



DEPARTMENT OF COMMUNITY DEVELOPMENT & CODE COMPLIANCE

2019 ANNUAL REPORT



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

Planner
Horace Wade

Administrative Support Specialist II
Missy Greaves-Smith

Interim Planning Manager
Julie C. Walton

**Over
350
Hours
of Training &
Development
Completed in
2019**

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, Code Compliance, Environmental and Planning & Zoning.

Staffing levels of the department remained the same in 2019. Terry Sweitzer has joined the CDCC staff as a Permit Technician I. She possesses years of customer service and clerical skills which will be utilized for processing and issuing permits and scheduling inspections. Terry is a Prince George County resident and has previously worked as an On-Call Administrative Support Specialist for the County.

together everyone
TEAM
achieves more

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BUILDING INSPECTION DIVISION

2019 Notable Projects

RENOVATIONS

Jordan Point Yacht Club Slips

Martial Arts World

Riverside Regional Jail

Mid-Atlantic Kidney Center

Rolls-Royce

Speedco

Summit Investments SE

VSP Technologies

NVR

Virginia Gateway Logistics

ADDITIONS

*Rosewood Presbyterian
Church Cell Tower*

*Lighthouse Seafood
Restaurant*

*VA Cooperative Extension
Accessory Building*

NEW CONSTRUCTION

*Crossings Court I & II
Shell Buildings*

Pine Ridge Clubhouse

PG Ruritan Club

Dollar General—Moody Rd

Quality Properties of VA

Rives Road Solar Farm

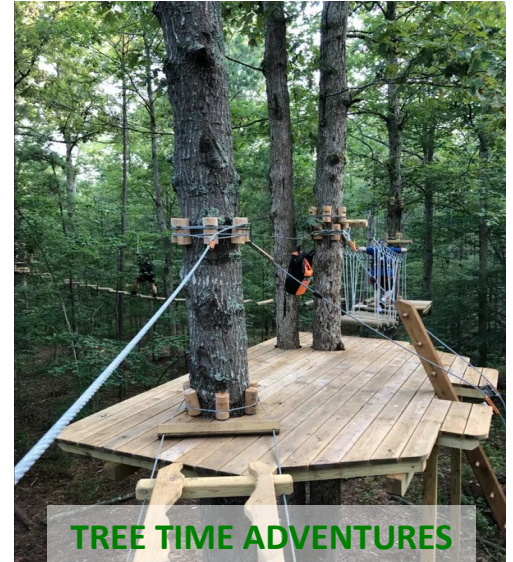
*Columbia Gas
Accessory Building*

Rams Travel Center

Tree Time Adventures

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 insure 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 work 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.



VIRGINIA BUILDING & CODE OFFICIALS ASSOCIATION

Department of Community Development & Code Compliance

BUILDING INSPECTION DIVISION

Construction Permits & Inspections

2019 Permit Totals			
CATEGORY	PERMIT TYPE	NUMBER	JOB VALUE
RESIDENTIAL PERMITS	NEW SINGLE FAMILY DWELLINGS	68	\$9,377,500
	MODULAR SINGLE FAMILY DWELLINGS	3	\$467,285
	MANUFACTURED HOMES	86	\$4,665,149
	RESIDENTIAL SPECIAL FLOOD HAZARD AREA	0	\$0
	RESIDENTIAL ADDITIONS	192	\$3,453,836
	RESIDENTIAL RENOVATIONS	108	\$2,089,972
	RESIDENTIAL ACCESSORY STRUCTURES	55	\$1,173,846
COMMERCIAL PERMITS	COMMERCIAL NEW BUILDINGS	8	\$6,968,800
	COMMERCIAL ADDITIONS	9	\$245,614
	COMMERCIAL RENOVATIONS/ALTERATIONS	21	\$28,642,129
	COMMERCIAL ACCESSORY STRUCTURES	5	\$200,020
TEMPORARY STRUCTURES	TEMPORARY STRUCTURES	14	\$370,324
DEMOLITION PERMITS	RESIDENTIAL DEMOLITIONS	7	\$27,531
	COMMERCIAL DEMOLITIONS	1	\$25,000
AUXILIARY PERMITS	ELECTRICAL	479	\$6,411,215
	PLUMBING	234	\$1,375,513
	MECHANICAL	313	\$3,023,686
	FIRE PROTECTION SYSTEMS	21	\$615,357
	GAS	86	\$99,658
	WATER AND SEWER	30	\$29,004
	LAND DISTURBANCE	52	\$4,907,628
ENVIRONMENTAL	EROSION AND SEDIMENT CONTROL	41	\$107,701
	SPECIAL EVENTS	28	\$1,147
	TOTAL ALL PERMITS	1861	\$74,277,915
	INSPECTIONS MADE	6122	
	CERTIFICATES OF COMPLETION	179	
	OCCUPANCY PERMITS GRANTED	354	



In an effort to provide uniformity in building code enforcement across the region, we host and participate in quarterly Building Official meetings. These gatherings provide 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

2019 Notable C.O.s

Star Express & Huddle House

Touchstone Bank

Off Duty Graphix

Metl-Scan

Sheetz

Sheetz Car Wash

PG Courthouse Basement Renovation

Davita

PG Fire Station #7

What-A-Burger Renovation

Pine Ridge Clubhouse

For the County of Prince George Community Development & Code Compliance Department, 2019 was a very exciting year. We oversaw the building and completion of the Courthouse Basement buildout project that included a holding area for prisoners, Judge's Chambers and a new courtroom. We also worked with new business owners like Tree Time Adventure Park to introduce the county's first rope course and zip line adventure park. Other projects that were reviewed, inspected, and seen to completion included the Virginia Physicians for Women medical offices, DaVita Dialysis Center, and Sheetz that are all located in the Lake Harley Complex. 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 expansion of Blue Ridge Films, the revitalization of warehouse space for the new NVR office, and a large warehouse renovation.

The future is looking busy for Prince George County with several projects in the planning or early construction phase: Rives Road Solar Farm, Rams Travel Center, Dollar General and Seaboard Express Office Complex. 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.

PG Courthouse Basement Buildout



Pine Ridge Clubhouse



Davita Dialysis Center

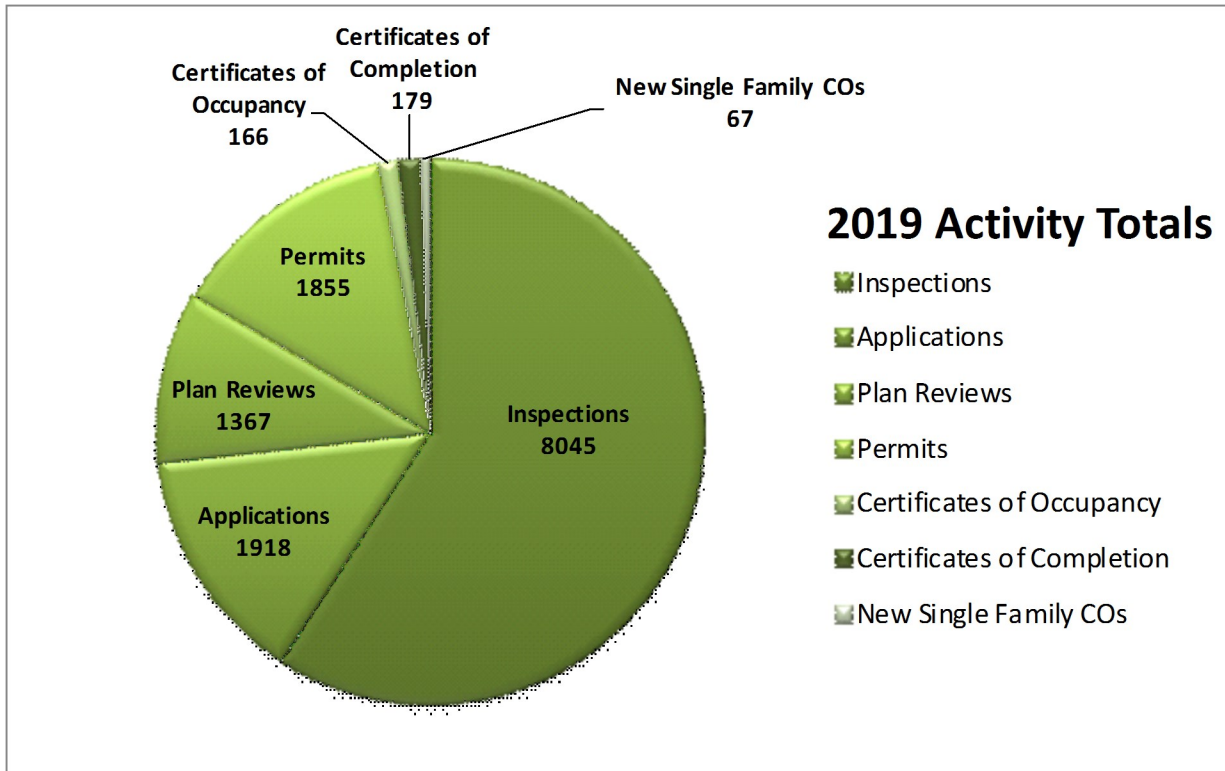


Virginia Physicians for Women



Blueridge Films Addition

BUILDING INSPECTION DIVISION



SPECIAL EVENT PERMITS ISSUED

- *Hogs for the House Event*
- *20th Annual Southern Nights Cruisers Event*
- *Five-O's Tiki Foundation Country Jam*
- *Colonial Harley Davidson Spring Fling Open House*
- *32nd Annual Crab Feast*
- *11th Annual Great Beefsteak Raid*
- *Prince George Rotary Scholarship Picnic*
- *2019 Harbor Blast Concert Series at Appomattox Boat Harbor (10 events)*
- *Crossroads Annual Customer Appreciation Event*
- *Virginia Czech & Slovak Folklife Festival*
- *ALS Awareness Day*
- *Appomattox Boat Harbor Bike & Car Show*
- *Home Builders Association of Southside Virginia Crab Feast*



BUILDING INSPECTION DIVISION

2019 GOALS ACHIEVED

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 2019:

- Updated all forms and informational documents to reflect the new ICC 2015 codes
- Developed procedures and work flow to identify expired projects and permits
- Monitored major stormwater projects—Birchett Estates, Jordan on the James and Cedar Creek 1 & 2 subdivisions
- Monitored and completed the second round of enforcement efforts for the Septic Pumpout Program
- Assisted with the planning of the new Jefferson Park Fire Station
- Continued the implementation of the new Ener-Gov software
- Developed a Uniform Policy for Field personnel
- Continued to develop the Comprehensive Plan update
- Amended and clarified the Subdivision Ordinance relative to Boundary Line Adjustments (BLA) to address properties that are jointly in the Rural Conservation Area and Planning Area
- Initiated the process for the Administrative Support Specialist II to become a Certified Municipal Clerk (CMC)

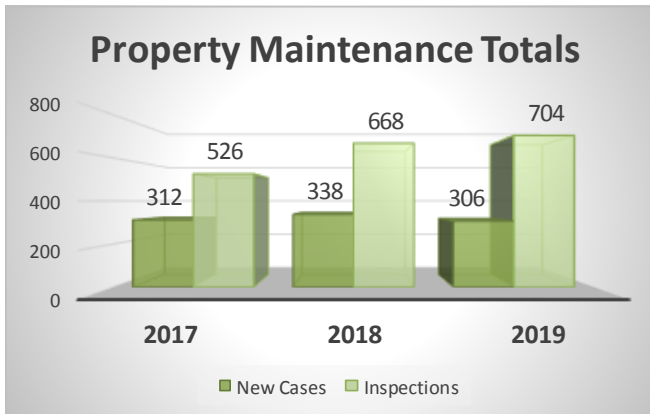


Crossings Court I & II

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.

The County Code requires property owners and tenants to keep weeds and grass cut to a height of no more than 15 inches and to keep all exterior property areas free from discarded materials, trash, debris, litter and garbage. In 2019, there were 108 tall grass complaints reported and investigated throughout the County. County resources were used to bring 26 properties into compliance.



The County of Prince George has adopted the Virginia Maintenance Code, Part III of the Virginia Uniform Statewide Building Code. The provisions of this part of the VUSBC prescribe regulations for the maintenance and repair of existing structures and equipment.

Following receipt of a complaint and field-verification of a violation, a Notice is delivered to the property

owner requiring correction by a specified date. After the allotted time has passed, a follow-up inspection is performed to verify that the violation has been corrected.

2019 Code Compliance Totals:

393 Complaints

306 Total New Cases

108 Tall Grass Complaints

26 Violations abated by County resources

103 Notices of Violation

102 Correction Notices

5 Unsafe Notices

210 Total Notices

704 Inspections

7 Residential Structures Demolished

1 Court Hearing

MAINTENANCE DIVISION HIGHLIGHTS

The Code Compliance Division opened 306 new property maintenance and zoning enforcement cases during 2019. To date, 283 of the 306 cases have been resolved or closed.



The division produced 210 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 704 inspections of various sites and potential violations.



Code compliance has continued to work with the Community Policing Division. Together we are continuing the clean up effort to improve property conditions throughout the county.

ENVIRONMENTAL DIVISION

2019 Notable E&SC Projects

Davis C-Store

*Dollar General-Moody
Road*

PG Fire Station #7

Blueridge Films Addition

*Rives Road Solar
Energy Facility*

*Crossing Court I & II
Shell Buildings*

*NVR Quality Way
Expansion*

Exit 45 C-Store

Prince George U-Haul

Sandy Hill Subdivision

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

2019 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 community.

This year, we saw several of our commercial projects come to fruition. Those projects include Virginia Physicians for Women, DaVita Dialysis Center, Sheetz, Prince George County Fire Station #7 and Blueridge Films Expansion Project.

As we move forward in 2020, the division will continue work on Stream Restoration Projects within the county. We also have several projects underway including Crossings Court I & II (Retail Space), Dollar General Store-Moody Road, Exit 45 C-Store and the county's first Solar Energy Facility, Rives Road Solar.



Before



After

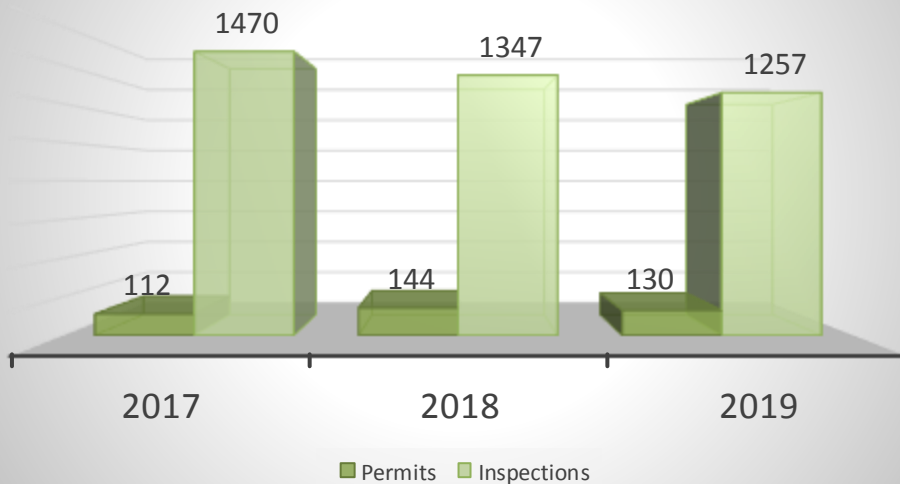
PG Fire Station #7—Moody Road

ENVIRONMENTAL HIGHLIGHTS CON'T



The James River Association offered a Living Shorelines Design Workshop & Training and met with county staff to discuss potential project sites. For the first time in the history of the program, Prince George County, was selected as a recipient of this grant-funded project. Work will be performed at Appomattox Regional Park and will involve shoreline restoration that will minimize flooding and erosion to the river banks.

Environmental Totals



2019 Activity Totals

117 Environmental Inspections

1088 E&S Inspections

278 Applications Reviewed

48 Agreements In Lieu Permits

82 Land Disturbance Permits

9 Performance Bonds Initiated

9 Performance Bonds Released

16 E&SC Site Plans Reviewed

37 Plats Reviewed (Subdivisions and Boundary Line Adjustments)

52 Stormwater Investigations

SEPTIC PUMP-OUT & INSPECTION PROGRAM

Since its implementation in the Spring of 2018, the 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 have the system pumped or inspected at least once every five years.

With its first mailing to over 1,000 households, the division saw an 82% compliance rate for septic systems either pumped or inspected. Our second mailing of nearly 400 households to date shows a 54% compliance rate. 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"**.



PLANNING & ZONING DEPARTMENT

Planning A Better Future For Our Community

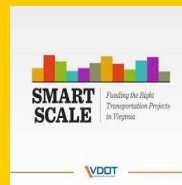
2019 Planning Projects

16 Site Plans Submitted
8 Subdivision Plats
7 Family Division Plats
17 Boundary Line Adjustments
3 Consolidation Plats
1 Easement Plat
1 Survey Plat Review
191 Home Occupation Zoning Approvals
41 Professional Business Zoning Approvals
12 Special Exception Cases
6 Rezoning Cases
6 BZA Variance Cases
1 PUD Case
16 Second Dwellings
332 Certificates of Zoning Compliance
453 Building Permits Reviewed
9 Zoning Certification Letters
10 Zoning Inspections
1114 Total

The Planning and Zoning Division provides staff support for the Planning Commission and the Board of Zoning Appeals, evaluates zoning changes, performs site plan reviews, subdivision plat reviews, enforces County Ordinances related to land use, serves as advisory staff to the Board of Supervisors, and facilitates the update and implementation of the Comprehensive Plan. The Planning and Zoning Division assists with questions regarding new development, subdivision of land, and topics ranging from rezoning to variances. The Planning Division conducted and completed the Planning Commission Work Session for three Commission subcommittee meetings for Housing, Transportation and Land Use for the 2020 Comprehensive Plan update.

Smart Scale Projects Funded by VA Commonwealth Transportation Board

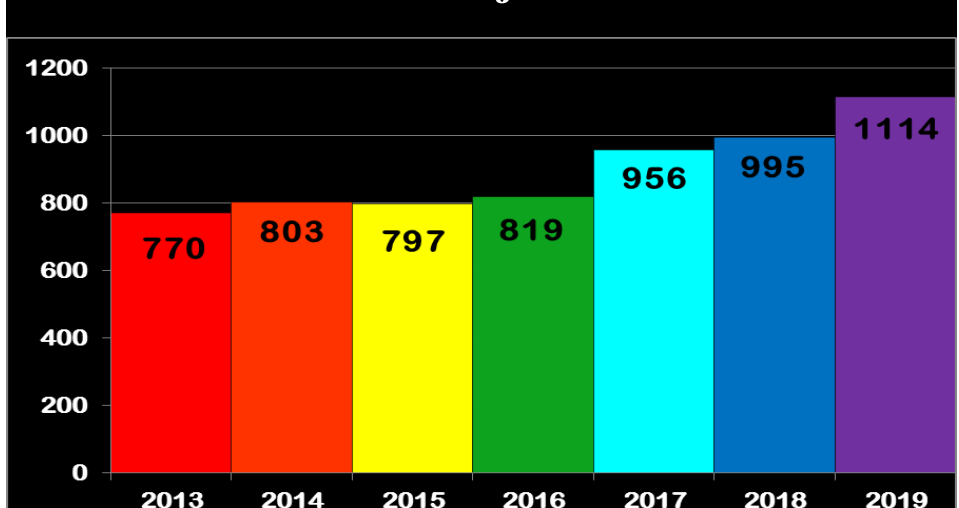
- Intersection Improvements at County Drive & Queen Street for \$3,469,550
- Lower Appomattox River Trail connection to the Virginia Capital Trail for \$44,000



2019 Site Plan Approvals

Davita
NVR
Tree Time Adventures
Exit 45 - C Store
Jefferson Pt. Apartments, Lot 11
Jefferson Pt. Apartments, Lot 3 & 4
Sandy Hill Subdivision
Quality Properties Truck Terminal
Rives Road Solar
Bogese Office Building
Crossings Court I & II
Verizon Tower—Anderson Lumber
Dollar General—Moody Road

Annual Project Totals



PLANNING & ZONING DEPARTMENT

The 2019 Capital Improvements Plan (CIP) sub-committee was led by Chairwoman Elder and Vice Chairman Joyner. The Planner, the Deputy County Administrator for Finance, Director of Community Development and Code Compliance, and the Accounting Supervisor provided staff support to the subcommittee for its recommendations to the County Administrator and onto the Board of Supervisors for their approval. The Planning Commission acted upon the recommendation on December 19, 2019, and forwarded the CIP report onto the Board of Supervisors.

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 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.



The 2019 Board of Zoning Appeals

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

THE PLANNING COMMISSION

In 2019, two (2) Zoning Ordinance Amendments were heard before the Planning Commission. The Commission also heard one (1) Planned Unit Development (PUD) case by CI Associates (Proud Mama's Kitchen) to amend a previous PUD approved in 2013 to allow a food truck or trailer. Nine (9) Special Exception cases were heard this year. These requests included: Anderson Communications Tower, Verizon-Hardware Drive Communications Tower, AT&T Communications Tower, Bland Assembly Hall, Perkinson-Animal Boarding Place, Hamlin Home Professional and Trade Office, Pet Farm Life Animal Boarding Place, Olivieri-Rodriguez Cottage Industry and Boisclair Cottage Industry.



The 2019 Planning Commission Members

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

Top 10 2019 CIP Projects

*New Walton Elementary
School Design Phase*

*New Walton Elementary
School*

*New Beazley Elementary
School Design Phase*

*New Beazley Elementary
School*

PGHS Generator

*Zoll X Series Monitors/
Defibrillators*

*County Fleet Garage
Bay Expansion*

*PGHS Technology
Infrastructure*

School Buses

*N.B. Clements
Technology Infrastructure*



2019 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.

5356 Applications, Reviews & Investigations

1918 Construction Permit Applications
710 Zoning approval requests
332 Zoning certificates issued
419 Complaints Investigated
237 Enforcement Actions
1 Court Hearing
53 Subdivision Plats and Site Plans
25 Zoning Cases submitted
278 Land Disturbance and E&SC Applications
1383 Construction Plan Reviews

8085 Total Inspections

6110 Building Inspections
704 Code Compliance, Zoning, Property Maintenance Inspections
1088 E&S Inspections
117 Environmental Inspections
10 Planning Inspections
52 Stormwater Inspections
4 Fire Incident Inspections

CONTACT US

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Department Totals

