



DEPARTMENT OF COMMUNITY DEVELOPMENT & CODE COMPLIANCE

2021 ANNUAL REPORT



NEW PRINCE GEORGE ELEMENTARY SCHOOL

MEET OUR TEAM:

**Deputy County Administrator/Director/
Interim Planning Manager**
Julie C. Walton

Deputy Director/Building Official
Charles Harrison, III

Office Manager
Sherri Bowman

Permit Tech II
Permit Tech I

Plans Reviewer
W. Reed Martin

Sr. Building Inspectors & Code Enforcement
Mark Pond
Brian Estep

Environmental Program Coordinator
Angela W. Blount

Planner II
Andre Greene

Planner I
Tim Graves

Administrative Support Specialist II
Missy Greaves-Smith

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

The CDCC team has experienced some staffing changes in the latter quarter of 2021. Charles Harrison was appointed to Deputy Director/Building Official in October. Charles has dedicated many years of service to Prince George County. He began his career as an E911 Communications Officer with the County in June of 2006, before transitioning to CDCC in September of 2013.

Andre Greene joined the CDCC staff as a Planner II. He comes with a vast amount of experience and knowledge from Sussex County. Congratulations to Charles and Andre on their new positions!

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together everyone
TEAM
achieves more

BUILDING INSPECTION DIVISION

Notable Projects Under Construction in 2021:

New PG Elementary School

Davis Express

CWC Renovation

Tree Time Adventures
Expansion

VP - 163 Hollingsworth Bldg.

Service Center Metals
Orange Crush Expansion

Columbia Gas Accessory
Buildings (4)

Primo's Restaurant

Stodola Assembly Hall

Prince George Ruritan Club

PG High School Pavilion

Mueller Construction
Office/Warehouse

Rives Road Solar Facility

7-Eleven Convenience Store



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. Through this process we 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 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

7-Eleven Convenience Store

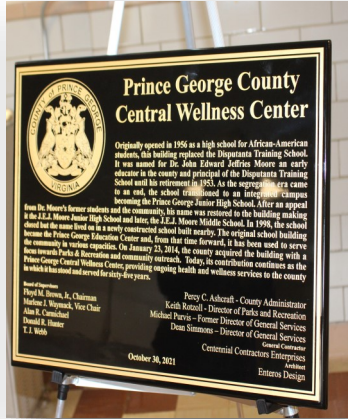


Code of the County of Prince George where staff regularly investigates complaints regarding nuisances such as discarded materials, tall grass, outdoor storage, housing conditions, and problems with the condition of rental units. Inspections staff work closely with Zoning staff and the Police Department 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.



BUILDING INSPECTION DIVISION CONTINUED:



Due to the COVID-19 restrictions and multiple variants, 2021 proved to be a challenging year for the County of Prince George Community Development & Code Compliance Department. With excellent leadership, we were able to remain open to the public and meet the needs of the citizens while adhering to safety protocols.

The County experienced a positive expansion of current businesses last year. These expansions and additions included the addition of four new buildings at the Columbia Gas Substation on Baxter Road, Service Center Metals - Orange Crush Expansion and Dye Cleaning Buildings, Crossroad's Detailing Center, and the start of a renovation of an existing office and warehouse space for the Mueller Construction Company.

2022 promises to be a time of further

growth for Prince George County with several projects in the planning or early construction phases: The Prince George County New Elementary School on Middle Road, Prince George Rurtian Club's new facility on Ruffin Road, VP-163 Shell Building in our Industrial Park, a new Service Center Metals Facility (Chuduba Site), Chappell Creek on the James Subdivision, and the Meadows Section 3 Subdivision. The Community Development and Code Compliance staff is excited to work with these developers and contractors and welcome them to our community.



VP-163 Shell Building



Davis Express C-Store



Prince George Rurtian Club—Club House



Crossroad Detailing Center

BUILDING INSPECTION DIVISION CONTINUED:

Construction Permits & Inspections

	2021 Permit Totals		
CATEGORY	PERMIT TYPE	NUMBER	JOB VALUE
RESIDENTIAL PERMITS	NEW SINGLE FAMILY DWELLINGS	79	\$14,120,703
	MODULAR SINGLE FAMILY DWELLINGS	3	\$890,000
	MANUFACTURED HOMES	8	\$847,059
	RESIDENTIAL ADDITIONS	37	\$1,113,615
	RESIDENTIAL RENOVATIONS	79	\$1,026,323
	RESIDENTIAL ACCESSORY STRUCTURES	77	\$1,543,312
COMMERCIAL PERMITS	COMMERCIAL NEW BUILDINGS	3	\$36,878,863
	COMMERCIAL ADDITIONS	11	\$654,280
	COMMERCIAL RENOVATIONS/ALTERATIONS	29	\$2,998,003
	COMMERCIAL ACCESSORY STRUCTURES	5	\$414,441
TEMPORARY STRUCTURES	TEMPORARY STRUCTURES	7	\$9,995
DEMOLITION PERMITS	RESIDENTIAL DEMOLITIONS	8	\$12,050
	COMMERCIAL DEMOLITIONS	6	\$115,346
AUXILARY PERMITS	ELECTRICAL	396	\$8,518,951
	PLUMBING	128	\$3,110,100
	MECHANICAL	157	\$5,788,662
	FIRE PROTECTION SYSTEMS	23	\$1,906,335
ENVIRONMENTAL	GAS	144	\$1,178,165
	LAND DISTURBANCE	93	\$43,317,757
	EROSION AND SEDIMENT CONTROL	58	\$136,365
SPECIAL EVENTS	SPECIAL EVENTS	18	\$0
	TOTAL VALUES:	1,751	\$124,580,325
	CONSTRUCTION INSPECTIONS MADE:	5647	
	CERTIFICATES OF COMPLETION:	133	
	OCCUPANCY PERMITS GRANTED:	231	



SCM—ORANGE CRUSH



CDCC ANNUAL GOALS

2021 GOALS ACHIEVED

Each year, our department and each division 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 2021:

- Updated all forms and informational documents to reflect new requirements, new processes, and new staff
- Developed the draft proposal for a new Energy Storage (Battery) policy and ordinance for large scale energy storage facilities.
- Monitored major stormwater projects—Birchett Estates Phase II, New Birchett Estates Phase I.
- Completed smaller stormwater projects—Birchett Drive, Manchester Drive, Hines Road, Fox Drive, Mark Twain, and Old Iron Road
- Monitored the submissions for Zone 5 and completed the second round of enforcement efforts

for the Septic Pumpout Program

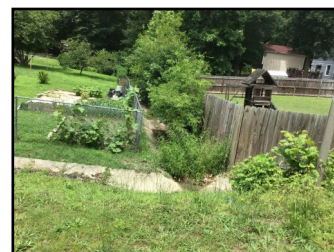
- Completed the implementation of the new EnerGov software
- Developed a draft proposal for new Private Road Standards and related ordinance updates.



- Continued to develop the Comprehensive Plan updates
- Presented options for new development in the Planning Area without utilities connections
- Completed the Koolwood Lane road improvement project and acceptance process into the

State's Secondary Road system.

- Developed a residential lot density recommendation for the Rural Conservation Area
- Upgrade department webpage
- Began work on the County's Strategic Plan
- Coordinated public meetings for issues at Baxter Ridge and new Chappell Creek subdivisions



*Stormwater projects
in the County*



CODE COMPLIANCE DIVISION

The Code Compliance Division investigated 313 complaints in 2021. 287 of those complaints have been resolved or closed resulting in a 95% compliance rate. The division produced 191 enforcement documents and violation notices.

While not all complaints received resulted in violation notices, investigations of these complaints did result in 676 inspections of various sites and potential violations.

The Code Enforcement Division regularly works with VDOT, DEQ, Community Policing, Fire & EMS, and the Health Department to provide services to the citizens of Prince George County.

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

2021 Code Compliance Totals:

313 Complaints

98 Tall Grass Complaints

15 Violations abated by approved Contractors

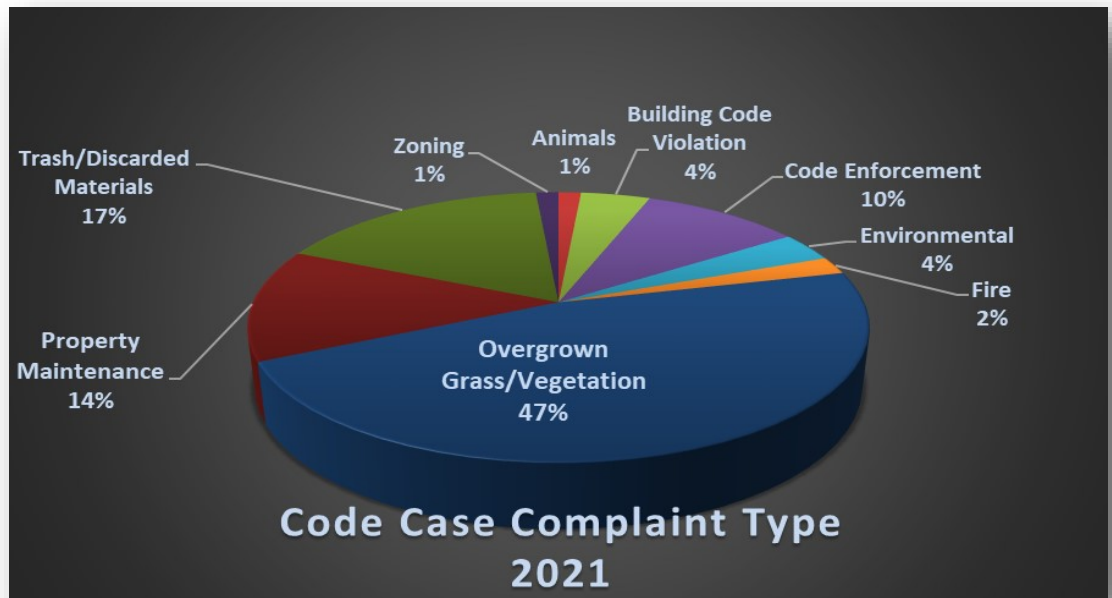
191 Corrective Notices

5 Unsafe Notices

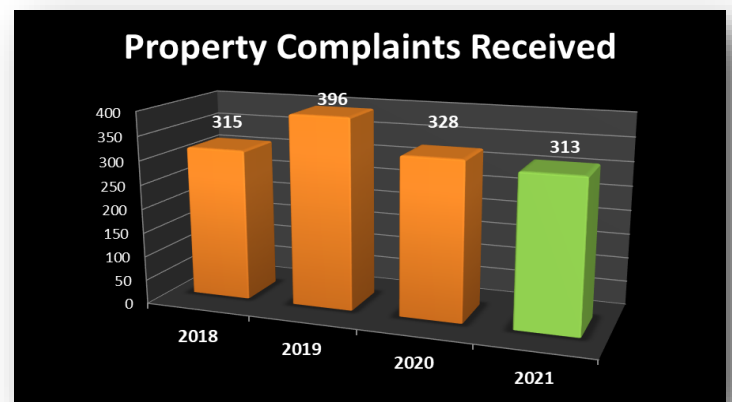
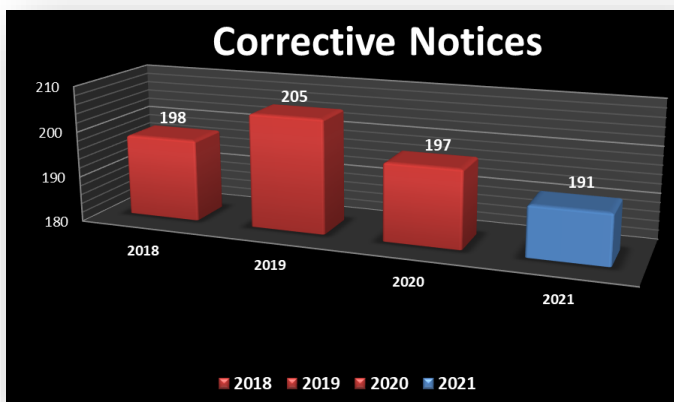
191 Total Notices

676 Inspections

1 Court Hearing



PROPERTY MAINTENANCE DIVISION HIGHLIGHTS



ENVIRONMENTAL DIVISION

The Environmental Division's goal is to form cohesive partnerships with citizens, area businesses, the engineering community, and developers to maintain a strong balance between environmental protection and development throughout our community.

Through its daily operational functions of Program Administration of the Erosion and Sediment Control Ordinance, Septic Pumpout and Inspections Program, and assistance with the Stormwater Utility Funds Program, the division ensures compliance with the County, State and Federal laws designed to protect the environment.



Crossroads Detailing Center

Notable Environmental Projects

Crossroads Detailing Center

SCM Orange Crush Expansion

Davis Express

Fort Powhatan Solar Energy Facility

Rams Petroleum C-Store

Quality Properties, LLC Expansion

ENVIRONMENTAL 2021 DIVISION HIGHLIGHTS

This year the Environmental Division saw the completion of several of our commercial projects. Those projects include Rams Petroleum Exit 45 C-Store, Davis Express, Crossroads Detailing Center, and Service Center Metals Orange Crush Expansion Project.

As we move forward in 2022, the division has several projects underway including The New Prince George County Elementary School, Stay Over Storage II, Service Center Metals Chudoba Site, The Meadows Section 3 and Chappell Creek on the James Subdivisions, and Fort Powhatan Solar Energy Facility Phase II.

Activity Totals:

1205 Environmental Inspections

318 Applications Reviewed

68 AIL Permits

104 LD Permits

9 Performance Bonds Initiated

9 Performance Bonds Released

13 Site Plans Reviewed

61 Plats Reviewed (Subdivisions and Boundary Line Adjustments)

99 Environmental Complaints Investigated/Inspected

SCM Orange Crush Expansion



SEPTIC PUMP-OUT & INSPECTION PROGRAM

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 to have the system pumped or inspected at least once every five years.

In 2021, being sensitive to the effects of the Pandemic on our community, the division decided to make adjustments to the mailing schedules for our Zone 4 and Zone 5 property owners to allow additional time for pump-outs and inspections. To date, Zone 4 compliance is at 76% and Zone 5, with Second Notice verifications due February 15, 2022, shows compliance at 52%.

There are approximately 2,500 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 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"**.

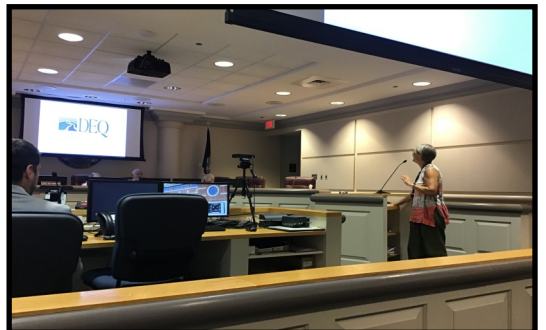
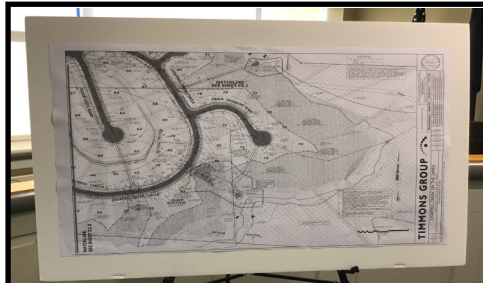


ENVIRONMENTAL & CDCC - COMMUNITY MEETINGS



Throughout 2021, the Department of Community Development and Code Compliance hosted several Community Meetings to address citizen's concerns pertaining to environmental issues such as drainage, flooding, and erosion. Meetings were held for residents of the Baxter Ridge, King Drive and Beechwood Manor Subdivisions. Several of our Board of Supervisors members participated in the community meetings as well.

Prince George County enlisted the assistance of several local, state and federal agencies including representatives from the James River Soil and Water Conservation District, Virginia Departments of Environmental Quality, Conservation and Recreation, and Transportation as well as our local government staff to offer citizens guidance and opportunities for resolution.



PLANNING & ZONING DIVISION

2021 Planning Projects

13 Site Plans Submitted

19 Subdivision Plats

4 Family Division Plats

9 Boundary Line
Adjustment Plats

5 Consolidation Plats

295 Total Lots Created

9 Easement Plats

15 Survey Plat Reviews

200 Home Occupation
Zoning Approvals

48 Professional Business
Zoning Approvals

15 Special Exception Cases

6 Rezoning Cases

1 Administrative Variance

1 BZA Variance Case

15 Second Dwellings

234 Certificates of Zoning
Compliance

394 Building Permits
Reviewed

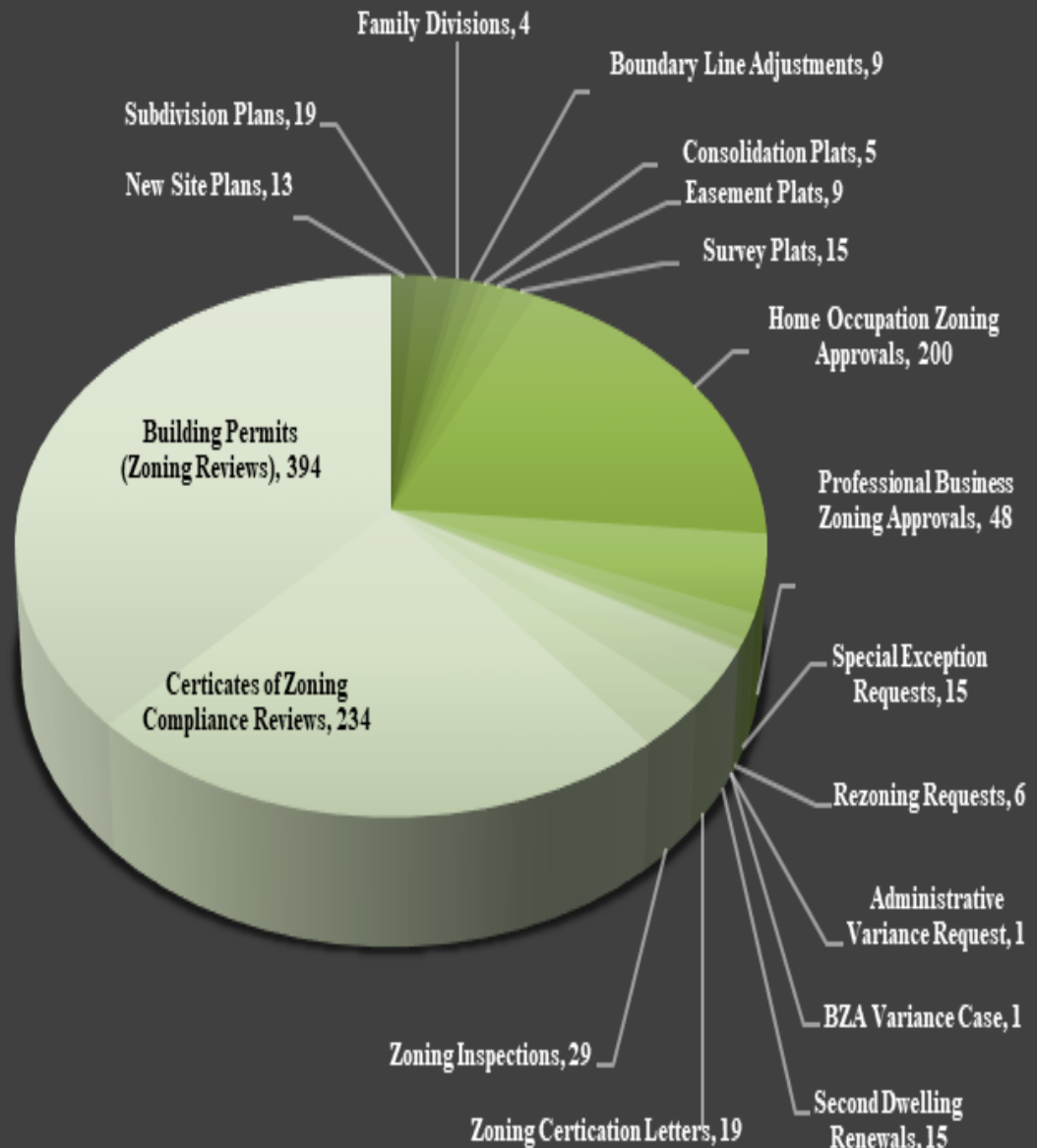
19 Zoning Certification
Letters

29 Zoning Inspections

1,331 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.

2021 Planning Projects at a Glance



2021 PLANNING & ZONING HIGHLIGHTS

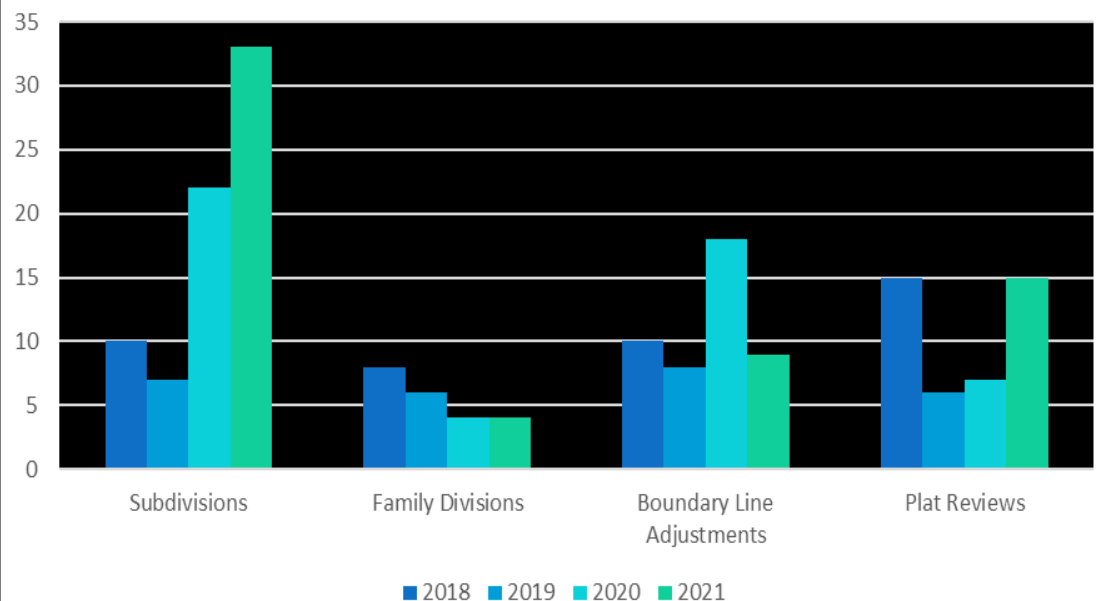


VIRGINIA MUNICIPAL CLERKS ASSOCIATION



- Assisted the Board of Supervisors and County Administration with site selection and planning efforts for a new convenience center facility for garbage and recycling drop-off by county residents
- Participated in the state-led planning process for the Virginia Coastal Resilience Master Plan
- Presented a rezoning request for the proposed New Visions Industrial Park development on a vacant site on Chudoba Parkway, beginning with a building for New Visions Auto, an automotive restoration business
- Advised and assisted applicants with preliminary plans by hosting pre-application meetings with the County's Development Review team to discuss the preliminary application review process. These preliminary discussions allowed applicants to receive comments from County Staff prior to committing to formal applications which require public hearings
- Improved the tracking of cash proffer payments by implementing software alerts and spreadsheet documents
- Assisted with the rollout of a new County website and new webpage for our Department and all Divisions
- Provided administrative support to the Crater Health District COVID-19 Vaccine Call Center, assisting with regional efforts to schedule vaccine appointments during the COVID-19 Pandemic.

Subdivisions & Plat Review History



2021 PLANNING & ZONING HIGHLIGHTS CONT.

TOWNHOMES



PRIVATE ROADS



MUELLER



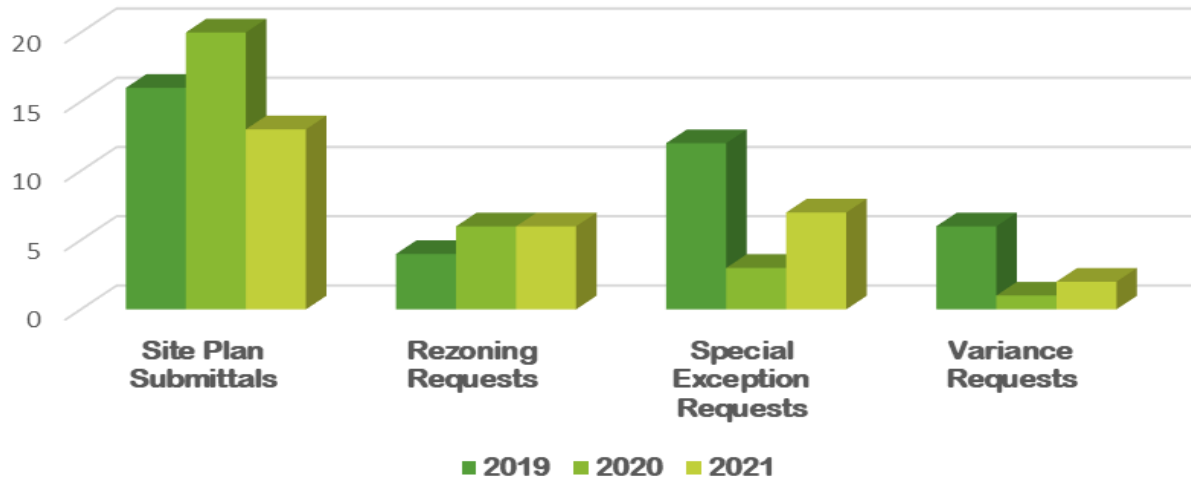
THE FUTURE OF ENERGY STORAGE



- Collaborated with the County Attorney to develop templates regarding agreements for large residential subdivisions. The templates will help to enhance communication and shared expectations between County Staff, developers and the public
- Enhanced and updated the formatting and content of Staff Reports provided for cases presented to the BZA, BOS and Planning Commission
- Assisted with the implementation of Energov software for PNZ project tracking and reporting
- Participated in the FEMA-led planning process for updates to the Floodplain maps
- Reviewed Subdivision plans for major projects including Chappell Creek on the James Sections 1 and 2, Meadows Section 3, and First Tee Estates (division of former Prince George Golf Course)
- Reviewed Site Plans for major projects including New Elementary School, Central Wellness Center renovations, Service Center Metals Expansion, PG Schools Bus Maintenance Facility, PG Fleet Maintenance Facility, Ample Storage self-storage facility, Tri-Cities Free-standing Emergency Room expansion, Dollar General, and Fort Powhatan Solar Phase II Solar Facility
- Drafted an ordinance amendment to create a new zoning district for townhouses, in response to a local landowner/developer seeking to develop townhouses with individually-owned lots
- Drafted an ordinance amendment to clarify requirements for private roads
- Assisted the County Attorney with ordinance amendments relating to addressing on private roads and private animal boarding places
- Presented the first ever Special Exception to the Board of Zoning Appeals for a private animal boarding place
- Presented an industrial rezoning request for Mueller Builders, a general contractor, seeking to occupy an existing industrial building formerly occupied by Landen Strapping Corp.
- Drafted an ordinance amendment for battery energy storage facilities to define where these facilities may be located and under what standards

2021 PLANNING & ZONING HIGHLIGHTS CONT.

Site Plan - Rezoning - Special Exceptions - Variances



Major Site Plan Approvals In 2021



Crossroads Detail Center

Heartwood Enterprises, LLC

VP-145 Shell Building

Prince George Elementary School

Prince George County CWC

Unity Baptist - Modular Trailers

Prince George Bus Maintenance Facility

Meadows Subdivision - Section 3

The Stodola Assembly Hall

Carolina Container

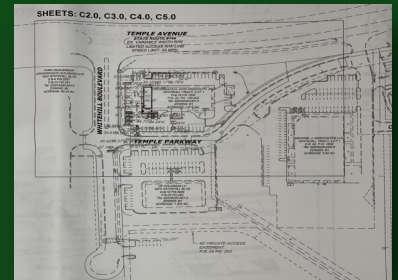
Chappell Creek on the James Re-Review

Tri-Cities ER Amendment

Petersburg Dollar General

Ample Storage

Fort Powhatan Solar Facility Phase II Amendment



PLANNING & ZONING DIVISION CONTINUED

The Planning Commission



2021 Planning Commission Members

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

The Planning Commission received 22 case submittals in 2021, and held eight (8) Public Hearing in 2021. The cases heard in 2021 included these notable projects:

Rezoning Cases:

- ♦ C & C Packaging Systems, LLC - to amend proffered conditions 2 & 3 of ZM-95-001 relative to the permitted uses and outside storage on a M-2 property for a general contractor office and fabrication of metal roofing materials and exterior storage on a property on Prince George Drive
- ♦ Dwight Cunningham - to rezone his 6.8 acre property from M-1 to M-2 for an automotive restoration shop along Chudoba Parkway

Ordinance Amendment Case:

- ♦ Ordinance to amend and to define the term "Townhouse", to establish a zoning district known as "R-TH Residential Townhouse" where townhouses are permitted, to distinguish the intent of the new district from that of the existing residential zoning districts (R-1, R-2, R-3), and to define the intent and requirements for the new R-TH zoning district

Subdivision Waiver Case:

- ♦ Timothy & Taira Cibula - a subdivision plat located on Merchants Hope Road, was granted eligible for approval without the requirement to connect to public water and sewer systems in the Prince George Planning Area

Special Exception Cases:

- ♦ Tom & Diane McCormick— located at The Barns of Kanak for a Cottage Industry - Home Occupation Business on Ruffin Road
- ♦ Christopher & Marisela Clark - located at the Chester Plantation for a Cottage Industry - Home Occupation Business on Golf Course Drive
- ♦ Jere Amidei - for a Home Occupation Business in an Accessory Building on Old Stage Road
- ♦ Jamie Pennington - for a Home Occupation Business in an Accessory Building on Courthouse Road

PLANNING & ZONING DIVISION CONTINUED

The Board of Zoning Appeals



Board of Zoning Appeals Members

Charles G. Leonard, Vice-Chairwoman Erma R. Brown, and William D. Kreider,

The Board of Zoning Appeals (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, which 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.

In July 2021, the BZA approved a Special Exception request from Mr. Ethridge to permit a private animal boarding place in a R-1, Limited Residential District on 0.586 acres along Tavern Road.

WELCOME to these 2021 New Businesses/New Owners:

Prince George County

*A Global Community
Where Families Thrive
and Businesses Prosper*

Holy Mackerel Restaurant
Gateway Inn
Jordan Point Marina
Safety Lighting Group, LLC
Brown's Events
VPFW
Touch of Glory Hair Design
Davis Express 105
Legacy Coffee & Cream
Taqueria Herrera
Bamboo Garden Houses
Radioactive
American Celebrations
Behavior Health Services
Elsa Seidel, Esq. Atty. at Law

Art of Rhythm Dance Co.
Wilson Food Mart
Jaclyn Hines Hair Design
Jay Hopewell Hospitality, LLC
Blackwater Seafood Company
Creative Wellness
Prince George Food Mart
Chaney Enterprises, LP
Draeger US Interlock, LLC
Manu Bhagat
Retro Abatement & Demolition, LLC
Redline Powersports
Gracefull LLC

Dynasty Pools, Inc.
Crows Nest Cookies, LLC
Elizabeth's Beauty Room, LLC
KLB Enterprises, LLC
en Tandem Health Solutions
7-Eleven VA Express 2, LLC



2021 CDCC DEPARTMENT ACTIVITY SUMMARY

The Department and each Division performs a variety of reviews, permitting, inspections and enforcement actions. While activities have been detailed for each division individually, included below is a brief summary of activity totals across the entire department for 2021.

4,760 Applications, Reviews & Investigations

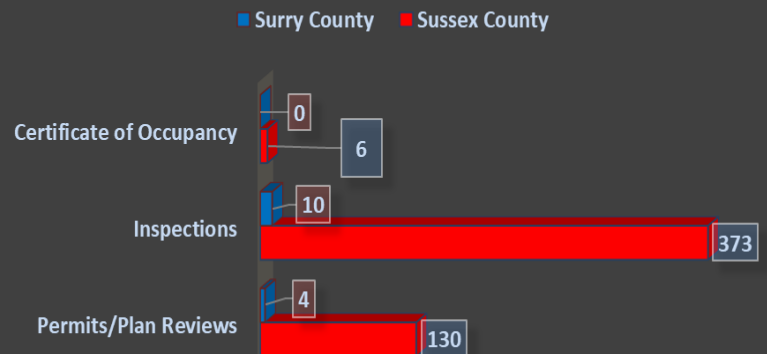
- 1929 Construction Permit Applications
- 394 Zoning Reviews for Building Permits
- 234 Zoning Certificates issued
- 313 Complaints Investigated
- 191 Enforcement Actions
- 1 BZA Variance Case
- 74 Subdivision Plats and Site Plans
- 21 Rezoning and Special Exception Cases
- 318 Land Disturbance and E&SC Applications
- 1285 Construction Plan Reviews

7,666 Total Inspections

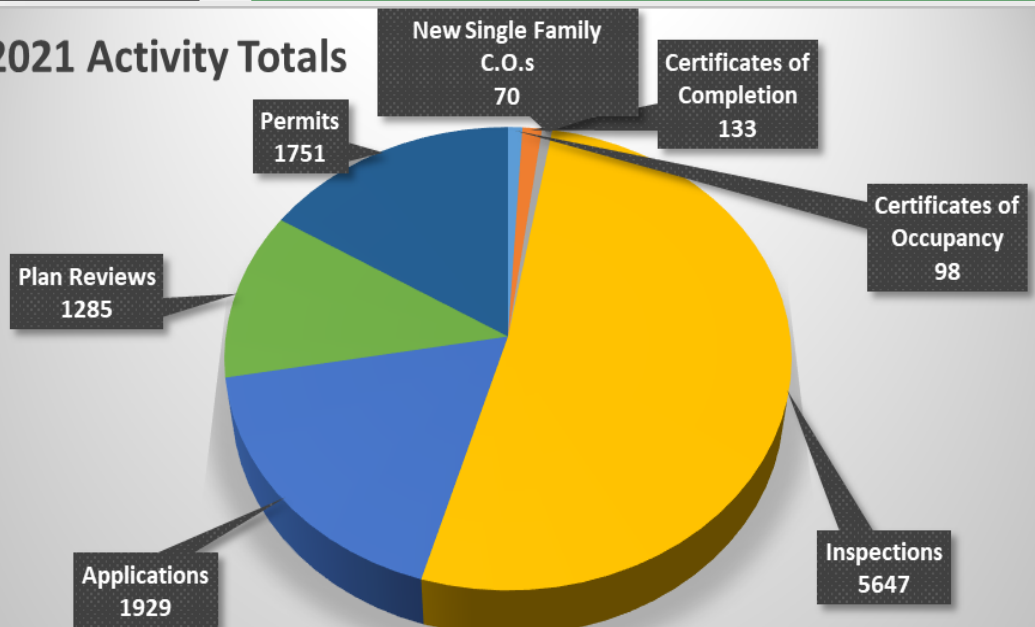
- 5647 Building & Trade Inspections
- 681 Code Compliance, Zoning, Property Maintenance Inspections
- 1205 E&S Inspections
- 29 Planning Inspections
- 99 Stormwater Inspections
- 5 Fire Incident Inspections

The Building Inspection Division was able to provide support to neighboring localities during last year. Staff provided numerous professional services to include plan reviews, inspections, and consulting services.

Permitting, Review, And Inspection Assistance For Neighboring Jurisdictions (2021)



2021 Activity Totals



The Stodola facility nearing completion