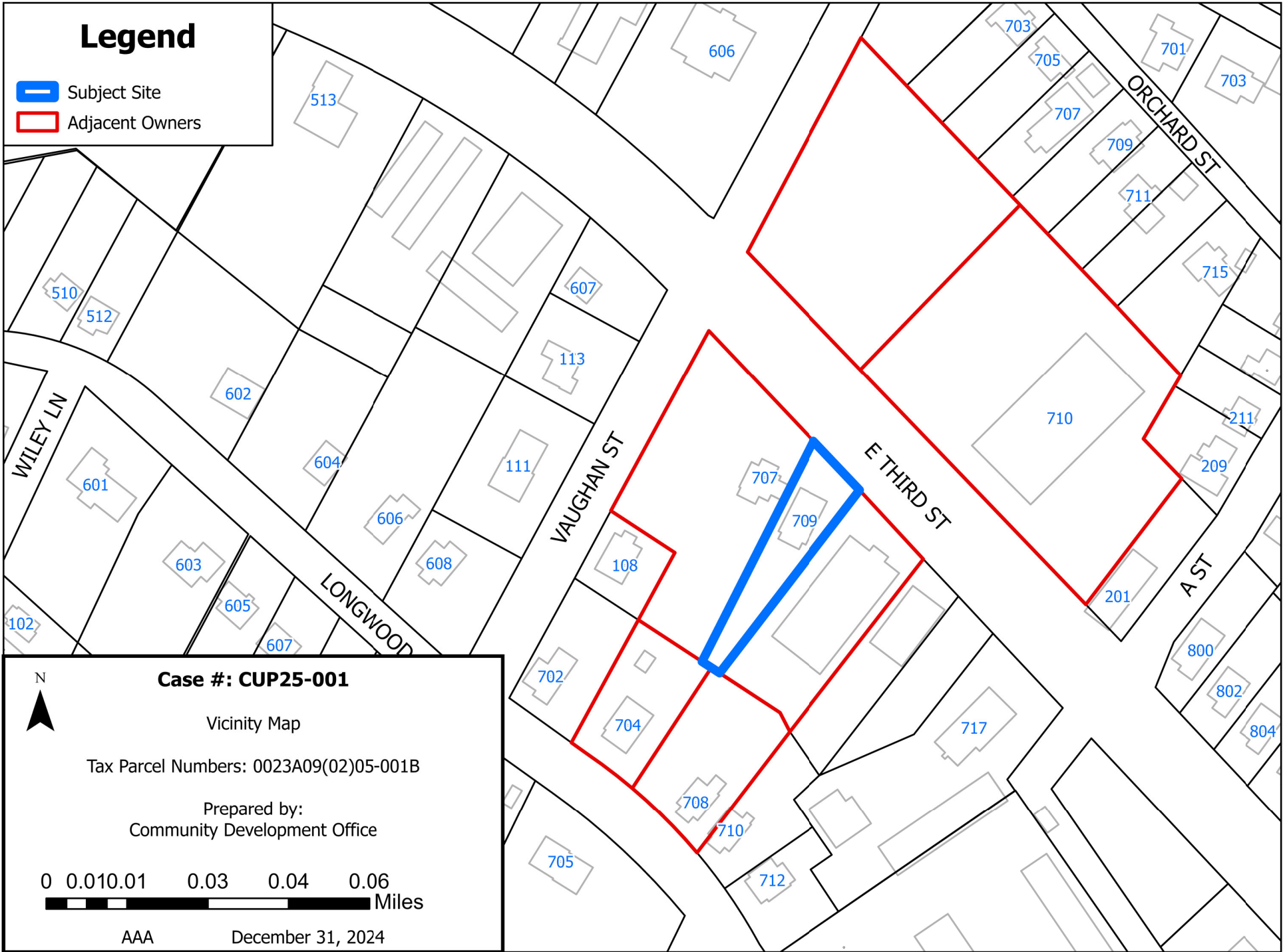


116 North Main Street
Farmville, Virginia 23901
434-392-8465
www.farmvilleva.com

Department of Community Development
CUP25-001 – Single family dwelling
Resolution 2025-02-03
Staff Report for 02/12/2025 Town Council Meeting

Attachments

1. Vicinity and aerial maps
2. Images







Resolution No. 2025-02-03

To grant 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 0023A09(02)05-001B, containing 0.226 acre.

WHEREAS, Robert A. Scott filed an application for a conditional use permit to allow for a single family dwelling, per Town Code Section 29.22.a., located at 709 East Third Street on tax map number 0023A09(02)05-001B, which is zoned B-2 Transitional Commercial; and

WHEREAS, after a public hearing and due consideration, the Planning Commission recommends approval of this conditional use permit with one condition; and

WHEREAS, the Town Council finds that the conditional use permit application complies with Town Code Section 29-22 (a); and

WHEREAS, upon recommendation of the Planning Commission and after holding a public hearing on this Resolution, the Town Council finds that the public necessity, convenience, general welfare, and good planning and zoning practice allows for this conditional use permit be granted; NOW THEREFORE,

BE IT RESOLVED BY THE TOWN OF FARMVILLE TOWN COUNCIL:

1. The Town of Farmville Town Council grants a conditional use permit with one condition to Robert A. Scott to allow a single family dwelling in a B-2 Transitional Commercial Zoning District. Located at 709 East Third Street on tax map number 0023A09(02)05-001B, containing 0.226 acre.
2. This resolution shall be in full force and effect upon passage.

Approved: _____
Mayor

Attest: _____
Clerk of Council

I certify that the above resolution was:

Adopted on _____.

Ayes: _____. Nays: _____. Absent: _____. Abstain: _____.

The Honorable A.D. “Chuckie” Reid: _____.

The Honorable Sallie O. Amos _____.

The Honorable Daniel E. Dwyer _____.

The Honorable Tommy Pairet _____.

The Honorable John F. Hardy _____.

The Honorable Donald L. Hunter _____.

The Honorable Adam Yoelin _____.

DRAFT

Condition

1. The applicant provides adequate off-street parking for residents of the single family dwelling.

DRAFT



Town of Farmville

Agenda Item Summary

MEETING DATE: February 5, 2025

ITEM NUMBER: 13.a. – 2024 Annual Report to the Town Council

BACKGROUND: Community Development Director Ashley Atkins-Austin will provide a verbal report.

RECOMMENDATION:

FISCAL IMPACT:

ATTACHMENTS:

1. Draft Planning Commission Report for Town Council - 01282025 V2



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 and Planning Commission hold one joint meeting during the calendar year.
- 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 \$2,500.
- 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.



Town of Farmville

Agenda Item Summary

MEETING DATE: February 5, 2025

ITEM NUMBER: 14.a. – 2024 Annual Report to the Town Council

BACKGROUND: Community Development Director Ashley Atkins-Austin will provide a verbal report.

RECOMMENDATION:

FISCAL IMPACT:

ATTACHMENTS:

1. BZA 2024 Annual Report 1-17 DRAFT



Board of Zoning Appeals

2024 ANNUAL REPORT TO THE TOWN COUNCIL

Section 15.2-2308 of the Code of Virginia states:

The board shall keep a full public record of its proceedings and shall submit a report of its activities to the governing body or bodies at least once each year.

Members

Pam Butler

Term Expires: 12/31/2025

Penny Pairet

Term Expires: 12/31/2025

Cam Patterson

Resigned: 8/07/2024

John Miller

Term Expires: 2/28/2026

Sam Carey

Term Expires: 5/31/2026

Zachary Preston

Term Expires: 2/28/2027

Appointments

Pam Butler – Chairperson

Penny Pairet – Vice Chairperson

Meetings

The Board of Zoning Appeals met twice in the calendar year 2024.

2024 Cases

BZA24-001-VAR – Walmart Real Estate, Property Owner and Applicant, are requesting the following variances from the Town’s Sign Ordinance as follows:

- A variance allowing 534.79 sq. ft. of total signage where 150 sq. ft. maximum is allowed, pursuant to Section 29-31.f.
- A variance allowing a total of 18 wall signs where two (2) are allowed, pursuant to Section 29-31.f – Table 4.
- A variance allowing 439.79 sq. ft. of wall signage where 100 sq. ft maximum is allowed, pursuant to Section 29-31.f – Table 4.

The subject property is a 25.175 acre site located at 1800 Peery Drive on Parcel 0037000(14)00-002 and zoned B-3 Highway Commercial Zoning District.

Goals and Objectives for the Coming Year

- Request that Town Council continue to budget for two Board of Zoning Appeals members to attend the Certified Board of Zoning Appeals Program that is conducted through the Land Use Education Program (LUEP) at Virginia Commonwealth University. Staff estimates that the combined cost for two commissioners in 2025 would be \$2,000.
- Prepare and submit the 2025 annual report to Town Council.



Town of Farmville

Agenda Item Summary

MEETING DATE: February 5, 2025

ITEM NUMBER: 18.a. – 2.2-3711 (A)(1) Discussion of prospective candidates for Farmville Industrial Development Authority appointments and Discussion of the contractual payment for legal services provided by the Town Attorney

BACKGROUND: Mr. Mayor, I move that the Farmville Town Council convene in closed meeting pursuant to the Code of Virginia, in accordance with the provisions of paragraph A.1. of Section 2.2-3711, for the Discussion of prospective candidates for Farmville Industrial Development Authority appointments and Discussion of the contractual payment for legal services provided by the Town Attorney.

CERTIFICATION OF CLOSED MEETING

WHEREAS, the Farmville Town Council has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3712 of the Code of Virginia requires a certification by the Farmville Town Council that such closed meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED that the Farmville Town Council hereby certifies that, to the best of each member's knowledge, only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Farmville Town Council.

RECOMMENDATION:

FISCAL IMPACT:

ATTACHMENTS: None