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**AGENDA**  
Planning Commission  
County of Prince George, Virginia  
Organizational Meeting: Thursday, January 28, 2021  
County Administration Bldg. Boardroom, Third Floor  
6602 Courts Drive, Prince George, Virginia

**Organizational Meeting**  
**6:30 p.m.**

This meeting is being held electronically in accord with Virginia Code Section 15.2-1413. The meeting is accessible by:

If you would like to participate in the meeting via Zoom –

<https://zoom.us/j/5053851421?pwd=V2pjSHFneFRUUE2bjNqQnR3emZoUT09>

Meeting ID: 505 385 1421

Password: 200726

One tap mobile

+19294362866,,5053851421#,1#,200726# US (New York)

+13017158592,,5053851421#,1#,200726# US (Germantown)

Dial by your location

+1 929 436 2866 US (New York)

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During the public comment period you may raise your hand using the Zoom controls on your screen or press \*9 on your phone. Visit the Zoom Help Center for more information. If you would like to view the meeting in real time use this link:

<https://www.youtube.com/c/princegeorgevirginia>

Public comments may be made in person during any meeting. You may also submit any public comments on our website at

[https://www.princegeorgecountyva.gov/departments/board\\_of\\_supervisors/public\\_comment\\_form.php](https://www.princegeorgecountyva.gov/departments/board_of_supervisors/public_comment_form.php).

Any public comments received via Zoom, in person or by the website form up until the public comment section is closed by the Chairman of the Planning Commission on January 28, 2021 shall be entered into the meeting minutes.

**CALL TO ORDER**

Roll Call

**ELECTION OF OFFICERS**

Election of Planning Commission Officers for 2021.

- A. Election of Chairman
- B. Election of Vice-Chairman

**INVOCATION**

**PLEDGE OF ALLEGIANCE TO THE U.S. FLAG**

**PUBLIC COMMENTS**

**ADOPTION OF AGENDA [1]**

**ORDER OF BUSINESS**

- A-1. Meeting Minutes – December 17, 2020. [2]
- A-2. Approval of 2021 Planning Commission Meeting Dates. [3]
- A-3. Approval of 2020 Planning Commission Annual Report. [4]

**COMMUNICATIONS**

- A. Actions of the Board of Zoning Appeals
- B. Actions of the Board of Supervisors [5]

**ADJOURNMENT**

**DRAFT MINUTES**  
Planning Commission  
County of Prince George, Virginia

December 17, 2020

County Administration Building, Board Room, Third Floor  
6602 Courts Drive, Prince George, Virginia 23875

This meeting was held electronically in accord with Virginia Code Section 15.2-1413. The meeting was accessible by:

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**MEETING CONVENED.** The Regular Meeting of the Prince George County Planning Commission was called to order at 6:30 p.m. on Thursday, December 17, 2020 in the Board Room, County Administration Building, 6602 Courts Drive, Prince George, Virginia by Chairman Bresko.

**ATTENDANCE.** The following members responded to Roll Call:

Mr. Simmons	Present
Mrs. Elder	Present
Chairman Bresko	Present
Mr. Joyner	Present
Mr. Easter	Present
Vice-Chairman Brown	Present
Mr. Brockwell	Absent

Also present: Julie C. Walton, Deputy County Administrator (via Zoom), Daniel Whitten, County Attorney, Cliff Young, Director of IT, Horace Wade, Planner II, Tim Graves, Planner I and Missy Greaves-Smith, Administrative Specialist II

**INVOCATION.** Mr. Easter provided the Invocation.

**PLEDGE OF ALLEGIANCE TO THE FLAG.** Vice-Chairman Brown led in the Pledge of Allegiance to the United States flag.

**ADOPTION OF MEETING AGENDA.** Chairman Bresko asked the Commissioners for a motion to approve the Meeting Agenda for the December 17, 2020 Planning Commission meeting. Vice-Chairman Brown made a motion to approve the Meeting Agenda and Mrs. Elder seconded the motion. Roll was called on the motion.

In favor: (6) Simmons, Brown, Elder, Easter, Joyner, Bresko  
Abstain: (0)  
Absent: (1) Brockwell

**APPROVAL OF THE MEETING MINUTES.** Chairman Bresko asked the Commissioners to review the November 19, 2020 Minutes of the Planning Commission for approval. Mr. Simmons made a motion to approve the Minutes as presented and Vice-Chairman Brown seconded the motion. Roll was called on the motion.

In favor: (4) Brown, Elder, Easter, Simmons  
Abstain: (2) Joyner, Bresko  
Absent: (1) Brockwell

**CITIZEN COMMENT PERIOD.** At 6:34 p.m., Chairman Bresko opened the Citizen Comment Period to anyone who wished to come forward to speak to the Commissioners on only topics that were not on the agenda. Citizens were asked to limit their comments to three (3) minutes.

With no one coming forward and no one on Zoom indicating they wished to speak, the Citizen Comment Period was closed at 6:35 p.m.

### **NEW BUSINESS.**

#### **Public Hearing:**

##### **REZONING CASE RZ-20-06**

Request of Lampe Management Company, Inc. to conditionally rezone 6.48 acres from R-1, Limited Residential to B-1, General Business. The properties are located at the northwestern quadrant of the intersection of South Crater Road and Birdsong Road and are identified as portions of Tax Maps 330(0A)00-003-0 and 330(0A)00-006-0. The Comprehensive Plan indicates the properties are suitable for village center uses.

Mr. Wade presented to the Commission an overview of the request to rezone 6.48 acres from R-1 to B-1. These properties are at the northwest corner of Birdsong Road and South Crater Road. Lampe Management Company, LLC is requesting to rezone 6.48 acres of the sixty-five (65) acres to B-1 for a warehousing and indoor storage facility.

Mr. Wade reviewed the proffered conditions for this request. These include the following:

- Underground utilities
- Screening for mechanical and electrical equipment
- Right-of-way dedication (15' wide) along Birdsong Road
- Development to occur as generally depicted on conceptual plan (regarding access and developable area)

- Certain Permitted and Special Exception uses to be excluded on this property

Staff Review Comments:

Planning & Zoning - Comprehensive Plan

- Request appears to be compatible with Comprehensive Plan Future Land Use Map
- Traffic Impact Analysis not required for proposed use
- Located in Prince George Planning Area = Development must connect to public sewer

Planning & Zoning - General

- Compatible with existing adjacent B-1 zoning
- Setbacks of 25' or more will be required for buildings
- Existing mobile homes to be removed (as a result of SE-20-02)

Other Departments

- Developer to extend Water/Wastewater infrastructure (determined at Site Plan)
- Environmental permitting required (determined at Site Plan)

Staff recommended approval with the proffered conditions. Mr. Wade stated the applicant (via Zoom) and the applicant's engineer, Mr. Johnson, from Timmons Group were present to answer any additional questions the Commissioners may have.

Mr. Simmons asked for clarification referencing the 15-foot right-of-way that is proposed to be dedicated to the County along Birdsong Road. Mr. Wade explained Birdsong Road is classified as a "collector" road. This proffer would be used for any needed improvements in the future for Birdsong Road.

Mr. Simmons asked Mr. Wade about the setbacks for the property after the dedication. Mr. Wade explained the setbacks would be from the new property line after the 15-foot dedication.

Mr. Simmons inquired about VDOT's review referencing the Traffic Impact Analysis and transportation improvements not being required, but a commercial entrance would be. Mr. Wade stated that due to the traffic volume of a mini-storage facility of this size, a Traffic Impact Analysis is not required but a commercial entrance would be addressed during the Site Plan process.

Chairman Bresko asked about the current mobile homes that are located on one of the parcels. Mr. Wade stated the removal of mobile homes are included as a proffer in the Special Exception case to follow.

Mr. Johnson, Engineer with Timmons Group and the representative for the applicant, responded to Mr. Simmons' question about the current Farmer's Market located on the property. He referenced the "gravel area" on the Conceptual Plan in the slide presentation, which indicated the specific location. Chairman Bresko asked if the Farmer's Market would have to relocate. Mr. Johnson indicated, as part of this project, it would be removed.

Mr. Wade explained to the Commissioners the property owner is B & K Farms, LLC and the contract purchaser/applicant is Lampe Management Company, Inc. Lampe Management Company, Inc is a mini-storage development company for Ample Storage.

Chairman Bresko asked Mr. Johnson from Timmons Group if he had anything else he wished to add. Mr. Johnson stated Lampe Management Company, Inc is looking to purchase a total of sixty-five (65) acres and is requesting to rezone approximately 6.5 acres to B-1. Currently, there are no plans for the remainder of the property and the plan is to leave it zoned R-1 at this time.

Mr. Johnson wished to clarify some of the previous questions the Commissioners had. The County requires a Traffic Impact Analysis study on projects that may have over 250 vehicles per day in traffic. Therefore, Mr. Johnson confirmed this location would not warrant this study. The proposed entrance to the facility would need to be located in a proper location for access management, 485 feet away from Birdsong Road.

In reference to the mobile homes on the property, Mr. Johnson explained that part of the contract between the property owner and Lampe Management Company, Inc, B & K Farms, LLC would be responsible for the removal of the existing mobile homes. Mr. Johnson confirmed the land the mobile homes are on currently is owned by B & K Farms, LLC. He could not confirm who owned the mobile homes.

Mr. Johnson reviewed concerns in reference to the 15-foot dedication of the right-of-way. Currently, Birdsong Road is forty-feet wide. This dedication to the County would allow for future road improvements in this area. The plans have addressed all the setback requirements and the proposed setback is forty feet off of the current Birdsong Road.

Mr. Simmons asked Mr. Johnson about the line of sight at the intersection of Birdsong Road and South Crater Road. Mr. Johnson explained they were not proposing any improvements to Birdsong Road or to the South toward Prince George that would block any line of sight.

At 6:56 p.m., Chairman Bresko opened the Public Hearing to anyone who wished to speak for or against this rezoning. Citizens were asked to stated their name and address to the Commissioners, and limit their comments to four (4) minutes.

Darian Christian, 2100 Birdsong Road, South Prince George, stated her property is adjacent to this proposed development. She stated she was confused with the letter she received and questioned the total acreage of the properties. She expressed concerns about drainage and the amount of buffering that would be required. She also stated surveying was done on and near her property without her knowledge.

Shaunt'e Harris, 2006 Birdsong Road, South Prince George, expressed concerns with the site view at Birdsong Road and South Crater Road. She expressed her concern in reference to the map that was mailed to her and stated it was different from the map on the slide that was presented during Mr. Wade's presentation. She also had a question in reference to a "Village Center" that was noted in the letter she received. She concluded by expressing concerns with the possible drainage that could occur with this type of development.

Paul Christian, 2100 Birdsong Road, South Prince George, asked for clarification of the setback requirements for the wetlands. Mr. Wade responded that there is only a setback requirement in the Chesapeake Bay Preservation Area and the request property is not located in the Chesapeake Bay Preservation Area.

Darian Christian, 2100 Birdsong Road, South Prince George, added to her previous concerns by asking about water runoff from commercial property potentially affecting her well and drainage.

At 7:05 p.m., Mr. Graves asked if any of the Zoom participants wished to speak for or against this rezoning. Citizens were asked to state their name and address to the Commissioners, and limited their comments to four (4) minutes. With no one wishing to speak, Chairman Bresko closed the Public Hearing at 7:06 p.m.

Vice-Chairman Brown asked the Chairman to have staff respond the questions that were presented during the Public Hearing.

The applicant's representative, Derrick Johnson from Timmons Group provided more details in reference to the request to rezone. There is (approximately) a 250' strip of land that is currently zoned B-1. The proposed rezoning would continue back another 350'. The remaining portion of the property would not be developed. The proposed development is on the west side of the low area. The wetlands would not be disturbed.

In reference to the drainage concerns, Mr. Johnson confirmed the project has to meet the 2019 Stormwater Management requirements set by the Department of Environmental Quality (DEQ). The Site Plans will be required to be reviewed and approved by DEQ before development starts. The site layout is designed to avoid the wetlands.

Mr. Joyner asked staff if all the adjacent property owners were notified. Mr. Wade confirmed that all adjacent property owners were sent a letter of notification and no comments were received.

Chairman Bresko asked the Commissioners if they had any additional questions or concerns. Vice-Chairman Brown made a motion that the 6.48 acres be rezoned from R-1 zoning to B-1 zoning and to forward the RZ-20-06 request to the Board of Supervisors for consideration with the Planning Commission recommendation for approval. Mr. Joyner seconded the motion. Roll was called on the motion.

In favor: (6) Simmons, Brown, Elder, Easter, Bresko, Joyner  
Absent: (1) Brockwell

**Public Hearing:**

PUBLIC HEARING; SPECIAL EXCEPTION SE-20-02 [4]

Request of Lampe Management Company, Inc. pursuant to Prince George County Zoning Ordinance Section 90-393(15) to permit warehousing with indoor storage on 11.63 acres within a B-1, General Business District, for the purpose of operating a mini-storage facility. The property is located at the northwestern quadrant of the intersection of South Crater Road and Birdsong Road and is identified as portions of Tax Maps 330(0A)00-003-0 and 330(0A)00-006-0. The Comprehensive Plan indicates the property is suitable for village center uses.

Mr. Wade presented to the Commissioners SE-20-02 request of Lampe Management Company, Inc. to have a warehouse with indoor storage [Section 90-393 (15)] for a mini-storage facility on 11.63 acres in a B-1 Zoning District. The request is contingent on the approval of the previous case, RZ-20-06.

This project is proposed to be completed in two (2) phases to include a 132,750 SF indoor storage facility. The facility will include a manager's office and an area for vehicle storage.

Proffered Conditions:

- Substantially conform to Conceptual Plan
- Limitations on aesthetic materials
- Screening for any vehicles, RVs, campers, boats, etc.
- Gate with keyless entry to control access
- Existing mobile homes on property to be relocated

Staff Review Comments:

Comprehensive Plan

- Compatible with Future Land Use: Village Center / Commercial Uses
- Traffic Impact Study not required

Planning & Zoning

- Elevation drawings should be incorporated into conditions for approval.

Utilities

- Required to connect to public sewer at construction
- May be required to connect to public water

VDOT

- The planned entrances meet requirements

Mr. Wade indicated staff recommends approval with conditions. He noted that the applicant and their representative were available to answer any additional questions the Commissioners may have.

Chairman Bresko asked Mr. Johnson from Timmons Group if he wished to add any additional comments. Mr. Johnson explained Lampe Management Company is a large corporation that does these types of projects often. He referenced the diagram of the proposed building provided in the Commissioners' packets, shows a building with a brick front façade and a metal roof, facing South Crater Road. The facility will not be renting trucks to customers but will have a courtesy vehicle available to them.

The proposed plan is to develop the site in two (2) phases. All the land disturbance for this project would be done at the same time. The area designated as Phase 2 would be utilized as vehicle storage, with the proper screening, until Phase 2 is ready for building development. Mr. Johnson asked the Commissioners if they had any additional questions.

Mr. Joyner asked Mr. Johnson about their proposed screening plan. Mr. Johnson stated the tree line along Birdsong Road would remain and explained the storage facility would be a gated facility going approximately 750 feet back from South Crater Road.

Mr. Simmons asked Mr. Johnson to review the slide that shows the whole sixty-five (65) acre parcel. Mr. Johnson reviewed the slide and gave a recap of the project area for clarification.

At 7:32 p.m., Chairman Bresko opened the Public Hearing to anyone who wished to speak for or against SE-20-02. Citizens were asked to state their name and address to the Commissioners, and limit their comments to four (4) minutes.

Paul Christian, 2100 Birdsong Road, South Prince George, asked to see the diagrams of the front façade of the proposed facility.

At 7:34 p.m., Mr. Graves asked if any of the Zoom participants wished to speak for or against this Special Exception. Citizens were asked to state their name and address to the Commissioners, and limited their comments to four (4) minutes. With no one wishing to speak, Chairman Bresko closed the Public Hearing at 7:35 p.m.

Mrs. Elder asked Mr. Wade to clarify why the Staff Report states they “may be subject to rollback taxes” noted on page 5. Chairman Bresko added an inquiry if the land was currently in Land Use they would be subject to rollback taxes. Mr. Wade confirmed the land is currently in Land Use. Mr. Wade stated he would adjust the content on the Staff Report and replace “should” with “may” in reference to paying the rollback taxes before the case is presented to the BOS.

Chairman Bresko asked the Commissioners if they had any additional questions or concerns. Vice-Chairman Brown made a motion to forward SE-20-02 to the Board of Supervisors for consideration with the Planning Commission recommendation for approval. Mr. Joyner seconded the motion. Roll was called on the motion.

In favor: (6) Simmons, Brown, Elder, Easter, Bresko, Joyner  
Absent: (1) Brockwell

**PLANNER’S COMMUNICATION TO THE COMMISSION.** Mr. Wade presented to the Commissioners the following updates:

1. Actions of the Board of Zoning Appeals
  - a. December 28, 2020 meeting has been cancelled
  - b. January 25, 2021 BZA Organization Meeting
2. Actions of the Board of Supervisors (BOS)
  - a. December 8, 2020 the BOS approved OA-20-03, RZ-20-03 and RZ-20-04
  - b. January 12, 2021 Sign Ordinance Public Hearing
  - c. January 26, 2021 RZ-20-06 and SE-20-02 Public Hearings
3. December Planning Commission
  - a. January 28, 2021 Planning Commission Organization Meeting

Chairman Bresko wished the Commissioners and the Planning staff a Merry Christmas and thanked them for all their support during the trying year.

**ADJOURNMENT.** At 7:40 p.m., Chairman Bresko asked the Commissioners if they had any additional questions. If not, he would entertain a motion to adjourn. Mr. Joyner made a motion to adjourn and Mr. Simmons seconded the motion. Roll was called on the motion.

In favor: (6) Simmons, Brown, Elder, Easter, Joyner, Bresko  
Absent: (1) Brockwell



## County of Prince George, Virginia

*"A global community where families thrive and businesses prosper"*

### 2021 Planning Commission Meeting Schedule

The Prince George County Planning Commission has scheduled the following meeting dates. All Work Sessions will be held at 5:30 p.m. in the Board Room, Third Floor. All Planning Commission meetings will commence at 6:30 p.m., in the Board Room, Third Floor, of the County Administration Building, 6602 Courts Drive, Prince George, VA, 23875.

In order to schedule a pre-application appointment to be placed onto the Planning Commission Docket or for any additional information concerning a scheduled Planning Commission Case, please call the Planning Division at 804.722.8678, e-mail [planning@princegeorgecountyva.gov](mailto:planning@princegeorgecountyva.gov), or please visit [www.princegeorgecountyva.gov](http://www.princegeorgecountyva.gov)

<u>Work Session Date</u> The Monday prior to the Public Meeting	<u>Public Meeting Date</u> 4th Thursday of each month	<u>Deadline to File</u>
January 25, 2021	January 28, 2021	December 10, 2020
February 22, 2021	February 25, 2021	January 14, 2021
March 22, 2021	March 25, 2021	February 11, 2021
April 19, 2021	April 22, 2021	March 11, 2021
May 24, 2021	May 27, 2021	April 8, 2021
June 21, 2021	June 24, 2021	May 13, 2021
July 19, 2021	July 22, 2021	June 10, 2021
August 23, 2021	August 26, 2021	July 8, 2021
September 20, 2021	September 23, 2021	August 12, 2021
October 25, 2021	October 28, 2021	September 9, 2021
November 15, 2021*	November 18, 2021*	October 7, 2021*
December 13, 2021*	December 16, 2021*	November 4, 2021*
January 24, 2022	January 27, 2022	December 9, 2021

These dates are subject to change  
\*Changes due to scheduled County holidays



**County of Prince George  
Planning Commission**

**2020 Annual Report  
January – December 2020**

**Approved on \_\_\_\_, 2021**

## **2020 Planning Commission Members**

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

## **Planning Division Staff Members**

Julie C. Walton, DCA - Director of Community Development and Code Compliance  
Horace Wade, III, CFM, Planner II  
Tim Graves, Planner I  
Missy Greaves-Smith, Administrative Support Specialist II

## **Planning Commission Officers and Appointments**

The Planning Commission elected Alex W. Bresko as Chairman, and Floyd M. Brown as Vice-Chairman, for the 2020 calendar year.

## **Introduction**

Section 15.2-2221, of the Code of Virginia, as amended, prescribes the duties of the local Planning Commission. One of these duties is to "Make recommendations and an annual report to the governing body concerning the operation of the commission and the status of planning within its jurisdiction". This document is intended to satisfy the annual report requirement in the form of a report by the Prince George County Planning Commission to the Prince George County Board of Supervisors.

## **Planning Commission Case Summary**

### **Special Exception Cases**

In 2020, three (3) new Special Exception applications were received and five (5) cases were heard before the Planning Commission. These cases included:

1. An amendment of conditions of a 2018 Special Exception case involving commercial outdoor recreation uses in Scott Park (Application received 2019). Planning Commission Recommended Approval 7-0 with conditions on January 23, 2020. The Board of Supervisors approved the request 5-0 on February 25, 2020.
2. A Solar Power Energy Facility on twenty (20) parcels totaling 1,071 acres on Arwood Road (Application received in 2019). Planning Commission recommended approval 5-1 with 1 abstaining on February 27, 2020. The Board of Supervisors approved the request 4-1 on November 10, 2020.
3. A Solar Power Energy Facility on 212 acres on Sebera Road (Application received in 2019). Planning Commission recommended approval 7-0 on February 27, 2020. The Board of Supervisors approved the request 4-0 on September 22, 2020.
4. A Home Occupation in an accessory building for a pest control business on Silvercrest Drive. Planning Commission recommended approval 7-0 on June 25, 2020. The Board of Supervisors approved the request 5-0 on July 14, 2020.
5. A Warehousing with indoor storage use on a property located at the intersection of South Crater Road and Birdsong Road for the purpose of a mini-storage facility. Planning Commission recommended approval 6-0 on December 17, 2020. The case is scheduled to be heard by the Board of Supervisors on January 26, 2021.
6. An amendment of a 2018 Special Exception case to allow a home occupation cottage industry in an accessory building in addition to Assembly Hall uses on a property located on Ruffin Road. The case is scheduled to be heard by the Planning Commission on February 25, 2021.

### **Rezoning Cases**

In 2020, six (6) Rezoning cases were submitted to the Planning Division, and five (5) cases were heard before the Planning Commission:

1. A request by Skycass Marketing to amend conditions of a 1984 Re-zoning case for an industrial zoned property on Prince George Drive to allow additional permitted uses. Planning Commission recommended approval 7-0 on June 25, 2020. The Board of Supervisors approved the request 5-0 on July 14, 2020.
2. A request by Prince George 105 LLC to conditionally rezone a R-A zoned property to B-1 at the intersection of County Drive and Bill Hill Road to allow for commercial uses. Planning Commission recommended approval 7-0 on June 25, 2020. The Board of Supervisors approved the request 5-0 on July 14, 2020.
3. A request by SI Virginia II, LLC to conditionally rezone a property from M-3 to M-1 on Quality Way to allow a distribution warehouse. Planning Commission recommended approval 6-0 on October 22, 2020. The Board of Supervisors approved the request 5-0 on October 27, 2020.
4. A request by SI Virginia II, LLC to amend conditions of a 1997 zoning case for property on Quality Way to allow a distribution warehouse. Planning Commission

recommended approval 6-0 on October 22, 2020. The Board of Supervisors approved the request 5-0 on October 27, 2020.

5. A request by Lampe Management Company, Inc. to conditionally rezone a property located at the intersection of South Crater Road and Birdsong Road from R-1 to B-1, to allow for commercial uses. Planning Commission recommended approval 6-0 on December 17, 2020. The case is scheduled to be heard by the Board of Supervisors on January 26, 2021.
6. A request by James R. Jones to rezone a property at the intersection of Brandywine Road and Jefferson Park Road from R-2 and B-1 to R-3 to permit a multi-family project (Currently under review and a public hearing has not been scheduled).

### **Ordinance Amendments**

The Planning Commission held public hearings and made recommendations on three (3) Zoning Ordinance Amendments:

1. An amendment that would add requirements for Mobile Food Units and permit them in B-1, M-1 and M-2 zoning districts. The Planning Commission recommended approval 6-1. The Board of Supervisors approved the request 5-0 on August 11, 2020.
2. An amendment that would “pyramid” industrial uses such that M-1 permitted uses are permitted in M-2 and M-3 districts and M-2 permitted uses are permitted M-3 districts. Planning Commission recommended approval 6-0 on October 22, 2020. The Board of Supervisors approved the amendment 5-0 on December 16, 2020.
3. An amendment that would consolidate all sign requirements and definitions to provide a clear and consistent set of regulations pertaining to signs and to meet requirements of Reed v. Town of Gilbert. Planning Commission recommended approval 5-0 on November 19, 2020. On January 12, 2021, the Board of Supervisors voted 5-0 to remand the Ordinance to the Planning Commission to address only content-based language in the Ordinance.

### **Progress on Comprehensive Plan Update**

Planning & Zoning Staff continued work on the Comprehensive Plan update, with progress for the year including first drafts for Chapters I through IV, a technical review by VDOT, and a report to the Board of Supervisors summarizing the history of the Comprehensive Plan and the current revisions, as well as the process to finish the update in 2021.

### **Planning & Zoning Division: Administrative Review Summary**

In addition to the Planning Commission cases involving public hearings, the Planning & Zoning Division also received the following additional applications involving administrative reviews in 2019:

- 51 Applications for Subdivisions, Boundary Line Adjustments and Parcel Consolidations, and other Plat reviews
- 23 Site Plan applications for projects such as: Swaders Pavilion, Chappel Creek on the James – Revisions, Fort Powhatan Solar – Phase II, New Dixie Oil, 7-Eleven, ICS Warehouse Addition, Columbia Gas Transmission on Baxter Road, Scott Park

Concession Stand, Quality Properties Industrial Improvements, Crossroads Detail Center, Prince George County New Elementary School, Mount-It, Heartwood Enterprises, New Automobile Dealership, Prince George Central Wellness Center, Davis Fast Food Restaurant, Chudoba Property, Unity Baptist, and Meadows Section 3.

- 15 Administrative Second Dwelling renewals and 2 new Second Dwelling applications
- 42 Zoning Approvals issued for professional businesses (48 received)
- 180 Zoning Approvals issued for home occupation businesses
- 455 Zoning Permits reviewed for construction projects
- 2 Administrative Variance applications
- 17 Zoning Confirmation Letters

### **Planning & Zoning Division: Special Projects**

The Planning & Zoning Division handled additional special projects, including:

1. The Division prepared a Solar Energy Facility Siting Policy which was recommended by the Planning Commission and adopted by the Board of Supervisors. The policy aids the public, applicants, staff and the decision-making boards in reviewing applications for large-scale solar facilities.
2. The Division submitted three Smart Scale transportation projects for review by the Commonwealth Transportation Board (CTB). The three (3) projects are: a roundabout at the intersection of Jefferson Park Road and Middle Road, a roundabout at Prince George Drive and Middle Road, and the realignment of Hines Road at County Drive (Route 460).
3. The Division completed updates or created new forms for most application, with changes intended to streamline processes and improve the quality of application submittals.
4. The Division created a public map resource showing the approximate locations and major details of zoning cases approved since 1974, as part of ongoing efforts to consolidate and organize historic zoning case records.
5. The Division prepared a board packet including a resolution to request authorization to apply for funding for trails in Scott Park. This grant project was put on hold due to budgeting limitations during the pandemic.
6. In addition to those ordinance amendments which received a public hearing before the Planning Commission and were forwarded to the Board of Supervisors, the Division prepared a draft ordinance amendment reducing the minimum lot size for keeping poultry and included "housekeeping updates" for the requirements for keeping poultry on residential properties in the County. The Division conducted extensive public outreach as part of this process, however the Planning Commission decided not to proceed with a public hearing to consider the ordinance amendment.
7. The Division completed research on requirements for private roads in the County in an effort to provide clear and consistent requirements for applicants prior to application. Updates to applications and summary sheets were created as part of this work, and an ordinance amendment will be developed with the County Attorney for review and consideration in 2021.

## January 12 Meeting Recap

# **BOS Terminates Contract to Design New Jefferson Park Fire Station**

The Board of Supervisors in 2019 voted to construct a new fire station at Jefferson Park, and subsequently approved borrowing in the amount of \$3.2 million also in 2019. The Board voted in August, 2019, to hire the firm of HBA to perform A&E services in the amount of \$227,793. An actual groundbreaking for the project to be located along Brandywine Road was held October 6, 2019. Since that time, a team consisting of County Staff, volunteer representatives and the architect has spent many hours providing input into the specs for the building. The message given to the team was to design a new station along the same footprint as Station 7, which opened in 2018. An update to the Board of Supervisors was given at the October 13, 2020 meeting on the project, and the estimated cost was \$3,947,312.11, a \$747,312.11 increase over the project budget. There were also undefined costs related to stormwater that were not included in the estimate as part of an agreement with developer James Jones. There are also no funds available currently for furnishings and technology. The remaining funds available for the project are \$2,930,499.50. Since the October 13 meeting, Staff has been working with the architect to attempt to reduce costs. This would naturally call for a decrease in the size of the building and its contents.

After reviewing the total cost and lengthy discussions at its January 7 Pre-Budget Work Session, it has been decided to explore the possibility of a renovation of the current Jefferson Park Fire Station and the possibility of repurposing the funds for another Fire/EMS Capital Project. The Board voted unanimously at its January 12, 2021 meeting to terminate the contract to design the new Jefferson Park Fire Station.

Other matters to come before the BOS at its worksession & meeting:

- Approved on consent and presented a commendation to Police Officer Thomas J. Milazzo for his service to Prince George County.
- Approved on consent a commendation for Chief Deputy Treasurer Gloria A. Tereschenko for her service to Prince George County.
- Approved on consent an appropriation in the amount of \$75,000 for School Virginia Tiered Systems of Support Grant and Cameron Foundation Grant funds.
- Approved on consent an appropriation in the amount of \$23,675 in insurance recoveries for Police vehicle repair.
- Approved on consent a transfer from General Fund Contingency in the amount of \$39,846.65 for continuation of part-time COVID-19 response workers formerly funded using CARES Coronavirus Relief funds.

- Approved on consent a Settlement and Release Agreement between the County of Prince George and Anthony and Patricia Dasilva.
- Approved on consent a Settlement and Release Agreement between the County of Prince George and James D. Foster.
- Received a road maintenance report from the Virginia Department of Transportation.
- Received a CARES Funding report.
- Received an update of the Municipal COVID Relief Funds.
- Received a report on Fire and EMS building projects.
- Unanimously approved proposed revisions to the Prince George County Personnel Policies regarding Wireless Devices and Electronic Information, Internet and Network Resources.
- Unanimously authorized the County Administrator to enter into an Agreement with VDOT for the construction, construction management, and inspection services related to the completion of Koolwood Lane for acceptance into the State-maintained secondary system of road and appropriation of performance bond funds.
- Unanimously authorized a contract amendment between Prince George County and Kalyan Hospitality relating to emergency hotel rooms for Staff quarantine for COVID-19.
- Unanimously authorized an amendment to COVID-19 Small Business Micro-Grant Agreement.
- Unanimously approved an appropriation in the amount of \$399,042.06 for School Federal Department of Defense Funds.
- Unanimously authorized the advertisement of a public hearing for February 9 for an ordinance to amend The Code of the County of Prince George to allocate \$.01 of the real estate tax for fire equipment replacement for the coordinated Fire/EMS System.
- Unanimously authorized the advertisement of a public hearing for February 9 for an ordinance to The Code of the County of Prince George to clarify the language for a dog running at large.

- Discussed and had no negative comments regarding VA ABC License application notice from Los Arrieros Inc.
- Unanimously appointed Chairman Brown, Vice-Chair Waymack as alternate, and Donald Hunter as alternate two, to the Crater Regional Chief Elected Official Consortium.
- Received the County Administrator's Six-Month Work Plan.
- Held a public hearing and unanimously agreed to send back an Ordinance to Amend the Code of the County of Prince George pertaining to signs for less restrictive changes by specifically removing current content based restrictions on signage as an outcome of the United States Supreme Court verdict of the Reed v. Town of Gilbert case.
- Held a public hearing and unanimously approved a budget amendment and appropriation in the amount of \$1,877,866.32 for FY20 School Division carry-over funds.