



Town of Farmville

Board of Zoning Appeals

June 17, 2026 at 3:00 PM
Council Chamber of the Town Hall
116 North Main Street, Farmville, VA

AGENDA

1. **Call to Order**
2. **Roll Call**
3. **Determination of Quorum**
4. **Consideration of Minutes**
 - a. Minutes of the Regular Board of Zoning Appeals Meeting - March 26, 2026
5. **Hearing of Cases**
 - a. BZA26-002: The applicant is appealing the Town's decision to reject a sign permit application to construct an electronic message board, replacing an existing monument sign. Electronic message boards are not explicitly allowed in the B-3 Highway Commercial Zoning District. The 1.248-acre site is located at 1700 South Main Street on Tax Map Number 0023A13(0A)00-014.
 - b. BZA26-006: The applicant is seeking a 26' variance to the 60' front yard setback to rebuild and expand the footprint of a nonconforming single-family home. The resulting front yard setback would be 34' from the center of the right of way. The 0.266-acre site is located at 214 Woodrow Avenue on Tax Map ID: 0023A09(08)00-006.
6. **New Business**
7. **Staff Updates**
8. **Adjournment**



Town of Farmville

Agenda Item Summary

MEETING DATE: June 17, 2026

ITEM NUMBER: 4.a. – Minutes of the Regular Board of Zoning Appeals Meeting - March 26, 2026

BACKGROUND:

RECOMMENDATION: I move to approve the minutes for the March 26, 2026, Board of Zoning Appeals meeting as presented.

FISCAL IMPACT:

ATTACHMENTS:

- 1. BZA Draft Minutes -3-26-2026

MOTION: _____

SECONDED: _____

| Members | Yes | No | Absent |
|--------------|-----|----|--------|
| Mr. Carey | | | |
| Ms. Lee | | | |
| Mr. Campbell | | | |
| Dr. Miller | | | |
| Ms. McKinney | | | |

**Town of Farmville Board of Zoning Appeals
Farmville Town Hall Council Chambers
116 North Main Street, Farmville, VA
Thursday March 26, 2026**

Members Present: Dr. John Miller, Shaunna McKinney, and Sam Carey.

Member Absent: None

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

Call to Order: With no current Chairperson or Vice Chairperson, Ms. Atkins-Austin called the meeting to order at 3:00 PM.

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

ELECTIONS OF OFFICERS

Election of Chairperson - Dr. Miller was nominated by Mr. Carey; with no further nominations, Dr. Miller was elected Chairperson by voice acclamation.

Election of Vice-Chairperson - Ms. McKinney self-nominated; with no further nominations, Ms. McKinney was elected Vice-Chairperson by voice acclamation.

APPROVAL OF MINUTES

Minutes of Board of Zoning Appeals Meeting - November 20, 2025

On motion by Ms. McKinney, seconded by Mr. Carey, and with all present members voting “aye”, the minutes were approved as presented.

HEARING OF THE CASE

BZA26-001 - The applicant requests a 1’ variance to the required 15’ side yard setback in the R-1 Low Density zoning district, as stated in Section 29-22.b (Table 2), to construct a covered screened porch. The 0.193 acre site is located at 608 Second Avenue on Tax Map Number 0023A07(10)00-001.

Chairperson Miller set forth case BZA26-001 to the Board Members.

Mr. Dvorak provided a summary of the case with supporting documents and slides.

The board shared that the presentation of the case was both straight forward and reasonable.

On a motion by Mr. Carey, seconded by Ms. McKinney, and with all present member voting “aye”, a motion was passed to approve BZA26-001.

UNFINISHED BUSINESS

There was no unfinished business before the Board.

NEW BUSINESS

Adopt Standing Meeting Schedule for 2026

On a motion by Ms. McKinney, seconded by Mr. Carey, and with all present member voting “aye” the 2026 Board of Zoning Appeals meeting schedule was adopted.

Adopt 2025 Annual Report

On a motion by Mr. Carey, seconded by Ms. McKinney, and with all present member voting “aye” the 2025 Board of Zoning Appeals annual report was adopted.

STAFF UPDATES

Board of Zoning Appeals has two new board members, Kyle Campbell and Eboni Lee.

ADJOURNMENT

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

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

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

Dr. Miller, Chairperson



Town of Farmville

Agenda Item Summary

MEETING DATE: June 17, 2026

ITEM NUMBER: 5.a. – BZA26-002: The applicant is appealing the Town's decision to reject a sign permit application to construct an electronic message board, replacing an existing monument sign. Electronic message boards are not explicitly allowed in the B-3 Highway Commercial Zoning District. The 1.248-acre site is located at 1700 South Main Street on Tax Map Number 0023A13(0A)00-014.

BACKGROUND:

RECOMMENDATION: I move that we deny the appeal submitted by Jeff Lee regarding the decision of the Zoning Administrator dated April 8, 2026, for the property located at 1700 South Main Street.

FISCAL IMPACT:

ATTACHMENTS:

- 1. STAFF REPORT - BZA26-005 -1700 South Main Street

MOTION: _____

SECONDED: _____

| Members | Yes | No | Absent |
|--------------|-----|----|--------|
| Mr. Carey | | | |
| Ms. Lee | | | |
| Mr. Campbell | | | |
| Dr. Miller | | | |
| Ms. McKinney | | | |



Identification and Location Information

| | |
|---------------------------------------|---|
| Applicant | Jeff Lee, Superior Signs LLC |
| Property Owner | Farmville Production Credit Association, et al. |
| Location | 1700 South Main Street; Tax Map ID: 0023A13(OA)00-014 |
| Ward | A |
| Acreage | 1.248 acres |
| Zoning | B-3 |
| Existing Land Use | Financial institution |
| Future Land Use Recommendation | General Commercial |
| Overlays | n/a |
| Adjacent Zoning | B-3 |
| Adjacent Uses | Commercial |
| Staff Contact | Ashley Atkins-Austin, CZA: Director of Community Development Phone: 434-392-8465 Email: aaustin@farmvilleva.com Report by Robert W. Dvorak, CZA Town Planner |

Background

The applicant is appealing a decision made by the Town on April 8, 2026, to reject an application for a *sign, electronic message board*. The proposed sign would be replacing a nonconforming changeable copy sign. The application was rejected based upon the determination that the proposed sign type was not allowed in the B-3 zoning district, per Town Code Section 29-31.a.2. The 1.248 acre site at 1700 South Main Street, Tax Map number 0023A13(OA)00-014 is in the B-3 Highway Commercial zoning district.

Zoning Ordinance Considerations

Sec. 29-31.a.2. *Signs not expressly permitted as being allowed under this article, by specific requirements in another portion of this chapter, or otherwise expressly allowed by the town are forbidden.*

Sec. 29-81. Definitions. Sign, electronic message board. *Any sign that uses changing lights to form a sign message or messages wherein the sequence of messages and the rate of change is electronically programmed and can be modified by electronic processes.*

Sec. 29-31. f. Table 4. Maximum Sign Dimensions – B-2 and B-3 Zoning Districts

(Table to follow on next page)



| Sign Type | Number | Area | Height (ft.) |
|---|--|---|---|
| Window | Not limited | Lesser of 20% of window area or 6 sq. ft. | Not limited |
| Freestanding | 1 per street frontage, limit 2 per lot | 50 sq. ft. | 15 ft. |
| Projecting | 1 per business per street frontage | 12 sq. ft. | No less than 9 ft. |
| Wall | 2 per business per street frontage | 100 sq. ft. | Not limited |
| Canopy | Permitted | Letters not more than 12 inches high. | No less than 9 ft clearance; not to exceed canopy height. |
| A-Frame | 1 per 30 feet of frontage | 6 sq. ft. per side | 4 ft. |
| Painted | 1 on side or rear wall | Shall not exceed 50% of that wall area | Not limited |
| Temporary (freestanding, banner, or wall only) ¹ | Not limited | 12 sq. ft. | 4 ft. |

Section 29-16. b. of the Town Code establishes the procedures for submitting an appeal.

- (1) *Mailing procedure.* Appeals shall be mailed to the board of zoning appeals in care of the zoning administrator, and a copy of the appeal shall be mailed to the secretary of the planning commission. A third copy should be mailed to the individual, official, department, or agency concerned, if any.
- (2) *Hearing.* The board of zoning appeals shall fix a reasonable time for the hearing of an appeal, give public notice thereof as well as due notice to the parties in interest, and decide the same within ninety (90) days of the filing of the appeal.
- (3) *Decisions.*
 - a. In exercising its powers, the board may reverse or affirm, wholly or partly, or may modify the order, requirement, decision or determination appealed from. In any appeal, if a board's attempt to reach a decision results in a tie vote, the matter may be carried over until the next scheduled meeting at the request of the person filing the appeal.
 - b. The Board shall keep minutes of its proceedings and other official actions which shall be filed in the office of the board and shall be public records.



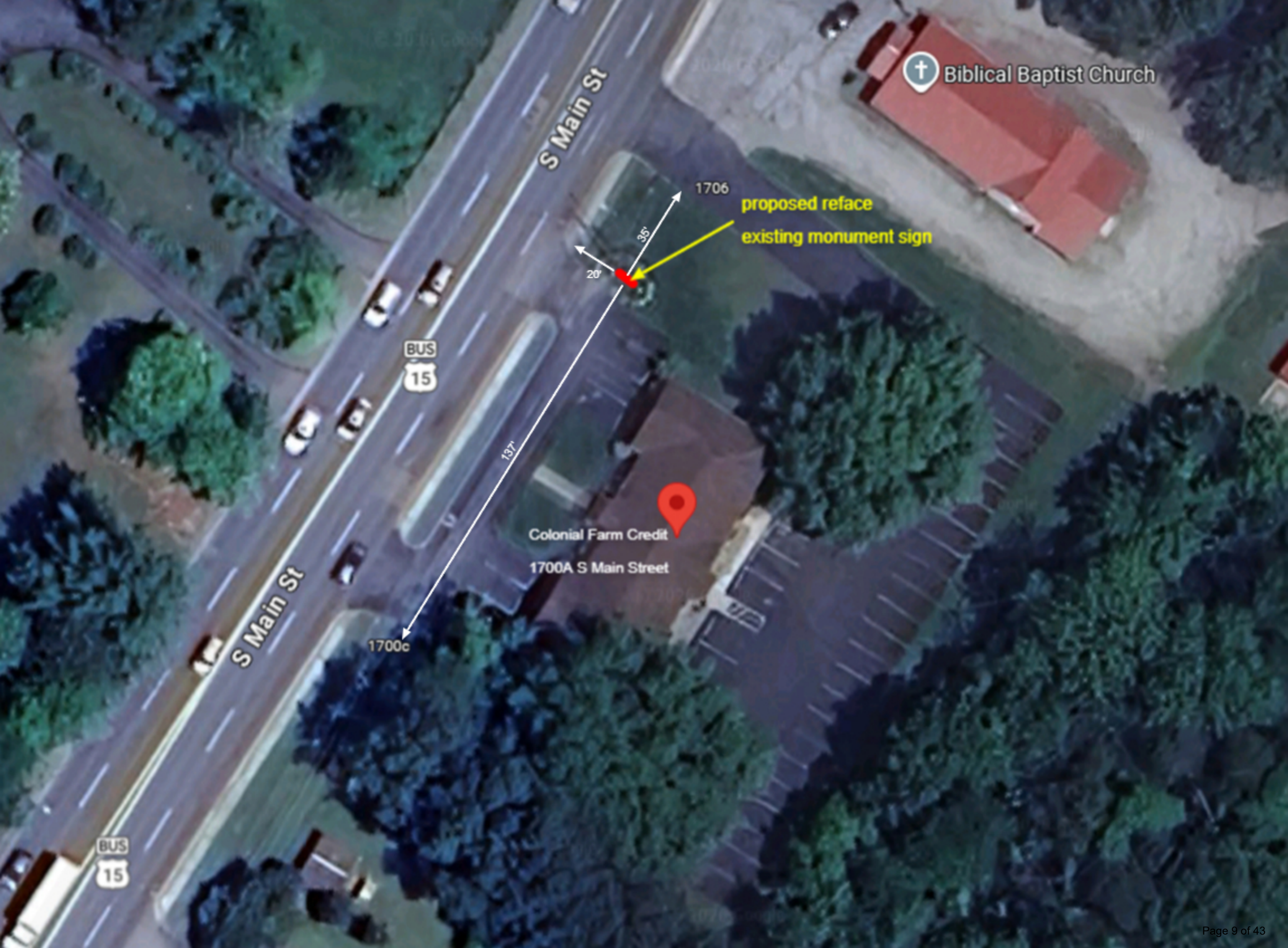
c. The chairperson of the board, or in his absence the acting chairperson, may administer oaths and compel the attendance of witnesses.

Findings and Recommendations

Based on conversations with the applicant and the assets provided with the application, staff determined that the proposed sign type met the definition of a *sign, electronic message board* (Sec 29-81.). This sign type is not included in the dimensional standards matrix for signs in the B-2 and B-3 Zoning Districts (Sec. 29-31. f. Table 4). Exclusion from this matrix or any other section of this chapter justify prohibition of this sign type (Sec. 29-31. a. 2.)

Attachments

1. Exhibits (Proposed location, Rendering)
2. Rejected application for ZON26-043



⊕ Biblical Baptist Church

1706
proposed reface
existing monument sign

Colonial Farm Credit
1700A S Main Street

1700c

137'

20°

35°

S Main St

S Main St

BUS
15

BUS
15



WORKSPACE INFORMATION

| | | |
|---|---|------------------------------------|
| Application number ZON26-043 | Category Zoning Permit | Workspace state Rejected |
| Workspace created 04/07/2026, 2:40:33PM EDT | Application submitted 04/07/2026, 3:00:10PM EDT | |
| Assignee | Package generation date 04/08/2026, 9:23:00AM EDT | |

LOCATION INFORMATION

| | |
|---|---|
| Address 1700 SOUTH MAIN STREET, Town of Farmville | Property information 0023A13(OA)00-014, |
|---|---|

PARTIES

| NAME AND COMPANY | CONTACT DETAILS | ROLES |
|-----------------------------------|--|----------------|
| Jeff Lee Superior Signs LLC | 2510 Willis Road N. Chesterfield jeff.lee@superiorsignsrva.com +1 8049146641 | Applicant |
| FARMVILLE PRODUCTION CREDIT ASSOC | P O BOX 727 | Property owner |

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| Email: rdvorak@farmvilleva.com - 1700 SOUTH MAIN STREET: New workspace submitted in Cloudpermit | 17-18 |
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| Email: jeff.lee@superiorsignsrva.com - 1700 SOUTH MAIN STREET: Workspace status is now Rejected | 21-22 |

CHAIN OF EVENTS

Application

- 04/07/2026, 2:40:33 PM EDT
Jeff Lee
Created the application
- 04/07/2026, 2:47:24 PM EDT
attachment-valid-pdf
- 04/07/2026, 2:47:24 PM EDT
attachment-valid-pdf
- 04/07/2026, 2:49:26 PM EDT
Jeff Lee
Form field updated | Field id: :site-type, new value: "Own"
- 04/07/2026, 2:49:29 PM EDT
Jeff Lee
Form field updated | Field id: :standalone-building--site, new value: true
- 04/07/2026, 2:49:40 PM EDT
Jeff Lee
Form field updated | Field id: :business-name, new value: "Colonial Farm Credit"
- 04/07/2026, 2:49:44 PM EDT
Jeff Lee
Form field updated | Field id: :sign-business--installer-name, new value: "Superior Signs LLC"
- 04/07/2026, 2:49:49 PM EDT
Jeff Lee
Form field updated | Field id: :sign-business-rep-name, new value: "Jeff Lee"
- 04/07/2026, 2:49:56 PM EDT
Jeff Lee
Form field updated | Field id: :sign-installer-contractor-number, new value: "2705156399"
- 04/07/2026, 2:50:03 PM EDT
Jeff Lee
Form field updated | Field id: :signs-proposed, new value: 1
- 04/07/2026, 2:50:07 PM EDT
Jeff Lee
Form field updated | Field id: :non-illuminated-flush-mount-wall-sign, new value: "No"
- 04/07/2026, 2:50:50 PM EDT
Jeff Lee
Form field updated | Field id: :cost, new value: 3500
- 04/07/2026, 2:54:24 PM EDT
Jeff Lee
Form field updated | Field id: :storefront-width, new value: "80"
- 04/07/2026, 2:55:29 PM EDT
Jeff Lee
Form field updated | Field id: :widths-of-street-frontage, new value: "215"
- 04/07/2026, 2:55:51 PM EDT
Jeff Lee
Form field updated | Field id: :current-use, new value: "business office"

04/07/2026, 2:55:55 PM EDT

Jeff Lee

Form field updated | Field id: :proposed-use, new value: "business office"

04/07/2026, 2:56:32 PM EDT

Jeff Lee

Form field updated | Field id: :description-2, new value: "Refurbish the existing monument sign with a color electronic message board."

04/07/2026, 2:56:32 PM EDT

Jeff Lee

Form field updated | Field id: :other-purpose, new value: true

04/07/2026, 2:57:12 PM EDT

Jeff Lee

Form field updated | Field id: :other-purpose-type, new value: "new sign"

04/07/2026, 2:57:12 PM EDT

Jeff Lee

Form field updated | Field id: :current-structure-on-site?, new value: "Yes"

04/07/2026, 2:58:12 PM EDT

Jeff Lee

Form field updated | Field id: :sign-installer-full-address, new value: "2510 Willis Road; N. Chesterfield, VA 23237"

04/07/2026, 2:58:20 PM EDT

Jeff Lee

Form field updated | Field id: :sign-installer-phone-number, new value: "8042715685"

04/07/2026, 2:58:37 PM EDT

Jeff Lee

Form field updated | Field id: :sign-installer-email, new value: "jeff.lee@SuperiorSignsRVA.com"

04/07/2026, 2:59:09 PM EDT

Jeff Lee

Added a circulation comment

04/07/2026, 3:00:10 PM EDT

Jeff Lee

Submitted the application

04/08/2026, 8:48:46 AM EDT

Robert Dvorak

Started the review process

04/08/2026, 8:49:58 AM EDT

Robert Dvorak

Created a review | Planner Review

04/08/2026, 8:54:44 AM EDT

Robert Dvorak

Started to review

04/08/2026, 9:06:33 AM EDT

Robert Dvorak

Finished the review

04/08/2026, 9:06:50 AM EDT

Robert Dvorak

return-to-in-review

04/08/2026, 9:11:45 AM EDT

Robert Dvorak

Finished the review

04/08/2026, 9:22:40 AM EDT

Robert Dvorak

Rejected application | Sec. 29-31.a.2. Signs not expressly permitted as being allowed under this article, by specific requirements in another portion of this chapter, or otherwise expressly allowed by the town are forbidden. Sec. 29-81. - Definitions -Sign, electronic message board. Any sign that uses changing lights to form a sign message or messages wherein the sequence of messages and the rate of change is electronically programmed and can be modified by electronic processes. Sec. 29-31.f. Table 4. "Sign, electronic message board" not an allowed sign type in the B-2 or B-3 zoning district.



Sign Permit Form

Town of Farmville

Community Development

116 North Main Street Farmville, VA 23901

Phone: (434) 392-8465 | Fax: (434) 392-3160

Signs are allowed in the Town of Farmville and are regulated pursuant to Section 29-31 of the Town Code ("Sign Ordinance"). There are different sign standards for the B-1, B-2 and B-3, and R-1 through R-4 zoning districts. There are also several prohibited signs, and certain signs may be eligible for an exemption. Please complete all fields. Indicate N/A if not applicable. Incomplete, illegible, and/or unsigned forms will not be processed.

Applicant Information

| | |
|---|---|
| Address of Business Where Signs Are Going 1700 SOUTH MAIN STREET | Name of Business Signs Are For Colonial Farm Credit |
| Do you own or rent the site? <input checked="" type="checkbox"/> Own <input type="checkbox"/> Rent | Are you in: <input type="checkbox"/> Shopping center <input type="checkbox"/> Downtown <input checked="" type="checkbox"/> Standalone building/ site <input type="checkbox"/> N/A |

Sign Installer Information

| | |
|--|---|
| Name of Sign Business/ Installer Superior Signs LLC | Representative's Name Jeff Lee |
| Sign Installer Address/ City/ State/ ZIP 2510 Willis Road; N. Chesterfield, VA 23237 | Sign Installer Phone Number 8042715685 |
| Contractor Number 2705156399 | Sign Installer Email jeff.lee@SuperiorSignsRVA.com |
| How many total signs are proposed? 1 | Estimated project cost 3500 USD |
| What are the widths of your storefront(s) 80 | and/or street frontage(s)? 215 |
| Non-illuminated flush mount wall sign <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | |



Zoning Permit Form

Town of Farmville

Community Development

116 North Main Street Farmville, VA 23901

Phone: (434) 392-8465 | Fax: (434) 392-3160

| Site Details | |
|---|---|
| Physical Address of Lot 1700 SOUTH MAIN STREET | Current Structure on Site? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| Current Use business office | Proposed Use business office |
| Description Refurbish the existing monument sign with a color electronic message board. | |
| Purpose <input type="checkbox"/> Change of Use <input type="checkbox"/> New Construction <input type="checkbox"/> Room Addition <input type="checkbox"/> Garage <input type="checkbox"/> Shed <input type="checkbox"/> Moving Lot Line <input checked="" type="checkbox"/> Other | If Other new sign |

As per the Town's Zoning Ordinance Chapter 29 Section 29-26, no building or structure shall be started, reconstructed, enlarged or altered until a zoning permit has been obtained from the administrator.

- The administrator may refer any request for a zoning permit to the planning commission and town council.
- The commission may request a review of the zoning permit approved by the administrator in order to determine if the contemplated use is in accordance with the district in which the construction lies.
- Zoning approval is required for any change of use, new construction, room addition, garage, shed, new or replacement sign and moving a lot line.
- The proposed use of the land, buildings and other structures made the subject of this application shall not start until approval has been issued by the zoning administrator.

As per the Town's Zoning Ordinance Chapter 29 Section 29-27 each application for a zoning permit shall be accompanied by two (2) copies of a drawing showing dimensions of the structure and lot.

- The drawing shall show the size and shape of the parcel of land on which the proposed building is to be constructed, the nature of the proposed use of the building or land, and the location of such building or use with respect to the property lines of the parcel of land and to the right-of-way of any street or highway adjoining the parcel of land.
- Any other information which the administrator may deem necessary for consideration of the application may be required.
- If the proposed building or use is in conformity with the provisions of this chapter, a permit shall be issued to the applicant by the administrator.
- One (1) copy of the drawing shall be returned to the applicant with the permit.
- The drawing shall also identify the structure's front, height, distances to property lines, including distances from town street right-of-way or center of street right-of-way (whichever is applicable). Zoning approval is based on the site plan documentation provided by the zoning permit owner/applicant.
- The proper placement of a structure shall be in accordance with the Town zoning ordinance. It is the responsibility of the applicant to ensure that the zoning regulations are met.
- It is strongly encouraged that the owner/applicant retains a licensed professional to locate the proposed structure on the lot, within the Town's setbacks, and verify by signature that the structure was built accordingly. If the owner/applicant chooses not to retain a licensed professional, he or she accepts full responsibility for the location of the structure.
- The drawing can be the same drawing that is submitted with the Building Permit portion of this application as long as the required zoning information is included.

REVIEWS

Planner Review - Reviewed

Assignee: Robert Dvorak

Description:

Reviewed

Review started: 04/08/2026, 8:54:44 AM EDT

Reviewer: Robert Dvorak

Comment: Sec. 29-31.a.2. Signs not expressly permitted as being allowed under this article, by specific requirements in another portion of this chapter, or otherwise expressly allowed by the town are forbidden. Sec. 29-81. - Definitions -Sign, electronic message board. Any sign that uses changing lights to form a sign message or messages wherein the sequence of messages and the rate of change is electronically programmed and can be modified by electronic processes. Sec. 29-31.f. Table 4. "Sign, electronic message board" not an allowed sign type in the B-2 or B-3 zoning district.

ATTACHMENTS

This section includes relevant information about the various attachments that have been uploaded to the workspaces or that have been generated as part of the workspace. The actual files are not included in this pdf. Refer to other folders within the downloaded file to view the actual files.

Phase: Application
Uploaded on: 04/07/2026, 2:47:23 PM EDT
Contents: Sign plans
Attachment type(s): Signage and Pavement Markings Plan
Drawing number: 260052

VERSIONS

| VERSION | UPLOADED ON | FILENAME(S) | MEDIA TYPE |
|---------|----------------------------|-------------------------------|-----------------|
| 1 | 04/07/2026, 2:47:23 PM EDT | PLANS-1700_S_Main_St-sign.pdf | application/pdf |

Phase: Application
Uploaded on: 04/07/2026, 2:47:23 PM EDT
Contents: Sign location
Attachment type(s): Site Plan
Drawing number: 260052-S

VERSIONS

| VERSION | UPLOADED ON | FILENAME(S) | MEDIA TYPE |
|---------|----------------------------|----------------------------------|-----------------|
| 1 | 04/07/2026, 2:47:23 PM EDT | SITEPLAN-1700_S_Main_St-sign.pdf | application/pdf |

Public notice

Link to public notice

Link has not been published.

EMAILS

- jeff.lee@superiorsignsrva.com - 1700 SOUTH MAIN STREET: Workspace status is now Submitted
- aaustin@farmvilleva.com - 1700 SOUTH MAIN STREET: New workspace submitted in Cloudpermit
- rdvorak@farmvilleva.com - 1700 SOUTH MAIN STREET: New workspace submitted in Cloudpermit
- jeff.lee@superiorsignsrva.com - 1700 SOUTH MAIN STREET: Workspace status is now In review
- jeff.lee@superiorsignsrva.com - 1700 SOUTH MAIN STREET: Workspace status is now Rejected

To: <jeff.lee@superiorsignsrva.com>
Subject: 1700 SOUTH MAIN STREET: Workspace status is now Submitted
Date: 04/07/2026, 3:00:10 PM EDT



Hi,

The status of the application for **1700 SOUTH MAIN STREET** in Town of Farmville is now: **Submitted**.

Click the application link below and you will be redirected to the application.

[Open application](#)

If the button does not work, copy this [link](#) directly on to your browser.

Please Note: This email has been sent from an address that is not monitored. Replies to this email will not be read or responded to. If you need assistance or wish to get in touch with Farmville, VA, Planning Department, you can send them a message by logging into Cloudpermit or contacting them separately. Thank you.



To: <aaustin@farmvilleva.com>
Subject: 1700 SOUTH MAIN STREET: New workspace submitted in Cloudpermit
Date: 04/07/2026, 3:00:11 PM EDT



Hi,

A workspace has recently been submitted to Farmville, VA, Planning Department on Cloudpermit. Click the link below and you will be redirected to the workspace in Cloudpermit where you can review it.

[Open workspace](#)

If the button does not work, copy this [link](#) directly on to your browser.

Please Note: This email has been sent from an address that is not monitored. Replies to this email will not be read or responded to. If you need assistance or wish to get in touch with Farmville, VA, Planning Department, you can send them a message by logging into Cloudpermit or contacting them separately. Thank you.



To: <rdvorak@farmvilleva.com>
Subject: 1700 SOUTH MAIN STREET: New workspace submitted in Cloudpermit
Date: 04/07/2026, 3:00:11 PM EDT



Hi,

A workspace has recently been submitted to Farmville, VA, Planning Department on Cloudpermit. Click the link below and you will be redirected to the workspace in Cloudpermit where you can review it.

[Open workspace](#)

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To: <jeff.lee@superiorsignsrva.com>
Subject: 1700 SOUTH MAIN STREET: Workspace status is now In review
Date: 04/08/2026, 8:48:46 AM EDT



Hi,

The status of the application for **1700 SOUTH MAIN STREET** in Town of Farmville is now: **In review**.

Click the application link below and you will be redirected to the application.

[Open application](#)

If the button does not work, copy this [link](#) directly on to your browser.

Please Note: This email has been sent from an address that is not monitored. Replies to this email will not be read or responded to. If you need assistance or wish to get in touch with Farmville, VA, Planning Department, you can send them a message by logging into Cloudpermit or contacting them separately. Thank you.



To: <jeff.lee@superiorsignsrva.com>
Subject: 1700 SOUTH MAIN STREET: Workspace status is now Rejected
Date: 04/08/2026, 9:22:40 AM EDT



Hi,

The status of the application for **1700 SOUTH MAIN STREET** in Town of Farmville is now: **Rejected**.

Click the application link below and you will be redirected to the application.

[Open application](#)

If the button does not work, copy this [link](#) directly on to your browser.

Please Note: This email has been sent from an address that is not monitored. Replies to this email will not be read or responded to. If you need assistance or wish to get in touch with Farmville, VA, Planning Department, you can send them a message by logging into Cloudpermit or contacting them separately. Thank you.





Town of Farmville

Agenda Item Summary

MEETING DATE: June 17, 2026

ITEM NUMBER: 5.b. – BZA26-006: The applicant is seeking a 26' variance to the 60' front yard setback to rebuild and expand the footprint of a nonconforming single-family home. The resulting front yard setback would be 34' from the center of the right of way. The 0.266-acre site is located at 214 Woodrow Avenue on Tax Map ID: 0023A09(08)00-006.

BACKGROUND:

RECOMMENDATION: I move we approve the request in BZA26-006 for a 26' variance to the required 60' front yard setback, as stated in Section 29-22.b (Table 2).

FISCAL IMPACT:

ATTACHMENTS:

1. STAFF REPORT - BZA26-006 - 214 Woodrow Avenue
2. BZA26-006 - Vicinity Map
3. Applicant Statement
4. Plot Plan
5. BZA26-006 Photos

MOTION: _____

SECONDED: _____

| Members | Yes | No | Absent |
|--------------|-----|----|--------|
| Mr. Carey | | | |
| Ms. Lee | | | |
| Mr. Campbell | | | |
| Dr. Miller | | | |
| Ms. McKinney | | | |



Identification and Location Information

| | |
|---------------------------------------|---|
| Applicant | GR Cyrus |
| Property Owner | Cyrus Properties |
| Location | 214 Woodrow Avenue; Tax Map ID: 0023A09(08)00-006 |
| Ward | E |
| Acreage | .266 acres |
| Zoning | R-3 |
| Existing Land Use | Single-family dwelling, detached |
| Future Land Use Recommendation | Mixed-Use Commercial |
| Overlays | n/a |
| Adjacent Zoning | R-3 |
| Adjacent Uses | Residential |
| Staff Contact | Ashley Atkins-Austin, CZA: Director of Community Development Phone: 434-392-8465 Email: aaustin@farmvilleva.com Report by Robert W. Dvorak, CZA Town Planner |

Background

The Applicant is seeking a 26’ variance to the 60’ front yard setback to replace and expand the footprint of a nonconforming single-family dwelling that requires demolition. The resulting front yard setback would be 34’ from the center of the right of way. The 0.266 acre site is at 214 Woodrow Avenue Tax Map ID: 0023A09(08)00-006. The property was a rental home for many years. Recent asbestos siding abatement revealed framing damage. Upon inquiry about setbacks of the property, the applicant was informed that the existing nonconforming structure could not be demolished and replaced without a variance.

Zoning Ordinance Considerations

Dimensional Standards- Section 29-22.b (table 2) of the Town Code lists the various bulk (dimensional) requirements for development in Town. The applicable dimension is highlighted below:

- (b) *Dimensional standards for base zoning districts. Dimensional standards within each zoning district shall apply as provided in table 2.*

(Table follows on next page)



Table 2: Dimension Standards for Base Zoning Districts *

| Zoning District | Minimum Lot Size | | | Minimum Yard Size | | Maximum Building Height |
|------------------------------|---|---|---|--|------|-------------------------|
| | Area | Setback | Frontage | Side | Rear | |
| R-3 High Density Residential | 5,000sf, plus 2,500sf for each additional dwelling unit under 1 roof for lots served by public water and sewer Overall density shall not exceed 16 dwelling units per acre | 35' or more from any street right-of-way which is 50' or greater in width | 45', plus 15' for each additional dwelling unit | 7' or 10% of lot width but not less than 4'. | 15' | 45' |
| | | 60' or more from the center of any street right-of-way less than 50' in width | | | | |
| | | Setbacks for townhouses shall be a minimum of 10' from the front, 15' from the rear yard and no side yard | | | | |

* Dimensions for other districts were removed for brevity and formatting.

The BZA's Standards for Review- **Section 29-13.d.2.d** of the Town Code establishes the Board's standards and procedures for the review of and action on variance requests. In doing so, the Board may also set conditions of approval should it deem granting a variance appropriate.

(d) *Variance.*

(2) *Standards and procedures.*

- d. *Standards for review.* Pursuant to the Code of Virginia, § 15.2-2309(2), a variance shall be granted if the evidence shows that the strict application of the terms of the ordinance would unreasonably restrict the utilization of the property or that the granting of the variance would alleviate a hardship due to a physical condition relating to the property or improvements thereon at the time of the effective date of the ordinance, and:
 1. The property interest for which the variance is being requested was acquired in good faith and any hardship was not created by the applicant for the variance;
 2. The granting of the variance will not be of substantial detriment to adjacent property and nearby properties in the proximity of that geographical area;
 3. The condition or situation of the property concerned is not of so general or recurring a nature as to make reasonably practical the formulation of a general regulation to be adopted as an amendment to the ordinance;
 4. The granting of the variance does not result in a use that is not otherwise permitted on such property or a change in the zoning classification of the property;



5. The relief or remedy sought by the variance application is not available through a special exception process that is authorized in this chapter pursuant to Code of Virginia, § 15.2-2309(6) or the process for modification of a zoning ordinance pursuant to Code of Virginia, § 15.2-2286(A)(4) at the time of the filing of the variance application.

Utilities, Transportation/ Streets, Environmental

Not impacted.

Findings and Recommendations

The application generally meets the standards set forth in Section 29-13.d.2.d of the Town Code for granting a variance. Staff further finds the following:

1. The property was acquired in good faith and any hardship was not created by the applicant;
2. The granting of the variance would only affect this site and would have no negative affects on adjacent properties;
3. The property was developed under previous regulations several decades ago, and the existing home's facade is within the 60' set back requirement. Although there have been previous cases pertaining to relief from the front yard setback, anticipated amendments to the zoning ordinance will address this. Staff is asking that the board consider the blight that deferring this application could impose on adjacent property owners;
4. The granting of the variance in fact would not result in a use that is not otherwise permitted on such property or a change in the zoning classification of the property; it was used as a single-family dwelling and will continue as such;
5. Relief or remedy is not available through a special exception process. Special exceptions are not authorized for any reason by the Town Code, Chapter 29, Zoning and Subdivision Ordinance. Modification or amendment of the zoning ordinance was not in process at the time of the application.

Staff's Recommendations

1. The Staff recommends **approval** of the variance request with a condition that the applicant record the existing setback prior to demolition of the existing single family home.
2. The Staff recommends the following motion:

I move to **APPROVE/ DENY** the request in BZA26-006 for a 26' variance to the 60' front yard setback in the R-3 High Density Residential District, as stated in Section 29-22.b (Table 2), to replace and expand the footprint of a nonconforming single-family dwelling.

Appeals

Section 29-16. d. states the recourse for appeal.

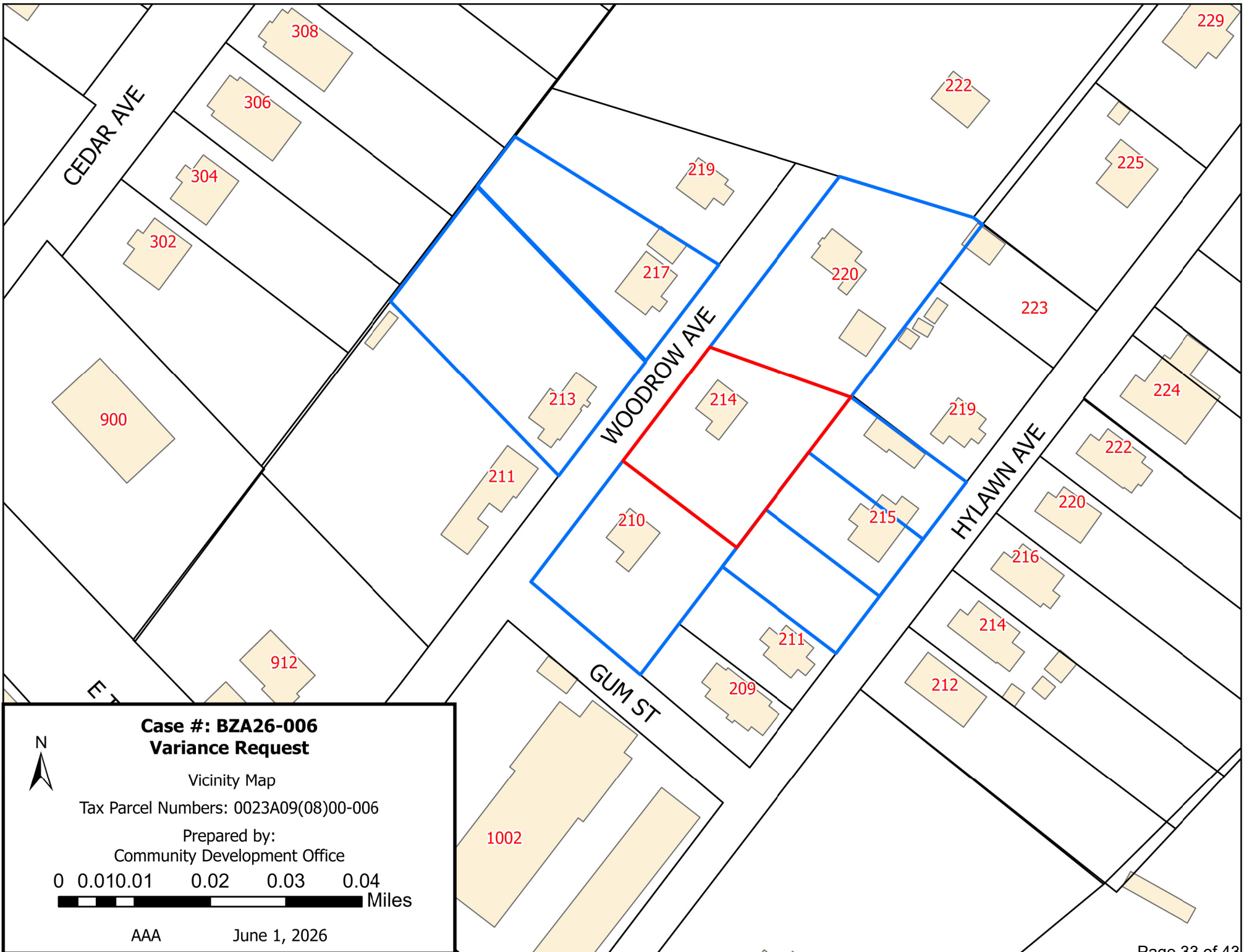


d. Appeals of board of zoning appeals decision. Pursuant to Code of Virginia, § 15.2-2314, any person jointly or severally aggrieved by any decision of the board, or any taxpayer or any officer, department, board or bureau of the town may appeal the decision to the circuit court of Prince Edward County.

- (1) A petition specifying the grounds on which aggrieved must be submitted thirty (30) days after the filing of the decision in the office of the board.
- (2) Upon the presentation of such petition, the court shall allow a writ of certiorari to review the decision of the board of zoning appeals and shall prescribe therein the time within which a return thereto must be made and served upon the relator's attorney, which shall not be less than ten (10) days and may be extended by the court. The allowance of the writ shall not stay proceedings upon the decision appealed from, but the court may, on application, on notice to the board and on due cause shown, grant a restraining order.
- (3) The board of zoning appeals shall not be required to return the original papers acted upon by it, but it shall be sufficient to return certified or sworn copies thereof or of such portions thereof as may be called for by such writ. The return shall concisely set forth such other facts as may be pertinent and material to show the grounds of the decision appealed from and shall be verified.
- (4) If, upon the hearing, it shall appear to the court that testimony is necessary for the proper disposition of the matter, it may take evidence or appoint a commissioner to take such evidence as it may direct and report the same to the court with his findings of fact and conclusions of law, which shall constitute a part of the proceedings upon which the determination of the court shall be made. The court may reverse or affirm, wholly or partly, or may modify the decision brought up for review.
- (5) Costs shall not be allowed against the board, unless it shall appear to the court that it acted in bad faith or with malice in making the decision appealed from. If the decision of the board is affirmed and the court finds that the appeal was frivolous, the court may order the person or persons who requested the issuance of the writ of certiorari to pay the costs incurred in making a return of the record pursuant to the writ of certiorari.

Attachments

1. Vicinity and aerial maps
2. Exhibits
3. Site Photos



**Case #: BZA26-006
Variance Request**

Vicinity Map

Tax Parcel Numbers: 0023A09(08)00-006

Prepared by:
Community Development Office

0 0.01 0.01 0.02 0.03 0.04
Miles

AAA

June 1, 2026

June 3, 2026

Property in question: 214 Woodrow Ave.

Existing dwelling 925sq. ft (including upstairs room) 2 bedroom 1 bath

New dwelling 1200 sq ft. one story 2 bedroom 2 bath

I am requesting a variance for front set-back requirement. I want to put the new dwelling the same front set-back distance as the current dwelling.

Reasons for request:

Current dwelling is in such bad shape, cost of suitable remodel to high

All dwellings on street have similar front set-backs

Topography of lot not conducive to moving back 60ft. from CL

Maintain the current structural and affordability of the neighborhood

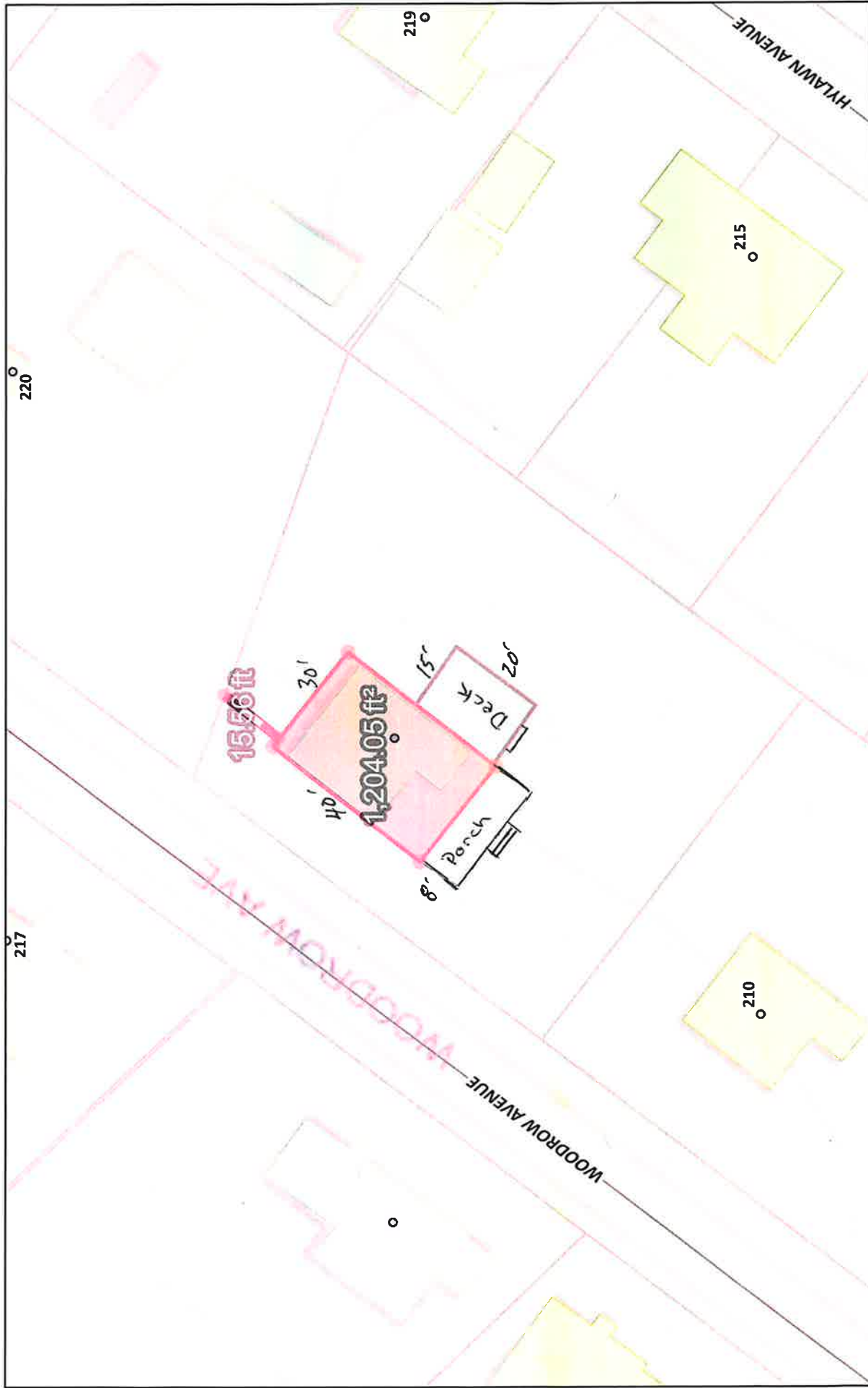
Thank you for any consideration given this request.

GR Cyrus

Cyrus Properties, LLC

Proposed dwelling

Town of Farmville, VA



6/1/2026, 3:12:22 PM

- Override 1
- Override 1
- Override 1
- AddressPoints
- Building Footprints
- Fire Hydrants
- Roads
- Corporate Limit
- Parcels
- Citations

1:483

0 0.01 0.01 0.01 0.01 mi

0 0.01 0.01 0.01 0.02 km

VITA, West Virginia GIS, Esri, HERE, Garmin, INCREMENT P, USGS, EPA, USDA















