

**Town of Farmville Planning Commission  
Town Council Chamber of the Town Hall  
116 North Main Street, Farmville, VA 23901  
Wednesday, January 15, 2025**

**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 Mr. Davenport, with all present members voting "aye", the agenda was adopted with no corrections.

**ANNUAL ORGANIZATION MEETING-ELECTIONS OF OFFICERS**

Chairperson Patterson opened the floor to accept nominations for officers.

**Nomination and Election of Chairperson**

Dr. Miller was nominated by Mr. Davenport, seconded by Ms. O'Connor, and with no further nominations, Dr. Miller was elected by acclamation.

**Nomination and Election of Vice-Chairperson**

Mr. Davenport was nominated by Ms. Fraley, seconded by Mr. Patterson, and with no further nominations, Mr. Davenport was elected by acclamation.

**Nomination and Election of Secretary**

Ms. O'Connor was nominated by Mr. Patterson, seconded by Mr. Weiss, and with no further nominations, Ms. O'Connor was elected by acclamation.

**CONSIDERATION OF MINUTES**

**Minutes of Regular Planning Commission Meeting -December 18, 2024**

Chairperson Miller noted that the minutes had been likewise distributed and asked if there were any corrections or revisions. On a motion by Mr. Crute, seconded by Mr. Patterson, and with all present members voting "aye," the minutes from December 18, 2024, were approved as presented.

**PUBLIC PARTICIPATION**

There was no public participation.

**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.**

Chairperson Miller set forth case CUP25-001 to the Commissioners.

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

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

There was a brief discussion amongst staff and Mr. Weiss regarding off-street parking at the subject site.

Thomas Scott, on behalf of the Applicant Robert Scott, briefed the Commissioners on their plans. The plan is to expand and gravel the parking area to allow for adequate multi-vehicle parking area.

He shared that their general thought was to purchase the derelict home and improve it aesthetically to provide an affordable and functioning home.

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 Mr. Patterson, and with all present members voting "aye", the public hearing was closed.

During the deliberation period, Mr. Patterson shared that he feels the request is straight-forward, fits the use of the area based on the gateway for the Comprehension Plan, and that its always good to see derelict properties get a new life.

On a motion by Mr. Patterson, seconded by Mr. Crute, with a friendly amendment to the motion by Mr. Weiss to add a condition that the applicant will provide adequate off-street parking for the residents; and with all present members voting "aye", the motion to recommend approval of CUP25-001 with condition to Town Council was passed.

**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.**

Chairperson Miller set forth case REZ25-001 to the Commissioners.

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

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

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.

On a motion by Mr. Weiss, seconded by Mr. Davenport, and with all present members voting "aye", the motion to recommend approval of REZ25-001 to Town Council was passed.

**PUBLIC HEARING CUP25-001**

**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.**

Chairperson Miller set forth case CUP25-002 to the Commissioners.

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

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

Mr. Crute clarified with staff the condition and zoning definition of outside storage. Ms. Atkins-Austin shared that she would have to look the definition up.

Mr. Weiss clarified with staff the need to add conditions that were mentioned in the previous meeting by Ms. Fraley.

Alex Rendon, on behalf of Dominion, expressed his gratitude to the Commissioners and staff for their coordination, collaboration, and good governance.

Mr. Crute had a brief clarification with the applicant regarding the 35% covered storage on the parcel.

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 Mr. Weiss, and with all present members voting "aye", the public hearing was closed.

There was brief deliberation amongst the Commissioners.

On a motion by Mr. Patterson, seconded by Ms. Fraley, and with all present members voting "aye", the motion to recommend approval of CUP25-002 to Town Council was passed.

**OLD BUSINESS**

There was no old business before the Commission.

**NEW BUSINESS**

**Consideration and Adoption of 2024 Annual Report and 2025 Goals**

Chairperson Miller noted the Annual Report was distributed and asked if there were any corrections or additions. He expressed his gratitude to Commissioners and Staff for the hard work and accomplishments during the 2024 calendar year. Mr. Patterson offered an addition to the Annual Report, under the 2025 Proposed Actions by Planning Commission and Requests to the Town Council; to have dialogue with the Town Council. On a motion by Ms. O’Connor, seconded by Mr. Crute, and with all present members voting “aye”, the agenda was adopted with the noted revision.

**Consideration and Adoption of 2025 Meeting Dates**

Chairperson Miller noted that the meeting dates have been distributed and asked if there were any questions. On a motion by Mr. Crute, Seconded by Mr. Davenport, and with all present member voting “aye”, the 2025 Meeting dates were adopted.

**STAFF UPDATES**

Chairperson Miller reiterated his gratitude to Staff for all the hard work done and documented for the 2024 calendar year.

Ms. Atkins-Austin reported that CUP24-007 was approved by Town Council with a vote of 6-1. Staff currently do not have any upcoming cases to bring before the Commissioners. The next Planning Commission meeting is scheduled for Wednesday, February 19, 2025 at 7:10 PM. BZA will meet Friday, January 24, 2025 @ 3:00 PM to hear an appeals case.

**COMMISSION UPDATES**

There were no updates from the Commissioners.

**ADJOURNMENT**

With no further business, Chairperson Miller called for a motion to adjourn the meeting. On a motion by Mr. Crute, seconded by Mr. Davenport and with all present members voting “aye”, the meeting was adjourned at 7:35 PM.

Respectfully submitted by Michelle D. Watkins, Administrative Assistant II

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Cameron Patterson, Chairperson

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Abigail O’Connor, Secretary