Town of Farmville Planning Commission
Town Council Chamber of the Town Hall
116 North Main Street, Farmville, VA 23901
Wednesday, April 16, 2025

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

Planning Commission Members Absent: Patrick Crute

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

CALL TO ORDER
Chairperson Miller called the Planning Commission meeting to order at 7:00 PM.

APPROVAL OF AGENDA
Chairperson Miller noted the agenda was distributed, on a motion by Dr. Miller, seconded by Mr. Patterson, and with all present members voting "aye", the agenda was adopted with amendments by Dr. Miller to add the introduction of the new Town Planner, and discussion of a sidewalk waiver regarding case POD24-004 to the agenda.

CONSIDERATION OF MINUTES
Minutes of Regular Planning Commission Meeting -January 15, 2025
Chairperson Miller noted that the minutes had been distributed and asked if there were any corrections or revisions. On a motion by Mr. Weiss, seconded by Ms. Fraley, and with all present members voting "aye," the minutes from January 15, 2025, were approved as presented.

PUBLIC PARTICIPATION
There was no public participation.

PUBLIC HEARING CUP25-003
Adam Blincoe's request for a conditional use permit to allow an accessory dwelling unit per Town Code Section 29-22. a. The 0.402-acre site is located at 709 High Street on Tax Map Number 0023A03(11)01-002. This property is zoned R-1 Low Density Residential.

Chairperson Miller set forth case CUP25-03 to the Commissioners.

Mr. Dvorak provided relevant information from the staff report with supporting slides.

The commissioners clarified setback items and height items of the proposed ADU with staff.

Chairperson Miller noted that the applicant was not present to provide a statement and asked for a motion to open the public hearing.

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

Ms. Watkins reported there were four (4) public citizens who signed up to speak and one (1) written comment to share.

Ms. Watkins shared a written statement from Katherine Andrews, a resident at 704 High Street. Some of her concerns were intended use of the ADU, parking, and unsafe traffic.

Ms. Pam Butler, resident at 711 High Street, spoke in opposition to the proposed ADU, some of her concerns were parking, and the direct impact the ADU would have to her property.

Ms. Candy Dowdy, resident at 202 High Street, spoke in opposition to the proposed ADU, some of her concerns were parking and additional homesteaders.

Ms. Faye Green, resident at 207 First Avenue, spoke in opposition to the proposed ADU, some of her concerns were parking, and impact on surrounding property owners, and incomplete information such as setbacks and height of the unit.

Ms. Sherry Swinson, resident at 408 Third Avenue, spoke in opposition to the proposed ADU, some of her concerns were the precedence that was being set by putting another structure on the lot, the possibility of ADU becoming a rental facility, and incomplete information.

Ms. Elizabeth Carter, adjacent property owner, spoke in opposition to the proposed ADU, some of her concerns were unsafe traffic and the safety of the pedestrians in the neighborhood.

Chairperson Miller offered some guidance to the Commissioners on how to proceed with the case due to the applicant not being present to answer questions. He offered to move to deliberation and make a vote based off of the information already presented to the Commissioners or not close the public hearing and extend it until the following month to ensure that the applicants are present and share their prospective.

Mr. Patterson stated that he wanted to go on the record to share that regardless of what the body decides, it was communicated to the applicant to be present at the public hearing. He does not like the fact that the case could potentially be delayed but agrees that there is a significant amount of outstanding questions that make it tough to render a decision at the moment.

Mr. Weiss asked staff if they knew why the applicant was not present. Staff had not received any notifications.

On a motion by Ms. Fraley, seconded by Mr. Weiss, and with five (5) present members voting "aye", and one (1) present member voting "nay", a motion was passed to defer the case.

Mr. Weiss offered three (3) items to be clarified.

1. Exact location on the lot for the proposed unit.
2. How does the applicant plan to accommodate parking?
3. Possible Nonconformity issues.

Mr. Davenport added that height was an item that needed to be clarified as well.

Ms. Fraley concurred and stated especially since it's conditioned with one story.

Mr. Blinco, the applicant, arrived at 7:26 P.M. He shared that he was not aware that he was on the agenda for the public hearing. The commissioners asked some clarifying questions and shared some thoughts. Mr. Blinco provided a brief overview. He shared that the proposed unit will be a small residential structure ideally for his in-laws to occupy if they move closer to Town. The structure will be replacing a glorified shed and will be in the same place and footprint but a little larger.

The Commissioners clarified some items with Mr. Blincoe such as plans for parking, the intended use in the immediate future, the distance from the rear of the proposed ADU to the back of the property line, and the height of the proposed ADU. Mr. Blincoe shared that he didn't currently have anyone lined up to occupy the unit but could see someone possibly renting the unit on a semi-long-term basis. He mentioned that the property has a fairly long driveway which allows plenty of parking space for at least five (5) to six (6) vehicles, and two (2) designated parking spaces on the street. Mr. Blinco did not know the exact rear distance from the ADU to the property line but mentioned that the rear yard was very long. He shared that the height would be within the roofline, but not a full two -story.

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

The Commissioners had a brief deliberation.

On a motion by Mr. Weiss, seconded by Ms. O'Connor, and with all present members voting "aye", a motion was passed to table the recommendation to Town Council.

Discussion of Waiving sidewalk requirements for POD24-004

Chairperson Miller set forth the discussion to the Commissioners.

Ms. Atkins-Austin provided a brief overview of the request. The request was submitted by Timmons Group to request a waiver of a sidewalk requirement on Milnwood Road. The drainage facilities consist of a roadside ditch adjacent to the roadway with pavement termination without curb and gutter. Beyond the absence of an existing curb and gutter, the current width of the right of way does not allow for the installation of a 5-ft sidewalk; an expansion of the right of way would be required to make room for the relocation of existing draining facility and installation of sidewalk. Staff supports the waiver request.

The Commissioners had a brief discussion.

Mr. Morgan, representative of Timmons Group, provided an additional overview of the waiver request. He reiterated items previously mentioned by Ms. Ashley Atkin-Austin.

On a motion by Mr. Patterson, seconded by Mr. Davenport, and with all present members voting "aye", a motion was passed to approve recommendation to Town Council to waive sidewalk requirements on Milnwood Road.

<u>POD24-004</u>
Site plan for Dominion Energy's office expansion at 1609 East Third Street and construction of fleet garage, transmission building, and covered vehicle storage.

Chairperson Miller set forth case POD24-004 to the Commissioners.

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

There was no deliberation amongst the Commissioners.

On a motion by Mr. Patterson, seconded by Mr. Weiss, and with all present members voting "aye", a motion was passed to approve POD24-004.

<u>OLD BUSINESS</u>
There was no old business before the Commission.

<u>NEW BUSINESS</u>
There was no new business before the Commission.

<u>STAFF UPDATES</u>
Ms. Atkins-Austin reported that cases CUP25-001, REZ25-001, and CUP25-002 were approved by the Town Council. The next Planning Commission Meeting is scheduled for Wednesday, May 21, at 7:00 PM.

<u>COMMISSION UPDATES</u>
There were no updates from the Commissioners.

<u>ADJOURMENT</u>
With no further business, Chairperson Miller called for a motion to adjourn the meeting. On a motion by Mr. Weiss, seconded by Mr. Patterson and with all present members voting "aye", the meeting was adjourned at 8:00 PM.

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

John Miller, Chairperson

Abigail O'Connor, Secretary