

REGULAR MEETING OF THE FARMVILLE TOWN COUNCIL
HELD ON JULY 8, 2026

At the regular meeting of the Farmville Town Council held on Wednesday, July 8, 2026, at 6:00 PM in the Council Chamber of the Town Hall, located at 116 North Main Street, Farmville, Virginia, there were present Vice-Mayor A.D. “Chuckie” Reid, presiding, and Council members Sallie Amos, Daniel Dwyer, Thomas Pairet, Adam Yoelin, and John Hardy.

Staff present were Town Manager Scott Davis, Deputy Town Manager/Finance Director Julie Moore, Attorney Catherine Douglass, Chief of Police Andy Ellington, Community Development Director Ashley Atkins-Austin, Town Planner Robert Dvorak, Public Works Director Stephen Edwards, Fire Chief Daniel Clark, Deputy Clerk and IT Support Jacqueline Vaughan, and Clerk of Council Mary McKay.

Vice-Mayor Reid called the meeting to order and all guests were welcomed.

The Clerk called the roll noting Council member Donald Hunter was absent. Mayor Brian Vincent also was absent from the meeting.

An invocation was led by Vice-Mayor Reid for anyone wishing to join in prayer. Council member Dwyer led the Pledge of Allegiance.

ADOPTION OF AGENDA

Mrs. Amos made a motion to adopt the agenda, seconded by Mr. Hardy, and with all Council members stating “aye” in favor, the motion passed.

DECLARATION OF PERSONAL INTEREST

There were no declarations of personal interest made.

PUBLIC HEARING - ORDINANCE NO. 247 - TO AMEND THE ZONING ORDINANCE BY REPEALING SEC 29-62(D)(9)D-SIDEWALKS; AND ADDING SEC 29-62 (E)-SIDEWALKS

Vice-Mayor Reid opened the Public Hearing.

Carol Anderson, 2503 Lane St, Farmville, emailed her comments noting that she is a firm supporter of using concrete sidewalks as the only option for developers when designing and building a community. She stated that multiuse sidewalks are not a viable option as they break down over time and reduce the overall ambiance of the neighborhood as they fall into disrepair and possibly reduce property values. She feels concrete is more durable and more attractive.

Tom Dennison, 109 Grove Street, Farmville, provided emailed comments asking why not consider sidewalks as a necessary infrastructure like curb cuts, water hookups, or sewer hookups; something

needed for final inspection and occupancy permit. With no one else signed up to provide comments, the public hearing was closed.

PUBLIC HEARING - RESOLUTION NO. 2026-06-03 - A CONDITIONAL USE PERMIT TO OPERATE AN OUTDOOR DISPLAY OF SHEDS TO BE RETAILED (1006 WEST THIRD STREET)

Vice-Mayor Reid opened the public hearing. With no one signed up to provide comments, the public hearing was closed.

PUBLIC HEARING - RESOLUTION NO. 2026-06-04 – A CONDITIONAL USE PERMIT TO ALLOW THE CONVERSION OF A BASEMENT IN A SINGLE-FAMILY HOME INTO AN ACCESSORY DWELLING UNIT (ADU) (1305 LEE DRIVE)

Vice-Mayor Reid opened the public hearing. With no one signed up to provide comments, the public hearing was closed.

PUBLIC COMMENT PERIOD

With no one signed up to provide comment, the Public Comment period was closed.

CONSENT AGENDA

Mr. Hardy made a motion to accept the Consent Agenda, seconded by Mrs. Amos, and with all stating “aye” in favor, the motion passed. The Consent Agenda included the draft minutes of the June 3, 2026, Work Session and the June 10, 2026, Regular Council Meeting.

FINANCE REPORT

There was no Finance Report presented.

REQUEST TO ADOPT ORDINANCE NO. 247 – TO AMEND THE ZONING ORDINANCE BY REPEALING SEC 29-62(D)(9)D-SIDEWALKS; AND ADDING SEC 29-62 (E)-SIDEWALKS

Mr. Dwyer made a motion to adopt Ordinance No. 247, seconded by Mr. Yoelin, and with a recorded vote of Council members Hardy, Amos, Reid, Dwyer, Pairt, and Yoelin voting “yes”, the motion passed.

BACKGROUND: Appreciation was expressed for everyone’s work on the proposed ordinance and discussion was held. The multimodal path was recognized as a workable compromise but would add to future operating costs for the Town. The multimodal path would be only on one side and would provide a safe place for children to ride bicycles and skateboards. Town Manager Davis clarified that the Town would maintain the paths after construction using street maintenance funds. Contractors would be allowed flexibility and an additional option. A Public Hearing was held on July 8, 2026.

Ordinance No. 247

Amending Chapter 29 – Zoning and Subdivision, Article VI. – Subdivisions of the Farmville Town Code by repealing Sec. 29-62 (d) (9) (d). Sidewalks; and adding Sec. 29-62 (e). Sidewalks. This ordinance establishes the requirements for the construction of sidewalks in subdivision developments within the B-1, B-2, B-3, R-1, R-2, and R-3 zoning districts.

THE TOWN OF FARMVILLE HEREBY ORDAINS:

1. The Town of Farmville amends Chapter 29, Zoning and Subdivision, of the Farmville Town Code by repealing Sec. 29-62 (d) (9) (d) as follows:

Sec. 29-62 (d) *Lots*.

- (1) *Minimum size*. The minimum lot size in any area shall be in accordance with the zoning ordinance for those subdivisions within the corporate limits.
- (2) *Shape*. The lot arrangement, design and shape shall be such that lots shall provide satisfactory and desirable sites for buildings, be properly related to topography and conform to requirements of this chapter. Lots shall not contain peculiarly shaped elongations solely to provide necessary square footage of area but which would be unusable for normal purposes. Pipestem lots, also known as flag lots, are prohibited.
- (3) *Location*. Each lot shall abut on a street dedicated by the subdivision plat or on an existing publicly dedicated street or on a street which has become public by right of use. If the existing streets are not fifty (50) feet in width, the subdivider shall make provisions in the subdivision plat for the dedication of additional road right-of-way to equal one-half (½) the width set out in section 29-62 platting requirements and design standards, from the existing Code. This dedication will be deeded to the town prior to the final approval of the subdivision.
- (4) *Corner lots*. Corner lots shall have extra width sufficient for maintenance of any required building lines on both streets as determined by the agent.
- (5) *Side lines*. Side lines of lots shall be approximately at right angles, or radial to the street line.
- (6) *Remnants*. All remnants of lots below minimum size left over after subdividing a tract shall be added to adjacent lots or otherwise disposed of rather than allowed to remain as unusable parcels.
- (7) *Separate ownership*. Where the land covered by a subdivision includes two (2) or more parcels in separate ownership and lot arrangement is such that a property ownership line divides one (1) or more lots, the land in each lot so divided shall be

transferred by deed to single ownership simultaneously with the recording of the final plat. Such deed is to be deposited with the clerk of the court and held with the final plat until the subdivider is ready to record same and they both shall then be recorded together.

- (8) Incorporation of two (2) contiguous parcels of land.
 - a. With the approval of the agent, two (2) contiguous parcels of land may be incorporated into one (1) lot.
 - b. The town council may make an exception to this section, if they feel the compliance with this section would cause an undue hardship on the property owner or cause a waste of land. Any exception made shall not violate any provisions of the zoning ordinance or other regulation in the town.
- (9) *Water and sewer.*
 - a. *Public water.* Where public water is available, the service, including fire hydrants, shall be extended to all lots within a subdivision by the subdivider in accordance with the design standards and specifications for water, construction and improvements in the town and meeting the approval of the agent.
 - b. *Sewerage facilities.* Where public sewerage facilities are available, the service shall be extended to all lots within a subdivision and septic tanks shall not be permitted. Every subdivision shall be provided by the subdivider with a satisfactory and sanitary means of sewage collection and disposal in accordance with the design standards and specifications for sewerage construction and improvements in the town and meeting the approval of the agent.
 - c. *Improvements; pro-rata share.* As allowed by Code of Virginia, §§ 15.2-2243 and 15.2-2242(5), the town may require a subdivider or developer of land to pay his pro rata share of the cost of providing reasonable and necessary road improvements, sewerage, water and drainage facilities, located outside the property limits of the land owned or controlled by him but necessitated or required, at least in part, by the construction or improvement of his subdivision or development as per town water and sewer regulations.
 - d. ~~*Sidewalks.* As allowed by Code of Virginia, § 15.2-2242(9), the town requires the dedication of land and construction of a 5' sidewalk on the property in the B-1, B-2, B-3, **R-1, R-2, and R-3** zoning districts being subdivided or developed when one (1) of the following applies:~~
 - ~~1. The land fronts on an existing street;~~
 - ~~2. Is adjacent to an existing sidewalk;~~
 - ~~3. Is reasonably required by the proposed development, or~~
 - ~~4. Is in the adopted comprehensive plan.~~

~~Nothing in this section shall alter VDOT's authority to require sidewalks.~~

2. The Town of Farmville amends Chapter 29, Zoning and Subdivision, of the Farmville Town Code by adding Sec. 29-62 (e) Sidewalks as follows:

Sec. 29-62 (e) Sidewalks Required.

- (1) **New Public Right of Way.** *The Town requires that a five (5) foot sidewalk be installed on both sides of a new public right of way and dedicated to the Town on all property subdivided in the B-1, B-2, B-3, R-1, R-2, and R-3 zoning districts when one of the following conditions are met:*
- a. When the proposed subdivision requires the construction of fifteen (15) or more lots;*
 - b. The proposed subdivision is within one-quarter mile of an existing primary/secondary school or planned school site;*
 - c. The parcel being subdivided is eighty (80) feet or less from an existing public sidewalk; or*
 - d. The Comprehensive Plan has identified the property to be subdivided as a priority for future pedestrian infrastructure.*
- (2) **Existing Public Right of Way.** *The Town requires that one five (5) foot sidewalk be installed on and dedicated to the Town on all property subdivided on an existing street in the B-1, B-2, B-3, R-1, R-2, and R-3 zoning districts when one of the following conditions are met:*
- a. When the proposed subdivision requires the construction of five (5) or more lots;*
 - b. The proposed subdivision is within one-quarter mile of an existing primary/secondary school or planned school site;*
 - c. The parcel being subdivided is eighty (80) feet or less from an existing public sidewalk; or*
 - d. The Comprehensive Plan has identified the property to be subdivided as a priority for future pedestrian infrastructure.*
- (3) **Multi-Use Path.** *A multi-use path may be constructed on one side of the street in lieu of sidewalks when required on both sides of a new public right of way. Multi-use paths along streets shall have a preferred minimum width of ten (10) feet, though a minimum width of eight (8) feet may be approved by the subdivision agent.*

- (4) *Except as otherwise provided by the Zoning Ordinance, sidewalks shall be constructed of concrete or other approved materials, shall be a minimum of five (5) feet in width, and shall be parallel to the street.*
- (5) *Nothing in this Section shall alter VDOT's authority to require the construction and maintenance of sidewalks.*

3. This ordinance shall be in full force and effect upon approval.

Approved: _____
Mayor

Attest: _____
Clerk of Council

I certify that the above ordinance 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 Donald L. Hunter _____.

The Honorable Adam Yoelin _____.

The Honorable John Hardy _____.

REQUEST TO ADOPT RESOLUTION NO. 2026-06-03 – A CONDITIONAL USE PERMIT TO OPERATE AN OUTDOOR DISPLAY OF SHEDS TO BE RETAILED (1006 WEST THIRD STREET)

Mrs. Amos made a motion to deny the request to adopt Resolution No. 2026-06-03 - Conditional Use Permit to Operate an Outdoor Display of Sheds to be Retailed, seconded by Mr. Dwyer, and with a recorded vote of Council members Amos, Reid, Dwyer, Pairet, Yoelin, and Hardy voting “yes”, the motion passed.

BACKGROUND: Clarification was made that the applicant must follow federal guidelines of the hydrologic and hydraulic report which is also part of the Town’s zoning ordinance. Mr. Pairet made a motion to adopt Resolution No. 2026-06-03, provided the applicant meets all requirements in the zoning ordinance or in the Department of Conservation and Recreation (DCR) report. After further discussion, he rescinded his motion.

Council members were provided with a staff report outlining the conditional use permit request. Staff had recommended that Town Council deny the CUP for outdoor display at 1006 West Third Street, based on the finding that the use is located in a floodway district and receiving a no-rise certificate is unlikely. The applicant stated at the Planning Commission meeting that they would not seek a hydrologic and hydraulic survey, which was one of the recommended conditions if moving forward with an approval. A Public Hearing was held on July 8, 2026.

REQUEST TO ADOPT RESOLUTION NO. 2026-06-04 – A CONDITIONAL USE PERMIT TO ALLOW THE CONVERSION OF A BASEMENT IN A SINGLE-FAMILY HOME INTO AN ACCESSORY DWELLING UNIT (ADU) (1305 LEE DRIVE)

Mr. Yoelin made a motion to adopt Resolution No. 2026-06-04 - Conditional Use Permit to Allow the Conversion of a Basement in a Single-Family Home into an Accessory Dwelling Unit 1305 Lee Drive, seconded by Mrs. Amos, and with a recorded vote of Council members Reid, Dwyer, Pairet, Yoelin, Hardy, and Amos voting “yes”, the motion passed.

BACKGROUND: Council members were provided with a staff report outlining the conditional use permit request. Staff recommended approval of the CUP for an accessory dwelling with the following conditions:

- The structure shall comply with all setback requirements that apply to the primary structure.
- Only one (1) accessory dwelling shall be allowed on the lot or parcel of land.
- No recreational vehicle may be used as an accessory dwelling.

- Prior to installing an accessory dwelling, a permit must be obtained from the Town and associated fees paid.
- Any accessory dwelling shall comply with all applicable requirements of the state department of health and the Virginia Uniform Statewide Building Code.
- No signage advertising or promoting the existence of the structure shall be permitted on the exterior of the structure or anywhere on the property.
- The Town may revoke the permit if the permit holder violates any provision of this section.

A Public Hearing was held on July 8, 2026.

Resolution #2026 – 06 – 04

To grant a conditional use permit to Sheila and Paul Harrison, Jr. to allow the conversion of a basement in a single-family dwelling into an accessory dwelling unit (ADU) per Town Code Section 29-22 (a). Located on a 0.298-acre site at 1305 Lee Drive on Tax Map Parcel Number 0023A12(01)00-065, which is zoned R-1 Low Density Residential.

WHEREAS, the Farmville Zoning Ordinance defines an Accessory Dwelling Unit (ADU) as a dwelling that exists as part of a principal dwelling or on the same lot as the principal dwelling and is subordinate in size to the principal dwelling;

WHEREAS, within the R-1 Low Density Residential zoning district, an ADU is permitted only upon approval of a Conditional Use Permit (CUP) by Town Council;

WHEREAS, Mrs. Harrison filed an application for a conditional use permit to allow an accessory dwelling unit per Town Code Section 29.22.a. Located at 1305 Lee Drive on Tax Map Parcel Number 0023A12(01)00-065, which is zoned R-1 Low Density Residential; and

WHEREAS, Mrs. Harrison has agreed to the attached conditions; and

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

WHEREAS, the Town Council held a public hearing on this Resolution on July 8, 2026 in accordance with the Code of Virginia and Town ordinances; and

WHEREAS, the Town Council finds that the propose use:

- Is consistent with the purpose of the zoning ordinance;
- Will not adversely affect adjacent properties;
- Is compatible with residential development patterns;

- Meets the requirements for conditional uses under Chapter 29; NOW THEREFORE,

BE IT RESOLVED BY THE TOWN OF FARMVILLE TOWN COUNCIL:

1. The Town of Farmville Town Council grants a conditional use permit to Shelia and Paul Harrison, Jr. to allow for the conversion of a basement in a single-family dwelling into an accessory dwelling unit per Town Code Section 29-22 (a). Located at 1305 Lee Drive on Tax Map Parcel Number 0023A12(01)00-065, which is zoned R-1 Low Density Residential with the attached conditions.
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 Hardy _____.

The Honorable Donald L. Hunter _____.

The Honorable Adam Yoelin _____.

REQUEST TO ADOPT RESOLUTION NO. 2026-07-01 – AUTHORIZING THE TOWN TO ENTER INTO A LOAN AGREEMENT WITH BENCHMARK COMMUNITY BANK FOR THE PURCHASE OF FIVE (5) POLICE VEHICLES

Mr. Dwyer made a motion to adopt Resolution No. 2026-07-01, seconded by Mr. Hardy, and with a recorded vote of Council members Dwyer, Pairet, Yoelin, Hardy, Amos, and Reid voting “yes”, the motion passed.

BACKGROUND: Brief discussion was held on the purchase to be made. The financing will provide funding for the purchase of five (5) Police Department vehicles as included in the FY2027 Capital Improvement Program and spreads the cost of these capital assets over their useful life while preserving the Town's financial resources for other operational and capital priorities.

Resolution No. 2026-07-01

AUTHORIZING THE TOWN OF FARMVILLE TO ENTER INTO A LOAN AGREEMENT WITH BENCHMARK COMMUNITY BANK FOR THE PURCHASE OF POLICE VEHICLES

WHEREAS the Town Council of the Town of Farmville has determined that it is in the best interest of the Town to finance the purchase of five (5) vehicles for the Farmville Police Department (the "Project"); and

WHEREAS Benchmark Community Bank has submitted a commitment to provide financing to the Town in an amount not to exceed Three Hundred Thirty-Seven Thousand Dollars (\$337,000), at a fixed interest rate of 4.35% for a term of forty-eight (48) months, with no prepayment penalty; and

WHEREAS the Town Council finds that the proposed financing is in the best interest of the Town and that sufficient funds have been appropriated in the FY2027 Budget to make the required debt service payments;

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE TOWN OF FARMVILLE:

1. The Town is hereby authorized to enter into a Loan Agreement, Promissory Note, and any other documents necessary to complete the financing with Benchmark Community Bank for an amount not to exceed \$337,000, under substantially the terms outlined in the Commitment Letter dated June 18, 2026.
2. The Town Manager is hereby authorized and directed to execute the Loan Agreement, Promissory Note, and any other documents necessary or appropriate to consummate the financing on behalf of the Town.
3. The Director of Finance is hereby authorized to execute any documents required to facilitate the loan closing, including payment authorizations, certifications, and other documents necessary to complete the transaction.

4. The Town Council finds that all payments due under the Loan Agreement are subject to annual appropriation and that sufficient funds have been appropriated in the FY2027 Budget for this purpose.
5. This Resolution shall take effect immediately upon its adoption.

Approved:

Mayor

Attest:

Town Clerk

I certify that the above resolution was:

Adopted on _____.

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

The Honorable Sallie O. Amos: _____.

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

The Honorable Daniel E. Dwyer _____.

The Honorable Tommy Pairet _____.

The Honorable Adam B. Yoelin _____.

The Honorable Donald L. Hunter _____.

The Honorable John F. Hardy _____.

TOWN MANAGER'S REPORT

The Town Manager reported on repairs being made to the Town Hall entrance walkway. The front steps were pulling away from the building, and the handrail had become loose. Staff also identified chipped concrete around the clock tower. Rather than removing the clock with a crane and repouring the concrete, a brick facade is being installed as a more cost-effective way to

improve the area. Appreciation also was expressed to staff for their work at the Fireworks After Dark event. Despite the extreme heat, staff were diligent and dedicated in helping make the event successful. He thanked everyone who contributed to the event, which served both as a celebration of the country's 250th anniversary and as an annual community gathering for Farmville.

COMMENTS BY MAYOR AND TOWN COUNCIL

Mr. Hardy thanked Town staff for their efforts with the Fireworks After Dark event. Although he was unable to attend this year, he noted that the event has been fantastic in recent years and acknowledged the extreme heat staff worked through.

Mr. Yoelin thanked staff for their work on the Fireworks After Dark event and praised the display. He noted that he had raised concerns about the deteriorating area outside Town Hall, drawing on his service and hospitality experience to emphasize the importance of first impressions. He said the Town should be kept tidy and well maintained, thanked the Town Manager for addressing the issue, and supported efforts to keep Farmville looking its best.

Mr. Pairet welcomed the Farmville Police Department's new officers and congratulated them. He also thanked Town staff for their hard work on the Fourth of July event, noting that it was well attended and successful despite the circumstances.

Mr. Dwyer thanked staff for their work at the Fireworks After Dark event. He also noted a resident's request for document shredding services since STEPS no longer provides this service and asked if the Town could make those arrangements. Mr. Dwyer also suggested any organization listening who may be interested in providing the service.

Mrs. Amos agreed with the comments about the fireworks, saying the display was spectacular and the event was wonderful, with a strong turnout despite the heat. She said she was proud of the Town of Farmville, its employees, and the community members who helped make the event possible.

With no other business to discuss, Mrs. Amos made a motion to adjourn, seconded by Mr. Pairet, and with all stating "aye" in favor, the meeting was adjourned at 6:26 PM.

APPROVED:

ATTEST:

A.D. "Chuckie" Reid, Vice-Mayor

Mary H. McKay, Clerk of Council