

PRINCE GEORGE COUNTY, VIRGINIA



2020 ANNUAL REPORT



DEPARTMENT OF
COMMUNITY
DEVELOPMENT &
CODE COMPLIANCE

ABOUT US

Meet our Team!

Deputy County Administrator/Director
Julie C. Walton

Deputy Director/Building Official
Dean Simmons

Office Manager
Sherri Bowman

Permit Technicians
Stephanie Early
Terry Sweitzer

Plans Reviewer
W. Reed Martin

**Sr. Building Inspectors
& Code Enforcement**
Mark Pond
Brian Estep
Charles Harrison III

Environmental Program Coordinator
Angela Blount

Planners
Horace Wade
Tim Graves

Administrative Support Specialist II
Missy Greaves-Smith

Interim Planning Manager
Julie C. Walton

**Over
264
Hours of
Training &
Development
Completed in
2020**

This annual report details the department's activities throughout the year including major achievements and notable projects within each division. The Community Development and Code Compliance Department is comprised of four main divisions: **Building Inspections, Planning & Zoning, Environmental, and Code Compliance.**



New Davis C-Store

Staffing levels of the department remained the same in 2020. Tim Graves transitioned from part-time staff to a full-time Planner I within CDCC. Tim previously worked as a Project Manager for Virginia's Gateway Region Economic Development Organization. During his time with Virginia Gateway Region, he worked to support business growth in Prince George County and surrounding localities.

INSIDE THIS REPORT

Building Inspections	3
Permitting Totals	4
Notable COs	5
Notable CCs	6
Goals Achieved	7
Property Maintenance	8
Environmental	9
Septic Pumpout Program	10
Planning Division	11-13
Department Summary	14

BUILDING INSPECTION DIVISION WHERE WE'RE AT TODAY

The Building Inspections Division is responsible for issuing permits, conducting plan reviews, and performing inspections for all new construction, alterations and repairs to existing structures, removal or demolition of structures and other building operations to ensure that the proposed construction complies with the provisions of the Virginia Uniform Statewide Building Code (USBC). The Virginia USBC is a minimum standard for construction applicable to all jurisdictions within the Commonwealth of Virginia. The staff works closely with property owners, developers, architects, contractors, and engineers from the conceptual phase of the project throughout construction to the final completion of the project.

Permit issuance is a safeguard to ensure construction in Prince George County accomplishes the goals of the building code; namely, to establish minimum requirements to safeguard the public health, safety, and general welfare from fire and other hazards in the built environments. Building code compliance enforcement is comprised of education, plan reviews, permit administration, inspections, and enforcement of code requirements. Plan reviews are used to verify that submitted construction plans

comply with the requirements of the code. Building inspections are necessary to verify the intent of the code and that the requirements of the reviewed/approved plans are carried out on site. The types of required inspections vary with the type of project being completed. The number of inspections also varies with the project type, the complexity of the project, and the number of re-inspections required.

The Building Inspection Division also enforces the provisions of the Virginia Property Maintenance Code and the Code of the County of Prince George where staff regularly investigates complaints regarding nuisances such as discarded materials, tall grass, outdoor storage, housing conditions, and problems with the condition of rental units. Inspections staff works closely with Zoning staff and the Police Department to achieve compliance with the Virginia Maintenance Code and the Code of the County of Prince George.

The Building Inspections Division also enforces the provisions of the Statewide Fire Protection Code, whenever inspections are requested or complaints of violations are received.

NEW CONSTRUCTION

Hardee's—Fountain Drive
Dollar General—Moody Road
Ram's Travel Center & Gas Canopy
U-Haul—Jefferson Park Road
New Davis C-Store & Gas Canopy
Scott Park Memorial Park
Concessions & Restrooms
Columbia Gas Compressor Building
Fort Powhatan Control Enclosure
Stay Over Storage Expansion
CNG Transmission Co. Warehouse Building



RENOVATIONS

Starbucks
New Dixie Mart
Summit Investments Southeast
Standard Motor Products, Inc.
Amazon—Conveyor and Platform Addition

ADDITIONS

Sun Pine Ridge, LLC
Service Center Metals
NVR
Mid-Atlantic Kidney Center
Pleasant Grove Baptist Church
Lighthouse Restaurant & Bar

BUILDING INSPECTION DIVISION

Construction Permits & Inspections

	2020 Permit Totals		
CATEGORY	PERMIT TYPE	NUMBER	JOB VALUE
RESIDENTIAL PERMITS	NEW SINGLE FAMILY DWELLINGS	69	\$11,273,089
	MODULAR SINGLE FAMILY DWELLINGS	6	\$899,055
	MANUFACTURED HOMES	46	\$2,680,609
	MULTI-FAMILY DWELLINGS	2	426,000
	RESIDENTIAL SPECIAL FLOOD HAZARD AREA	0	\$0
	RESIDENTIAL ADDITIONS	212	\$2,906,395
	RESIDENTIAL RENOVATIONS	102	\$1,495,056
	RESIDENTIAL ACCESSORY STRUCTURES	80	\$1,249,632
COMMERCIAL PERMITS	COMMERCIAL NEW BUILDINGS	5	\$2,444,148
	COMMERCIAL SHELL BUILDINGS	1	\$13,990,278
	COMMERCIAL ADDITIONS	13	\$3,687,880
	COMMERCIAL RENOVATIONS/ALTERATIONS	17	\$12,618,942
	COMMERCIAL ACCESSORY STRUCTURES	10	\$521,507
TEMPORARY STRUCTURES	TEMPORARY STRUCTURES	5	\$10,425
DEMOLITION PERMITS	RESIDENTIAL DEMOLITIONS	8	\$42,700
	COMMERCIAL DEMOLITIONS	6	\$50,441
AUXILARY PERMITS	ELECTRICAL	434	\$10,712,416
	PLUMBING	149	\$1,385,614
	MECHANICAL	245	\$3,735,980
	FIRE PROTECTION SYSTEMS	18	\$1,714,785
	GAS	51	\$44,346
	WATER AND SEWER	17	\$15,152
ENVIRONMENTAL	LAND DISTURBANCE	57	\$19,888,711
	EROSION AND SEDIMENT CONTROL	44	\$103,450
SPECIAL EVENTS	SPECIAL EVENTS	9	\$0
	TOTAL ALL PERMITS	1606	\$125,083,611
	INSPECTIONS MADE		5416
	CERTIFICATES OF COMPLETION		191
	OCCUPANCY PERMITS GRANTED		322

In an effort to provide uniformity in building code enforcement across the region, we host and participate in virtual quarterly Building Official meetings. These gatherings provide a better understanding of new and upcoming code proposals to better serve the citizens in our respective localities.



Region VI: Chesterfield, Charles City, Dinwiddie, Powhatan, Richmond, Henrico, Nottoway, Lunenburg, Amelia, Hopewell, South Hill, Petersburg, Greenville, Sussex, Colonial Heights, Brunswick, Emporia, Halifax, Charlotte, Mecklenburg, Surry, Prince Edward, Farmville and Prince George

BUILDING INSPECTION DIVISION

For the County of Prince George Community Development & Code Compliance Department, 2020 was a challenging year because of the COVID-19 pandemic. Our offices were closed to the public and we had to revamp how to meet the building and permitting needs of the citizens.

We oversaw the building and completion of the Dollar General Store on Moody Road and the Hardee's on Fountain Drive. Other projects that we reviewed, inspected, and saw to completion included the Virginia Physicians for Women medical offices, the Ram's Travel Center located on South Crater Road at Exit 45.

Although we love new projects, we also like to see our current businesses expand because of growth. We have had several of these projects such as the installation of the business office at Pine Ridge Mobile Home Park, the expansion of Stay Over Storage, and Pleasant Grove Baptist Church.

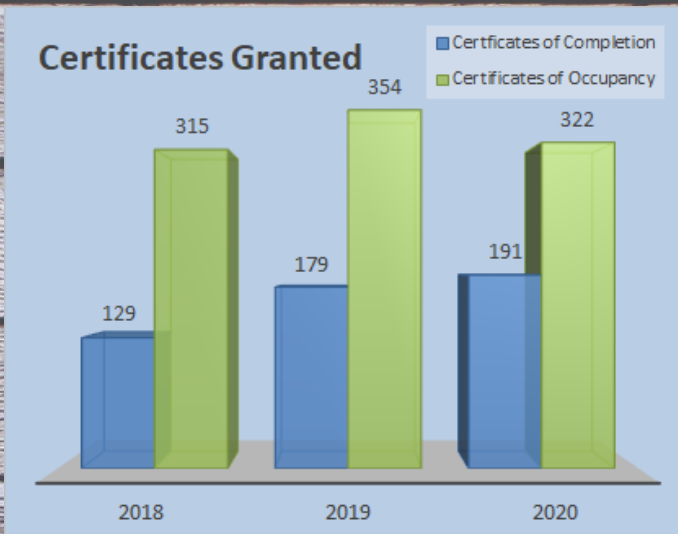
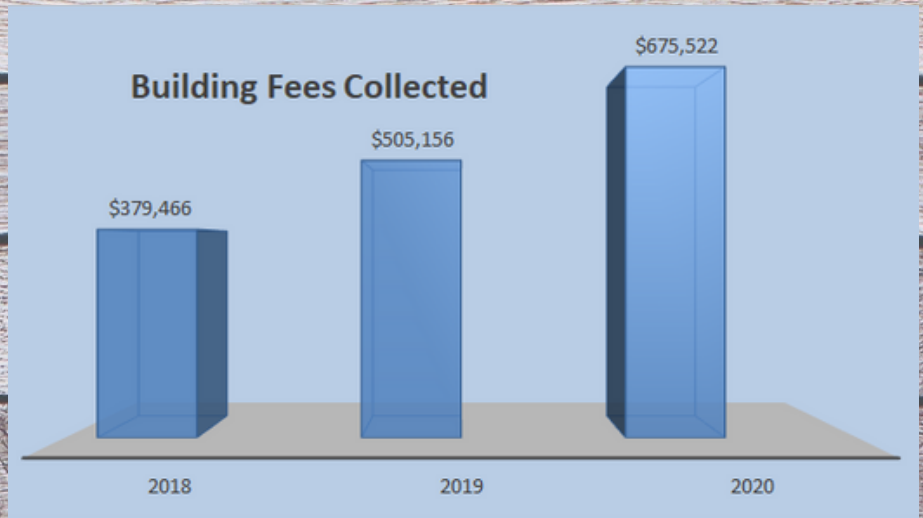
The future is looking busy for Prince George County with several projects in the planning or early construction phase: Service Center Metals, the New Davis C-Store, and Fort Powhatan Solar Farm. The Community Development and Code Compliance staff looks forward to working with these projects in Prince George County to make them a success and a welcomed addition to our community.

CERTIFICATES OF OCCUPANCY

2020 Notable C.O.s

Mid-Atlantic Kidney Center
Dollar General—Moody Road
Bottoms Up
Ram's Travel Center
Pine Ridge MHP Office
Hardee's—Fountain Drive
Scott Memorial Park—
Concessions & Restrooms
Walton Elementary School—3
Temporary Classroom Trailers



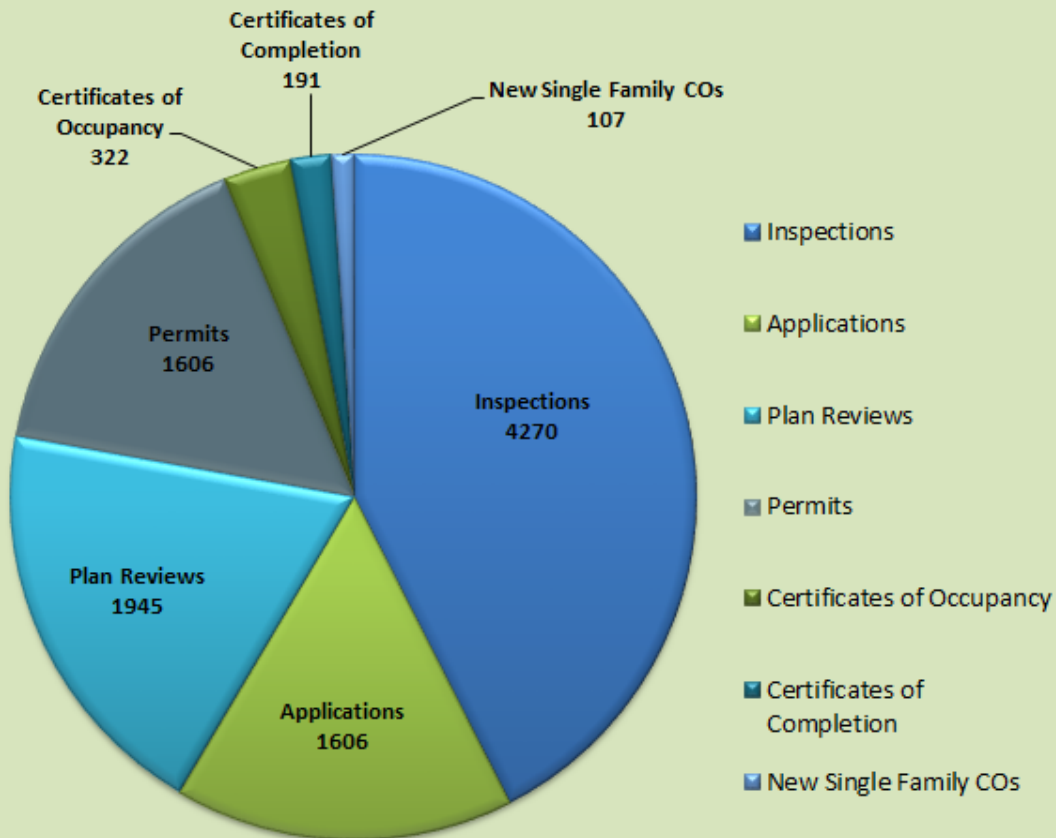


COMMERCIAL CERTIFICATES OF COMPLETION

- Destination Theater Renovation
- Standard Motor Products, Inc. Renovation
- Sun Pine Ridge, LLC Addition
- Metl Span I Ltd Addition
- Summit Investments Southeast Renovation
- NVR Renovation
- Mid-Atlantic Kidney Center Renovation
- Pleasant Grove Baptist Church Addition
- Lighthouse Seafood Restaurant & Bar Addition
- Amazon Renovation—Conveyor and Platform Addition
- New Dixie Mart Renovation
- Starbucks Renovation
- Hollingsworth GP Cell Tower—Hardware Drive
- PG5, LLC Cell Tower—James River Drive

BUILDING INSPECTION DIVISION

2020 Building Inspections Division Activity Totals



Rams Travel Center - Exit 45

CODE COMPLIANCE DIVISION

The Code Compliance Division investigates complaints and performs inspections to ensure compliance with the Virginia Maintenance Code and the Code of the County of Prince George related to zoning, property maintenance, tall grass and discarded materials.

MAINTENANCE DIVISION HIGHLIGHTS

The Code Compliance Division opened 324 new property maintenance and zoning enforcement cases during 2020. To date, 302 of the 324 cases have been resolved or closed.



The division produced 197 enforcement documents and violation notices related to these cases. While not all complaints received resulted in violation notices, investigations of these complaints did result in 716 inspections of various sites and potential violations.

The Code Compliance Department has continued to work with the Community Policing Division. Together we are continuing the effort to improve the safety as well as the appearance of our county.

Property Maintenance Totals

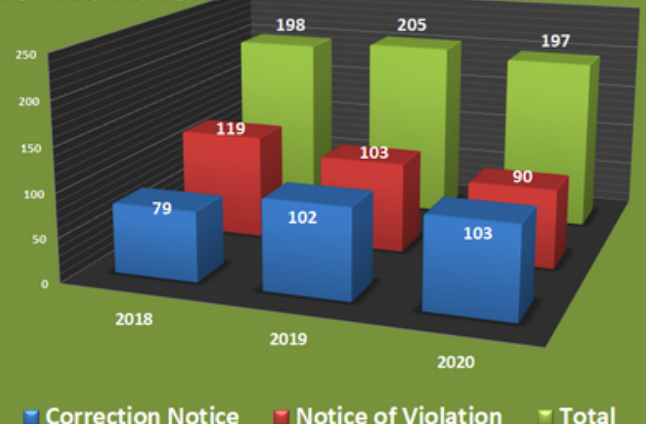


2020 Code Compliance Totals

- 328 Complaints
- 324 Total New Cases
- 90 Overgrown Vegetation Complaints
- 17 Violations Abated by County
- 90 Notices of Violation
- 103 Correction Notices
- 4 Unsafe Notices
- 197 Total Notices
- 716 Inspections



Corrective Actions



ENVIRONMENTAL DIVISION

The Environmental Division works with citizens, area businesses, the engineering community, and developers to maintain a strong balance between the protection of the environment and economic growth.

The main operational functions of the division are Program Administration, Plan Review, Inspections, Erosion/Drainage Complaint Investigation, and the administration of the county's Septic Pumpout and Inspection Program. The Division performs these functions to ensure compliance with the County Erosion and Sediment Control Ordinance, the Chesapeake Bay Protection Ordinance, and other federal, state, and local laws pertaining to erosion and sediment control and stormwater management.

Fort Powhatan Solar
Energy Facility

Rives Road Solar
Energy Facility

2020 Notable E&SC Projects

Rives Road Solar
Hardee's
Circle D Food Mart
Rams Travel Center
New Dixie Food Mart
Fort Powhatan
Solar Energy Facility
Mount-It
Service Center Metals
Expansion

ENVIRONMENTAL DIVISION HIGHLIGHTS

The Environmental Division continues to work diligently with federal, state, and local agencies, developers, and citizens to ensure a healthy balance between development and the environmental integrity of our beautiful county.

This year, we saw several commercial projects take shape. Projects that are at or near completion include Dollar General Store-Moody Road, Ram's Travel Center, Hardee's - Fountain Drive, New Dixie Food Mart, Rives Road Solar Energy Facility, and the new Davis C-Store.

As we move forward in 2021, we anticipate the start of more community-enhancing projects to include the New Walton Elementary School, 7-Eleven - Community Lane, Fort Powhatan Solar Energy Facility Phase-II, Mount-It!, Crossroads Detailing Center, Davis Fast Food Restaurant, and Prince George Mulch, LLC just to name a few.



VP-145
Hollingsworth



ENVIRONMENTAL DIVISION



2020 Activity Totals

301 Applications Reviewed
 28 Agreement In Lieu Permits
 89 Land Disturbance Permits
 8 Performance Bonds Initiated
 7 Performance Bonds Released
 23 E&SC Site Plans Reviewed
 46 Plats Reviewed
 (Subdivisions and Boundary Line Adjustments)
 48 Stormwater Investigations
 101 Environmental Inspections
 1146 E&SC Inspections

SEPTIC PUMP-OUT & INSPECTION PROGRAM

Prince George County's Septic Pump-Out & Inspections Program has made great strides toward helping improve water quality in the Chesapeake Bay Preservation Area (CBPA) of the county through non-point source pollutant management. The Prince George County Zoning Ordinance, Section 90-667 requires properties within the CBPA with private onsite septic systems must have the system pumped or inspected at least once every five years.

Since implementing the program in 2018, we have seen compliance rates up to 82%.

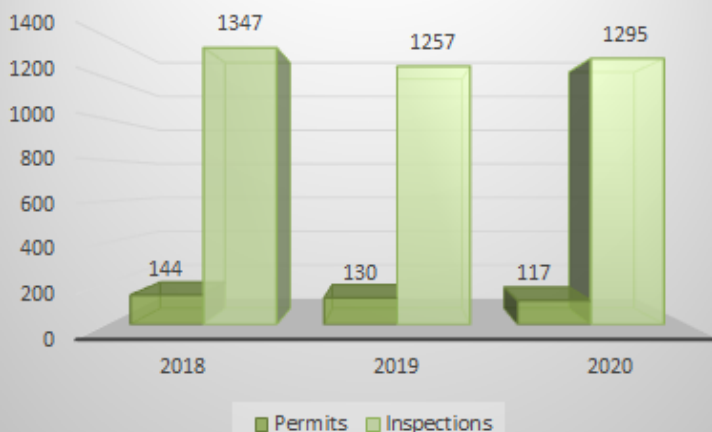
Due to the effects of the COVID-19 pandemic and its impact on the community, the division decided to delay the mailing of notices to our Zone 4 citizens (356 properties) from June 2020 to September 2020. To date, Zone 4 compliance stands at 67% for septic systems either pumped or inspected.

There are approximately 2,400 households and businesses located within the CBPA of the county serviced by private on-site septic systems. We are very pleased with our results and look forward to the continued success of this program.

While this program is only mandated for properties within the CBPA, we stress the importance of septic system maintenance to all owners of private onsite septic systems throughout the county.

Thank You to Our Citizens for being *"SepticSmart"*.

Environmental Totals



Crossings Court

PLANNING & ZONING DIVISION

The Planning and Zoning Division is involved in every step of land use and development in the County. The Division's involvement starts in the pre-development stages with reviewing, updating, and implementing the Comprehensive Plan and developing ordinances, as well as answering questions of citizens, developers, and engineers regarding the County's requirements and plans for the future. The Division also works with applicants considering zoning changes such as Rezoning, Special Exceptions, and Variances, guiding members of the public and

developers alike through the various processes and serving as primary staff to the Planning Commission and Board of Zoning Appeals and also advisory Staff to the Board of Supervisors. Before construction is ready to begin, the Division acts as a project manager and reviewer for Site Plans, Subdivision Plats, and other plan reviews that involve multiple departments, and also reviews permits to build structures. Even after construction is complete, the Division's work continues with business license applications, Code Enforcement and diverse special projects.

2020 Planning Projects

23 Site Plans Submitted
19 Subdivision Plats
4 Family Division Plats
18 Boundary Line Adjustments
5 Consolidation Plats
6 Survey & Easement Plat Reviews
180 Home Occupation Zoning Approvals
43 Professional Business Zoning Approvals
3 Special Exception Cases
6 Rezoning Cases
1 Comprehensive Plan Amendment Request
1 Variance Request
17 Second Dwelling Applications
308 Certificates of Zoning Compliance
455 Building Permits Reviewed
17 Zoning Certification Letters
20 Zoning Inspections

Planning Division Highlights

- Responded to the challenges of the pandemic by updating processes to facilitate digital submittals and reviews
- Continued work on the Comprehensive Plan Update, including draft updates to the first half of the plan, demographic and economic data updates, and a technical review by VDOT. The Division has a goal to complete the update in 2021.
- Drafted a Solar Energy Facility Siting Policy to enable the County to make informed and consistent decisions regarding this new land use. This work involved synthesizing public input from multiple community meetings, an electronic survey, and more.
- Applied for state funding for key transportation projects
- Revamped, updated and created new application forms and summary sheets intended to make existing County processes and reviews easier to understand and enhance communication with property owners, business owners, and developers prior to committing their funds to a project
- Implemented improvements to zoning case review processes in order to better inform applicants, County Staff and review boards
- Implemented improvements to internal processes and databases to improve Staff efficiency
- Clarified County requirements for Private Roads and began work on potential related ordinance amendments
- Created a new public map resource for viewing zoning cases history for individual tax parcels

PLANNING & ZONING DIVISION

At the direction of the Planning Commission and the Board of Supervisors, the Division also works on amendments to the County Code. In 2020, the Division prepared four Zoning Ordinance Amendments which were heard or considered by the Planning Commission:

- The “Mobile Food Units” amendment (approved) set clear requirements for food trucks and allowed them for the first time in commercial zoning districts, resulting in new “grab and go” restaurant options for residents.
- The “Residential Poultry” amendment considered allowing poultry on residential properties smaller than 2 acres. Work for this amendment included extensive public outreach by U.S. mail and internet survey; however, the Commission decided not to hold a public hearing for the amendment due to the relatively low citizen response rate.
- The “Pyramiding Industrial Uses” amendment (approved) added flexibility for industrial land-use changes.
- The “Sign Ordinance” amendment (still in-progress) will keep the County’s requirements current with State Code standards.

The Planning Commission



2020 Planning Commission Members

Joseph E. Simmons, James A. Easter, R. Stephen Brockwell, V. Clarence Joyner Jr., Chairman Alex W. Bresko, Jr., Vice-Chairman Floyd M. Brown, Sr., & Imogene S. Elder

2020 Site Plan Approvals

Fort Powhatan Solar Energy Facility (Phase I, II & Phase I Resubmittal)

Super Kids Ministries Parking Lot

Starbucks Drive-Thru

Service Center Metals

Prince George Mulch

U-Haul Parking Lot

Swaders Pavilion

Chappell Creek on the James (Revisions)

New Dixie - PG Shell Station

7-Eleven

ICS Warehouse Addition

Quality Properties

Southpoint Lots 10 & 13

Mount- It!

As Staff to the Planning Commission and Board of Supervisors, the Division is responsible for the behind-the-scenes work to prepare zoning change requests for review by the Commission and the Board. This work includes advertising the public hearings in the newspaper and by mailing adjacent property owners, project-managing other County Departments and State Agencies in reviewing the applications, and preparing detailed Staff Reports with thoughtful recommendations based on the County’s codes and Comprehensive Plan.

The Division works closely with applicants each step of the way – before, during, and after their application submittal, while their case is being prepared for a public hearing, and during the various public meetings. The Division works hard to solicit public input before the meeting date and ensure there is ongoing communication among all parties involved, and then ultimately provide recommendations intended to serve the overall best interests of the County.

PLANNING & ZONING DIVISION

In 2020, the Division brought five Rezoning cases and seven Special Exception cases before the Planning Commission and/or Board of Supervisors. These included:

- **Skycass Marketing LLC** Rezone Amendment to allow additional industrial uses
- **Prince George 105, LLC** Rezone 1.452 acres for business uses
- **SI Virginia II, LLC** - (Two cases) Rezone 141.79 acres to allow different industrial uses
- **Lampe Management Company /Ample Storage** - Rezoning for business uses
- **Lampe Management Company/Ample Storage** - Special Exception for a storage facility
- **Alexander Olivieri-Rodriguez** - Special Exception Home Occupation for embroidery and customizing apparel and gifts
- **Bo's Wooden Antics LLC** - Special Exception Home Occupation for woodcraft business
- **Tree Time Adventures** - Special Exception Amendment to extend hours of operation for an outdoor recreation business
- **Warwick Solar Facility** - Special Exception for a large-scale solar facility
- **Sebera Road Solar Facility** - Special Exception for a large-scale solar facility
- **Budget Pest Control** - Special Exception Home Occupation for pest control business

2020 Board of Zoning Appeals

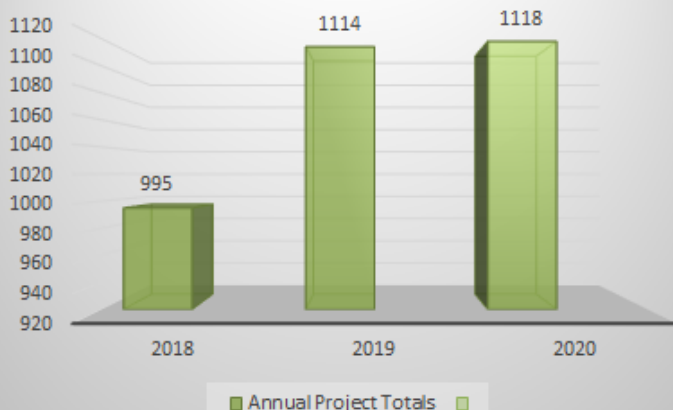
Chairman Charles G. Leonard, Vice-Chairman Erma R. Brown, William D. Kreider, Linda E. McAllister, Carol Dois Woodward



The Board of Zoning Appeals

The BZA reviews Appeals, Variances and certain Special Exception requests as determined by the Board of Supervisors and hears and decides on Appeals based upon decisions of the Zoning Administrator. The BZA is not authorized to rezone the property. This can only be performed by the Board of Supervisors. Prince George County has authorized the Zoning Administrator to grant Administrative Variances for certain setback requirements which reduces the BZA's caseload.

Annual Project Totals



Smart Scale Projects Submitted for Funding to VA Commonwealth Transportation Board

• Hines Road Realignment at County Drive
Middle Road & Jefferson Park Road Roundabout
Middle Road & Prince George Drive Roundabout



2020 DEPARTMENT ACTIVITY SUMMARY

The Department performs a variety of reviews, permitting, inspections and enforcement actions in each division. While activities have been detailed for each division individually, included below is a brief summary of activity totals across the entire department.

6366 Total Applications, Reviews & Investigations

1907 Permit Applications
1106 Zoning Applications
2776 Total Plan Reviews
363 Complaints Investigated
214 Enforcement Actions

\$804,368 Total Fees Collected

6306 Total Inspections

4270 Building Inspections
716 Code Compliance, Zoning, Property
Maintenance Inspections
1146 E&S Inspections
101 Environmental Inspections
20 Planning Inspections
48 Stormwater Inspections
5 Fire Incident Inspections

Each year, our department develops a list of goals to achieve that are above and beyond our normal department daily activities. The following is a list of some of the major goals we achieved in 2020 despite the effects of a pandemic:

- Continued the implementation of new EnerGov software
- Reviewed and updated the 'Approved Zoning Cases' GIS layer (public map viewer)
- Developed a Solar Energy Facility Siting policy
- Assisted with the New Scott Park trail system grants
- Adopted a Food Truck Ordinance
- Amended the Pyramiding Industrial Uses Ordinance
- Monitored major stormwater projects—
 - Birchett Estates Phase II
 - New Birchett Estates Phase I
 - Cedar Creek 1 & 2 subdivisions
- Submitted Smart Scale applications for transportation improvement projects
- Continued to develop the Comprehensive Plan update
- Monitored and completed enforcement efforts for the Septic Pumpout Program Zones 3 & 4
- Installed Bluebeam software and initiated electronic plans submissions in conjunction with EnerGov Go-Live day

2020
Goals
ACHIEVED

CONTACT US

County of Prince George
Department of Community Development &
Code Compliance

6602 Courts Drive, PO Box 68
Prince George, VA 23875
804.722.8659
www.princegeorgecountyva.gov