

**Town of Farmville Planning Commission
Town Council Chamber of the Town Hall
116 North Main Street, Farmville, VA 23901
Wednesday, January 21, 2026**

Planning Commission Members Present: Chairperson John Miller, Jennifer Fraley, Patrick Crute, Abigail O'Connor, and Sydney French.

Planning Commission Members Absent: Rhett Weiss, Cameron Patterson

Staff Present: Director of Community Development Ashley Atkins-Austin, Town Planner Robert Dvorak, and Attorney Catherine Douglass.

CALL TO ORDER

Chairperson Miller called the Planning Commission meeting to order at 7:21 PM following the Special Called Meeting of the Farmville Town Council and the Joint Meeting of the Farmville Town Council and Farmville Planning Commission.

APPROVAL OF AGENDA

Chairperson Miller noted the agenda was distributed and asked if there were any corrections. On a motion by Ms. Fraley, seconded by Mr. Crute, and with all present members voting "aye", the agenda was adopted.

ANNUAL ORGANIZATION MEETING – ELECTIONS OF OFFICERS

Chairperson Miller opened the floor to accept nominations for officers.

Nomination and Election of Chairperson

Dr. Miller was nominated by Mr. Crute, seconded by Ms. Fraley, and with no further nominations, Dr. Miller was elected by unanimous roll call vote among present members.

Nomination and Election of Vice-Chairperson

Mr. Crute was nominated by Ms. Fraley, seconded by Ms. French, and with no further nominations, Mr. Crute was unanimous roll call vote among present members.

Nomination and Election of Secretary

Mrs. O'Connor was nominated by Ms. French, seconded by Mr. Crute, and with no further nominations, Ms. O'Connor was elected by unanimous roll call vote among present members.

PUBLIC PARTICIPATION

There was no public participation.

OLD BUSINESS

Chairperson Miller opened the floor for discussion of the proposed sidewalk ordinance.

Town Attorney, Catherine Douglass, provided updates and clarifications based on prior Commission feedback. Ms. Douglass noted the draft ordinance as divided into a part 1 and

part 2. The initial attempt on a draft ordinance used density calculations, but research showed almost no Virginia localities use density as a sidewalk trigger. Suggested refinement to focus on number of lots rather than density.

Planning Commission's discussion focused on the following themes.

- Density vs. number of lots. Consensus among staff and Town Attorney was to move toward thresholds based on number of lots created. Staff used the Town of Ashland's Town Code as an example of lot threshold. Local subdivision submittals vary widely, but typically between 10 – 39 proposed lots.
- Form- and Design-Based Approaches. Staff used the City of Waynesboro as an example where sidewalks on both sides of new local, collector, and arterial roads were the default. Sidewalks widths and buffers were specified and there was flexibility for a single multi-use path under certain standards. The emphasis was on planning for a desired form, not traffic counts or density.
- Infrastructure Definition. Ms. Douglass provided a revised definition of infrastructure: Infrastructure: foundational systems and facilities that support the functioning of the town, including water, sewer, transportation, public rights-of-way, and electricity."
- Road Types and Triggers. Types of roads in town include arterial, collector, and local. Potential criteria include major road equals sidewalks on both sides and smaller roads had more flexible standards.
- Sidewalk / Pathway Materials and Funding. Staff is researching whether VDOT funding applies to multi-use paths or only standard sidewalks. Concerns of maintenance complexity with a variety in materials.
- Adjacent Infrastructure Requirements. Discussion about the 80-foot adjacency rule. The 80 ft distance was the minimum lot width in the R-1 low density residential district. Seen as reasonable for requiring connection to existing sidewalks.
- Comprehensive Plan and Future Pedestrian Network. Commission expressed desire to retain reference to priority pedestrian areas identified in the Comprehensive Plan.
- Avoiding Developer "Gaming". Council Member Yoelin raised concern about multi-phase development being segmented to avoid thresholds.

The Commission reach consensus on the following direction:

- A next draft should:
 - Start with existing draft and refine based on comments.
 - Retain:
 - 80-ft adjacency rule
 - Comprehensive Plan priority areas
 - VDOT compliance language
 - Infrastructure definition
 - Explore:
 - Flexibility for multi-use paths
 - Road-type-based triggers
 - Sidewalks on both sides as a default
 - Leave number-of-lots thresholds blank for now, still to be determined
 - Provide additional sample ordinances from comparable localities

NEW BUSINESS

Consideration and Adoption of 2025 Annual Report & 2026 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 2025 calendar year. On motion by Mr. Crute, seconded by Mrs. O'Connor, and with all present members voting "aye", the 2025 Annual Report and 2026 Goals were approved for submittal to Town Council.

Consideration and Adoption of 2026 Meeting Schedule

Chairperson Miller noted that the meeting dates have been distributed and asked if there were any questions. On a motion by Ms. Fraley, seconded by Mr. Crute, and with all present members voting "aye", the 2026 Meeting Schedule was approved.

STAFF UPDATES

Staff reported on the following items:

- The next meeting is scheduled for February 18th.
- There are currently no cases pending for Planning Commission review.

ADJOURMENT

With no further business, Chairperson Miller called for a motion to adjourn the meeting. On a motion by Mr. Crute, seconded by Ms. Fraley and with all present members voting "aye", the meeting was adjourned at 8:26 PM.

John Miller, Chairperson

Abigail O'Connor, Secretary